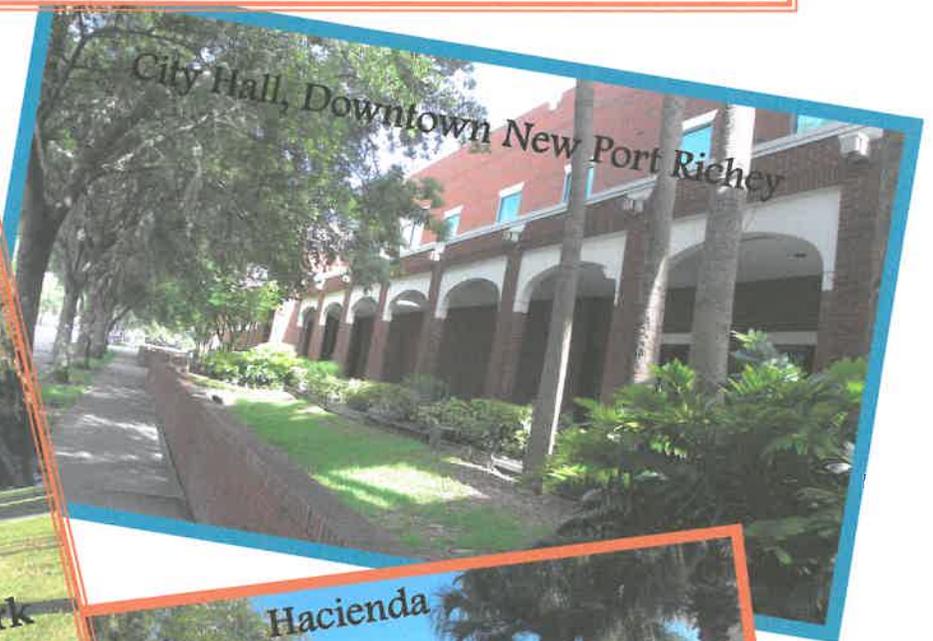


# City of New Port Richey, Florida Annual Budget 2014-2015



**City of New Port Richey**  
**Annual Operating Budget**  
**2014 ~ 2015**

**Robert Marlowe**  
**Mayor - Councilmember**

**Judy deBella Thomas**  
**Deputy Mayor - Councilmember**

**Bill Phillips**  
**Councilmember**

**Jeff Starkey**  
**Councilmember**

**Chopper Davis**  
**Councilmember**

**Debbie L. Manns**  
**City Manager**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**New Port Richey  
Florida**

For the Fiscal Year Beginning

**October 1, 2013**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to New Port Richey, Florida for its annual budget for the fiscal year beginning October 1, 2013. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and 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.

## **Vision:**

*A progressive, culturally rich, environmentally conscious city that embraces its historical traditions and scenic waterfront while fostering a family oriented and business friendly climate that celebrates its small town appeal.*

## **Mission:**

*Cultivate a coalition of stakeholders consisting of elected and appointed leaders, dedicated city staff, business partners and community volunteers who will fuel the city's vision with the commitment to implement the city's strategic plan while providing excellence in customer service.*

# Table of Contents

<b>INTRODUCTION</b> .....	1
Contents .....	3
About New Port Richey .....	5
Tourism.....	5
Friendly Facts.....	5
General Description.....	6
Dimensions and Boundaries.....	7
Transportation.....	7
Print and Electronic Media .....	8
Public Works.....	8
Electric Service.....	9
Local Law Enforcement .....	9
Emergency Services.....	9
Library.....	10
Recreation and Aquatic Center .....	10
Electoral Districts.....	11
City Council.....	11
City Council Meetings.....	11
Calendar of Meetings .....	12
Communications.....	12
Meet the City Council .....	13
Contact Information .....	14
<b>BUDGET MESSAGE</b> .....	15
How to use this document .....	17
Initial Proposed Budget Message for Fiscal Year 2014-2015 .....	17
Theme: I am New Port Richey!.....	17
A Coalition of Stakeholders with a commitment to implement the City's Strategic Plan.....	18
Budget Direction.....	18
Budget Highlights .....	18
Achieving Financial Sustainability.....	19
Infrastructure Improvements.....	19
General Fund's Fund Balance and Emergency Reserves .....	20
Organizational Changes.....	20
New General Fund Positions Proposed for FY 2015.....	20
FY 2015 Water/Sewer Fund Positions Proposed.....	21
Get Involved in your City Government.....	21
Summary.....	21

<b>BUDGET OVERVIEW</b> .....	23
Contents .....	25
City-Wide Summary – All Funds .....	27
Where Does Your Tax Dollar Go? .....	29
City Taxes vs. CDD Assessments .....	30
Revenues – All Funds .....	31
Budget Detail by Revenue Source – All Funds .....	32
Expenditures – All Funds .....	33
Budget Detail by Major Line Item.....	34
Exhibit 3-A.....	35
Exhibit 3-B.....	37
General Fund .....	38
Comparison FYE 2014 Adopted Budget to FYE 2015.....	41
General Fund Revenues.....	42
General Fund Expenditures .....	43
Stormwater Utility Fund .....	45
Street Lighting Fund .....	46
General Debt Service Fund.....	47
Capital Improvement Fund.....	48
Combined Water and Sewer Funds.....	51
Redevelopment/Community Redevelopment Agency.....	54
Street Improvement Fund .....	55
Central Garage Fund.....	56
Projected Changes in Fund Balance .....	57
 <b>FINANCIAL POLICIES</b> .....	 59
Purpose.....	61
Accounting System and Budgetary Control.....	61
Operating Budget .....	62
Revenues .....	64
Expenditures.....	65
Fund Balance/Reserves .....	67
Accounting, Auditing and Financial Reporting .....	67
Asset Management.....	68
Debt Management .....	68
Debt Financing.....	69
Internal Controls.....	70
Staffing and Training.....	70
Fund Types.....	71
Basis of Budgeting .....	71
Revenue Explanations .....	72
Budget Timetable .....	73
 <b>GENERAL FUND</b> .....	 77
General Fund Revenue .....	77
Citywide Organizational Chart.....	81
City Council – Non-Classified.....	83

City Manager .....	85
Human Resources/Risk Management .....	89
City Clerk.....	93
Technology Solutions.....	97
Finance .....	101
Accounting and Budgeting .....	101
Billing and Collection.....	105
Purchasing and Warehouse .....	109
Library .....	111
Police .....	117
Supervision.....	117
Support Services.....	123
Community Services.....	127
Patrol.....	131
Code Enforcement .....	137
Code Enforcement – Grant Funded .....	142
Red Light Cameras .....	145
Fire Department .....	149
Supervision.....	149
Firefighting .....	154
Economic Development .....	159
Development Department .....	163
Municipal Building Operation.....	167
Recreation and Aquatic Center .....	171
Recreation.....	171
Parks.....	177
Swimming Pool Operation .....	183
Public Works.....	189
Supervision.....	189
Street & Right-Of-Way Maintenance.....	195
Non-Expenditure Disbursements .....	201
Capital Outlay Summary .....	203
 <b><i>STORMWATER UTILITY FUND</i></b> .....	 205
 <b><i>STEET LIGHTING FUND</i></b> .....	 213
 <b><i>GENERAL DEBT SERVICE FUND</i></b> .....	 215
 <b><i>CAPITAL IMPROVEMENT FUND</i></b> .....	 217
 <b><i>WATER &amp; SEWER REVENUE FUND</i></b> .....	 221
Water & Sewer Revenue .....	221
Water Production .....	223
Water and Reclaimed Water Distribution.....	229
Water & Sewer Non-Classified .....	235
Construction Services .....	236

Reclaimed Water Production .....	239
Water Pollution Control .....	243
Sewer Collection .....	249
Non-Expenditure Disbursements .....	255
<b>WATER &amp; SEWER RENEWAL &amp; REPLACEMENT FUND</b> .....	<b>257</b>
<b>WATER &amp; SEWER DEBT SERVICE FUND</b> .....	<b>259</b>
<b>WATER &amp; SEWER ASSESSMENT FUND</b> .....	<b>261</b>
<b>WATER &amp; SEWER CONSTRUCTION FUND</b> .....	<b>265</b>
<b>CENTRAL GARAGE FUND</b> .....	<b>269</b>
<b>REDEVELOPMENT FUND</b> .....	<b>277</b>
Redevelopment Revenue .....	277
Redevelopment .....	279
Non-Expenditure Disbursements .....	281
<b>STREET IMPROVEMENT FUND</b> .....	<b>283</b>
<b>APPENDIX</b> .....	<b>285</b>
Contents .....	287
Funds Re-Cap .....	291
Schedule of Transfers .....	292
Ratio of Unassigned Fund Balance to General Fund Budget .....	293
Millage Rate History .....	294
Full-Time Equivalent Employees .....	295
Redevelopment Refunding Note, Series 2005A .....	297
Redevelopment Revenue Note, Series 2005B .....	298
Water & Sewer Refunding Revenue Bond, Series 2007A .....	299
Water & Sewer Refunding Revenue Bond, Series 2012 .....	300
Capital Improvement Projects and Penny for Pasco Funds .....	301
Glossary .....	303

# Introduction



## **About New Port Richey**

### **General Information**

Description  
Geography  
Transportation  
Print and Electronic Media  
Public Works  
Electric Service  
Public Safety  
Emergency Services  
Library  
Recreation and Aquatic Center  
Electoral Districts

### **City Council**

Council-Manager Form of Government  
Council Meetings  
Calendar of Meetings  
Communications  
Elected Officials  
Administrative Services and Department Contact Information



**About New Port Richey**



Pasco County is ranked as one the fastest growing counties in Florida, according to The Tampa Bay Times. Pasco’s City of New Port Richey attracts new residents and

visitors at an increasing rate each year based on several factors. New Port Richey’s geography blends nature, beaches and great shopping with restaurants, culture and business - all with a small-town feel. Major attractions are nearby. New Port Richey is rich in history and a town alive with happenings.

Located in the West Central part of Pasco, The City of New Port Richey has a total area of 4.6 miles. The Gulf of Mexico coastline borders the west side and the Pithlachascotee River runs through the city. New Port Richey is considered part of the Tampa Bay area, a mecca filled with major attractions and hot spots for recreation, sports and culture.

**Tourism**

It’s no secret that Florida’s climate is an attraction for tourists. In New Port Richey, winters are mild and summers very warm.

**Monthly Temperature Averages**

(Median in Degrees Fahrenheit)

<b>Jan</b> 63	<b>Feb</b> 65	<b>Mar</b> 69	<b>Apr</b> 74	<b>May</b> 81	<b>Jun</b> 83
<b>Jul</b> 85	<b>Aug</b> 85	<b>Sep</b> 83	<b>Oct</b> 78	<b>Nov</b> 72	<b>Dec</b> 65

**NEW PORT RICHEY FRIENDLY FACTS**

Population: 14,868

Incorporated: 1924

Founder: Captain Aaron M. Richey

Famous Firsts & Trivia: New Port Richey was selected as the future home site for famous silent film stars before the depression changed the economics of the plan. Silent film stars Gloria Swanson and Thomas Meighan were frequent visitors of the town. During his election campaign, President George W. Bush spoke in 2004 at Sims Park. The coastline west of New Port Richey served as the location for the 1978 Lee Majors film, *The Norseman*.

Sports: Tampa Bay is home to NFL’s Tampa Bay Buccaneers, MLB’s Tampa Bay Rays, NHL’s Tampa Bay Lightning, and spring training for the Phillies, Toronto Blue Jays, and NY Yankees.

Annual Rainfall: 45.8 inches

Major Economic Engines in the Area: Citrus products, Retailing, Healthcare

Major Employers: School District, Government, Hospital

Major Pasco County Roads: SR 54 and SR 52, Suncoast Highway, US Hwy 19, I-75, US Hwy 41

Airports: Tampa International Airport, St. Petersburg-Clearwater Airport

Public Schools: 12 Elementary, 4 middle, 6 high schools, 2 charter schools.

College: Pasco-Hernando Community College – New Port Richey

Hospitals: Medical Center of Trinity, Mease-Morton Plant North Bay Hospital

Parks: Recreation Center Skate Park, Sims Park, Sims Park Boat Ramp, Orange Lake, Cotee River Park, Frances Avenue Park, Meadows Park, Dog Park at the Meadows, Grand Boulevard Park, James E. Grey Preserve, Russ Park, Jasmine Park and a Recreation, Fitness and Aquatic Center.



Fishing & Boating: A Florida Fishing License is required. Licenses are available at the county tax collectors office and at many local fishing supplies retailers.

The City also provides a full range of modern, municipal services such as:

- Police, fire and emergency medical protection
- Community planning and economic development
- Zoning and code enforcement
- Building permit and inspection services
- Concerts and other events
- Parks, recreational and sports programs
- Potable water and sanitary sewer services
- Stormwater management and street maintenance
- Local library

### General Description

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New Port Richey is a city in Pasco County, Florida, United States. It is a suburban city included in the Tampa-St. Petersburg-Clearwater, Florida Metropolitan Statistical Area.

Pasco County is a county located in the U.S. State of Florida. As of 2010, the population was 464,697. The July 1, 2013 census estimate according to the U.S. Census Bureau for the county is 473,566. Its county seat is Dade City, Florida. Pasco, along with Hernando, Hillsborough, and Pinellas counties, comprise the Tampa-St. Petersburg-Clearwater, Florida Metropolitan Statistical Area.

The Tampa Bay Area, or Tampa Bay, after the body of water it surrounds, is the second most populous metropolitan area in the State of Florida (after the South Florida metropolitan area), the second most populous on the Gulf Coast (behind Houston), the fourth most populous in the Southeast (after Miami, Atlanta and Washington), and the 19th-largest in the United States.

The Bureau of the Census currently estimates the population for the Tampa-St. Petersburg Metropolitan Statistical Area (MSA) at 2,733,761. As of a July 1, 2008 estimate the Greater Tampa Bay Region contains 4 million residents when including immediately adjacent urban and suburban counties to the official MSA. The Tampa Bay Partnership and U.S. Census data showed an average annual growth of 2.47 percent, or a gain of approximately 97,000 residents per year between 2000 and 2006. The combined Greater Tampa Bay region experienced a combined growth rate of 14.8 percent, growing from 3.4 million to 3.9 million and hitting the 4 million mark on April 1, 2007 in the continuous Tampa Bay urban area. In 2008 the area's construction based boom was brought to a sudden halt by the financial crisis of 2007–2010, and by 2009 it was ranked as the fourth worst performing housing market in the United States.

## Dimensions and Boundaries

---

Located in the West Central part of Pasco, The City of New Port Richey has a total area of 4.6 miles. The Gulf of Mexico borders the west side and the Pithlachascotee River runs through the city. New Port Richey is considered part of the Tampa Bay area, a mecca filled with major attractions and hot spots for recreation, sports and culture.



According to the U.S. Census Bureau, the County of Pasco has a total area of 868 square miles of which, 745 square miles of it is land and 123 square miles of it (14.18%) is water.

Surrounding counties include:

Hernando County, Florida - north

Sumter County, Florida - northeast

Polk County, Florida - southeast

Hillsborough County, Florida - south

Pinellas County, Florida - southwest

## Transportation

---

### Aviation

Zephyrhills Municipal Airport (ZPH) Pilot Country

Airport (X05) Tampa North Aero Park (X39)

Hidden Lake Estates Airport (FA40, private airport near Moon Lake)

### Bus service

Pasco County Public Transportation provides bus service in West Pasco, Dade City and Zephyrhills.



### Railroads

CSX operates three rail lines within the county. Amtrak formerly provided passenger rail service to Dade City, but the stop was terminated in late 2004. The other two lines include the Brooksville Subdivision which runs close to US 41 and the Vitis Subdivision, which runs southeast into Lakeland. Notable abandoned railroad lines include a former branch of the Atlantic Coast Line Railroad northwest of Trilacoochee (formerly Owensboro Junction) that became part of the Withlacoochee State Trail, a segment of the a Seaboard Air Line Railroad branch stretching from Zephyrhills to Trilacoochee, another line along the east side of US 301 that spanned from Sulphur Springs to Zephyrhills, part of the Orange Belt Railroad which ran from St. Petersburg and entered the county in what is today Trinity to Trilby (abandoned during the early-to-mid 1970's), and a branch of the Seaboard Air Line that ran through Holiday, Elfers and into New Port Richey. This line was truncated to Elfers in 1943, and eliminated during the 1980's.

### Major roads

Interstate 75 runs north and south across the eastern part of the county. Once a major connecting point with Tampa, I-75 has been made obsolete for western residents of the county by the Suncoast Parkway.

Suncoast Parkway enters the county in the south halfway between Gunn Highway and US 41, and ends in the far northern part of the county at County Line Road (Exit 37). The Suncoast Parkway is a recently-constructed toll road that connects Pasco County with Hillsborough County, where it becomes the Veterans Expressway and heads directly into Tampa International Airport before reaching Interstate 275. SR 589 has four Pasco County exits: SR 54 (Exit 19), Ridge Road Extension (Future Exit 24), SR 52 (Exit 27), and County Line Road (Exit 37).

U.S. Route 19 is a major commercial center running beside to the Gulf of Mexico on the

western edge of the county, and used as a primary connecting route to cities down the west coast of Florida, including Tarpon Springs, Dunedin, Clearwater, and St. Petersburg, as well as Spring Hill, Weeki Wachee, Homosassa and Crystal River to the north. Alternate 19 is a former section of US 19 that runs closer to the Gulf of Mexico in Pinellas and southern Pasco County than US 19.

U.S. Route 41 (Land O' Lakes Boulevard)

County Line Road (CR 578) is a major county road running entirely along the border with Hernando County beginning at US 19, intersects the Suncoast Parkway, and ends at US 41. Due to increased congestion, it is planned to be upgraded from two to four lanes, and possibly upgraded from a county road to a state road.

State Road 52 (Colonel Schrader Memorial Highway) an east-west route that runs primarily through the center of the county from US 19 in Bayonet Point to US 98-301 in Dade City.

State Road 54 (Gunn Highway/Fifth Avenue) another east-west road that runs through southern Pasco County, from US 19 near Holiday to US 301 in Zephyrhills.

State Road 56 a 2002-constructed road between SR 54 and Bruce B. Downs Boulevard in Wesley Chapel. Planned to be extended to US 301 south of Zephyrhills.

Little Road (CR 1) Major four to six lane county road in western Pasco County bypassing US 19 between southeast of Aripeka and Trinity.

Trinity Boulevard(Pasco-Pinellas CR 996)

### Print and Electronic Media

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Several metropolitan daily newspapers are circulated in New Port Richey. These include the Tampa Bay Times, Tampa Tribune, USA Today and

the Wall Street Journal. Other periodic newspapers are also available such as the Suncoast News and West Pasco Press.

National and local television and radio also serve the City. BrightHouse and Verizon broadcast City Council meetings on cable channels 615 and 20 respectively.

On a regular basis, staff updates the City's official website [www.citynpr.org](http://www.citynpr.org) that includes a calendar of City events.

### Public Works

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The Wastewater Treatment Plant was awarded the Dept. of Environmental Protections "Plant Operations Excellence Award" in 2005 and 2011.



Sewer, Water and Reclaimed Water are provided by the City of New Port Richey Public Works headquartered at 6132 Pine Hill Road, Port Richey, FL 34668. Tel: (727) 841-4536 Fax: (727) 841-4586

Services also provided: Yard debris pickup, free mulch to residence, minor street repair and monitor storm drains and retention ponds.

## Electric Service

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Electricity is provided by Duke Energy. Based in Charlotte, NC, Duke Energy completed its merger with Progress Energy on July 2, 2012. They are the largest electric power holding company in the United States, supplying and delivering energy to approximately 7.2 million U.S. customers. Duke Energy (NYSE: DUK), is a Fortune 250 company with approximately 57,700 megawatts of generating capacity and over \$100 billion in assets.

## Local Law Enforcement

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New Port Richey Police Department  
6739 Adams Street  
New Port Richey, FL 34652  
Dispatch 727-841-4550  
Records 727-841-4553  
[www.nprpolice.org](http://www.nprpolice.org)



The New Port Richey Police Department currently employs 37 sworn officers and has an active reserve officer program. The department has 25 civilian employees, which include dispatchers, crime scene technicians, victim advocate, code enforcement and other personnel.

## Emergency Services

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New Port Richey Fire Department  
5919 Main Street  
New Port Richey, FL 34652  
Administration: (727) 853-1032



The Fire Department personnel consist of a Fire Chief, an Assistant Fire Chief and 21 career firefighters. Staffing is divided into 3 shifts: A, B and C. Each shift is under the command of 1 District Chief, 1 Captain and 5 certified Firefighters. All Firefighters are also licensed EMTs and/or Paramedics. Combat personnel are augmented by part-time firefighters. Fire Station #1 is located at 6333 Madison Street and Fire Station #2 is located at 6121 High Street.



## Library

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New Port Richey Library  
5939 Main Street, in historic downtown New Port  
Richey, FL 34652

Monday - Thursday, 10:00AM – 8:00PM

Friday - Saturday, 10:00AM – 2:00PM

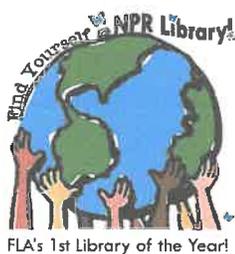
Sunday Closed

727-853-1279

fax: 727-853-1280



**Founded in 1919**  
**and Florida's Original Library of the Year**



No charge for: Memberships, Internet Access,  
Wi-Fi, Classes and Programs  
For details contact us at:  
[nprlibrary@gmail.com](mailto:nprlibrary@gmail.com)  
[www.nprlibrary.org](http://www.nprlibrary.org)

## Recreation and Aquatic Center

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6630 Van Buren Street,  
New Port Richey, FL 34653



Monday – Friday 6:00AM – 8:00PM

Saturday – Sunday 10:00AM – 5:00PM

(727) 841-4560

New Port Richey was designated as a "Playful City  
USA" community the past six years!  
And is the only Parks and Recreation Department  
to be awarded  
"Florida's #1 Parks and Recreation Department"  
*TWO YEARS IN A ROW!*  
by the  
Florida Recreation and Park Association



For questions or information, please contact  
[smithe@cityofnewportrichey.org](mailto:smithe@cityofnewportrichey.org)

**IT STARTS IN**  
**PARKS**  
Coaching. Connecting. Community.

## Electoral Districts

---

The City of New Port Richey is located in the following electoral districts:

- Congressional - 9
- State Senatorial - 11
- State House - 46
- County Commission – 4 or 5
- School Board – 4 or 5

## City Council

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### About the Council-Manager Form of Government

The Council-Manager form is the system of local government that combines the strong political leadership of elected officials in the form of a council, with the strong managerial experience of an appointed local government manager. The form establishes a representative system where all power is concentrated in the elected council and where the council hires a professionally trained manager to oversee the delivery of public services.



### What is the City Council's function?

The Council is the legislative body; its members are the community's decision-makers. Power is centralized in the elected council, which approves the budget and determines the tax rate, for example. The Council also focuses on the community's goals, major projects and such long-term considerations as community growth, land use development, capital improvement plans,

capital financing and strategic planning. The Council hires a professional manager to carry out the administrative responsibilities and supervises the manager's performance.

### How does the Manager serve?

Managers serve at the pleasure of the Council or governing body, consistent with local laws, ordinances or employment agreements they may have with the Council. Control is always in the hands of the elected representatives of the people.

## City Council Meetings

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**Welcome to a meeting of the New Port Richey City Council.** All meetings of the City Council are open to the public. Meetings are held in the City Council Chambers, City Hall, 5919 Main Street, New Port Richey.

Regular meetings of the City Council are held on the first and third Tuesday of each month. If the date of a meeting is a holiday, the meeting is rescheduled.

As needed, City Council Workshops are held.

**Council Makeup.** The City Council is the legislative body. This consists of the Mayor, Deputy Mayor and three Council members. The City Council serves part-time for a small salary.

**Council Powers.** The Council's powers consist of: adopting all ordinances; reviewing and revising and adopting the budget; making appropriations; levying taxes; authorizing bond issues; providing for the internal structure of the local government; and establishing municipal policy.

The Council has the authority to initiate hearings for the purpose of gathering information for ordinance making and airing public problems, and to supervise the spending of appropriations.

**Vox Pop.** The Vox Pop item at regular meetings of the City Council is an opportunity for citizens in the audience to address the City Council on matters that are not specifically listed on the agenda for that meeting. A person who wishes to speak to the City Council will be limited to a maximum of three (3) minutes. Speakers must identify themselves prior to speaking by stating their name and address for the record.

### **Council Meeting Protocol**

1. The City Council will take action only on those items listed on the agenda. Copies are available to the public and are located on the table outside of Council Chambers.
2. The Mayor is Chairperson of the meeting. The Deputy Mayor assumes the chair in the absence of the Mayor.
3. Items listed on the agenda after the roll call, pledge of allegiance to the flag, and moment of silence/invocation are: Council Business; Consent Agenda; Public Hearings; and Council Business.
4. Manner of Addressing the Council: Upon recognition by the Chair, the person shall proceed to give his/her name and address in an audible tone of voice for the record. Statements shall be addressed to the Council as a body. No person, other than the person having the floor, shall be permitted to enter into any discussion without recognition by the Chair.
5. Personal and Slandorous Remarks: Any person making personal, impertinent or slanderous remarks, or who shall become boisterous, while addressing the Council, shall be asked by the Chair to cease or be asked to leave unless permission to continue be granted by a majority of the Council.

### **Calendar of Meetings**

---

The Office of the City Clerk publishes an official calendar of meetings and events. The calendar is posted at City Hall; on the City's website,

[www.citynpr.org](http://www.citynpr.org) and is also available as a handout from the City Clerk.

Meeting dates occasionally change. Please check with the Office of the City Clerk for an up-to-date schedule.

### **Communications**

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In an effort to keep its residents and visitors informed about City meetings, projects, lane closures, programming and event offerings, the City utilizes the following main methods of communications:

City's Official Website

[www.citynpr.org](http://www.citynpr.org)

City Wiki Site

Check for up-to date information, newsletters, city maps, etc.

<http://nprnewsletter.wikispaces.com/>

Nixle

Nixle.com is a web-based community information service designed to deliver important and timely information anywhere in the country as well as to residents of New Port Richey, along with water and sewer customers that live outside the City's corporate limits. This service delivers reliable and important real-time neighborhood-level public safety and community event notifications by web, e-mail, and cell phone (via text messages). Nixle is free (however, standard text message rates apply for cell phone subscribers who do not have text plans with their phone providers) and easy to use. Follow the link [www.nixle.com](http://www.nixle.com) to register.

Government Cable Access

Council Meetings are broadcast live on BrightHouse Channel 615 and Verizon Channel 20.

## City Council

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The City Charter provides for a City Council that is vested with all legislative powers of the City. The Mayor and four Council members are elected at large to staggered 3 year terms, all expiring in April.



**Robert C. Marlowe, Mayor**

[marlower@cityofnewportrichey.org](mailto:marlower@cityofnewportrichey.org)

727-853-1290

Next election: April 2017



**Judy DeBella Thomas, Deputy Mayor**

[debellathomasi@cityofnewportrichey.org](mailto:debellathomasi@cityofnewportrichey.org)

727-853-1016 ext. 2031

Next election: April 2015



**Bill Phillips, Councilmember**

[phillipsb@cityofnewportrichey.org](mailto:phillipsb@cityofnewportrichey.org)

727-853-1016 ext. 2033

Next election: April 2015



**Jeff Starkey, Councilmember**

[starkeyj@cityofnewportrichey.org](mailto:starkeyj@cityofnewportrichey.org)

727-389-5784

Next election: April 2016



**Chopper Davis, Councilmember**

[davisc@cityofnewportrichey.org](mailto:davisc@cityofnewportrichey.org)

727-255-9135

Next election: April 2016

## Contact Information

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Local elected officials and City staff encourage resident and visitor participation.

City of New Port Richey  
Government Center  
5919 Main Street  
New Port Richey, FL 34652  
General: 727-853-1016  
Fax: 727-853-1023

Administrative Services and Department phone numbers; Mayor and Council included above.

City Manager	727.853.1021
City Clerk	727.853.1024
Development	727.853.1047
Finance	727.853.1055
Billing & Collection	727.853.1061
Technology Services	727.853.1252
Library	727.853.1279
Police	727.841.4553
Code Enforcement	727.841.4553
Fire	727.853.1032
Public Works	727.841.4536
Recreation/Aquatics Ctr	727.841.4560

# Budget Message





# NEW PORT RICHEY

5919 MAIN STREET • NEW PORT RICHEY, FL 34652 • 727.853.1016

## How to use this document

This Proposed Annual Budget document has been prepared in a format similar to that used in prior years. The Budget shows actual expenditures for the past two fiscal years, the amended budget for the current fiscal year, estimated expenditures for the current year, and a proposed budget for the upcoming fiscal year for each Department and Division of the City organization. The amended budget column reflects all budget amendments approved by the City Manager or the City Council through September 2, 2014. The FY 2014-2015 budget column (the far right of each page) reflects the proposed budget which is recommended for final approval. While advertised for a millage rate of 9.7 mills, this final proposed budget reflects a millage rate to 9.5 which will be applied to all taxable real estate and tangible property in the city.



**September 17, 2014**

The Honorable Mayor and City Council Members  
City of New Port Richey  
5919 Main Street  
New Port Richey, Florida 34652

**SUBJECT: INITIAL PROPOSED BUDGET MESSAGE FOR FISCAL YEAR 2014- 2015**



**THEME: I am New Port Richey!**

Dear Mayor and Members of the City Council:

In accordance with Articles III and V of the City Charter, I am pleased to present the City Manager's initial proposed budget for the Fiscal year that begins on October 1st of 2014. Each department's anticipated expenditures are depicted by division. The proposed budget is balanced and continues to place emphasis on the following:

- Promote safety for our citizens**
- Utilize technology for more efficient use of our resources and services as well as improve knowledge and use of technology for our residents and patrons.**
- Recognize the worth of our employees**
- Position us for Redevelopment of our City**
- Offer opportunities to create, innovate, and establish new initiatives**
- Stabilize and green our infrastructure and community**
- Enjoy and embrace our City's assets – Further investment in public facilities will position the City to be the catalyst location for the West Pasco economic revival envisioned by Pasco County in their award winning redevelopment plan. Increase the number and quality of special events and festivals, recreational use of the river and the City's**

parks, expanding bike & walking trails and development of a "Waterfront Activity Center". These efforts will support the existing business community and open up opportunities for new commercial and residential projects.

### **A Coalition of Stakeholders with a commitment to implement the City's Strategic Plan**

The proposed budget recognizes that each department of the City is vital to the successful delivery of services and to the vision of a safe, fun and unique City that blends its historic tradition with new initiatives that will improve the appeal for residents, businesses, shoppers and tourists. From the availability of "free mulch" generated from the removal of yard debris from your home to a swim at the Aquatics Center, a free concert at the Library or the numerous special events in the downtown and Sims Park, the City remains committed to providing the services and amenities that reflect the smart, responsible and active way of life that residents deserve.



The recommended levels of expenditure in the General Fund reflect the policy direction provided by the City Council.

This final version of the proposed budget has been updated and includes additional revenue of \$174,000 for the Street Improvement Fund. The increase is the result of the sun setting of the allocation formula, lowering the amount due the

City, combined with the addition of a second local option gas tax of 5 cents per gallon. Future allocations will depend on the level of spending by the City of road improvement projects.

### **Budget Direction**

Based on the preceding philosophy, our budgetary goals for the upcoming year are summarized as follows:

- No reduction in services
- Increased effort in Police and Code Enforcement to combat Unlawfulness and Neglect
- No new taxes on residents
- Millage decreased to 9.5 mills
- Identify a strategy to Bridge the need to increase the City's value in the short term to the point where the increased investment generates the revenues to sustain the effort over the long term.

### **Budget Highlights**

- Real Property Value rose modestly for the first time since the peak of valuation in 2008 when the just value of residential property reached \$825,000,000 with all properties in the City valued at 1.2 Billion. Last year, residential property was less than half of its 2008 value at \$342,500,000 (before applying exemptions) Commercial properties also saw loss in value but at a lesser rate.
- This year's final taxable value for all real property has been certified by the tax collector at \$487,709,681. This is an increase over the prior year's value of \$479,487,118. An increase in new properties (new construction, additions and rehab) on the tax roll of \$8,222,563 was offset by a nearly 15% drop in the value of business assets (not real estate) which explains the fact that the combined increase from last year was only \$3 million.

- This year's current value of taxable personal property (tangible property) dropped substantially to \$36,066,998 which has affected the City's General Fund as the CRA does not include or receive Tax Increment from the personal property tax and in fact it is the CRA that receives all of the benefit of the increase in the Real Estate value.
- A sustained drop in revenues from the City's Red Light Camera program, if the trend continues, will result in the need to program funds to that effort as the City is now at the break- even point.
- Use of the City's unrestricted and undesignated funds which have climbed steadily from \$2,750,898 in FY 2009 to \$5,485,728 at year end last September is contemplated and included in the General Fund of the Budget.
- The City used funds from the Utility Department (Tampa Bay Water note income from the sale of the City's well fields when it joined TBW) to pay off the balances of two CRA notes. Because of that action, interest expense was saved and also, the planned use of Penny for Pasco Funds to loan money to the CRA did not occur. The budget reprograms those funds saved to pay for some of the budgeted capital items including fire and police vehicles that were historically acquired with those funds when they were available.
- The proposed budget does not include any refinancing activity, but as the Budget discussions progress, or during the next fiscal year as opportunities are developed, additional cost savings will likely be identified and timed to achieve better rates and conditions.
- Federal grant opportunities which include available low interest rate long term financing for public facilities have been identified for a new fire station and have

been included in the Capital Improvement Plan.

### **Achieving Financial Sustainability**

Efforts have been underway to apply the same methodology for long term sustainability to the General Fund that has been utilized in the Utility Funds for several years. The application of the City Reserve and Replacement strategy has not been successful and as such does not reflect the needs of the City for public facility and other capital asset replacement. A new Capital Improvement strategy will provide a more comprehensive and flexible approach to meeting the needs of the City with respect to its facility maintenance. Other elements of the Proposed Budget which reflect changes from last year include;

- Assessment of an administrative charge of \$485,447 from the Redevelopment Fund to the General Fund as compensation for the provision of personal services, office space, technology, and operating costs as well as ancillary support from other departments. The current agreement between the CRA and the General Fund of the City calls for the CRA to repay funds forwarded by the City related to debt service and other operating costs. The agreement will be the topic of discussion and revision as the CRA progresses with its capital investment and refinance plans.
- Continues the comprehensive fee analysis framework for Planning and Building Department fees. The focus will be on competitiveness and cost recovery.

### **Infrastructure Improvements**

Despite ongoing operations funding challenges, capital improvement projects that benefit the community as a whole are accelerated in this budget to encourage redevelopment and improve the business climate. Improvements to Sims Park, with some supplemental assistance from grants, as

well as the expansion of the recreational trail system are included in this budget. The Community Redevelopment Agency (CRA) has also been allocated a portion of the new Penny for Pasco funds to assist in funding Economic Development Projects. Following are some of the other projects planned for this year:

- Upgrading of all street lighting
- Water system improvements
- Water main replacements
- Sewer improvements
- Flood control & water quality
- Completion of meter upgrade
- Expansion of Fitness Center
- Continued replacement of City's operating system
- Design and Possible construction of a new City Fire Station
- Expansion of Grey Preserve and new access

Details on proposed vehicle & equipment acquisitions and can be found in the individual Department budgets. A five year Capital Improvement Plan is a companion to this budget.

**General Fund's Fund Balance and Emergency Reserves**

The 15% emergency reserve requirement of \$2,654,803 is anticipated given the current year amended budget of \$17,698,691 coming into FY 2015 which is to assure that a minimum amount is available when needed. The minimum amount reserved in the General Fund should not be less than 15% of the prior year General Fund adopted budget. Chapter Two Section 2.1(a) states "A four fifths vote of the City Council shall be required in order to authorize the spending of any of these reserve funds for any reason." Any undesignated or unreserved fund balance over the required 15% may be used for any lawful purpose.

The Audited Financial Statements for the Period ending 9/30/13 show an unassigned fund balance of \$5,485,728. FY 2014 estimates are not expected to change the condition of the reserves which are anticipated to remain healthy.



**Organizational Changes**

This proposed budget reflects nine City Departments which will be led by the following staff members:

- Administration – City Manager
- Police – Police Chief
- Fire – Fire Chief
- Public Works – Public Works Director
- Finance – Finance Director
- Development – Development Director
- Economic Development – Economic Dev. Director
- Parks & Recreation – Parks & Recreation Director
- Library – Library Director

The City Clerk, Human Resources and Technology Services have been re-designated as divisions of the Administration Department.

**New General Fund Positions Proposed for FY 2015**

- 1 PT Cust. Svc Rep - Billing Collection **incr. to FT**
- 1 FT Senior Planner added in Planning Department
- 1 FT Housing Rehab Specialist in Planning Dept.
- 1 FT Deputy Chief added in the Police Dept.
- 1 FT Corporal added in the Police Dept.(PD)
- 2 FT Patrol Officers added to the PD
- 1 FT SRO Officer added to PD
- 1 FT Code Enforcement Inspector added to PD
- 1 FT Maintenance Worker 1 added to Streets

## FY 2015 Water/Sewer Fund Positions Proposed

1 FT Utilities Mechanic added

### Get Involved in your City Government

The City has many opportunities for residents, business owners and members of the public to volunteer on City Boards, Community Associations and in special events; like the citywide clean up days and river clean up event.

As a reminder to everyone, all City Council meetings are broadcast live on Brighthouse cable channel 615 and Verizon channel 20. All agenda documents are available 24 x 7 on our City website, [www.citynpr.org](http://www.citynpr.org).

All meetings are held at City Hall Council Chambers at 7:00 PM unless otherwise noted.

#### Summary

In closing, our city has many assets:

- An actively engaged community
- Wonderful cultural, educational, and recreational opportunities
- Beautiful parks and river
- Environmental consciousness
- Historic buildings
- Top notch public safety and public works departments
- Award winning recreation and aquatic center, library, finance department and wastewater treatment plant
- Dedicated City Staff

And a few challenges:

- Decreasing tangible (business) property value underscores the need for more commercial businesses on Highway 19, in the downtown and throughout the entire City.

- The fact that the population has not grown according to estimators confirms the conditions of high vacancy within the city's residential housing stock
- Relied upon for services by a larger regional population outside of City limits and not on the City's tax rolls.



The future of the City is bright and with the collaborative efforts of the City Council and the various other Federal, State and Local public entities through their respective committed administrative and executive departments, major strides towards the common vision for New Port Richey can and will be made in the upcoming fiscal year. Support and encouragement from the citizenry is imperative as all interested parties must take ownership of the plans for the City.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Debbie L. Manns', with a long, sweeping flourish extending to the right.

Debbie L. Manns, City Manager

A handwritten signature in blue ink, appearing to read 'Peter A. Altman', with a long, sweeping flourish extending to the right.

Peter A. Altman, Finance Director



# Budget Overview



## **Budget Overview**

### **City-Wide Summary**

All Funds Summary  
Citywide Budget by Fund  
Where Does Your Tax Dollar Go?  
Major Revenues – Exhibit 1  
Major Expenditures – Exhibit 2  
Fund, Department and Division Summary – Exhibit 3

### **General Fund**

Budget Summary  
Revenues  
Expenditures  
Capital Outlay

### **Stormwater Utility Fund**

### **Street Lighting Fund**

### **General Debt Service Fund**

### **Capital Improvement (CIP) Fund**

### **Combined Water and Sewer Funds**

### **Redevelopment/CRA Fund**

### **Street Improvement Fund**

### **Central Garage Fund**

### **Projected Changes in Fund Balance**

### **Budget Calendar**



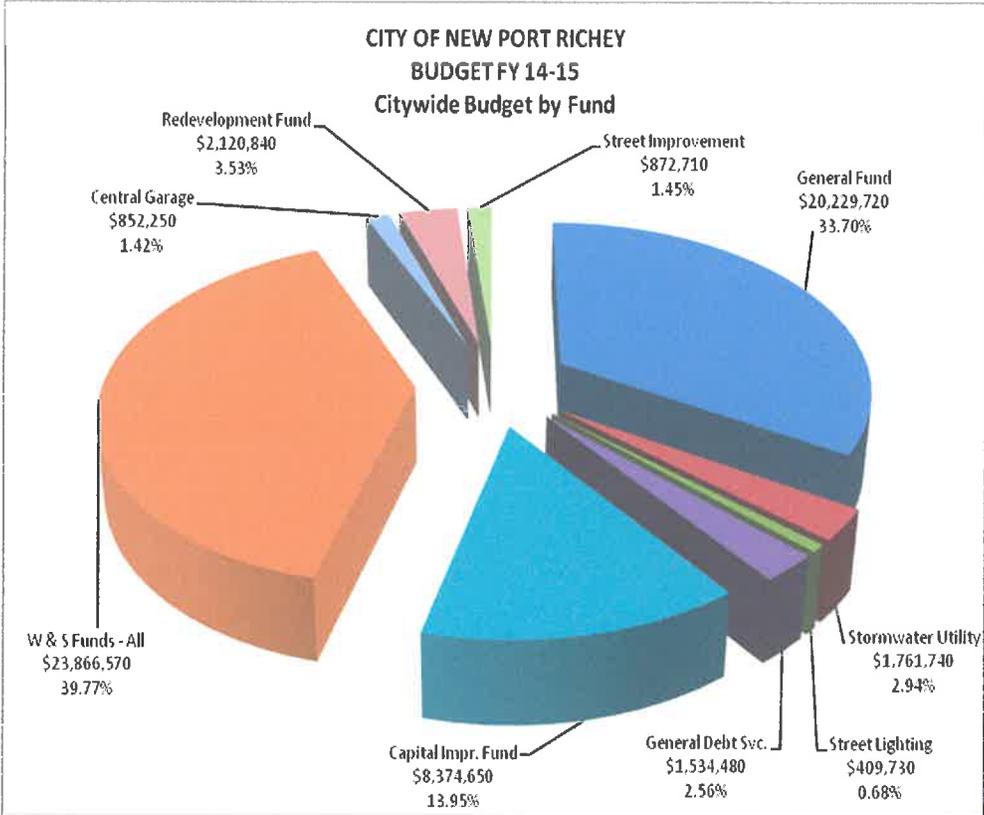
**CITY-WIDE SUMMARY – ALL FUNDS**

<b>Summary Totals All Funds</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	7,280,050	14,298,949	10,837,278	9,429,480	11,490,110	11,581,470	19.30%
Other Revenues	45,538,695	52,576,471	47,846,710	47,035,250	48,253,320	48,441,220	80.70%
<b>Total Revenues</b>	<b>52,818,745</b>	<b>66,875,420</b>	<b>58,683,988</b>	<b>56,464,730</b>	<b>59,743,430</b>	<b>60,022,690</b>	<b>100%</b>
Personal Services	12,732,930	13,132,470	12,697,411	14,403,030	14,452,590	14,383,960	23.96%
Operating Expenses	12,446,355	12,547,184	11,718,062	12,235,840	12,351,640	12,576,640	20.95%
Capital Outlay/Debt	13,035,900	19,733,057	15,859,963	16,543,610	18,719,430	18,719,430	31.19%
Contingency	858,705	599,560	0	442,220	417,880	498,490	0.83%
Transfers	13,124,745	20,317,239	17,368,314	12,765,830	13,727,690	13,769,970	22.94%
Reserves	620,110	545,910	0	74,200	74,200	74,200	0.12%
<b>Total Expenditures</b>	<b>52,818,745</b>	<b>66,875,420</b>	<b>57,643,750</b>	<b>56,464,730</b>	<b>59,743,430</b>	<b>60,022,690</b>	<b>100%</b>

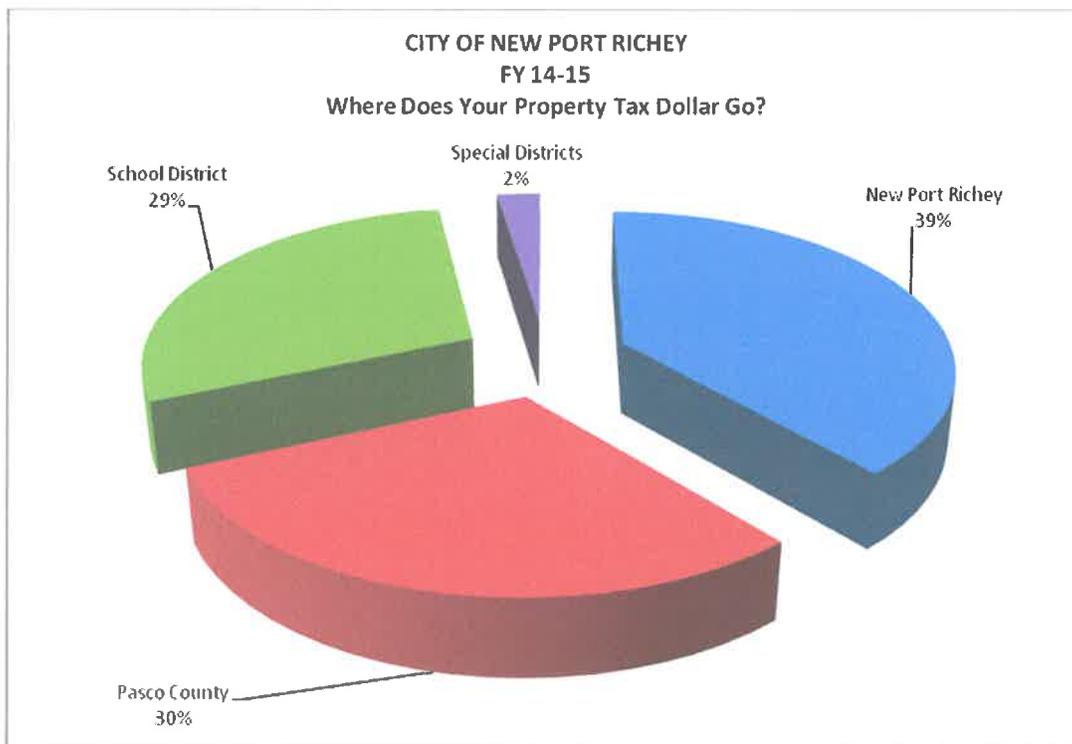
The total budget for all funds is \$60,022,690. The Budget Increased \$3.5 million from the original Proposed Budget of July 8. The citywide budget has increased \$7.2 million (13.6%) from the Adopted Budget for FY 2013-14.

Please note that the City is utilizing Appropriated Fund Balance in the amount of \$11.6 million (19%) to balance its budget this year. This is up \$4.3 million (59%) from the prior year. The citywide contingency is relatively small at \$498,490, which is about 1% of the total budget.

More than half of the total expenditures in the City-Wide Summary are composed of transfers and capital outlay.



The City Budget is comprised of Governmental and Business type activities. The Governmental Activities Funds include the Major Funds of the General Fund, the Street Improvement Fund and the Dependent Community Redevelopment Agency (CRA) Redevelopment Fund. In addition, a Capital Projects Fund, Street Lights Fund and a Debt Service Fund are budgeted and considered as non major governmental Funds. Business type activity funds include two Enterprise Funds. The Water & Sewer (W&S) Fund rolls up several Utility Funds into a single reporting entity for this report. The second Enterprise Fund is the Stormwater Utility Fund. The final business type activity fund is a governmental activity internal service fund, the Central Garage Fund which provides service to all city vehicles and heavy equipment.



New Port Richey relies on the Pasco County Tax Collector to bill and collect ad Valorem Taxes (real property taxes and commercial tangible property taxes) based on the taxable value of real estate and business assets. The City taxes are just one component of the total tax bill. For the average residential property owner, City taxes represent just 39% of the average 2014 tax bill. The balance goes to Pasco County (29%), Pasco School District (30%) and Special Districts (2%). Special Districts include South Florida Water Management District and Mosquito Control. It should be noted that all

properties located outside city limits in unincorporated areas pay additional ad Valorem Taxes to Pasco County for fire services at an amount equal to 7% of the total allocated in the chart above. At the County's millage rate for its Fire District, \$837,000 would be collected if it were to have been taxed by the County. Restated, 37% of your tax dollars are applied to County Services including like kind services expended by the City, and 32% of the taxes are for City Services at enhanced levels of service.

The Annual Tax Bill includes a second component of charges which are not based on the value of real estate or other business property. These non-ad Valorem Assessments are allocated following an assessment methodology that is rooted in the concept of benefit provided. A solid waste assessment by the County divides the benefit among Equivalent Residential Units (ERUs) with each ERU assessed \$62.00 for its share of operating the County Incinerator. Pasco County assesses \$47.00 per unit for Stormwater Collection and Treatment. New Port Richey assesses \$77.36. Streetlights are assessed at \$36.24 in New Port Richey and handled various ways outside the City.

#### **CITY TAXES vs. CDD Assessments**

Because the County Taxes cover basic and historically rural levels of service, many of the communities outside New Port Richey city limits with higher levels of landscaping, recreation amenities and urban infrastructure are Community Development Districts (CDDs). These CDDs have issued Bonds which must be repaid and the assets owned by the CDDs require on-going maintenance and operation costs. CDDs assess these quasi-municipal cost on the county tax rolls for properties within their boundaries. These assessments often include annual debt services and range widely among CDD communities

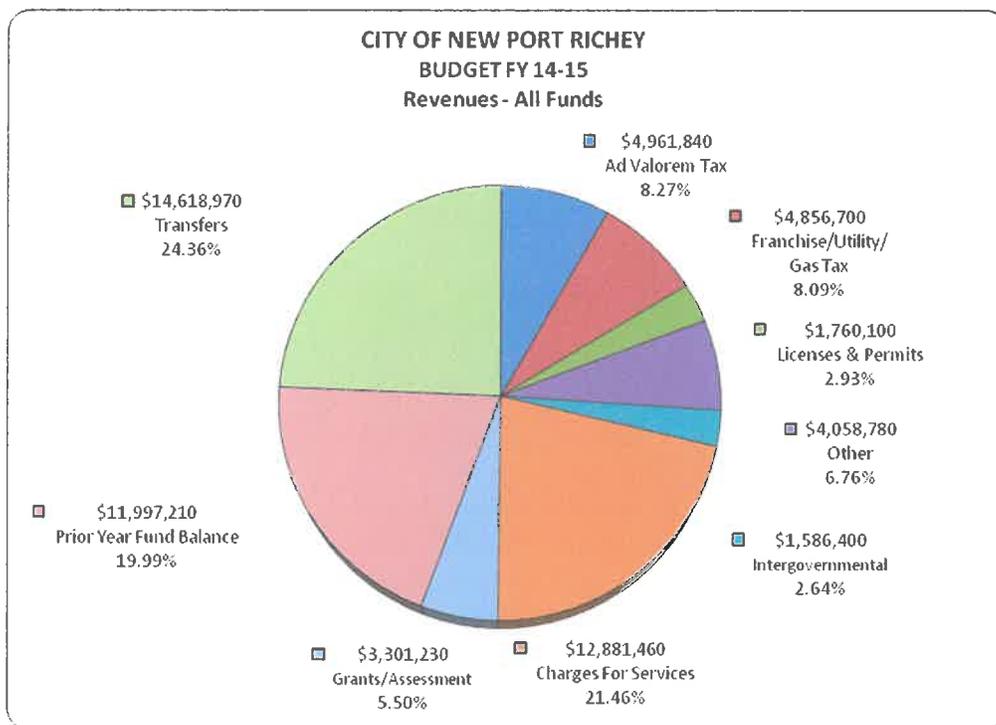
depending on the level of finish of its hardscape and the extent that recreational services are provided. The Assessment for all properties in the County are in the Public Record and available for viewing on the tax collectors web site; [www.pascotaxes.com](http://www.pascotaxes.com). Careful review of all of the cost of living in a community (including homeowner association (HOA) fees) should be done when comparing residential properties throughout Pasco County for affordability.

#### **EXAMPLE**

A home of 1,860 square feet with an Assessed Value of \$109,000 in a Pasco CDD Community shows the total amount due of **\$3,100** on its 2014 Property Tax Notice as it includes \$1,850 in Community Development District Assessments.

A New Port Richey property with 2,750 square feet and an Assessed Value of \$122,000 shows a total amount due of **\$2,100**.

Clearly, the total tax and assessment combined is a better measurement of value when comparing the property tax notice in the City of New Port Richey with other areas that offer municipal levels of service. In the example above, a larger home with a higher value pays only  $\frac{1}{3}$  of the amount of the tax bill of the home in the CDD.

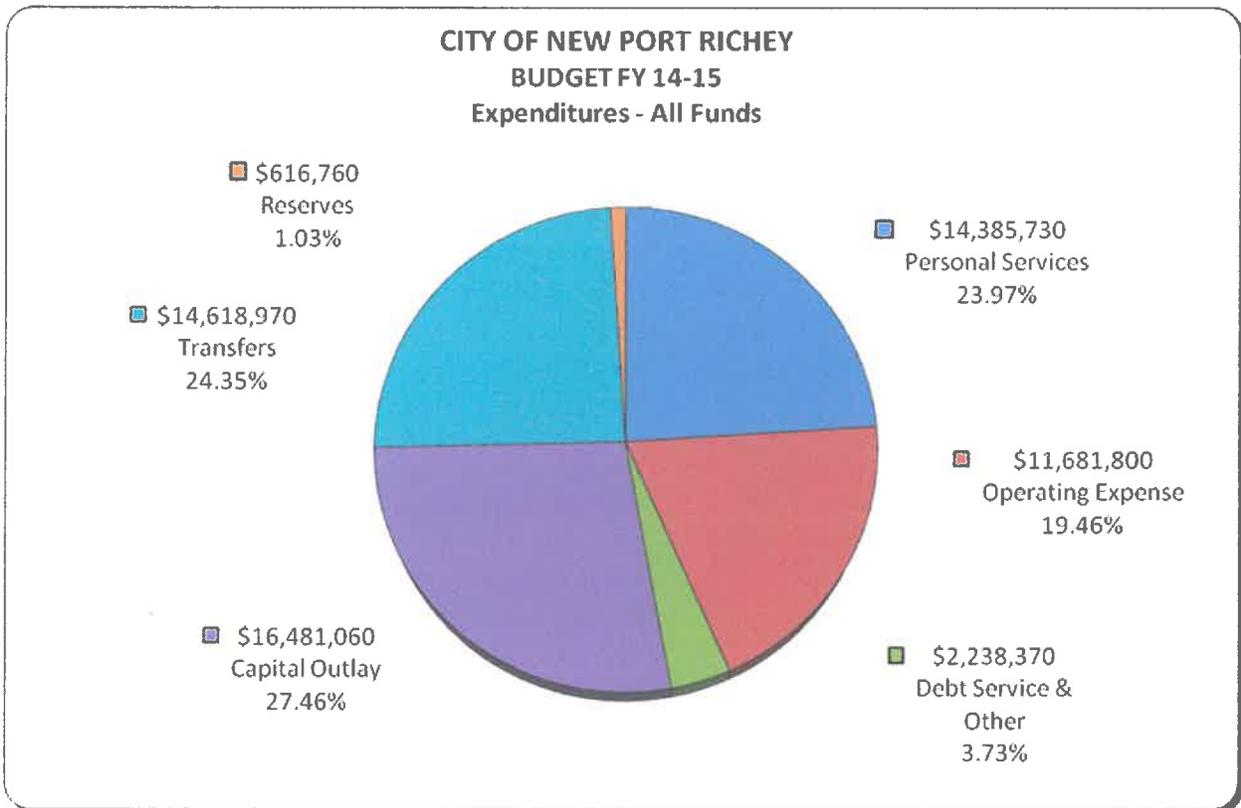


The total revenue for all Funds of \$60,022,690 includes fund balance and reserve appropriations equal to \$11,997,210 or over 20% of total budgeted revenues. This increase of \$3.8 million over last year is primarily due to an aggressive use of Capital Improvement Fund Reserves which had accumulated during the 10 year term of the Local Option Gas known as “Penny for Pasco”. The largest source of operating revenues are Charges for Services at \$12.8 million (21.5%) followed by Ad Valorem Taxes at \$5.0 million (9%). Other citywide revenue sources in FY 2015 can be found on the chart above and in **Exhibit 1** on the next page which compares FY 2015 to the prior three (3) years for all major revenue categories.

**Exhibit 1**

**CITY OF NEW PORT RICHEY  
BUDGET - F.Y. 2014 - 2015  
BUDGET DETAIL BY REVENUE SOURCE - ALL FUNDS**

	<u>ACTUAL</u> <u>2011 - 2012</u>	<u>%</u>	<u>ACTUAL</u> <u>2012 - 2013</u>	<u>%</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>2013 - 2014</u>	<u>%</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>2014 - 2015</u>	<u>%</u>
Ad Valorem Taxes	5,322,729	18%	5,167,269	19%	4,843,460	12%	4,961,840	11%
Franchise/Utility/Gas Taxes	4,310,326	15%	4,522,508	16%	4,428,670	11%	4,856,700	11%
Licenses & Permits	1,459,410	5%	1,474,292	5%	1,491,920	4%	1,760,100	4%
Intergovernmental Revenue	1,864,556	6%	1,820,992	7%	1,538,400	4%	1,586,400	3%
Charges for Service	11,146,308	38%	12,266,630	45%	11,702,500	30%	12,881,460	28%
Interest	601,327	2%	526,641	2%	531,720	1%	455,530	1%
Other	1,745,687	6%	2,287,180	8%	1,910,700	5%	1,780,450	4%
Fines and Forfeits	2,366,459	8%	2,108,138	8%	2,480,400	6%	1,822,800	4%
Prior Year Fund Balance	(255,932)	-1%	(3,144,706)	-11%	8,170,350	21%	11,997,210	26%
Proceeds from Loan/Bonds	0	0%	0	0%	0	0%	0	0%
Grants	250,196	1%	409,125	1%	1,769,810	5%	3,207,730	7%
Assessments	186,264	1%	102,086	0%	94,000	0%	93,500	0%
<b>TOTAL NET BUDGET</b>	<b>\$28,997,330</b>	<b>100.00%</b>	<b>\$27,540,155</b>	<b>100.00%</b>	<b>\$38,961,930</b>	<b>100.00%</b>	<b>\$45,403,720</b>	<b>100%</b>
Transfers	9,425,062		9,289,464		13,856,815		14,618,970	
<b>TOTAL BUDGET</b>	<b>38,422,392</b>		<b>36,829,619</b>		<b>52,818,745</b>		<b>60,022,690</b>	



The above pie chart summarizes the major expenditure categories for all funds. Personnel costs of \$14.4 million and other operating expenditures of \$11.7 million total \$26.1 million and make up 43% of the total budget. Capital project expenditures are estimated at \$16.5 million and debt service payments an additional \$2.2 million. Transfers make up \$14.6 million of the total budget. The total net budget (less transfers) is \$45.4 million. This is an increase of \$6.5 million (17%) from last year's net budget of \$38.9 million.

The most significant increase is in Capital Outlay, which increased by \$6,707,210 or 69%. This is attributable to an aggressive Capital Improvement Plan that includes \$1.2 million of "Penny for Pasco" Funds for Public Facilities and vehicle replacement and \$6.8 million in community improvement projects. The Water & Sewer Construction Fund includes over \$4 million in capital projects and Stormwater Fund has budgeted an additional \$1 million.

**Exhibit 2** on the next page summarizes the detail line item totals across all departments and funds. The far right column indicates the per cent change when comparing the FY 2015 adopted budget to the same for FY 2014.

Exhibit 2

<b>CITY OF NEW PORT RICHEY BUDGET DETAIL BY MAJOR LINE ITEM</b>			
	ADOPTED BUDGET 2013 - 2014	ADOPTED BUDGET 2014 - 2015	% CHANGE
Executive Salaries	1,665,820	1,911,500	15%
Regular Salaries & Wages	5,881,080	6,740,970	15%
Other Salaries & Wages	620,950	617,580	-1%
Overtime	323,240	373,600	16%
Special Pay	342,120	431,250	26%
FICA Taxes	675,660	769,960	14%
Retirement Contributions	1,727,940	1,843,690	7%
Life & Health Insurance	1,103,750	1,261,340	14%
Workmen's Compensation	352,370	394,070	12%
Unemployment & Retirement	41,770	41,770	0%
<b>Total Personal Services</b>	<b>12,734,700</b>	<b>14,385,730</b>	<b>13%</b>
Professional Services	757,220	727,640	-4%
Accounting & Auditing	34,820	54,820	57%
Other Contractual Service	2,308,310	2,065,710	-11%
Travel and Per Diem	64,320	135,180	110%
Communication Services	154,730	177,070	14%
Transportation (Postage)	56,370	48,210	-14%
Utility Services	2,192,645	2,223,730	1%
Rentals and Leases	142,480	239,820	68%
Insurance	534,650	534,390	0%
Repair & Maint. (Less Gar. Alloc.)	773,290	744,110	-4%
Printing & Binding	17,900	26,950	51%
Other Current Charges	184,250	381,460	107%
Office Supplies	96,710	105,310	9%
Oper. Supplies (Less Gar. Alloc.)	4,228,725	4,048,200	-4%
Road Materials	138,800	135,800	-2%
Books, Publ., Memberships	27,295	33,400	22%
<b>Total Operating Expenses</b>	<b>11,712,515</b>	<b>11,681,800</b>	<b>0%</b>
Buildings	652,000	2,563,140	293%
Improvements Other Than Building	7,298,070	11,847,350	62%
Machinery & Equipment	1,748,250	1,985,480	14%
Books, Publ., Library Material	75,530	85,090	13%
<b>Total Imp. &amp; Capital Outlay</b>	<b>9,773,850</b>	<b>16,481,060</b>	<b>69%</b>
Principal	2,179,610	1,527,150	-30%
Interest	1,082,440	711,220	-34%
<b>Total Debt Service</b>	<b>3,262,050</b>	<b>2,238,370</b>	<b>-31%</b>
Reserves	1,478,815	616,760	-58%
<b>TOTAL NET BUDGET</b>	<b>38,961,930</b>	<b>45,403,720</b>	<b>17%</b>
Transfers	13,856,815	14,618,970	6%
<b>TOTAL BUDGET</b>	<b>52,818,745</b>	<b>60,022,690</b>	<b>14%</b>

**Exhibit 3-A** that follows summarizes the changes in the General Fund Budget, at the division and department levels. The exhibit uses the FY 13-14 Amended Budget and Estimated Results of operations for comparison to the FY 14-15 Budget.

The analysis shows that public safety expenditures for Police and Fire are the biggest component of the FY 2015 General Fund at \$10.1 million. This is 50% of the total General Fund budget and 17% of the citywide budget.

The next largest component of the budget is in Culture and Recreation which includes Library Services and Parks and Recreation and accounts for \$3.25 million or 16% of the General Fund Budget.

The Economic Development Department is a new Department of the City and serves to provide staffing and concentrated focus on economic development and serves the Community Redevelopment Agency (CRA).

A re-organization has been implemented with the City Manager as the Head of Administration and the City Clerk and Technology Solutions are now divisions serving the City Manager and no longer are identified as separate departments.

The Municipal Building Division increased due to the planned replacement of the City Hall roof.

**Exhibit 3-A**

<b>BUDGET SUMMARY - EXPENDITURES/EXPENSES</b>						
<b>General Fund Division/Department</b>	<b>Actual FY12-13</b>	<b>Amended Budget FY13-14</b>	<b>Estimate FY13-14</b>	<b>Proposed Budget FY14-15</b>	<b>Change</b>	<b>% Increase (Decrease)</b>
City Council	242,352	268,762	368,994	199,860	(68,902)	-26%
City Manager	105,808	173,245	124,222	251,060	77,815	45%
Human Resources	493,414	567,925	411,133	463,150	(104,775)	-18%
City Clerk	91,951	122,545	120,533	112,190	(10,355)	-8%
Technology Solutions	312,370	586,240	1,137,936	740,260	154,020	26%
Administration Total	1,245,895	1,718,717	2,162,818	1,766,520	47,803	3%
Accounting & Budgeting	390,474	443,270	455,060	449,640	6,370	1%
Billing & Collection	456,524	516,500	533,560	507,310	(9,190)	-2%
Finance Total	846,998	959,770	988,620	956,950	(2,820)	0%
Library	756,921	980,110	1,009,125	1,353,380	373,270	38%
Library Total	756,921	980,110	1,009,125	1,353,380	373,270	38%
Police Supervision	367,680	311,925	331,550	494,660	182,735	59%
Police Support Services	626,299	788,135	681,663	802,600	14,465	2%
Police Community Services	927,868	958,200	935,716	1,200,070	241,870	25%
Police Patrol	3,140,618	2,771,004	2,763,542	3,148,660	377,656	14%
Police Code Enforcement	174,991	248,371	236,554	257,150	8,779	4%
Police Code Enf-Grant Funded	40,115	75,545	75,545	69,520	(6,025)	-8%
Red Light Cameras	1,378,238	1,670,329	1,136,872	1,363,520	(306,809)	-18%
Police Total	6,655,809	6,823,509	6,161,442	7,336,180	512,671	8%
Fire Supervision	191,611	237,684	244,622	298,810	61,126	26%
Firefighting	2,187,896	2,720,966	2,489,478	2,464,150	(256,816)	-9%
Fire Total	2,379,507	2,958,650	2,734,100	2,762,960	(195,690)	-7%
Economic Development		0	0	160,420	160,420	0%
Economic Dev. Total		0	0	160,420	160,420	0%
Development	357,259	511,170	471,159	770,530	259,360	51%
Development Total	357,259	511,170	471,159	770,530	259,360	51%
Municipal Building	134,240	258,065	325,742	819,660	561,595	218%
Municipal Building Total	134,240	258,065	325,742	819,660	561,595	218%
Recreation	737,923	870,270	862,510	997,130	126,860	15%
Parks	352,390	519,255	548,589	541,210	21,955	4%
Swimming Pool	286,267	276,675	276,270	364,370	87,695	32%
Parks & Recreation Total	1,376,580	1,666,200	1,687,369	1,902,710	236,510	14%
Public Works Supervision	343,521	444,045	452,470	447,230	3,185	1%
Street and ROW	486,363	611,280	575,596	889,770	278,490	46%
Public Works Total	829,884	1,055,325	1,028,066	1,337,000	281,675	27%
Transfers	709,208	632,285	632,285	719,560	87,275	14%
Reserves		139,890	0	343,850	203,960	146%
Other Total	709,208	772,175	632,285	1,063,410	291,235	38%
<b>Total General Fund</b>	<b>15,292,301</b>	<b>17,703,691</b>	<b>17,200,726</b>	<b>20,229,720</b>	<b>2,526,029</b>	<b>14%</b>

**Exhibit 3-B**

<b>BUDGET SUMMARY - EXPENDITURES/EXPENSES</b>						
<b>Division/Department</b>	<b>Actual FY12-13</b>	<b>Amended Budget FY13-14</b>	<b>Estimate FY13-14</b>	<b>Proposed Budget FY14-15</b>	<b>Change</b>	<b>% Increase (Decrease)</b>
<b>Stormwater Utility Fund</b>	<b>688,718</b>	<b>1,401,940</b>	<b>1,212,158</b>	<b>1,761,740</b>	<b>359,800</b>	<b>26%</b>
<b>Street Lighting Fund</b>	<b>336,307</b>	<b>382,600</b>	<b>342,000</b>	<b>409,730</b>	<b>27,130</b>	<b>7%</b>
<b>General Debt Service Fund</b>	<b>2,051,631</b>	<b>9,210,637</b>	<b>9,063,041</b>	<b>1,534,480</b>	<b>(7,676,157)</b>	<b>-83%</b>
<b>Capital Improvement Fund</b>	<b>767,729</b>	<b>3,478,310</b>	<b>1,329,748</b>	<b>8,374,650</b>	<b>4,896,340</b>	<b>141%</b>
Water Production	2,645,656	3,201,630	3,197,985	3,360,350	158,720	5%
Water Distribution	599,368	975,225	932,347	1,209,190	233,965	24%
W & S Non-Classified	1,958,548	144,680	157,915	144,680	0	0%
Construction Services	0	0	63,223	278,650	278,650	0%
Reclaimed Water	1,129,386	662,740	639,620	693,970	31,230	5%
Water Pollution Control	1,717,831	2,239,950	2,111,680	2,206,980	(32,970)	-1%
Sewer Collection	690,239	1,337,355	1,208,838	1,035,180	(302,175)	-23%
Transfers	5,414,800	15,781,067	13,971,357	9,395,600	(6,385,467)	-40%
Reserves		134,010	0	176,630	42,620	32%
<b>Total W&amp;S Revenue Fund</b>	<b>14,155,828</b>	<b>24,476,657</b>	<b>22,282,965</b>	<b>18,501,230</b>	<b>(5,975,427)</b>	<b>-24%</b>
<b>W&amp;S R &amp; R Fund</b>	<b>346,931</b>	<b>550,000</b>	<b>550,000</b>	<b>269,070</b>	<b>(280,930)</b>	<b>-51%</b>
<b>W&amp;S Debt Service Fund</b>	<b>274,639</b>	<b>875,390</b>	<b>875,390</b>	<b>876,270</b>	<b>880</b>	<b>0%</b>
<b>W&amp;S Construction Fund</b>	<b>0</b>	<b>4,438,000</b>	<b>2,471,290</b>	<b>4,220,000</b>	<b>(218,000)</b>	<b>-5%</b>
<b>Central Garage</b>	<b>840,555</b>	<b>938,000</b>	<b>913,174</b>	<b>852,250</b>	<b>(85,750)</b>	<b>-9%</b>
<b>Redevelopment Fund</b>	<b>2,229,411</b>	<b>2,464,285</b>	<b>1,305,758</b>	<b>2,120,840</b>	<b>(343,445)</b>	<b>-14%</b>
<b>Street Improvement Fund</b>	<b>45,449</b>	<b>605,910</b>	<b>97,500</b>	<b>872,710</b>	<b>266,800</b>	<b>44%</b>
<b>Grand Totals</b>	<b>37,029,499</b>	<b>66,525,420</b>	<b>57,643,750</b>	<b>60,022,690</b>	<b>(6,502,730)</b>	<b>-10%</b>

Exhibit 3-B displays summary budget expenditures for the City's remaining funds including the Community Redevelopment Agency (the Redevelopment Fund). While the Water & Sewer Fund activity is consolidated for presentation in the audited financial statements of the City, the budget is divided by sub categories within the W&S Revenue Fund and includes separate Water and Sewer Funds for Renewal & Replacement (R & R),

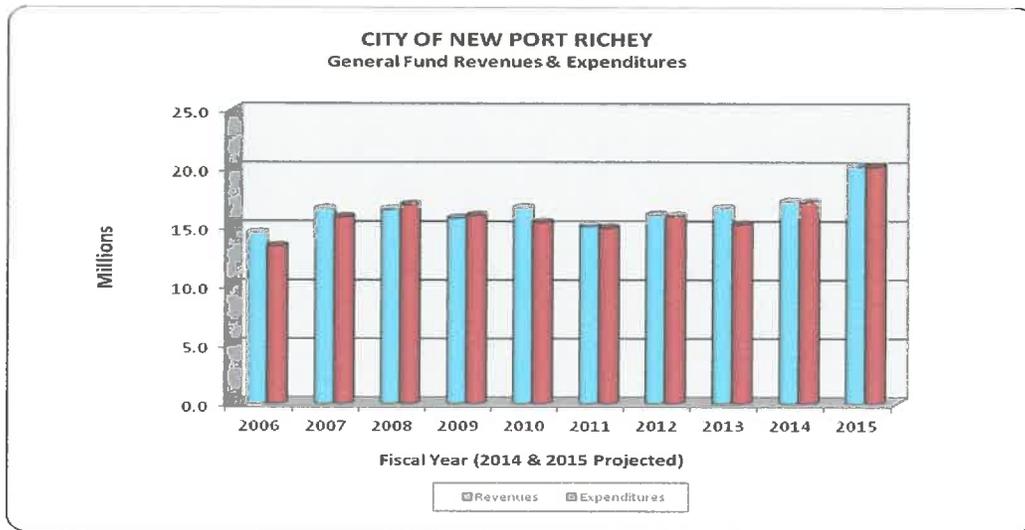
Debt Service and Construction. The Water & Sewer Revenue Fund, R & R Fund, Debt Service Fund, and Construction Fund total nearly \$23.9 million, which is approximately 40% of the 60 million Budget for all City Funds.

Additional detail follows later in the Budget Overview section with a fund-by-fund summary of key issues and transactions.

**FY 2014-2015  
BUDGET SUMMARY**

**GENERAL FUND**

<b>General Fund Summary</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	242,530	242,882	290,999	1,076,930	954,960	948,890	4.69%
Other Revenues	17,441,580	17,460,809	16,909,727	17,732,670	19,273,000	19,280,830	95.31%
<b>Total Revenues</b>	<b>17,684,110</b>	<b>17,703,691</b>	<b>17,200,726</b>	<b>18,809,600</b>	<b>20,227,960</b>	<b>20,229,720</b>	<b>100%</b>
Personal Services	10,167,520	10,397,340	9,990,313	11,532,730	11,707,340	11,638,710	57.53%
Operating Expenses	5,371,065	5,471,894	4,751,473	5,186,870	5,226,190	5,231,190	25.86%
Capital Outlay	1,098,430	1,062,282	1,826,655	1,101,070	2,296,410	2,296,410	11.35%
Contingency	351,490	139,890	0	200,000	200,000	280,530	1.39%
Transfers	632,285	632,285	632,285	725,610	734,700	719,560	3.56%
Reserves	63,320	0	0	63,320	63,320	63,320	0.31%
<b>Total Expenditures</b>	<b>17,684,110</b>	<b>17,703,691</b>	<b>17,200,726</b>	<b>18,809,600</b>	<b>20,227,960</b>	<b>20,229,720</b>	<b>100%</b>



**Overview**

The General Fund budget is balanced with total revenues and expenditures of \$20,229,720. This required using Appropriated Fund Balance of \$948,890. A contingency amount of \$280,530 is budgeted to allow for discretionary spending. Salary adjustments and unanticipated repairs are

funded using the contingency account. The millage rate has been lowered from 9.5799 to 9.5. The total General Fund budget has increased by \$2.5 million (14%) from the FY 2013-14 adopted budget and increased \$3.6 million (20%) from the 2012-13 adopted budget of \$18,227,000. This year's

increase is mainly due to additions in staffing, other operating costs and capital outlay as outlined in the budget message and detail budget worksheets.

The Budget Summary lists the progression of proposed budget allocations from the initial July 8<sup>th</sup> version to the final September 17<sup>th</sup> Adopted Budget. The primary focus of the summary is on the changes made from year to year.

### **General Fund Revenues**

**Ad valorem property taxes** – The taxable value for the City of \$487,709,681 on July 1, 2014 applied to the approved millage rate of 9.5 resulted in an increase in property tax revenues of \$15,640 that is offset by an increase in the TIF payment to the CRA of \$87,275 on the expense side of the General Fund ledger.

**Other Taxes, Licenses & Permits** – The City created a new non-ad Valorem revenue source during the 2013-2014 fiscal year. A Garbage Hauling Franchise Fee is projected to generate \$130,000. The Communication Services Tax revenue projections are down nearly \$150,000 from the previous year. The City has limited control over these revenue sources. Many of projections are based on the recommendations of State economists and budget analysts. Vacancy rates of commercial and residential properties impact the levels of franchise fees to the City.

**Intergovernmental & Grant Funding** – The programming of \$254,000 of Community Development Block Grant (CDBG) Funds is representative of a more aggressive effort to locate new sources of funding for needed improvements and initiatives. Expenditures for grant funded projects are contingent on the receipt of grant awards.

**Charges For Services** – Employee contributions to Health Insurance in the amount of \$43,080, increased use and Off-duty Pay, Contracted Services and increased participation in

Recreational Programs and Services accounted for much of the increase in this category of Revenue.

**Total Revenues – The above changes account for a net total increase of \$2,550,000. Total General Fund proposed revenues are \$20,230,000.**

**Fines & Forfeitures** – In a response to a serious decline in revenues from fines generated from a Camera Captured Red Light Violation Program in Fiscal Year 2013-2014, budgeted revenue for the Fiscal Year End 2015 has been reduced to \$1.4 million from \$2.3 million. Increased revenues from a strengthened Code Enforcement effort are budgeted for related fines and \$160,000 has been budgeted for collection of prior year fines that remain unpaid. Despite these other efforts, this division revenue is over \$650,000 below the previous year budget.

### **Miscellaneous Revenue**

**Miscellaneous Revenue** – Historically, those other funds of the City whose activities are housed in structures that are assets of the General Fund and/or which receive benefits including administrative support, billing, purchasing and accounting and technical support, compensate the general fund accordingly.

### **Transfers from Other Government Funds Street Improvement Fund**

The Street Improvement Fund will transfer \$60,800 for costs incurred by the streets division and other administrative services identified as directly related to the fund's mission.

### **Community Redevelopment Agency (CRA)**

Major structural changes were activated in the FYE 2014 budget year for the City's CRA. Two of the Redevelopment Bank Notes were paid off after transfers to the Debt Service Fund from the Water & Sewer Fund enabled early payoff of the Notes. Those Funds represented interest paid to the City on a note resulting from the sale of City owned well fields to the regional water consortium "Tampa Bay Water". The CRA's redevelopment effort was revived through the formation of an

Economic Development Department that was funded by the CRA. Funding for that department in the amount of \$160,420, which along with allocations of costs from other city departments, resulted in a transfer to the General Fund in the amount of \$485,450.

#### **Capital Improvement Fund**

Capital Improvement Fund transfers increased to \$1,169,400 as a result of the aggressive utilization of infrastructure funds that had been planned to be used to make debt service payments in 2014 and were freed up as a result of the CRA debt paydown discussed above.

#### **General Debt Service Fund**

Transfers from the General Debt Service Fund are budgeted at \$853,000 and represent a reduction of \$315,000 from the previous year. This reduction represents a cash transfer reduction, but payments made by the General Debt Service Fund on behalf of CRA debt are subject to calculations for repayment from the CRA to the General Fund as tax increment financing funds become available in the future.

#### **Other Revenues**

Contributions from Water & Sewer Funds increased by \$748,000 as a result of calculations allocating costs incurred in the General Fund which support the Utility operations. Offsetting the cost allocation increase, a reduction of \$428,000 representing an interest only transfer of the Tampa Bay Water Note results in a net increase of \$320,000. An additional \$25,000 from the Payment in Lieu of Franchise Fees (PILOFF) is budgeted.

#### **Expenditures**

Changes were made to the health insurance benefit plan that encourages participation for family members and required contributions be employees. The economic impact to the City is dependent on the level of participation by the city workforce.

When initially proposed on July 8, 2014 at \$18,809,600, the General Fund Budget reflected the City Council's direction to address the

community's law enforcement needs and move aggressively to encourage residential and commercial redevelopment to improve the physical and economic health of the City and its Citizens. In addition, the City implemented salary adjustments in mid 2014 which raised minimum pay levels to \$10.10 and established more competitive pay rates throughout the organization. The cost of conversion of the City's computerized operating systems and software programs was also a factor in the initial proposed budget which reflected a \$1,125,490 increase from the previous year's adopted budget.

Over the 2 ½ months which led to the final public hearing adopting the budget, an additional \$1,420,120 was added to the budget bringing the total increase over the previous year to \$2,545,610. These additions to the budget were primarily for \$1,235,235 in capital improvements.

Updated revenue projections released by the State of Florida through the Office of Economic and Demographic Research (EDR) and continued tracking of FY 2014 year to date results for local revenue sources and spending levels were used to refine the city's spending plan. The remainder of this topical review will focus on the year to year changes comparing the approved General Budget for FYE 2014 to this adopted budget.

The largest division increase, \$562,430, is in the Municipal Building Division which is mostly to the need to replace the roof.

The Library was constructed immediately after the City Hall was completed and also is scheduled for roof replacement. Increases in personal services reflect both salary adjustments and personnel that will only be added if a \$107,000 grant is received. The \$474,795 budget increase will be reduced accordingly in the grant funding does not get awarded to the Library.

Five of the seven Police Divisions budgets increased \$959,685 of 19.4% over the previous year's budget. Increases were due to increased

staffing, training and equipment. The Police Red Light Camera budget was reduced by \$378,240 to adjust variable costs down in response to an \$881,600 reduction in the budgeted revenue from fines that have been diminishing year after year.

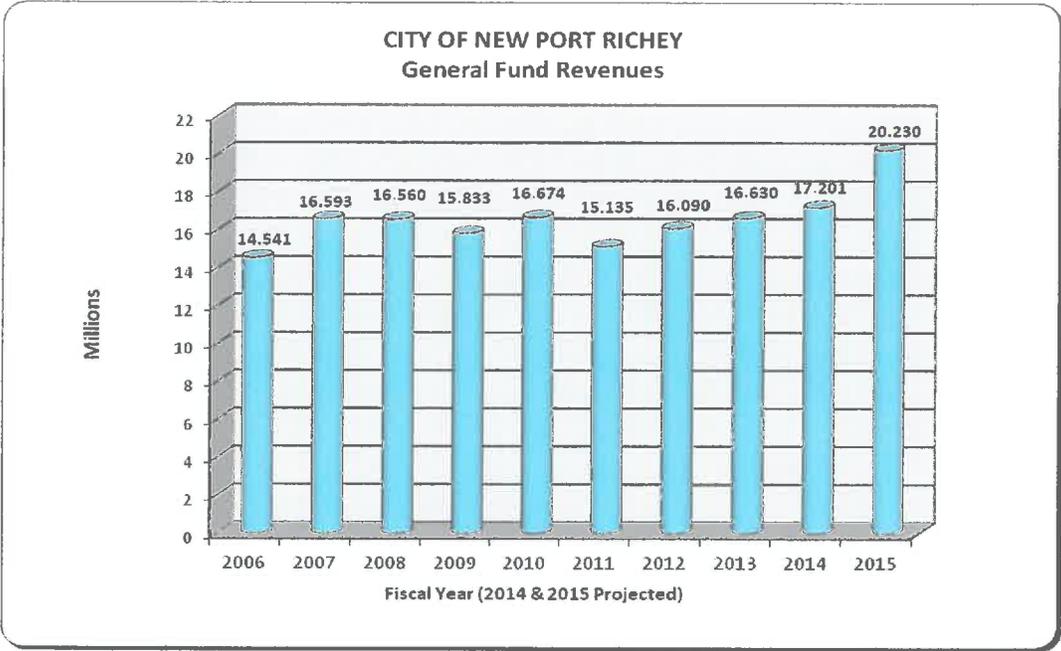
Other noteworthy features of the budget include a \$274,085 increase in the Development Department to expand planning efforts and develop housing incentives and the addition of an Economic Development Department to support the revived redevelopment effort and the increase in investments in technology to maximize efficiency and improve performance.

Divisions with budget reductions include Firefighting in the amount of \$232,090, as a major fire truck purchase occurred in FYE 2014 and Human Recourses, which was moved from a Department to a Division status, operating under the direct authority of the City Manager.

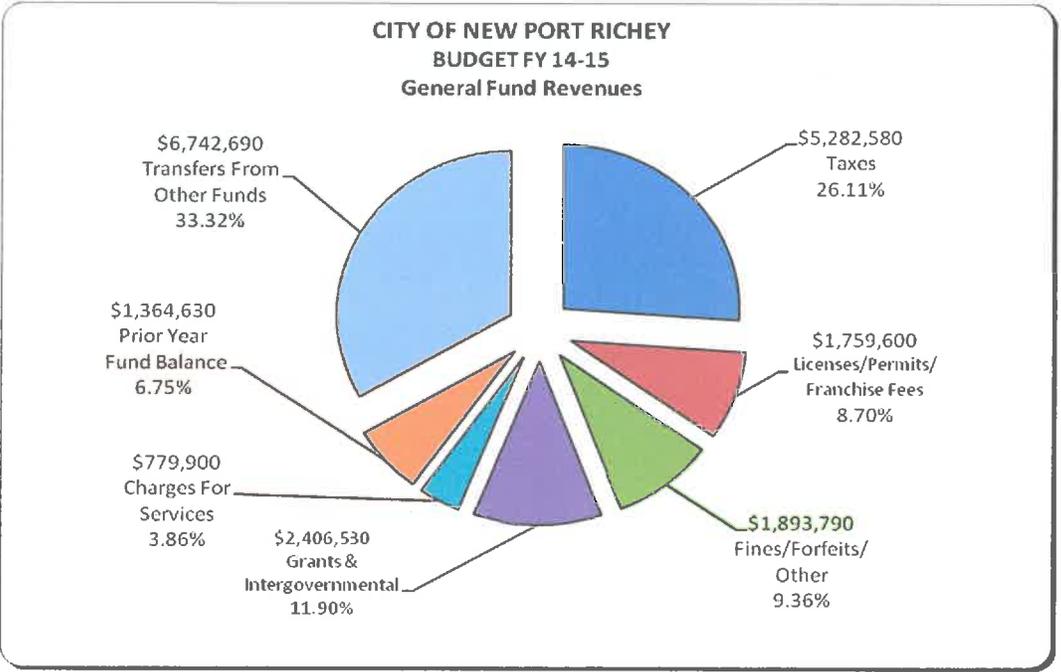
**Contingency** – The General Fund contingency was increased during the budget process but was reduced by leaving a contingency balance of \$280,530.

**Total Expenditures - The above changes account for a net total increase of \$2,545,610. Total General Fund proposed expenditures are now \$20,229,720.**

<b>Comparison FYE 2014 Adopted Budget to FYE 2015</b>	<b>Adopted Budget FYE 2014</b>	<b>FYE 2015 Adopted 9/17/2014</b>	<b>Change</b>	<b>% Increase (Decrease)</b>
City Council	268,410	199,860	(68,550)	-26%
City Manager	224,090	251,060	26,970	12%
Human Resources	582,140	463,150	(118,990)	-20%
City Clerk	104,810	112,190	7,380	7%
Technology Solutions	576,470	740,260	163,790	28%
Accounting & Budgeting	416,400	449,640	33,240	8%
Billing and Collection	504,080	507,310	3,230	1%
<b>Library</b>	<b>878,585</b>	<b>1,353,380</b>	<b>474,795</b>	<b>54%</b>
Police Supervision	315,805	494,660	178,855	57%
Police Support Services	788,400	802,600	14,200	2%
Police Community Svc.	921,600	1,200,070	278,470	30%
Police Patrol	2,714,580	3,148,660	434,080	16%
Police Code Enforce	203,070	257,150	54,080	27%
Pol. Code Enf. Grant Fd	75,240	69,520	(5,720)	-8%
<b>Police Red Light Cameras</b>	<b>1,741,760</b>	<b>1,363,520</b>	<b>(378,240)</b>	<b>-22%</b>
Fire Supervision	215,400	298,810	83,410	39%
Firefighting	2,696,240	2,464,150	(232,090)	-9%
Economic Development		160,420	160,420	
Development	496,445	770,530	274,085	55%
<b>Municipal Building Op.</b>	<b>257,230</b>	<b>819,660</b>	<b>562,430</b>	<b>219%</b>
Recreation	823,900	997,130	173,230	21%
Parks	535,440	541,210	5,770	1%
Aquatics	266,060	364,370	98,310	37%
Public Works Supervision	428,680	447,230	18,550	4%
Streets and Right of Way	602,180	889,770	287,590	48%
Transfers/ Reserves	1,047,095	1,063,410	16,315	2%
<b>General Fund Totals</b>	<b>17,684,110</b>	<b>20,229,720</b>	<b>2,545,610</b>	<b>14%</b>



The FY 2015 budget includes total revenues of 20.2 million, a 14% increase from last year.

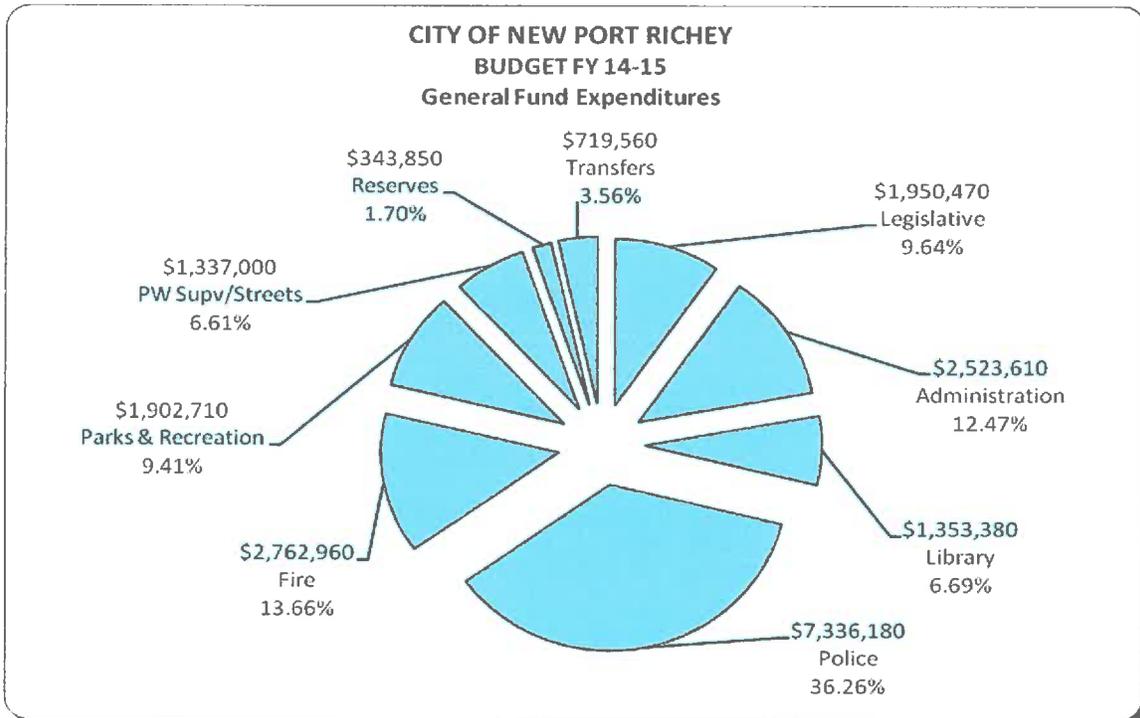


The above chart provides a high level view of the major sources of revenue for FY 2015. Transfers from other funds are the largest segment, comprising \$6.7 million or 33.3% of General Fund

revenues. Tax revenue dropped by over \$120,000 due to reduced collections for Communication Taxes.

The largest revenue decrease is found in Fines & Forfeitures. Red Light Camera fines have continued to shrink year after year for various reasons and the budget for that line item has been reduced by over \$880,000.

More detail on these and other revenue sources can be found in the General Fund Revenue section of the Adopted Budget.

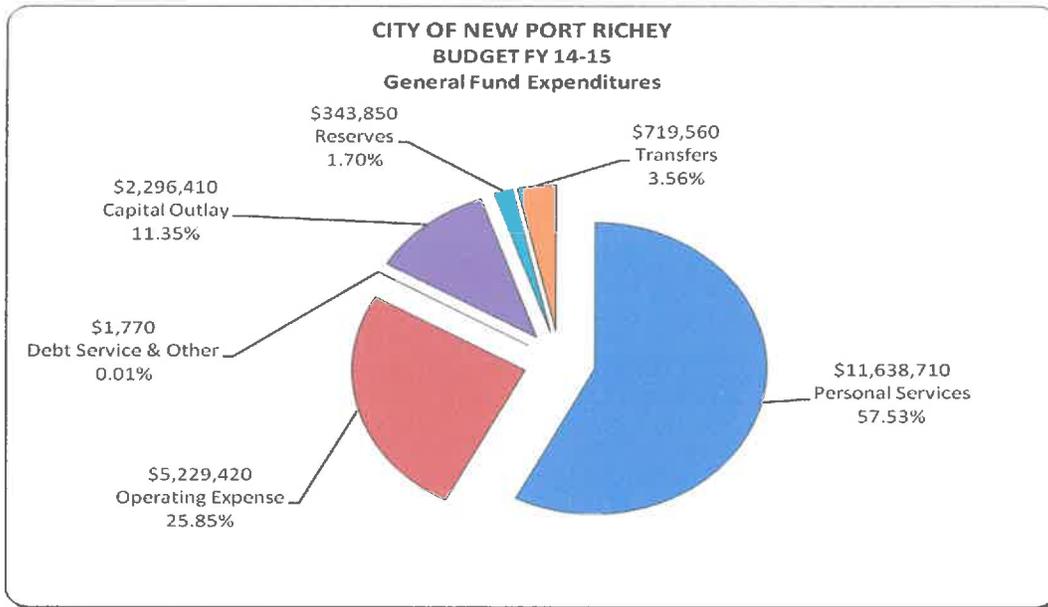


Total General Fund expenditures that had remained fairly static have increased to address increased focus on crime, blight and capital improvements.

Technology Solutions was reclassified a division under the City Manager. The continued implementation of hardware and software upgrades will create multiple opportunities for efficiency improvements throughout the General

Fund operations in performance as well as communicating results to the public.

Performance evaluation will become more prominent in the future years and steps will be made to expand reporting on this important topic when the new operating software for Finance is launched in the spring of 2015.



In 2015, the General Fund will finalize use of \$415,740 in Renewal & Replacement dollars. Emphasis will be placed in identifying capital items in all departments through the Capital Improvement planning process.

The General Fund budget contains a small reserve contingency of \$343,850 in order to provide a source of funding for sick leave payouts, wage adjustments and unforeseen budget needs during

the fiscal year. This contingency represents less than 2.00% of the total General Fund budget.

Approximately one half of the capital outlay is funded by the Capital Improvement Fund. Details as to the funding source for each can be found in the General Fund Capital Outlay Summary by Department and Funding Source at the back of the General Fund section of the budget. A brief summary of the General Fund capital outlay items follows.

Amount	Description
\$275,000	Street Department Dump Trucks
\$250,650	Software Upgrades and Network Improvements
\$40,000	Council Chambers media upgrade
\$85,090	Library materials
\$45,190	Library Technology Upgrades – Facility Improvements
\$835,740	City Hall & Library Roof Replacement
\$186,600	Police Vehicles
\$40,000	Fire Department – Facility Improvements
\$279,940	Fire Department Equipment
\$30,000	Public Works Truck Replacement
\$65,000	Recreation Improvements
\$104,300	Park Improvements
\$37,000	Aquatics – Facility Improvements
\$21,900	Various Dept. Improvements, Software & Equipment
<b>\$2,296,410</b>	<b>Total – General Fund Capital Outlay</b>

**STORMWATER UTILITY FUND**

<b>Stormwater Utility Fund Summary</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	315,690	315,690	0	258,560	275,600	278,100	15.79%
Other Revenues	1,086,250	1,086,250	1,137,158	1,460,010	1,483,640	1,483,640	84.21%
Total Revenues	1,401,940	1,401,940	1,137,158	1,718,570	1,759,240	1,761,740	100%
Personal Services	204,820	208,135	210,145	222,710	224,630	224,630	12.75%
Operating Expenses	421,790	421,790	376,070	425,930	425,930	425,930	24.18%
Capital Outlay	687,100	687,100	550,943	978,700	978,700	978,700	55.55%
Contingency	12,130	9,915	0	12,130	12,130	12,130	0.69%
Transfers	75,000	75,000	75,000	78,000	116,750	119,250	6.77%
Reserves	1,100	0	0	1,100	1,100	1,100	0.06%
Total Expenditures	1,401,940	1,401,940	1,212,158	1,718,570	1,759,240	1,761,740	100%

The Stormwater Utility Fund is in its third year of increased annual assessments at \$77.36 per Equivalent Residential Units (ERUs). As mentioned earlier in the “Where Does Your Property Tax Go” section, this non ad valorem assessment is collected by the County Tax Collector.

The noteworthy changes to the Stormwater Fund Budget occurred in the annual increases from year to year. The Capital Outlay Budget increase of \$291,600 was the most significant and \$465,000 of the \$978,700 budgeted is contingent on Grant Awards.

The Appropriated Fund balance for FY 2015 is \$278,100 and the projected fund balance as of September 30, 2015 is \$672,904. This represents no change in the undesignated fund balance from the September 30, 2012 balance over the three year period.

The major revenue is the stormwater assessment fee of \$1,014,780. The budget for FY 2015

includes funding for the labor and materials to perform stormwater and drainage maintenance and those appropriations remained constant with some increase for labor related costs. Transfers shown at \$119,250 represent the funds share of operating costs, overhead and administrative costs paid by the General Fund.

The City established a Stormwater Utility Fund in 2001 via Ordinance 1667 in order to comply with the Federal Clean Water Act. The FY 2015 Annual Budget reflects the 15th year of implementation of the stormwater utility user fee. The City’s Stormwater Utility Fund contains the appropriations from the dedicated revenue source providing income for the City to use in meeting its mandated responsibilities under the National Pollution Discharge Elimination System permit enforced by the Florida Department of Environmental Protection and in improving surface water drainage throughout the City.

**STREET LIGHTING FUND**

<b>Street Lighting Fund Summary</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	0	0	0	0	0	0	0.00%
Other Revenues	382,600	382,600	404,821	394,800	409,730	409,730	100.00%
<b>Total Revenues</b>	<b>382,600</b>	<b>382,600</b>	<b>404,821</b>	<b>394,800</b>	<b>409,730</b>	<b>409,730</b>	<b>100%</b>
Personal Services	0	0	0	0	0	0	0.00%
Operating Expenses	344,500	344,500	342,000	355,000	395,000	395,000	96.40%
Capital Outlay	0	0	0	0	0	0	0.00%
Contingency	38,100	38,100	0	39,800	14,730	14,730	3.60%
Transfers	0	0	0	0	0	0	0.00%
Reserves	0	0	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>382,600</b>	<b>382,600</b>	<b>342,000</b>	<b>394,800</b>	<b>409,730</b>	<b>409,730</b>	<b>100%</b>

There have not been any changes to the assessment rate of the Street Lighting Fund since the assessments were recalculated in 2012. The budget is balanced with total revenues and expenditures both equaling \$409,730.

The Street Lighting Fund was established in FY 2012-13 as a separate Special Revenue Fund to account for the citywide assessment for street lighting. Previously this program was part of the General Fund. The major revenue is the assessment fee of \$382,600 (93%) and it is included in the annual property tax bill issued by Pasco County. Major expenditures are the rental fees paid to Progress/Duke Energy for energy use and maintenance of the light poles of \$330,000 (81%). The total budget has been increased by \$27,130 (9%) since last year. A new lease agreement with Duke Energy will result in a major

city wide improvement in lighting that will offset the increased lease costs against energy savings. There is no appropriated fund balance for FY 2015 and a small contingency of \$14,730.

In September 2003 the City established a Street Lighting assessment within the General Fund via Ordinance 1704. This provided a means to recover the costs incurred by the City for providing street lighting services throughout the city. The FY 2015 Annual Budget reflects the 12<sup>th</sup> year of implementation of the street lighting user fee. The City's Street Lighting Fund contains the appropriations from the dedicated revenue source providing income for the City to use in providing these services. The Fund Balance is estimated to be \$129,406 at the end of the fiscal year 2014/2015.

**GENERAL DEBT SERVICE FUND**

<b>Debt Service Fund Summary</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	550,000	550,000	713,194	154,880	154,880	154,880	10.09%
Other Revenues	1,642,090	8,660,637	8,349,847	1,379,600	1,379,600	1,379,600	89.91%
<b>Total Revenues</b>	<b>2,192,090</b>	<b>9,210,637</b>	<b>9,063,041</b>	<b>1,534,480</b>	<b>1,534,480</b>	<b>1,534,480</b>	<b>100%</b>
Personal Services	0	0	0	0	0	0	0.00%
Operating Expenses	0	0	0	0	0	0	0.00%
Capital Outlay/Debt	1,023,940	7,757,245	7,609,649	681,480	681,480	681,480	44.41%
Contingency	0	0	0	0	0	0	0.00%
Transfers	1,168,150	1,453,392	1,453,392	853,000	853,000	853,000	55.59%
Reserves	0	0	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>2,192,090</b>	<b>9,210,637</b>	<b>9,063,041</b>	<b>1,534,480</b>	<b>1,534,480</b>	<b>1,534,480</b>	<b>100%</b>

The budget is balanced with total revenues and expenditures both equaling \$1,534,480.

The Debt Service Fund is being utilized by the City to fund the 2005 Note A so that there is a separate accounting for the debt service payments. In 2014 the City paid off two notes as a result of a City Council decision to transfer all interest previously paid to the water and sewer fund from the regional water consortium Tampa Bay Water on its

note to the City. Electric, gas, and propane utility taxes will then go directly into the General Debt Service Fund.

Excess revenues are scheduled to be transferred to the General Fund. Refinancing options will be pursued during the 2014/2014 fiscal year. There is no General Fund indebtedness.

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

<b>Capital Improvement Fund Summary</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	699,870	699,870	0	2,338,650	4,397,550	4,397,550	52.51%
Other Revenues	3,128,440	3,128,440	1,988,210	4,405,920	3,977,100	3,977,100	47.49%
<b>Total Revenues</b>	<b>3,828,310</b>	<b>3,828,310</b>	<b>1,988,210</b>	<b>6,744,570</b>	<b>8,374,650</b>	<b>8,374,650</b>	<b>100%</b>
Personal Services	0	0	0	0	0	0	0.00%
Operating Expenses	0	0	0	0	0	0	0.00%
Capital Outlay	2,208,790	2,208,790	680,968	5,890,270	6,755,250	6,755,250	80.66%
Contingency	0	0	0	0	0	0	0.00%
Transfers	1,619,520	1,619,520	648,780	854,300	1,619,400	1,619,400	19.34%
Reserves	0	0	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>3,828,310</b>	<b>3,828,310</b>	<b>1,329,748</b>	<b>6,744,570</b>	<b>8,374,650</b>	<b>8,374,650</b>	<b>100%</b>

The Capital Improvement Project (CIP) Fund Budget has increased dramatically in FY 2014-15 in response to direction from the City Council to aggressively utilize the citizen authorized "Penny for Pasco" (P4P) funds that had built up to an estimated \$4.6 million beginning balance and for which the first voter approved ten year term concludes on December 31, 2014. A second ten year term was approved in November, 2012 by the voters and collections from the new "Penny for Pasco"

will begin on Jan 1, 2015. Accrued P4P funds account for virtually all of the Beginning Balance in the Capital Improvement Fund and continuing revenue from the first term of Penny for Pasco (P4P1) along with revenue from the second term (P4P2) is deposited into the CIP Fund. Transfers from other sources are only made when the associated project costs have been incurred or Grant Funds are received. The schedules that follow reflect the following activities;

Historic Hacienda Hotel Restoration Project	1,100,000
Sims Park Renovation& Orange Lake Restoration	2,700,000
Multi-use Trail – Morton Plant & Marine Parkway	1,735,770
Fitness Center Expansion	425,000
Grey Preserve Entrance Acquisition and Paving	423,330
Streetscape Improvements and Way Finding Signage	205,250
Pine Hill Baseball Complex Improvements	35,000
Fleet Warehouse Improvements	30,900
Central Fire Station Relocation	100,000
Transfers to General Fund for qualified Capital Improvements	1,169,400
Transfer to Redevelopment Fund for qualified Projects	450,000
<b>Total Capital Improvement Fund Budget</b>	<b>\$8,374,650</b>

The following three schedules are presented to show cost allocations by category of infrastructure investment. The first term of this Local Government Infrastructure Surtax follows spending parameters established by the City Council and the following P4P1 schedule highlights the estimated beginning balances for each of the three areas of investment and shows the planned utilization of those funds in their entirety during the FY 2014-15 Budget year. To provide evidence of conformance with Florida Statutes Section

212.055(2), which authorizes the use of the sales tax proceeds which are distributed to the City by the State, \$7,878,200 of the costs which are allocated in the following charts are categorized according to their qualified purpose. The CIP Budget is supplemented by a \$204,600 contribution from the Water & Sewer Funds and \$291,850 from the Street Improvement Fund for Utility and Roadway components of the Multi-use Trail projects.

	<b>FY 14/15</b>
<b>Capital Improvement Funds (301) P4P 1 Beg. Balance</b>	<b>4,627,124</b>
<b>Capital Improvement Funds (301) Estimated Annual Revenue</b>	<b>434,921</b>
<b>Beginning balance to distribute</b>	<b>5,062,045</b>
Public Safety/Public Facilities (20% Allocation)	713,003
Fleet Purchasing Warehouse - Material and Equipment Storage Improvements (Engineering)	30,903
Transfer to General Fund for Public Safety Vehicles/Public Improvements	682,100
Unallocated - Balance available for programming	0
Environmental (45% Allocation)	4,132,145
14/15 Sims Park Improvements	2,000,000
Multi-Use Trail Marine Parkway (US 19 to Grand Blvd) (Engineering)	40,000
Multi-Use Trail Marine Parkway (US 19 to Grand Blvd) (Construction)	460,000
Fitness Center Expansion	425,000
Orange Lake Restoration	150,000
Grey Preserve Congress St. Side Entrance Road Paving (Property Acquisition)	423,327
Renovation of Pine Hill Baseball fields	35,000
Multi-Use Path & Reclaimed Water Main (River Walk, Morton Plant North Bay Hospital, Aquatic Center) (Construction)	438,818
Transfer to Community Redevelopment Agency	100,000
Transfer to General Fund for Environmental	60,000
Unallocated - Balance available for programming	0
Transportation (35% Allocation)	216,897
Streetscape Improvements Madison Ave, Main St to Indiana Ave	105,254
Multi-Use Path & Reclaimed Water Main (River Walk, Morton Plant North Bay Hospital, Aquatic Center) (Construction)	111,643
Transfer to General Fund for Transportation	0
Unallocated - Balance available for programming	0
<b>Total</b>	<b>5,062,045</b>
<b>Capital Improvement Funds (301) Estimated Ending Balance</b>	<b>0</b>

	FY 14/15
<b>Capital Improvement Funds (301) P4P 2 Beg. Balance</b>	
<b>Capital Improvement Funds (301) Estimated Annual Revenue</b>	<b>1,441,783</b>
Public Safety/Public Facilities (Proposed 40% Allocation)	576,713
Available for programming major facilities and equip (incl. vehicles)	
Transfer to General Fund Public Safety/Public Improvements	412,300
Hacienda Hotel Restoration (Construction)	44,413
Central Fire Station Relocation - Debt Service	100,000
Unallocated - Balance available for programming	20,000
Economic Development (Proposed 15% Allocation)	216,267
Revenue stream to support financed major project(s)	
Hacienda Hotel Restoration (Construction)	5,587
Transfer to Redevelopment Fund	200,000
Unallocated - Balance available for programming	10,680
Transportation (Proposed 20% Allocation)	288,357
Streets, Sidewalks/Multi-Use Trails and public parking	
Way Finding Signage Upgrades - City Wide	100,000
Multi-Use Path & Reclaimed Water Main (River Walk, Morton Plant North Bay Hospital, Aquatic Center) (Construction)	188,357
Unallocated - Balance available for programming	0
Environmental (Proposed 25% Allocation)	360,446
Parks, River, Water quality	
New Port Richey Paddlesport Center	150,000
US Hwy 19 Beautification	20,000
Transfer to General Fund	15,000
Unallocated - Balance available for programming	175,446
Penny for Pasco New -Total	<b>1,235,657</b>
<b>Capital Improvement Funds (301) Estimated Ending Balance</b>	<b>206,126</b>

	FY 14/15
<b>Grant Funding</b>	
<b>State Budget Allocation</b>	
Hacienda Hotel Restoration (Construction)	1,050,000
<b>BP Oil Spill Legal Settlement Funds</b>	
Orange Lake Restoration	350,000
<b>Florida Recreation Development Assistance Program (FRDAP)</b>	
14/15 Sims Park Improvements	200,000
Kayak Launches (JEG, Frances)	60,000
<b>Total</b>	<b>1,660,000</b>

The total budget has increased by \$4,546,340 (11%) from last year. The Appropriated Fund Balance for FY 2015 is \$4,397,550.

A complete listing of all proposed projects, as well as estimates of construction costs, financing plans, and construction scheduling by fiscal year, is set forth in the Five (5) Year Capital Improvement Program.

**COMBINED WATER/SEWER FUND**

<b>Water &amp; Sewer Utility Funds Summary</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	5,291,740	12,310,287	9,833,085	5,386,710	5,415,630	5,644,420	23.65%
Other Revenues	18,029,760	18,029,760	16,353,570	18,200,940	18,200,940	18,222,150	76.35%
<b>Total Revenues</b>	<b>23,321,500</b>	<b>30,340,047</b>	<b>26,186,655</b>	<b>23,587,650</b>	<b>23,616,570</b>	<b>23,866,570</b>	<b>100%</b>
Personal Services	2,112,460	2,155,000	2,128,448	2,251,440	2,269,680	2,269,680	9.51%
Operating Expenses	5,449,830	5,449,830	5,373,705	5,509,420	5,553,490	5,753,490	24.11%
Capital Outlay/Debt	6,270,140	6,270,140	4,156,135	5,926,170	6,046,170	6,046,170	25.33%
Contingency	167,800	134,010	0	167,800	167,800	167,880	0.70%
Transfers	9,312,520	16,331,067	14,521,357	9,724,070	9,570,680	9,620,600	40.31%
Reserves	8,750	0	0	8,750	8,750	8,750	0.04%
<b>Total Expenditures</b>	<b>23,321,500</b>	<b>30,340,047</b>	<b>26,179,645</b>	<b>23,587,650</b>	<b>23,616,570</b>	<b>23,866,570</b>	<b>100%</b>

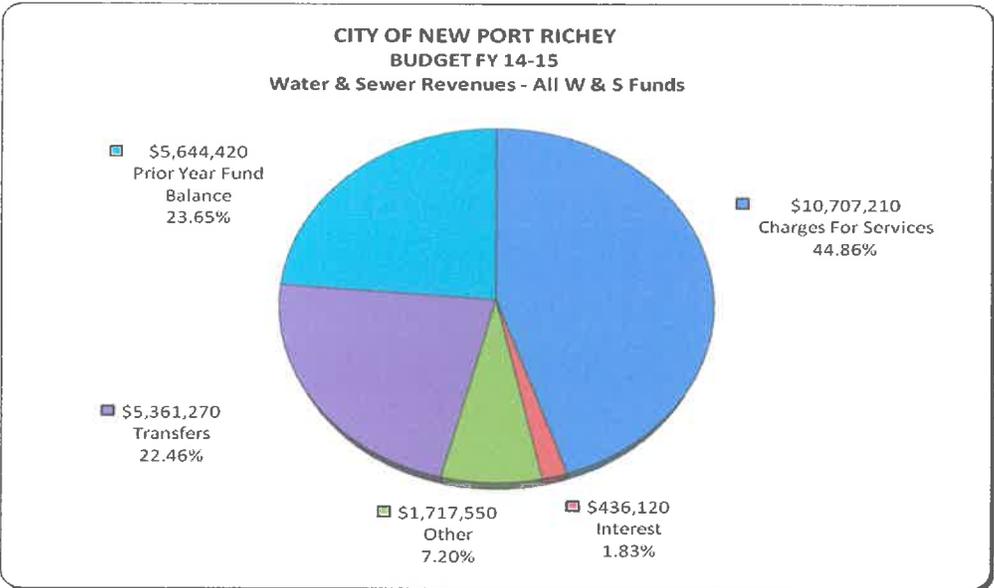
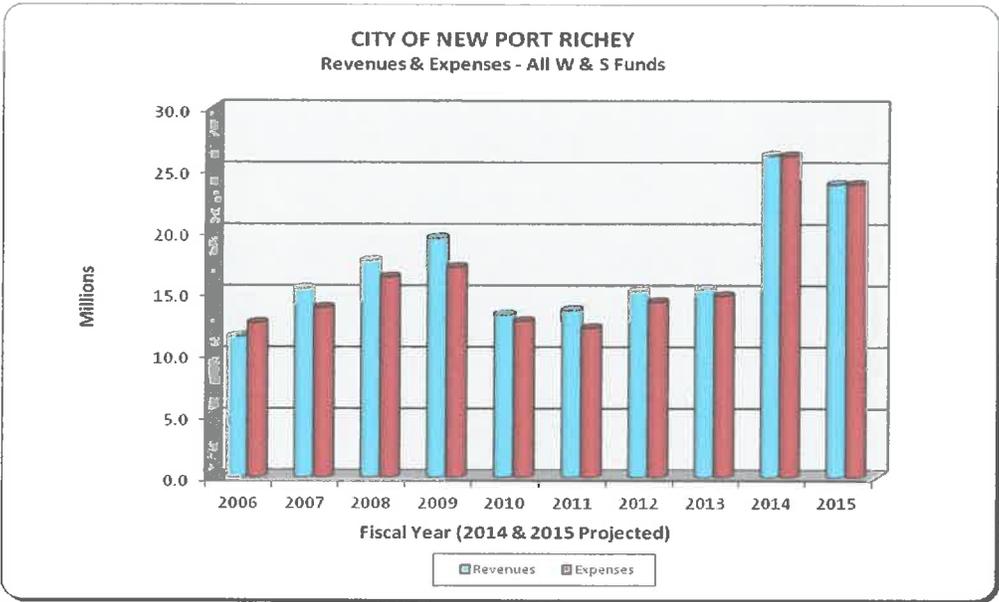
The City's Combined Water/Sewer Fund budget continues to reflect an active Capital Outlay investment. A major technology upgrade will eliminate on-site monthly meter reading procedures. New digital meters are being installed which will electronically signal usage to the City's billing system. This new system will allow customers to monitor their water usage and be alerted of leaks and faulty hardware as it occurs. Early detection will help control waste of water resources and save customers from costly water bills which result from uncorrected leaks. The modernization initiative extends beyond the meter program, as the water and sewer operations and utility billing efficiencies will be further enhanced by the conversion of the City's computer software to a superior technology with improved access to critical analytical reports.

A decision to true-up transfers to the City's Governmental Funds of interest earned to date, resulted in a \$7 million transfer on the City's note receivable from Tampa Bay Water, from the Water & Sewer Reserves. Future transfers which were initiated two years ago will be limited to interest only which will result in long term relief to the utility. Revenue sufficiency studies are under way to provide prediction models that will be used to monitor actual results and manage the deployment of the capital improvement plan.

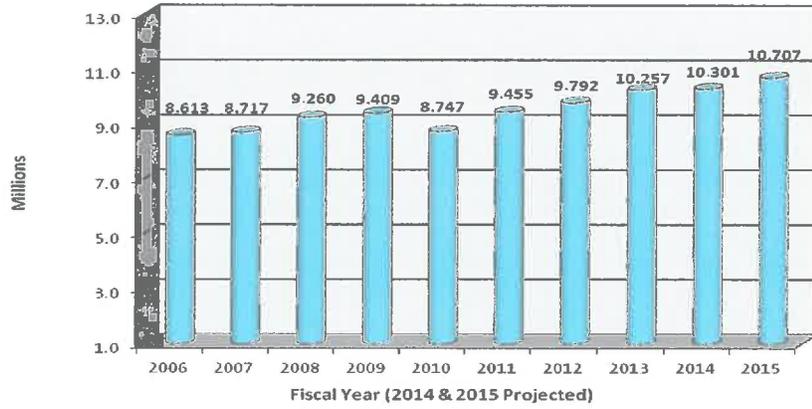
The budget of \$23,866,570 reflects an increase of \$545,070 (2%) from last year's Adopted Budget. The \$5,644,420 Appropriated Fund balance for FY 2015 will use all available resources if the aggressive capital investment is fully deployed. The projected fund balance as of September 30, 2015 is \$1 million. This represents a reserve level that will need to be reviewed during the course of the fiscal year for possible consideration of financing options to complete the capital projects in the budget. It will be important to update projections to actual results to make sure that minimum requirements for capital outlay, bond covenants and working capital can be met.

Of the total revenues, \$10,707,210 (45%) will be derived from user fees such as water sales, sewer sales, bulk sewer, bulk water, other fees and charges. Impact fees will generate another \$296,500 – a 12% increase. Pasco County's share of the utility's operation and maintenance expense will be \$1,195,000 which is down from last year's \$1,282,300. Reclaimed water sales will generate approximately \$215,000 next fiscal year, up 13% from last year's \$190,200.

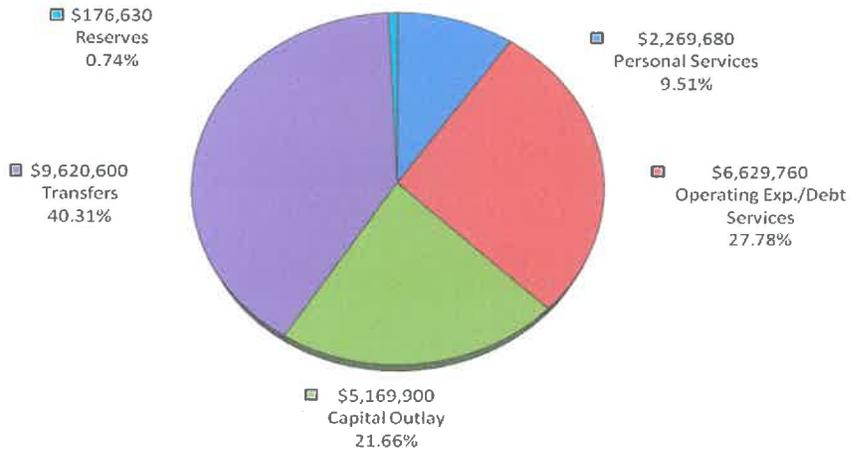
The budget also reflects the annual 4% inflationary adjustment to all rates as well as the pass through of the wholesale rate charged by the City's supplier, Tampa Bay Water. These rate changes take effect on October 1, 2014.



**CITY OF NEW PORT RICHEY**  
**Water & Sewer Charges For Services**



**CITY OF NEW PORT RICHEY**  
**BUDGET FY 14-15**  
**Water & Sewer Expenses - All W & S Funds**



**REDEVELOPMENT/COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND**

Redevelopment Fund Summary	Adopted FY 2013-14	Amended Budget FY 2013-14	Estimated Actual FY 2013-14	8-Jul-14 Proposed FY 2014-15	3-Sep-14 Proposed FY 2014-15	17-Sep-14 Adopted FY 2014-15	% of Total
Fund Balance Approp.	0	0	0	0	66,880	107,020	5.05%
Other Revenues	2,464,285	2,464,285	1,372,309	1,963,610	2,028,960	2,013,820	94.95%
<b>Total Revenues</b>	<b>2,464,285</b>	<b>2,464,285</b>	<b>1,372,309</b>	<b>1,963,610</b>	<b>2,095,840</b>	<b>2,120,840</b>	<b>100%</b>
Personal Services	0	120,375	120,375	147,130	0	0	0.00%
Operating Expenses	231,310	231,310	249,564	193,560	185,970	205,970	9.71%
Capital Outlay/Debt	1,644,500	1,644,500	935,819	1,423,120	1,418,620	1,418,620	66.89%
Contingency	271,205	262,125	0	10,800	10,800	10,800	0.51%
Transfers	317,270	205,975	0	189,000	480,450	485,450	22.89%
Reserves	0	0	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>2,464,285</b>	<b>2,464,285</b>	<b>1,305,758</b>	<b>1,963,610</b>	<b>2,095,840</b>	<b>2,120,840</b>	<b>100%</b>

The relationship between the Community Redevelopment Agency (CRA) and the City's General Fund operations has changed over the past several years as the effects of the "Great Recession" severely impacted the CRA's ability to service its indebtedness on three Redevelopment Bank Notes. Those notes had outstanding balances of \$18,763,466 entering into FY 2014-15 and the annual debt service exceeded the Tax Increment Revenue that was being generated. The City and Pasco County taxes on the taxable value of the lands in the CRA that exceed the Base Year 2001 Taxable Value of \$366,805,411 are directed into the CRA Trust Fund. The City's total Taxable Values peaked at \$919,592,133 in FY 2007-08 and then declined by 53% to \$487,709,681 for the Budget Year 2014-15. The Tax Increment value bottomed out in FY 2013-14 at \$69,806,864 and despite a rebound in value to \$79,728,982, the \$1,275,820 in budgeted Tax Increment Financing (TIF) revenues still requires the City's General Fund to supplement the CRA efforts through assistance with Debt Service. An inter-local agreement is in place that formalizes the arrangement.

Several major changes occurred during FY 2013-14 which have allowed the CRA to address its core mission to stimulate redevelopment activity in the City. The City's General Fund paid off one of the Redevelopment Notes in full using funds transferred to the Debt Service Fund from the Water and Sewer Fund. The revenues flowing to

the Debt Service Fund were freed up and that Fund is now paying the Debt Service Obligations of the redevelopment Note Series 2005A. By providing Debt Service relief to the CRA in the short term, the CRA has been reactivated and in fact a new Economic Development Department with two staff members is fully focused on the important task of stimulating growth and revitalizing the economy within the CRA boundaries. Funds from the Penny For Pasco Infrastructure Surtax coming from the Capital Improvement Fund (CIF) in the amount of \$450,000 along with \$288,000 from Community Development Block Grant (CDBG) funds have also been committed to the effort.

The total budget has decreased by \$343,445 (14%) from last year due to removal of a budgeted loan from the Capital Improvement Fund. Last year the budget decreased by \$125,000 (5%) from the previous year. Major revenues consist of the TIF funds from the City and County of \$1,275,820 (60%) and the CDBG funds and CIF funds previously outlined. While this year's Budget does not show the transfer of Funds to the Debt Service Fund, the payment of the Redevelopment Note is a reimbursable cost and the indebtedness of the CRA to the General Fund will be reviewed and formalized during the budget year and the liability will be formally recorded as a future obligation of the CRA to be paid when it becomes financially sound and able to repay the City's General Fund.

**STREET IMPROVEMENT FUND**

<b>Street Improvement Fund Summary</b>	<b>Adopted FY 2013-14</b>	<b>Amended Budget FY 2013-14</b>	<b>Estimated Actual FY 2013-14</b>	<b>8-Jul-14 Proposed FY 2014-15</b>	<b>3-Sep-14 Proposed FY 2014-15</b>	<b>17-Sep-14 Adopted FY 2014-15</b>	<b>% of Total</b>
Fund Balance Approp.	0	0	0	213,750	224,610	50,610	5.80%
Other Revenues	605,910	605,910	601,050	648,100	648,100	822,100	94.20%
<b>Total Revenues</b>	<b>605,910</b>	<b>605,910</b>	<b>601,050</b>	<b>861,850</b>	<b>872,710</b>	<b>872,710</b>	<b>100%</b>
Personal Services	0	0	0	0	0	0	0.00%
Operating Expenses	0	0	0	0	0	0	0.00%
Capital Outlay	60,000	60,000	60,000	520,000	520,000	520,000	59.58%
Contingency	0	0	0	0	0	0	0.00%
Transfers	0	0	37,500	341,850	352,710	352,710	40.42%
Reserves	545,910	545,910	0	0	0		0.00%
<b>Total Expenditures</b>	<b>605,910</b>	<b>605,910</b>	<b>97,500</b>	<b>861,850</b>	<b>872,710</b>	<b>872,710</b>	<b>100%</b>

The only change to the Street Improvement Fund since the issuance of the Proposed Budget relates to the method and level of funding from the State of Florida. Pasco County did not retain its historical method of distributing Local Options Gas Taxes (LOGT) to the municipalities in the County based on road mileage. The County determined during its budget process to invoke the Historical Expenditure methodology which bases the Cities' share of LOGT on a rolling average of previous years' spending on transportation projects. The result of this change of Methodology was a net benefit of \$750,000 to the County at the expense of reductions in the distributions to all six Cities in the County. These potential losses of revenue were offset by the implementation of an increase in the gas tax rate which mitigated the potential loss to the Cities and in fact allowed this Fund to increase the budgeted revenue by \$174,000 before adoption. The budget is balanced with total revenues and expenditures both equaling \$872,710.

The Street Improvement Fund is a Special Revenue Fund used to account for expenditures "Funds available under this section shall be used only for purchase of transportation facilities and road and street rights-of-way; construction, reconstruction, and maintenance of roads, streets, bicycle paths and pedestrian pathways; adjustment of city-owned utilities as required by road and street construction; and construction, reconstruction, transportation-related public safety activities, maintenance, and operation of transportation facilities."

The total budget has increased by \$266,800 (44%) from last year due to an overall increase in the LOGT revenues over last year. There is a small appropriated fund balance of 50,610 for FY 2015 and the projected fund balance as of September 30, 2015 is 3.1\$ million. The surplus is available for future street improvement projects.

**CENTRAL GARAGE FUND**

Central Garage Fund Summary	Adopted FY 2013-14	Amended Budget FY 2013-14	Estimated Actual FY 2013-14	8-Jul-14 Proposed FY 2014-15	3-Sep-14 Proposed FY 2014-15	17-Sep-14 Adopted FY 2014-15	% of Total
Fund Balance Approp.	180,220	180,220	0	0	0	0	0.00%
Other Revenues	757,780	757,780	730,018	849,600	852,250	852,250	100.00%
Total Revenues	938,000	938,000	730,018	849,600	852,250	852,250	100%
Personal Services	248,130	251,620	248,130	249,020	250,940	250,940	29.44%
Operating Expenses	627,860	627,860	625,250	565,060	565,060	565,060	66.30%
Capital Outlay	43,000	43,000	39,794	22,800	22,800	22,800	2.68%
Contingency	17,980	15,520	0	11,690	12,420	12,420	1.46%
Transfers	0	0	0	0	0	0	0.00%
Reserves	1,030	0	0	1,030	1,030	1,030	0.12%
Total Expenditures	938,000	938,000	913,174	849,600	852,250	852,250	100%

The Central Garage Fund is an intergovernmental service fund for which most revenues are derived from fees charged back to other departments for providing fuel and fleet maintenance services. The only new revenue item is for Employee Contributions to Health Insurance.

The total budget has decreased by \$85,750 (9%) from last year due to several factors – decreased costs of fuel & parts costs due to planned replacements of older vehicles in the fleet. There is no appropriated fund balance for FY 2014-15. A year ago, the total budget was increased by \$241,370 (35%) from the previous year.

**PROJECTED CHANGES IN FUND BALANCE**

Fund	Actual	Actual	Estimates FY 2014		Estimated	Adopted FY 2015		Estimated
	9/30/2012	9/30/2013	Revenues	Expenditures	9/30/2014	Revenues	Expenditures	9/30/2015
<b>General Fund</b>			16,909,727	17,200,726		19,280,830	20,229,720	
<b>Unassigned -</b>	<b>4,391,831</b>	<b>5,485,728</b>			<b>5,194,729</b>			<b>4,245,839</b>
Designated- Min. funding	2,734,050	2,495,610			2,653,820			2,655,554
Remaining Unassigned	1,657,781	2,990,118			2,540,910			1,590,285
<b>Stormwater</b>	<b>682,680</b>	<b>1,031,104</b>	1,137,158	1,212,158	<b>956,104</b>	1,483,640	1,761,740	<b>678,004</b>
Street Lighting	-	66,585	404,821	342,000	129,406	409,730	409,730	129,406
Gen Debt Svc	838,389	863,478	8,349,847	9,063,041	150,284	1,379,600	1,534,480	(4,596)
Cap Impr Fund	3,039,776	3,855,242	1,988,210	1,329,748	4,513,704	3,977,100	8,374,650	116,154
W/S Funds*	15,384,978	16,427,585	16,352,750	26,179,645	6,600,690	18,222,150	23,822,500	1,000,340
Garage Fund	260,897	56,877	730,018	913,174	(126,279)	852,250	852,250	(126,279)
Redevelopment**	289,074	(581,245)	1,372,309	1,305,758	(514,694)	2,013,820	2,120,840	(621,714)
Street Impr Fund	1,974,567	2,580,844	601,050	97,500	3,084,394	872,710	872,710	3,084,394
<b>Total All Funds</b>	<b>26,862,192</b>	<b>29,786,198</b>	<b>30,936,163</b>	<b>40,443,024</b>	<b>19,988,338</b>	<b>29,211,000</b>	<b>39,748,900</b>	<b>8,501,548</b>

The overall philosophy of the City is to utilize capital improvement funds to improve conditions, increase efficiencies in the delivery of services and enhance the experience of living in the City for residents and businesses and their customers. The drawing down of Capital Improvement Reserves is a result of that philosophy.

As the summary schedule above demonstrates, the most noteworthy change from FY 2013-14 to FY 2014-15 has occurred in the Water and Sewer (W/S) Fund Balance. While it has been noted elsewhere in the Budget Message and in the Summary, it bears repeating that the City Council approved a change of approach regarding the transfer of funds provided by the regional Water Supply Authority named "Tampa Bay Water". The City of New Port Richey is a member of "Tampa Bay Water" and has been receiving annual credits of \$847,578 since 1999 when the Governance Agreement was approved. For the past two years, the annual payments have been forwarded to the City's General Fund because they represented payment for land (well fields) and assets of the City that were conveyed to the Authority.

The City has now modified its approach regarding the transfer and made a onetime lump transfer in FY 2013-14 of \$7,018,545 which equaled all

previously undistributed interest from the note. For FY 2014-15 the City will receive a payment of \$419,050 which equals interest only on the note and the utility will enjoy the benefit of the principle portion of the annual credit which will increase every year through the end of the amortization in FY 2027-28.

An aggressive capital improvement plan for the utility operations has added to the use of cash reserves for that Fund and financing may be appropriate if levels of reserves warrant. The \$1,000,340 projected 2014-15 funds balance level will cause management to monitor actual results to protect those reserves from depletion. Improvements in operations, billing policy and management of customer accounts are expected to result in over performance of the Budget's revenue projections which could delay the need to finance future Capital Projects.

The presentation of the General Fund Unassigned Fund Balance has been enhanced to incorporate the component that was established by the City Council for Minimum Funding Levels. The only restriction on use of the funds is the requirement that a 4/5<sup>th</sup> vote of the City Council be achieved. The aggressive 2014-15 budget, as has been previously cited does result in the use of reserves

and if fully deployed, will result in a balance of \$4,245,839 by the fiscal year's end.

The Redevelopment (CRA) Fund which has been discussed earlier in the summary continues to show a negative cash reserve balance. The CRA does have a positive fund balance but that is because it includes land held for resale which is not a current asset. As part of an analysis that is underway and which will continue into FY 2014-15, all lands purchased with CRA funds will be evaluated to determine which investments can be deployed for redevelopment projects which will generate cash from a sale or tax revenue from their use to incentivize investment in the City.

The Central Garage reserves are projected in the budget to decrease to a negative level, but there are signs that there will still be a positive balance

at 9/30/14 when all adjusting year end entries are completed. Changes were made to the charges to this internal service fund in the second half of FY 2013-14 that should stabilize this Fund.

The Stormwater Fund is expected to dip below the actual Fund Balance in 2012 but is healthy and the Balance will easily exceed 25% of the annual budget for that Fund. The City has been successful at obtaining Grants and leveraging the assessments collected from the residents.

The Street Improvement Fund Balance is not budgeted to change, but plans to embark on a street paving and improvement projects will be presented to the City Council when a comprehensive study is completed.

# Financial Policies



## **PURPOSE**

The broad purpose of the following Financial Management Policy Statement is to enable the City to achieve and maintain a long-term stable and positive financial condition. More specifically it is to provide guidelines to the Finance Director in planning and directing the City's day-to-day financial affairs so recommendations can be made to the City Manager.

The scope of these policies includes accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management, debt management and planning concepts. The financial policy statements define objectives, establish rules with parameters and express guidelines for fiscal conduct by the City in connection with the operating budget and capital improvement program. Financial policies will be reviewed annually as part of the budget process.

## **ACCOUNTING SYSTEM AND BUDGETARY CONTROL**

The City utilizes a computerized financial accounting system, which incorporates a system of internal accounting controls. Such controls have been designed and are continually being reevaluated to provide reasonable, but not absolute, assurance regarding:

- The safeguarding of assets against loss from unauthorized use or disposition, and
- The reliability of financial records for preparing financial statements and monitoring accountability for assets.

The concept of reasonable assurance recognizes that:

- The cost of control should not exceed the benefits likely to be derived, and

- The evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the framework, and are believed to adequately safeguard and provide reasonable assurance of proper recording of financial transactions.

Accounting and budgeting records for governmental fund types and similar trust and agency funds are maintained on a modified accrual basis. Under the modified accrual basis, revenues are recognized and recorded when measurable and available, and expenditures are recorded when services or goods are received and the liabilities are incurred. Budgets for the governmental fund types are adopted on a basis consistent with generally accepted accounting principles (GAAP).

Accounting and budgeting records for proprietary fund types and similar trust funds are maintained on the accrual basis. Under the accrual basis, revenues are recognized when they are earned and expenses are recognized when incurred.

For proprietary funds, accounting and budget records differ to the extent that depreciation and certain other items are not budgeted for but are a factor in determining fund balance revenues available for appropriation. Budgets for Proprietary Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).

In accordance with the City Charter, the annual operating budget is proposed by the City Manager and enacted by the City Council after public participation. Although budgets are legally controlled at the fund level, management control of the operating budget is additionally maintained at the Department level.

## **Fiscal Year**

The fiscal year of the City government is from October 1 through September 30 of the following calendar year. Such fiscal year also constitutes the annual budget and accounting year.

## **Financial Reporting Entity**

The City is the primary reporting entity and also has a Community Redevelopment Agency (CRA) component unit that falls within its governance.

## **OPERATING BUDGET**

### **Preparation**

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The "operating budget" is the City's annual financial operating plan, which includes all of the operating departments of the general fund, special revenue funds, and enterprise funds. The City Manager and the Finance Director prepare the budget with the participation of all Department Heads on a basis that is consistent with generally accepted accounting principles (GAAP). In accordance with Article III, Section 3.04(7) of the City Charter the City Manager shall "Prepare and submit the annual budget and capital program to the city council". The budget shall be adopted annually before September 30th by ordinance or resolution in accordance with the City Charter Article V, Section 5.03 and Florida State Statute 200.065. A copy is filed in the City Clerk's Office.

The budget is the single most valuable document for assisting the City Manager and City Council in guiding the growth of the City of New Port Richey. It receives careful thought and attention in its development. Therefore, in the City of New Port Richey, the budget process begins about 9 months prior to the start of the fiscal year.

**January - March:** Council is notified of the beginning of the budget process. Departments are requested to submit requests for any new and/or changes to personnel along with capital and support data. Responses are due by the beginning of March. Department Heads with the assistance of Human Resources and Finance will calculate the costs of existing personnel.

**March:** Human Resources calculate and review the costs of all new and existing personnel. First draft of all personnel and capital are entered into budget module.

**March - April:** Budget modules open for department entry of operational expenses. The Finance Department uses

6-7 months of actual data for the current year to project revenues. These are then compared to the requested expenses for next year along with any other relevant information and cuts are made.

**June:** Property Appraiser delivers an estimate of taxable value by June 1.

**July:** Property Appraiser delivers certificate of taxable value in accordance with Florida Statute 200.065 (also known as TRIM). Revisions are made to the preliminary budget document to balance the General Fund. The budget is presented to the City Council on the first Tuesday of July. No action by the City Council is taken at the first meeting. At the third Tuesday of July the City Council is asked to set the proposed millage rate and state the percentage (if any) over the rollback rate. In addition, the City Council must set the date, time, and place for the first public hearing in September on the budget to comply with TRIM. The public hearing cannot conflict with the dates selected by the Pasco County School Board or Pasco County Government. The City must notify the Tax Collector and Property Appraiser within a specific time frame set by State Statute of the

proposed millage rate. While the City can reduce the millage rate throughout the remainder of the budget process, the rate cannot be increased without individual notification to each property owner.

**August:** The Property Appraiser mails the TRIM notices to all the property owners notifying them of the proposed tax rate and the valuation of each parcel of property. Once the millage rate is certified, it may not be increased without re-mailing the notices. TRIM notices also include the date, time, and place of the first public hearing. These notices are mailed within fifty-five (55) days after certification of the assessed values. The City continues to work out any budget changes during this period.

**September:** The first public hearing is held on the date set on the notice mailed out by the Property Appraiser. This is at least sixty-five (65) days and within eighty (80) days after certification of the assessed values. All public hearings concerning the budget must be held after 5 P.M. The tentative millage and budget rates are set at the first public hearing. Advertisement in a newspaper of general circulation is required three (3) to five (5) days before the second public hearing. The advertisement must also be within fifteen (15) days of the first public hearing. The advertisement must contain a summary of the budget, all millage rates, and tax increase percentages over the rolled back rate millage. The final millage and budget levies are adopted at the second public hearing.

**October:** Not later than thirty (30) days following the adoption of the ad valorem tax rates and budget, the City must certify to the State of Florida Division of Ad Valorem Tax that they have complied with the provisions of Chapter 200, Florida Statutes.

## **Balanced Budget**

The operating budget will be balanced with current revenues, which may include beginning fund balances less required reserves as established by the City Council or City Ordinance. A budget is balanced when the sum of estimated net revenues and appropriated fund balance is equal to appropriations.

## **Planning**

The budget process will be scheduled so as to identify major policy issues for City Council consideration several months prior to the budget approval date to allow adequate time for appropriate decisions and analysis of financial impacts.

## **Reporting**

Monthly expenditure reports will be made available to enable department heads to manage their budgets and to enable the Finance Director to monitor and control the budget as authorized by the Council. The Finance Director will prepare a quarterly summary revenue and expenditure report for the City Council to assist in the understanding the overall budget and the city's financial status.

## **Control and Accountability**

Each department head shall be solely responsible for insuring their department budgets will not exceed budgeted overall amounts. Failure to achieve budgetary control of their individual expenditure and revenue budgets will be evaluated and investigated by the City Manager or designee.

## Expenditure Requests

The Finance Director will evaluate expenditure requests from departments to insure that the requests are in the amounts and kind originally budgeted in those departments, and that adequate funds are available. The Finance Director shall make every effort to assist departments in making the purchases to accomplish the goals and objectives outlined in the budget information for each department.

## Contingencies

Reasonable appropriations may be made for contingencies, but only within spending categories.

## Amendment Process

Amendments to the original budget that alter the total revenues, expenses, or reserves of any fund must be approved by the City Council.

## REVENUES

### Revenue Policies

The City will try to maintain a diversified and stable revenue system to shelter it from unforeseeable short term fluctuations in any one revenue source. The City will estimate its revenues on an objective, analytical process, where practical. Each existing and potential revenues source will be re-examined annually. User fees will also be reviewed to recover costs and to adjust for the effects of inflation.

The following considerations and issues will guide the Finance Director in the development of revenue and expenditure policies concerning specific sources of funds:

- A. Non-Recurring Revenues - One time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for

non-recurring expenditures and not for budget balancing purposes.

- B. Ad Valorem Taxes - Ad valorem taxes will be anticipated for purposes of operating budget preparation at:
  - 1. 95% of the projected taxable value of current assessments and new construction.
  - 2. Current millage rates, unless otherwise specified.
- C. Sales Tax - The use of sales tax revenues is limited to the General Fund and/or Capital Improvement Fund.
- D. State Revenue Sharing - The use of state revenue sharing monies is included in the General Fund, with a portion earmarked for street improvements.
- E. Local Option Gas Tax - The use of local option gas tax revenues is limited to public transportation expenditures.
- F. Pledged Revenues - The use of revenues, which have been pledged to bond or note holders, will conform in every respect to those bond or note covenants.
- G. Interest Earnings - Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which the monies were provided for investing.
- H. User-Based Fees and Service Charges - User-based fees and service charges will be reviewed annually by Department Heads to ensure that fees provide adequate coverage of cost of services for their respective departments.

I. Enterprise Fund Rates - The Finance Director and Public Works Director will review utility rates annually to ensure sufficient revenues are generated to cover operating expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

J. Enterprise Activity Rates - and other legal funds of the City include transfers to and receive credits from other funds as follows:

1. General and Administrative Charges - Administrative costs should be charged to all funds for services of general overhead, such as administration, finance, personnel, information technology, police, purchasing, facility maintenance, communications, fleet maintenance, community development, building, and grounds as appropriate. The Finance Director through indirect cost allocation following accepted practices will determine the charges and procedures intended to recover up to 100% of said costs.

2. Payment in-lieu-of-ad valorem tax – Rates will be calculated so as to include a fee equal approximating the ad valorem taxes lost as a result of municipal ownership of the various utility and other enterprise activities owned by the City. Not-for-profit organizations may also be considered for a payment in-lieu-of-ad valorem tax, subject to Council approval.

K. Intergovernmental Revenues (Federal/State/Local) - All potential grants will be examined for matching requirements and the source of the matching requirements. These revenue sources will be expended only for intended purpose of grant aid. It must be clearly understood that operational requirements set up as a result of a grant or

aid could be discontinued once the term and conditions of the project have terminated.

L. Revenue Monitoring - The Finance Director will compare revenues actually received to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report. Any variances considered to be material will be investigated. The Finance Director will report results of that investigation to the City Manager.

## EXPENDITURES

A. Supplemental Appropriations - The point of budgetary control is at the department level for all funds. If the City Manager certifies that there are available projected revenues for appropriations in excess of those estimated in the budget, the City Council may authorize supplemental appropriations in accordance with Article V, Section 5.08 of the City Charter.

B. Central Control/Transfers and Adjustments

1. Any budget transfers between funds or between departments must have the approval of the City Council.

2. The City Manager or designee may authorize the transfer of funds within a department should the need arise.

3. Budget adjustments are normal occurrences during any given fiscal year. The Department Heads may request to move funds, with the City Manager or designee approval, within their department/program/ division budgets. However, the transfers and adjustments must stay within the three major budget classifications i.e. (funds cannot be transferred from personnel services to operating expenses):

- a. Personnel Services
- b. Operating Expenses
- c. Non-Operating Expenses (such as, Capital, Transfers and Debt Service)

This control will realize budget savings each year that will be recognized in the approved budget as contingency accounts. These transfers may be made on a line item basis and not on a transaction basis. Adjustments requested by the Department Heads will be made twice a year or as often as determined by the City Manager and Finance Director.

- C. Purchasing - All purchases of goods or services will be made in accordance with the City's current Purchasing Policy and Procedures as revised 10/2002. The Purchasing Policy and Procedures approval levels are newly established by the adoption of this policy at:
  - 1. \$0 to \$2,499 Department Heads
  - 2. \$2,500 to \$9,999 Finance Director
  - 3. \$10,000 to \$24,999 City Manager
  - 4. \$25,000 or Higher City Council
- D. Re-Occurring Transactions - Re-occurring transactions are those that are on-going by their very nature. Examples of a re-occurring transaction are the monthly electric bill, services provided by another governmental agency by agreement, monthly telephone service, fuel agreements, or contractual agreements already approved by the City Council at a regular council meeting, etc. These re-occurring transactions have already been approved by the City Council through the adoption of the budget or approval of contracts and or agreements. Therefore,

no additional approval by the City Council is necessary unless the contract or agreement is to be modified or a payment would exceed the original approved amount.

All contracts or agreements must be approved by the City Council before they can be considered re-occurring transactions. Any construction contract that has reached its final payment and where there is a "Final Change Order" also requires council approval.

However, non-recurring contract transactions in an amount of \$10,000 or more will be submitted to Council for informational purposes only (i.e. not as a pre-requisite for payment).

- E. Purchasing Cards – The City Purchasing Card program consists of Visa credit cards issued by Bank of America. The program began in April 2001 and the purpose was to allow an alternative to the traditional purchase order system for the procurement of items. With many companies doing business on the internet and discounting their products if purchased through an online account the use of Purchasing Cards can provide opportunities for departments to save city resources. The City reaps the benefit of its streamline procedures and reduced cost.

The overall control consists primarily of the department heads being responsible for these purchases. The receipts for these purchases will be kept in the finance department and should be attached to the monthly statements from the bank. Overall limits for each Purchasing Card are set by the Finance Director based on the demand placed on the card and the need to safe guard the city resources.

- F. Prompt Payment - All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within forty-five (45) calendar days of receipt in accordance with the provisions of Florida Statutes 218.70.

The Finance Director shall establish and maintain proper procedures that will enable the City to take advantage of all purchase discounts, when possible, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

#### FUND BALANCE/RESERVES

Fund balance is generally defined as the difference between a fund's assets and liabilities. An adequate fund balance is necessary for numerous reasons, such as to have funds available in case of an emergency or unexpected events, to maintain or enhance the City's financial position and related bond ratings, to provide cash for operations prior to receipt of property tax revenues, and to maximize investment earnings.

- A. General Fund – To assure that a minimum amount is available when needed, a portion of the Fund Balance shall be set aside for emergency purposes. The term Undesignated or Unreserved includes all uncommitted balances, such as those sometimes referred to as carryover, fund balance, contingency funds, surplus, etc. The minimum amount reserved in the General Fund should not be less than 15% of the prior year General Fund operating budget not including any amendments. Chapter Two Section 2.1(a) states “A four fifths vote of the City Council shall be required in order to authorize the spending of any of these

reserve funds for any reason.” Any undesignated or unreserved fund balance over the required 15% may be used for any lawful purpose.

- B. Special Revenue Funds – Reserves will be forecasted such that they are positive balances. They may only be designated for the allowable uses of the applicable source of funding. Large balances may be accumulated and designated for future projects.
- C. Enterprise Fund Reserves – Reserves will be forecasted to be no less than 10% of the prior year operating budget. Additional funds will be reserved for capital expenses for properly funding the renewal and replacement fund; and for providing the required sinking and debt service reserves.

#### ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

- A. Accounting - The City Finance Department is responsible for the reporting of the financial affairs, both internally and externally. The Finance Director is the City's Chief Financial Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.
- B. Auditing - The City will be audited annually by outside independent accountants (“auditor”). The auditor must be a CPA firm that can demonstrate that it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor's report on the City's financial statement should be completed within 180 days of the City's fiscal year end.

The auditor is retained by and is accountable directly to the City Council and will have

access to direct communication with the City Council if the City Manager is unresponsive to auditor recommendations, requests for information, or if the auditor considers such communication necessary to fulfill its legal and professional responsibilities.

- C. Financial Reporting - The Finance Department shall be responsible for the information that is contained in the Comprehensive Annual Financial Report (CAFR), which may be prepared by the City's auditor or other designated governmental accounting professional. The accuracy and timeliness of the CAFR is the responsibility of the City staff. The CAFR will be prepared in accordance with generally accepted accounting principles (GAAP). Upon the completion and acceptance of the CAFR, the audited CAFR is presented to the City Council within 180 days of the City's fiscal year end unless an approved extension has been obtained from GFOA or the State of Florida.

The Finance Department will prepare internal financial reports, sufficient to plan, monitor, and control the City's financial affairs. Monthly revenue and expenditure reports will be made available to Department Heads and City Manager. Quarterly revenue and expenditure reports will be provided to the City Council.

#### **ASSET MANAGEMENT**

- A. Investments - The Finance Director shall promptly deposit all city funds with the City's Depository Bank in accordance with the provisions of the current Bank Depository Agreement. The Finance Director will then promptly invest all funds in any negotiable instrument that the City Council has authorized under the provisions of the City Investment Policy.

- B. Cash Management - The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections, where feasible, resulting in limited cash collection points throughout the City.

All checks issued by the City shall bear two of the following four signatures Mayor, City Manager, Finance Director or City Clerk. For wire transfers the Finance Director shall establish written procedures stipulating the conditions and control procedures related to such activity. Any wire transfers are subject to the same requirements in the Purchasing Policy.

- C. Cash/Treasury Management - Periodic review of each cash flow position will be performed to determine performance of cash management and investment policies. Idle cash will be invested with the intent to (1) safeguard assets, (2) maintain liquidity, and (3) maximize return. Where legally permitted, pooling of investments will be done.

On March 5, 2002 the City Council adopted Resolution No. 02-09, which established the City's Investment Policy in accordance with FS 218.415.

#### **DEBT MANAGEMENT**

- A. Purpose - The City recognizes the primary purpose of capital facilities is to support provision of services to its residents. Using debt financing to meet the capital needs of the community must be evaluated according to efficiency and equity. Efficiency equates to the highest rate of return for a given investment of resources. Equity requires a determination of who should pay for the cost of capital improvements. In meeting the demand for additional capital facilities, the City will strive to balance the load between debt financing

and "pay as you go" methods. Through evaluation the need for additional debt financed facilities and the means by which the debt will be repaid, the Finance Director will strike an appropriate balance between service demands and the amount of debt.

There are no statutory or charter limitations on debt. Debt is used for a variety of purposes and in a variety of ways. The principal use of debt by the City has been for making *capital* expenditures.

### **DEBT FINANCING**

- A. General Obligation Bonds (GO's) - General obligation bonds will only be used to fund capital assets of the general government, are not to be used to fund operating needs of the City and are backed by the full faith and credit of the City as well as the ad valorem taxing authority of the City as prescribed by law. The term of a bond issue will not exceed the useful life of the asset(s) funded by the bond issue and will generally be limited to no more than thirty (30) years. General obligation bonds must be authorized by a vote of the citizens of the City of New Port Richey.
- B. Revenue Bonds - Revenue bonds will be issued to provide for the capital needs of any activities where the capital requirements are necessary for continuation or expansion of a service which produces revenue and for which the asset may reasonably be expected to provide for a revenue stream to fund the debt service requirements. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the bond issue and will generally be limited to no more than thirty (30) years.
- C. Revenue Notes - Revenue notes will be used to fund capital requirements, which are not otherwise funded by either Revenue Bonds or

General Obligation Bonds. Debt service for Revenue Notes may be either from general revenue or backed by specific revenue stream or streams or by a combination of both. Generally Revenue Notes will be used to fund capital assets where full bond issues are not warranted as a result of cost of the asset(s) to be funded through the instrument or the costs associated with a bond issue. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the proceeds of the debt issue and will generally be limited to no more than thirty (30) years.

- D. Method of Sale - The Finance Director will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the Finance Director will publicly present the reasons why, and the Finance Director will participate with the financial advisor in the selection of the underwriter or direct purchaser.
- E. Financing Alternatives - The Finance Director shall explore alternatives to the issuance of debt for capital acquisitions and construction projects. The alternatives will include, but not be limited to, (1) grants-in-aid, (2) use of reserves/designations, (3) use of current revenues, (4) contributions from developers and others, (5) leases, and (6) impact fees.
  1. The Finance Department will maintain procedures to comply with arbitrage rebate and other Federal requirements.
  2. The City will ensure that the debt is soundly financed.
  3. Conservatively projecting the revenue sources that will be used to pay the debt.
  4. Financing the improvement over a

period of time not greater than the useful life of the improvement being financed.

5. Determining that the benefits of the improvement exceed the costs, including interest costs.
  6. Maintaining a debt service coverage ratio, which ensures that combined debt service requirements will not exceed revenues pledged for the payment of debt.
  7. Evaluating proposed debt against the target debt indicators.
- F. Financing Methods - The City maintains the following policies in relation to methods of financing used to issue debt:
1. Where possible, the City will use revenue or other self-supporting bonds in lieu of General Obligation Bonds.
  2. When appropriate, the City will issue non-obligation debt, for example, Industrial Development Revenue bonds, to promote community stability and economic growth.
  3. The Finance Department will maintain open communications with bond rating agencies about its financial condition and whenever possible, issue rated securities.

#### INTERNAL CONTROLS

- A. Written Procedures - Wherever possible, written procedures will be established and maintained by the Finance Director for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general

concepts of fiscal responsibility set forth in this policy statement.

- B. Department Heads' Responsibilities - Each Department Head is responsible to ensure that good internal controls are followed throughout their department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

#### STAFFING AND TRAINING

- A. Adequate Staffing - Staffing levels will be adequate for the fiscal functions of the City to operate effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload allocation alternatives will be explored before adding staff.
- B. Training - The City will support the continuing education efforts of all financial staff members including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff will be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences, and related education efforts.
- C. Awards, Credentials, Recognition - The Finance Department will support efforts and involvement, which result in meeting standards and receiving exemplary recitations on behalf of any of the City's fiscal policies, practices, processes, products, or personnel. Staff certifications may include Certified Public Accountant (CPA), Certified Government Finance Officer (CGFO) or Certified Public Finance Officer (CPFO).

The Finance Department will strive to maintain

a high level of excellence in its accounting policies and practices as it prepares the annual CAFR. The CAFR will be presented annually to the Governmental Finance Officers Association for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting Award. The Certificate of Achievement for Excellence in Financial Reporting Award has been received by the City of New Port Richey for 29 consecutive years.

Additionally, it is the future goal of the Finance Department to submit the annual budget on a yearly basis to the GFOA for evaluation and consideration of the Distinguished Budget Presentation Award.

## **FUND TYPES**

### **Governmental Funds**

General Fund - The General Fund serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund.

Special Revenue Funds - Special revenue funds are used when legal requirements restrict specific resources to be expended for specific purposes, with the exception of trusts, capital projects or debt service. The Community Redevelopment Fund accounts for the revenues and expenditures of the tax increment district.

### **Proprietary Funds**

Enterprise Funds - Enterprise funds are used to account for operations that are financed and operated in a manner similar to a business. The cost of providing goods or services to the general public on a continuing basis should be financed or recovered through user charges. Currently there are three enterprise funds, which consist of the

Water and Sewer Revenue; Stormwater Utility Fund and the Intergovernmental Service Fund (Central Garage).

### **Fiduciary Funds**

Trust and Agency Funds - Trust Funds are used to account for assets held by the government in a trustee capacity. Currently there are three pension trust funds, which consists of the General Employees', Police Officers', and Firefighters' Retirement Trust Funds. Agency funds are used to account for assets held as an agent for individuals, private organizations, other governments and/or other funds. Currently there are no agency funds.

### **Non- Budgeted Funds**

The City has additional funds that are audited, but not included in the budget. The law enforcement trust funds (Federal and State) contain funds from the confiscation of illegal drug money or assets and the disbursement of monies for drug enforcement and related purposes. These dollars are considered minor. The City also records the dollars for the Police, Fire, and General Employee's pension funds respectively. The City does not hold these dollars and there is a separate board for each pension fund that controls the distribution of the funds.

## **BASIS OF BUDGETING**

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's Finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

Compensated absences liabilities expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget basis). Principal payments on long-term

debt within the Enterprise Funds are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis. Capital outlays within the Proprietary Funds are recorded as assets on a GAAP basis and expended on a Budget basis.

## **REVENUE EXPLANATIONS**

**Ad valorem Tax:** Property tax is based on the value of real and personal property. Each year the county property appraiser determines the total assessed value of each parcel of property in the City of New Port Richey. After subtracting lawful exemptions, the remaining amount becomes the taxable value. Ad valorem property taxes are based on the taxable value. Multiplying the taxable value times the millage rate generates the amount of the property tax. As an example the taxable value of \$1,000 times a millage rate of 1 would yield an ad valorem tax of \$1.

**Franchise Tax:** A franchise tax is charged for the privilege of doing business within the City's jurisdiction and/or for *utilizing* the City's rights-of-way to transact their business. *Franchise* fees are levied on electricity, natural gas, and cable TV.

**Local Communications Tax:** This tax is collected and distributed by the State. It replaced the franchise fee and utility tax that previously were charged for telephone and cable television services.

**Intergovernmental Revenue:** These revenues are received by the City from other governmental units. They include State Revenue Sharing, Half Cent Sales Tax, grants and various other state taxes, licenses and reimbursements programs. In addition, the City recoups some funds from the county school board for providing police liaison services in the schools.

**Charges for Services:** These are also called "user fees." They are defined as "payments based on

specific goods and/or services provided." These fees are charged on a range of products and/or services, such as library memberships and related library fees, recreation memberships and passes, rental income, concession stand income, emergency service fees, etc.

**Fines and Forfeitures:** This revenue comes from the settlement of criminal cases taken to court and/or fines for the violation of local codes. Some of the types of fines and forfeitures are code enforcement fines, library fines, court fines, parking fines, contraband forfeitures, etc.

**Interest Revenue:** Revenue derived from the investment of idle cash is an important source of revenue. The City of New Port Richey recognizes the importance of establishing effective cash management and works diligently to promote aggressive collections and maximize cash flow.

**Miscellaneous Revenue:** These are revenues that do not fit into one of the other revenue categories.

**Non-Revenues:** These are revenues derived from other City funds that are transferred from one fund to another for various reasons. Some transfers are simply contributions and others are based on services provided by another fund. Carry over or prior year fund balance appropriations, indicates a decision by the City to use some of the City's undesignated fund balance.

**Transfer from Other Funds:** Transfers are made from one fund to another for various reasons. Some transfers are simply contributions and some are based on services provided by another fund. Transfers can be required as a result of debt service.

**Other Financing Sources:** The most often type of other financing sources are appropriations of previous surplus or planned outside financing such as bank loans or leases of capital items.

**FY 2014-2015 BUDGET TIMETABLE**

<b><u>DATE</u></b>	<b><u>RESPONSIBILITY</u></b>	<b><u>ACTIVITY</u></b>
Fri. March 21- Fri. April 11	Fin/HR Director Asst Fin/HR Dir	Prepare Budgeting Computer Program, Budget Preparation Manual, Forms
Thurs. April 10	City Manager Department Heads	Meeting with all Department Heads to outline procedures for budget.
Thurs. April 10- Fri. May 16	Finance	Individual department meetings on budget
Fri. May 16	Department/ Division Heads	Submit Completed Budget Worksheets, along with all supporting documentation for Operating Portion of Budget (incl. Personal Services) and Capital Outlay Portion of Budget. Refer to Section 3 of Budget Manual (Not Construction projects).
Fri. May 16	City Manager PW Dir., Fin. Dir.	Submit completed Capital Outlay – Construction Projects for Stormwater Utility Fund, Capital Impr. Fund, Street Impr. Fund, Sewer Assmt. Fund, W/S Const. Fund and Redevelopment Fund.
Mon. May 19 - Fri. May 23	Dept/Div Heads Fin/HR Director City Manager	<b>Department Budget Meetings</b>
Fri. May 23	City Manager PW Dir, Fin/HR Dir	<b>Capital Projects Budget Meetings (10:00am – 12:00noon)</b>
Tues. May 27 - Fri. June 13	Fin/HR Director Asst Fin/HR Dir	Assemble Five (5) Year Capital Equipment/Improvement Plans – from Dept. Information and verify Department budgets and key operating budgets into Excel format.
Mon. June 16 - Tues. June 17	Fin/HR Director	Meet with City Manager to discuss overall budget and make necessary changes to balance budget.
<b>Wed. June 18</b>	<b>City Manage</b>	<b>City Manager makes final reductions and changes.</b>
Thurs. June 19 - Thurs. June 26	Fin/HR Director City Manager Asst Fin/HR Dir	Finance finishes recommended budget (for July 1 <sup>st</sup> Council Meeting). Public Works Dept. finishes recommended Capital Impr. Program document for July 1 <sup>st</sup> Council Meeting.

<u>DATE</u>		<u>RESPONSIBILITY</u>	<u>ACTIVITY</u>
Mon.	June 2	Property Appraiser	Notifies municipalities of preliminary taxable value for the year
NLT Tuesday	July 1 <sup>st</sup> (Projected date June 30) [Use July 1 or date of Cert., whichever is later]	Property Appraiser	The Property Appraiser shall complete his assessment of the value of all property no later than July 1 of each year. (CH.193.023 F.S.) The Property Appraiser transmits "Certification of Taxable Value" to City.
Fri.	June 27	City Manager Fin/HR Director Asst Fin/HR Dir	Include in Council packets copies of proposed budget draft for FY 2014-2015, 5-year Capital Improvement Program & Redevelopment Work Program for Tues. July 1 <sup>st</sup> meeting. Copies to be distributed to individual Depts./Divisions also.
Tues.	July 1	City Council	Presentation of Budget to Council at Regular City Council Meeting.
Tues.	July 8	City Council	City Council Work Session to discuss budget, tax levy & "Certification of Taxable Value". (3:00 p.m. – 6:00 p.m.)
Fri.	July 11	Fin/HR Director	Send copy of Div. 112 & Div. 111 and list of Tangible Property to County (45 days prior to first public hearing).
Tues.	July 15	City Council	City Council meeting (7:00 p.m.) to discuss budget/millage rate and approve "Certification of Taxable Value" and proposed millage rate.
NLT Fri.	July 25	Fin/HR Director	<u>Within 35 days of Certification of Value</u> , the City shall advise the Property Appraiser of its proposed millage rate, of its rolled-back rate, and of the date, time and place at which a public hearing will be held to consider the proposed millage rate and the tentative budget. The Property Appraiser will utilize this information in preparing the notice of proposed property taxes. (CH. 200.065 F.S.)
Tues.	Aug. 5	CRA Board	Review of Proposed CRA budget (6:00 p.m.)
Wed.	Aug. 13	Fin/HR Director	Finance/HR Director to prepare Capital Improvement advertisement and provide City Clerk with publication for August 26 <sup>th</sup> (Tues.).

<u>DATE</u>	<u>RESPONSIBILITY</u>	<u>ACTIVITY</u>
Thurs. Aug. 14	City Clerk	Take to newspaper Capital Improvement advertisement for publication on August 26 <sup>th</sup> (Tues.) (not less than two weeks before final Public Hearing).
NLT Thurs. Aug. 21	Property Appraiser	<u>Within 55 days of the Certification of Value</u> , the Property Appraiser prepares and mails the " <u>Notice of Proposed Property Taxes for 2014</u> ". If the City fails to submit the Certification of Value in a timely manner, it will be prohibited from levying a millage rate greater than the rolled-back rate. (CH. 200.065 F.S.)
Wed. Sept. 3 (Tentative)	City Council	<p><b><i>Public Hearing (6:00 p.m.) on tentative budget. Within 80 days of the Certification of Value, but not earlier than 65 days after Certification, the City must hold a public hearing on the tentative budget and proposed millage rate. Prior to the conclusion of the hearing, the City Council shall amend the tentative budget as it sees fit, adopt the amended tentative budget, recompute its proposed millage rate, and publicly announce the percent, if any, by which the recomputed proposed millage rate exceeds the rolled-back rate. (CH. 200.065 F.S.) (This hearing cannot be held sooner than 10 days following the mailed notices.)</i></b></p> <p><i>City Public meeting cannot conflict with County or County Schools.</i></p> <p><b><i>Announce second Public Hearing on the FY 2014-2015 Budget to be held on Tuesday, September 23<sup>rd</sup>.</i></b></p>
Thurs. Sept. 4	Fin/HR Director	<b><i>Fax budget summary to Dept. of Revenue for pre-approval.</i></b>
Tues. Sept. 9	CRA Board	<b><i>CRA Board passes resolution on CRA budget.</i></b>
Wed. Sept. 10	Fin/HR Director	<b><i>In a.m., Finance/HR Director to provide City Clerk with publication for September 17<sup>th</sup> (Wed.).</i></b>
Wed. Sept. 10	City Clerk	<p>In p.m., take to newspaper publication of "Notice of Public Hearing of City Council's Intent to Adopt Final Millage Rate and Budget" for publication on September 17<sup>th</sup> (Wed.) Provide newspaper with written instructions.</p> <p><b><i>Within 15 days of the meeting adopting the tentative budget, and between 80-95 days of the Certification of Value, the City must advertise in a newspaper of general circulation in the County, its intent to finally adopt a millage rate and budget.</i></b></p>

<u>DATE</u>	<u>RESPONSIBILITY</u>	<u>ACTIVITY</u>
Tues. Sept. 23 (Tentative)	City Council	<p>Public Hearing (6:00 p.m.) to finalize the budget and adopt a final millage rate. The City Council shall amend the adopted tentative budget as it sees fit, adopt a final budget, and adopt two resolutions.</p> <p>The Resolution to adopt the millage rate to be levied shall state the percent, <u>if any</u>, by which the millage rate to be levied exceeds the rolled-back rate.</p> <p>The Resolution to adopt the budget shall be separate from the millage-levy Resolution.</p> <p>Both Resolutions shall be publicly read in full prior to their adoption.</p> <p>In no event shall the millage rate adopted pursuant to this paragraph exceed the millage rate tentatively adopted. (CH. 200.065 F.S.)</p> <p><b>City Public meeting cannot conflict with County or County Schools.</b></p> <p>This Public Hearing to finalize the budget and adopt a millage rate shall be held not less than 2 days or more than 5 days, after the day that the advertisement is first published. (CH. 200.065 F.S.)</p>
Wed. Sept. 24	Fin/HR Director	Notify Property Appraiser, Tax Collector and TRIM Office of adopted millage rate. (Within 3 days of resolution.)
Thurs. Sept. 25	Finance Dept.	Transfer final budget to "Council Approved" Column.
Fri. Sept. 26	Fin/HR Director	Distribution of approved budgets.
Oct. 1		Begin FY 2014-2015 Budget Year.
NLT Mon. Oct. 20	Fin/HR Director	<p>Certify to DOR that the requirements of Chapter 200, Florida Statutes, have been met.</p> <p>(FORM DR-487 – NOTARIZED WITH CHECKLIST COMPLETE)</p> <p>Not later than 30 days following adoption of the Resolution establishing a property tax levy, the City shall certify compliance with the Division of Ad Valorem Tax of the Department of Revenue.</p> <ol style="list-style-type: none"> <li>1. Statement of Compliance</li> <li>2. Copy of Resolutions</li> <li>3. Copy of Certification showing rolled-back millage and proposal millage rates.</li> <li>4. Certified copy of the advertisement. (CH 200.068 F.S.) – Must be notarized affidavit from newspaper.</li> </ol>

NLT – No later than: represents key date; if not met, all actions/activities listed afterwards will likely require a new date.



City of New Port Richey, Florida

FUND: GENERAL  
ACCT#: 001-0000

REVENUE		AMENDED				
CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
311-10	Current Ad Valorem Taxes	4,537,813	4,653,277	4,385,940	4,475,000	4,401,580
311-20	Delinquent Ad Valorem Taxes	1,076	7,788	4,600	4,600	4,000
315-25	Communications Services Tax	895,727	854,510	862,090	720,000	717,000
316-10	Local Business Tax	141,972	163,568	157,000	157,000	160,000
	<b>TOTAL TAXES</b>	<b>5,576,588</b>	<b>5,679,143</b>	<b>5,409,630</b>	<b>5,356,600</b>	<b>5,282,580</b>
321-11	Residential Rentals	34,405	30,275	31,220	32,000	36,000
322-10	Building Permits	146,208	219,829	130,000	175,000	255,000
322-20	Building Code Surcharge	241	694	390	650	500
323-10	Electric Franchise Fees	1,154,551	1,092,832	1,141,500	1,150,000	1,200,000
323-40	Gas Franchise Fees	106,898	102,081	103,410	115,000	110,000
323-50	Brighthouse CATV Franchise Fees	6,917	0	4,500	4,500	4,500
323-51	Verizon CATV Franchise Fees	2,360	1,263	1,500	2,000	2,500
323-70	Garbage Hauling Franchise Fees	0	0	75,000	50,000	130,000
329-20	Contractors Certificates	50	75	100	75	100
329-21	Development Review Fees	4,300	8,090	3,000	10,000	20,000
329-60	Tree Removal/Replacement	3,045	18,613	800	10	1,000
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>1,458,975</b>	<b>1,473,752</b>	<b>1,491,420</b>	<b>1,539,235</b>	<b>1,759,600</b>
331-20	Bullet Proof Vest Partnership	0	0	0	0	0
331-22	SNAP Grant	42,649	44,562	28,774	28,774	28,000
331-23	2010 ARRC JAG Grant	0	0	0	0	0
331-24	USAR Fire Grant	0	8,746	0	0	0
331-25	CHRP JAG Grant	0	123,598	0	0	0
331-27	U.S. Secret Service FIST Grant	1,632	0	0	0	0
331-29	FDOT Aggressive Driving Grant	0	0	0	0	0
331-30	Pedestrian Safety Grant	10,560	2,560	0	2,240	3,000
331-32	Tactical Div. Task Force	6,207	0	0	0	0
331-33	2011 JAG Loc Solicitation	0	13,396	0	0	0
331-54	Community Development Block Grant	0	38,316	78,370	121,734	254,000
331-55	School District Reimb. For SRO	72,923	102,092	87,510	87,510	103,000
331-56	Flood Mitigation Grant	0	0	0	0	0
331-58	FEMA Reimbursement	91,477	(1,308)	0	0	265,950
331-69	LSTA Library Grant	0	0	0	0	107,180
334-24	Victims of Crime Act Grant	857	37,418	29,540	24,000	29,000
334-25	USAR Homeland Securities Grant	8,645	0	0	0	0
334-51	State Aid To Libraries	0	9,121	0	23,403	30,000
334-58	FEMA Reimbursement	15,246	(218)	0	0	0
335-12	State Revenue Sharing	668,623	610,486	666,500	675,000	669,100
335-14	Mobile Home Licenses	37,334	39,422	34,600	35,000	36,000
335-15	Alcoholic Beverage Licenses	29,509	9,233	26,260	33,000	36,000
335-18	Half-Cent Sales Tax - Ordinance	742,897	784,691	795,290	800,000	829,300
335-20	Firefighters Supplemental Comp.	3,850	3,760	1,500	1,800	2,000
335-24	State Excise Tax - Police Pension	200,743	195,041	0	0	0
335-25	State Excise Tax - Fire Pension	0	113,538	0	0	0
335-26	Firefighters Supp Comp Trust Fund	153,202	38,845	0	0	0
335-41	Rebate on Municipal Vehicles	14,396	15,674	7,500	4,500	6,000
338-20	Mun. Share-County Occ. Licenses	14,002	10,302	6,750	8,500	8,000
	<b>TOTAL INTERGOVERNMENTAL</b>	<b>2,114,752</b>	<b>2,199,275</b>	<b>1,762,594</b>	<b>1,845,461</b>	<b>2,406,530</b>



City of New Port Richey, Florida

FUND: GENERAL  
ACCT#: 001-0000

REVENUE CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
341-20	Zoning Fees	6,675	3,650	2,500	2,000	3,600
341-31	Administrative Fees	8,662	4,968	7,200	6,200	8,000
341-32	Collection Agency Fees	90	0	0	0	0
341-33	Magistrate/Court Fees	0	0	0	2,000	3,000
341-40	Cert., Copying & Record Search	19,619	22,742	21,000	25,000	24,000
341-43	Notary Services	190	250	100	180	180
341-52	Employee Contribution to Health Ins.	0	0	0	0	43,070
342-10	Off-Duty Pay	74,516	70,981	67,800	58,000	100,000
342-40	Emergency Service Fees	2,125	4,150	2,500	2,000	2,400
342-51	Fire Inspection Fees	18,623	23,884	19,500	18,000	18,000
343-91	Street Lights	233,690	(150)	0	0	0
343-95	Street Lights - Eastbury Gardens	9,093	8,399	8,700	8,700	9,000
343-96	Street Lights - Hillandale	13,414	13,027	13,500	13,500	13,000
343-97	Street Lights - Ridgewood	9,888	9,735	9,800	9,000	9,800
347-11	Miscellaneous Proceeds - Library	11,914	15,617	12,000	14,000	16,000
347-12	Gifts - Library	901	3,483	150	250	300
347-13	Memorials - Library	920	50	100	50	100
347-19	Book Store - Library	2,024	2,522	2,000	2,500	3,500
347-22	Recreation Memberships	220,658	91,208	157,000	120,000	140,000
347-23	Concessions - Machines	1,539	1,293	1,500	1,500	1,600
347-24	Recreation Daily Fees	0	156,988	115,000	115,000	130,000
347-25	Rentals	30,077	32,627	27,000	44,000	50,000
347-27	Lesson Fees	22,260	23,607	18,000	10,000	26,000
347-28	Percentage of Classes	64,463	59,707	50,000	60,000	65,000
347-29	Summer Program Fees	57,021	61,271	30,000	70,000	70,000
347-30	City Sponsored Programs	0	0	0	0	5,000
347-32	Recreational Trips	6,236	9,073	5,000	6,000	8,000
347-33	Red Cross Classes	725	748	500	400	750
347-34	Swim/Recreation Accessories	2,756	3,013	2,700	1,200	3,000
347-35	Swim Team	13,985	830	0	0	0
347-36	Skate Park	1,425	1,738	1,200	1,400	1,800
347-37	Camps	6,990	4,460	3,000	5,000	8,000
347-39	Park Vending	0	0	4,000	1,600	4,800
347-41	Special Events Reimbursement	4,805	14,909	4,800	20,000	12,000
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>845,284</b>	<b>644,780</b>	<b>586,550</b>	<b>617,480</b>	<b>779,900</b>
351-10	Court Fines	56,584	44,781	51,000	40,000	55,000
351-20	Parking Fines	650	20	500	0	300
351-21	Red Light Fines	2,193,809	1,935,441	2,301,600	1,150,000	1,420,000
351-30	Police Education	7,687	6,952	6,800	6,200	6,500
352-10	Library Fines	15,001	15,939	15,000	17,000	17,500
354-10	Code Enforcement Fines/Court Costs	19,067	26,115	30,000	22,000	60,000
354-11	Lot Clearing/Mowing Fines	832	1,356	500	1,500	20,000
354-12	Investigations - Recovery	5,651	10,690	3,100	8,000	7,500
354-13	Code Enforcement Amnesty	0	0	0	0	160,000
358-20	Impound Lot	0	0	50,000	16,000	50,000
359-10	Other Fines and Forfeits	22,965	14,155	8,400	6,500	8,000
359-12	Contraband Forfeitures	19,451	11,716	13,500	18,000	18,000
359-13	Equitable Sharing - DOJ/DEA	6,749	35,373	0	0	0
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>2,348,446</b>	<b>2,102,538</b>	<b>2,480,400</b>	<b>1,285,200</b>	<b>1,822,800</b>



City of New Port Richey, Florida

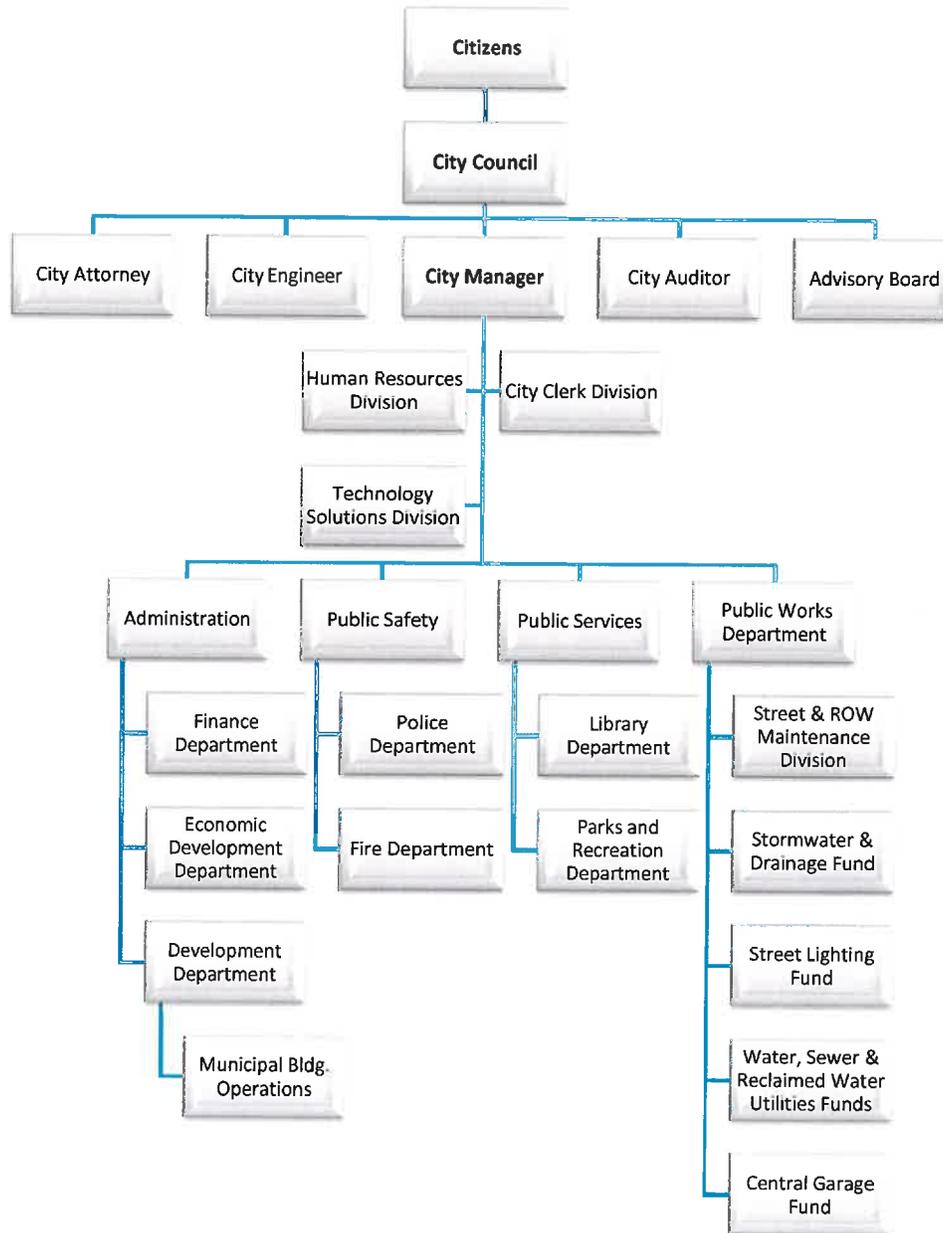
FUND: GENERAL  
ACCT#: 001-0000

REVENUE CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
361-10	Interest - Investments	1,791	1,518	600	600	750
361-13	Interest - Taxes	5	113	50	50	40
361-14	Interest - Equitable Sharing	0	175	0	0	0
361-17	Interest - Confiscated Property	254	26	0	0	0
361-20	Interest - S.B.A.	11,697	9,191	9,500	7,000	5,000
361-25	Interest - FMIvT	3,872	1,202	3,600	2,200	1,800
361-26	Interest - Adjustable Rate Mortgages	(594)	(642)	0	0	0
361-30	Net Incr(Decr)-Fair Value of Investments	30	(50)	0	0	0
361-32	Interest-County Share Occ. Licenses	0	1	0	0	0
361-35	Interest - Street Lighting	0	5	0	0	0
362-10	Rents & Royalties - Miscellaneous	200	125	0	0	0
362-14	Rent - Chamber of Commerce	2,250	3,000	3,000	3,000	3,000
364-41	Surplus Furn., Fix., Equip. Sales	16,976	0	5,000	2,500	2,000
364-42	Insurance Proceeds	16,410	33,763	10,000	2,000	10,000
366-90	Contributions and Donations	8,570	2,377	8,000	4,000	4,000
366-92	Donations - Recreation	6,062	4,802	14,500	10,000	10,000
366-93	Contributions From Friends-Library	2	1	0	0	0
366-96	Grants Private Sources - Library	0	0	0	0	0
366-97	Donations - Animal Control Svcs	0	2,600	1,405	1,405	0
369-21	Vacant/Foreclosed Property Registry	16,425	23,625	8,000	18,000	25,000
369-30	Refund of Prior Year Expense	12,367	5,344	6,000	1,000	6,000
369-71	Returned Check Charge	365	495	500	240	400
369-90	Other Miscellaneous Revenue	33,135	4,904	1,000	3,000	3,000
381-31	Trans Fr Street Improvement Fund	0	0	0	37,500	60,860
381-32	Trans Fr Redevelopment-Administration	89,620	0	0	0	485,450
381-60	Transfer From Capital Impr Fund	188,900	68,463	287,740	375,000	1,169,400
381-70	Trans. From Gen. Debt Svc. Fund	983,085	1,027,263	1,168,150	1,453,392	853,000
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,391,422</b>	<b>1,188,301</b>	<b>1,527,045</b>	<b>1,920,887</b>	<b>2,639,700</b>
382-10	Contributions From W & S	2,300,000	2,312,760	2,312,760	2,312,760	3,060,680
382-11	Contributions Fr.W &S-TBW Assets	0	847,579	847,580	847,580	419,050
382-12	Contributions Fr. W & S-PILOFF	0	107,360	549,330	549,330	575,000
382-20	Contributions Fr. Stormwater Utility	64,099	75,000	75,000	75,000	119,250
	<b>TOTAL OTHER</b>	<b>2,364,099</b>	<b>3,342,699</b>	<b>3,784,670</b>	<b>3,784,670</b>	<b>4,173,980</b>
	<b>TOT.GEN.FUND PRIOR TO FUND BALANCE</b>	<b>16,099,566</b>	<b>16,630,488</b>	<b>17,042,309</b>	<b>16,349,533</b>	<b>18,865,090</b>
389-89	Prior Yr Fund Bal-Assigned F/A			418,500	560,194	415,740
389-90	Prior Yr Fund Bal-Unassigned	(9,486)		242,882	290,999	948,890
	<b>TOTAL FUND BALANCE</b>	<b>(9,486)</b>	<b>0</b>	<b>661,382</b>	<b>851,193</b>	<b>1,364,630</b>
	<b>GENERAL FUND REVENUES</b>	<b>16,090,080</b>	<b>16,630,488</b>	<b>17,703,691</b>	<b>17,200,726</b>	<b>20,229,720</b>





### Citywide Organization Chart







City of New Port Richey, Florida

FUND: GENERAL  
 DIV: CITY COUNCIL - NON-CLASSIFIED  
 ACCT#: 001-0011-519

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
13-11	Part-Time Wages	18,600	18,600	18,600	18,600	18,600
19-99	Miscellaneous Employee Benefits	(64)	(7)	0	(15)	0
21-11	Social Security Matching	1,423	1,423	1,430	1,430	1,430
	<b>TOTAL PERSONAL SERVICES</b>	<b>19,959</b>	<b>20,016</b>	<b>20,030</b>	<b>20,015</b>	<b>20,030</b>
31-11	City Attorney Services	42,987	77,493	45,000	80,182	60,000
31-13	City Attorney Services - Litigation	19,619	45,600	120,000	182,500	60,000
31-98	Professional Services-Sister Cities	0	360	360	360	0
31-99	Professional Services-Miscellaneous	19,378	75,818	5,000	26,600	10,000
33-11	Court Reporter Services	0	0	1,000	0	0
34-61	Main Street Grant Award	25,000	0	0	0	0
40-11	Travel and Training	425	144	500	500	2,500
42-11	Postage	1,581	1,596	0	17,700	2,000
48-10	Cultural Affairs	4,036	3,176	3,772	3,772	25,360
49-61	Special Events	0	0	50,000	0	0
49-81	Flowers	194	0	0	0	0
49-99	Other Current Charges-Miscellaneous	10,420	9,404	7,000	13,363	10,000
51-11	Office Supplies - General	1,051	2,455	1,000	2,000	2,000
51-12	Copies/Supplies - City Boards	549	0	0	0	0
52-31	Clothing and Wearing Apparel	57	0	200	102	200
52-43	Computer Supplies	0	0	8,500	15,500	0
54-11	Dues and Memberships	4,616	4,526	4,630	4,630	6,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>129,913</b>	<b>220,572</b>	<b>246,962</b>	<b>347,209</b>	<b>178,060</b>
99-41	Write-Off of Bad Debts	0	0	0	0	0
99-95	Settlement Agreement	1,764	1,764	1,770	1,770	1,770
	<b>TOTAL NON-OPERATING EXPENSES</b>	<b>1,764</b>	<b>1,764</b>	<b>1,770</b>	<b>1,770</b>	<b>1,770</b>
64-13	Data Processing Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL CITY COUNCIL-NON CLASS.</b>	<b>151,636</b>	<b>242,352</b>	<b>268,762</b>	<b>368,994</b>	<b>199,860</b>





## **City of New Port Richey, Florida**

### **General Fund**

Department: Administration

City Manager

#### ***Mission Statement***

The City Manager's Office mission is to provide thoughtful, effective planning for the City's future, and to plan for the City's future growth and development. The City Manager is responsible for the implementation of Council policy and the management and daily operations of the City of New Port Richey. The City Manager is the Executive Director of the Community Redevelopment Agency, and leads efforts related to economic development. The City Manager is responsible for the development of administrative action to implement the City Council's vision, goals and critical result areas.

#### ***Accomplishments FY 13-14***

The first half of the fiscal year produced the following accomplishments led by Interim City Manager, Susan Dillinger:

1. Revised and issued an updated Human Resources Policy Manual .
2. Implemented a new Pay Plan which establishes pay grades and hourly rates for each position.
3. Updated the City's Strategic Plan including solid vision and mission statements.

The second half of the year represents the beginning of the administration of Debbie Manns, as City Manager and cites the following accomplishments:

1. Development of aggressive approach to combat crime, address deterioration of housing stock and accelerate capital investment in public and private properties within the City.
2. Engagement of the City employees in the achievement of the goals of the City Council.
3. Increased efforts to pursue grant funding and other forms of revenue for the City.

#### ***Goals and Objectives***

1. Update the City's plans to include:
  - a. Land use and zoning adjustments.
  - b. Redevelopment strategy.
  - c. Capital Improvement and project scheduling and implementation.
2. Improve cooperation with Pasco County, Port Richey and other partners.
3. Identify opportunities for improvement.
  - a. Attract and retain motivated, talented, innovative, accountable and performance oriented workforce.
  - b. Consolidate Facilities Management and Fleet Maintenance.
  - c. Improve communications with our customers-the residents, business owners, visitors and other stakeholders of our city.
  - d. Identify opportunities to make improvements to our service.



**City of New Port Richey, Florida**

General Fund

City Manager



Position	Personnel Full-Time Equivalent		Amended Budget 13-14	Proposed Budget 14-15
	13-14	14-15		
<u>Department Head Salaries</u> City Manager	1.00	1.00	55,020 *	115,010
<u>Regular Exempt Salaries</u> Exec Asst to City Manager	1.00	1.00	37,600	40,000
<u>Part-Time Wages</u> Receptionist	0.75	0.75	14,530	15,760
<b>Total</b>	<b>2.75</b>	<b>2.75</b>	<b>107,150</b>	<b>170,770</b>

\* City Manager position was hired in June



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: CITY MANAGER  
 ACCT#: 001-0021-512

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	109,720	43,222	55,020	33,175	115,010
12-10	Regular Exempt Salaries	27,601	35,040	37,600	37,600	40,000
13-11	Part-Time Wages	0	6,496	14,530	14,530	15,760
13-12	Temporary Wages	4,386	32	0	0	0
15-11	Employee Appreciation Incentive	50	50	150	100	150
15-12	Gas/Car Allowance	4,800	0	4,400	1,500	6,000
15-13	Cell Phone Allowance	600	0	0	0	0
15-14	One-Time Lump Sum Payment	0	500	0	0	0
15-29	Meal Allowance	11	0	0	50	100
21-11	Social Security Matching	10,764	5,016	12,760	6,682	13,540
22-11	Florida Retirement System	8,271	2,729	23,775	10,000	28,430
23-11	Group Health Insurance	6,955	4,308	12,360	7,700	13,560
23-12	Group Life Insurance	418	51	100	21	30
23-13	Accidental Death - AD & D	49	6	30	12	40
23-14	Group Term Life Insurance	276	25	0	82	410
24-26	W/C Clerical	444	374	670	670	730
<b>TOTAL PERSONAL SERVICES</b>		<b>174,345</b>	<b>97,849</b>	<b>161,395</b>	<b>112,122</b>	<b>233,760</b>
31-99	Professional Services-Miscellaneous	23,058	0	0	0	0
40-11	Travel and Training	1,154	149	2,300	1,500	3,000
41-21	Telephone	121	983	1,200	1,200	1,800
42-11	Postage	438	42	300	300	300
46-23	Maintenance - Copiers	974	1,734	1,500	1,500	1,500
51-11	Office Supplies - General	870	2,845	1,000	1,000	1,000
52-31	Clothing and Wearing Apparel	57	0	300	0	300
52-43	Computer Supplies	1,351	1,079	2,000	4,000	4,500
52-99	Operating Supplies - Miscellaneous	0	0	1,600	1,000	1,600
54-11	Dues and Memberships	2,221	725	1,050	1,000	2,700
54-31	Subscriptions/Newspapers	274	0	0	0	0
54-61	Books and Publications	115	402	600	600	600
<b>TOTAL OPERATING EXPENSES</b>		<b>30,633</b>	<b>7,959</b>	<b>11,850</b>	<b>12,100</b>	<b>17,300</b>
64-13	Data Processing Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY MANAGER</b>		<b>204,978</b>	<b>105,808</b>	<b>173,245</b>	<b>124,222</b>	<b>251,060</b>





## **City of New Port Richey, Florida**

### **General Fund**

Department: Administration

Human Resources/Risk Management

#### ***Mission Statement***

To serve as a strategic partner to our City organization integrating five (5) specific areas of human resources management: employment, pay and classification, employee relations, training and benefits, and risk management. This is accomplished by recruiting and retaining a qualified and diverse workforce to meet the varied needs of our organization; by training and developing the workforce towards performance that exceeds internal and external customer expectations; by recognizing and minimizing the risk of loss associated with providing City services; by overall planning and coordination, and administering both a comprehensive human resources and risk and benefits management program.

#### ***Accomplishments FY 13-14***

1. Worked with the City Manager's office to implement a pay plan for non-represented employees.
2. Worked with the City Manager's office to implement a new personnel rules and regulations policy manual.
3. Negotiated a successful collective bargaining agreement with Fire Department.
4. Established a wellness program.

#### ***Goals and Objectives***

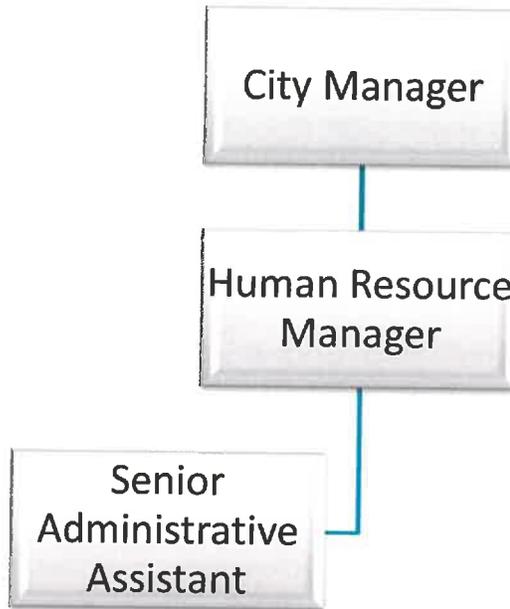
1. To establish and implement a new employee orientation process.
  - a. Complete all paperwork and educate new employees regarding City Rules and Regulations, benefits and review job expectations.
  - b. Provide short videos on safety and customer service.
  - c. Provide tour of City facilities.
2. Increase the customer service philosophy of the department.
  - a. Create and deliver individual service initiatives specific for the needs of each City department.
  - b. Maintain a full staff that can deliver the full range of HR services to our departments.
  - c. Increase communication between HR and employees.
3. To work as a strategic partner in fostering financial health by creating or encouraging cost savings for the City.
  - a. Incorporate cost savings into labor agreements as appropriate with Police and Fire bargaining units.
  - b. Work with the various entities in lowering costs associated with pension and other City benefits.
4. To advance department competency through further education of department personnel.
  - a. Continue certification and continuing education for department personnel.
  - b. Participate in FPHRA, FPELRA and SHRM seminars and conferences.
  - c. Participate in professional education opportunities in the listed areas of HR management outlined in the department's mission statement.



**City of New Port Richey, Florida**

**General Fund**

**Human Resources/Risk Management**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Division Head Salaries</u>				
Human Resource Manager	1.00	1.00	45,740	52,000
<u>Regular Exempt Salaries</u>				
Human Resource Coord.	1.00	0.00	37,510	0
<u>Part-Time Wages</u>				
Senior Administrative Asst	0.85	0.75	15,610	22,440
<b>Total</b>	<b>2.85</b>	<b>1.75</b>	<b>98,860</b>	<b>74,440</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: HUMAN RESOURCES/RISK MANAGEMENT  
 ACCT#: 001-0022-512

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	0	70,030	8,565	0	0
11-12	Division Head Salaries	0	0	45,740	48,735	52,000
12-10	Regular Exempt Salaries	78,915	35,009	37,510	0	0
12-99	Regular Full-Time Wages	0	0	0	0	0
13-11	Part-Time Wages	0	0	15,610	19,765	22,440
13-12	Temporary Wages	0	77	0	0	0
15-11	Employee Appreciation Incentive	100	100	150	50	100
15-14	One-Time Lump Sum Payment	0	1,000	0	0	0
15-29	Meal Allowance	0	0	30	15	30
15-31	Education Reimbursement	4,618	3,000	3,000	3,000	12,000
21-11	Social Security Matching	5,996	8,073	9,320	5,310	5,710
22-11	Florida Retirement System	3,936	8,791	16,240	5,000	5,490
23-11	Group Health Insurance	9,273	9,268	12,360	6,160	6,780
23-12	Group Life Insurance	41	41	100	25	50
23-13	Accidental Death - AD & D	5	5	30	3	20
24-26	W/C Clerical	233	259	500	500	310
25-11	Unemployment Compensation Claims	6,709	31,625	40,000	40,000	40,000
	<b>TOTAL PERSONAL SERVICES</b>	<b>109,826</b>	<b>167,278</b>	<b>189,155</b>	<b>128,563</b>	<b>144,930</b>
31-12	Labor Attorney Services	36,889	25,120	37,000	16,000	18,000
31-33	Employee Assistance Program	5,250	5,250	5,250	5,250	5,250
31-99	Professional Services-Miscellaneous	84,329	50,300	65,200	7,000	20,000
34-13	Employee Support Programs	275	91	2,000	500	4,000
40-11	Travel and Training	3,279	317	3,000	0	3,000
41-21	Telephone	0	214	600	200	400
42-11	Postage	131	77	150	50	150
45-11	Liability Insurance-Comp. General	72,785	78,265	84,320	84,320	84,320
45-21	Buildings and Contents Insurance	110,687	110,934	118,570	118,570	118,570
45-23	Automobile and Truck Insurance	42,329	44,374	47,930	47,930	47,930
45-90	Insurance Miscellaneous	1,566	5,690	6,000	0	6,000
46-21	Maintenance - Equipment	0	0	200	0	200
46-23	Maintenance - Copiers	730	1,228	200	100	200
49-15	Classified Advertising	249	1,760	2,500	1,000	2,500
51-11	Office Supplies - General	467	411	1,250	1,250	1,000
52-31	Clothing and Wearing Apparel	0	0	0	0	100
52-43	Computer Supplies	2,809	1,235	2,000	200	4,000
52-54	Training Supplies - General	486	150	1,000	0	1,000
54-11	Dues and Memberships	585	660	1,000	200	1,000
54-61	Books and Publications	0	60	600	0	600
	<b>TOTAL OPERATING EXPENSES</b>	<b>362,846</b>	<b>326,136</b>	<b>378,770</b>	<b>282,570</b>	<b>318,220</b>
64-13	Data Processing Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOT. HUMAN RESOURCES/RISK MGMT.</b>	<b>472,672</b>	<b>493,414</b>	<b>567,925</b>	<b>411,133</b>	<b>463,150</b>





## **City of New Port Richey, Florida**

### **General Fund**

Department: Administration

City Clerk

#### ***Mission Statement***

The mission of the City Clerk's Office is to set a standard of excellence in providing a communications link between the citizens and the various departments and functions of the City, and to conduct municipal elections and any other business of the City Clerk's office with the highest integrity.

#### ***Accomplishments FY 13-14***

1. Historic Preservation Board has been reactivated. The Historic Preservation Ordinance has been rewritten to allow the Board to apply for Certified Local Government, which will provide technical assistance, grants, and restoration funds from the Division of Historical Resources of the National Park Service. Board members are being solicited.
2. City ordinances have been preserved and archived. A master list of ordinances and resolutions from 1924 to the present is available on the City shared drive for employees to research, along with copies of the ordinances and resolutions.
3. Received a Fall Academy scholarship and achieved Certified Municipal Clerk standing. Received a second scholarship for the 2014 Summer Academy, a first step toward Master Municipal Clerk.
4. City co-sponsored special event application has been created, along with the ranking system that the Cultural Affairs Committee will use to determine levels of City sponsorship and make appropriate recommendations to City Council.
5. Conceived the Hollywood of the East Festival and initiated festival planning with Richey Suncoast Theatre.

#### ***Goals and Objectives***

1. Achieve Master Municipal Clerk standing.
  - a. Receive scholarships to attend additional academies.
  - b. Receive a scholarship to attend an IIMC conference.
2. Continue to preserve and archive historic documents, deeds, etc.
3. Organize City Clerk file room.
  - a. Remove/destroy accumulated unnecessary clutter.
  - b. Develop a system to archive existing relevant City documents, including Municode updates.
4. Complete Historic Preservation Board reactivation.
  - a. Submit prospective board member names for City Council approval.
  - b. Assist Board members with their initial tasks, to include the Certified Local Government application.



**City of New Port Richey, Florida**

General Fund

City Clerk



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Department Head Salaries</u>				
City Clerk	1.00	0.00	59,385	0
<u>Division Head Salaries</u>				
City Clerk	0.00	1.00	0	54,000
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>59,385</b>	<b>54,000</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: CITY CLERK  
 ACCT#: 001-0023-512

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	45,302	45,477	59,385	59,385	0
11-12	Division Head Salaries	0	0	0	0	54,000
15-11	Employee Appreciation Incentive	50	50	50	50	50
15-14	One-Time Lump Sum Payment	0	500	0	0	0
15-29	Meal Allowance	15	13	30	25	30
21-11	Social Security Matching	3,428	3,483	4,560	4,560	4,140
22-11	Florida Retirement System	2,857	4,455	10,880	10,880	3,980
23-11	Group Health Insurance	5,023	4,700	6,180	6,180	6,780
23-12	Group Life Insurance	22	20	50	50	50
23-13	Accidental Death - AD & D	3	2	20	20	20
24-26	W/C Clerical	155	115	190	190	230
	<b>TOTAL PERSONAL SERVICES</b>	<b>56,855</b>	<b>58,815</b>	<b>81,345</b>	<b>81,340</b>	<b>69,280</b>
34-23	Elections	3,308	4,820	2,000	4,955	5,250
34-27	Document Imaging	205	0	1,000	1,000	0
40-11	Travel and Training	1,486	1,038	1,450	1,504	1,650
42-11	Postage	102	111	100	156	160
46-23	Maintenance - Copiers	0	666	1,000	1,000	1,000
47-31	Code Book Update Service	4,791	5,075	7,000	6,441	8,000
49-11	Legal Advertising	9,755	11,491	15,000	11,407	15,000
49-21	Legal Recordings	12,705	6,643	10,000	8,123	8,000
49-81	Flowers	808	680	600	341	600
51-11	Office Supplies - General	255	1,193	1,000	1,800	500
52-31	Clothing and Wearing Apparel	134	92	0	0	100
52-43	Computer Supplies	318	32	1,500	1,500	1,500
54-11	Dues and Memberships	494	1,295	400	888	1,000
54-61	Books and Publications	41	0	150	78	150
	<b>TOTAL OPERATING EXPENSES</b>	<b>34,402</b>	<b>33,136</b>	<b>41,200</b>	<b>39,193</b>	<b>42,910</b>
64-13	Data Processing Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL CITY CLERK</b>	<b>91,257</b>	<b>91,951</b>	<b>122,545</b>	<b>120,533</b>	<b>112,190</b>





## City of New Port Richey, Florida

### General Fund

Department: Administration

Technology Solutions

#### ***Mission Statement***

Technology Solutions commits to provide resource-saving and service-oriented solutions for the business operations of the City. Technology Solutions achieves this with the architecture and implementation of leading edge solutions which enable a secure infrastructure. Technology Solutions is responsible for ensuring effective and efficient utilization of new and existing investments in technology.

#### ***Accomplishments FY 13-14***

1. Network infrastructure improvements through physical upgrades and logical mapping.
2. Updated data retention, backup and recovery procedures.
3. Created a service level agreement program for technology services and a mechanism for users to open requests for service.
4. Implementation of technology training program for staff to ensure a skilled workforce that keeps current with evolving business applications.

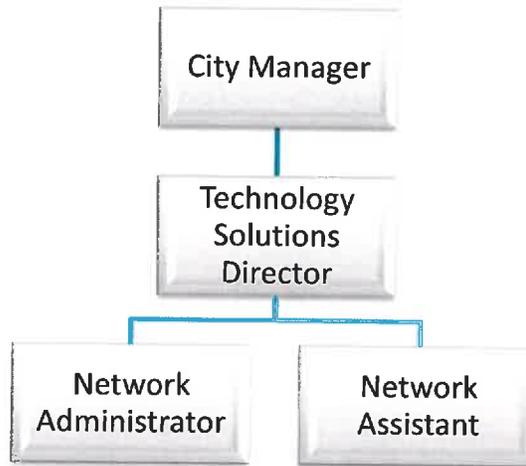
#### ***Goals and Objectives***

1. Design and implementation of City's telecommunication networks utilizing voice-over IP systems to reduce costs and increase efficiencies for end users.
  - a. Evaluate physical network infrastructure to support voice-over IP technology.
  - b. Analyze cost savings by reducing vendor agreements and maintenance charges.
  - c. Provide end user with increased tools and resources using Voip technology.
  - d. Conduct end user training for user groups where Voip services are deployed.
2. Complete hardware upgrade of the City's Audio Video system.
  - a. Create high-quality AV system to facilitate and document City meetings, voice recordings and presentations which may be broadcast or made available online.
  - b. Transition from our current analog system to a higher quality, more reliable digital system.
  - c. Address resident's concerns on audio quality regarding the current system.
  - d. Provide tools such as conference calling, video conferencing, shared media and scheduled programming.
3. Technology Solutions to complete two large-scale software migrations.
  - a. Complete Phase 1 and Phase 2 of the Tyler Technologies data migration.
    1. Phase 1 goals: Server installation and configuration, Chart of Accounts, Core Financials, Sungard mapping and data transfers.
    2. Phase 2 goals: Purchasing, Fixed Assets, Inventory, Bid Management, Contract Management and Payroll.
  - b. Exchange software migration to Exchange 365 platform.
    1. Phase 1 goals: set up testing of new Exchange 365 environment, configuration of Share Point server, Lync configuration.
    2. Phase 2 goals: complete successful migration of exchange data, change e-mail address, set up archiving on all user's mailboxes, Share Point and Lync account configuration, complete end-user training.
4. Design and implement a disaster recovery plan which maximizes the city's response time to all types of disasters.
  - a. Work with the departments to put together a plan that meets their needs in the event of a disaster. This plan will outline which software is critical to the environment and must be restored in a timely manner.
  - b. Review the City's current physical network resources and design solutions that allow redundancy in the network.
  - c. Research new technologies that could give the City additional resources in the event of a disaster.
  - d. Complete a full live test of the disaster plan to ensure system response times and diagnose problems that may occur.



**City of New Port Richey, Florida**

**General Fund  
Technology Solutions**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Department Head Salaries</u>				
Technology Solutions Director	1.00	0.00	67,740	0
<u>Division Head Salaries</u>				
Technology Solutions Director	0.00	1.00	0	73,010
<u>Regular Salaries &amp; Wages</u>				
Network Administrator	1.00	1.00	44,990	48,010
Network Assistant	1.00	1.00	30,150	30,140
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>142,880</b>	<b>151,160</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: TECHNOLOGY SOLUTIONS  
 ACCT#: 001-0024-512

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	0	24,465	67,740	67,453	0
11-12	Division Head Salaries	59,869	35,721	0	0	73,010
12-99	Regular Full-Time Wages	81,965	35,037	75,140	52,390	78,150
14-11	Overtime Wages	4,887	7,203	4,330	4,330	4,510
15-11	Employee Appreciation Incentive	150	100	150	150	150
15-14	One-Time Lump Sum Payment	0	1,000	0	0	0
15-16	Health Insurance Waiver Stipend	0	0	0	300	0
21-11	Social Security Matching	11,180	7,868	11,285	9,730	11,930
22-11	Florida Retirement System	7,260	5,732	10,975	8,641	11,480
23-11	Group Health Insurance	13,909	7,241	18,540	12,312	20,340
23-12	Group Life Insurance	61	31	150	45	150
23-13	Accidental Death - AD & D	7	4	40	6	40
24-26	W/C Clerical	423	265	580	580	640
<b>TOTAL PERSONAL SERVICES</b>		<b>179,711</b>	<b>124,667</b>	<b>188,930</b>	<b>155,937</b>	<b>200,400</b>
34-99	Contractual Services - Miscellaneous	910	25,019	3,500	6,500	6,000
40-11	Travel and Training	2,697	6,758	6,650	6,650	6,650
41-21	Telephone	8,096	9,974	13,000	10,500	12,000
41-31	Telephone - Long Distance	10	0	0	0	0
41-34	Data Lines	3,331	5,791	6,000	6,000	6,000
42-11	Postage	79	40	100	50	100
44-29	Rent - Software	76,324	117,338	113,000	113,000	191,000
46-21	Maintenance - Equipment	1,159	3,390	13,360	13,360	13,360
46-25	Maintenance - AV Equipment	331	435	1,500	500	1,500
46-31	Central Garage Maintenance	20	0	0	0	0
51-11	Office Supplies - General	308	181	250	250	250
52-11	Fuel	155	15	0	0	0
52-31	Clothing and Wearing Apparel	150	110	0	0	200
52-43	Computer Supplies	8,129	9,198	10,000	10,000	10,000
52-53	Operating Supplies - Training Room	756	162	800	800	800
52-89	Automotive Parts	28	0	0	0	0
54-11	Dues and Memberships	718	619	1,250	1,700	1,250
54-31	Subscriptions/Newspapers	369	0	0	0	0
54-61	Books and Publications	39	0	100	50	100
<b>TOTAL OPERATING EXPENSES</b>		<b>103,609</b>	<b>179,030</b>	<b>169,510</b>	<b>169,360</b>	<b>249,210</b>
64-13	Data Processing Equipment	0	1,906	59,000	124,166	39,400
64-18	Software	0	1,995	163,000	624,273	211,250
64-31	Special Purpose Equipment	1,600	4,772	5,800	64,200	40,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>1,600</b>	<b>8,673</b>	<b>227,800</b>	<b>812,639</b>	<b>290,650</b>
<b>TOTAL TECHNOLOGY SOLUTIONS</b>		<b>284,920</b>	<b>312,370</b>	<b>586,240</b>	<b>1,137,936</b>	<b>740,260</b>

This department was previously a division of Finance and reflected under the Finance Department under code number 0045-513.



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Technology Solutions**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-13	<i>Data Processing Equipment</i>					
	Storage Server Upgrade/Repl	4,000	4,000	4,000	100,000	
	Network Infrastructure Upgrade	3,000	3,000	3,000	3,000	50,000
	Network Server Upgrades	3,000	3,000	3,000	3,000	3,000
	PD Phone System Replacement		74,000			
	Firewalls @PD, CH, PW	18,900				
	High Capacity Switches	10,500				
	Rec Phone Sys Replacement		90,000			
	PW Phone Sys Replacement			74,000		
	<b>Total</b>	<b>39,400</b>	<b>174,000</b>	<b>84,000</b>	<b>106,000</b>	<b>53,000</b>
64-18	<i>Software</i>					
	Network Server Sftware Upgrades	3,000	3,000	3,000	3,000	3,000
	Software Platform Upgrades	10,000	10,000	10,000	10,000	10,000
	PD Global Software Interface	22,000				
	City-wide System Software Repl	176,250				
	<b>Total</b>	<b>211,250</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>
64-31	<i>Special Purpose Equipment</i>					
	Media Upgrade Council Chambers	40,000	5,600	5,400	5,200	40,000
	<b>Total</b>	<b>40,000</b>	<b>5,600</b>	<b>5,400</b>	<b>5,200</b>	<b>40,000</b>
	<b>Division Total</b>	<b>290,650</b>	<b>192,600</b>	<b>102,400</b>	<b>124,200</b>	<b>106,000</b>



## **City of New Port Richey, Florida**

### **General Fund**

Department: Finance

Accounting and Budgeting

#### ***Mission Statement***

The mission of the Finance Department is to protect the public interest through the proper custody and accounting of public funds, and sound financial management. To help facilitate the achievement of the City's goals and objectives with timely, relevant and accurate financial reporting which provides information for decision makers and other stakeholders. The Finance Department provides financial services to serve the public, City officials and departmental personnel efficiently and pleasantly as valued customers.

#### ***Accomplishments FY 13-14***

1. Prepared and issued Comprehensive Annual Financial Statements.
2. Received the Certificate of Achievement for Excellence in Financial Reporting.
3. Prepared and issued new City budget.
4. Received the Distinguished Budget Presentation Award for fiscal year 2013-2014.
5. Re-organized Human Resources, Finance and Economic Development.
6. Completed negotiations with the fire pension resulting in savings to the City.
7. In the process of negotiating pension changes for police.
8. Began the process of implementating new citywide software.
9. Assisted with the implementation of a new Waste Hauler Franchise Fee.
10. Negotiated and paid off two CRA notes to free up money.
11. Initiated Revenue Sufficiency Study.
12. Established quarterly financial reporting to Council.

#### ***Goals and Objectives***

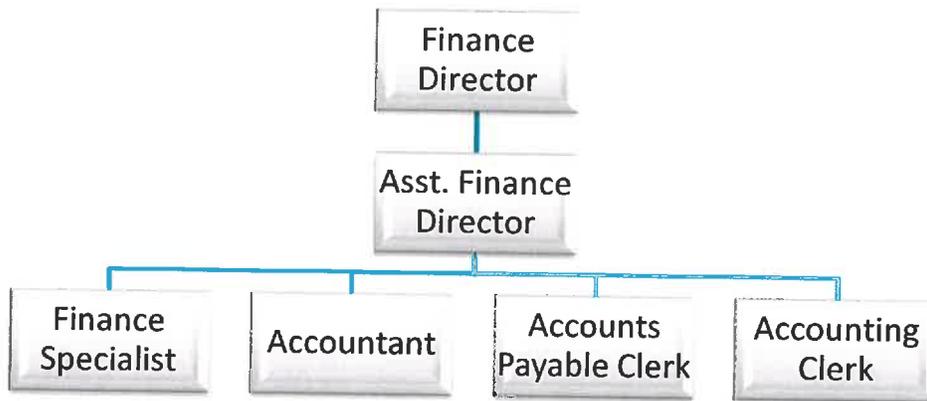
1. Provide quality customer service.
  - a. Respond to internal and external inquiries within 24 hours.
  - b. Payment of invoices within 20 business days of receipt of a properly executed invoice or request for payment.
2. Practice responsible stewardship of City resources.
  - a. Maintain the City's accounting records and related systems of internal control in accordance with generally accepted accounting principles, policies of the City, and requirements of the government and external funding sources.
  - b. Responsible for the auditing and processing of invoices and payments for the City.
  - c. Evaluate treasury services for the City, including services for banking, cash management, bond indebtedness, investment and oversight of the City's operating funds.
  - d. Ensure utility bills are processed within 5 days of the meter reading and collections processed within 12 hours of collection.
3. Monitor enhancements to current financial system and seek new technological processes resulting in improved efficiencies and cost savings.
4. Communication with City personnel.
  - a. Develop and distribute City financial policies as they relate to the functions of the Finance Department.
  - b. Assist personnel in understanding Finance Department procedures.
  - c. Inform management, staff and citizens of any procedural changes.
  - d. Provide open lines of communication between finance and all city departments to ensure information is available to them in a timely manner.



**City of New Port Richey, Florida**

**General Fund**

**Accounting and Budgeting**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Department Head Salaries</u>				
Finance Director	1.00	1.00	77,010	77,010
<u>Division Head Salaries</u>				
Asst Finance Director	1.00	1.00	66,405	66,130
<u>Regular Salaries &amp; Wages</u>				
Finance Specialist	1.00	1.00	39,449	38,730
Accountant	1.00	1.00	37,582	40,000
Accounts Payable Clerk	1.00	1.00	29,172	29,995
Accounting Clerk	1.00	1.00	29,172	29,995
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>278,790</b>	<b>281,860</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: ACCOUNTING & BUDGETING  
 ACCT#: 001-0042-513

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	77,002	85,165	77,010	77,010	77,010
11-12	Division Head Salaries	56,749	53,579	66,405	66,405	66,130
12-99	Regular Full-Time Wages	128,350	106,980	135,375	135,375	138,720
13-11	Part-Time Wages	0	3,972	0	0	0
13-12	Temporary Wages	0	1,634	0	0	0
14-11	Overtime Wages	10,737	19,984	4,290	15,000	6,530
15-11	Employee Appreciation Incentive	300	250	300	300	300
15-12	Gas/Car Allowance	600	750	3,780	3,780	3,780
15-14	One-Time Lump Sum Payment	0	2,500	0	0	0
15-29	Meal Allowance	27	0	60	60	60
21-11	Social Security Matching	20,308	20,378	22,040	22,040	22,380
22-11	Florida Retirement System	14,533	18,958	28,310	28,310	31,860
23-11	Group Health Insurance	27,819	23,457	37,080	36,940	40,680
23-12	Group Life Insurance	122	102	290	125	290
23-13	Accidental Death - AD & D	14	12	80	15	80
24-26	W/C Clerical	762	615	1,140	1,140	1,200
	<b>TOTAL PERSONAL SERVICES</b>	<b>337,323</b>	<b>338,336</b>	<b>376,160</b>	<b>386,500</b>	<b>389,020</b>
32-11	Annual Audit Services	38,169	20,325	26,320	26,320	26,320
40-11	Travel and Training	289	10,395	13,360	13,360	7,660
41-21	Telephone	577	471	620	960	1,000
42-11	Postage	1,848	2,265	1,500	2,000	2,100
44-19	Rent - Equipment	0	1,884	2,110	1,890	1,900
46-21	Maintenance - Equipment	552	1,592	2,160	2,000	600
46-23	Maintenance - Copiers	226	403	450	400	450
47-21	Forms	687	0	0	0	0
47-99	Printing and Binding - Miscellaneous	0	2,277	3,700	5,000	5,700
49-99	Other Current Charges-Miscellaneous	330	1,262	880	880	880
51-11	Office Supplies - General	5,876	5,026	5,000	5,000	5,000
52-43	Computer Supplies	4,504	4,159	10,000	10,000	8,000
52-46	Accounting Forms	2,441	0	0	0	0
52-98	Inventory Adjustment	0	1,480	0	0	0
54-11	Dues and Memberships	384	554	760	600	860
54-61	Books and Publications	252	45	250	150	150
	<b>TOTAL OPERATING EXPENSES</b>	<b>56,135</b>	<b>52,138</b>	<b>67,110</b>	<b>68,560</b>	<b>60,620</b>
64-13	Data Processing Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL ACCOUNTING &amp; BUDGETING</b>	<b>393,458</b>	<b>390,474</b>	<b>443,270</b>	<b>455,060</b>	<b>449,640</b>





## **City of New Port Richey, Florida**

### **General Fund**

Department: Finance

Billing and Collection

#### ***Accomplishments FY 13-14***

1. Added additional staff with strong customer service skills.
2. Reviewed policies and procedures with some action items.
3. Reduced delinquent account mailings on certain routes as a result of being up-to-date.
4. Reduced the number of daily shut-offs.

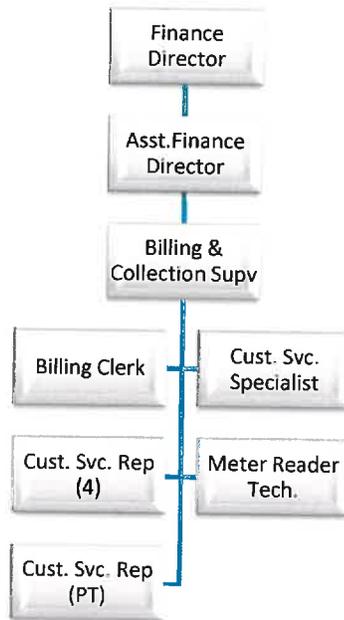
#### ***Goals and Objectives***

1. People/Procedural.
  - a. Document policies and procedures.
  - b. Help our customers to better understand and accept our policies and procedures.
  - c. Continue to strengthen our team work and communication.
  - d. Hold periodic in-service days.
  - e. Complete NIMS training for all staff.
2. Financial.
  - a. Increase collections by 5%.
  - b. Write-off /send uncollectable debts to the collection agency as soon as possible.
3. Office Procedures.
  - a. Continue working on liens and releases for street and sewer assessments.
  - b. Continue working on liens for outstanding utility accounts.
  - c. Implement procedures that will benefit both staff and the citizens.



**City of New Port Richey, Florida**

**General Fund  
Billing and Collection**



Position	Personnel Full-Time Equivalent		Amended Budget 13-14	Proposed Budget 14-15
	13-14	14-15		
<u>Division Head Salaries</u>				
Billing & Collection Supervisor	1.00	1.00	36,780	38,000
<u>Regular Salaries &amp; Wages</u>				
Billing Clerk	1.00	1.00	24,960	26,000
Customer Service Specialist	1.00	1.00	27,192	29,120
Meter Reader Technician	1.00	1.00	24,167	25,480
Customer Service Rep	3.00	4.00	69,116	100,010
<u>Part-Time Wages</u>				
Customer Service Rep(2)(1)	1.26	0.63	27,015	15,630
<b>Total</b>	<b>8.26</b>	<b>8.63</b>	<b>209,230</b>	<b>234,240</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: BILLING & COLLECTION  
 ACCT#: 001-0043-513

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	41,012	36,916	36,780	33,976	38,000
12-99	Regular Full-Time Wages	162,360	140,204	145,435	144,355	180,610
13-11	Part-Time Wages	23,698	16,331	27,015	24,192	15,630
13-12	Temporary Wages	8,997	99	0	1,584	0
14-11	Overtime Wages	1,258	1,232	910	6,368	4,330
15-11	Employee Appreciation Incentive	500	400	450	400	450
15-14	One-Time Lump Sum Payment	0	3,750	0	0	0
15-29	Meal Allowance	0	0	100	0	0
21-11	Social Security Matching	17,958	15,064	16,790	15,630	18,290
22-11	Florida Retirement System	11,328	11,037	14,590	14,257	17,590
23-11	Group Health Insurance	37,092	28,669	43,260	36,934	54,240
23-12	Group Life Insurance	163	127	340	122	390
23-13	Accidental Death - AD & D	19	15	90	15	100
24-21	W/C Waterworks Operators	705	597	990	990	1,080
24-26	W/C Clerical	585	410	730	730	880
24-37	W/C Collectors or Messengers-Outside	106	0	0	0	0
	<b>TOTAL PERSONAL SERVICES</b>	<b>305,781</b>	<b>254,851</b>	<b>287,480</b>	<b>279,553</b>	<b>331,590</b>
34-26	Contractual Meter Reading	23,734	67,198	70,600	76,233	47,570
34-35	Outsourced Bills	62,588	61,865	67,000	72,488	72,360
40-11	Travel and Training	265	0	750	0	0
41-21	Telephone	424	366	500	500	700
42-11	Postage	15,241	15,405	14,500	15,709	14,500
42-12	Presort Mailing	190	200	0	0	0
45-71	Notary Bond	0	106	0	0	0
46-21	Maintenance - Equipment	5,858	2,057	6,500	6,500	6,500
46-23	Maintenance - Copiers	217	80	200	200	250
46-31	Central Garage Maintenance	2,440	1,720	1,920	1,920	2,500
47-21	Forms	1,758	714	0	0	0
47-99	Printing and Binding - Miscellaneous	0	2,108	2,500	9,200	2,500
49-31	Credit Card Charges	34,511	40,530	35,000	42,911	10,000
49-52	Over/Short Account	0	0	0	0	400
51-11	Office Supplies - General	3,798	2,021	4,900	3,747	3,000
52-11	Fuel	8,763	4,879	11,000	11,000	7,500
52-31	Clothing and Wearing Apparel	67	0	0	0	300
52-43	Computer Supplies	1,432	434	11,000	10,949	2,500
52-89	Automotive Parts	2,287	1,725	2,000	2,000	2,440
52-99	Operating Supplies-Miscellaneous	558	265	400	400	500
54-11	Dues and Memberships	65	0	250	250	100
54-61	Books and Publications	0	0	0	0	100
	<b>TOTAL OPERATING EXPENSES</b>	<b>164,196</b>	<b>201,673</b>	<b>229,020</b>	<b>254,007</b>	<b>173,720</b>
64-13	Data Processing Equipment	11,790	0	0	0	2,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>11,790</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>
	<b>TOTAL BILLING &amp; COLLECTION</b>	<b>481,767</b>	<b>456,524</b>	<b>516,500</b>	<b>533,560</b>	<b>507,310</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Billing and Collection**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-13	<i>Data Processing Equipment</i>					
	Kiosk/Computer for Public	2,000				
	<b>Total</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-15	<i>Trucks and Trailers</i>					
	Pick-up Truck		17,000			
	<b>Total</b>	<b>0</b>	<b>17,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>2,000</b>	<b>17,000</b>	<b>0</b>	<b>0</b>	<b>0</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: PURCHASING & WAREHOUSE  
 ACCT#: 001-0044-513

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	0	0	0	0	0
12-99	Regular Full-Time Wages	0	0	0	0	0
15-11	Employee Appreciation Incentive	0	0	0	0	0
21-11	Social Security Matching	0	0	0	0	0
22-11	Florida Retirement System	0	0	0	0	0
23-11	Group Health Insurance	0	0	0	0	0
23-12	Group Life Insurance	0	0	0	0	0
23-13	Accidental Death - AD & D	0	0	0	0	0
24-26	W/C Clerical	0	0	0	0	0
24-35	W/C Storage Warehouse Inventory	0	0	0	0	0
	<b>TOTAL PERSONAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
41-21	Telephone	0	0	0	0	0
41-31	Telephone - Long Distance	0	0	0	0	0
42-11	Postage	36	0	0	0	0
44-19	Rent - Equipment	1,166	0	0	0	0
46-22	Maintenance - Office Equipment	1,704	0	0	0	0
46-23	Maintenance - Copiers	0	0	0	0	0
46-31	Central Garage Maintenance	0	0	0	0	0
47-21	Forms	887	0	0	0	0
51-11	Office Supplies - General	191	0	0	0	0
52-11	Fuel	0	0	0	0	0
52-43	Computer Supplies	0	0	0	0	0
52-89	Automotive Parts	0	0	0	0	0
52-92	Emergency Supplies	0	0	0	0	0
52-98	Inventory Adjustment	13,935	0	0	0	0
52-99	Operating Supplies - Miscellaneous	145	0	0	0	0
54-11	Dues and Memberships	0	0	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>18,064</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-13	Data Processing Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL PURCHASING &amp; WAREHOUSE</b>	<b>18,064</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





## **City of New Port Richey, Florida**

### **General Fund**

Department: Library

Library

#### ***Mission Statement***

The New Port Richey Public Library will champion the creation of community knowledge and pleasure, inspiring confidence in members of all ages to foster relationships with diverse informational and cultural resources.

#### ***Accomplishments FY 13-14***

1. Established the first seed lending library in the State of Florida.
2. Started the Tasty Tuesdays Organic Market to give locals the opportunity to see their organic goods.
3. Installed iPads in the Youth Library with various apps to help with early learning.
4. Established an adult graphics novel collection.
5. Opened the branch library - Avery Library at Elfers Senior Center.

#### ***Goals and Objectives***

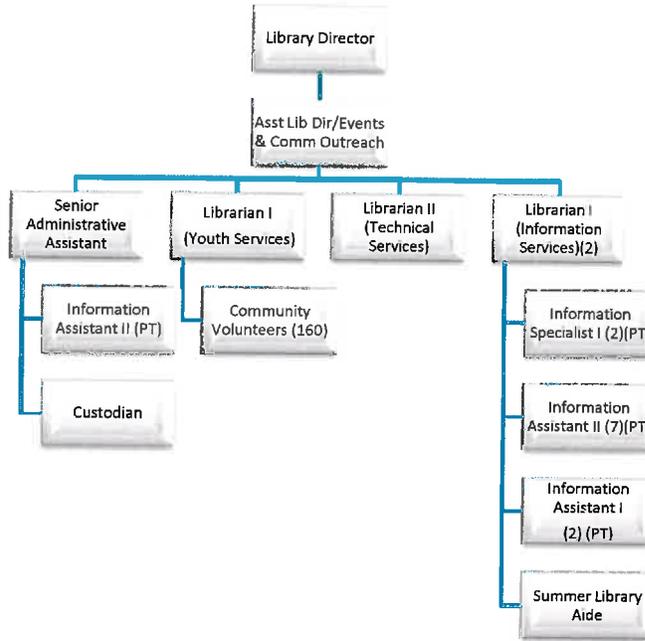
1. Create and carry out a year long program, The Art of Sustainability.
  - a. Engage the community with One Book NPR on Sustainability with discussions paired with performances, films, visual arts, theatrical arts and culinary arts.
  - b. Apply for a grant from the Endowment for the Humanities to fund a portion of the year-long program.
2. Create enhanced space for the Youth Library.
  - a. Remodel and provide office space for youth librarian.
  - b. Provide space for parents, tutors and students to work together.
3. Provide a creative space for our creative community to assist with economic development.
  - a. Open the Make IT! NPR Makerspace.
  - b. Train users on the equipment in the facility.



City of New Port Richey, Florida

General Fund

Library



Position	Personnel Full-Time Equivalent		Amended Budget 13-14	Proposed Budget 14-15
	13-14	14-15		
<u>Department Head Salaries</u>				
Library Director	1.00	1.00	91,570	73,100
<u>Division Head Salaries</u>				
Asst Lib Dir/Events & Comm	1.00	1.00	48,020	52,000
<u>Regular Exempt Salaries</u>				
Librarian II	1.00	1.00	39,733	42,000
Librarian I	2.00	3.00	68,234	114,010
Senior Administrative Assist.	1.00	1.00	28,893	31,990
<u>Regular Salaries &amp; Wages</u>				
Custodian	1.00	1.00	22,375	21,950
<u>Part-Time Wages</u>				
Information Assistant I (2)	1.00	1.00	11,545	21,010
Information Assistant II (7)	4.75	4.75	106,087	118,760
Information Specialist I (2)	1.17	1.17	26,693	32,900
<u>Temporary Wages</u>				
Summer Library Aide	0.13	0.13	3,030	2,630
<b>Total</b>	<b>14.05</b>	<b>15.05</b>	<b>446,180</b>	<b>510,350</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: LIBRARY  
 ACCT#: 001-0051-571

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	72,896	84,674	101,790	91,570	73,100
11-12	Division Head Salaries	0	24,480	48,020	48,020	52,000
12-10	Regular Exempt Salaries	61,456	82,682	136,860	164,000	188,000
12-99	Regular Full-Time Wages	119,814	58,134	22,375	21,950	21,950
13-11	Part-Time Wages	103,564	112,661	144,325	147,530	172,670
13-12	Temporary Wages	0	0	3,030	3,000	2,630
14-11	Overtime Wages	0	0	1,260	1,260	1,590
15-11	Employee Appreciation Incentive	900	800	900	900	950
15-12	Gas/Car Allowance	3,000	3,000	4,600	4,600	5,400
15-14	One-Time Lump Sum Payment	0	5,250	0	0	0
21-11	Social Security Matching	27,440	28,208	35,705	32,000	39,650
22-11	Florida Retirement System	18,508	23,942	43,650	40,480	47,600
23-11	Group Health Insurance	30,910	27,871	43,260	43,260	54,240
23-12	Group Life Insurance	136	122	340	340	390
23-13	Accidental Death - AD & D	16	14	90	90	100
24-26	W/C Clerical	1,009	778	1,460	1,460	2,020
24-27	W/C Buildings - NOC	1,284	772	1,360	1,360	1,390
	<b>TOTAL PERSONAL SERVICES</b>	<b>440,933</b>	<b>453,388</b>	<b>589,025</b>	<b>601,820</b>	<b>663,680</b>
34-12	Pest Control Services	396	515	600	600	600
34-28	Internet Reference Service	23,520	34,421	29,325	29,330	39,100
34-99	Contractual Services - Miscellaneous	12,014	16,366	15,130	15,130	14,270
40-11	Travel and Training	119	170	3,000	3,000	12,750
41-21	Telephone	481	273	600	350	1,730
41-34	Data Lines	7,188	6,860	9,700	9,690	9,690
41-35	Data Lines - Grants	0	1,250	0	0	0
41-42	Burglar Alarm Lines	1,452	1,452	1,560	1,460	1,460
42-11	Postage	4,797	4,734	6,300	5,000	6,300
42-21	Freight Express Charges	610	600	600	600	600
43-11	Electric - City Facilities	38,702	38,498	42,800	40,000	46,200
43-31	Trash Removal	1,751	1,738	1,880	1,880	1,880
43-51	Water and Sewer - City	2,829	2,620	3,420	3,000	3,560
43-73	Street Light Fee	220	279	440	279	440
43-81	Stormwater Assessment	336	645	680	644	680
44-81	Lease - Copier	3,215	2,926	3,220	3,220	3,600
46-11	Maintenance - Buildings & Grounds	25,682	27,293	26,180	25,000	56,140
46-21	Maintenance - Equipment	54,658	63,375	64,970	64,970	66,230
46-22	Maintenance - Office Equipment	126	0	0	0	0
46-23	Maintenance - Copiers	2,035	2,031	2,950	2,950	3,000
46-24	Maintenance - Technical Equipment	8,882	0	0	0	0
47-21	Forms	424	0	0	0	0
47-99	Printing and Binding - Miscellaneous	264	815	4,250	2,500	4,250
49-31	Credit Card Charges	745	861	840	840	960
49-83	Permit Fees	741	730	760	760	760
49-99	Other Current Charges-Miscellaneous	223	237	650	40	0
51-11	Office Supplies - General	4,140	3,591	5,000	4,000	5,000



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: LIBRARY  
 ACCT#: 001-0051-571

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
52-42	Photographic Supplies	30	566	600	0	600
52-43	Computer Supplies	35,464	7,808	12,550	12,550	18,020
52-46	Computer Supplies - Grants	0	0	0	0	0
52-47	First Aid Supplies	13	14	20	20	20
52-48	Prizes and Awards	963	996	1,000	1,000	1,000
52-49	Library Supplies	6,339	5,496	7,000	7,000	10,900
52-51	Janitorial Supplies	3,016	2,155	3,000	3,000	3,000
52-93	Miscellaneous Program Costs-Grants	4,017	2,988	10,000	8,000	10,000
52-96	Miscellaneous Program Costs	11,191	9,303	9,000	9,000	12,000
52-99	Operating Supplies - Miscellaneous	0	1,716	1,030	1,030	21,590
54-11	Dues and Memberships	2,027	2,179	2,800	2,800	3,090
	<b>TOTAL OPERATING EXPENSES</b>	<b>258,610</b>	<b>245,501</b>	<b>271,855</b>	<b>259,643</b>	<b>359,420</b>
62-99	Building Improvements	0	0	0	37,500	217,500
64-13	Data Processing Equipment	0	3,150	43,650	47,500	19,590
64-18	Software	39,975	0	0	0	0
64-31	Special Purpose Equipment	0	0	0	0	8,100
	<b>TOTAL CAPITAL OUTLAY</b>	<b>39,975</b>	<b>3,150</b>	<b>43,650</b>	<b>85,000</b>	<b>245,190</b>
66-12	Library Materials	53,218	50,000	50,050	50,000	60,000
66-72	Library Materials - State Aid	3,980	4,882	25,530	12,662	23,400
66-XX	Library Materials - LSTA Grant	0	0	0	0	1,690
	<b>TOT. BOOKS, PUB., &amp; LIBRARY MAT.</b>	<b>57,198</b>	<b>54,882</b>	<b>75,580</b>	<b>62,662</b>	<b>85,090</b>
	<b>TOTAL LIBRARY</b>	<b>796,716</b>	<b>756,921</b>	<b>980,110</b>	<b>1,009,125</b>	<b>1,353,380</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Library**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
62-99	<i>Building Improvements</i>					
	Library Roof	200,000 *				
	Youth Library Renovation	10,000 *				
	Bathroom Stalls Replacement	7,500 *				
	<b>Total</b>	<b>217,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-13	<i>Data Processing Equipment</i>					
	Computer Replacements		24,000	24,000		
	Computers(11)(LSTA grant)	16,490				
	Computer System (2)	3,100				
	Server Replacements				36,500	15,000
	<b>Total</b>	<b>19,590</b>	<b>24,000</b>	<b>24,000</b>	<b>36,500</b>	<b>15,000</b>
64-31	<i>Special Purpose Equipment</i>					
	Replicator(2)(LSTA grant)	4,400				
	CO2 Hobby Laser(LSTA grant)	3,700				
	<b>Total</b>	<b>8,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
66-XX	<i>Books, Pub. &amp; Library Materials</i>					
	Library Materials	60,000	70,000	80,000	90,000	90,000
	Library Materials - State Aid	23,400	20,000	20,000	20,000	20,000
	Library Materials (LSTA grant)	1,690				
	<b>Total</b>	<b>85,090</b>	<b>90,000</b>	<b>100,000</b>	<b>110,000</b>	<b>110,000</b>
	<b>Division Total</b>	<b>330,280</b>	<b>114,000</b>	<b>124,000</b>	<b>146,500</b>	<b>125,000</b>

\* Penny for Pasco dollars (old)





## City of New Port Richey, Florida

### General Fund

Department: Police

Supervision

#### ***Mission Statement***

To be responsive to the needs of our community and provide quality police services that provide the highest quality of life to our residents, businesses, and guests; to strengthen partnerships with local, state and federal agencies to expand our department's law enforcement service capabilities; and to establish new partnerships within our residential and business communities. To achieve our mission, we commit to delivering services in a responsive and professional manner, to productivity which encourages flexibility and accountability to meet changing needs, and a positive work environment built on honesty, trust and loyalty to the community we serve.

#### ***Accomplishments FY 13-14***

1. The Animal Control function was transferred to Pasco County via an interlocal agreement.
2. All Federal and State grants were audited and updated - Justice Assistance Grant (Edward Byrn Grant), Community Oriented Policing (COP), Victims of Crime Act (VOCA), Street Narcotics Apprehension Program (SNAP), Pedestrian Safety Grant (FDOT).
3. Purchased and installed an employee identification card system, upgraded security controls to the employee parking area and upgraded the headquarters building KeyScan system software.
4. Provided training opportunities to all areas of the Department, collaborated with Technology Solutions Director to utilize the City's computer lab for training newly hired officers.

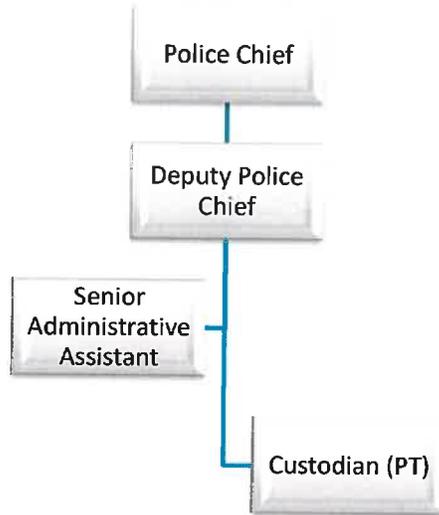
#### ***Goals and Objectives***

1. Reduce crime and the fear of crime.
  - a. Continue to elevate law enforcement presence in neighborhoods and business areas through focused investigations and collaboration with residents.
  - b. Identify and arrest crime perpetrators through aggressive and progressive analytical and investigative processes.
  - c. Promote citizen and business-owner involvement through the establishment of Police Advisory Councils, a Reserve Officer Program, a volunteer-based Community Service Unit program.
2. Be fiscally responsible.
  - a. Review internal purchasing processes to identify opportunities for improvement.
  - b. Limit purchasing activity to equipment and supplies that directly support the Department's law enforcement mission.
  - c. Closely monitor and control personnel costs to ensure efficient use of resources.
3. Strengthen relationships with community, government, and law enforcement partners.
  - a. Continue to commit department members to participate in committees, task forces, and programs that expand the department's capabilities.
4. Strengthen relationships with not-for-profit organizations that improve the quality of life for citizens living in our community.
  - a. Establish training and information sharing sessions between law enforcement personnel and community service organizations to better inform officers for referral of citizens in need of available services.



**City of New Port Richey, Florida**

**General Fund  
Police Supervision**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Department Head Salaries</u> Police Chief	1.00	1.00	78,895	78,900
<u>Division Head Salaries</u> Deputy Police Chief	0.00	1.00	0	72,810
<u>Regular Exempt Salaries</u> Senior Administrative Asst	1.00	1.00	31,950	32,000
<u>Part-Time Wages</u> Custodian	0.50	0.75	11,535	15,760
<b>Total</b>	<b>2.50</b>	<b>3.75</b>	<b>122,380</b>	<b>199,470</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE SUPERVISION  
 ACCT#: 001-0061-521

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	80,307	79,247	78,895	78,894	78,900
11-12	Division Head Salaries	0	0	0	0	72,810
12-10	Regular Exempt Salaries	12,810	32,818	31,950	31,990	32,000
12-99	Regular Full-Time Wages	38,675	0	0	0	0
13-11	Part-Time Wages	0	9,337	15,035	14,500	15,760
15-11	Employee Appreciation Incentive	150	100	150	150	200
15-12	Gas/Car Allowance	150	0	0	0	0
15-14	One-Time Lump Sum Payment	0	1,000	0	0	0
15-16	Health Insurance Waiver Stipend	150	0	1,500	1,500	1,800
15-21	Incentive Pay - Police	130	780	1,560	1,560	1,560
15-23	Uniform Cleaning Allowance	519	284	500	500	1,000
15-29	Meal Allowance	127	0	50	0	0
21-11	Social Security Matching	9,221	8,930	9,540	9,530	15,610
22-11	Florida Retirement System	2,564	2,356	3,035	3,025	3,520
22-12	Police Pension Fund	37,926	32,504	0	0	33,310
22-14	Defined Contribution Plan	0	0	14,835	14,835	14,840
23-11	Group Health Insurance	13,137	5,490	7,310	6,156	13,560
23-12	Group Life Insurance	60	24	100	75	150
23-13	Accidental Death - AD & D	7	3	30	10	40
24-24	W/C Police Officers	3,209	2,388	4,320	4,320	8,360
24-26	W/C Clerical	99	84	140	140	140
24-27	W/C Buildings - NOC	903	386	680	930	930
	<b>TOTAL PERSONAL SERVICES</b>	<b>200,144</b>	<b>175,731</b>	<b>169,630</b>	<b>168,115</b>	<b>294,490</b>
31-31	Employee Physicals	2,858	6,276	4,000	3,000	6,000
34-12	Pest Control Services	1,440	1,250	2,010	2,010	2,010
34-29	Red Light Camera Fee	345,068	0	0	0	0
34-33	Lawn Maintenance	3,000	4,810	3,300	3,600	3,600
34-81	State Share - Red Light Camera	1,049,203	0	0	0	0
34-99	Contractual Services - Miscellaneous	11,861	28,168	19,000	18,000	18,000
40-11	Travel and Training	2,862	1,163	1,290	2,000	3,750
41-21	Telephone	27,082	22,426	31,000	36,000	34,000
41-31	Telephone - Long Distance	1,132	0	0	0	0
41-34	Data Lines	3,572	7,164	5,700	7,000	7,500
42-11	Postage	416	290	250	250	250
43-11	Electric - City Facilities	41,165	33,352	30,500	42,000	44,100
43-31	Trash Removal	1,556	1,556	1,650	1,650	1,650
43-51	Water and Sewer - City	3,874	3,974	4,500	4,500	4,500
43-73	Street Light Fee	230	328	335	565	570
43-81	Stormwater Assessment	456	875	880	880	880
45-34	Police AD & D Insurance	2,205	2,205	1,950	1,950	2,000
46-11	Maintenance - Buildings & Grounds	18,224	50,253	12,000	12,000	12,000
46-31	Central Garage Maintenance	3,260	870	1,130	1,130	2,260
49-72	351 - Police Training	5,920	375	8,500	16,000	16,000
51-11	Office Supplies - General	2,644	1,930	2,000	2,000	2,000
52-11	Fuel	3,813	5,549	6,000	3,000	5,000
52-31	Clothing and Wearing Apparel	520	681	400	400	500



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE SUPERVISION  
 ACCT#: 001-0061-521

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
52-51	Janitorial Supplies	1,702	3,729	4,400	3,500	3,500
52-89	Automotive Parts	494	1,785	1,000	1,000	1,500
52-99	Operating Supplies - Miscellaneous	10,871	2,405	0	0	0
54-11	Dues and Memberships	180	35	500	1,000	1,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>1,545,608</b>	<b>181,449</b>	<b>142,295</b>	<b>163,435</b>	<b>172,570</b>
64-14	Automobiles	0	0	0	0	27,600
64-31	Special Purpose Equipment	0	10,500		0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>10,500</b>	<b>0</b>	<b>0</b>	<b>27,600</b>
	<b>TOTAL POLICE SUPERVISION</b>	<b>1,745,752</b>	<b>367,680</b>	<b>311,925</b>	<b>331,550</b>	<b>494,660</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Police Supervision**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-14	<i>Automobiles</i>					
	Police Pursuit Vehicle	27,600 *	20,000			
	<b>Total</b>	<b>27,600</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>27,600</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Penny for Pasco dollars (old)





## **City of New Port Richey, Florida**

### **General Fund**

Department: Police

Support Services

#### ***Accomplishments FY 13-14***

1. Developed, submitted and received approval of 911 Telecommunication lesson plan by the Florida Department of Health.
2. Converted all dispatcher positions to full-time.
3. Purchased and installed Global Records Management and Computer-Aided Dispatch software; migrated CISCO and FORTIS data to new Global software; upgraded communications radio antennas on Police Headquarters building; upgraded cameras and recording equipment in suspect interview rooms.
4. Submitted Paul Coverdell Forensic Science Grant of \$169,000 to upgrade the Department's evidence processing capabilities; 1 dispatcher received the West Pasco Bar Association Law Enforcement Officer of the Year Award; installed a video screen to monitor cameras located at the City's Fleet Services, Recreation Center and Public Works.
5. Sent Communications Supervisor and Crime Scene Technicians to specialized training courses specific to their functions; Victim Advocate coordinated a food drive for the needy during Thanksgiving.

#### ***Goals and Objectives***

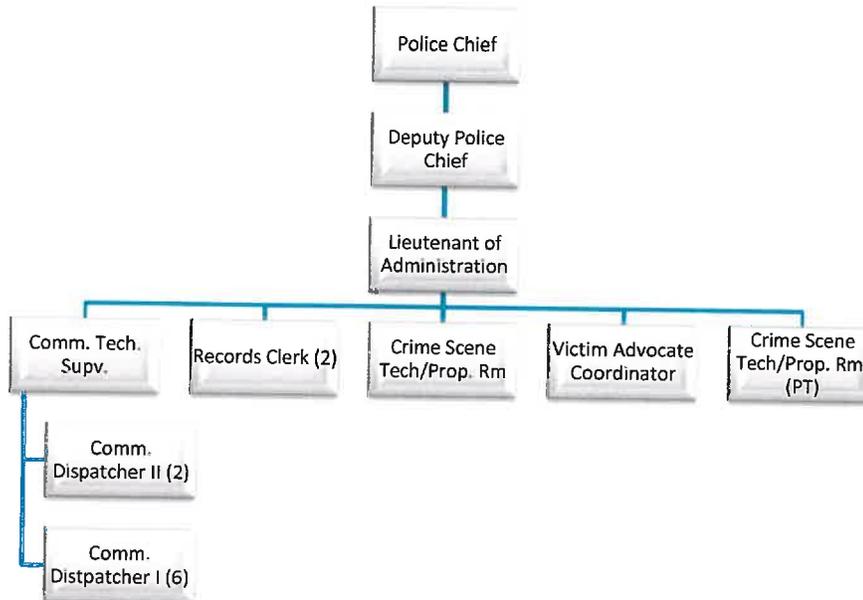
1. Continue upgrade of telecommunications center.
  - a. Install immediate playback equipment to capture all radio transmissions between dispatchers and officers.
  - b. Install caller-identification feature to incoming phone lines.
2. Continue improving telecommunicator's qualifications and capabilities.
  - a. Obtain E-911 certification for all dispatchers.
  - b. Send communications training officers to a "Train the Trainer" course.
3. Expand the capabilities of the Department's Property and Crime Scene function.
  - a. Obtain EvidenceOnQ barcode tracking system for controlling evidence and property.
  - b. Provide specialized continuing education and advanced training to Crime Scene Technicians.
4. Improve the Department's Records function.
  - a. Provide advanced Uniform Crime Reporting (UCR) training to staff.
  - b. Improve quality control of report and crime classifications.



**City of New Port Richey, Florida**

**General Fund**

**Police Support Services**



Personnel				
Full-Time Equivalent				
Position	13-14	14-15	Amended Budget 13-14	Proposed Budget 14-15
<u>Division Head Salaries</u>				
Lieutenant of Administration	1.00	1.00	70,405	69,350
<u>Regular Salaries &amp; Wages</u>				
Records Clerk	2.00	2.00	49,035	49,050
Comm. Tech. Supervisor	1.00	1.00	44,234	44,250
Comm. Dispatcher II	2.00	2.00	79,861	79,720
Comm. Dispatcher I	1.00	6.00	35,976	206,000
Crime Scene Tech/Prop Room	1.00	1.00	35,466	35,550
Victim Advocate Coordinator	1.00	1.00	40,005	42,000
Comm. Dispatcher-Prob.	4.00	0.00	124,098	0
<u>Part-Time Wages</u>				
Crime Scene Tech/Prop Room	0.63	0.75	20,230	24,400
<b>Total</b>	<b>13.63</b>	<b>14.75</b>	<b>499,310</b>	<b>550,320</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE SUPPORT SERVICES  
 ACCT#: 001-0062-521

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	40,291	31,644	69,405	70,405	69,350
12-99	Regular Full-Time Wages	261,322	262,148	337,475	341,787	456,570
13-11	Part-Time Wages	89,330	118,881	77,430	72,776	24,400
13-12	Temporary Wages	8,186	0	0	0	0
14-11	Overtime Wages	20,959	20,341	21,000	15,000	15,000
15-11	Employee Appreciation Incentive	650	650	800	800	750
15-14	One-Time Lump Sum Payment	0	5,000	0	0	0
15-16	Health Insurance Waiver Stipend	2,700	4,800	5,400	5,400	5,400
15-21	Incentive Pay - Police	480	300	720	720	1,320
15-22	Education Incentive	0	0	500	500	600
15-23	Uniform Cleaning Allowance	2,123	2,250	2,500	2,500	5,000
15-27	Stand-By Time	1,040	1,218	2,080	1,560	2,080
15-28	Off-Duty Pay	0	1,990	4,000	2,600	2,500
15-29	Meal Allowance	75	0	200	100	500
21-11	Social Security Matching	32,382	33,894	39,820	39,665	44,640
22-11	Florida Retirement System	18,495	22,949	30,500	30,360	37,120
22-12	Police Pension Fund	19,165	0	885	0	0
23-11	Group Health Insurance	25,500	22,119	37,080	37,080	69,300
23-12	Group Life Insurance	143	151	320	250	680
23-13	Accidental Death - AD & D	17	18	110	30	170
24-24	W/C Police Officers	5,311	5,290	6,880	6,880	7,270
24-26	W/C Clerical	860	718	1,580	1,580	1,780
	<b>TOTAL PERSONAL SERVICES</b>	<b>529,029</b>	<b>534,361</b>	<b>638,685</b>	<b>629,993</b>	<b>744,430</b>
40-11	Travel and Training	2,495	7,612	10,000	7,500	13,500
42-11	Postage	29	177	200	200	200
44-71	Rent - C.J.I.S.	0	0	0	0	0
46-21	Maintenance - Equipment	2,688	3,500	5,500	7,000	9,000
46-23	Maintenance - Copiers	1,445	1,785	500	2,000	2,000
46-31	Central Garage Maintenance	1,150	1,503	1,370	2,370	2,370
47-21	Forms	796	0	0	0	0
47-99	Printing and Binding - Miscellaneous	0	2,093	1,100	1,000	1,000
51-11	Office Supplies - General	5,088	6,041	3,600	3,600	3,600
52-11	Fuel	5,122	4,662	4,500	4,500	4,500
52-31	Clothing and Wearing Apparel	1,940	2,625	2,000	2,000	2,000
52-41	Licensing and ID Materials	2,979	5,455	2,500	2,500	2,500
52-42	Photographic Supplies	194	0	6,700	5,000	2,000
52-43	Computer Supplies	7,722	9,979	7,000	9,000	9,000
52-62	County Dispatch Upgrade	0	0	95,480	0	0
52-89	Automotive Parts	2,776	4,885	4,000	3,000	3,500
52-99	Operating Supplies - Miscellaneous	160	2,521	5,000	2,000	3,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>34,584</b>	<b>52,838</b>	<b>149,450</b>	<b>51,670</b>	<b>58,170</b>
64-14	Automobiles	0	0	0	0	0
64-18	Software	0	39,100	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>39,100</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL POLICE SUPPORT SERVICES</b>	<b>563,613</b>	<b>626,299</b>	<b>788,135</b>	<b>681,663</b>	<b>802,600</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Police Support Services**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-14	<i>Automobiles</i>					
	CST Van		25,000	25,000		
	Police Pursuit Vehicle		20,000			
	<b>Total</b>	<b>0</b>	<b>45,000</b>	<b>25,000</b>	<b>0</b>	<b>0</b>
64-18	<i>Software</i>					
	Evidence Control Bar Sys Software		41,780			
	<b>Total</b>	<b>0</b>	<b>41,780</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Dispatch Radio Console					140,000
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,000</b>
	<b>Division Total</b>	<b>0</b>	<b>86,780</b>	<b>25,000</b>	<b>0</b>	<b>140,000</b>



## **City of New Port Richey, Florida**

### **General Fund**

Department: Police

Community Services

#### ***Accomplishments FY 13-14***

1. Focused on City's Sex Offender Ordinance; conducted Sex Offender and Sex Predator operations resulting in four offenders moving from the City limits; purchased surveillance equipment; conducted numerous prostitution stings.
2. Outfitted, trained and activated a bicycle unit comprised of four officers (two from Patrol, two from CID); attended monthly Intelligence Led Policing (ILP) meetings at the Sheriff's office; participated with CrimeStoppers of Tampa Bay.
3. Participated in the Financial Investment Strike Team (FIST), Multi-Agency Task Force (MAGTF), Organized Drug Enforcement Task Force (OCDETF), DEA Task Force, Central Florida Internet Crimes Against Children Task Force, Child Abduction Response Team (CART), and the ASAP Pill Drop Box at the Police Department resulting in 187 lbs. of drugs.
4. Increased Detective's skills through participation in advanced specialized training courses to include: Homicide Invest, Internal Affairs Invest, Background Invest, Fraud Invest, etc.
5. Detective Sergeant attended Managing the Detective Unit training and First Line Supervision.

#### ***Goals and Objectives***

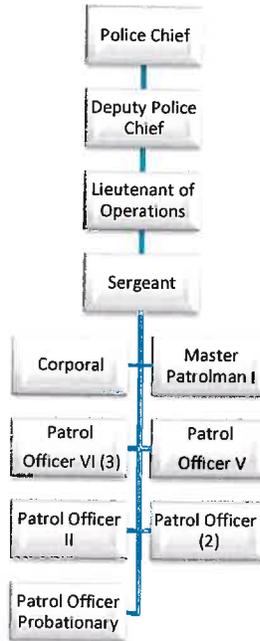
1. Increase visibility in neighborhoods and business contacts.
  - a. COP Unit to develop strategy for implementing Crime Watch and Neighborhood Watch programs.
2. Increase investigation clearance rates.
  - a. Provide additional Uniform Crime Report (UCR) training.
  - b. Institute "check and balance" system to ensure UCR accuracy.
3. Increase intelligence gathering of gang and subversive group activities.
  - a. Assignment of SRO at Gulf High School.
  - b. COP Unit responsibilities will include gang intelligence gathering.



**City of New Port Richey, Florida**

**General Fund**

**Police Community Services**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u>				
Sergeant	1.00	1.00	66,651	65,480
Corporal	0.00	1.00	0	60,500
Master Patrolman I	1.00	1.00	57,610	57,600
Patrol Officer VI	3.00	3.00	170,427	168,220
Patrol Officer V	2.00	1.00	105,440	52,250
Patrol Officer IV	1.00	0.00	49,705	0
Patrol Officer II	1.00	1.00	46,907	46,090
Patrol Officer I	0.00	2.00	0	89,720
Patrol Officer-Probationary	0.00	1.00	0	40,220
<b>Total</b>	<b>9.00</b>	<b>11.00</b>	<b>496,740</b>	<b>580,080</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE COMMUNITY SERVICES  
 ACCT#: 001-0063-521

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	482,088	468,424	483,190	474,502	580,080
14-11	Overtime Wages	49,233	52,614	51,000	49,100	57,500
15-11	Employee Appreciation Incentive	450	450	450	450	550
15-14	One-Time Lump Sum Payment	0	4,500	0	0	0
15-16	Health Insurance Waiver Stipend	4,950	3,450	3,600	1,800	3,600
15-21	Incentive Pay - Police	5,990	5,490	4,750	4,680	3,360
15-23	Uniform Cleaning Allowance	4,500	4,500	4,500	4,500	5,500
15-24	Clothing Allowance	1,500	1,500	2,000	1,000	3,000
15-26	Court Time	4,624	5,202	4,500	4,500	4,500
15-27	Stand-By Time	3,120	3,120	2,080	3,120	2,080
15-28	Off-Duty Pay	31,693	16,038	13,410	14,500	12,410
15-29	Meal Allowance	69	813	1,650	300	1,000
21-11	Social Security Matching	44,581	42,681	44,160	44,160	51,530
22-12	Police Pension Fund	259,757	244,331	209,510	209,510	300,170
23-11	Group Health Insurance	28,978	33,059	49,260	49,242	56,700
23-12	Group Life Insurance	184	184	440	250	530
23-13	Accidental Death - AD & D	22	22	110	25	140
24-24	W/C Police Officers	23,217	18,245	30,200	30,200	36,040
<b>TOTAL PERSONAL SERVICES</b>		<b>944,956</b>	<b>904,623</b>	<b>904,810</b>	<b>891,839</b>	<b>1,118,690</b>
34-99	Contractual Services - Miscellaneous	0	532	200	0	0
40-11	Travel and Training	3,580	2,409	10,000	15,000	21,000
42-11	Postage	40	7	200	200	200
44-63	Lease - Automobile	5,389	5,808	6,450	5,777	5,780
46-21	Maintenance - Equipment	0	0	900	800	800
46-31	Central Garage Maintenance	4,330	1,082	4,740	3,500	2,500
47-99	Printing and Binding - Miscellaneous	0	300	400	300	300
51-11	Office Supplies - General	5,775	329	1,000	300	300
52-11	Fuel	4,944	9,320	20,000	10,000	10,000
52-31	Clothing and Wearing Apparel	1,674	847	3,000	500	3,000
52-89	Automotive Parts	2,612	1,314	5,000	6,000	6,000
52-99	Operating Supplies - Miscellaneous	825	1,297	1,500	1,500	1,500
<b>TOTAL OPERATING EXPENSES</b>		<b>29,169</b>	<b>23,245</b>	<b>53,390</b>	<b>43,877</b>	<b>51,380</b>
64-14	Automobiles	34,977	0	0	0	30,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>34,977</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
<b>TOTAL POLICE COMMUNITY SVC.</b>		<b>1,009,102</b>	<b>927,868</b>	<b>958,200</b>	<b>935,716</b>	<b>1,200,070</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Police Community Services**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-14	<i>Automobiles</i>					
	Pick-up Truck(unmarked)		30,000			
	Police Pursuit Vehicles(unmarked)	30,000 +			57,850 (2)	
	Police Pursuit Vehicles(marked)		39,900	79,800 (2)		
	<b>Total</b>	<b>30,000</b>	<b>69,900</b>	<b>79,800</b>	<b>57,850</b>	<b>0</b>
64-17	<i>Communication Equipment</i>					
	Handheld Radios			18,000 (9)		
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>30,000</b>	<b>69,900</b>	<b>97,800</b>	<b>57,850</b>	<b>0</b>

+ Penny for Pasco dollars (new)



## **City of New Port Richey, Florida**

### **General Fund**

Department: Police

Patrol

#### ***Accomplishments FY 13-14***

1. Purchased and outfitted a K-9 SUV; conducted ongoing K-9 investigations with the US Postal Service resulting in local and international criminal charges; retrofitted pick-up truck for use by the Marine Unit.
2. Conducted Marine Unit tryouts resulting in the selection of three officers who have become certified as law enforcement marine officers; upgraded Marine Unit truck and boat trailer; participated in "Operation Dry Water" with the Florida Fish and Wildlife; participated in Gasparilla event with Tampa Police Department.
3. Purchased the following equipment and provided training for officers: shotgun and rifle racks in all police vehicles, AR-15 rifles, Glock 35 pistols, TASERS, TRACS traffic citation and crash report writing system and printers, equipped two patrol vehicles with License Plate Readers, GEM electric vehicle, Global paperless report writing system.
4. Conducted numerous Pedestrian Safety Grant operations, prostitution stings, partnered with DOC Parole and Probation for warrant sweeps, partnered with Public Works to clean up Celeste/Candice/Char Lanes, partnered with Public Works for citywide clean-up.

#### ***Goals and Objectives***

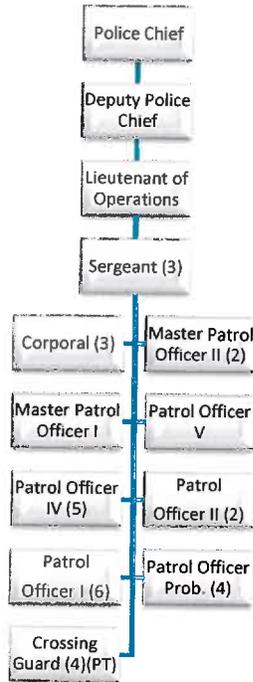
1. Increase Marine Unit visibility and activity along waterways.
  - a. Establish regular patrol schedule in collaboration with the Port Richey Police Department.
2. Maintain high visibility in Sims Park and downtown areas .
  - a. Utilize the GEM, T-3s, bicycles and foot patrol.
3. Increase focus on crime "hot spots".
  - a. Utilize staff pooled from all shifts to create temporary STRIKE teams.
  - b. Perform crime analysis audits to identify potential hot spots and crime trends.
  - c. Increase specialized assignments to enforce new ordinances (prostitution, chronic nuisance, illegal dumping)
4. Provide advanced and specialized training for Patrol Officers
  - a. Driving under the influence.
  - b. Aggressive driving.
  - c. Field sobriety testing.
  - d. Laser and radar.



**City of New Port Richey, Florida**

**General Fund**

**Police Patrol**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Division Head Salaries</u>				
Lieutenant	1.00	1.00	73,280	69,350
<u>Regular Salaries &amp; Wages</u>				
Sergeant	3.00	3.00	198,861	196,110
Corporal	3.00	3.00	184,697	181,790
Master Patrol Officer II	2.00	2.00	118,160	117,620
Master Patrol Officer I	1.00	1.00	58,626	57,600
Patrol Officer V	0.00	1.00	0	52,250
Patrol Officer IV	4.00	5.00	198,206	247,530
Patrol Officer III	1.00	0.00	46,923	0
Patrol Officer II	2.00	2.00	93,656	92,180
Patrol Officer I	6.00	6.00	269,291	269,120
Patrol Officer - Probationary	3.00	4.00	120,650	161,660
<u>Part-Time Wages</u>				
Crossing Guard (4)	0.69	0.69	16,855	17,310
<b>Total</b>	<b>26.69</b>	<b>28.69</b>	<b>1,379,205</b>	<b>1,462,520</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE PATROL  
 ACCT#: 001-0064-521

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	66,314	82,392	73,280	73,280	69,350
12-99	Regular Full-Time Wages	1,227,215	1,156,080	1,239,070	1,229,699	1,375,860
13-11	Part-Time Wages	20,687	31,034	23,855	18,479	17,310
14-11	Overtime Wages	123,861	165,281	150,000	131,304	110,000
15-11	Employee Appreciation Incentive	1,400	1,300	1,550	1,550	1,600
15-14	One-Time Lump Sum Payment	0	11,500	0	0	0
15-16	Health Insurance Waiver Stipend	2,250	3,450	13,200	13,200	12,600
15-21	Incentive Pay - Police	12,890	14,550	16,440	15,240	15,360
15-23	Uniform Cleaning Allowance	12,062	10,827	13,000	12,000	14,000
15-26	Court Time	20,897	13,575	20,350	19,900	24,000
15-28	Off-Duty Pay	59,075	79,351	85,590	77,162	88,000
15-29	Meal Allowance	135	642	600	0	0
21-11	Social Security Matching	116,226	117,335	122,995	122,970	132,200
22-11	Florida Retirement System	1,025	1,626	1,980	1,568	1,280
22-12	Police Pension Fund	684,363	627,836	567,630	567,630	680,950
22-16	Police Pension-State Funds	200,743	195,041	0	0	0
23-11	Group Health Insurance	103,934	90,718	112,140	103,117	132,300
23-12	Group Life Insurance	483	437	1,250	600	1,350
23-13	Accidental Death - AD & D	57	51	320	75	340
24-24	W/C Police Officers	61,816	51,388	84,580	75,000	92,460
	<b>TOTAL PERSONAL SERVICES</b>	<b>2,715,433</b>	<b>2,654,414</b>	<b>2,527,830</b>	<b>2,462,774</b>	<b>2,768,960</b>
34-72	Car Wash Services	998	998	1,000	1,000	1,000
40-11	Travel and Training	4,424	4,709	900	2,500	2,500
40-13	Police Training	1,800	4,485	12,500	12,500	15,000
42-11	Postage	342	557	400	500	500
46-21	Maintenance - Equipment	0	25,085	6,000	8,000	8,000
46-24	Maintenance - Technical Equipment	800	0	0	0	0
46-26	Maintenance - Marine Equipment	3,967	0	0	0	0
46-31	Central Garage Maintenance	22,057	18,233	15,000	26,000	8,000
46-49	Radio Maintenance	2,598	0	0	0	0
47-21	Forms	1,697	0	0	0	0
47-99	Printing and Binding - Miscellaneous	97	1,276	3,000	3,500	3,000
49-75	K-9 Unit	16,155	11,838	8,000	10,000	12,000
51-11	Office Supplies - General	931	2,307	2,400	2,000	2,000
51-41	Small Tools and Implements	31,841	95,861	22,000	23,500	20,000
52-11	Fuel	70,749	78,861	70,000	80,000	85,000
52-31	Clothing and Wearing Apparel	33,000	26,043	25,000	25,000	25,000
52-43	Computer Supplies	2,878	24,427	3,000	3,500	3,500
52-44	Ammunition	0	6,032	10,000	10,000	7,000
52-47	First Aid Supplies	0	0	200	200	200
52-89	Automotive Parts	28,632	50,993	45,000	50,000	50,000
52-99	Operating Supplies - Miscellaneous	9,517	9,089	15,000	16,000	8,000
54-61	Books and Publications	0	255	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>232,483</b>	<b>361,049</b>	<b>239,400</b>	<b>274,200</b>	<b>250,700</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE PATROL  
 ACCT#: 001-0064-521

ACCOUNT CODE	CLASSIFICATION	ACTUAL	ACTUAL	AMENDED BUDGET	ESTIMATE	BUDGET
		FY 11-12	FY 12-13	FY 13-14	FY 13-14	FY 14-15
64-14	Automobiles	102,241	50,431	0	0	129,000
64-17	Communication Equipment	0	13,457	3,774	3,878	0
64-31	Special Purpose Equipment	23,555	61,267	0	22,690	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>125,796</b>	<b>125,155</b>	<b>3,774</b>	<b>26,568</b>	<b>129,000</b>
	<b>TOTAL POLICE PATROL</b>	<b>3,073,712</b>	<b>3,140,618</b>	<b>2,771,004</b>	<b>2,763,542</b>	<b>3,148,660</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Police Patrol**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-14	<i>Automobiles</i>					
	+ Police Pursuit Vehicle	129,000 (3)	172,000 (4)	129,000 (3)		
	<b>Total</b>	<b>129,000</b>	<b>172,000</b>	<b>129,000</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>129,000</b>	<b>172,000</b>	<b>129,000</b>	<b>0</b>	<b>0</b>

+ Penny for Pasco dollars (new)





**City of New Port Richey, Florida**

**General Fund**

Department: Police

Code Enforcement

***Accomplishments FY 13-14***

1. Established a temporary impound lot.
2. Developed new ordinances to include Prostitution, Chronic Nuisance, Vehicle Impound and Illegal Dumping.
3. Completed Walden Pond abatement; focused on blighted areas and worked with Community Redevelopment resulting in three residential and one commercial demolition.
4. Handled an average of 300 jobs/activities per month.

***Goals and Objectives***

1. Implement a Spice Ordinance.
2. Increase proactive enforcement against code violations and blighted properties.
3. Establish a system for impounded vehicle auctions.
4. Establish a permanent impound lot and increase vehicle impound activities.
  - a. Obtain estimates/bids.
  - b. Coordinate with Development Department for zoning.



**City of New Port Richey, Florida**

**General Fund**

**Police Code Enforcement**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u> Code Enforcement Insp.	1.00	2.00	41,745	72,950
<b>Total</b>	<b>1.00</b>	<b>2.00</b>	<b>41,745</b>	<b>72,950</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE CODE ENFORCEMENT  
 ACCT#: 001-0065-521

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	41,128	41,283	41,745	41,745	72,950
14-11	Overtime	116	204	325	325	0
15-11	Employee Appreciation Incentive	50	50	50	50	100
15-14	One-Time Lump Sum Payment	0	500	0	0	0
15-23	Cleaning Allowance	0	1,250	500	500	1,000
15-29	Meal Allowance	0	0	60	0	0
21-11	Social Security Matching	3,103	3,259	3,235	3,235	5,670
22-11	Florida Retirement System	2,019	2,318	2,855	2,855	5,380
23-11	Group Health Insurance	4,636	4,700	6,180	6,180	13,560
23-12	Group Life Insurance	20	20	50	28	100
23-13	Accidental Death - AD & D	2	2	20	4	30
24-36	W/C Inspection of Risks	1,100	941	1,580	1,500	2,860
	<b>TOTAL PERSONAL SERVICES</b>	<b>52,174</b>	<b>54,527</b>	<b>56,600</b>	<b>56,422</b>	<b>101,650</b>
31-11	City Attorney Services	0	28,584	22,000	20,000	0
34-31	Animal Control Services	64,342	69,673	111,000	110,561	84,480
34-39	Lot Clearing/Mowing	1,630	3,180	9,615	1,000	20,000
34-99	Contractual Services - Miscellaneous	0	0	500	0	0
40-11	Travel and Training	0	776	1,000	1,000	2,120
41-21	Telephone	801	0	0	0	0
42-11	Postage	4,502	4,592	5,000	5,000	8,000
46-21	Maintenance - Equipment	0	0	0	0	0
46-23	Maintenance - Copiers	0	0	100	0	0
46-31	Central Garage Maintenance	1,280	980	580	1,000	1,000
46-71	Impound Lot Maintenance	0	0	32,461	32,461	25,000
47-21	Forms	739	0	0	0	0
47-99	Printing and Binding - Miscellaneous	0	746	600	1,000	1,000
49-64	Animal Control Donations	0	2,600	1,405	0	0
51-11	Office Supplies - General	4,180	2,266	1,000	500	1,000
51-41	Small Tools and Implements	0	0	100	100	100
52-11	Fuel	2,014	3,678	2,250	3,750	7,500
52-31	Clothing and Wearing Apparel	183	178	300	300	500
52-42	Photographic Supplies	258	13	500	500	500
52-43	Computer Supplies	1,396	2,093	2,000	1,800	3,000
52-89	Automotive Parts	1,683	1,011	860	860	1,000
52-99	Operating Supplies - Miscellaneous	0	49	100	100	100
54-11	Dues and Memberships	0	45	400	200	200
	<b>TOTAL OPERATING EXPENSES</b>	<b>83,008</b>	<b>120,464</b>	<b>191,771</b>	<b>180,132</b>	<b>155,500</b>
64-15	Trucks and Trailers	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOT. POLICE CODE ENFORCEMENT</b>	<b>135,182</b>	<b>174,991</b>	<b>248,371</b>	<b>236,554</b>	<b>257,150</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Police Code Enforcement**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-15	<i>Trucks and Trailers</i>					
	Pick-Up Truck			22,800		
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>22,800</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>0</b>	<b>0</b>	<b>22,800</b>	<b>0</b>	<b>0</b>





**City of New Port Richey, Florida**

**General Fund**

**Police Code Enforcement - Grant Funded**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u> Code Enforcement Insp.	1.00	1.00	36,585	36,590
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>36,585</b>	<b>36,590</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE CODE ENFORCEMENT-GRANT FUNDED  
 ACCT#: 001-0066-521

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	0	27,160	36,585	36,585	36,590
15-11	Employee Appreciation Incentive	0	0	50	50	50
15-23	Cleaning Allowance	0	372	500	500	500
21-11	Social Security Matching	0	2,097	2,935	2,935	2,850
22-11	Florida Retirement System	0	1,595	2,545	2,545	2,700
23-11	Group Health Insurance	0	1,903	6,180	6,180	6,780
23-12	Group Life Insurance	0	9	50	50	50
23-13	Accidental Death - AD & D	0	1	20	20	20
24-36	W/C Inspection of Risks	0	887	1,420	1,420	1,440
	<b>TOTAL PERSONAL SERVICES</b>	<b>0</b>	<b>34,024</b>	<b>50,285</b>	<b>50,285</b>	<b>50,980</b>
34-99	Contractual Services - Miscellaneous	0	1,195	6,265	6,265	6,270
40-11	Travel and Training	0	440	750	750	710
42-11	Postage	0	2,225	3,500	3,500	1,500
46-21	Maintenance - Equipment	0	0	1,100	1,100	600
46-31	Central Garage Maintenance	0	200	1,690	1,690	500
51-11	Office Supplies - General	0	349	2,700	2,700	700
52-11	Fuel	0	351	3,750	3,750	3,750
52-31	Clothing and Wearing Apparel	0	269	300	300	300
52-43	Computer Supplies	0	111	2,600	2,600	1,600
52-89	Automotive Parts	0	104	1,500	1,500	1,500
52-99	Operating Supplies Miscellaneous	0	812	565	565	570
54-11	Dues and Memberships	0	35	540	540	540
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>6,091</b>	<b>25,260</b>	<b>25,260</b>	<b>18,540</b>
64-13	Data Processing Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOT. POLICE CODE ENF.-GRANTS</b>	<b>0</b>	<b>40,115</b>	<b>75,545</b>	<b>75,545</b>	<b>69,520</b>





**City of New Port Richey, Florida**

**General Fund**

Department: Police

Red Light Cameras

***Accomplishments FY 13-14***

1. Identified missing/removed sensors from numerous intersections; worked with contractor and expedited installation of replacement sensors; coordinated with American Traffic Solutions for refund and reduction of fees for missing/removed sensors.
2. Worked with City Attorney to develop a Special Magistrate ordinance; worked with the Human Resource and Finance Departments to solicit Special Magistrate applicants; implemented Special Magistrate program to handle Chronic Nuisance Ordinance violations, Red Light Camera violations and vehicle impound appeals.

***Goals and Objectives***

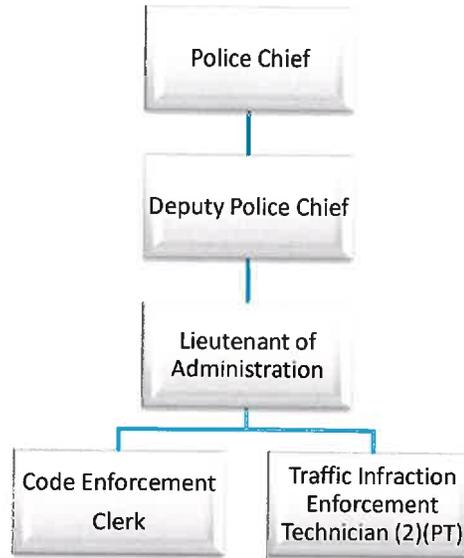
1. Maintain Red Light Camera Program.



**City of New Port Richey, Florida**

**General Fund**

**Police Red Light Cameras**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u> Code Enforcement Clerk	1.00	1.00	27,575	30,000
<u>Part-Time Wages</u> Traffic Infraction Enf Tech(2)	1.00	1.00	25,095	25,090
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>52,670</b>	<b>55,090</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: POLICE RED LIGHT CAMERAS  
 ACCT#: 001-0067-521

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	0	4,327	26,775	25,575	30,000
13-11	Part-Time Wages	0	0	29,095	25,095	25,090
14-11	Overtime	0	81	0	0	0
15-11	Employee Appreciation Incentive	0	0	50	150	150
21-11	Social Security Matching	0	337	4,250	4,050	4,230
22-11	Florida Retirement System	0	306	3,370	3,220	3,620
23-11	Group Health Insurance	0	0	5,680	6,180	6,780
23-12	Group Life Insurance	0	0	50	25	50
23-13	Accidental Death - AD & D	0	0	20	5	20
24-26	W/C Clerical	0	0	210	210	230
	<b>TOTAL PERSONAL SERVICES</b>	<b>0</b>	<b>5,051</b>	<b>69,500</b>	<b>64,510</b>	<b>70,170</b>
31-11	City Attorney Services	0	18,039	5,139	5,000	0
31-99	Professional Services-Miscellaneous	0	0	19,890	20,000	20,000
34-29	Red Light Camera Fee	0	439,741	464,800	438,351	515,000
34-81	State Share - Red Light Camera	0	915,407	1,097,400	604,111	752,000
42-11	Postage	0	0	5,000	350	2,000
46-21	Maintenance - Equipment	0	0	500	0	0
46-23	Maintenance - Copiers	0	0	1,000	0	0
47-99	Printing and Binding - Miscellaneous	0	0	600	350	350
51-11	Office Supplies - General	0	0	4,500	4,000	3,000
52-43	Computer Supplies	0	0	2,000	200	1,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>1,373,187</b>	<b>1,600,829</b>	<b>1,072,362</b>	<b>1,293,350</b>
	<b>TOT. POLICE RED LIGHT CAMERA</b>	<b>0</b>	<b>1,378,238</b>	<b>1,670,329</b>	<b>1,136,872</b>	<b>1,363,520</b>

Note: Previously these line items were included in the Police Supervision budget.





## City of New Port Richey, Florida

### General Fund

Department: Fire  
Supervision

#### ***Mission Statement***

The mission of the New Port Richey Fire and Emergency Services Department is to protect the lives and property of the citizens and visitors to New Port Richey by providing the highest possible levels of service through fire prevention, public education, fire suppression, emergency medical services and mitigation of the effects from natural and man-made disasters, consistent with resources provided.

#### ***Accomplishments FY 13-14***

1. Responded to 3,753 calls; conducted over 1,150 inspections of city businesses; completed over 5,400 hours of training; provided fire safety and prevention education through station tours, visits to schools and participation in events sponsored by local churches and businesses.
2. Applied for an Assistance to Firefighters (AFG) grant through FEMA. If successful, the department will receive approximately \$265,000 in grant funding to purchase new self contained breathing apparatus for our firefighting personnel. New apparatus will be compliant with the most recent industry standards.
3. Purchased new fire engine.
4. Successfully negotiated changes to the union contract which resulted in approximately \$200,000 annual savings to the City with respect to pension costs.

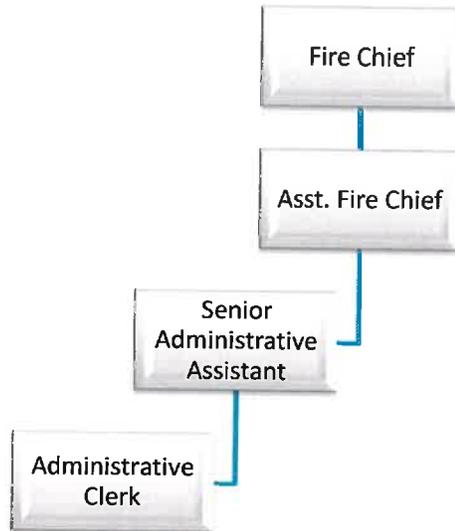
#### ***Goals and Objectives***

1. Succession Planning/Training (priority item since three top ranking personnel will be retiring).
  - a. Officer training and assessment for necessary promotions.
  - b. Design and administer testing process to include written exams, assessment centers and interview process.
  - c. Establish eligibility lists for promotional opportunities.
2. Station/Site plans for relocation and construction of new Fire Station.
  - a. Secure station site.
  - b. Complete construction documents.
  - c. Pursue funding possibilities - grants, Penny for Pasco, etc. (having a site plan and building plans will enhance opportunities for grant funding).
3. Continued training and development in the following areas.
  - a. EMS training in accordance with guidelines established by the US DOT National Curricula for EMT and Paramedic refresher courses.
  - b. Fire tactic training.
  - c. USAR (Urban Search and Rescue) training.
4. Grant application.
  - a. Work with FDLE to apply for a Homeland Security grant to provide funding for station hardening (Fire Station #1).
5. Computer software upgrades and acquisition.
  - a. Continue to assess EMS software options for EMSTAR compliance.
  - b. Implement and train personnel on new release of Fire Programs software.
  - c. Implement an interface between Global CAD software and Fire Programs to enable call information to be automatically inserted into incident and EMS reports.
  - d. Utilize Fire Programs Scheduling software.
6. Station #1 improvements as outlined in energy audit.
  - a. Continued upgrade of lighting to energy saving electrical devices at Fire Station #1.



**City of New Port Richey, Florida**

**General Fund  
Fire Supervision**



Position	Personnel Full-Time Equivalent		Amended Budget 13-14	Proposed Budget 14-15
	13-14	14-15		
<u>Department Head Salaries</u>				
Fire Chief	1.00	1.00	73,544	84,720 *
<u>Regular Salaries &amp; Wages</u>				
Senior Administrative Assistant	1.00	1.00	32,440	32,200
Administrative Clerk	1.00	1.00	22,950	25,000
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>128,934</b>	<b>141,920</b>

\* FY14-15 Salaries include payoff of accruals for retiring Chief.



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: FIRE SUPERVISION  
 ACCT#: 001-0071-522

ACCOUNT CODE	CLASSIFICATION	ACTUAL	ACTUAL	AMENDED	ESTIMATE	BUDGET
		FY 11-12	FY 12-13	BUDGET FY 13-14	FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	71,535	71,535	73,265	73,544	84,720
12-99	Regular Full-Time Wages	31,720	31,842	55,390	55,612	57,200
13-11	Part-Time Wages	11,178	12,805	0	(360)	0
15-11	Employee Appreciation Incentive	150	150	150	150	150
15-14	One-Time Lump Sum Payment	0	1,250	0	0	0
15-22	Education Incentive Pay	600	600	600	600	600
15-23	Uniform Cleaning Allowance	750	750	750	1,000	1,000
15-25	Paramedic Incentive Pay	1,800	1,800	1,800	1,800	1,800
15-32	Inspector Incentive	1,200	1,200	1,200	1,200	1,200
15-33	USAR Incentive	300	300	300	300	300
21-11	Social Security Matching	8,780	9,009	10,215	10,240	11,250
22-11	Florida Retirement System	559	746	1,735	1,628	1,850
22-13	Firemen's Pension Fund	0	0	0	0	4,870
22-14	Defined Contribution Plan	3,202	3,264	3,285	3,285	3,260
23-11	Group Health Insurance	9,273	9,052	18,540	16,930	20,340
23-12	Group Life Insurance	41	41	150	56	150
23-13	Accidental Death - AD & D	5	5	40	7	40
24-23	W/C Firefighters/Drivers	2,736	2,352	3,910	4,025	4,610
24-26	W/C Clerical	141	115	220	230	240
	<b>TOTAL PERSONAL SERVICES</b>	<b>143,970</b>	<b>146,816</b>	<b>171,550</b>	<b>170,247</b>	<b>193,580</b>
34-12	Pest Control Services	312	624	940	940	940
34-33	Lawn Maintenance	750	900	900	900	900
34-99	Contractual Services - Miscellaneous	4,195	4,370	4,500	11,500	11,430
40-11	Travel and Training	586	0	410	900	1,410
41-21	Telephone	3,395	3,443	3,480	3,320	3,060
41-34	Data Lines	2,897	5,101	5,390	5,390	9,210
42-11	Postage	130	146	200	200	200
42-21	Freight Express Charges	35	88	230	230	230
43-11	Electric - City Facilities	11,138	10,425	11,770	10,000	10,500
43-31	Trash Removal	1,372	1,358	1,380	1,380	1,380
43-41	Gas (Propane/Natural)	460	391	480	400	420
43-51	Water and Sewer - City	3,062	3,116	3,400	3,850	3,600
43-73	Street Light Fee	112	146	150	146	150
43-81	Stormwater Assessment	240	460	470	458	470
45-34	Fire AD & D Insurance	2,205	2,205	2,250	2,250	2,250
46-11	Maintenance - Buildings & Grounds	9,856	4,985	22,184	22,184	10,200
46-21	Maintenance - Equipment	0	0	50	50	50
46-23	Maintenance - Copiers	26	288	150	150	150
46-31	Central Garage Maintenance	490	233	340	340	300
47-99	Printing and Binding - Miscellaneous	0	0	250	112	250
51-11	Office Supplies - General	1,220	882	900	1,800	1,500
52-11	Fuel	995	2,442	2,930	2,500	2,650
52-31	Clothing and Wearing Apparel	577	719	600	600	1,000



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: FIRE SUPERVISION  
 ACCT#: 001-0071-522

ACCOUNT CODE	CLASSIFICATION	ACTUAL	ACTUAL	AMENDED		BUDGET
		FY 11-12	FY 12-13	FY 13-14	FY 13-14	FY 14-15
52-43	Computer Supplies	647	2,028	1,400	3,400	200
52-89	Automotive Parts	304	130	250	250	1,650
54-11	Dues and Memberships	315	315	380	375	380
54-61	Books and Publications	1,333	0	750	750	750
	<b>TOTAL OPERATING EXPENSES</b>	<b>46,652</b>	<b>44,795</b>	<b>66,134</b>	<b>74,375</b>	<b>65,230</b>
62-99	Building Improvements	0	0	0	0	40,000
64-14	Automobiles	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>
	<b>TOTAL FIRE SUPERVISION</b>	<b>190,622</b>	<b>191,611</b>	<b>237,684</b>	<b>244,622</b>	<b>298,810</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Fire Supervision**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
62-99	<i>Building Improvements</i>					
	St.#2/Training Cntr Relocation		2,800,000			
	Kitchen Remodel-St#1	40,000 +				
	<b>Total</b>	<b>40,000</b>	<b>2,800,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>40,000</b>	<b>2,800,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

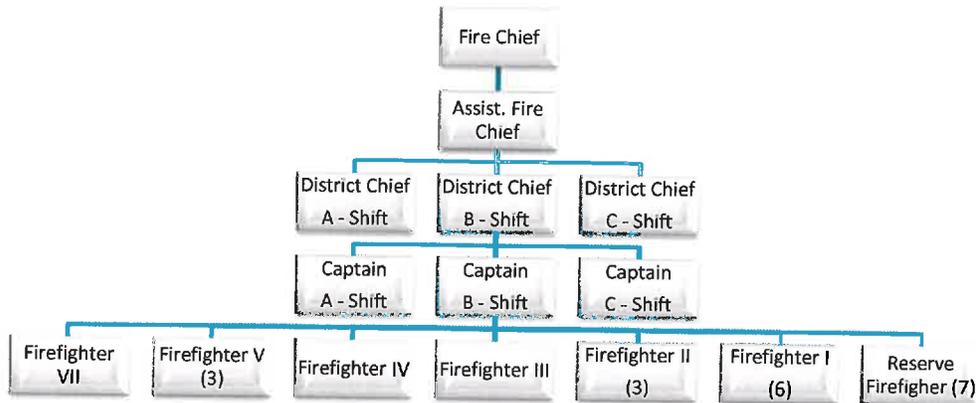
+ Penny for Pasco dollars (new)



**City of New Port Richey, Florida**

**General Fund**

**Firefighting**



Personnel				
Full-Time Equivalent				
Position	13-14	14-15	Amended Budget 13-14	Proposed Budget 14-15
<u>Division Head Salaries</u>				
District Chief	3.00	3.00	203,754	212,340
Assistant Fire Chief	1.00	1.00	72,226	70,890
<u>Regular Salaries &amp; Wages</u>				
Fire Captain	3.00	3.00	182,171	180,810
Firefighter VII	1.00	1.00	58,232	58,250
Firefighter V	0.00	3.00	0	167,820
Firefighter IV	1.00	1.00	57,684	52,930
Firefighter III	3.00	1.00	158,454	50,950
Firefighter II	2.00	3.00	99,539	136,090
Firefighter I	5.00	6.00	223,545	276,320
Firefighter- Probation	3.00	0.00	104,880	0
<u>Part-Time Wages</u>				
Reserve Firefighter (7)	1.80	1.80	58,610	64,630
<b>Total</b>	<b>23.80</b>	<b>23.80</b>	<b>1,219,095</b>	<b>1,271,030</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: FIREFIGHTING  
 ACCT#: 001-0073-522

ACCOUNT CODE	CLASSIFICATION	ACTUAL	ACTUAL	AMENDED BUDGET	ESTIMATE	BUDGET
		FY 11-12	FY 12-13	FY 13-14	FY 13-14	FY 14-15
11-12	Division Head Salaries	270,838	269,405	275,980	278,390	283,230
12-99	Regular Full-Time Wages	786,147	760,273	884,805	890,000	923,170
13-14	Part-Time Firefighters Wages	96,584	90,627	58,610	42,900	64,630
14-11	Overtime Wages	45,325	43,000	23,110	39,000	37,020
15-11	Employee Appreciation Incentive	1,500	1,600	1,800	1,500	1,450
15-14	One-Time Lump Sum Payment	0	9,500	0	0	0
15-16	Health Insurance Waiver Stipend	5,400	6,000	5,400	4,200	3,600
15-22	Education Incentive Pay	3,250	3,200	3,000	3,000	3,600
15-23	Uniform Cleaning Allowance	9,750	9,250	11,000	10,500	11,000
15-25	Paramedic Incentive Pay	27,900	29,400	32,400	32,400	36,900
15-30	Coordinator Incentive Pay	2,760	2,340	2,040	2,040	2,040
15-32	Inspector Incentive	13,900	12,700	12,000	12,000	12,000
15-33	USAR Incentive	3,250	3,125	3,000	3,000	3,000
21-11	Social Security Matching	95,401	93,323	100,455	100,890	105,700
22-13	Firemen's Pension Fund	281,594	448,640	457,655	278,000	285,550
22-17	Fire Pension - State Funds	153,202	152,383	0	0	0
23-11	Group Health Insurance	72,251	66,606	117,420	110,000	123,600
23-12	Group Life Insurance	379	364	1,060	410	1,060
23-13	Accidental Death - AD & D	45	43	270	50	270
24-23	W/C Firefighters/Drivers	51,018	38,668	66,250	62,900	71,420
	<b>TOTAL PERSONAL SERVICES</b>	<b>1,920,494</b>	<b>2,040,447</b>	<b>2,056,255</b>	<b>1,871,180</b>	<b>1,969,240</b>
31-32	Physicals-Firefighters-Reg & PT	9,601	9,900	13,290	12,000	14,890
34-99	Contractual Services - Miscellaneous	2,400	2,400	2,400	2,400	2,400
40-11	Travel and Training	5,741	3,705	2,150	2,150	2,150
41-41	Pager Services	1,945	153	160	160	160
46-21	Maintenance - Equipment	0	5,030	15,611	11,910	25,330
46-24	Maintenance - Technical Equipment	1,052	0	0	0	0
46-26	Maintenance - M.S.A. Equipment	3,038	0	0	0	0
46-31	Central Garage Maintenance	8,880	11,657	27,500	27,500	12,500
46-41	First Aid Equipment	3,283	0	0	0	0
46-43	Fire Hose	49	0	0	0	0
46-49	Radio Maintenance	1,578	0	0	0	0
51-11	Office Supplies - General	260	431	500	500	500
51-41	Small Tools and Implements	2,466	1,195	2,260	1,500	5,800
52-11	Fuel	22,783	24,240	37,200	37,200	37,200
52-21	Chemicals	0	0	150	150	150
52-31	Clothing and Wearing Apparel	11,575	11,895	20,100	20,100	20,850
52-33	Clothing - Auxiliary	927	823	1,200	1,200	900
52-43	Computer Supplies	496	320	300	300	2,800
52-47	First Aid Supplies	24,046	22,265	20,750	20,750	23,030
52-51	Janitorial Supplies	3,092	2,509	3,500	4,000	4,000
52-54	Training Supplies - General	0	800	1,000	1,125	1,260
52-62	County Dispatch Upgrade	0	0	42,260	0	0
52-68	Tapes/Cassettes	880	0	0	0	0
52-89	Automotive Parts	21,768	43,809	25,000	25,000	50,000



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: FIREFIGHTING  
 ACCT#: 001-0073-522

ACCOUNT CODE	CLASSIFICATION	ACTUAL	ACTUAL	AMENDED	ESTIMATE	BUDGET
		FY 11-12	FY 12-13	BUDGET FY 13-14	FY 13-14	BUDGET FY 14-15
52-99	Operating Supplies - Miscellenaeous	10,476	6,065	6,292	6,500	10,000
54-11	Dues and Memberships	0	35	40	45	50
54-61	Books and Publications	135	217	600	600	1,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>136,471</b>	<b>147,449</b>	<b>222,263</b>	<b>175,090</b>	<b>214,970</b>
64-15	Trucks and Trailers	0	0	435,000	440,000	0
64-31	Special Purpose Equipment	31,540		7,448	3,208	279,940
	<b>TOTAL CAPITAL OUTLAY</b>	<b>31,540</b>	<b>0</b>	<b>442,448</b>	<b>443,208</b>	<b>279,940</b>
	<b>TOTAL FIREFIGHTING</b>	<b>2,088,505</b>	<b>2,187,896</b>	<b>2,720,966</b>	<b>2,489,478</b>	<b>2,464,150</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Firefighting**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-15	<i>Trucks and Trailers</i>					
	L1 Replacement		750,000			
	Unit 150 Truck Replacement				35,000	
	<b>Total</b>	<b>0</b>	<b>750,000</b>	<b>0</b>	<b>35,000</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Extrication Equipment-Ladder 1		30,000			
	Thermal Imaging Camera		6,000			
	Extractor		4,200	4,200		
	SCBA Replacement	279,940 *				
	<b>Total</b>	<b>279,940</b>	<b>40,200</b>	<b>4,200</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>279,940</b>	<b>790,200</b>	<b>4,200</b>	<b>35,000</b>	<b>0</b>

\* FEMA grant - \$265,944; City - \$13,996





## **City of New Port Richey, Florida**

### **General Fund**

Department: Comprehensive Planning

Economic Development

#### ***Mission Statement***

To encourage and promote a positive, vital economy and preserve those unique qualities that are good for business and make New Port Richey a special place to live and work.

#### ***Accomplishments FY 13-14***

1. Completion and opening of the Smart Start Business Incubator.
2. Legislative Historical Preservation appropriation of 1 million dollars for the Hacienda Hotel.
3. Hiring of the Economic Development staff.
4. Submission of three grant proposals for Orange Lake, Hacienda Hotel and Maker Space.

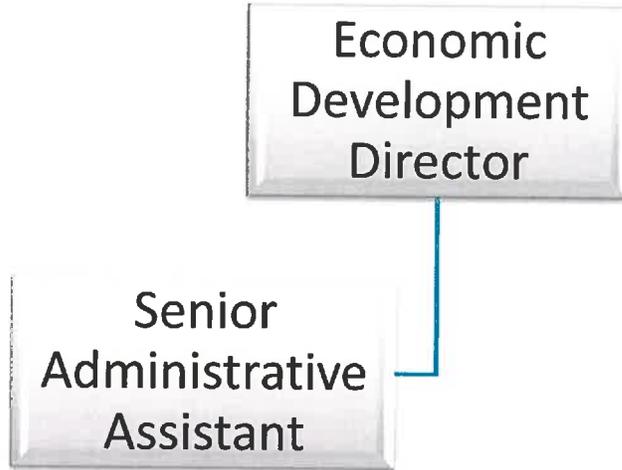
#### ***Goals and Objectives***

1. Community Redevelopment Agency.
  - a. Implement CRA Economic Development initiatives.
  - b. Investigate Enterprise Zone status.
  - c. Implement grants for fix-up of residential and business properties.
2. New Port Richey properties.
  - a. Development of Hacienda property.
  - b. Development/disposal of Baptist Church property.
  - c. Development/disposal of River Road property.
3. Business Development.
  - a. Strengthen relationships with community businesses.
  - b. Develop compelling reasons for businesses to locate to New Port Richey.
  - c. Capitalize upon Smart Start agenda and activities.
  - d. Annual recognition event for existing businesses.
4. Promoting New Port Richey.
  - a. Enhance web presence.
  - b. Develop business promotional display and information packets.
  - c. Pursue a minimum of five grant funding projects.
  - d. Commence Blue Zone initiative.
  - e. Certified Local Government Status through Historical Preservation Board.



**City of New Port Richey, Florida**

**Economic Development**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Department Head Salaries</u> Economic Development Director	1.00	1.00	64,000	73,010
<u>Regular Exempt Salaries</u> Senior Administrative Asst.	1.00	1.00	25,600	32,000
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>89,600</b>	<b>105,010</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: ECONOMIC DEVELOPMENT  
 ACCT#: 001-0080-515

ACCOUNT CODE	CLASSIFICATION	ACTUAL	ACTUAL	AMENDED	ESTIMATE	BUDGET
		FY 11-12	FY 12-13	BUDGET FY 13-14	FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	0	0	0	0	73,010
12-10	Regular Exempt Salaries	0	0	0	0	32,000
15-11	Employee Appreciation Incentive	0	0	0	0	100
15-12	Gas/Car Allowance	0	0	0	0	3,000
21-11	Social Security Matching	0	0	0	0	8,280
22-11	Florida Retirement System	0	0	0	0	17,800
23-11	Group Health Insurance	0	0	0	0	13,560
23-12	Group Life Insurance	0	0	0	0	100
23-13	Accidental Death - AD & D	0	0	0	0	30
24-26	W/C Clerical	0	0	0	0	450
	<b>TOTAL PERSONAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>148,330</b>
40-11	Travel and Training	0	0	0	0	5,010
41-34	Data Lines	0	0	0	0	250
51-11	Office Supplies - General	0	0	0	0	1,200
54-11	Dues and Memberships	0	0	0	0	980
54-61	Books and Publications	0	0	0	0	150
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,590</b>
64-18	Software	0	0	0	0	4,500
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500</b>
	<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>160,420</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Economic Development**

<b>Account Code</b>	<b>Description</b>	<b>F. Y. 2014-15</b>	<b>F. Y. 2015-16</b>	<b>F. Y. 2016-17</b>	<b>F. Y. 2017-18</b>	<b>F. Y. 2018-19</b>
64-18	Software					
	GIS Software	4,500				
	<b>Total</b>	<b>4,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Economic Development</b>	<b>4,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## **City of New Port Richey, Florida**

### **General Fund**

Department: Comprehensive Planning  
Development

#### ***Mission Statement***

Our mission is to promote public welfare and safety, improve aesthetics and advance urban design, enhance the business community and preserve neighborhoods by providing quality service that is knowledgeable, efficient, comprehensive and helpful.

#### ***Accomplishments FY 13-14***

1. Issued 548 building permits (since October 2013) valued at over \$12 million.
2. Processed 47 development applications through the Development Review Committee, 19 applications through the Land Development Review Board, 10 applications through City Council.
3. Assisted 1,606 walk-in customers.
4. Held 101 pre-application meetings with residents, developers and builders.
5. Inspected 4,460 sites for conformance with Building Code.
6. Implemented slum and blight program including the removal of five residential structures and one commercial structure.
7. Updated the flood ordinance (pending).
8. Amended Downtown Residential Overlay District signage.
9. Added community garden provisions to Land Development Code (honorably mentioned by TBRPC).
10. Prepared RFQ for Residences at Orange Lake and assisted with RFP for Hacienda.
11. Assisted with structural assessment of Hacienda and updates to the incubator.

#### ***Goals and Objectives***

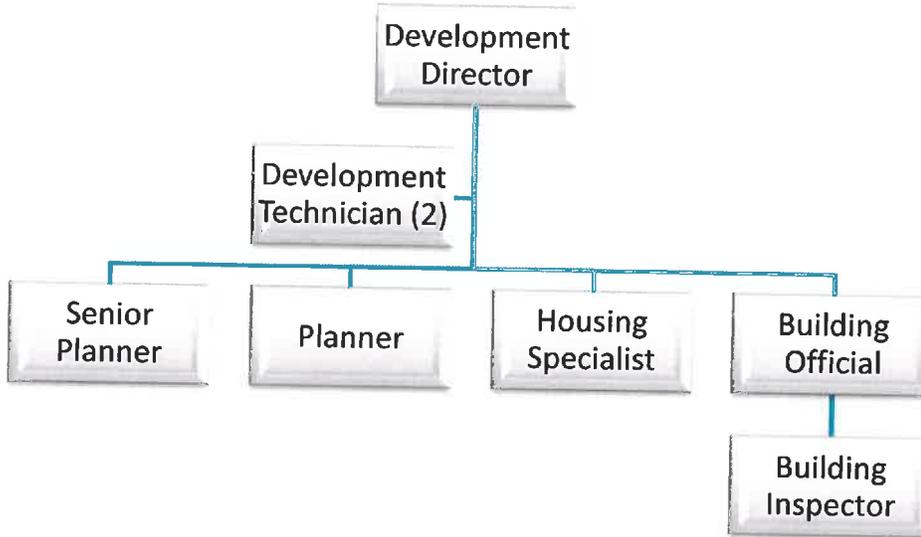
1. Continue to review development requests.
  - a. Review site development applications through DRC, LDRB and City Council.
  - b. Review building permit plans and inspect properties.
  - c. Assist telephone and walk-in customers.
2. Continue to implement the slum and blight program.
  - a. Identify affected structures and process notices.
  - b. Contract for asbestos surveys, demolition and site stabilization.
3. Amend the Comprehensive Plan.
  - a. Meet State requirements for Evaluation and Appraisal Report.
  - b. Meet State requirements for Capital Improvement Plan.
  - c. Determine other requirements.
4. Amend Land Development Code.
  - a. Address parking in residential neighborhoods.
  - b. Include development standards for automobile dealerships.
  - c. Prohibit problematic uses in commercial zoning districts.
5. Prepare growth boundary study.
  - a. Determine limits of annexation.
  - b. Determine limits of water and sewer extensions.
  - c. Pursue annexations or agreements to annex from qualifying property owners.



**City of New Port Richey, Florida**

**General Fund**

**Development**



Personnel				
Full-Time Equivalent				
Position	13-14	14-15	Amended Budget 13-14	Proposed Budget 14-15
<u>Department Head Salaries</u>				
Development Director	1.00	1.00	71,525	73,010
<u>Division Head Salaries</u>				
Building Official	1.00	1.00	56,025	54,980
<u>Regular Salaries &amp; Wages</u>				
Building Inspector	1.00	1.00	49,394	48,470
Senior Planner	0.00	1.00	0	50,960
Planner	1.00	1.00	45,000	45,000
Housing Specialist	0.00	1.00	0	35,360
Development Technician	2.00	2.00	59,366	59,980
<b>Total</b>	<b>6.00</b>	<b>8.00</b>	<b>281,310</b>	<b>367,760</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: DEVELOPMENT  
 ACCT#: 001-0081-515

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	70,320	70,586	71,525	71,525	73,010
11-12	Division Head Salaries	54,163	55,205	56,025	56,025	54,980
12-99	Regular Full-Time Wages	154,539	124,000	153,760	153,760	239,770
13-11	Part-Time Wages	19,521	1,260	0	0	0
14-11	Overtime	482	0	0	339	3,120
15-11	Employee Appreciation Incentive	400	200	300	300	400
15-12	Gas/Car Allowance	0	0	3,000	3,000	3,000
15-14	One-Time Lump Sum Payment	0	2,000	0	0	0
15-16	Health Insurance Waiver Stipend	0	1,200	0	0	0
21-11	Social Security Matching	20,933	17,849	21,845	21,845	28,640
22-11	Florida Retirement System	15,332	16,965	27,600	27,600	37,390
23-11	Group Health Insurance	28,591	17,909	37,080	37,080	54,240
23-12	Group Life Insurance	121	94	290	290	390
23-13	Accidental Death - AD & D	14	11	80	80	100
24-26	W/C Clerical	550	356	700	700	1,120
24-32	W/C Municipal Classification	5,388	4,608	7,640	7,640	7,750
	<b>TOTAL PERSONAL SERVICES</b>	<b>370,354</b>	<b>312,243</b>	<b>379,845</b>	<b>380,184</b>	<b>503,910</b>
31-11	City Attorney Services	10,061	4,459	5,000	5,000	0
31-21	City Engineer Services	32,951	22,861	30,000	30,000	35,000
31-81	Professional Services - Planning	0	4,520	30,000	30,000	20,000
31-99	Professional Services - Miscellaneous	12,968	0	50,000	10,000	20,000
40-11	Travel and Training	3,152	2,357	2,300	2,300	5,410
41-21	Telephone	1,896	1,749	1,850	1,850	2,520
41-31	Telephone - Long Distance	50	0	0	0	0
42-11	Postage	461	767	1,000	1,000	1,200
44-29	Rent - Software	3,000	0	3,000	3,000	3,000
44-81	Lease - Copier	0	0	0	0	2,040
45-71	Notary Bond	0	0	110	110	0
46-11	Maintenance - Buildings and Grounds	75	0	100	100	0
46-23	Maintenance - Copiers	28	230	50	150	500
46-31	Central Garage Maintenance	550	370	590	590	2,000
47-21	Forms	91	0	0	0	0
47-99	Printing and Binding - Miscellaneous	0	0	100	50	500
49-51	Housing Incentives	0	0	0	0	150,000
51-11	Office Supplies - General	1,714	3,739	1,800	1,800	2,000
51-41	Small Tools and Implements	93	0	0	0	150
52-11	Fuel	1,625	1,507	1,900	1,500	2,000
52-31	Clothing and Wearing Apparel	200	0	0	0	350
52-43	Computer Supplies	5,170	523	2,200	2,200	2,000
52-89	Automotive Parts	799	667	200	200	200
52-99	Operating Supplies - Miscellaneous	93	0	100	100	100
54-11	Dues and Memberships	1,433	949	1,025	1,025	1,250
54-61	Books and Publications	571	318	0	0	1,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>76,981</b>	<b>45,016</b>	<b>131,325</b>	<b>90,975</b>	<b>251,220</b>
64-11	Office Furniture/Fixtures	0	0	0	0	3,000
64-13	Data Processing Equipment	0	0	0	0	12,400
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,400</b>
	<b>TOTAL DEVELOPMENT</b>	<b>447,335</b>	<b>357,259</b>	<b>511,170</b>	<b>471,159</b>	<b>770,530</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Development**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-11	<i>Office Furniture/Fixtures</i>					
	Furniture for new staff	3,000				
	<b>Total</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-13	<i>Data Processing Equipment</i>					
	Computers	12,400 (4)	12,400 (4)			
	<b>Total</b>	<b>12,400</b>	<b>12,400</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>15,400</b>	<b>12,400</b>	<b>0</b>	<b>0</b>	<b>0</b>



## **City of New Port Richey, Florida**

### **General Fund**

Department: Other General Government

Municipal Building Operation

#### ***Mission Statement***

Our Mission is to maintain a safe, clean and attractive facility for the employees and visitors.

#### ***Accomplishments FY 13-14***

1. Replaced carpet and re-painted all offices at City Manager's suite.
2. Added partitions and re-painted lobby in Billing and Collection office.
3. Re-keyed all doors in City Hall.
4. Contracted for HVAC upgrades and roof/skylight replacement.

#### ***Goals and Objectives***

1. Install panic buttons in various locations in City Hall.
2. Improve appearance of City Hall and grounds.
  - a. Power wash all sidewalks.
  - b. Replace dead, dying and over mature plantings with new mulch.
  - c. Repaint exterior doors and railings.
  - d. Update signage.
3. Implement greening practices for City Hall.
  - a. Install new low flow fixtures in restrooms.
4. Renovate City Hall restrooms.
  - a. Replace tile.
  - b. Replace partitions.
  - c. Replace countertop and lavatories.



**City of New Port Richey, Florida**

General Fund

Municipal Building Operation



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u> Custodian	1.00	1.00	22,600	22,180
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>22,600</b>	<b>22,180</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: MUNICIPAL BUILDING OPERATION  
 ACCT#: 001-0082-519

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	22,502	22,040	22,600	22,600	22,180
14-11	Overtime	1,307	1,701	1,820	1,890	2,420
15-11	Employee Appreciation Incentive	50	50	50	50	50
15-14	One-Time Lump Sum Payment	0	500	0	0	0
21-11	Social Security Matching	1,820	1,853	1,880	1,880	1,890
22-11	Florida Retirement System	1,176	1,345	1,675	1,675	1,820
23-11	Group Health Insurance	4,636	4,568	6,180	6,180	6,780
23-12	Group Life Insurance	20	20	50	50	50
23-13	Accidental Death - AD & D	2	2	20	20	20
24-27	W/C Buildings - NOC	987	844	1,400	1,400	1,450
	<b>TOTAL PERSONAL SERVICES</b>	<b>32,500</b>	<b>32,923</b>	<b>35,675</b>	<b>35,745</b>	<b>36,660</b>
34-12	Pest Control Services	468	564	740	740	740
34-51	Contractual Services - Electric	149	250	400	400	400
34-52	Contractual Services - Plumbing	76	0	0	0	400
34-53	Contractual Services - Mechanical	19,045	11,977	16,000	16,000	16,000
34-74	Security Services	0	0	200	200	1,700
34-99	Contractual Services - Miscellaneous	8,848	10,429	10,400	10,400	12,100
41-21	Telephone	931	1,147	1,300	1,300	1,300
41-41	Pager Services	12	0	0	0	0
43-11	Electric - City Facilities	60,230	55,853	77,700	69,000	73,000
43-31	Trash Removal	1,511	1,511	1,650	1,650	1,820
43-51	Water and Sewer - City	6,705	6,958	7,490	7,490	7,490
43-73	Street Light Fee	456	580	590	590	590
43-81	Stormwater Assessment	737	1,415	1,420	1,420	1,420
46-11	Maintenance - Buildings & Grounds	13,822	7,233	15,000	15,000	24,000
52-31	Clothing and Wearing Apparel	97	0	100	100	100
52-51	Janitorial Supplies	4,114	3,367	2,900	2,900	4,700
52-99	Operating Supplies - Miscellaneous	1,522	33	1,500	1,500	1,500
	<b>TOTAL OPERATING EXPENSES</b>	<b>118,723</b>	<b>101,317</b>	<b>137,390</b>	<b>128,690</b>	<b>147,260</b>
62-99	Building Improvements	0	0	85,000	161,307	635,740
64-16	Heavy Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>161,307</b>	<b>635,740</b>
	<b>TOTAL MUNICIPAL-BLDG. OPERATION</b>	<b>151,223</b>	<b>134,240</b>	<b>258,065</b>	<b>325,742</b>	<b>819,660</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Municipal Building Operation**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
62-99	<i>Building Improvements</i>					
	Replace Roof & Skylight	635,740	**			
	Repl Glass Block-City Hall Lobby		150,000			
	Renovate City Hall Restrooms		82,000			
	Repaint offices/Repl signage		15,000			
	Replace carpet in City Hall		51,400			
	<b>Total</b>	<b>635,740</b>	<b>298,400</b>	<b>0</b>	<b>0</b>	<b>0</b>
63-99	<i>Improvements Other Than Buildings</i>					
	City Hall Exterior Improvements		25,000			
	<b>Total</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-16	<i>Heavy Equipment</i>					
	Generator		150,000			
	<b>Total</b>	<b>0</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>635,740</b>	<b>323,400</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*\* Penny for Pasco dollars (old) \$350,000; R & R dollars \$285,740



## **City of New Port Richey, Florida**

### **General Fund**

Department: Parks and Recreation

Recreation

#### ***Mission Statement***

To strengthen the community and enhance the quality of life by creating memorable experiences through Parks, Recreation and Aquatics.

#### ***Accomplishments FY 13-14***

1. Restructured the front POS system and made improvements to streamline transactions. Worked with Technology Solutions and Vermont Systems to create a user interface that is quick and easy for staff to work with. Improved scheduling to include online access for employees and enable strong communications.
2. Successfully moved in the West Pasco Quilter's Guild, a large 150 member non-profit organization which contributes to the Parks and Recreation Department as well as the community.
3. Hosted the first Toys for Tots event for the City which included over 500 volunteers and 4,000 in attendance.
4. Assisted in acquiring and implementing the Healthways Silver Sneakers program which allows seniors to have costs covered by their insurance companies.

#### ***Goals and Objectives***

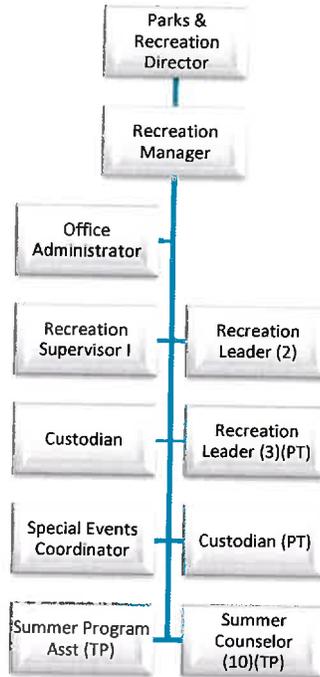
1. Enhance the quality of life and improve the user experience for residents and visitors of New Port Richey.
  - a. Continue to offer a wide variety of programming and promote new instructor interest.
  - b. Provide excellent customer service through training and rewarding staff for excelling.
  - c. Keep rates competitive with current markets as well as keeping equipment refreshed.
  - d. Improve outreach into the community and gain partnerships to expand into sponsorship possibilities.
2. Increase revenue through marketing and strategic planning of membership drives.
  - a. Modify current membership drives to be competitive with the current market.
  - b. Restructure summer camp for more specialized types of mini camps .
  - c. Redesign current mail/email program to work along with marketing campaigns.
  - d. Offer better incentives and attractions to bring in new members.
3. Improve the safety and friendly environment for members and visitors.
  - a. Continue to offer preventative maintenance on all fitness equipment and recreation equipment.
  - b. Offer new quality equipment by lease agreements to keep up with the area's market.
  - c. Perform preventative maintenance on equipment and structures to ensure safety.
  - d. Offer more training to staff members.
4. Provide support to other City departments and community organizations.
  - a. Work with other departments to plan events that may have an impact on the community.
  - b. Expand on current events to include the community more.
  - c. Gain new contacts within the City to explore partnerships and sponsorships for activities.



**City of New Port Richey, Florida**

**General Fund**

**Recreation**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Department Head Salaries</u>				
Parks & Recreation Director	1.00	1.00	72,860	73,010
<u>Division Head Salaries</u>				
Recreation Manager	1.00	1.00	36,350	38,010
<u>Regular Exempt Salaries</u>				
Special Events Coordinator	1.00	1.00	30,150	30,140
<u>Regular Salaries &amp; Wages</u>				
Recreation Supervisor I	1.00	1.00	26,324	28,000
Office Administrator	1.00	1.00	29,908	31,990
Custodian	1.00	1.00	21,008	21,010
Recreation Leader	2.00	2.00	51,875	53,750
<u>Part-Time Wages</u>				
Custodian	0.67	0.67	15,605	14,140
Recreation Leader (3)	1.84	2.01	41,865	50,490
<u>Temporary Wages</u>				
Summer Program Assistant	0.17	0.17	3,690	3,640
Summer Counselor (10)	1.60	1.60	28,910	34,340
<b>Total</b>	<b>12.28</b>	<b>12.45</b>	<b>358,545</b>	<b>378,520</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: RECREATION  
 ACCT#: 001-0092-572

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	69,514	69,781	72,860	72,860	73,010
11-12	Division Head Salaries	8,669	16,723	36,350	36,350	38,010
12-10	Regular Exempt Salaries	0	9,921	30,150	30,150	30,140
12-99	Regular Full-Time Wages	121,985	117,186	129,115	129,115	134,750
13-11	Part-Time Wages	58,100	51,937	57,470	57,470	64,630
13-12	Temporary Wages	28,823	34,406	32,600	32,600	37,980
14-11	Overtime Wages	2,749	3,408	2,070	2,070	2,350
15-11	Employee Appreciation Incentive	550	500	600	600	600
15-14	One-Time Lump Sum Payment	0	3,750	0	0	0
15-16	Health Insurance Waiver Stipend	0	0	0	1,050	1,800
15-22	Education Incentive Pay	0	0	0	750	3,000
15-29	Meal Allowance	0	30	0	0	0
21-11	Social Security Matching	21,649	22,938	27,635	27,635	29,550
22-11	Florida Retirement System	13,883	18,360	30,840	30,840	35,330
23-11	Group Health Insurance	29,364	28,025	49,440	49,440	54,240
23-12	Group Life Insurance	129	122	390	390	390
23-13	Accidental Death - AD & D	15	14	100	100	100
24-26	W/C Clerical	85	72	120	120	140
24-27	WC Buildings NOC	1,700	1,466	2,160	2,160	2,110
24-28	W/C Park Operations/Maintenance	8,336	6,568	13,380	13,380	15,250
	<b>TOTAL PERSONAL SERVICES</b>	<b>365,551</b>	<b>385,207</b>	<b>485,280</b>	<b>487,080</b>	<b>523,380</b>
34-12	Pest Control Sevices	600	850	1,200	600	1,850
34-22	Advertising/Marketing Consultant	35,593	19,639	0	0	0
34-43	Contractual Services - Instructors	42,281	40,551	35,000	35,000	38,000
34-74	Security Services	1,156	4,803	1,160	1,160	1,100
34-99	Contractual Services - Miscellaneous	974	200	1,960	1,000	1,000
40-11	Travel and Training	1,881	1,301	1,700	1,700	2,810
41-21	Telephone	5,009	5,557	5,660	5,660	6,660
41-31	Telephone - Long Distance	131	0	0	0	0
41-34	Data Lines	1,771	4,221	4,220	4,220	4,220
42-11	Postage	227	320	800	800	1,100
42-21	Freight Express Charges	10	0	100	100	100
43-11	Electric - City Facilities	116,308	123,492	140,000	140,000	145,500
43-31	Trash Removal	6,851	6,939	9,500	9,500	10,400
43-41	Gas (Propane/Natural)	1,119	1,187	1,700	1,700	1,800
43-51	Water and Sewer - City	7,111	5,449	6,000	6,000	6,000
43-73	Street Light Fee	223	758	760	760	760
43-81	Stormwater Assessment	2,275	4,365	4,400	4,400	4,400
44-19	Rent - Equipment	250	1,308	1,400	1,400	22,000
46-11	Maintenance - Buildings & Grounds	67,445	49,395	55,020	51,820	70,000
46-21	Maintenance - Equipment	3,671	790	990	1,490	1,490
46-22	Maintenance - Office Equipment	(53)	0	0	0	0
46-23	Maintenance - Copiers	337	3,546	1,400	1,400	1,000
46-31	Central Garage Maintenance	800	80	810	810	720
46-52	Vandalism Repairs	209	0	300	300	300
49-61	Special Events	2,741	1,262	1,250	1,250	1,250



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: RECREATION  
 ACCT#: 001-0092-572

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
49-62	Recreation Events - Donations	3,961	4,035	5,750	1,500	1,000
49-63	Recreation Trips	9,170	10,926	5,000	5,000	5,200
49-65	City Sponsored Program Expense	0	0	0	0	5,000
49-99	Other Current Charges-Miscellaneous	0	3,773	3,000	3,000	5,000
51-11	Office Supplies - General	1,583	921	975	1,000	1,000
51-41	Small Tools and Implements	496	299	525	500	1,000
52-11	Fuel	1,238	1,129	1,500	1,500	1,500
52-31	Clothing and Wearing Apparel	867	1,067	2,100	1,500	1,650
52-34	Swim/Recreation Accessories	813	1,498	2,000	2,000	2,000
52-41	Licensing and ID Materials	892	1,245	1,800	1,800	1,900
52-42	Photographic Supplies	6	0	0	0	0
52-43	Computer Supplies	1,197	1,380	4,500	4,500	6,000
52-45	Recreation Supplies	8,064	7,251	7,300	7,300	7,800
52-46	Advertising/Marketing Supplies	0	22,130	25,000	25,000	25,000
52-47	First Aid Supplies	0	211	400	400	400
52-48	Prizes and Awards	2,505	1,858	2,000	2,000	2,000
52-51	Janitorial Supplies	13,740	12,805	14,000	14,000	14,000
52-89	Automotive Parts	764	2,856	1,080	1,080	1,080
52-99	Operating Supplies - Miscellaneous	4,224	2,784	4,450	4,000	4,000
54-11	Dues and Memberships	461	535	600	600	760
	<b>TOTAL OPERATING EXPENSES</b>	<b>348,901</b>	<b>352,716</b>	<b>357,310</b>	<b>347,750</b>	<b>408,750</b>
62-99	Building Improvements	0	0	27,680	27,680	0
63-99	Improvements Other Than Buildings	0	0	0	0	65,000
64-31	Special Purpose Equipment	27,286		0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>27,286</b>	<b>0</b>	<b>27,680</b>	<b>27,680</b>	<b>65,000</b>
	<b>TOTAL RECREATION</b>	<b>741,738</b>	<b>737,923</b>	<b>870,270</b>	<b>862,510</b>	<b>997,130</b>



City of New Port Richey, Florida

Five (5) Year Capital Equipment/Improvement Plan  
Recreation

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
62-99	<i>Building Improvements</i>					
	Storage Shed		15,000			
	Exterior Painting-Rec & Senior Ctr		130,000			
	<b>Total</b>	<b>0</b>	<b>145,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
63-99	<i>Improvements Other Than Buildings</i>					
	Skate Park		250,000			
	Tennis Court Resurfacing	50,000 *				
	Windscreens for Tennis		10,000			
	Parking Lot Striping		50,000			
	Tennis Court Half Wall			40,000		
	Playground Equipment			125,000		
	Scoreboards (2)				40,000	
	Walking/Fitness Trail					175,000
	Movie Screen/Projector-Sims Park				30,000	
	Fitness Center Equipment	15,000 +	15,000	15,000		
	<b>Total</b>	<b>65,000</b>	<b>325,000</b>	<b>180,000</b>	<b>70,000</b>	<b>175,000</b>
	<b>Division Total</b>	<b>65,000</b>	<b>470,000</b>	<b>180,000</b>	<b>70,000</b>	<b>175,000</b>

\* Penny for Pasco dollars (old)

+ Penny for Pasco dollars (new)





## **City of New Port Richey, Florida**

### **General Fund**

Department: Parks and Recreation

Parks

#### ***Accomplishments FY 13-14***

1. Built floats that City Council rode in the Christmas and Chasco Fiesta parades. The Chasco Fiesta parade float won the "Most Outstanding" award over all other floats.
2. Provided outstanding service for 52 special event days held in Sims Park as well as coordinated Toys for Tots event for 500 volunteers and 4,000 children and their families.
3. Coordinated a controlled burn with the Division of Forestry and the Fire Department at the Grey Preserve at no cost to the City.
4. Coordinated volunteer groups to complete projects such as: painted over graffiti, trash removal, invasive plant removal, facility painting, brush trimming as well as numerous Eagle Scout Projects.

#### ***Goals and Objectives***

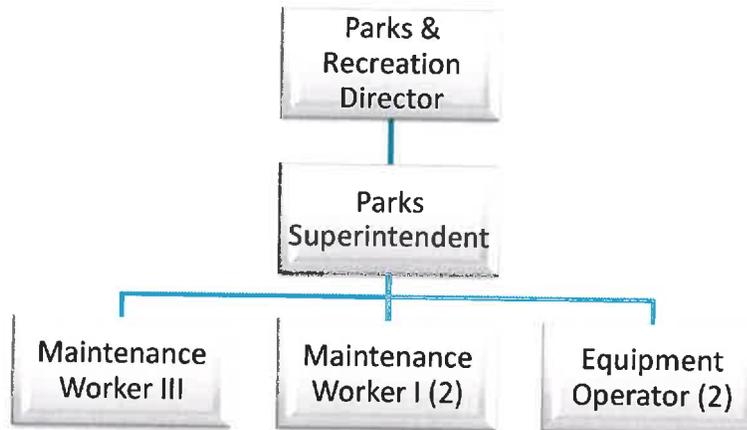
1. Continue the preventative maintenance program in the City parks for safety and budgetary purposes.
  - a. Take corrective action on items in a timely manner.
  - b. Utilize daily maintenance forms to identify any concerns.
2. Work with various groups to support special events that promote the City.
  - a. Work with various organizers to ensure all rules and regulations are understood.
  - b. Oversee the setup, event and take down and provide support for a smooth operation.
3. Provide a system of Parks and Open Spaces for recreation use and for the protection of our natural resources.
  - a. Utilize staff for maximum coverage of facilities.
  - b. Use volunteer and/or community service groups to complete projects.
  - c. Educate and cross train staff to perform all tasks.
  - d. Implement the first phase of the Master Plan for Sims Park.
  - e. Work with the design firm to develop specifications.
  - f. Oversee all phases of the project from engineering, design and demolishing of existing structure and construction.



**City of New Port Richey, Florida**

**General Fund**

**Parks**



Position	Personnel Full-Time Equivalent		Amended Budget:	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Division Head Salaries</u>				
Parks Superintendent	1.00	1.00	37,270	38,010
<u>Regular Salaries &amp; Wages</u>				
Maintenance Worker III	1.00	1.00	29,420	28,870
Equipment Operator	2.00	2.00	53,494	53,000
Maintenance Worker I	2.00	2.00	48,091	47,640
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>168,275</b>	<b>167,520</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: PARKS  
 ACCT#: 001-0093-572

ACCOUNT CODE	CLASSIFICATION	AMENDED				
		ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	34,235	34,640	37,270	37,270	38,010
12-99	Regular Full-Time Wages	130,990	115,915	131,005	131,005	129,510
14-11	Overtime Wages	5,597	9,392	9,180	9,180	9,330
15-11	Employee Appreciation Incentive	300	250	300	300	300
15-14	One-Time Lump Sum Payment	0	2,500	0	0	0
15-22	Education Incentive Pay	0	0	0	0	3,600
15-29	Meal Allowance	0	0	0	24	0
21-11	Social Security Matching	12,960	12,321	13,610	13,610	13,830
22-11	Florida Retirement System	6,993	7,357	10,200	10,200	10,930
22-14	Defined Contribution Plan	2,875	3,089	2,870	2,870	2,870
23-11	Group Health Insurance	27,819	23,676	37,080	37,080	40,680
23-12	Group Life Insurance	122	105	290	290	290
23-13	Accidental Death - AD & D	14	12	80	80	80
24-28	W/C Parks Operations/Maintenance	5,783	4,337	8,270	8,270	8,720
	<b>TOTAL PERSONAL SERVICES</b>	<b>227,688</b>	<b>213,594</b>	<b>250,155</b>	<b>250,179</b>	<b>258,150</b>
34-33	Lawn Maintenance	20,828	24,732	26,000	26,000	26,000
40-11	Travel and Training	0	0	1,000	1,000	1,200
41-21	Telephone	2,566	2,451	2,700	2,200	3,000
41-42	Burglar Alarm Lines	0	0	0	500	500
43-11	Electric - City Facilities	7,841	8,262	9,920	9,920	10,400
43-31	Trash Removal	2,695	2,695	2,700	2,700	2,970
43-51	Water and Sewer - City	21,010	21,283	27,040	27,040	27,040
43-73	Street Light Fee	94	127	130	130	130
43-81	Stormwater Assessment	1,893	3,443	3,500	3,500	3,500
44-19	Rent - Equipment	400	0	500	500	500
46-11	Maintenance - Buildings & Grounds	17,441	34,791	57,300	32,300	32,300
46-31	Central Garage Maintenance	3,083	4,190	6,480	6,480	6,480
46-52	Vandalism Repairs	4,594	4,870	5,000	5,000	7,000
46-53	Pinehill Cemetery Repair/Maint.	0	0	0	0	500
46-54	Playground Repairs/Maintenance	950	0	0	0	0
46-55	Senior Center Repairs/Maintenance	450	1,902	5,750	5,000	5,000
51-11	Office Supplies - General	0	19	100	100	100
51-41	Small Tools and Implements	921	1,188	1,250	1,000	2,600
52-11	Fuel	14,409	10,872	14,280	14,280	14,280
52-31	Clothing and Wearing Apparel	672	612	700	700	800
52-43	Computer Supplies	129	179	1,200	1,200	1,200
52-47	First Aid Supplies	0	115	300	300	300
52-51	Janitorial Supplies	8,992	7,331	14,000	14,000	14,000
52-89	Automotive Parts	4,483	8,720	6,000	9,000	6,000
52-99	Operating Supplies - Miscellaneous	1,477	544	4,940	6,000	8,400
53-21	Signs and Sign Material	3,842	400	3,000	3,000	3,000
53-41	Sod - Seed	1,088	70	1,400	1,400	1,400
54-11	Dues and Memberships	0	0	160	160	160
	<b>TOTAL OPERATING EXPENSES</b>	<b>119,858</b>	<b>138,796</b>	<b>195,350</b>	<b>173,410</b>	<b>178,760</b>



City of New Port Richey, Florida

FUND: GENERAL  
DIV: PARKS  
ACCT#: 001-0093-572

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
62-99	Building Improvements	0	0	73,750	125,000	0
63-99	Improvements Other Than Buildings	0	0	0	0	75,000
64-15	Trucks and Trailers	0	0	0	0	23,300
64-31	Special Purpose Equipment	0	0	0	0	6,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>73,750</b>	<b>125,000</b>	<b>104,300</b>
	<b>TOTAL PARKS</b>	<b>347,546</b>	<b>352,390</b>	<b>519,255</b>	<b>548,589</b>	<b>541,210</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Parks**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
62-99	<i>Building Improvements</i>					
	Restrooms - Frances Ave.		250,000			
	<b>Total</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
63-99	<i>Improvements Other Than Buildings</i>					
	Playground Equip(Meadows Park)				175,000	
	Camping Sites - Grey Preserve					150,000
	Playground at Russ Park			80,000		
	Pave Parking Lot-Peace Hall			70,000		
	Kayak Launches(JEG, Frances)	60,000 *				
	Swings - Frances Ave.	15,000 +				
	<b>Total</b>	<b>75,000</b>	<b>0</b>	<b>150,000</b>	<b>175,000</b>	<b>150,000</b>
64-15	<i>Trucks and Trailers</i>					
	3/4 Ton Pick-up Truck	23,300 +				
	1 Ton Dump Truck		36,100			
	<b>Total</b>	<b>23,300</b>	<b>36,100</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Pressure Washer	6,000				
	<b>Total</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>104,300</b>	<b>286,100</b>	<b>150,000</b>	<b>175,000</b>	<b>150,000</b>

\* Penny for Pasco dollars (old)

+ Penny for Pasco dollars (new)





## **City of New Port Richey, Florida**

### **General Fund**

Department: Parks and Recreation

Aquatics

#### ***Accomplishments FY 13-14***

1. Hired a new Aquatics Manager.
2. Promoted the Lifeguard Training classes in the local high schools and received a large enrollment in the programs.
3. Completed off season repairs prior to opening day.
4. Developed a great working relationship with the swim team, T-Bay.

#### ***Goals and Objectives***

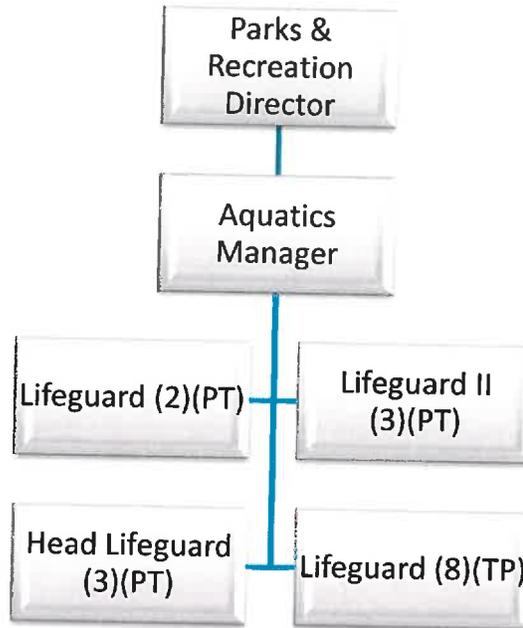
1. Provide a safe aquatics program for the public and staff.
  - a. Develop an in-service training schedule.
  - b. Implement the in-service trainings on a regular basis.
2. Provide a schedule of events and programs in the pools to increase attendance.
  - a. Offer events such as family game night.
  - b. Keep the pools open later in the evening to attract more patrons.
3. Teach children and adults how to swim.
  - a. Offer Learn To Swim at all levels.
  - b. Offer the Learn To Swim programs at various hours to accomodate working parents.
  - c. Offer Learn To Swim at an affordable cost so more families can participate.
4. Develop partnerships with local groups to expand the offerings in the pools.
  - a. Provide the "Every Childs a Swimmer" with the Kiwanis Club.
  - b. Offer the water rescue merit badge with the Boy Scouts.
  - c. Participate in the World's Largest Swim Lesson.



City of New Port Richey, Florida

General Fund

Aquatics



Position	Personnel Full-Time Equivalent		Amended Budget 13-14	Proposed Budget 14-15
	13-14	14-15		
<u>Division Head Salaries</u>				
Aquatics Manager	1.00	1.00	35,200	45,000
<u>Part-Time Wages</u>				
Head Lifeguard (2)(3)	0.76	1.14	17,055	28,850
Lifeguard (4)(2)	1.52	0.76	25,950	16,160
Lifeguard II (2)(3)	0.76	1.14	14,200	26,550
<u>Temporary Wages</u>				
Lifeguard (7)(8)	1.75	2.32	34,510	48,490
Water Safety Instructor	0.10	0.00	2,000	0
<b>Total</b>	<b>5.89</b>	<b>6.36</b>	<b>128,915</b>	<b>165,050</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: AQUATICS  
 ACCT#: 001-0094-572

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	34,768	34,640	31,600	35,200	45,000
12-99	Regular Full-Time Wages	45,148	1,280	0	0	0
13-11	Part-Time Wages	34,577	69,843	57,205	55,970	71,560
13-12	Temporary Wages	42,659	28,574	36,510	36,510	48,490
14-11	Overtime	210	587	0	0	0
15-11	Employee Appreciation Incentive	200	150	200	200	200
15-14	One-Time Lump Sum Payment	0	1,250	0	0	0
15-22	Education Incentive Pay	0	0	0	600	1,800
21-11	Social Security Matching	11,548	10,318	9,885	9,790	12,780
22-11	Florida Retirement System	5,710	6,223	8,465	8,375	8,590
23-11	Group Health Insurance	13,909	5,180	6,180	3,595	6,780
23-12	Group Life Insurance	61	22	50	50	50
23-13	Accidental Death - AD & D	7	3	20	20	20
24-28	W/C Park Operations/Maintenance	5,790	4,264	6,120	6,120	8,050
	<b>TOTAL PERSONAL SERVICES</b>	<b>194,587</b>	<b>162,334</b>	<b>156,235</b>	<b>156,430</b>	<b>203,320</b>
34-12	Pest Control Services	0	0	0	0	0
34-41	Water Safety Instruction	591	256	600	600	600
34-99	Contractual Services-Miscellaneous	0	0	3,600	3,000	5,600
40-11	Travel and Training	0	290	100	100	500
41-21	Telephone	266	204	180	180	600
43-11	Electric - City Facilities	34,203	34,474	33,000	33,000	34,650
43-41	Gas (Propane/Natural)	6,887	6,732	6,000	6,000	10,000
43-51	Water and Sewer - City	3,104	10,338	12,000	12,000	12,000
43-73	Street Light Fee	47	0	50	50	50
43-81	Stormwater Assessment	2,862	5,492	5,500	5,500	5,500
46-11	Maintenance - Buildings & Grounds	4,740	9,665	23,750	23,750	20,000
46-21	Maintenance - Equipment	0	0	300	300	300
46-23	Maintenance - Copiers	89	80	200	200	200
46-41	First Aid Equipment	810	0	0	0	0
46-61	Maintenance - Physical Plant	12,485	0	0	0	0
51-11	Office Supplies - General	239	147	200	200	200
51-41	Small Tools and Implements	115	149	250	150	150
52-21	Chemicals	18,814	19,240	20,000	20,000	20,000
52-22	Laboratory Supplies	48	44	100	100	100
52-31	Clothing and Wearing Apparel	839	896	1,900	900	900
52-34	Swim/Recreation Accessories	2,516	515	2,000	3,000	1,500
52-41	Licensing and ID Materials	2,245	2,384	2,500	2,500	2,500
52-43	Computer Supplies	187	117	200	200	1,200
52-45	Recreation Supplies	162	0	600	600	600
52-47	First Aid Supplies	274	673	1,500	1,500	900
52-48	Prizes and Awards	139	220	300	300	300
52-51	Janitorial Supplies	939	468	800	800	800
52-99	Operating Supplies - Miscellaneous	2,781	106	4,500	4,500	4,500
53-21	Signs and Sign Material	61	19	200	200	200
54-11	Dues and Memberships	247	0	110	210	200
	<b>TOTAL OPERATING EXPENSES</b>	<b>95,690</b>	<b>92,509</b>	<b>120,440</b>	<b>119,840</b>	<b>124,050</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: AQUATICS  
 ACCT#: 001-0094-572

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
63-99	Improvements Other Than Buildings	0	31,424	0	0	0
64-31	Special Purpose Equipment	2,501	0	0	0	37,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>2,501</b>	<b>31,424</b>	<b>0</b>	<b>0</b>	<b>37,000</b>
	<b>TOTAL AQUATICS</b>	<b>292,778</b>	<b>286,267</b>	<b>276,675</b>	<b>276,270</b>	<b>364,370</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Aquatics**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
63-99	<i>Improvements Other Than Buildings</i>					
	Water Slide			90,000		
	Resurface Pools			200,000		
	Refurbish Activity Pool		125,000			
	<b>Total</b>	<b>0</b>	<b>125,000</b>	<b>290,000</b>	<b>0</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Dive Platforms and Dive Boards(2)	30,000 *				
	Lane Lines	7,000 *				
	Thermal Blankets		6,000			
	Awning Replacement		6,000		10,000	
	Chemical Feed Equipment		10,000			
	<b>Total</b>	<b>37,000</b>	<b>22,000</b>	<b>0</b>	<b>10,000</b>	<b>0</b>
	<b>Division Total</b>	<b>37,000</b>	<b>147,000</b>	<b>290,000</b>	<b>10,000</b>	<b>0</b>

\* Penny for Pasco dollars (old)





## City of New Port Richey, Florida

### General Fund

Department: Public Works

Supervision

#### ***Mission Statement***

The mission of the Public Works Department is to provide and maintain the infrastructure of the City of New Port Richey, and to protect the health and welfare of the City residents, businesses, and visitors. To provide quality services, within available resources, to our customers in a timely and efficient manner with the unity and trust of highly qualified and skilled personnel, and serve as first responders in emergency situations. This mission is accomplished through the prudent use of resources, technology, innovations, and teamwork.

#### ***Accomplishments FY 13-14***

1. Permitting: Applied for and received SWFWMD permit closure for the Jasmin Acres Environmental permit. Complied with all NPDS permit mandates for the reporting year.
2. Reclaimed Water: Updated language to the City's Reclaimed Water Policies and Regulations and received Council approval. Updated language to the City's Policy for cross-connection control.
3. Energy Conservation: Completed and submitted to Council the Energy Conservation Assessment Report for building facilities. Prioritized energy conservation measures, submitted to Council for design process and build process approval.
4. Public and Private Partnership: The Hacienda clean-up and painting project completion; the Old Post Office clean-up and building rehabilitation.

#### ***Goals and Objectives***

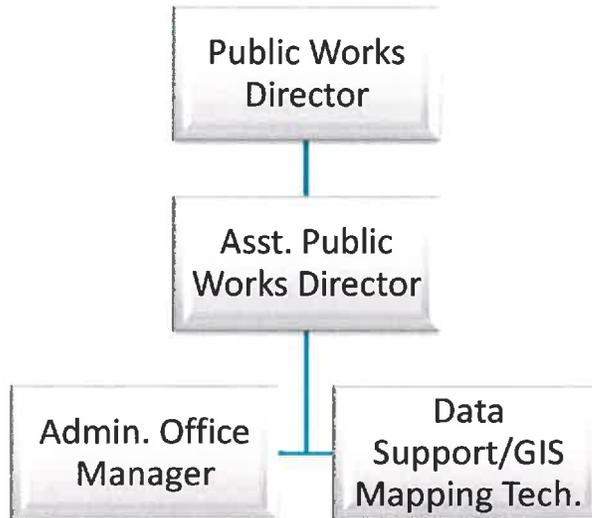
1. Facility Upgrades.
  - a. Public Works Operations Center exterior painting.
  - b. Water Tower exterior painting.
  - c. SCADA system communication for Lift Stations.
  - d. Advanced Meter Infrastructure (AMI) Phase I and Phase II completion.
2. Pedestrian Walkway expansion.
  - a. Design and build multi-use trail beginning at US Hwy 19 and Marine Parkway to Grand Blvd. into downtown.
  - b. Construct multi-use path beginning at Mass. Avenue to Congress Street and connecting to the Starkey Trail.
  - c. Design and construct a multi-use trail at the downtown Orange Lake area over to North Bay Hospital.
3. Interlocal agreements (IA) with Pasco County.
  - a. Plathe Road paving and City ownership interlocal agreement.
  - b. Grand Blvd. south of Main Street to City limits transfer of ownership from the County to the City IA.
  - c. Shadow Lane transfer of ownership from the County to the City IA.
  - d. Reclaimed water disposal rate IA completion.
4. Reclaimed Water Expansion.
  - a. West Grand Neighborhood construction phase.
  - b. North River area reclaimed water project design.
  - c. Complete backflow prevention device installation compliance policy changes.



**City of New Port Richey, Florida**

General Fund

Public Works Supervision



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Department Head Salaries</u>				
Public Works Director	1.00	1.00	72,850	73,010
<u>Division Head Salaries</u>				
Assist Public Works Director	1.00	1.00	65,170	64,110
<u>Regular Salaries &amp; Wages</u>				
Admin. Office Manager	1.00	1.00	35,480	38,010
Data Support/GIS Mapping Tech.	1.00	1.00	27,270	31,990
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>200,770</b>	<b>207,120</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: PUBLIC WORKS SUPERVISION  
 ACCT#: 001-0101-519

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	71,261	71,535	72,850	73,010	73,010
11-12	Division Head Salaries	56,679	56,264	65,170	64,110	64,110
12-99	Regular Full-Time Wages	130,479	54,097	62,750	70,000	70,000
14-11	Overtime Wages	3,424	0	960	80	1,010
15-11	Employee Appreciation Incentive	350	200	200	200	200
15-14	One-Time Lump Sum Payment	0	2,000	0	0	0
15-16	Health Insurance Waiver Stipend	1,350	0	0	0	0
15-22	Education Incentive Pay	0	0	0	350	1,200
15-29	Meal Allowance	12	60	150	0	150
21-11	Social Security Matching	19,763	13,869	15,470	16,000	16,050
22-11	Florida Retirement System	13,857	13,190	22,165	22,780	25,400
23-11	Group Health Insurance	23,569	18,801	24,720	24,720	27,120
23-12	Group Life Insurance	116	82	200	200	200
23-13	Accidental Death - AD & D	14	10	50	50	50
24-26	W/C Clerical	247	139	230	300	300
24-32	W/C Municipal Classification	11,644	5,706	10,060	10,270	10,270
	<b>TOTAL PERSONAL SERVICES</b>	<b>332,765</b>	<b>235,953</b>	<b>274,975</b>	<b>282,070</b>	<b>289,070</b>
34-12	Pest Control Services	756	1,296	2,000	2,000	2,000
40-11	Travel and Training	695	885	1,000	1,200	4,190
41-21	Telephone	12,213	6,059	9,000	7,900	9,000
41-31	Telephone - Long Distance	146	0	0	0	0
41-34	Data Lines	4,022	8,926	8,880	8,880	8,880
41-41	Pager Services	44	36	40	40	40
42-11	Postage	132	173	250	200	250
43-11	Electric - City Facilities	49,500	34,308	55,000	55,000	40,000
43-31	Trash Removal	5,767	5,767	8,000	7,500	8,800
43-51	Water and Sewer - City	5,234	4,256	5,410	5,150	5,410
43-73	Street Light Fee	149	571	600	580	600
43-81	Stormwater Assessment	3,006	5,774	5,800	5,770	5,800
45-71	Notary Bond	0	105	150	0	150
46-11	Maintenance - Buildings & Grounds	21,045	8,788	9,460	9,460	9,460
46-21	Maintenance - Equipment	3,891	2,522	3,000	3,200	3,000
46-23	Maintenance - Copiers	2,837	2,051	2,000	2,390	2,000
46-31	Central Garage Maintenance	1,270	1,910	1,760	1,200	1,760
46-49	Radio Maintenance	600	0	0	0	0
51-11	Office Supplies - General	1,781	1,739	2,000	2,000	2,000
51-41	Small Tools and Implements	22	200	300	300	300
52-11	Fuel	9,523	5,652	6,000	7,510	7,500
52-25	Software Licenses/Support	4,148	2,548	4,320	4,320	4,320
52-31	Clothing and Wearing Apparel	209	269	300	300	300
52-43	Computer Supplies	1,136	3,688	3,000	5,500	4,200
52-47	First Aid Supplies	53	111	200	200	200
52-51	Janitorial Supplies	1,048	397	800	500	800



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: PUBLIC WORKS SUPERVISION  
 ACCT#: 001-0101-519

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
52-89	Automotive Parts	1,684	5,270	1,500	1,000	1,500
52-99	Operating Supplies - Miscellaneous	2,786	2,813	4,000	4,000	4,000
54-11	Dues and Memberships	1,168	1,454	1,400	1,400	1,400
54-61	Books and Publications	0	0	300	300	300
	<b>TOTAL OPERATING EXPENSES</b>	<b>134,865</b>	<b>107,568</b>	<b>136,470</b>	<b>137,800</b>	<b>128,160</b>
62-99	Building Improvements	0	0	20,000	20,000	0
64-13	Data Processing Equipment	0	0	2,600	2,600	0
64-15	Trucks and Trailers	0	0	10,000	10,000	30,000
64-31	Special Purpose Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>32,600</b>	<b>32,600</b>	<b>30,000</b>
	<b>TOTAL PUBLIC WORKS SUPERVISION</b>	<b>467,630</b>	<b>343,521</b>	<b>444,045</b>	<b>452,470</b>	<b>447,230</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Public Works Supervision**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-13	<i>Data Processing Equipment</i>					
	Flat Panel TV w/Computer & Camera		2,600			
	Desktop Computer		2,600			
	<b>Total</b>	<b>0</b>	<b>5,200</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-18	<i>Software</i>					
	ESRI Online Module		15,000			
	<b>Total</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-15	<i>Trucks and Trailers</i>					
	Truck #55 Replacement	30,000				
	3/4 Ton Truck #71					20,000
	<b>Total</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>
	<b>Division Total</b>	<b>30,000</b>	<b>20,200</b>	<b>0</b>	<b>0</b>	<b>20,000</b>





## **City of New Port Richey, Florida**

### **General Fund**

Department: Public Works

Street and Right-Of-Way Maintenance

#### ***Mission Statement***

Street/R.O.W. mission is to repair, maintain and eliminate hazards to all Public Streets, Right of Ways and Alleys, making our City a safer place for the residents and general public. The department also strives to keep all traffic signs, roadway markings, sidewalks and streetlights maintained for public safety. Furthermore, set up all road closures, detours and planning for special events to function safely in cooperation with the Police Department. The Department handles the FDEP Transfer Station Permit along with emergency call outs for various hazards.

#### ***Accomplishments FY 13-14***

1. Landscaping improvements at two downtown parking lots.
2. Refurbishment inside and outside of the Old Post Office building.
3. Repairs and replacements in numerous areas of the City's sidewalk system to eliminate pedestrian hazards.
4. Partnered with a Faith based group of volunteers in a City Clean-up Day.

#### ***Goals and Objectives***

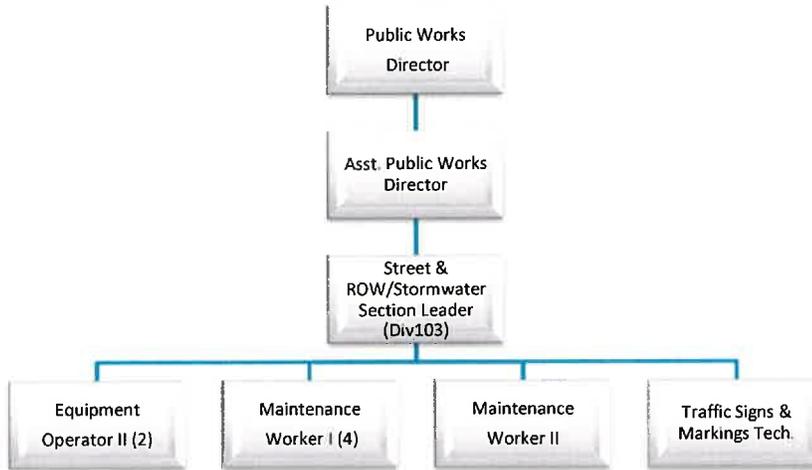
1. Remediate and repair areas of City roadways with failing asphalt patches.
2. Collect, process and redistribute all yard debris collected by City crews.
3. Take a proactive approach to sidewalk repairs to reduce pedestrian hazards.
4. Take a proactive approach to trimming of right-of-ways for visibility and safety.



**City of New Port Richey, Florida**

**General Fund**

**Street and Right-of-Way Maintenance**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u>				
Equipment Operator II	2.00	2.00	57,203	56,680
Maintenance Worker I	3.00	4.00	63,171	84,840
Maintenance Worker II	1.00	1.00	26,398	26,400
Traffic Signs & Markings Tech	1.00	1.00	33,158	28,000
<b>Total</b>	<b>7.00</b>	<b>8.00</b>	<b>179,930</b>	<b>195,920</b>



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: STREET & RIGHT-OF-WAY MAINTENANCE  
 ACCT#: 001-0102-541

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	155,566	172,446	179,930	171,940	195,920
14-11	Overtime Wages	5,977	3,543	12,080	12,080	16,100
15-11	Employee Appreciation Incentive	300	350	350	350	400
15-14	One-Time Lump Sum Payment	0	3,500	0	0	0
15-16	Health Insurance Waiver Stipend	1,800	1,800	1,800	1,800	1,800
15-27	Stand-By Time	2,201	2,760	5,290	5,290	3,930
15-29	Meal Allowance	0	0	0	0	160
21-11	Social Security Matching	12,219	13,650	15,265	14,650	16,710
22-11	Florida Retirement System	8,113	10,108	13,655	13,160	15,920
23-11	Group Health Insurance	21,250	27,304	37,080	37,080	47,460
23-12	Group Life Insurance	114	142	340	340	390
23-13	Accidental Death - AD & D	13	17	90	90	100
24-31	W/C Street Maintenance/Trash	7,885	6,357	10,630	10,630	12,120
	<b>TOTAL PERSONAL SERVICES</b>	<b>215,438</b>	<b>241,977</b>	<b>276,510</b>	<b>267,410</b>	<b>311,010</b>
31-99	Professional Services - Miscellaneous	11,750	0	0	0	0
34-30	Parking Lot Maintenance	904	138	1,000	1,000	1,000
34-38	Lab Test	755	0	250	0	250
34-85	Trash Grinding Service	22,962	6,816	10,000	10,000	15,000
34-99	Contractual Services - Miscellaneous	26,979	11,039	19,000	19,000	25,000
40-11	Travel and Training	0	496	300	300	600
41-21	Telephone	3,702	3,680	4,200	4,200	4,200
41-34	Data Lines	480	483	480	708	480
42-11	Postage	0	118	20	23	50
43-11	Electric - City Facilities	0	1,437	1,400	1,400	1,400
43-12	Electric - Traffic Lights	4,725	4,505	5,000	5,000	5,000
43-15	Electric - Streetscape Irrigation	1,393	0	0	0	0
43-21	Eastbury Garden Street Lights	2,516	2,472	2,500	2,500	2,500
43-22	Hillandale Street Lights	16,675	16,443	18,700	18,700	18,700
43-23	Ridgewood Street Lights	7,829	7,221	8,500	8,500	8,500
43-31	Trash Removal	15,547	9,298	13,000	13,000	18,000
43-51	Water and Sewer - City	22,043	32,661	20,800	24,478	30,000
43-71	Electric - City Street Lights	66,474	0	0	0	0
43-72	Street Light Rental and Maintenance	218,554	0	0	0	0
43-74	US 19 Street Lighting Operation/Maint.	34,787	0	0	0	0
43-81	Stormwater Assessment	1,184	2,271	2,280	2,280	2,280
44-19	Rent - Equipment	690	0	1,500	900	1,500
46-11	Maintenance - Buildings & Grounds	2,604	10,551	11,480	11,546	11,480
46-21	Maintenance - Equipment	0	0	100	0	100
46-31	Central Garage Maintenance	17,843	14,700	39,530	10,000	14,550
46-49	Radio Maintenance	200	0	0	0	0
49-31	Reimbursement to FEMA	5,211	0	0	0	0
49-83	Permit Fees	0	0	70	70	70
51-11	Office Supplies - General	37	13	200	200	200
51-41	Small Tools and Implements	457	1,647	1,500	1,500	1,500



City of New Port Richey, Florida

FUND: GENERAL  
 DIV: STREET & RIGHT-OF-WAY MAINTENANCE  
 ACCT#: 001-0102-541

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
52-11	Fuel	42,587	49,990	42,000	42,000	52,000
52-31	Clothing and Wearing Apparel	917	1,106	1,400	1,400	1,400
52-43	Computer Supplies	37	0	250	250	1,650
52-47	First Aid Supplies	0	53	100	100	100
52-62	Trees	3,064	145	3,000	3,000	3,000
52-89	Automotive Parts	36,190	32,824	25,000	25,000	35,000
52-99	Operating Supplies - Miscellaneous	8,411	9,731	10,000	10,000	10,000
53-11	Asphalt/Concrete	9,736	0	0	0	0
53-12	Limestone/Crushed Concrete	727	0	0	0	0
53-13	Gravel/Shell	335	0	0	0	0
53-21	Signs and Sign Material	6,604	13,935	15,000	15,000	12,000
53-22	Pavement Marking Material	980	0	0	0	0
53-31	Pipe/Culvert Material	0	790	0	0	0
53-41	Sod - Seed	782	1,162	750	680	750
53-99	Road Materials - Miscellaneous	415	8,336	25,000	25,000	25,000
54-11	Dues and Memberships	160	185	260	260	300
54-61	Books and Publications	0	140	200	200	200
	<b>TOTAL OPERATING EXPENSES</b>	<b>597,246</b>	<b>244,386</b>	<b>284,770</b>	<b>258,195</b>	<b>303,760</b>
64-15	Trucks and Trailers	0	0	50,000	49,991	275,000
64-31	Special Purpose Equipment	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>49,991</b>	<b>275,000</b>
	<b>TOTAL STREET &amp; RIGHT-OF-WAY</b>	<b>812,684</b>	<b>486,363</b>	<b>611,280</b>	<b>575,596</b>	<b>889,770</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Street and Right-Of-Way Maintenance**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-15	<i>Trucks and Trailers</i>					
	14 Yd Tandem Dump Truck(#6)	145,000	+			
	Dump Truck (#99)	65,000	**			
	Dump Truck (#69)	65,000	**			
	Truck w/Utility Body (#92)					40,000
	Truck w/Utility Body (#91)					40,000
	<b>Total</b>	<b>275,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000</b>
64-31	<i>Special Purpose Equipment</i>					
	Tree Stump Grinder		25,000			
	<b>Total</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>275,000</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>80,000</b>
<b>Total General Fund Capital Outlay</b>		<b>2,296,410</b>	<b>5,546,580</b>	<b>1,125,200</b>	<b>618,550</b>	<b>796,000</b>

+ Penny for Pasco dollars (new)

\*\* R & R dollars





City of New Port Richey, Florida

FUND: GENERAL  
 DIV: NON-EXPENDITURE DISBURSEMENTS  
 ACCT#: 001-0580

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
581-	TRANSFERS					
91-63	Trans To Redevelpmnt - Tax Increment	1,032,641	709,208	632,285	632,285	719,560
	<b>TOTAL TRANSFERS</b>	<b>1,032,641</b>	<b>709,208</b>	<b>632,285</b>	<b>632,285</b>	<b>719,560</b>
584-	RESERVES					
94-21	Reserves - Contingency			139,890	0	280,530
94-24	Reserves - Sick Leave			0	0	63,320
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>139,890</b>	<b>0</b>	<b>343,850</b>
	<b>TOTAL NON-EXPENDITURE DISB.</b>	<b>1,032,641</b>	<b>709,208</b>	<b>772,175</b>	<b>632,285</b>	<b>1,063,410</b>
	<b>GENERAL FUND EXPENDITURES</b>	<b>15,995,531</b>	<b>15,292,301</b>	<b>17,703,691</b>	<b>17,200,726</b>	<b>20,229,720</b>





**City of New Port Richey, Florida**

**General Fund**

**Capital Outlay Summary by Department and Funding Source**

Dept/Div	Description	Amount	PFP	R & R	Grants	Operating	Total
<i>Administration</i>							
Tech. Solutions	Storage Server Upgrade	4,000				4,000	
	Network Infrastructure Upgrade	3,000				3,000	
	Network Server Upgrade	3,000				3,000	
	Firewalls @PD, CH, PW	18,900				18,900	
	High Capacity Switches	10,500				10,500	
	Network Server Software Upgrade	3,000				3,000	
	Software Platform Upgrades	10,000				10,000	
	PD Global Software Interface	22,000				22,000	
	City-wide System Software Repl	176,250				176,250	
	Media Upgrade Council Chambers	40,000				40,000	
<b>Subtotal Tech Solutions</b>							<b>290,650</b>
<i>Finance</i>							
Billing & Collection	Kiosk/Computer for Public	2,000				2,000	
<b>Subtotal Billing &amp; Collection</b>							<b>2,000</b>
<i>Library</i>							
	Library Roof Replacement	200,000	200,000				
	Youth Library Renovation	10,000	10,000				
	Bathroom Stalls Replacement	7,500	7,500				
	Computers (11) LSTA Grant	16,490			16,490		
	Computer System (2)	3,100				3,100	
	Replicator (2) LSTA Grant	4,400			4,400		
	CO2 Hobby Laser - LSTA Grant	3,700			3,700		
	Library Materials	85,090			25,090	60,000	
<b>Subtotal Library</b>							<b>330,280</b>
<i>Public Safety</i>							
Police	Pursuit Vehicle	156,600	156,600				
	Unmarked Vehicle	30,000	30,000				
Firefighting	Kitchen Remodel-St. #1	40,000	40,000				
	SCBA Replacement	279,940			265,944	13,996	
<b>Subtotal Public Safety</b>							<b>506,540</b>
<i>Comp. Planning</i>							
Economic Dev.	GIS Software	4,500				4,500	
Development	Office Furniture	3,000				3,000	
	Computers	12,400				12,400	
<b>Subtotal Comprehensive Planning</b>							<b>19,900</b>
Municipal Bldg	Replace Roof & Skylight	635,740	350,000	285,740			
<b>Subtotal Municipal Building</b>							<b>635,740</b>
<i>Parks &amp; Recreation</i>							
Recreation	Tennis Court Resurfacing	50,000	50,000				
	Fitness Center Equipment	15,000	15,000				
Parks	Kayak Launches	60,000	60,000				
	Swings - Frances Avenue	15,000	15,000				
	3/4 Ton Pick-up Truck	23,300	23,300				
	Pressure Washer	6,000				6,000	
Aquatics	Dive Platforms & Boards	30,000	30,000				
	Lane Lines	7,000	7,000				
<b>Subtotal Parks &amp; Recreation</b>							<b>206,300</b>
<i>Public Works</i>							
Supervision	Truck #55 Replacement	30,000				30,000	
<b>Subtotal Public Works Supervision</b>							<b>30,000</b>
Street & ROW	14 Yd Tandem Dump Truck	145,000	145,000				
	Dump Trucks (2)	130,000		130,000			
<b>Subtotal Street &amp; ROW</b>							<b>275,000</b>
<b>Grand Total</b>		<b>2,296,410</b>	<b>1,139,400</b>	<b>415,740</b>	<b>315,624</b>	<b>425,646</b>	<b>2,296,410</b>





City of New Port Richey, Florida

FUND: STORMWATER UTILITY  
 ACCT#: 002-0000

REVENUE		AMENDED				
CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
337-31	SWFWMD Grant	0	0	0	0	465,000
341-52	Employee Contribution to Health Ins.	0	0	0	0	1,990
343-71	Stormwater Utility Fee	522,915	993,449	914,000	980,000	1,014,780
361-10	Interest on Investments	238	817	0	160	200
361-15	Interest-Stormwater Utility Fee	1	22	0	8	10
361-20	Interest - S.B.A.	2,156	1,326	1,900	1,200	1,400
361-25	Interest - FMIvT	424	131	350	260	260
364-42	Insurance Proceeds	0	11,516	0	0	0
381-60	Transfer From C.I.F.	0	326,185	0	0	0
389-89	Prior Yr Fund Bal-Assigned F/A			170,000	155,530	0
389-90	Prior Yr Fund Bal-Unassigned			315,690	0	278,100
<b>STORMWATER UTILITY FUND REVENUES</b>		<b>525,734</b>	<b>1,333,446</b>	<b>1,401,940</b>	<b>1,137,158</b>	<b>1,761,740</b>





## **City of New Port Richey, Florida**

### **Stormwater Utility Fund**

Department: Public Works

Stormwater

#### ***Mission Statement***

The mission of the Stormwater Utility is to have a proactive inspection program that identifies flood prone areas, remediates those areas, expands or enlarges existing systems to eliminate the flood areas identified, and to improve water quality and quality of life for it's residents where applicable. This mission includes unfunded mandates and requirements of the Florida Department of Environmental Protection's National Pollution Discharge Elimination System Permit.

#### ***Accomplishments FY 13-14***

1. Completed in-house Stormwater Improvement project on Montana Ave. and Franklin to Grand.
2. Installed new catch basin and pipe run to alleviate flooding on Tropic Drive.
3. Installed/upgraded tags and stenciling on various Stormwater facilities in accordance with our NPDES permit.
4. Installed and repaired 400' of sidewalk along Congress Street to prevent erosion of right-of-way.

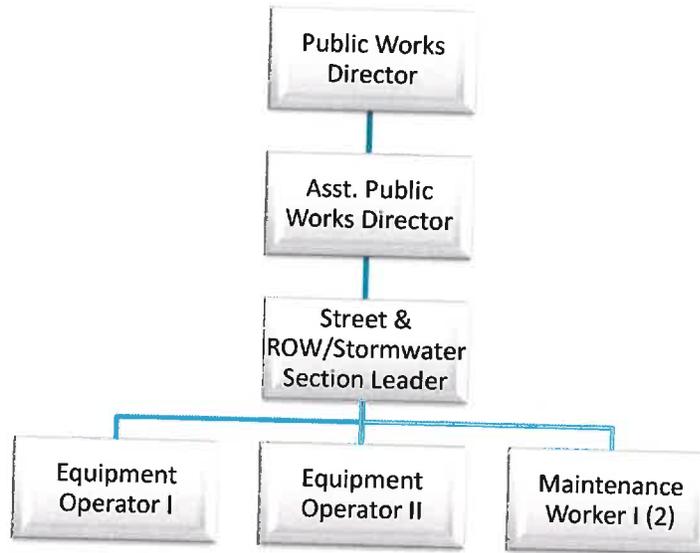
#### ***Goals and Objectives***

1. Replace 48" Stormwater culvert at the entrance to Grey Preserve.
2. Repair outfall sections along Pithlachascotee River.
3. Maintain all stormwater ponds and sweeping programs in accordance with the requirements of our permits.
4. Increase proactive stormwater cleaning and inspection program to identify areas in need of rehabilitation.



**City of New Port Richey, Florida**

**Stormwater Utility Fund**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u>				
St&ROW/Stmwtr Sect Leader	1.00	1.00	32,268	31,680
Equipment Operator I	1.00	1.00	21,008	23,000
Equipment Operator II	0.00	1.00	0	30,190
Maintenance Worker I	3.00	2.00	65,564	42,600
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>118,840</b>	<b>127,470</b>



City of New Port Richey, Florida

FUND: STORMWATER UTILITY  
 DIV: 002-0103-538

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	115,553	114,064	118,840	127,462	127,470
14-11	Overtime Wages	19,591	25,970	22,560	16,358	24,700
15-11	Employee Appreciation Incentive	250	250	250	250	250
15-14	One-Time Lump Sum Payment	0	2,500	0	0	0
15-16	Health Insurance Waiver Stipend	1,200	1,800	1,800	1,800	1,800
15-27	Stand-By Time	6,904	7,199	8,010	5,192	8,190
15-29	Meal Allowance	0	0	0	100	150
17-11	Accrued Vacation	661	282	0	0	0
17-12	Accrued Sick Time	0	0	0	0	0
21-11	Social Security Matching	10,860	11,522	11,600	12,423	12,430
21-21	Accrued FICA - Vacation and Sick	51	22	0	0	0
22-11	Florida Retirement System	7,069	8,378	10,355	11,144	11,820
22-21	Accrued FRS - Vacation	36	40	0	0	0
23-11	Group Health Insurance	17,000	16,501	24,720	24,720	27,120
23-12	Group Life Insurance	88	94	240	240	240
23-13	Accidental Death - AD & D	10	11	60	60	60
23-15	Net OPEB Obligation Expense	2,821	4,248	2,130	2,130	2,130
24-33	W/C Irrigation Works Oper./Driver	4,923	4,795	7,570	8,266	8,270
	<b>TOTAL PERSONAL SERVICES</b>	<b>187,017</b>	<b>197,676</b>	<b>208,135</b>	<b>210,145</b>	<b>224,630</b>
31-29	Engineering Services - Miscellaneous	41,785	12,106	50,000	50,000	50,000
31-99	Professional Services-Miscellaneous	22,239	45,600	40,000	40,000	40,000
34-33	Lawn Maintenance	11,278	16,993	50,000	50,000	50,000
34-38	Lab Test	4,456	2,215	15,000	5,000	15,000
34-99	Contractual Services - Miscellaneous	44,422	28,145	50,000	50,000	50,000
40-11	Travel and Training	0	307	2,220	890	2,220
41-21	Telephone	2,759	2,527	2,000	2,500	2,500
41-34	Data Lines	480	483	480	480	480
41-41	Pager Services	76	70	100	100	100
42-11	Postage	6	268	50	50	50
43-11	Electric - City Facilities	10,471	9,180	9,360	11,000	11,500
43-31	Trash Removal	10,484	14,208	10,000	6,490	11,000
43-81	Stormwater Assessment	113	142	200	150	200
44-19	Rent - Equipment	5,718	97	5,000	1,000	5,000
45-11	Liability Insurance-Comp. General	930	3,082	3,330	3,330	3,330
45-21	Buildings and Contents Insurance	3,075	3,081	3,300	3,300	3,300
45-23	Automobile and Truck Insurance	572	616	670	670	670
46-11	Maintenance - Buildings & Grounds	0	7,447	22,000	22,000	22,000
46-15	Maintenance - Orange Lake	1,350	0	0	0	0
46-21	Maintenance - Equipment	0	0	400	400	400
46-31	Central Garage Maintenance	12,150	8,310	28,230	28,230	28,230
46-49	Radio Maintenance	150	0	0	0	0
46-61	Maintenance - Physical Plant	8,655	0	0	0	0
49-83	Permit Fees	1,004	1,806	2,500	2,500	2,500
51-11	Office Supplies - General	215	213	300	300	300
51-21	Maps and Charts	66	142	300	300	300
51-41	Small Tools and Implements	1,457	4,921	7,000	7,000	7,000



City of New Port Richey, Florida

FUND: STORMWATER UTILITY  
 DIV: 002-0103-538

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
52-11	Fuel	19,951	18,980	22,000	12,530	22,000
52-25	Software Licenses/Support	185	171	200	200	200
52-31	Clothing and Wearing Apparel	799	843	1,000	1,000	1,000
52-43	Computer Supplies	1,142	1,418	500	1,000	1,000
52-47	First Aid Supplies	29	53	200	200	200
52-89	Automotive Parts	17,165	13,954	25,000	5,000	25,000
52-99	Operating Supplies - Miscellaneous	8,849	8,531	12,000	12,000	12,000
53-11	Asphalt/Concrete	8,170	0	0	0	0
53-12	Limestone/Crushed Concrete	722	0	0	0	0
53-13	Gravel/Shell	400	0	0	0	0
53-21	Signs and Sign Material	0	2,021	7,000	7,000	7,000
53-31	Pipe/Culvert Material	616	1,116	20,000	20,000	20,000
53-41	Sod - Seed	2,393	1,318	7,000	7,000	7,000
53-99	Road Materials - Miscellaneous	0	6,529	24,000	24,000	24,000
54-11	Dues and Memberships	100	30	200	200	200
54-61	Books and Publications	0	0	250	250	250
99-96	Depreciation Expense	193,434	199,119	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>437,866</b>	<b>416,042</b>	<b>421,790</b>	<b>376,070</b>	<b>425,930</b>
63-99	Miscellaneous Flood Control			410,000	300,000	815,000
64-13	Data Processing Equipment			2,400	2,400	0
64-15	Trucks and Trailers			64,000	64,000	140,000
64-16	Heavy Equipment			180,000	170,000	0
64-31	Special Purpose Equipment			30,700	14,543	23,700
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>687,100</b>	<b>550,943</b>	<b>978,700</b>
580-581-	<b>TRANSFERS</b>					
91-51	Transfer To General Fund	64,099	75,000	75,000	75,000	119,250
	<b>TOTAL TRANSFERS</b>	<b>64,099</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>119,250</b>
580-584-	<b>RESERVES</b>					
94-21	Reserves - Contingency			9,915	0	12,130
94-24	Reserves - Sick Leave			0	0	1,100
94-35	Reserves - Future Construction			0	0	0
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>9,915</b>	<b>0</b>	<b>13,230</b>
	<b>STORMWATER UTILITY FUND EXPENSES</b>	<b>688,982</b>	<b>688,718</b>	<b>1,401,940</b>	<b>1,212,158</b>	<b>1,761,740</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Stormwater Utility**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
63-XX	<i>Flood Control</i>					
	Flood Control/Water Quality Projects	200,000	300,000	300,000	300,000	300,000
	Stormwater System Improvements	60,000	500,000	950,000	950,000	950,000
	The Heights Drainage Impr.	50,000	50,000			
	The Meadows System Impr.	465,000				
	N. Park Neighborhood Drainage	40,000				
	Madison St. System Upgrade				160,000	635,000
	Indiana Ave. Closed Landfill Rehab.				7,000	190,000
	<b>Total</b>	<b>815,000</b>	<b>850,000</b>	<b>1,250,000</b>	<b>1,417,000</b>	<b>2,075,000</b>
64-13	<i>Data Processing Equipment</i>					
	Desktop Computer			2,800		
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>2,800</b>	<b>0</b>	<b>0</b>
64-15	<i>Trucks and Trailers</i>					
	Svc Truck w/Util Body/Crane(#58)	95,000				
	1 Ton Truck w/Lift gate(#100)	45,000				
	<b>Total</b>	<b>140,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Compactor	2,500				
	15' Boat w/Trailer	3,200				
	SKAG Mower	18,000				
	<b>Total</b>	<b>23,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Stormwater Utility Fund</b>		<b>978,700</b>	<b>850,000</b>	<b>1,252,800</b>	<b>1,417,000</b>	<b>2,075,000</b>





City of New Port Richey, Florida

FUND: STREET LIGHTING FUND  
 ACCT#: 121-0000

REVENUE CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
334-50	St Hwy Lighting & Maint Agreement	0	30,842	33,600	33,600	34,600
343-91	Street Light Assessment	0	371,679	349,000	369,000	374,930
361-10	Interest on Investments	0	250	0	195	200
361-35	Interest-Steet Lighting	0	3	0	3	0
364-42	Insurance Proceeds	0	0	0	2,023	0
369-90	Other Miscellaneous Revenue	0	118	0	0	0
389-90	Prior Yr Fund Bal-Unassigned	0	0	0	0	0
<b>STREET LIGHTING FUND REVENUES</b>		<b>0</b>	<b>402,892</b>	<b>382,600</b>	<b>404,821</b>	<b>409,730</b>



City of New Port Richey, Florida

FUND: STREET LIGHTING FUND  
 DIV: 121-0104-541

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
42-11	Postage	0	100	0	0	0
43-71	Electric - City Street Lights	0	60,420	72,000	72,000	75,000
43-72	Street Light Rental & Maintenance	0	219,070	220,000	220,000	260,000
43-74	US 19 Street Light Oper/Maintenance	0	56,717	52,500	50,000	60,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>336,307</b>	<b>344,500</b>	<b>342,000</b>	<b>395,000</b>
580-584-	<i>RESERVES</i>					
94-21	Reserves - Contingency			38,100		14,730
94-85	Reserves - Future Construction			0		0
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>38,100</b>	<b>0</b>	<b>14,730</b>
	<b>STREET LIGHTING FUND EXPENDITURES</b>	<b>0</b>	<b>336,307</b>	<b>382,600</b>	<b>342,000</b>	<b>409,730</b>



City of New Port Richey, Florida

FUND: GENERAL DEBT SERVICE

ACCT#: 201-0000

REVENUE		ACTUAL	ACTUAL	AMENDED		
CODE	CLASSIFICATION	FY 11-12	FY 12-13	BUDGET	ESTIMATE	BUDGET
				FY 13-14	FY 13-14	FY 14-15
314-10	Electric Utility Tax	1,210,723	1,277,872	1,200,000	1,200,000	1,250,000
314-40	Gas Utility Tax	81,151	81,049	75,500	80,000	80,000
314-80	Propane Utility Tax	50,866	49,014	48,100	50,000	49,000
361-10	Interest On Investments	1,407	1,524	1,220	1,300	600
381-37	Transfer from Redevelopment - Loan	981,207	667,261	317,270	0	0
382-11	Contributions Fr. W&S-TBW Assets	0	0	7,018,547	7,018,547	0
389-90	Prior Yr Fund Bal-Unassigned	0		550,000	713,194	154,880
<b>GENERAL DEBT SERVICE REVENUES</b>		<b>2,325,354</b>	<b>2,076,720</b>	<b>9,210,637</b>	<b>9,063,041</b>	<b>1,534,480</b>



City of New Port Richey, Florida

FUND: GENERAL DEBT SERVICE  
 DIV: 201-0201

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
517-	<i>PRINCIPAL</i>					
71-21	Principal - Redevelpmt 2005 Note A	0	0	420,000	420,000	437,000
71-36	Principal - 2000 Note	292,712	309,546	673,525	673,522	0
71-37	Principal - 2010 Note	298,234	0	0	0	0
71-39	Principal - 2012 Note	12,483	369,319	6,067,470	6,067,467	0
	<i>INTEREST</i>					
72-21	Interest - Redevelpmt 2005 Note A	0	0	261,790	261,784	244,480
72-36	Interest - 2000 Note	64,906	47,586	54,050	44,097	0
72-37	Interest - 2010 Note	356,222	0	0	0	0
72-39	Interest - 2012 Note	11,612	297,917	280,410	142,779	0
73-41	Issue Costs	(3,976)	0	0	0	0
	<b>TOTAL PRINCIPAL AND INTEREST</b>	<b>1,032,193</b>	<b>1,024,368</b>	<b>7,757,245</b>	<b>7,609,649</b>	<b>681,480</b>
580-581	<i>TRANSFERS</i>					
91-51	Transfer to General Fund	983,085	1,027,263	1,453,392	1,453,392	853,000
	<b>TOTAL TRANSFERS</b>	<b>983,085</b>	<b>1,027,263</b>	<b>1,453,392</b>	<b>1,453,392</b>	<b>853,000</b>
	<b>GENERAL DEBT SERVICE EXPENDITURES</b>	<b>2,015,278</b>	<b>2,051,631</b>	<b>9,210,637</b>	<b>9,063,041</b>	<b>1,534,480</b>



City of New Port Richey, Florida

FUND: CAPITAL IMPROVEMENT FUND  
 ACCT#: 301-0000

REVENUE		ACTUAL	ACTUAL	AMENDED	ESTIMATE	BUDGET
CODE	CLASSIFICATION	FY 11-12	FY 12-13	BUDGET	FY 13-14	BUDGET
				FY 13-14	FY 13-14	FY 14-15
312-61	1-Cent Infrastructure Surtax	1,430,997	1,566,812	1,578,090	1,600,000	1,876,700
331-51	Economic Dev. Facilities Program	0	0	450,000	0	0
331-52	Urban Forestry Grant	0	0	0	10,000	0
331-53	Land & Water Conservation Grant	0	0	200,000	0	0
331-54	Community Development Block Grant	0	0	153,790	190,150	0
331-57	FEMA Hazard Mitigation Grant	0	0	0	0	0
331-70	Recreation Trails Program Grant	0	0	200,000	0	0
334-70	Historic Preservation Grant	0	0	50,000	0	1,050,000
334-72	FL Recreation Development Program	0	0	0	0	200,000
334-76	Restore Act Funds (BP)	0	0	0	0	350,000
361-10	Interest On Investments	(216)	1,332	0	1,200	650
361-20	Interest - S.B.A.	9,466	5,307	8,500	3,000	2,400
361-25	Interest - FMI/T	1,974	610	1,000	1,800	900
369-90	Other Miscellaneous Revenue	0	9,133	0	0	0
381-20	Transfer from W & S Revenue	0	0	487,060	182,060	204,600
381-31	Transfer from Street Impr. Fund	0	0	0	0	291,850
<b>TOTAL CAP. IMP. FUND PRIOR TO FUND BAL.</b>		<b>1,442,221</b>	<b>1,583,194</b>	<b>3,128,440</b>	<b>1,988,210</b>	<b>3,977,100</b>
389-90	Prior Yr Fund Bal-Unassigned	0	0	699,870	0	4,397,550
<b>TOTAL FUND BALANCE</b>		<b>0</b>	<b>0</b>	<b>699,870</b>	<b>0</b>	<b>4,397,550</b>
<b>CAPITAL IMPROVEMENT REVENUES</b>		<b>1,442,221</b>	<b>1,583,194</b>	<b>3,828,310</b>	<b>1,988,210</b>	<b>8,374,650</b>





City of New Port Richey, Florida

FUND: CAPITAL IMPROVEMENT FUND  
 DIV: 301-0301

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
515-	COMPREHENSIVE PLANNING					
62-33	Hacienda Hotel Restoration	0	0	200,000	25,000	1,100,000
63-44	Old Post Office Bldg. Improvements			350,000		
	<b>TOTAL COMPREHENSIVE PLANNING</b>	<b>0</b>	<b>0</b>	<b>550,000</b>	<b>25,000</b>	<b>1,100,000</b>
519-	OTHER GENERAL GOVERNMENT					
62-54	Fleet/Purchasing Warehouse	0	0	150,000	0	30,900
	<b>TOTAL OTHER GOVERNMENT</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>0</b>	<b>30,900</b>
522-	FIRE CONTROL					
62-99	Cental Fire Station Relocation	0	0	0	0	100,000
	<b>TOTAL FIRE CONTROL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>
541-	ROAD AND STREET FACILITIES					
63-20	Grey Preserve Entrance Rd. Paving	0	0	0	0	423,330
63-21	Streetscape Improvements	0	0	0	0	105,250
63-31	Downtown Parking Lot Re-surfacing	0	0	75,000	0	0
63-32	Main Street Project	1,995,822	92,063	0	0	0
63-33	Multi-Use Trail-Marine Parkway	0	0	0	0	500,000
63-37	Multi-Use Trail-Morton Plant	0	91,823	620,000	20,000	1,235,770
63-38	Misc. Neighborhood Improvements	43,445	136,457	453,790	494,453	0
63-39	Streetscape Tree Replacement	0	1,000	0	61,515	0
63-40	School Road Sidewalk Project	0	18,266	0	0	0
63-42	Way Finding Signage Upgrades	0	0	0	0	100,000
	<b>TOTAL ROAD AND STREET</b>	<b>2,039,267</b>	<b>339,609</b>	<b>1,148,790</b>	<b>575,968</b>	<b>2,364,350</b>
572-	PARKS AND RECREATION					
62-99	Fitness Center Expansion	0	0	0	0	425,000
63-26	Sims Park	0	0	0	0	2,200,000
63-47	ADA Playground - Sims Park	0	19,794	360,000	80,000	0
63-48	Pine Hill Baseball Complex	0	0	0	0	35,000
63-49	Orange Lake Restoration	0	0	0	0	500,000
	<b>TOTAL PARKS AND RECREATION</b>	<b>0</b>	<b>19,794</b>	<b>360,000</b>	<b>80,000</b>	<b>3,160,000</b>
580-581-	TRANSFERS					
91-51	Transfer To General Fund	188,900	68,463	287,740	375,000	1,169,400
91-62	Transfer to Stormwater Utility Fund	0	326,185	0	0	0
91-64	Transfer To Redevelopment Fund	13,098	13,678	273,780	273,780	450,000
91-69	Transfer To CRA-Loan Per ILA	0	0	1,058,000	0	0
	<b>TOTAL TRANSFERS</b>	<b>201,998</b>	<b>408,326</b>	<b>1,619,520</b>	<b>648,780</b>	<b>1,619,400</b>
584-	RESERVES					
94-35	Reserve - Future Construction	0	0	0	0	0
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL IMPROVEMENT EXPENDITURES</b>	<b>2,241,265</b>	<b>767,729</b>	<b>3,828,310</b>	<b>1,329,748</b>	<b>8,374,650</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Capital Improvement Fund**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
<b>Comprehensive Planning</b>						
***	Hacienda Hotel Restoration	1,100,000				
	<b>Total</b>	<b>1,100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other General Government</b>						
****	Fleet/Purchasing Warehouse	30,900	200,000			
	<b>Total</b>	<b>30,900</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Control</b>						
+	Central Fire Station Relocation/Design	100,000	47,000	147,000	147,000	147,000
	<b>Total</b>	<b>100,000</b>	<b>47,000</b>	<b>147,000</b>	<b>147,000</b>	<b>147,000</b>
<b>Road and Street Facilities</b>						
*	Multi-Use Trail Marine Parkway	500,000				
*	Grey Preserve Entrance Paving	423,330				
*	Streetscape Impr-Madison Ave.	105,250	244,750			
+	Downtown Parking Lot Resurfacing		80,000			
+	Way Finding Signage Upgrades	100,000				
+	Sidewalk Improvements-Grand Blvd.		180,000			
+	Sidewalk Improvements-Plathe Rd.			130,000		
◆	US Hwy 19 Beautification		20,000	200,000		
◆◆	Multi-Use Trail-Morton Plant	1,235,770				
+	Gateway Entry Sign		25,000			
	<b>Total</b>	<b>2,364,350</b>	<b>549,750</b>	<b>330,000</b>	<b>0</b>	<b>0</b>
<b>Parks and Recreation</b>						
+	Restrooms-Frances Avenue Park			250,000		
◆◆◆	Sims Park	2,200,000	300,000			928,560
*	Pine Hill Baseball Complex	35,000				
+++	Orange Lake Restoration	500,000				
++	Olympic Sized Competition Pool				3,100,000	
*	Fitness Center Expansion	425,000				
	<b>Total</b>	<b>3,160,000</b>	<b>300,000</b>	<b>250,000</b>	<b>3,100,000</b>	<b>928,560</b>
<b>Total Capital Improvement</b>		<b>6,755,250</b>	<b>1,096,750</b>	<b>727,000</b>	<b>3,247,000</b>	<b>1,075,560</b>

- \* Penny for Pasco dollars - Old
- \*\* Funded by W & S Revenue Fund
- \*\*\* Funded by Historic Preservation Grant (\$1,050,000); Penny for Pasco-New (\$50,000)
- \*\*\*\* Funded by Penny for Pasco-Old (\$30,900) and W & S Revenue (\$200,000)
  - ◆ Funded by Penny for Pasco-New (\$120,000) and FDOT Grant (\$100,000)
  - ◆◆ Funded by Local Option Gas Tax (\$291,850); W & S Revenue (\$204,600)
  - ◆◆◆ Funded by Penny for Pasco-Old (\$1,800,000) and FRDAP Grant (\$200,000)
- + New Penny for Pasco dollars
- ++ Funded by Penny for Pasco - New (\$1,000,000) and US Facilities Grant (\$2,100,000)
- +++ Funded by Penny for Pasco - Old (\$150,000) and Restore Act Funds (BP) (\$350,000)



City of New Port Richey, Florida

FUND: WATER & SEWER  
 ACCT#: 401-0000

REVENUE CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
329-50	Sewer Permits	435	540	500	500	500
337-31	SWFWMD Grant-Rebate Program	0	0	0	1,200	0
	<b>TOTAL PERMIT/INTERGOVMT.</b>	<b>435</b>	<b>540</b>	<b>500</b>	<b>1,700</b>	<b>500</b>
341-52	Employee Contribution to Health Ins.	0	0	0	0	21,210
343-31	Water Sales - Retail	3,735,082	3,605,013	3,490,000	4,185,000	4,340,000
343-32	Water Sales - Magnolia Valley	434,655	443,055	451,000	0	0
343-33	Water Sales - Reclaimed Water	177,640	186,472	190,200	200,000	215,000
343-34	Water Sales - Lindrick	0	0	0	5,000	0
343-35	Bulk Water - Port Richey	184,260	416,346	286,000	450,000	450,000
343-36	Surplus Water - TBW	387,671	406,218	358,700	375,000	400,000
343-51	Sewer Sales - Retail	3,403,179	3,462,983	3,570,000	3,600,000	4,310,000
343-53	Bulk Sewer - Port Richey	194,769	317,761	187,300	215,000	230,000
343-54	Sewer Sales - Magnolia Valley	551,246	570,495	580,700	550,000	0
343-56	Bulk Sewer - Lindrick	627,170	737,091	605,100	605,100	650,000
349-60	Water Connect Fees - Meters	30,835	42,575	45,000	46,000	18,000
349-61	Reclaimed Water Connect Fee-Meters	600	1,910	1,000	3,000	3,000
349-70	Meter Turn On/Off Fee	19,715	20,640	18,000	22,000	25,000
349-71	Sprinkler Charge	44,987	46,163	45,000	45,000	45,000
349-71	Meter Turn On/Off Fee-Mag.Valley	25	0	0	0	
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>9,791,834</b>	<b>10,256,722</b>	<b>9,828,000</b>	<b>10,301,100</b>	<b>10,707,210</b>
361-10	Interest On Investments	3,794	4,578	2,100	800	500
361-11	Interest - Note Receivable	474,417	457,065	457,070	457,070	419,050
361-20	Interest - S.B.A.	6,647	4,860	5,500	4,800	2,500
361-25	Interest - FMLVT	30,152	9,917	28,000	17,000	10,000
369-30	Refund of Prior Year Expense	376	1,291	500	500	500
369-70	Late Payment Penalties	213,976	262,668	245,700	210,000	200,000
369-71	Return Check Charge	3,209	2,740	2,800	3,000	3,000
369-72	Late Payment Penalties-Magnolia Valley	24,949	20,532	23,000	16,000	16,000
369-73	Returned Check Charge-Magnolia Valley	120	55	0	25	50
369-90	Other Miscellaneous Revenue	446	7,433	5,000	5,400	6,000
369-91	County Share of Engineering	0	0	0	0	0
369-92	County Share of Construction	0	0	0	0	0
369-93	County Share of Operations	796,282	701,614	912,000	750,000	825,000
369-94	County Share of Reclaimed Water	356,017	466,314	370,300	340,000	370,000
369-95	Water Impact Fees	15,000	119,274	23,160	50,000	50,000
369-97	Sewer Impact Fees	15,834	226,200	45,240	90,000	50,000
97-10	Sewer Impact Fees - Lindrick	208,278	209,395	190,000	176,000	190,000
369-99	Sewer Impact Fees - Port Richey	5,438	43,070	6,000	6,400	6,500
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,154,935</b>	<b>2,537,006</b>	<b>2,316,370</b>	<b>2,126,995</b>	<b>2,149,100</b>
	<b>TOTAL W &amp; S FUND PRIOR TO FUND BALANCE</b>	<b>11,947,204</b>	<b>12,794,268</b>	<b>12,144,870</b>	<b>12,429,795</b>	<b>12,856,810</b>
389-89	Prior Yr Fund Bal-Assigned F/A	0	0	301,800	301,800	0
389-90	Prior Yr Fund Bal-Unassigned	0	0	12,029,987	9,551,370	5,644,420
	<b>TOTAL FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>12,331,787</b>	<b>9,853,170</b>	<b>5,644,420</b>
	<b>WATER &amp; SEWER FUND REVENUES</b>	<b>11,947,204</b>	<b>12,794,268</b>	<b>24,476,657</b>	<b>22,282,965</b>	<b>18,501,230</b>





## **City of New Port Richey, Florida**

### **Water and Sewer Revenue Fund**

Department: Public Works

Water Production

#### ***Mission Statement***

Our goal is to operate, maintain, and manage the City of New Port Richey's Joseph A. Maytum Water Treatment Plant in a professional way that delivers a reliable and adequate supply of safe drinking water at a pressure that meets the safety and needs of all our customers throughout the distribution system.

#### ***Accomplishments FY 13-14***

1. Produced and delivered 1,871,460,000 gallons of water to the residents of New Port Richey.
2. Produced and delivered 725,390,000 gallons of water for regional supplier Tampa Bay Water.

#### ***Goals and Objectives***

1. To produce a high quality drinking water for the residents of New Port Richey on a consistent basis.
2. To produce a high quality drinking water for regional supplier Tampa Bay Water as needed.
3. Maintain the operational and aesthetic attractiveness of the City's Water Treatment Plant buildings and grounds.
4. Stay current on all FDEP drinking water rules and regulations.



**City of New Port Richey, Florida**

**Water and Sewer Revenue Fund**

**Water Production**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Division Head Salaries</u>				
Water Production Supervisor	1.00	1.00	55,100	55,100
<u>Regular Salaries &amp; Wages</u>				
Lead Plant Operator B	1.00	1.00	44,625	44,990
Plant Operator C	3.00	3.00	111,740	107,810
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>211,465</b>	<b>207,900</b>



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: WATER PRODUCTION  
 ACCT#: 401-0105-533

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	54,147	54,511	55,100	55,100	55,100
12-99	Regular Full-Time Wages	155,283	154,864	156,365	152,800	152,800
14-11	Overtime Wages	648	2,473	1,970	1,970	2,000
15-11	Employee Appreciation Incentive	250	250	250	250	250
15-14	One-Time Lump Sum Payment	0	2,500	0	0	0
15-27	Stand-By Time	14,737	15,192	14,770	14,770	14,860
17-11	Accrued Vacation	761	95	0	0	0
17-12	Accrued Sick Time	0	0	0	0	0
21-11	Social Security Matching	17,036	17,074	17,495	17,495	17,220
21-21	Accrued FICA - Vacation and Sick	58	7	0	0	0
22-11	Florida Retirement System	11,131	12,825	15,780	15,700	16,570
22-21	Accrued FRS - Vacation	56	126	0	0	0
23-11	Group Health Insurance	23,182	23,369	30,900	30,900	33,900
23-12	Group Life Insurance	102	102	240	240	240
23-13	Accidental Death - AD & D	12	12	60	60	60
23-15	Net OPEB Obligation Expense	6,471	6,662	5,690	5,690	5,690
24-21	W/C Waterworks Operations	6,538	5,664	9,390	9,390	9,500
	<b>TOTAL PERSONAL SERVICES</b>	<b>290,412</b>	<b>295,726</b>	<b>308,010</b>	<b>304,365</b>	<b>308,190</b>
31-29	Engineering Services - Miscellaneous	0	0	10,000	10,000	10,000
34-12	Pest Control Services	156	288	440	440	440
34-38	Lab Test	720	1,080	5,350	5,350	5,350
34-74	Security Services	1,826	1,926	4,510	4,510	4,510
34-99	Contractual Services - Miscellaneous	1,880	3,276	5,000	5,000	5,000
40-11	Travel and Training	100	100	1,470	1,470	1,470
41-21	Telephone	2,416	1,757	5,380	5,380	5,380
41-31	Telephone - Long Distance	25	0	0	0	0
41-34	Data Lines	3,980	6,924	6,860	6,860	6,860
41-41	Pager Services	50	46	160	160	160
42-11	Postage	1,995	2,121	4,000	4,000	4,000
42-21	Freight Express Charges	0	0	30	30	30
43-11	Electric - City Facilities	0	93,513	124,290	124,290	124,290
43-13	Electric - Water Plant	93,900	0	0	0	0
43-15	Electric - Pumps and Wells	1,108	0	0	0	0
43-31	Trash Removal	771	771	600	600	880
43-73	Street Light Fee	49	38	100	100	100
43-81	Stormwater Assessment	142	135	150	150	150
46-11	Maintenance - Buildings and Grounds	14,436	16,570	22,000	22,000	22,000
46-21	Maintenance - Equipment	0	0	1,000	1,000	1,000
46-23	Maintenance - Copiers	173	0	550	550	550
46-24	Maintenance - Technical Equipment	0	0	0	0	0
46-31	Central Garage Maintenance	1,280	1,890	8,030	8,030	8,030
46-49	Radio Maintenance	400	0	0	0	0
46-61	Maintenance - Physical Plant	13,123	2,828	0	0	0
49-83	Permit Fees	12,000	6,000	6,000	6,000	6,000
51-11	Office Supplies - General	358	261	1,100	1,100	1,100
51-21	Maps and Charts	0	0	520	520	520



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: WATER PRODUCTION  
 ACCT#: 401-0105-533

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
51-41	Small Tools and Implements	105	258	500	500	500
52-11	Fuel	8,230	7,992	10,630	10,630	11,690
52-21	Chemicals	103,126	102,329	129,170	129,170	129,170
52-22	Laboratory Supplies	4,328	3,923	7,000	7,000	7,000
52-31	Clothing and Wearing Apparel	805	569	840	840	840
52-43	Computer Supplies	361	983	2,800	2,800	4,200
52-47	First Aid Supplies	22	27	250	250	250
52-51	Janitorial Supplies	322	352	800	800	800
52-61	Raw Water	2,326,800	2,084,201	2,430,000	2,430,000	2,430,000
52-89	Automotive Parts	2,219	3,859	3,380	3,380	3,380
52-94	Conservation Kits & Materials	4,951	2,534	12,000	12,000	12,000
52-99	Operating Supplies - Miscellaneous	508	2,654	1,870	1,870	1,870
54-11	Dues and Memberships	226	678	840	840	840
54-61	Books and Publications	65	47	200	200	200
	<b>TOTAL OPERATING EXPENSES</b>	<b>2,602,956</b>	<b>2,349,930</b>	<b>2,807,820</b>	<b>2,807,820</b>	<b>2,810,560</b>
63-41	Elevated Storage Tank			10,000	10,000	150,000
63-44	City Well Repairs			10,000	10,000	0
63-45	Ground Storage Reservoirs			10,000	10,000	0
63-99	Improvements Other Than Buildings			20,000	20,000	0
64-15	Trucks and Trailers			20,000	20,000	48,000
64-31	Special Purpose Equipment			15,800	15,800	43,600
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>85,800</b>	<b>85,800</b>	<b>241,600</b>
	<b>TOTAL WATER PRODUCTION</b>	<b>2,893,368</b>	<b>2,645,656</b>	<b>3,201,630</b>	<b>3,197,985</b>	<b>3,360,350</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Water Production**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
63-41	<i>Elevated Storage Tank</i>					
	Clean/Paint Elevated Storage Tank	150,000				
	<b>Total</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
63-45	<i>Ground Storage Reservoirs</i>					
	Clean/Paint Ground Storage Tanks		50,000			
	<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-15	<i>Trucks and Trailers</i>					
	3/4 Ton Pickup Truck (#51)	25,000				
	3/4 Ton Pickup Truck (#30)	23,000				
	3/4 Ton Pickup Truck (#32)				32,000	
	<b>Total</b>	<b>48,000</b>	<b>0</b>	<b>0</b>	<b>32,000</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Fluoride Benchtop Meter	3,000				
	Chlorine Bulk Storage Tank	14,000		14,000		
	Chlorine/MonoChloramine Meter	1,600				
	Chlorine Feed Skid w/Pumps	25,000				
	Emerg Shower - Fluoride Area		4,000			
	Variable Frequency Drive		25,000			25,000
	Ammonia Bulk Storage Tanks		18,000			
	Ammonia Feed Skid w/Pumps			24,000		
	Emerg Shower - Chemical Building			4,000		
	On-Line Free Ammonia Analyzer			35,000		
	PH Benchtop Meter			3,000		
	Commercial Lawn Tractor				9,000	
	Multi Parameter Field Meter				4,000	
	On-Line Free Ammonia Analyzer					36,000
	<b>Total</b>	<b>43,600</b>	<b>47,000</b>	<b>80,000</b>	<b>13,000</b>	<b>61,000</b>
	<b>Division Total</b>	<b>241,600</b>	<b>97,000</b>	<b>80,000</b>	<b>45,000</b>	<b>61,000</b>





## **City of New Port Richey, Florida**

### **Water and Sewer Revenue Fund**

Department: Public Works

Water and Reclaimed Water Distribution

#### ***Mission Statement***

The mission of the Water Distribution Division is to maintain and upgrade the City's potable water system. To demonstrate a high level of service that includes but is not limited to proactive maintenance activities, expansion of the water system where possible, monitor, and evaluate all current regulatory requirements, a one hour response to emergency water breaks, a 24 hour response to all internal and external inquires, and finally to demonstrate a high level of professionalism to all City residents and Utility customers.

#### ***Accomplishments FY 13-14***

1. Preparations and upgrades for AMI Project.
2. Upgraded/replaced 10 Fire Hydrant Assemblies in various areas of our system.
3. Installation of 8" reclaimed water on Kentucky Avenue; installation of RC irrigation systems in two City retention ponds.
4. Completed water utility relocations for other capital projects including US Hwy 19 and 2011 Miscellaneous Stormwater Improvements.

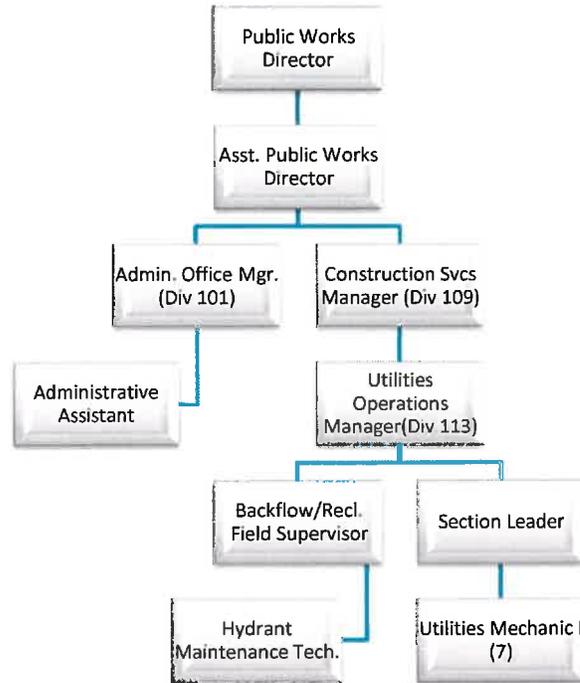
#### ***Goals and Objectives***

1. Upgrade (5) bulk water interconnects with proper backflow protection.
2. Work with contractor to implement Phase 1 on the AMI Project.
3. Continue expansion of Reclaimed Distribution systems using in-house forces.
4. Coordinate water system improvements in conjunction with other capital improvement projects.



**City of New Port Richey, Florida**

**Water and Sewer Revenue Fund  
Water and Reclaimed Water Distribution**



Position	Personnel Full-Time Equivalent		Amended Budget:	Proposed Budget:
	13-14	14-15	13-14	14-15
<u>Regular Exempt Salaries</u>				
Construction Services Mgr	1.00	0.00	51,340	0
<u>Regular Salaries &amp; Wages</u>				
Section Leader	1.00	1.00	30,399	31,000
Utilities Mechanic II	1.00	0.00	27,650	0
Utilities Mechanic I	6.00	7.00	125,392	147,640
Backflow/Recl Field Supervisor	1.00	1.00	30,155	30,140
Administrative Assistant	1.00	1.00	23,004	25,000
Hydrant Maintenance Tech.	1.00	1.00	19,760	21,000
<b>Total</b>	<b>12.00</b>	<b>11.00</b>	<b>307,700</b>	<b>254,780</b>



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: WATER & RECLAIMED WATER DISTRIBUTION  
 ACCT#: 401-0107-533

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-10	Regular Exempt Salaries	0	0	51,340	40,569	0
12-99	Regular Full-Time Wages	190,504	232,106	256,360	248,830	254,780
13-11	Part-Time Wages	12,816	0	0	0	0
13-12	Temporary Wages	4,636	0	0	0	0
14-11	Overtime Wages	10,997	22,376	17,200	17,200	17,480
15-11	Employee Appreciation Incentive	400	500	600	600	550
15-14	One-Time Lump Sum Payment	0	5,000	0	0	0
15-16	Health Insurance Waiver Stipend	1,050	1,800	1,800	2,700	3,600
15-22	Education Incentive	0	0	0	300	1,200
15-27	Stand-By Time	9,281	8,727	10,970	9,738	9,030
15-29	Meal Allowance	36	150	700	300	530
17-11	Accrued Vacation	456	1,822	0	0	0
21-11	Social Security Matching	17,396	20,125	25,910	25,330	21,970
21-21	Accrued FICA - Vacation and Sick	35	139	0	0	0
22-11	Florida Retirement System	11,135	15,236	23,295	22,790	20,730
22-21	Accrued FRS - Vacation	35	211	0	0	0
23-11	Group Health Insurance	32,455	36,085	67,980	67,980	61,020
23-12	Group Life Insurance	152	172	580	580	530
23-13	Accidental Death - AD & D	18	20	150	150	140
23-15	Net OPEB Obligation Expense	6,445	6,800	7,040	7,040	7,040
24-21	W/C Waterworks Operations	7,779	6,399	10,840	10,840	11,010
24-26	W/C Clerical	0	60	100	100	120
24-32	W/C Municipal Classification	0	2,165	3,820	3,820	0
	<b>TOTAL PERSONAL SERVICES</b>	<b>305,626</b>	<b>359,893</b>	<b>478,685</b>	<b>458,867</b>	<b>409,730</b>
31-99	Professional Services - Miscellaneous	0	0	0	0	200,000
34-42	Call Candy Services	2,524	3,035	4,000	4,000	4,000
34-99	Contractual Services - Miscellaneous	2,388	2,921	16,000	16,000	20,000
40-11	Travel and Training	1,103	1,794	3,360	2,150	2,780
41-21	Telephone	6,458	7,979	7,220	6,220	6,220
41-34	Data Lines	480	483	480	420	420
41-41	Pager Services	76	70	160	160	160
42-11	Postage	700	430	1,200	900	1,100
43-31	Trash Removal	352	1,113	5,000	5,000	6,600
44-19	Rent - Equipment	0	0	800	800	800
45-71	Notary Bond	0	0	150	150	150
46-11	Maintenance - Buildings and Grounds	365	12,969	9,200	8,000	6,900
46-21	Maintenance - Equipment	0	0	2,800	2,600	2,600
46-24	Maintenance - Technical Equipment	223	0	0	0	0
46-31	Central Garage Maintenance	10,300	12,390	17,800	7,810	16,800
46-49	Radio Maintenance	600	0	0	0	0
46-61	Maintenance - Physical Plant	237	(5,438)	0	0	0
47-99	Printing and Binding - Miscellaneous	0	87	50	0	0
51-11	Office Supplies - General	807	1,257	1,000	1,000	800
51-41	Small Tools and Implements	5,578	8,180	7,840	7,690	7,690
52-11	Fuel	37,907	36,851	38,000	20,000	36,250
52-25	Software Licenses/Support	5,325	4,479	5,420	4,670	4,670



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: WATER & RECLAIMED WATER DISTRIBUTION  
 ACCT#: 401-0107-533

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
52-31	Clothing and Wearing Apparel	2,121	1,928	2,700	2,700	2,500
52-43	Computer Supplies	453	1,551	5,000	5,000	3,500
52-47	First Aid Supplies	18	78	250	200	200
52-71	Meters	5,483	19,447	20,000	30,000	40,000
52-72	Pipe	5,907	13,377	14,000	14,000	14,000
52-73	Hydrants	4,154	2,908	15,000	15,000	15,000
52-74	Valves and Clamps	38,271	43,767	80,000	80,000	80,000
52-79	Water & Sewer Supplies-Miscellaneous	34,756	24,890	10,000	10,000	10,000
52-89	Automotive Parts	11,985	21,122	19,870	19,870	18,430
52-99	Operating Supplies - Miscellaneous	9,350	14,281	22,500	22,500	21,750
53-11	Asphalt/Concrete	1,751	0	0	0	0
53-12	Limestone	474	(270)	270	0	0
53-13	Gravel/Shell	40	0	0	0	0
53-41	Sod - Seed	498	432	4,000	4,000	4,000
53-99	Road Materials - Miscellaneous	0	7,047	14,730	15,000	15,000
54-11	Dues and Memberships	180	250	400	400	400
54-61	Books and Publications	30	67	340	240	240
	<b>TOTAL OPERATING EXPENSES</b>	<b>190,894</b>	<b>239,475</b>	<b>329,540</b>	<b>306,480</b>	<b>542,960</b>
63-99	Improvements Other Than Buildings			0	0	0
64-13	Data Processing Equipment			1,800	1,800	4,500
64-15	Trucks and Trailers			115,200	115,200	220,000
64-16	Heavy Equipment			50,000	50,000	0
64-31	Special Purpose Equipment			0	0	32,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>167,000</b>	<b>167,000</b>	<b>256,500</b>
	<b>TOTAL WATER/RECLAIMED WATER DISTR</b>	<b>496,520</b>	<b>599,368</b>	<b>975,225</b>	<b>932,347</b>	<b>1,209,190</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Water and Reclaimed Water Distribution**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-13	<i>Data Processing Equipment</i>					
	Laptop Computer (3)	4,500				
	<b>Total</b>	<b>4,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-15	<i>Trucks and Trailers</i>					
	2 Ton Truck w/Lift Gate(#65)	70,000				
	2 Ton Truck w/Lift Gate(#64)	70,000				
	2 Ton Flat Bed Dump Trk(#63)			60,000		
	2 Ton Svc Truck w/Crane(#59)	80,000				
	<b>Total</b>	<b>220,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>0</b>
64-16	<i>Heavy Equipment</i>					
	Dump Truck (#18)				75,000	
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Ground Penetrating Radar	16,000				
	Line Locator/Detector	12,000				
	Pipe Leak Detector	4,000				
	<b>Total</b>	<b>32,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>256,500</b>	<b>0</b>	<b>60,000</b>	<b>75,000</b>	<b>0</b>





City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: W & S NON-CLASSIFIED  
 ACCT#: 401-0108-536

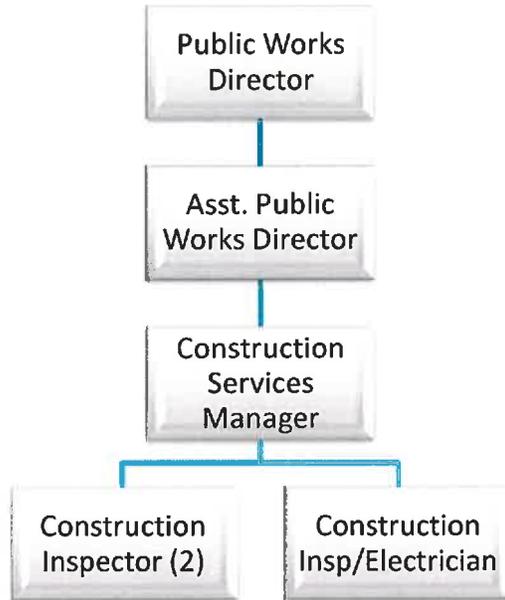
ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
31-10	Contractual Attorney Services	0	0	0	0	0
31-11	City Attorney Services	0	4,867	5,000	5,000	5,000
31-14	Master Utility Plan Upgrade	23,200	0	0	0	0
31-99	Professional Services - Miscellaneous	3,765	2,530	10,000	43,235	10,000
32-11	Annual Audit Services	12,723	6,775	8,500	8,500	8,500
32-21	Rate Study	16,442	32,007	20,000	0	20,000
45-11	Liability Insurance-Comp. General	13,013	14,380	15,540	15,540	15,540
45-21	Buildings and Contents Insurance	43,045	43,141	46,120	46,120	46,120
45-23	Automobile and Truck Insurance	12,012	14,175	15,320	15,320	15,320
45-90	Insurance Miscellaneous	0	0	2,200	2,200	2,200
49-11	Legal Advertising	0	0	0	0	0
49-99	Other Current Charges - Miscellaneous	22,163	24,679	22,000	22,000	22,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>146,363</b>	<b>142,554</b>	<b>144,680</b>	<b>157,915</b>	<b>144,680</b>
99-21	Amortization	97,071	28,905	0	0	0
99-31	Depreciation Expense	1,695,600	1,685,126	0	0	0
99-41	Write-Off of Bad Debts	234,714	101,963	0	0	0
	<b>TOTAL NON-OPERATING EXPENSES</b>	<b>2,027,385</b>	<b>1,815,994</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL W &amp; S NON-CLASSIFIED</b>	<b>2,173,748</b>	<b>1,958,548</b>	<b>144,680</b>	<b>157,915</b>	<b>144,680</b>



**City of New Port Richey, Florida**

**Water and Sewer Revenue Fund**

**Construction Services**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Exempt Salaries</u>				
Construction Svcs Manager	0.00	1.00	0	51,340
<u>Regular Salaries &amp; Wages</u>				
Construction Inspector	0.00	2.00	0	76,010
Construction Insp/Electrician	0.00	1.00	0	41,600
<b>Total</b>	<b>0.00</b>	<b>4.00</b>	<b>0</b>	<b>168,950</b>



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: CONSTRUCTION SERVICES  
 ACCT#: 401-0109-536

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED	
				BUDGET FY 13-14	BUDGET FY 14-15
12-10	Regular Exempt Salaries	0	0	0	51,340
12-99	Regular Full-Time Wages	0	0	0	117,610
14-11	Overtime Wages	0	0	0	10,610
15-11	Employee Appreciation Incentive	0	0	0	200
17-11	Accrued Vacation	0	0	0	0
17-12	Accrued Sick Time	0	0	0	0
21-11	Social Security Matching	0	0	0	13,760
21-21	Accrued FICA - Vacation and Sick	0	0	0	0
22-11	Florida Retirement System	0	0	0	13,240
22-21	Accrued FRS - Vacation	0	0	0	0
23-11	Group Health Insurance	0	0	0	27,120
23-12	Group Life Insurance	0	0	0	200
23-13	Accidental Death - AD & D	0	0	0	50
23-15	Net OPEB Obligation Expense	0	0	0	4,400
24-21	W/C Waterworks Operations	0	0	0	13,450
	<b>TOTAL PERSONAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>251,980</b>
40-11	Travel and Training	0	0	0	0
41-21	Telephone - Local	0	0	0	6,300
41-34	Telephone - Data Lines	0	0	0	420
42-11	Postage	0	0	0	150
46-21	Maintenance - Equipment	0	0	0	1,200
46-31	Central Garage Maintenance	0	0	0	2,000
47-99	Printing & Binding Miscellaneous	0	0	0	100
51-11	Office Supplies - General	0	0	0	400
51-41	Small Tools and Implements	0	0	0	300
52-11	Fuel	0	0	0	3,500
52-25	Software Licenses/Support	0	0	0	1,500
52-31	Clothing and Wearing Apparel	0	0	0	400
52-43	Computer Supplies	0	0	0	3,200
52-89	Automotive Parts	0	0	0	2,000
52-99	Operating Supplies - Miscellaneous	0	0	0	1,500
54-11	Dues and Memberships	0	0	0	200
54-61	Books and Publications	0	0	0	200
	<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,370</b>
64-13	Data Processing Equipment			0	3,300
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,300</b>
	<b>TOTAL CONSTRUCTION SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>278,650</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Construction Services**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-13	<i>Data Processing Equipment</i>					
	Copier/Printer/Scanner/Fax	3,300				
	Drafting/Mapping Plotter		30,000			
	<b>Total</b>	<b>3,300</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-15	<i>Trucks and Trailers</i>					
	1/2 Ton Pick Up Truck (#85)				35,000	
	3/4 Ton Pick Up Truck (#60)			35,000		
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>
	<b>Division Total</b>	<b>3,300</b>	<b>30,000</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>



## **City of New Port Richey, Florida**

### **Water and Sewer Revenue Fund**

Department: Public Works

Reclaimed Water Production

#### ***Mission Statement***

To protect health and the environment by operating and maintaining the reclaim water production facility at its highest efficiency. Comply with regulatory requirements and produce high quality water for beneficial reuse. To be innovative and creative to hold costs to a minimum.

#### ***Accomplishments FY 13-14***

1. Filtered, disinfected and distributed 1.8 billion gallons of reclaimed water to customers.

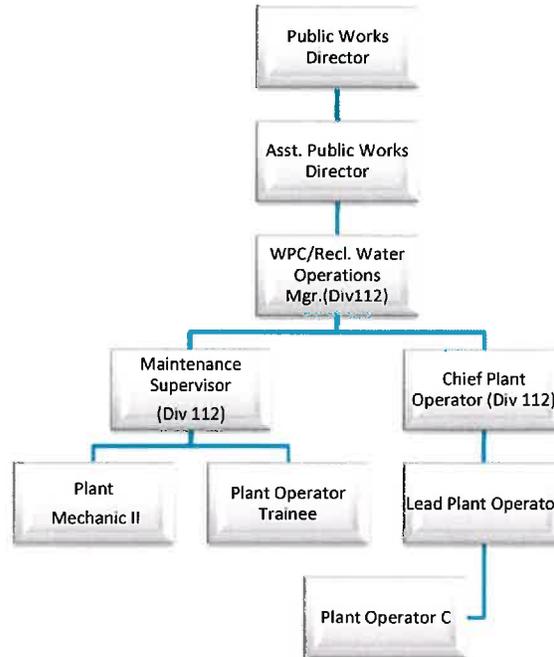
#### ***Goals and Objectives***

1. Continue to provide high quality reuse water for beneficial reuse.
2. Continue to seek out ways to be more energy efficient.



**City of New Port Richey, Florida**

**Water and Sewer Revenue Fund  
Reclaimed Water Production**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u>				
Lead Plant Operator	1.00	1.00	43,626	42,800
Plant Operator C	1.00	1.00	37,270	35,050
Plant Mechanic II	1.00	1.00	30,839	30,830
Plant Operator Trainee	1.00	1.00	34,805	34,370
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>146,540</b>	<b>143,050</b>



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: RECLAIMED WATER PRODUCTION  
 ACCT#: 401-0111-535

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
12-99	Regular Full-Time Wages	135,231	137,407	146,540	146,540	143,050
14-11	Overtime Wages	4,225	5,059	3,930	3,930	3,930
15-11	Employee Appreciation Incentive	200	200	200	200	200
15-14	One-Time Lump Sum Payment	0	2,000	0	0	0
15-27	Stand-By Time	8,415	8,415	8,680	8,680	8,850
15-29	Meal Allowance	30	30	150	150	150
17-11	Accrued Vacation	175	(247)	0	0	0
17-12	Accrued Sick Time	0	0	0	0	0
21-11	Social Security Matching	11,233	11,604	12,205	12,205	11,950
21-21	Accrued FICA - Vacation and Sick	13	(19)	0	0	0
22-11	Florida Retirement System	7,312	8,502	10,965	10,965	11,490
22-21	Accrued FRS - Vacation	22	73	0	0	0
23-11	Group Health Insurance	16,228	17,263	24,720	24,720	27,120
23-12	Group Life Insurance	71	77	200	200	200
23-13	Accidental Death - AD & D	8	9	50	50	50
23-15	Net OPEB Obligation Expense	4,141	4,384	3,580	3,580	3,580
24-22	W/C Sewage Disposal Oper./Driver	4,147	3,468	5,690	5,690	5,690
	<b>TOTAL PERSONAL SERVICES</b>	<b>191,451</b>	<b>198,225</b>	<b>216,910</b>	<b>216,910</b>	<b>216,260</b>
34-38	Lab Test	9,288	8,058	12,000	12,000	12,000
34-99	Contractual Services - Miscellaneous	0	223	270	270	270
40-11	Travel and Training	990	1,090	1,790	1,790	1,790
42-11	Postage	0	2	30	30	30
43-11	Electric - City Facilities	0	219,744	273,170	250,000	250,000
43-18	Electric - Reclaimed Water	208,247	0	0	0	0
45-99	Insurance	0	0	1,000	1,000	1,000
46-11	Maintenance - Buildings and Grounds	1,518	41,161	41,000	41,000	41,000
46-21	Maintenance - Equipment	0	4,768	3,800	3,800	3,800
46-24	Maintenance - Technical Equipment	3,975	0	0	0	0
46-61	Maintenance - Physical Plant	(5,954)	1,873	0	0	0
49-51	Excess Reclaimed Water Expense	0	577,932	0	0	75,000
51-11	Office Supplies - General	83	100	100	100	100
52-21	Chemicals	85,760	74,482	90,640	90,640	90,640
52-22	Laboratory Supplies	197	198	200	200	200
52-31	Clothing and Wearing Apparel	569	531	860	860	860
52-51	Janitorial Supplies	131	216	220	220	220
52-99	Operating Supplies - Miscellaneous	524	693	500	500	500
54-11	Dues and Memberships	0	90	250	300	300
	<b>TOTAL OPERATING EXPENSES</b>	<b>305,328</b>	<b>931,161</b>	<b>425,830</b>	<b>402,710</b>	<b>477,710</b>
63-99	Improvements Other Than Buildings			20,000	20,000	0
64-31	Special Purpose Equipment			0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>
	<b>TOTAL RECLAIMED WATER PROD.</b>	<b>496,779</b>	<b>1,129,386</b>	<b>662,740</b>	<b>639,620</b>	<b>693,970</b>





## **City of New Port Richey, Florida**

### **Water and Sewer Revenue Fund**

Department: Public Works

Water Pollution Control

#### ***Mission Statement***

To protect public health and the environment by operating and maintaining the wastewater treatment plant at its highest efficiency. Comply with regulatory requirements and produce high quality water for beneficial reuse. Be innovative and creative to hold costs to a minimum.

#### ***Accomplishments FY 13-14***

1. Completed numerous energy efficiency projects including LED conversion of street lights, automated dissolved oxygen system, automated Return Pump System, designed and installed a more efficient chemical feed system for disinfection.
2. Completed Phase 3 of the SCADA upgrade, installed network process monitoring cameras.
3. Continued headworks restoration project.
4. Treated 1.7 billion gallons of wastewater to near drinking water standards with 99.0% pollutant removal.

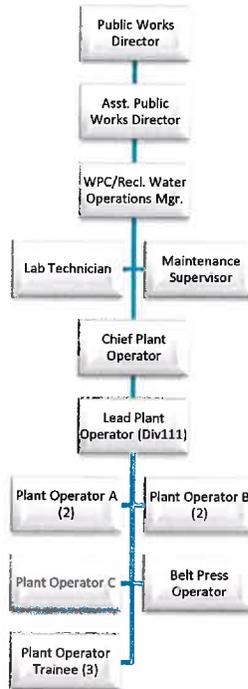
#### ***Goals and Objectives***

1. To supply and produce high quality reclaimed water for beneficial reuse in accordance with DEP rules.
  - a. Continue with headworks and SCADA projects.
  - b. Continue to seek out energy saving technologies.
  - c. Be creative and innovative in implementating process improvements.



**City of New Port Richey, Florida**

**Water and Sewer Revenue Fund  
Water Pollution Control**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Division Head Salaries</u>				
WPC/Reclaimed Water Operations Manager	1.00	1.00	65,630	65,630
<u>Regular Salaries &amp; Wages</u>				
Chief Plant Operator	1.00	1.00	55,974	55,370
Plant Operator A	3.00	2.00	117,530	80,400
Belt Press Operator	1.00	1.00	35,057	35,050
Maintenance Supervisor	1.00	1.00	41,711	40,940
Lab Technician	1.00	1.00	41,602	40,340
Plant Operator C	3.00	1.00	108,108	34,890
Plant Operator B	2.00	2.00	77,933	76,280
Plant Operator Trainee	0.00	3.00	0	103,050
<b>Total</b>	<b>13.00</b>	<b>13.00</b>	<b>543,545</b>	<b>531,950</b>



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: WATER POLLUTION CONTROL  
 ACCT#: 401-0112-535

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-12	Division Head Salaries	65,572	65,819	65,630	65,630	65,630
12-99	Regular Full-Time Wages	469,670	467,828	477,915	477,915	466,320
14-11	Overtime Wages	10,964	11,558	11,120	11,120	11,100
15-11	Employee Appreciation Incentive	650	650	650	650	650
15-14	One-Time Lump Sum Payment	0	6,500	0	0	0
15-16	Health Insurance Waiver Stipend	1,800	1,800	1,800	1,800	3,600
15-27	Stand-By Time	11,784	11,823	11,230	11,230	11,450
15-29	Meal Allowance	27	45	210	210	210
17-11	Accrued Vacation	(985)	(1,406)	0	0	0
17-12	Accrued Sick Time	0	0	0	0	0
21-11	Social Security Matching	41,847	42,188	43,510	43,510	42,770
21-21	Accrued FICA - Vacation and Sick	(75)	(108)	0	0	0
22-11	Florida Retirement System	23,686	28,553	38,415	38,415	46,980
22-14	Defined Contribution Plan	7,836	8,114	8,080	8,080	7,780
22-21	Accrued FRS - Vacation	3	380	0	0	0
23-11	Group Health Insurance	55,251	52,393	74,160	74,160	74,580
23-12	Group Life Insurance	264	250	630	630	630
23-13	Accidental Death - AD & D	31	29	160	160	160
23-15	Net OPEB Obligation Expense	15,643	16,590	13,200	13,200	13,200
24-22	W/C Sewage Disposal Oper./Driver	12,413	10,839	17,910	17,910	17,890
24-32	W/C Municipal Classification	3,399	2,907	4,820	4,820	5,050
	<b>TOTAL PERSONAL SERVICES</b>	<b>719,780</b>	<b>726,752</b>	<b>769,440</b>	<b>769,440</b>	<b>768,000</b>
31-29	Engineering Services - Miscellaneous	29,865	0	20,000	20,000	20,000
31-99	Professional Services - Miscellaneous	0	0	5,000	5,000	5,000
34-12	Pest Control Services	156	288	420	420	420
34-38	Lab Test	5,739	8,115	12,000	12,000	12,000
34-99	Contractual Services - Miscellaneous	534	1,956	2,000	2,000	2,000
40-11	Travel and Training	403	2,030	1,950	1,950	1,950
41-21	Telephone	1,178	1,281	2,100	2,100	2,100
41-31	Telephone - Long Distance	128	0	0	0	0
41-34	Data Lines	1,771	4,221	4,680	4,680	4,680
41-41	Pager Services	152	140	200	200	200
42-11	Postage	45	124	130	130	130
42-21	Freight Express Charges	0	0	300	300	300
43-11	Electric - City Facilities	0	174,496	345,520	320,000	320,000
43-17	Electric - Sewer Plant	303,277	0	0	0	0
43-31	Trash Removal	6,885	6,957	11,000	11,000	12,100
43-51	Water and Sewer - City	22,549	23,461	26,440	26,440	27,500
43-61	Sludge Removal	281,674	300,450	330,000	330,000	330,000
43-73	Street Light Fee	0	253	260	252	260
43-81	Stormwater Assessment	1,547	2,631	2,880	2,681	2,690
44-19	Rent - Equipment	399	1,947	2,000	2,000	2,000
45-11	Liability Insurance - Fuel Tanks	6,507	7,190	7,770	7,557	7,570
45-21	Buildings and Contents Insurance	129,134	129,423	138,340	138,340	138,340
45-23	Automobile and Truck Insurance	2,288	2,465	2,670	2,670	2,670
45-25	Flood Insurance	9,482	10,087	13,900	13,900	13,900



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: WATER POLLUTION CONTROL  
 ACCT#: 401-0112-535

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
46-11	Maintenance - Buildings and Grounds	16,905	95,995	82,250	82,250	98,250
46-21	Maintenance - Equipment	0	11,589	12,280	12,280	12,280
46-23	Maintenance - Copiers	0	0	510	510	510
46-24	Maintenance - Technical Equipment	11,311	0	0	0	0
46-31	Central Garage Maintenance	1,703	1,560	4,700	4,700	4,700
46-49	Radio Maintenance	410	0	0	0	0
46-61	Maintenance - Physical Plant	111,137	3,440	0	0	0
49-83	Permit Fees	6,000	1,000	1,000	0	1,000
51-11	Office Supplies - General	917	1,438	1,500	1,500	1,500
51-41	Small Tools and Implements	2,053	2,056	2,000	2,000	2,000
52-11	Fuel	13,598	23,749	25,000	25,000	25,000
52-21	Chemicals	135,720	142,352	217,420	200,000	200,000
52-22	Laboratory Supplies	10,028	9,876	10,000	10,000	10,000
52-31	Clothing and Wearing Apparel	2,635	2,056	2,800	2,800	2,800
52-43	Computer Supplies	5,550	2,760	5,600	5,600	5,600
52-47	First Aid Supplies	31	27	400	400	400
52-51	Janitorial Supplies	2,998	3,795	3,800	3,800	3,800
52-89	Automotive Parts	3,992	7,572	6,880	6,880	6,880
52-99	Operating Supplies - Miscellaneous	3,597	2,958	3,000	3,000	3,000
54-11	Dues and Memberships	0	1,233	660	1,300	1,300
54-61	Books and Publications	88	108	150	150	150
	<b>TOTAL OPERATING EXPENSES</b>	<b>1,132,386</b>	<b>991,079</b>	<b>1,309,510</b>	<b>1,265,790</b>	<b>1,284,980</b>
62-99	Building Improvements			55,000	14,694	14,000
63-99	Improvements Other Than Buildings			72,500	29,271	140,000
64-15	Trucks and Trailers			28,500	28,500	0
64-31	Special Purpose Equipment			0	0	0
64-41	Tools - Hand and Power			5,000	3,985	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>161,000</b>	<b>76,450</b>	<b>154,000</b>
	<b>TOTAL WATER POLLUTION CONTROL</b>	<b>1,852,166</b>	<b>1,717,831</b>	<b>2,239,950</b>	<b>2,111,680</b>	<b>2,206,980</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Water Pollution Control**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
62-99	<i>Building Improvements</i>					
	Structure Maint & Repair					
	Replace Lab Air Conditioner	14,000				
	<b>Total</b>	<b>14,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
63-99	<i>Improvements Other Than Buildings</i>					
	Replace South Influent Griner	90,000				
	Replace Waste Pump One	24,000				
	Waste Pump Grinder	26,000				
	<b>Total</b>	<b>140,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>154,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





## **City of New Port Richey, Florida**

### **Water and Sewer Revenue Fund**

Department: Public Works

Sewer Collection

#### ***Mission Statement***

The mission of the Sewer Collection Division is to maintain and upgrade, wherever possible, the City's sewer collection system. To remain current with today's technology and to implement that technology on a continued basis as to maintain a high level of service and professionalism to all of its utility customers.

#### ***Accomplishments FY 13-14***

1. Completed Phase 1 of Communication Server Replacement. (main communication system for 67 lift stations)
2. Completed Gravity Sewer and Manhole Rehabilitation Projects (\$300,000 annually to control deterioration of system.
3. Identified areas of collection system in need of rehabilitation by inspection of mains by cleaning and televising the main lines.
4. Retrofitted 10 bubbler control systems in existing lift stations and performed full panel replacement in (2) stations. Also completed numerous other control component/pump replacements and upgrades in the system.

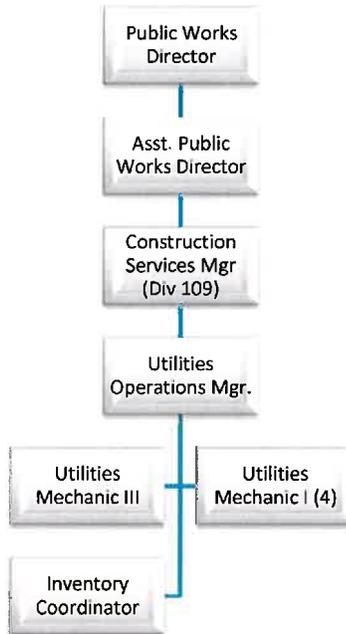
#### ***Goals and Objectives***

1. Complete Phase 2 of Communication Server Upgrades.
  - a. Finalize engineering and schematic design of components needs to replace existing RTU's.
  - b. Build and receive training on implementation of new PLC controller units.
2. Continue Gravity Sewer Rehabilitation Program.
  - a. Continue annual high pressure cleaning of Gravity Mains throughout the system.
  - b. Continue video inspection of the Gravity Mains throughout the system to identify defective pipe, inflow and infiltration.
3. PLC upgrades in lift station RTU panels.
  - a. Begin building and installing new PLC units in lift stations to replace old outdated RTU controllers.



**City of New Port Richey, Florida**

**Water and Sewer Revenue Fund  
Sewer Collection**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Exempt Salaries</u>				
Utilities Operations Manager	0.00	1.00	0	49,090
<u>Regular Salaries &amp; Wages</u>				
Utilities Operations Manager	1.00	0.00	46,757	0
Utilities Mechanic III	1.00	1.00	30,865	30,300
Utilities Mechanic I	4.00	4.00	84,610	84,040
Inventory Coordinator	1.00	1.00	19,869	21,950
Construction Inspector	1.00	0.00	44,829	0
<b>Total</b>	<b>8.00</b>	<b>7.00</b>	<b>226,930</b>	<b>185,380</b>



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: SEWER COLLECTION  
 ACCT#: 401-0113-535

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-10	Regular Exempt Salaries	0	0	0	49,088	49,090
12-99	Regular Full-Time Wages	199,345	217,189	226,930	136,282	136,290
14-11	Overtime Wages	26,606	35,301	40,440	31,946	31,950
15-11	Employee Appreciation Incentive	350	400	400	350	350
15-14	One-Time Lump Sum Payment	0	4,000	0	0	0
15-16	Health Insurance Waiver Stipend	1,800	1,800	1,800	2,700	3,600
15-22	Education Incentive	0	0	0	300	1,200
15-27	Stand-By Time	9,828	10,245	10,560	9,829	9,830
15-29	Meal Allowance	0	75	400	400	400
17-11	Accrued Vacation	1,146	568	0	0	0
21-11	Social Security Matching	17,984	20,288	21,455	20,880	17,810
21-21	Accrued FICA - Vacation and Sick	88	43	0	0	0
22-11	Florida Retirement System	11,768	14,897	19,290	15,789	16,750
22-21	Accrued FRS - Vacation	72	141	0	0	0
23-11	Group Health Insurance	27,046	30,460	43,260	30,900	33,900
23-12	Group Life Insurance	139	154	390	336	340
23-13	Accidental Death - AD & D	16	18	100	84	90
23-15	Net OPEB Obligation Expense	5,671	7,043	4,400	4,400	4,400
24-22	W/C Sewage Disposal Oper./Driver	5,691	4,668	7,470	7,381	7,390
24-32	W/C Municipal Classification	0	2,165	3,590	4,200	0
24-35	W/C Storage Warehouse Inventory	1,157	1,007	1,470	2,128	2,130
	<b>TOTAL PERSONAL SERVICES</b>	<b>308,707</b>	<b>350,462</b>	<b>381,955</b>	<b>316,993</b>	<b>315,520</b>
34-32	Inspection Service	0	0	800	200	800
34-99	Contractual Services - Miscellaneous	5,299	23,661	19,000	19,000	19,000
40-11	Travel and Training	0	965	1,880	1,800	1,900
41-21	Telephone	6,538	7,417	8,000	8,000	7,000
41-31	Telephone - Long Distance	128	0	0	0	0
41-34	Data Lines	480	483	480	480	2,800
41-41	Pager Services	76	70	80	80	80
42-11	Postage	208	147	150	300	250
42-21	Freight Express Charges	0	0	30	30	30
43-11	Electric - City Facilities	0	67,123	73,000	73,000	73,000
43-14	Electric - Lift Stations	71,549	1,127	0	0	0
43-31	Trash Removal	5,856	7,176	7,000	7,000	7,700
43-81	Stormwater Assessment	25	49	60	60	60
44-19	Rent - Equipment	0	385	500	300	500
46-11	Maintenance - Buildings and Grounds	762	86,585	146,380	146,000	146,000
46-21	Maintenance - Equipment	146	1,597	11,100	11,100	10,000
46-24	Maintenance - Technical Equipment	4,427	0	0	0	0
46-31	Central Garage Maintenance	12,150	8,569	28,930	28,930	27,930
46-49	Radio Maintenance	525	0	0	0	0
46-61	Maintenance - Physical Plant	31,613	33,915	0	0	0
47-99	Printing and Binding - Miscellaneous	0	50	50	0	0
51-11	Office Supplies - General	804	623	800	1,100	900
51-41	Small Tools and Implements	6,851	6,995	7,000	7,000	6,850
52-11	Fuel	19,803	25,324	23,000	23,000	21,250



City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: SEWER COLLECTION  
 ACCT#: 401-0113-535

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
52-21	Chemicals	3,855	1,851	5,000	5,000	5,000
52-25	Software Licenses/Support	2,584	2,971	4,460	4,460	3,710
52-31	Clothing and Wearing Apparel	1,575	1,131	1,600	1,600	1,400
52-43	Computer Supplies	1,832	2,754	2,000	2,000	1,500
52-47	First Aid Supplies	0	107	200	150	300
52-72	Pipe	3,215	1,461	8,000	8,000	8,000
52-74	Valves and Clamps	(3,244)	20,905	28,000	28,000	26,000
52-89	Automotive Parts	9,216	17,360	18,000	18,000	17,000
52-99	Operating Supplies - Miscellaneous	11,217	13,335	20,000	20,000	19,250
53-11	Asphalt/Concrete	3,320	0	0	0	0
53-12	Limestone	60	0	0	0	0
53-13	Gravel/Shell	600	0	0	0	0
53-41	Sod - Seed	783	848	3,000	3,000	3,000
53-99	Road Materials - Miscellaneous	0	4,623	13,450	13,450	13,450
54-11	Dues and Memberships	150	170	200	300	300
54-61	Books and Publications	113	0	300	300	200
	<b>TOTAL OPERATING EXPENSES</b>	<b>202,516</b>	<b>339,777</b>	<b>432,450</b>	<b>431,640</b>	<b>425,160</b>
63-99	Improvements Other Than Buildings			107,000	45,375	25,000
64-13	Data Processing Equipment			2,800	2,800	0
64-15	Trucks and Trailers			209,300	209,300	0
64-16	Heavy Equipment			120,000	120,000	150,000
64-17	Communication Equipment			15,000	15,000	92,000
64-31	Special Purpose Equipment			68,850	67,730	27,500
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>522,950</b>	<b>460,205</b>	<b>294,500</b>
	<b>TOTAL SEWER COLLECTION</b>	<b>511,223</b>	<b>690,239</b>	<b>1,337,355</b>	<b>1,208,838</b>	<b>1,035,180</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Sewer Collection**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
63-99	<i>Improvements Other Than Buildings</i>					
	Lift St. Control Panel Upgrades(2)	25,000				
	<b>Total</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-13	<i>Data Processing Equipment</i>					
	Desktop Computer		2,800		2,800	
	<b>Total</b>	<b>0</b>	<b>2,800</b>	<b>0</b>	<b>2,800</b>	<b>0</b>
64-15	<i>Trucks and Trailers</i>					
	Svc Truck w/Util Body/Crane (#75)			95,000		
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>95,000</b>	<b>0</b>	<b>0</b>
64-16	<i>Heavy Equipment</i>					
	Mobile Standby Generator	150,000				
	Compact Excavator-Track Hoe(#74)			65,000		
	<b>Total</b>	<b>150,000</b>	<b>0</b>	<b>65,000</b>	<b>0</b>	<b>0</b>
64-17	<i>Communication Equipment</i>					
	Comm Server Upgrade(SCADA)	92,000				
	<b>Total</b>	<b>92,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	Reversible Plate Compactor	8,500				
	Handheld GPS/GIS Units (2)	19,000				
	Portable Gas Air Compressor		1,800			
	Portable Gas Generator		1,800			
	<b>Total</b>	<b>27,500</b>	<b>3,600</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Division Total</b>	<b>294,500</b>	<b>6,400</b>	<b>160,000</b>	<b>2,800</b>	<b>0</b>
<b>Total W &amp; S Revenue Fund Capital Outlay</b>		<b>949,900</b>	<b>136,200</b>	<b>335,000</b>	<b>160,600</b>	<b>61,000</b>





City of New Port Richey, Florida

FUND: WATER & SEWER  
 DIV: NON-EXPENDITURE DISBURSEMENTS  
 ACCT#: 401-0580

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
581-	<b>TRANSFERS</b>					
91-50	Transfer to Gen Fund-TBW Assets	0	847,579	847,580	847,580	419,050
91-51	Transfer to General Fund	2,300,000	2,312,760	2,312,760	2,312,760	3,060,680
91-52	Transfer to General Debt Svc Fund	0	0	7,018,547	7,018,547	0
91-53	Transfer to Capital Improvement Fund	0	0	487,060	182,060	204,600
91-54	Transfer to Gen Fund-PILOFF	0	107,360	549,330	549,330	575,000
91-55	Transfer to W & S Sinking Fund	1,252,790	877,656	875,390	875,390	876,270
91-56	Transfer to W & S R & R Fund	244,550	596,499	264,400	264,400	265,000
91-57	Transfer to W & S Construction	947,764	672,946	3,426,000	1,921,290	3,995,000
	<b>TOTAL TRANSFERS</b>	<b>4,745,104</b>	<b>5,414,800</b>	<b>15,781,067</b>	<b>13,971,357</b>	<b>9,395,600</b>
584-	<b>RESERVES</b>					
94-21	Reserves - Contingency			134,010	0	167,880
94-24	Reserves - Sick Leave			0	0	8,750
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>134,010</b>	<b>0</b>	<b>176,630</b>
	<b>TOTAL NON-EXPENDITURE DISB.</b>	<b>4,745,104</b>	<b>5,414,800</b>	<b>15,915,077</b>	<b>13,971,357</b>	<b>9,572,230</b>
	<b>WATER AND SEWER FUND EXPENSES</b>	<b>13,168,908</b>	<b>14,155,828</b>	<b>24,476,657</b>	<b>22,282,965</b>	<b>18,501,230</b>





City of New Port Richey, Florida

FUND: W & S RENEWAL & REPLACEMENT  
 ACCT#: 402-0000

REVENUE		ACTUAL	ACTUAL	AMENDED		
CODE	CLASSIFICATION	FY 11-12	FY 12-13	BUDGET	ESTIMATE	BUDGET
				FY 13-14	FY 13-14	FY 14-15
361-10	Interest On Investments	(88)	11	0	85	70
361-20	Interest - S.B.A.	3,011	2,132	2,800	1,000	1,500
361-25	Interest - FMIvT	5,798	1,321	2,500	2,800	2,500
361-26	Interest - Adjustable Rate Mortgages	(49)	(63)	0	0	0
361-28	Interest - T-Bills and Bonds	0	0	0	0	0
361-30	Net Incr(Decr)-Fair Value of Investments	(28)	(2)	0	0	0
381-20	Transfer From W & S Revenue	244,550	596,499	264,400	264,400	265,000
389-90	Prior Yr Fund Bal-Unassigned			280,300	281,715	0
	<b>W&amp;S RENEWAL &amp; REPLACEMENT REV.</b>	<b>253,194</b>	<b>599,898</b>	<b>550,000</b>	<b>550,000</b>	<b>269,070</b>



City of New Port Richey, Florida

FUND: W & S RENEWAL & REPLACEMENT  
 DIV: 402-0402

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
580-581-	<i>TRANSFERS</i>					
91-57	Transfer to W & S Construction	740,114	346,931	550,000	550,000	225,000
	<b>TOTAL TRANSFERS</b>	<b>740,114</b>	<b>346,931</b>	<b>550,000</b>	<b>550,000</b>	<b>225,000</b>
580-584-	<i>RESERVES</i>					
94-92	Reserve - Facility Expansion			0	0	44,070
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,070</b>
	<b>W&amp;S RENEWAL &amp; REPLACEMENT EXP.</b>	<b>740,114</b>	<b>346,931</b>	<b>550,000</b>	<b>550,000</b>	<b>269,070</b>



City of New Port Richey, Florida

FUND: W & S DEBT SERVICE  
ACCT#: 403-0000

REVENUE		ACTUAL	ACTUAL	AMENDED		
CODE	CLASSIFICATION	FY 11-12	FY 12-13	BUDGET	ESTIMATE	BUDGET
				FY 13-14	FY 13-14	FY 14-15
361-12	Interest On Investments - S.F.	1,113	983	0	700	0
361-20	Interest - S.B.A.	6	176	0	120	0
381-20	Transfer From W & S Revenue	1,252,790	877,656	875,390	875,390	876,270
	<b>W &amp; S DEBT SERVICE REVENUES</b>	<b>1,253,909</b>	<b>878,815</b>	<b>875,390</b>	<b>876,210</b>	<b>876,270</b>



City of New Port Richey, Florida

FUND: W & S DEBT SERVICE  
 DIV: 403-0403

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
536-	<i>INTEREST</i>					
72-32	Interest - 2007A Bonds	105,545	80,589	54,940	54,940	28,070
72-33	Interest - 2007B Bonds	231,119	0	0	0	0
72-34	Interest - 2012 Bonds	39,349	194,050	194,050	194,050	194,050
582-	<i>PRINCIPAL</i>					
71-32	Principal - 2007A Bonds			626,400	626,400	654,150
71-33	Principal - 2007B Bonds			0	0	0
71-34	Principal - 2012 Bonds			0	0	0
	<b>TOTAL PRINCIPAL AND INTEREST</b>	<b>376,013</b>	<b>274,639</b>	<b>875,390</b>	<b>875,390</b>	<b>876,270</b>
580-581-	<i>TRANSFERS</i>					
91-59	Transfer To W & S Revenue Fund	0	0	0	0	0
	<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>W &amp; S DEBT SERVICE EXPENSES</b>	<b>376,013</b>	<b>274,639</b>	<b>875,390</b>	<b>875,390</b>	<b>876,270</b>



City of New Port Richey, Florida

FUND: W & S SEWER ASSESSMENT  
 ACCT#: 404-0000

REVENUE		ACTUAL	ACTUAL	AMENDED		
CODE	CLASSIFICATION	FY 11-12	FY 12-13	BUDGET	ESTIMATE	BUDGET
				FY 13-14	FY 13-14	FY 14-15
361-25	Interest - FMIvT	150	47	0	90	0
363-20	Interest On Assessments	3,589	2,070	0	4,000	0
363-30	Penalties On Assessments	2,977	1,116	0	2,100	0
	<b>W &amp; S SEWER ASSESSMENT REVENUES</b>	<b>6,716</b>	<b>3,233</b>	<b>0</b>	<b>6,190</b>	<b>0</b>



City of New Port Richey, Florida

FUND: W & S SEWER ASSESSMENT

DIV: 404-0404

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
535-	SEWER SERVICES					
63-XX	Lakewood Villas	0	0	0	0	0
63-XX	Treasure Island	0	0	0	0	0
	<b>W &amp; S SEWER ASSESSMENT EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Water and Sewer Sewer Assessment Fund**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
	<i>Sewer Improvements</i>					
	East Gate Estates			1,160,000		
	Treasure Island				1,160,000	
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,160,000</b>	<b>1,160,000</b>	<b>0</b>
	<b>Total W &amp; S Sewer Assessment Fund</b>	<b>0</b>	<b>0</b>	<b>1,160,000</b>	<b>1,160,000</b>	<b>0</b>





City of New Port Richey, Florida

FUND: WATER & SEWER CONSTRUCTION  
 ACCT#: 405-0000

REVENUE		ACTUAL	ACTUAL	AMENDED BUDGET	ESTIMATE	BUDGET
CODE	CLASSIFICATION	FY 11-12	FY 12-13	FY 13-14	FY 13-14	FY 14-15
337-31	SWFWMD Grant	0	0	462,000	0	0
381-20	Transfer From W & S Revenue	947,764	672,946	3,426,000	1,921,290	3,995,000
383-30	Transfer From W & S - R & R	740,114	346,931	550,000	550,000	225,000
	<b>W &amp; S CONSTRUCTION FUND REVENUES</b>	<b>1,687,878</b>	<b>1,019,877</b>	<b>4,438,000</b>	<b>2,471,290</b>	<b>4,220,000</b>





City of New Port Richey, Florida

FUND: WATER & SEWER CONSTRUCTION  
 DIV: PROJECTS  
 ACCT#: 405-

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
951-533	<i>WATER MAIN REPLACEMENTS</i>					
63-81	Contractor Payments			200,000	100,000	0
63-91	Engineering Services			65,000	50,000	0
	<b>TOTAL WATER MAIN REPLACEMENTS</b>	<b>0</b>	<b>0</b>	<b>265,000</b>	<b>150,000</b>	<b>0</b>
953-533	<i>WATER MAIN EXTENSIONS</i>					
63-81	Contractor Payments			100,000	10,000	250,000
63-91	Engineering Services			15,000	0	25,000
	<b>TOTAL WATER MAIN EXTENSIONS</b>	<b>0</b>	<b>0</b>	<b>115,000</b>	<b>10,000</b>	<b>275,000</b>
955-533	<i>WATER IMPROVEMENTS</i>					
63-81	Contractor Payments			0	0	200,000
63-91	Engineering Services			0	0	85,000
	<b>TOTAL WATER IMPROVEMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>285,000</b>
956-533	<i>WATER METERING UPGRADE</i>					
63-81	Contractor Payments			1,000,000	1,300,000	1,500,000
	<b>TOTAL WATER METERING UPGRADE</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,300,000</b>	<b>1,500,000</b>
960-535	<i>2013 SEWER UTILITY IMPR</i>					
63-81	Contractor Payments			1,000,000	0	1,000,000
63-91	Engineering Services			40,000	90,000	10,000
	<b>TOTAL 2013 SEWER UTILITY IMPR.</b>	<b>0</b>	<b>0</b>	<b>1,040,000</b>	<b>90,000</b>	<b>1,010,000</b>
961-535	<i>RECLAIMED WATER</i>					
63-81	Contractor Payments			918,000	602,000	445,000
63-91	Engineering Services			200,000	21,000	100,000
	<b>TOTAL RECLAIMED WATER</b>	<b>0</b>	<b>0</b>	<b>1,118,000</b>	<b>623,000</b>	<b>545,000</b>
962-535	<i>REJECT STORAGE SITE RECLAIMED</i>					
63-81	Contractor Payments			600,000	0	305,000
	<b>TOTAL REJECT STORAGE SITE RECL.</b>	<b>0</b>	<b>0</b>	<b>600,000</b>	<b>0</b>	<b>305,000</b>
965-535	<i>GRAVITY SEWER MAIN REHAB.</i>					
63-81	Contractor Payments			300,000	298,290	300,000
	<b>TOTAL GRAVITY SEWER MAIN REHAB</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>298,290</b>	<b>300,000</b>
	<b>W &amp; S CONSTRUCTION FUND EXPENSES</b>	<b>0</b>	<b>0</b>	<b>4,438,000</b>	<b>2,471,290</b>	<b>4,220,000</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Water and Sewer Construction Fund**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
<b><i>Water Improvements</i></b>						
	Water Main Extensions	275,000	225,000	275,000	225,000	225,000
	Water System Improvements	285,000	965,000	285,000	965,000	285,000
	Water Metering Upgrade	1,500,000				
	Bulk Meter Upgrades		50,000		50,000	
	<b>Total</b>	<b>2,060,000</b>	<b>1,240,000</b>	<b>560,000</b>	<b>1,240,000</b>	<b>510,000</b>
<b><i>Reclaimed Water Distribution</i></b>						
	City Facility Irrigation	425,000	25,000	25,000		
	Port Richey Distribution		100,000			
	Pasco Co/NPR Meter Repl.	120,000				
	Residential Distribution			500,000	160,000	1,300,000
	<b>Total</b>	<b>545,000</b>	<b>125,000</b>	<b>525,000</b>	<b>160,000</b>	<b>1,300,000</b>
<b><i>Sewer Improvements</i></b>						
	Sewer Utility Improvements	1,010,000	100,000	1,000,000	100,000	1,000,000
	Reject Storage Site Reclaimed	305,000				
	Gravity Sewer Main Rehabilitation	300,000	300,000	300,000	300,000	300,000
	<b>Total</b>	<b>1,615,000</b>	<b>400,000</b>	<b>1,300,000</b>	<b>400,000</b>	<b>1,300,000</b>
<b>Total W &amp; S Construction Fund</b>		<b>4,220,000</b>	<b>1,765,000</b>	<b>2,385,000</b>	<b>1,800,000</b>	<b>3,110,000</b>



City of New Port Richey, Florida

FUND: CENTRAL GARAGE  
 ACCT#: 501-0000

REVENUE CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
341-51	Take-Home Vehicle Reimbursement	0	0	25,000	0	0
341-52	Employee Contribution to Health Ins.	0	0	0	0	2,650
361-10	Interest On Investments	(214)	(229)	0	(142)	0
361-20	Interest - S.B.A.	308	221	160	40	100
361-25	Interest - FMIvT	1,149	134	550	120	500
364-41	Surplus Furn., Fix., Equip. Sales	3,176	0	0	0	0
369-30	Refund of Prior Year Expense	0	240	0	0	0
369-90	Other Miscellaneous Revenue	363	50	0	0	0
389-90	Prior Yr Fund Bal-Undesignated	0	0	180,220	0	0
399-11	Garage - Labor and Overhead	114,620	100,457	216,110	100,000	219,000
399-12	Garage - Parts	140,047	204,596	175,520	230,000	230,000
399-13	Garage - Fuel	327,745	335,206	340,440	400,000	400,000
	<b>CENTRAL GARAGE REVENUES</b>	<b>587,194</b>	<b>640,675</b>	<b>938,000</b>	<b>730,018</b>	<b>852,250</b>





## **City of New Port Richey, Florida**

### **Central Garage Fund**

Department: Public Works

Maintenance

#### ***Mission Statement***

The mission of the Central Garage is to maintain the City's fleet of vehicles and equipment in a dependable, safe, and environmentally sound condition. All of which includes a scheduled maintenance program to create a proactive approach in keeping maintenance cost down to a minimum in an attempt to avoid major repair costs due to maintenance neglect.

#### ***Accomplishments FY 13-14***

1. Completed the Fleet fueling dispensing system (OPW) switchover.
2. Fleet storm hardening: identified area of existing structure that met current codes.
3. Vehicle and equipment program was implemented. Performed bi-annual auctions.
4. Completed all FDEP maintenance requirements and passed all fuel storage tank annual inspections for the year.

#### ***Goals and Objectives***

1. Training and schooling.
  - a. Become fuel tank certified/EPA compliant.
  - b. Emergency vehicle training.
  - c. ASE auto/truck certified and keep certification.
2. Small engine/equipment room.
  - a. Organize room, move all necessary tools to the room.
  - b. All small engine work will be kept in this room.
  - c. Clean out small engine/equipment space in large garage to use space safely. Less cluttered , tripping hazard.
3. Parts department flow.
  - a. Relocate Inventory Coordinator out of small office in back to larger front office.
  - b. Install sliding window in inventory office for parts pass-through to keep employees out of parts room for better inventory control.
  - c. Turn small office into lunch room/kitchen.
4. Fleet garage.
  - a. Two mechanics are retiring April, 2015, and will need to hire two new ASE Certified Technicians.
  - b. Clean out 40 year old storage room to store shop equipment in.
  - c. Install new 12,000 lb. lift in bay where old lift was removed for safety reasons.
  - d. Set up a tire department where everything is in one location and easy to get to.



**City of New Port Richey, Florida**

**Central Garage Fund**



Position	Personnel Full-Time Equivalent		Amended Budget	Proposed Budget
	13-14	14-15	13-14	14-15
<u>Regular Salaries &amp; Wages</u>				
Lead Fleet Mechanic	1.00	1.00	46,900	46,220
Automotive Technician	3.00	3.00	129,895	129,880
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>176,795</b>	<b>176,100</b>



City of New Port Richey, Florida

FUND: CENTRAL GARAGE  
 DIV: CENTRAL GARAGE  
 ACCT#: 501-0501-591

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
12-99	Regular Full-Time Wages	174,649	171,412	176,795	173,710	176,100
14-11	Overtime Wages	948	285	1,010	1,010	1,020
15-11	Employee Appreciation Incentive	200	200	200	200	200
15-14	One-Time Lump Sum Payment	0	2,000	0	0	0
17-11	Accrued Vacation	4,006	66	0	0	0
21-11	Social Security Matching	13,334	(3,685)	13,625	13,390	13,570
21-21	Accrued FICA - Vacation and Sick	306	13,191	0	0	0
22-11	Florida Retirement System	8,348	(277)	19,900	19,730	17,430
22-14	Defined Contribution Plan	0	11,508	0	0	0
22-21	Accrued FRS - Vacation	239	461	0	0	0
23-11	Group Health Insurance	17,387	16,842	24,720	24,720	27,120
23-12	Group Life Insurance	77	73	200	200	200
23-13	Accidental Death - AD & D	9	9	50	50	50
23-15	Net OPEB Obligation Expense	4,930	5,204	5,670	5,670	5,670
24-25	W/C Auto Repair/Parts Department	6,961	5,700	9,450	9,450	9,580
	<b>TOTAL PERSONAL SERVICES</b>	<b>231,394</b>	<b>222,989</b>	<b>251,620</b>	<b>248,130</b>	<b>250,940</b>
34-34	Wrecker Services	3,734	1,539	3,000	3,000	3,000
34-36	Paint and Body Work	7,206	17,098	10,000	10,000	10,000
34-37	Auto Repair and Testing	48,483	51,374	46,000	46,000	46,000
40-11	Travel and Training	0	748	2,680	3,500	4,000
41-21	Telephone	841	982	810	850	850
41-31	Telephone - Long Distance	30	0	0	0	0
42-11	Postage	65	88	50	150	150
44-19	Rent - Equipment	0	221	200	200	200
46-11	Maintenance - Buildings and Grounds	5,548	6,343	4,000	5,000	8,000
46-21	Maintenance - Equipment	209	3,783	2,460	2,500	2,500
46-24	Maintenance - Technical Equipment	3,038	0	0	0	0
46-31	Central Garage Maintenance	6,680	4,673	12,980	8,000	0
46-49	Radio Maintenance	400	0	0	0	0
49-83	Permit Fees	150	150	180	150	180
51-11	Office Supplies - General	174	141	200	200	400
51-41	Small Tools and Implements	2,952	1,377	3,500	4,000	4,000
52-11	Fuel	339,842	330,820	350,000	350,000	322,980
52-25	Software Licenses/Support	1,125	950	1,000	1,200	1,500
52-31	Clothing and Wearing Apparel	0	104	150	150	150
52-32	Laundry Service	1,899	2,532	2,200	2,500	2,700
52-43	Computer Supplies	231	1,490	1,500	1,800	1,500
52-47	First Aid Supplies	35	27	150	150	150
52-51	Janitorial Supplies	532	371	500	500	500
52-89	Automotive Parts	156,870	172,724	180,000	180,000	150,000
52-98	Inventory Adjustment	3,569	669	1,000	1,000	1,000
52-99	Operating Supplies - Miscellaneous	4,675	3,465	5,000	4,100	5,000
54-11	Dues and Memberships	0	0	100	100	100
54-61	Books and Publications	0	120	200	200	200
97-11	Depreciation Expense	16,174	15,777	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>604,462</b>	<b>617,566</b>	<b>627,860</b>	<b>625,250</b>	<b>565,060</b>



City of New Port Richey, Florida

FUND: CENTRAL GARAGE  
 DIV: CENTRAL GARAGE  
 ACCT#: 501-0501-591

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
64-15	Trucks and Trailers	0	0	6,000	6,000	0
64-31	Special Purpose Equipment	0	0	37,000	33,794	22,800
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>43,000</b>	<b>39,794</b>	<b>22,800</b>
580-584	<i>RESERVES</i>					
94-21	Reserves - Contingency			15,520	0	12,420
94-24	Reserves - Sick Leave			0	0	1,030
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>15,520</b>	<b>0</b>	<b>13,450</b>
	<b>TOTAL CENTRAL GARAGE EXPENSES</b>	<b>835,856</b>	<b>840,555</b>	<b>938,000</b>	<b>913,174</b>	<b>852,250</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Central Garage**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
64-15	<i>Trucks and Trailers</i>					
	Trk w/Svc Body/Liftgate(#22)				30,000	
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>
64-31	<i>Special Purpose Equipment</i>					
	12,000 lb Above Ground Lift	7,200				
	Parts Washer	7,500				
	Spill Buckets-In ground Fuel Tanks	8,100				
	Waste Oil Heater			7,000		
	Compressor #1-Main Shop				5,000	
	Compressor #2-Back up					5,000
	Containment Tank Basins			3,000		
	Freon Recovery/Recharge Machine		5,000			
	Hot Hi-Pressure Washer					5,000
	Waste Oil Fuel Tank					3,500
	<b>Total</b>	<b>22,800</b>	<b>5,000</b>	<b>10,000</b>	<b>5,000</b>	<b>13,500</b>
<b>Total Central Garage Fund</b>		<b>22,800</b>	<b>5,000</b>	<b>10,000</b>	<b>35,000</b>	<b>13,500</b>





City of New Port Richey, Florida

FUND: REDEVELOPMENT  
 ACCT#: 630-0000

REVENUE		ACTUAL	ACTUAL	AMENDED	ESTIMATE	BUDGET
CODE	CLASSIFICATION	FY 11-12	FY 12-13	BUDGET	FY 13-14	BUDGET
				FY 13-14	FY 13-14	FY 14-15
311-10	Current Ad Valorem Taxes	783,840	506,204	452,920	489,124	556,260
331-54	Community Development Block Grant	0	0	0	0	288,000
341-31	Administrative Fees	(13,725)	0	0	0	0
354-10	Code Enforcement Fines	17,894	5,600	0	0	0
354-11	Lot Clearing/Mowing Fines	119	0	0	0	0
361-10	Interest On Investments	(664)	(2,206)	0	0	0
361-20	Interest - S.B.A.	3,303	1,729	2,300	0	0
361-25	Interest - FMLVT	400	127	0	0	0
366-90	Contributions & Donations	(7,000)	1,551	45,000	45,000	0
369-90	Other Miscellaneous Revenue	0	123,200	0	900	0
381-10	Trans Fr General - Tax Increment	1,032,641	709,208	632,285	632,285	719,560
381-60	Transfer From Capital Impr. Fund	13,098	13,678	273,780	205,000	450,000
381-65	Transfer From CIF - Loan Per ILA	0	0	1,058,000	0	0
389-90	Prior Yr Fund Bal-Unassigned	0	0	0	0	107,020
	<b>REDEVELOPMENT FUND REVENUES</b>	<b>1,829,906</b>	<b>1,359,091</b>	<b>2,464,285</b>	<b>1,372,309</b>	<b>2,120,840</b>





City of New Port Richey, Florida

FUND: REDEVELOPMENT  
 DIV: REDEVELOPMENT  
 ACCT#: 630-0080-515

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
11-11	Department Head Salaries	0	0	64,000	64,000	0
12-10	Regular Exempt Salaries	0	0	25,600	25,600	0
15-11	Employee Appreciation Incentive	0	0	100	100	0
15-12	Gas/Car Allowance	0	0	2,750	2,750	0
21-11	Social Security Matching	0	0	6,860	6,860	0
22-11	Florida Retirement System	0	0	13,500	13,500	0
23-11	Group Health Insurance	0	0	7,185	7,185	0
23-12	Group Life Insurance	0	0	25	25	0
23-13	Accidental Death - AD & D	0	0	5	5	0
24-26	W/C Clerical	0	0	350	350	0
	<b>TOTAL PERSONAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>120,375</b>	<b>120,375</b>	<b>0</b>
31-11	City Attorney Services	33,750	2,730	14,320	3,500	3,500
31-29	Engineering Services - Miscellaneous	15,966	0	52,000	52,000	0
31-81	Professional Services - Planning	0	0	5,000	10,000	30,000
31-99	Professional Services - Miscellaneous	13,751	90,288	65,000	65,000	65,000
34-22	Advertising/Marketing Consultant	0	0	0	0	40,000
34-61	Main Street Grant Award	0	10,000	10,000	10,000	10,000
40-11	Travel and Training	0	0	0	5,000	0
41-34	Data Lines	0	166	220	250	0
43-11	Electric - City Facilities	2,806	4,319	4,000	4,000	12,600
43-31	Trash Removal	1,339	317	1,350	1,350	1,350
43-51	Water and Sewer - City	4,249	4,533	4,900	4,900	5,000
43-73	Street Light Fee	1,118	768	770	768	770
43-81	Stormwater Assessment	1,836	3,582	3,590	3,523	3,590
45-21	Buildings and Contents Insurance	21,522	21,571	23,060	23,060	23,060
46-11	Maintenance - Buildings and Grounds	1,043	1,514	15,000	1,500	1,500
46-12	Repairs - Hacienda Hotel	0	30,942	15,000	15,000	2,400
46-13	Repairs - Old Post Office	0	11,957	15,000	45,000	2,400
49-11	Legal Advertising	0	0	0	0	2,400
49-99	Other Current Charges - Miscellaneous	1,678	1,838	1,600	2,400	2,400
51-11	Office Supplies - General	0	0	0	500	0
54-11	Dues and Memberships	0	990	500	980	0
54-61	Books and Publications	0	0	0	833	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>99,058</b>	<b>185,515</b>	<b>231,310</b>	<b>249,564</b>	<b>205,970</b>
63-53	Main St Landings Streetscape	13,098	13,678	281,780	250,389	0
63-41	Commercial Area Improvements	0	0	0	0	588,000
63-43	Waterfront Activity Center	0	0	0	0	150,000
64-18	Software	0	0	0	4,500	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>13,098</b>	<b>13,678</b>	<b>281,780</b>	<b>254,889</b>	<b>738,000</b>
71-21	Principal Pymts-Redevelopment Note A	387,000	403,000	420,000	0	0
71-23	Principal Pymts-Redevelopment Note B	387,000	403,000	419,000	419,000	436,000
72-21	Interest Pymts-Redevelopment Note A	294,333	278,388	261,790	0	0
72-23	Interest Pymts-Redevelopment Note B	294,466	278,569	261,930	261,930	244,620
	<b>TOTAL DEBT SERVICE</b>	<b>1,362,799</b>	<b>1,362,957</b>	<b>1,362,720</b>	<b>680,930</b>	<b>680,620</b>
	<b>TOTAL REDEVELOPMENT</b>	<b>1,474,955</b>	<b>1,562,150</b>	<b>1,996,185</b>	<b>1,305,758</b>	<b>1,624,590</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Redevelopment**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
63-41	Commercial Area Improvements	588,000 *				
63-43	Waterfront Activity Center	150,000 **				
	<b>Total</b>	<b>738,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Redevelopment</b>	<b>738,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Penny for Pasco dollars-Old (\$300,000) and CDBG grant monies (\$288,000)

\*\* Penny for Pasco dollars - New



City of New Port Richey, Florida

FUND: REDEVELOPMENT  
 DIV: NON-EXPENDITURE DISBURSEMENTS  
 ACCT#: 630-0580

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		BUDGET FY 14-15
				BUDGET FY 13-14	ESTIMATE FY 13-14	
581-	TRANSFERS					
91-51	Transfer to General Fund-Administrative	89,620	0	0	0	485,450
91-52	Transfer to General Debt Service	981,207	667,261	205,975	0	0
	<b>TOTAL TRANSFERS</b>	<b>1,070,827</b>	<b>667,261</b>	<b>205,975</b>	<b>0</b>	<b>485,450</b>
584-	RESERVES					
94-21	Reserves - Contingency			262,125	0	10,800
94-24	Reserves - Sick Leave			0	0	0
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>262,125</b>	<b>0</b>	<b>10,800</b>
	<b>TOTAL NON-EXPENDITURE DISB.</b>	<b>1,070,827</b>	<b>667,261</b>	<b>468,100</b>	<b>0</b>	<b>496,250</b>
	<b>REDEVELOPMENT FUND EXPENDITURES</b>	<b>2,545,782</b>	<b>2,229,411</b>	<b>2,464,285</b>	<b>1,305,758</b>	<b>2,120,840</b>





City of New Port Richey, Florida

FUND: STREET IMPROVEMENT  
 ACCT#: 701-0000

REVENUE		ACTUAL	ACTUAL	AMENDED		
CODE	CLASSIFICATION	FY 11-12	FY 12-13	BUDGET	ESTIMATE	BUDGET
				FY 13-14	FY 13-14	FY 14-15
312-41	Local Option Gas Tax	498,890	529,683	507,890	500,000	724,000
361-10	Interest On Investments	770	885	410	300	300
361-20	Interest - S. B. A.	36,671	21,014	510	750	800
361-25	Interest - FMIVT	3,419	1,206	3,100	3,500	3,500
363-10	Assessment Income	165,442	83,324	83,000	83,000	80,000
363-11	Special Assessment-Capital Impr.	0	0	0	0	0
363-20	Interest On Assessments	12,433	13,347	10,000	12,000	12,000
363-30	Penalties On Assessments	1,823	2,229	1,000	1,500	1,500
369-71	Returned Check Charge	0	40	0	0	0
389-90	Prior Yr Fund Bal-Unassigned	0	0	0	0	50,610
	<b>STREET IMPROVEMENT FUND REV.</b>	<b>719,448</b>	<b>651,728</b>	<b>605,910</b>	<b>601,050</b>	<b>872,710</b>





City of New Port Richey, Florida

FUND: STREET IMPROVEMENT  
 DIV: 701-0701

ACCOUNT CODE	CLASSIFICATION	ACTUAL FY 11-12	ACTUAL FY 12-13	AMENDED		
				BUDGET FY 13-14	ESTIMATE FY 13-14	BUDGET FY 14-15
541-	<b>ROAD AND STREET FACILITIES</b>					
63-29	Streets - Special Assessments	0	0	0	0	0
63-30	Streets - Miscellaneous	56,247	54,225	60,000	60,000	520,000
63-91	Engineering Services	0	0	0	0	0
99-41	Write-Off Bad Debts	7,078	(8,776)	0	0	0
	<b>TOTAL OPERATING EXPENSES</b>	<b>63,325</b>	<b>45,449</b>	<b>60,000</b>	<b>60,000</b>	<b>520,000</b>
580-581-	<b>TRANSFERS</b>					
91-51	Transfer to General Fund	0	0	0	37,500	60,860
91-53	Transfer to Capital Impr. Fund	0	0	0	0	291,850
91-67	Transfer To Redevelopment	0	0	0	0	0
	<b>TOTAL TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,500</b>	<b>352,710</b>
580-584-	<b>RESERVES</b>					
94-35	Reserves - Future Construction			545,910	0	0
	<b>TOTAL RESERVES</b>	<b>0</b>	<b>0</b>	<b>545,910</b>	<b>0</b>	<b>0</b>
	<b>STREET IMPROVEMENT FUND EXP.</b>	<b>63,325</b>	<b>45,449</b>	<b>605,910</b>	<b>97,500</b>	<b>872,710</b>



**City of New Port Richey, Florida**

**Five (5) Year Capital Equipment/Improvement Plan  
Street Improvement**

Account Code	Description	F. Y. 2014-15	F. Y. 2015-16	F. Y. 2016-17	F. Y. 2017-18	F. Y. 2018-19
<b>Street Improvements</b>						
	Roadway Striping Projects	60,000	60,000	60,000	60,000	
	2014-15 Street Impr. Project	100,000	1,500,000			
	2014-15 Roadway Assessment	60,000				
	Plathe Road Paving	300,000				
	2016-17 Street Impr. Project			100,000	1,000,000	
	2018-19 Street Impr. Project					100,000
	<b>Total</b>	<b>520,000</b>	<b>1,560,000</b>	<b>160,000</b>	<b>1,060,000</b>	<b>100,000</b>
<b>Total Street Improvement Fund</b>		<b>520,000</b>	<b>1,560,000</b>	<b>160,000</b>	<b>1,060,000</b>	<b>100,000</b>

# Appendix



Funds Re-Cap

Schedule of Transfers

Ratio of Unassigned Fund Balance to General Fund Budget

Millage Rate History

Full-Time Equivalent Employees

Debt Service Schedules

Penny for Pasco Funding

Glossary



**CITY OF NEW PORT RICHEY  
BUDGET - F.Y. 2014 - 2015  
FUNDS RECAP**

	BUDGET 2013 - 2014	BUDGET 2014 - 2015
General	17,023,080	18,865,090
Fund Balance	661,030	1,364,630
	<u>17,684,110</u>	<u>20,229,720</u>
Stormwater Utility	916,250	1,483,640
Fund Balance	485,690	278,100
	<u>1,401,940</u>	<u>1,761,740</u>
Street Lighting	382,600	409,730
Fund Balance	0	0
	<u>382,600</u>	<u>409,730</u>
General Debt Service	1,642,090	1,379,600
Fund Balance	550,000	154,880
	<u>2,192,090</u>	<u>1,534,480</u>
Capital Improvement	3,128,440	3,977,100
Fund Balance	699,870	4,397,550
	<u>3,828,310</u>	<u>8,374,650</u>
Water & Sewer Revenue	12,144,870	12,856,810
Fund Balance	5,313,240	5,644,420
	<u>17,458,110</u>	<u>18,501,230</u>
Water & Sewer Renewal & Replacement	269,700	269,070
Fund Balance	280,300	0
	<u>550,000</u>	<u>269,070</u>
Water & Sewer Debt Service	875,390	876,270
Fund Balance	0	0
	<u>875,390</u>	<u>876,270</u>
Sewer Assessment	0	0
Fund Balance	0	0
	<u>0</u>	<u>0</u>
Water & Sewer Construction	4,438,000	4,220,000
Fund Balance	0	0
	<u>4,438,000</u>	<u>4,220,000</u>
Central Garage	757,780	852,250
Fund Balance	180,220	0
	<u>938,000</u>	<u>852,250</u>
Redevelopment	2,464,285	2,013,820
Fund Balance	0	107,020
	<u>2,464,285</u>	<u>2,120,840</u>
Street Improvement	605,910	822,100
Fund Balance	0	50,610
	<u>605,910</u>	<u>872,710</u>
<b>Total Before Transfers</b>	<u>52,818,745</u>	<u>60,022,690</u>
<b>Less: Transfers</b>	<u>(13,856,815)</u>	<u>(14,618,970)</u>
<b>Total Net Budget (All Funds)</b>	<b>38,961,930</b>	<b>45,403,720</b>

**CITY OF NEW PORT RICHEY  
BUDGET - F.Y. 2014 - 2015  
SCHEDULE OF TRANSFERS**

<b>TRANSFERS</b>	<b>BUDGET 2013 - 2014</b>	<b>BUDGET 2014 - 2015</b>
<b>GENERAL FUND</b>		
To Redevelopment - Tax Increment	632,285	719,560
<b>STORMWATER UTILITY FUND</b>		
To General	75,000	119,250
<b>GENERAL DEBT SERVICE FUND</b>		
To General	1,168,150	853,000
<b>CAPITAL IMPROVEMENT FUND</b>		
To General	287,740	1,169,400
To Redevelopment	273,780	450,000
To CRA - Loan Per ILA	1,058,000	0
<b>WATER &amp; SEWER REVENUE FUND</b>		
To General	2,312,760	3,060,680
To General - TBW Assets	847,580	419,050
To General - PILOFF	549,330	575,000
To Capital Improvement	487,060	204,600
To W & S Debt Service	875,390	876,270
To W & S Renewal & Replacement	264,400	265,000
To W & S Construction	3,426,000	3,995,000
<b>W &amp; S RENEWAL &amp; REPLACEMENT</b>		
To W & S Construction	550,000	225,000
<b>CENTRAL GARAGE FUND CHARGES</b>	732,070	849,000
<b>REDEVELOPMENT FUND</b>		
To General Debt Service	317,270	0
To General - Administrative	0	485,450
<b>STREET IMPROVEMENT FUND</b>		
To General	0	60,860
To Capital Improvement	0	291,850
<b>TOTAL TRANSFERS</b>	<b>13,856,815</b>	<b>14,618,970</b>

**CITY OF NEW PORT RICHEY  
RATIO OF UNASSIGNED FUND BALANCE  
TO GENERAL FUND BUDGET**

Year	General Fund Original Budget	UNASSIGNED FUND BALANCE AT BEGINNING OF YEAR			% of Budget
		Minimum Funding	Unassigned Fund Balance	Total	
2014	17,684,110	2,495,610	2,990,118	5,485,728	31%
2013	16,637,400	2,734,050	1,657,781	4,391,831	26%
2012	18,227,000	2,412,704	1,524,475	3,937,179	22%
2011	16,084,690	2,405,856	1,580,654	3,986,510	25%
2010	16,039,040	2,588,673	162,225	2,750,898	17%
2009	17,257,820	2,588,895	577,586	3,166,481	18%
2008	17,259,300	2,439,496	1,353,357	3,792,853	22%
2007	16,263,310	2,097,366	1,139,660	3,237,026	20%
2006	13,982,440	1,848,042	388,663	2,236,705	16%
2005	12,320,280	1,696,350	239,145	1,935,495	16%

**CITY OF NEW PORT RICHEY  
MILLAGE RATE HISTORY**

Fiscal Year	Rate
2014-15 (Proposed)	9.5000
2013-14	9.5799
2012-13	9.5799
2011-12	8.3877
2010-11	8.1037
2009-10	8.1037
2008-09	6.6274
2007-08	6.7840
2006-07	7.0000
2005-06	7.0000
2004-05	7.0000
2003-04	7.0000
2002-03	6.2500
2001-02	6.2500
2000-01	6.2500
1999-00	6.0000
1998-99	5.5000
1997-98	5.2500
1996-97	5.2500
1995-96	5.2500
1994-95	5.2500
1993-94	5.2500
1992-93	5.2500
1991-92	5.2500
1990-91	5.2500
1989-90	5.2500
1988-89	4.2500
1987-88	4.2500
1986-87	4.2500
1985-86	4.2500
1984-85	4.2500
1983-84	3.9606
1982-83	4.2930
1981-82	5.0780
1980-81	5.3260
1979-80	7.1060
1978-79	8.1000
1977-78	8.2500
1976-77	8.2500
1975-76	8.2500
1974-75	8.5000
1973-74	8.7500
1972-73	10.0000

**CITY OF NEW PORT RICHEY  
BUDGET - F.Y. 2014 - 2015  
FULL-TIME EQUIVALENT EMPLOYEES**

Department	Actual FY 2012-2013			Actual FY 2013-2014			Budget FY 2014-2015		
	Full- Time	Part- Time	FTE Total	Full- Time	Part- Time	FTE Total	Full- Time	Part- Time	FTE Total
<b>Legislative</b>									
City Council	0.0	5.0	5.0	0.0	5.0	5.0	0.0	5.0	5.0
<b>Total</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>	<b>0.0</b>	<b>5.0</b>	<b>5.0</b>
<b>Administration</b>									
City Manager	2.0	0.8	2.8	2.0	0.8	2.8	2.0	0.8	2.8
Human Resources/Risk Management	2.0	0.6	2.6	2.0	0.9	2.9	1.0	0.8	1.8
City Clerk	1.0	0.0	1.0	1.0	0.0	1.0	1.0	0.0	1.0
Technology Solutions	3.0	0.0	3.0	3.0	0.0	3.0	3.0	0.0	3.0
<b>Total</b>	<b>8.0</b>	<b>1.4</b>	<b>9.4</b>	<b>8.0</b>	<b>1.6</b>	<b>9.6</b>	<b>7.0</b>	<b>1.5</b>	<b>8.5</b>
<b>Finance</b>									
Accounting & Budgeting	6.0	0.0	6.0	6.0	0.0	6.0	6.0	0.0	6.0
Billing & Collection	7.0	1.3	8.3	7.0	1.3	8.3	8.0	0.6	8.6
<b>Total</b>	<b>13.0</b>	<b>1.3</b>	<b>14.3</b>	<b>13.0</b>	<b>1.3</b>	<b>14.3</b>	<b>14.0</b>	<b>0.6</b>	<b>14.6</b>
<b>Library</b>									
Library	7.0	6.9	13.9	7.0	6.9	13.9	7.0	6.9	13.9
<b>Total</b>	<b>7.0</b>	<b>6.9</b>	<b>13.9</b>	<b>7.0</b>	<b>6.9</b>	<b>13.9</b>	<b>7.0</b>	<b>6.9</b>	<b>13.9</b>
<b>Police</b>									
Supervision	2.0	0.5	2.5	2.0	0.5	2.5	3.0	0.8	3.8
Support Services	9.0	3.6	12.6	13.0	0.6	13.6	14.0	0.8	14.8
Community Services	9.0	0.0	9.0	9.0	0.0	9.0	11.0	0.0	11.0
Patrol	26.0	0.7	26.7	26.0	0.7	26.7	28.0	0.7	28.7
Code Enforcement	1.0	0.0	1.0	1.0	0.0	1.0	2.0	0.0	2.0
Code Enforcement-Grant Funded	1.0	0.0	0.0	1.0	0.0	1.0	1.0	0.0	1.0
Red Light Cameras	0.0	0.0	0.0	1.0	1.0	2.0	1.0	1.0	2.0
<b>Total</b>	<b>48.0</b>	<b>4.8</b>	<b>51.8</b>	<b>53.0</b>	<b>2.8</b>	<b>55.8</b>	<b>60.0</b>	<b>3.2</b>	<b>63.2</b>
<b>Fire</b>									
Supervision	2.0	0.7	2.7	3.0	0.0	3.0	3.0	0.0	3.0
Firefighting	19.0	2.8	21.8	22.0	1.8	23.8	22.0	1.8	23.8
<b>Total</b>	<b>21.0</b>	<b>3.5</b>	<b>24.5</b>	<b>25.0</b>	<b>1.8</b>	<b>26.8</b>	<b>25.0</b>	<b>1.8</b>	<b>26.8</b>
<b>Economic Development</b>									
Economic Development	0.0	0.0	0.0	2.0	0.0	2.0	2.0	0.0	2.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2.0</b>	<b>0.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>	<b>2.0</b>
<b>Development</b>									
Development	6.0	0.0	6.0	6.0	0.0	6.0	6.0	0.0	6.0
Municipal Building Operation	1.0	0.0	1.0	1.0	0.0	1.0	1.0	0.0	1.0
<b>Total</b>	<b>7.0</b>	<b>0.0</b>	<b>7.0</b>	<b>7.0</b>	<b>0.0</b>	<b>7.0</b>	<b>7.0</b>	<b>0.0</b>	<b>7.0</b>
<b>Parks and Recreation</b>									
Recreation	8.0	2.8	10.8	8.0	2.8	10.8	8.0	2.5	10.5
Parks	6.0	0.0	6.0	6.0	0.0	6.0	6.0	0.0	6.0
Swimming Pool	1.0	4.3	5.3	1.0	4.3	5.3	1.0	3.0	4.0
<b>Total</b>	<b>15.0</b>	<b>7.1</b>	<b>22.1</b>	<b>15.0</b>	<b>7.1</b>	<b>22.1</b>	<b>15.0</b>	<b>5.6</b>	<b>20.6</b>
<b>Public Works</b>									
Supervision	4.0	0.0	4.0	4.0	0.0	4.0	4.0	0.0	4.0
Street & Right-of-Way Maint.	7.0	0.0	7.0	7.0	0.0	7.0	7.0	0.0	7.0
<b>Total</b>	<b>11.0</b>	<b>0.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>	<b>11.0</b>
<b>Total General Fund</b>	<b>130.0</b>	<b>29.9</b>	<b>158.9</b>	<b>141.0</b>	<b>26.5</b>	<b>167.5</b>	<b>148.0</b>	<b>24.6</b>	<b>172.6</b>

**CITY OF NEW PORT RICHEY  
BUDGET - F.Y. 2014 - 2015  
FULL-TIME EQUIVALENT EMPLOYEES**

Department	Actual FY 2012-2013			Actual FY 2013-2014			Budget FY 2014-2015		
	Full- Time	Part- Time	FTE Total	Full- Time	Part- Time	FTE Total	Full- Time	Part- Time	FTE Total
<b>Stormwater</b>									
Stormwater	5.0	0.0	5.0	5.0	0.0	5.0	5.0	0.0	5.0
<b>Water and Sewer</b>									
Water Production	5.0	0.0	5.0	5.0	0.0	5.0	5.0	0.0	5.0
Water Distribution	10.0	0.0	10.0	12.0	0.0	12.0	11.0	0.0	11.0
Construction Services	0.0	0.0	0.0	0.0	0.0	0.0	4.0	0.0	4.0
Reclaimed Water Production	4.0	0.0	4.0	4.0	0.0	4.0	4.0	0.0	4.0
Water Pollution Control	13.0	0.0	13.0	13.0	0.0	13.0	13.0	0.0	13.0
Sewer Collection	8.0	0.0	8.0	8.0	0.0	8.0	7.0	0.0	7.0
<i><b>Total</b></i>	<b>40.0</b>	<b>0.0</b>	<b>40.0</b>	<b>42.0</b>	<b>0.0</b>	<b>42.0</b>	<b>44.0</b>	<b>0.0</b>	<b>44.0</b>
<b>Central Garage</b>									
Maintenance	4.0	0.0	4.0	4.0	0.0	4.0	4.0	0.0	4.0
<b>CITY TOTAL</b>	<b>179.0</b>	<b>29.9</b>	<b>207.9</b>	<b>192.0</b>	<b>26.5</b>	<b>218.5</b>	<b>201.0</b>	<b>24.6</b>	<b>225.6</b>

**CITY OF NEW PORT RICHEY, FLORIDA**  
**\$9,057,000**  
**REDEVELOPMENT REFUNDING REVENUE NOTE**  
**SERIES 2005A**

DATE OF PAYMENT	PRINCIPAL PAYMENT	INTEREST PAYMENT	DEBT SERVICE	ANNUAL PAYMENTS
2/1/2015		122,240.40	122,240.40	
8/1/2015	437,000.00	122,240.40	559,240.40	681,480.80
2/1/2016		113,238.20	113,238.20	
8/1/2016	455,000.00	113,238.20	568,238.20	681,476.40
2/1/2017		103,865.20	103,865.20	
8/1/2017	474,000.00	103,865.20	577,865.20	681,730.40
2/1/2018		94,100.80	94,100.80	
8/1/2018	494,000.00	94,100.80	588,100.80	682,201.60
2/1/2019		83,924.40	83,924.40	
8/1/2019	514,000.00	83,924.40	597,924.40	681,848.80
2/1/2020		73,336.00	73,336.00	
8/1/2020	535,000.00	73,336.00	608,336.00	681,672.00
2/1/2021		62,315.00	62,315.00	
8/1/2021	557,000.00	62,315.00	619,315.00	681,630.00
2/1/2022		50,840.80	50,840.80	
8/1/2022	580,000.00	50,840.80	630,840.80	681,681.60
2/1/2023		38,892.80	38,892.80	
8/1/2023	604,000.00	38,892.80	642,892.80	681,785.60
2/1/2024		26,450.40	26,450.40	
8/1/2024	629,000.00	26,450.40	655,450.40	681,900.80
2/1/2025		13,493.00	13,493.00	
8/1/2025	655,000.00	13,493.00	668,493.00	681,986.00
	<b>5,934,000.00</b>	<b>1,565,394.00</b>	<b>7,499,394.00</b>	<b>7,499,394.00</b>

**CITY OF NEW PORT RICHEY, FLORIDA**  
**\$9,028,000**  
**REDEVELOPMENT REVENUE NOTE**  
**SERIES 2005B**

DATE OF PAYMENT	PRINCIPAL PAYMENT	INTEREST PAYMENT	DEBT SERVICE	ANNUAL PAYMENTS
2/1/2015		122,309.95	122,309.95	
8/1/2015	436,000.00	122,309.95	558,309.95	680,619.90
2/1/2016		113,306.55	113,306.55	
8/1/2016	454,000.00	113,306.55	567,306.55	680,613.10
2/1/2017		103,931.45	103,931.45	
8/1/2017	473,000.00	103,931.45	576,931.45	680,862.90
2/1/2018		94,164.00	94,164.00	
8/1/2018	493,000.00	94,164.00	587,164.00	681,328.00
2/1/2019		83,983.55	83,983.55	
8/1/2019	513,000.00	83,983.55	596,983.55	680,967.10
2/1/2020		73,390.10	73,390.10	
8/1/2020	534,000.00	73,390.10	607,390.10	680,780.20
2/1/2021		62,363.00	62,363.00	
8/1/2021	556,000.00	62,363.00	618,363.00	680,726.00
2/1/2022		50,881.60	50,881.60	
8/1/2022	579,000.00	50,881.60	629,881.60	680,763.20
2/1/2023		38,925.25	38,925.25	
8/1/2023	603,000.00	38,925.25	641,925.25	680,850.50
2/1/2024		26,473.30	26,473.30	
8/1/2024	628,000.00	26,473.30	654,473.30	680,946.60
2/1/2025		13,505.10	13,505.10	
8/1/2025	654,000.00	13,505.10	667,505.10	681,010.20
	<b>5,923,000.00</b>	<b>1,566,467.70</b>	<b>7,489,467.70</b>	<b>7,489,467.70</b>

**CITY OF NEW PORT RICHEY, FLORIDA**  
**\$4,446,650**  
**WATER & SEWER REFUNDING REVENUE BOND**  
**SERIES 2007A**

DATE OF PAYMENT	PRINCIPAL PAYMENT	INTEREST PAYMENT	DEBT SERVICE	ANNUAL PAYMENTS
4/1/2015		14,031.52	14,031.52	
10/1/2015	654,150.00	14,031.52	668,181.52	682,213.04
	654,150.00	28,063.04	682,213.04	682,213.04

**CITY OF NEW PORT RICHEY, FLORIDA**  
**\$7,463,443**  
**WATER & SEWER REFUNDING REVENUE BOND**  
**SERIES 2012**

DATE OF PAYMENT	PRINCIPAL PAYMENT	INTEREST PAYMENT	DEBT SERVICE	ANNUAL PAYMENTS
4/1/2015		97,024.76	97,024.76	
10/1/2015		97,024.76	97,024.76	194,049.52
4/1/2016		97,024.76	97,024.76	
10/1/2016	537,953.00	97,024.76	634,977.76	732,002.52
4/1/2017		90,031.37	90,031.37	
10/1/2017	551,939.00	90,031.37	641,970.37	732,001.74
4/1/2018		82,856.16	82,856.16	
10/1/2018	566,290.00	82,856.16	649,146.16	732,002.32
4/1/2019		75,494.39	75,494.39	
10/1/2019	581,013.00	75,494.39	656,507.39	732,001.78
4/1/2020		67,941.22	67,941.22	
10/1/2020	596,120.00	67,941.22	664,061.22	732,002.44
4/1/2021		60,191.66	60,191.66	
10/1/2021	611,619.00	60,191.66	671,810.66	732,002.32
4/1/2022		52,240.62	52,240.62	
10/1/2022	627,521.00	52,240.62	679,761.62	732,002.24
4/1/2023		44,082.84	44,082.84	
10/1/2023	643,836.00	44,082.84	687,918.84	732,001.68
4/1/2024		35,712.98	35,712.98	
10/1/2024	660,576.00	35,712.98	696,288.98	732,001.96
4/1/2025		27,125.49	27,125.49	
10/1/2025	677,751.00	27,125.49	704,876.49	732,001.98
4/1/2026		18,314.73	18,314.73	
10/1/2026	695,373.00	18,314.73	713,687.73	732,002.46
4/1/2027		9,274.88	9,274.88	
10/1/2027	713,452.00	9,274.88	722,726.88	732,001.76
	<b>7,463,443.00</b>	<b>1,514,631.72</b>	<b>8,978,074.72</b>	<b>8,978,074.72</b>

## Capital Improvement Projects and "Penny for Pasco" Funds

The "Penny for Pasco" infrastructure sales surtax proceeds may be used for the following:

1. Finance, plan and construct infrastructure
2. Acquire land for public recreation, conservation or protection of natural resources
3. To finance the closure of county or municipal-owned solid waste landfills that have been closed or are required to be closed by order of the DEP.

Infrastructure has a number of different meanings for this purposes (in (1) described above).

Pursuant to Florida Statue, it is defined as

(1) any fixed capital expenditure or fixed capital outlay (as explained below) associated with construction, reconstruction or improvement of public facilities that have a life expectancy of 5 or more years,

(2) a fire department vehicle, an emergency medical service vehicle, a sheriff's office vehicle, a police department vehicle, or any other vehicle, and the equipment necessary to outfit the vehicle for its official use or equipment that has a life expectancy of at least 5 years,

(3) any expenditure for the construction, lease, or maintenance of, or provision of utilities or security for, court related facilities,

(4) any fixed capital expenditure or fixed capital outlay associated with the improvement of private facilities that have a life expectancy of 5 or more years and that the owner agrees to make available for use on a temporary basis as needed by a local government as a public emergency shelter or a staging area for emergency response equipment during an emergency officially declared by the state or by the local government under s. [252.38](#), Florida Statutes, or,

(5) any land acquisition expenditure for a residential housing project in which at least 30 percent of the units are affordable to individuals or

families whose total annual household income does not exceed 120 percent of the area median income adjusted for household size, if the land is owned by a local government or by a special district that enters into a written agreement with the local government to provide such housing.

For number (4) above, such improvements are limited to those necessary to comply with current standards for public emergency evacuation shelters. The owner must enter into a written contract with the local government providing the improvement funding to make the private facility available to the public for purposes of emergency shelter at no cost to the local government for a minimum of 10 years after completion of the improvement, with the provision that the obligation will transfer to any subsequent owner until the end of the minimum period.

The terms "fixed capital expenditure" and "fixed capital outlay" are not defined, however, fixed capital outlay is defined elsewhere in Florida Statutes to mean "real property (land, buildings, including appurtenances, fixtures and fixed equipment, structures, etc.), including additions, replacements, major repairs, and renovations to real property which materially extend its useful life or materially improve or change its functional use and including furniture and equipment necessary to furnish and operate a new or improved facility, when appropriated by the Legislature in the fixed capital outlay appropriation category."

Florida AGO 94-79 says that "in the absence of a definition of these terms for purposes of Chapter 212, Florida Statutes, a common understanding or definition of the component parts of these phrases may also be useful in determining their scope. The term "fixed," is generally understood to mean something which is securely placed or fastened. "Fixed capital" has been defined to mean the capital invested in fixed assets (land, buildings,

machinery) or capital that is durable in character (such as buildings and machinery) and can be used over an extended period of time. Generally, the term "infrastructure" would not appear to include such items as fencing, swings, lumber for bleachers and lighting fixtures; nor would the purchase of materials for landscape design and tree and shrubbery planting be appropriate. These expenses are more in the nature of day-to-day operational expenses that may not be paid for with surtax proceeds."

Infrastructure sales surtax revenues may not be used for operational expenses. The proceeds also have to be expended in accordance with the referendum language which approved by a vote of the electors. Although infrastructure is defined in Florida Statutes, as outlined above, you must also look to the referendum language to ensure compliance with it as well before making an expenditure.

## GLOSSARY

Ad Valorem Taxes - Real estate and personal property taxes. Ad valorem is defined as "in proportion to the value". The taxes are assessed on a portion of the value of the property. Local governments set the levy.

Adjusted final millage - Under Florida law, the actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing agency.

Aggregate millage rate - The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10 per \$1,000 worth of assessed taxable value.

Assessment - The value for tax purposes determined by the property appraiser for a given piece of real or personal property.

Budget - The document that details how much revenue is expected and how it will be spent during the year.

Capital Improvement - Land, buildings, structures and all facilities other than machinery, equipment, automobiles, etc., with a unit cost in excess of \$10,000.

Capital outlay - The cost of acquiring land, buildings, equipment, furnishings etc. (See Capital Improvement).

Contingency - Funds that are not earmarked for a specific purpose and may be used for emergency expenses or to make up cost overruns during a budget year.

Debt Service - The expense of retiring such debts as loans and bond issues.

Depreciation - The periodic expiration of a plant asset's useful life. There are several methods for computing depreciation. Straight line, which is the most common, divides the value of the asset at acquisition by its estimated useful life. This amount is then charged to expense until the asset is written off. Depreciation is a requirement in proprietary type funds such as enterprise and internal service funds. It is not used in any other funds, except to establish insurance values, since assets are recorded only in the general grouping.

Exempt, exemption, non-exempt - Exemptions are amounts that state law determines should be deducted from the assessed value of property for tax purposes. Tax rates are then applied to the balance, which is called the non-exempt portion of the assessment. A 1980 amendment to the Florida Constitution sets the initial exemption for homesteads at \$25,000. That means a homeowner with property assessed at \$50,000 would have to pay taxes on \$25,000 of the assessment. Amendment 1 provides additional exemptions up to that \$25,000 (a total of \$50,000) may be available in certain circumstances. Eligible homeowners must apply for the exemptions by March 1 each year. Other exemptions apply to agricultural land and property owned by widows, the blind and permanently and totally disabled people who meet certain income criteria.

Expenditure - Decreases in (uses of) fund financial resources other than through interfund transfers.

Expense - A use of financial resources, denoted by its use in the proprietary funds which are accounted for on a basis consistent with the business accounting model (full accrual basis).

Final millage - The tax rate adopted in the second public budget hearing of a taxing agency.

Fiscal year - The budget year which runs from October 1st through September 30th.

Function - A major class or grouping of activities directed toward a common goal such as improvements to the public safety, improvement of the physical environment, etc. For the purposes utilized in budgetary analysis, the categories of functions have been established by the State of Florida and financial reports must be grouped according to those established functions.

Fund - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund balance - Unspent funds that can be included as revenue in the following year's budget.

Indirect costs - Costs associated with, but not directly attributable to, the providing of a product or service. These are usually costs incurred by other departments in the support of operating departments.

Interfund transfers - Transfers among funds. These are utilized to track items for management purposes. They represent a "double counting" and, therefore, are subtracted when computing a "net" operating budget.

Mandate - Any responsibility, action or procedure that is imposed by one sphere of government on another through constitutional, legislative, administrative, executive or judicial action as a direct order or that is required as a condition of aid.

Mill - 1/1000 of one dollar; used in computing taxes by multiplying the rate times the taxable value divided by 1,000. Example: Millage rate of 9.5 per thousand, taxable value of \$50,000 =  $\frac{\$50,000}{1,000} = \$50 \times 9.5 = \$475.00$ .

Object Code - An account to which an expense or expenditure is recorded in order to accumulate and categorize the various types of payments that are

made by government. These are normally grouped into Personal Services, Operating, Capital and Other categories for budgetary analysis and financial reporting purposes. Certain Object codes are mandated by the State of Florida Uniform Accounting System.

Operating Costs - Also known as Operating and Maintenance costs, these are the expenses of day-to-day operations and exclude personal services and capital costs.

Operating fund - Also called general fund. Usually, the operating fund is the major portion of a budget. It details the expenses of day-to-day operations.

Other Expenses and Expenditures - These include items of a non-expense or expenditure nature such as reserves, transfers to other funds, depreciation and debt service.

Personal property - Livestock, commercial equipment and furnishings, attachments to mobile homes, railroad cars and similar possessions that are taxable under state law.

Personal services - Costs related to compensating employees including salaries, wages, and benefit costs.

Property appraiser - Elected county official responsible for setting property valuations for tax purposes and preparing the annual tax roll.

Proposed millage - The tax rate certified to a property appraiser by each taxing agency within a county. Proposed millage is to be sent to an appraiser within 30 days after a county's tax roll is certified by the State Department of Revenue and is listed on notices sent to property owners. No taxing agency may approve a levy that is larger than the one it originally proposed.

Real property - Land and the buildings and other structures attached to it that are taxable under state law.

Revenue - An increase in (source of) fund financial resources other than from interfund transfers or debt issue proceeds.

Revenue sharing - Federal and state money allocated to local governments.

Rolled back rate - That millage rate which, when multiplied times the tax roll, exclusive of new construction and annexations added to that tax roll, would yield the same amount of revenue for the taxing authority as was yielded by the millage rate levied in the previous year. In normal circumstances, as the tax roll rises by virtue of reassessment, the rolled back rate will be slightly lower than the previous year's millage levy. This reduced rate multiplied by the value of the new construction/annexations added to the roll during the year provides the only source of additional tax revenue if the rolled back rate is levied.

Tax base - The total property valuations on which each taxing agency levies its tax rates.

Tax roll - The certification of assessed/taxable values prepared by the Property Appraiser and presented to taxing authority by July 1 (or later if an extension is granted by the State of Florida) of each year.

Tax year - A calendar year. The tax roll for the 2014 calendar year would be used in figuring the 2014-2015 budget year. The tax bills to be mailed by November 1 represent the property taxes due for the 2014 tax year.

Tentative millage - The tax rate adopted in the first public budget hearing of a taxing agency. Under state law, the agency may reduce, but not increase, the tentative millage during the second budget hearing.

Truth in Millage Law - Also called the TRIM Bill. A 1980 law that changed the budget process for local taxing agencies. It was designed to keep the public informed about the taxing intentions of the agencies.

Uniform Accounting System - The chart of accounts prescribed by the Office of the State Comptroller designed to standardize financial information to facilitate comparison and evaluation of reports.



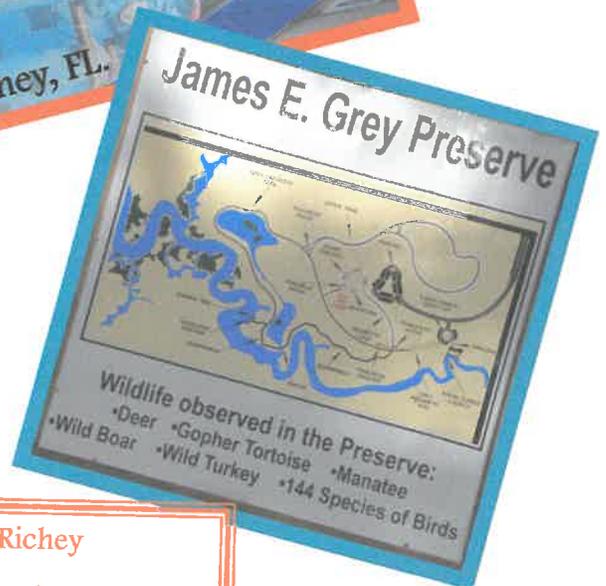


Sims Park Amphitheater



Recreation and Aquatic Center

Thank you for visiting New Port Richey, FL.



James E. Grey Preserve

- Wildlife observed in the Preserve:
- Deer
  - Gopher Tortoise
  - Manatee
  - Wild Boar
  - Wild Turkey
  - 144 Species of Birds

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