

City of Gulfport, Florida
Operating Budget
Fiscal Year
October 1, 2014 thru September 30, 2015





To: Mayor and City Council
From: James E. O'Reilly, City Manager
Date: September 16, 2014
RE: City of Gulfport FY 2014/2015 Budget

To the Honorable Mayor and Members of the City of Gulfport City Council:

The City Charter requires that the City Manager annually propose a budget to City Council by July 15th for its consideration and adoption prior to September 30th. The City Manager's FY 2015 Operating Budget must also fulfill the requirements of Florida Statute 166.241 that stipulates that the amount available from taxation and other sources, including amounts carried over from prior fiscal years, must equal the total appropriations for expenditures and reserves. Therefore, in accordance with the City Charter and State statute, I am pleased to present the City of Gulfport's balanced Operating Budget for Fiscal Year 2014-2015. The following information describes major aspects of the budget, which should assist in the review of the proposed total budget for FY 2014-15 of \$27,232,225 million. The General Fund budget has been reduced from \$11,426,095 in FY 2014 to \$10,857,463 in FY 2015.

The annual budget serves as the foundation for the City's financial planning and control. The role of municipal government is to provide core services in an effective and efficient manner while facilitating a positive quality of life. The annual operating budget is the most important policy decision elected officials consider each year. The proposed Fiscal Year 2014-15 Budget is built upon on limited revenue resources, an increase in property value of (6.49%) and the reduced utilization of payment in lieu of taxes revenue sources to maintain and provide the City's traditional level of service.

The slow growing economic climate requires the City to examine revenues and expenditures, prioritize programs and initiatives, seek every opportunity to maintain levels of efficiency and at times, rethink comfortable operational or service level models and patterns; revise the fees and costs associated with them to ensure that public services continue to meet the expectations and needs of our community.

The budget development process is a challenging experience for everyone, and has been met with commitment and teamwork. We continue to face changing economic times in our community, state and nation. With the positive growth in property values, much of the budget development process is focused on beginning to address the past compounded decline in revenues and the continued ability of the City Council and staff to maintain the traditional high levels of personal services provided the residents of the City of Gulfport. It is paramount the City must continually address the sustained financial impact of providing such a high level of services as the City moves forward.

The City of Gulfport's annual budget is structured to support the services required to maintain a full service city, services that include police and fire, community development, code enforcement, water, sewer, and stormwater utilities, sanitation, street maintenance, and library, marina, parks and recreation, cultural facilities. The budget of the City balances the public service needs of the community with the fiscal resources of the City. It is intended to achieve the objectives established by the Council for the next fiscal year. The City has made a commitment to fiscal responsibility, and in so doing, is required to adopt a balanced operating budget as the cornerstone of this commitment. The City will maintain an unreserved General Fund balance at a level not less than twenty-five (25) percent of previous fiscal year General Fund expenditures. To the extent that unreserved General Fund balance exceeds twenty-five (25) percent of the previous fiscal year General Fund expenditures at the Fiscal Year end, the City may draw upon the fund balance as approved by the City Council. Revenues and expenditure are addressed to provide an understanding for the basis of the results. Shortfalls and surpluses are cumulative in the sense that any individual year's surplus or deficit flows into the next year's fund balance, thus carrying a current year's balance forward.

Budget Highlights

Revenues:

- The Ad Valorem millage (property tax) has been budgeted to remain at 4.039 mils for the 3rd consecutive year. An increase in the actual assessed value of property in the City is projected to generate an estimated \$165,000 in additional revenue.
- Customer sanitation, water and sewer rates will be proposed to be increased by 12% in October 2014 to offset the increased cost of operations and the increases in wholesale water and sewer costs being levied upon the City of Gulfport by the City of St. Petersburg and to maintain compliance with the existing purchasing agreement, set to expire in FY 2017/2018. St. Petersburg provides potable water to Gulfport and treats the sanitary sewer for Gulfport. In the past and on a continuing basis tight fiscal management and improved programming of maintenance has enabled the City of Gulfport to absorb the cost differential. The rate increase will be uniformly applied to all rate structures within the inverted rate structure that the City has established.
- The combined rate increases in sanitation, water, sewer and stormwater to remain in compliance will add approximately \$6.00/\$10.00 per month to residential bills. Heavy water users will experience a greater increase in water and sewer costs.
- Other City fees (i.e. planning and zoning and building fees, occupational license fees, recreation, marina, casino/theater as well as all other fees) have been budgeted at the same rate as last year.
- Reduced utilization of Payment-In-Lieu of Taxes (PILOT) funds transfers to General Fund, will enable the City to begin to rebuild the Enterprise Funds, after the extensive pressure placed on them over the past five (5) years during the economic down-turn.
- Administrative Overhead payment to General Fund representing 15% of recurring revenues of Enterprise Fund for indirect costs, acknowledges the increased cost of doing business.
- Due to the economic climate, the Half-Cent Sales Tax, State Revenue Sharing and other related revenues are projected to remain stable in Fiscal 2015.
- Investment earnings projections for FY 2015 on reserve fund balances continue to provide minimal earnings and return options for fixed, secure and insured financial instruments.

Expenditures:

- An increase in employee compensation has been included in the proposed budget with the application of a 3% salary plan adjustment program.
- Increases were budgeted for all City insurances. Employee health insurance will increase 2% across all funds.
- Significant fuel cost increases across all funds.
- The Capital Projects Fund is a special revenue fund, which accounts for the receipt and expenditure of the City's portion of the Local Option Infrastructure Surtax (One-Cent Sales Tax) levied by Pinellas County. This tax was extended an additional ten years to 2020 by a referendum held in FY 2007. The proceeds can be used for public infrastructure projects and the purchase of certain kinds of vehicles and related equipment used in public safety programs. Also included in this fund are grants applied for specific capital projects. The City's Capital program provides for major items, such as;
 - Marina Phase I (Building) improvements in the amount of \$880,000.
 - Sanitary Sewer Repair and Rehabilitation in the amount of \$1,674,882.
 - Road paving in the amount of \$565,000.
 - Stormwater Projects in the amount of \$2,151,155.
 - WRD Streetlight replacement and additional crosswalks in the amount of \$147,500.
 - Beach Restroom Renovation in the amount of \$125,000
 - Tonkin Playground Improvements in the amount of \$107,000.
 - Public Safety vehicles in the amount of \$168,250.

Overview:

While acknowledging that the City of Gulfport historically has a continuing revenue gap it is very important to recognize the trade off - that the City of Gulfport continues to provide a very high level of personal services and programs to its residents at very affordable costs for services in comparison to surrounding communities, effectively subsidizing the cost of programming and service with funds from other sources within the City. The City of Gulfport has and where feasible will continue to utilize numerous methods and subsidies to keep from passing cost increases on to the residents or reducing or eliminating services.

As the budget process was initiated and discussed, a majority of City Council continues to express a desire to maintain the existing levels of service and delivery models in the upcoming fiscal year.

Philosophies:

- *Focus on Service to All Residents* – the fundamental purpose of local government is to provide a properly staffed, trained and equipped public safety force; an adequate, safe, and secure water and wastewater system, sanitation service; recreational offerings, and a safe and reliable transportation infrastructure. To that end, great care is continually taken to minimize direct service impacts from the reductions in expenditures and personnel.
- *Focus on Effective Governance* – effective governance is the management of the day-to-day operations of the City in a way that ensures the community is receiving the desired services at the lowest possible cost.
- *Focus on the Community* – the residents of Gulfport expect quality recreation, well-maintained and attractive parks, playgrounds, library offerings and special community orientated events.
- *Focus on the Future* –continue to develop Community improvements for City Council’s consideration.

Priorities:

- *The City’s Ad Valorem property tax is proposed at 4.039 mills per \$1,000 of assessed valuation.*
- *The City of Gulfport by Resolution shall maintain a minimum 25% General Fund Reserve Balance. (City Council Resolution #2003-116).*
- *Reduce level of Utility (Water & Sewer), Marina and Sanitation PILOT fund transfers to General Fund.*
- *Rebuild Enterprise Fund balances, budgeting and accounting for depreciation of assets.*
- *No measurable reduction of traditional services to the City of Gulfport’s citizens.*

- Public Safety
- Quality Core Services
- Senior and Youth Programs and Activities
- Continued Community promotion and Special Events
- Community Trail Plan
- Marina Improvements
- Upgrade of the Sanitary Sewer system.
- Expanded roadway improvements and paving.

As a culmination of the City Council’s spring budget discussions; at their June 17th, meeting City Council provided and recommended projects, equipment and priorities to be included in the City Manager’s proposed Fiscal Year 2014-15 Budget. Each of these items or priorities are included and funded in the City Manager’s proposed Fiscal Year 2014-15 Budget.

- **Analyze and Improve Sanitary Sewer system**
- **Expand Roadway Paving**
- **Increased Sidewalk spending**
- **Additional Downtown/Beach garbage cans**
- **FIRE /EMS Event Cart**
- **Addition of toddler playground equipment In Caldwell Park**
- **Placement of City Flags on City Flag Poles**
- **Improve 49th Street South - Street-end**
- **Paint Beach Pagoda Shelters**
- **Additional shower facility at Public Beach**
- **Phase I – Architect’s review of Multi-Purpose Center.**
- **Street Signage/removal of obsolete signs.**

Conclusion

The City Manager's proposed FY 2015 budget does not utilize General Fund Reserves for operational purposes. As provided for within the City's adopted Financial Policies, which provides for loans between City Funds. The General Fund had made a transfer of \$880,000 to the Marina for implementation of Marina Phase I improvements in FY 13/14.

The City does not have a wide range of revenue options. All must be considered in the context of the local marketplace and the effects of economic environment.

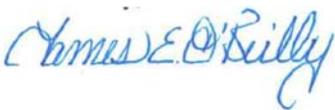
The proposed FY 2015 budget reflects a continued stabilized trend in the City's General Fund Budget over the last seven years (7) years under this administration.

- FY 2009 General Fund Budget of \$11,133,075
- FY 2010 General Fund Budget of \$10,554,914
- FY 2011 General Fund Budget of \$9,982,955
- FY 2012 General Fund Budget of \$10,105,361
- FY 2013 General Fund Budget of \$10,506,021
- FY 2014 General Fund Budget of \$11,426,095
- FY 2015 General Fund Budget of \$10,857,463

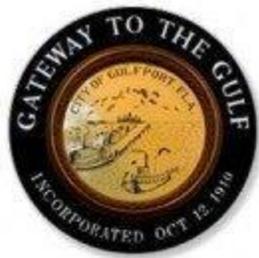
The City Manager proposes a budget that provides for implementation of the operating millage rate of 4.039. The proposed budget accounts for revenues from improved property values (6.49%), previous Legislative actions, and improving State Shared Revenues. Moreover, the proposed balanced budget continues to provide the residents of the City of Gulfport the level of day to day services they have become accustomed to. The proposed Fiscal Year 2015 budget attempts to support traditional frontline services as they exist today.

The respective individual General Fund, Enterprise Fund and Special Revenue Fund analysis are provided within the proposed budget document.

Respectfully submitted for your consideration:



James E. O'Reilly
City Manager
September 16, 2014



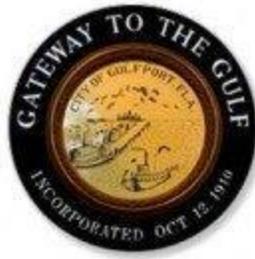
MISSION STATEMENT

MISSION STATEMENT

OF THE CITY OF GULFPORT

The City of Gulfport is established for the benefit of its citizens and shall provide for the health, welfare and safety of those collective persons. Special attention shall be devoted to improving the City's appearance, maintaining public facilities and infrastructure, and ensuring citizen safety and quality of life via a fair and equitable system of citizen involvement and input. Moreover, the City shall provide a positive administration of laws and ordinances governing individual activities and requests. It is the intention of the City not to be an obstacle, but to be a vehicle for citizen's solution to problems and individual needs.





ORGANIZATIONAL CHART

Fiscal Year 2015 - City of Gulfport Organizational Chart

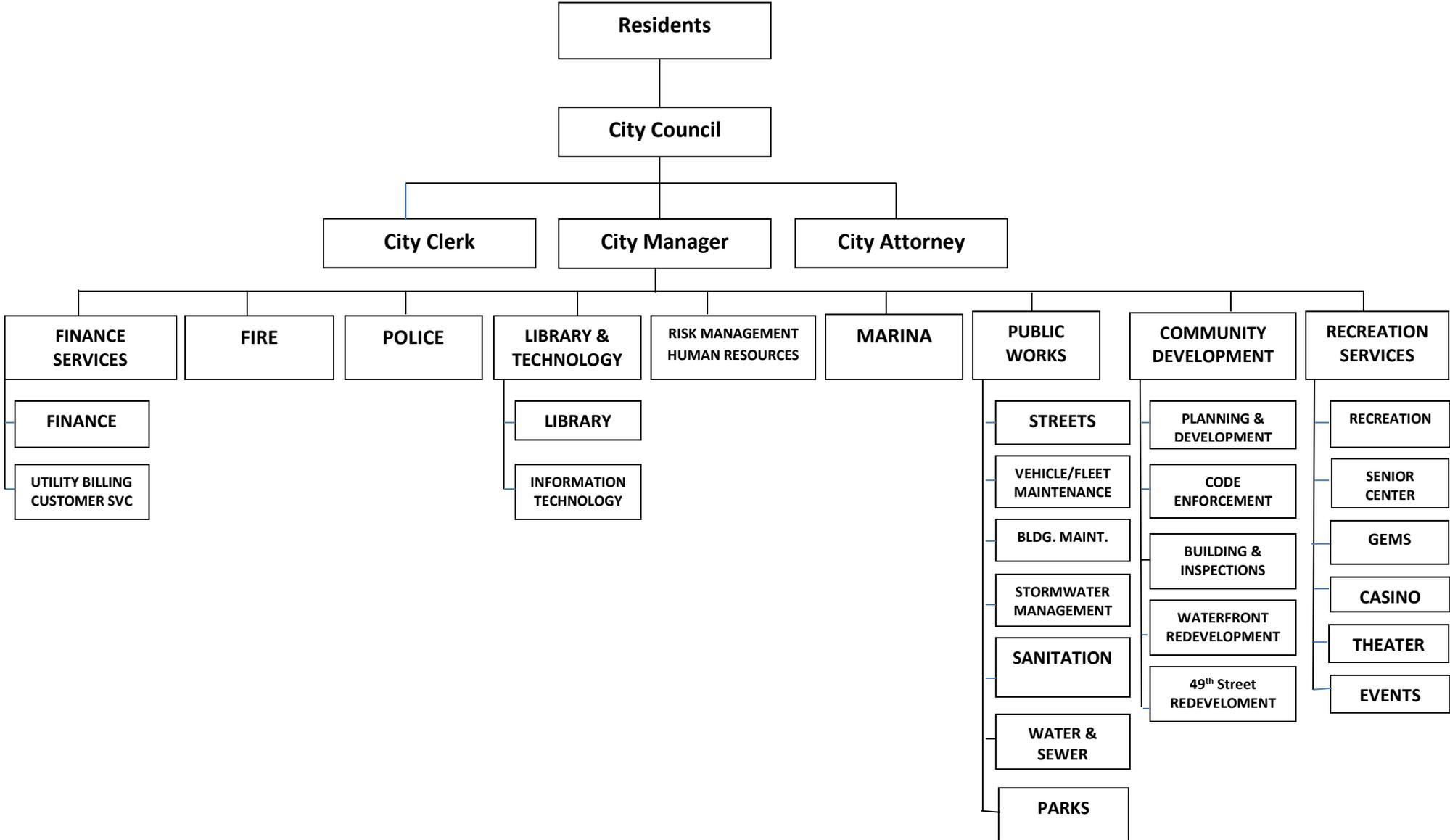
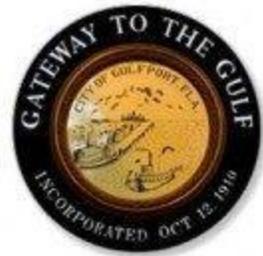




TABLE OF CONTENTS

TABLE OF CONTENTS

<i>Executive Summary</i>	1-4
<i>Mission Statement</i>	5-6
<i>Organizational Chart</i>	8-9
<i>Table of Contents</i>	10-11
<i>Financial Policies</i>	12-16
<i>Funds Analysis</i>	17-24
<i>Revenues</i>	25
General Fund Revenues	26-32
Special Revenue Fund Revenues	33-34
Enterprise Fund Revenues	35-37
<i>Expenditures</i>	38
General Fund Expenditures	39-42
Special Revenue Fund Expenditures	43
Enterprise Fund Expenditures	44
<i>City Council</i>	45-49
<i>City Clerk</i>	50-55
<i>City Attorney</i>	56-58
<i>City Manager</i>	59-63
<i>Police</i>	64-73
<i>Fire</i>	74-80
<i>Risk Management & Human Resources</i>	81-86
<i>Finance</i>	87-92
<i>Information Technology</i>	93-96
<i>Library</i>	97-103
<i>Marina</i>	104-110
<i>Community Development</i>	
Planning & Development	111-117
Building Inspection	118-123
Code Enforcement	124-129
49 th Street Redevelopment District	130-134
Waterfront Redevelopment District	135-139
<i>Public Works</i>	
Department Director	140-146
Streets	147-153
Building Maintenance	154-160
Vehicle Maintenance	161-167
Sanitation	168-175
Sewer	176-183
Water	184-191
Stormwater	192-198
Parks	199-205
<i>Recreation</i>	
Recreation Center	206-212
Senior Center	213-218
GEMS	219-223
Casino	224-230
Theater	231-236
Director/Technical Events	237-242
<i>Capital Improvement Program</i>	243-246
<i>Compensation Administration</i>	247-253
<i>Budget Guide</i>	254-261
<i>Glossary</i>	262-273



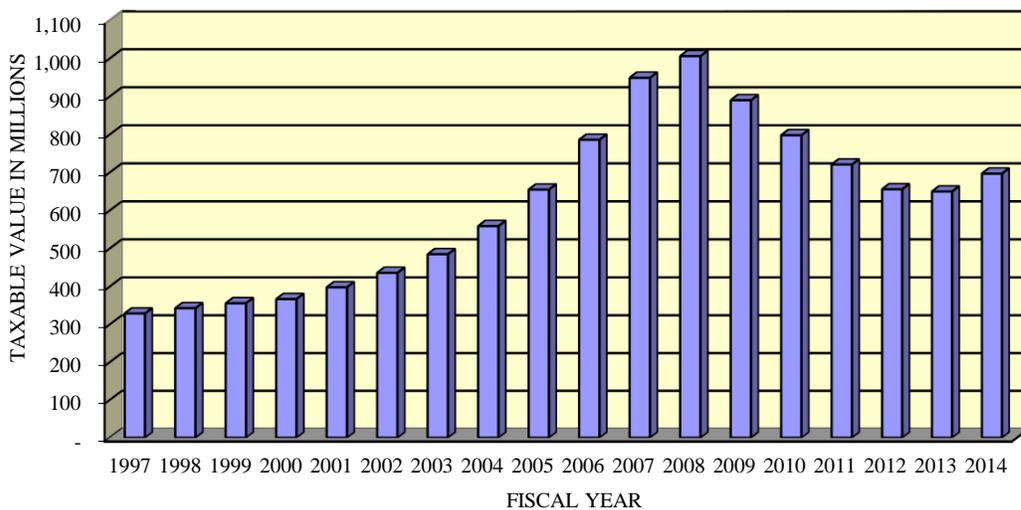
FINANCIAL POLICIES

**FINANCIAL POLICIES
CITY OF GULFPORT
FY 2014/2015**

FY 2015 Financial Summary

For FY 2015, the taxable value of real and personal property within the City of Gulfport increased by 6.49%. This represents an increase in taxable value of \$42,493,308. Property Tax Revenue, as required by Sec. 200.065, Florida Statutes, must be estimated at a minimum collection rate of 95% for budgeting purposes. A collection rate of 95% is used in Gulfport for budgeting purposes.

TAXABLE PROPERTY VALUES

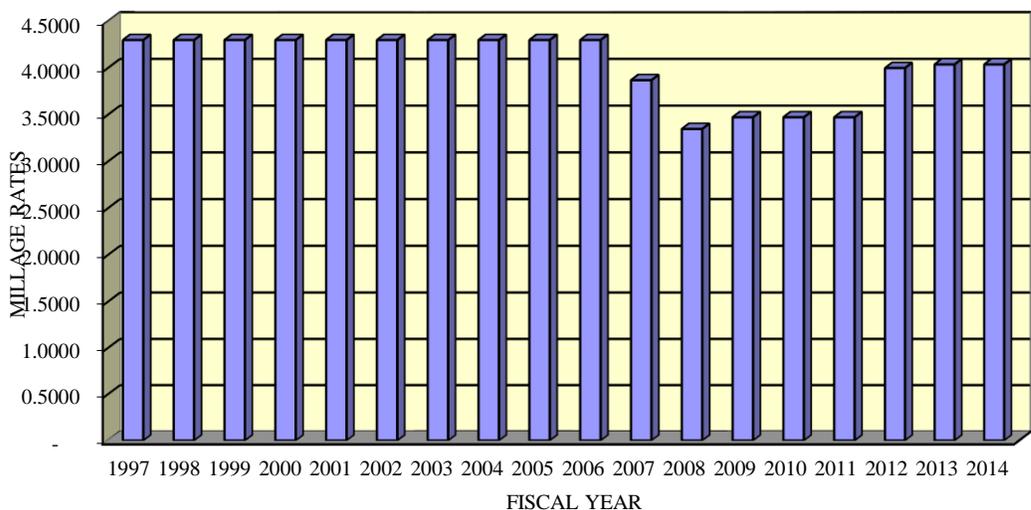


TAXABLE VALUES

Valuation Component	Taxable Valuation
Prior Year Final Gross Taxable Value	\$655,254,633
FY '14 Net of New Construction & Deletions	-1,361,627
FY '14 Net Increases in Value of Existing Property	43,854,935
TOTAL INCREASE:	<u>42,493,308</u>
FY '14 Adjusted Taxable Value	<u>\$697,747,941</u>
Increase from FY '13 of Existing Property	6.49%

The millage rate of 4.039 mills per \$1000 of assessed property value was adopted by City Council for FY 2013-2014. The proposed rate of 4.039 mills for FY 2014-2015 represents an increase of 6.418% above the rolled-back rate of 3.7954 mills. Beginning in FY 2006-07 the City of Gulfport lowered the millage rate from the historic rate of 4.3 mills, until 2011 when it was raised to 4.0 to offset continued decreases in assessed property valuations. The graph below highlights the adopted millage rates with this year's proposed millage rate from FY 1995 thru FY 2014.

MILLAGE RATES



The City of Gulfport has a population of 12,220 and is approximately 2.8 square miles in area. The City is located in Pinellas County and is bordered on the north and east by the City of St. Petersburg. To the south is Boca Ciega Bay. The western side of the City is bordered by the City of South Pasadena. The elevation of the City varies from eight feet above mean sea level (msl) to sea level. One third of the City lies within the 100-year flood zone.

The Town of Gulfport was incorporated on October 12, 1910. In 1915, the municipal corporation of the Town of Gulfport was established under the provisions of the Laws of Florida, Chapter 7166. The name change to the City of Gulfport occurred in 1951 when the population of the Town exceeded 2,500. The present charter was adopted on February 2, 1960. The City is a political subdivision of the State of Florida, operating under a Council/Manager form of government, with 4 Councilors and 1 Mayor elected in non-partisan, at-large elections. Councilors serve two-year terms, while the Mayor serves a three-year term. The City of Gulfport does not have term limits.

The City of Gulfport recognizes the need to maintain sound fiscal policies that will support the City's Financial Management Program.

General Fiscal Policy: The Annual Operating Budget of the City of Gulfport balances the public service needs of the community with the fiscal resources of the City. It is intended to achieve the goals and objectives established by the Council for the next fiscal year. Special emphasis is placed on the City's public safety, environmental health, physical appearance and quality of life, while maintaining a friendly neighborhood atmosphere.

The City has made a commitment to fiscal responsibility, and in so doing, is required to adopt a balanced operating budget as the cornerstone of this commitment. As a result, proposed operating expenditures (personal services, contracts, commodities, supplies, capital outlay, outside agency support, and transfers) will be primarily funded with revenues or income estimates that can reasonably and normally be projected to be received during the fiscal year. The City will adopt an annual General Fund budget in which expenditures, net of pay-as-you-go capital project contributions, do not exceed projected revenues and available reserves.

- Long-term borrowing will not be used to finance current operations or routine maintenance.
- The City has a debt free policy for operating purposes. The only loans made are those for capital expenditure items.
- The City will not issue tax or revenue anticipation notes.
- The City will strive to maintain a high reliance on pay-as-you-go financing for its capital improvements.
- The City will maintain an unreserved General Fund balance at a level not less than twenty-five (25) percent of previous fiscal year General Fund expenditures.
- To the extent that unreserved General Fund balance exceeds twenty-five (25) percent of the previous fiscal year General Fund expenditures at the Fiscal Year end, the City may draw upon the fund balance as approved by the City Council.

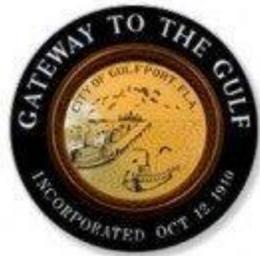
Budget Development: When developing the annual budget, City Administration is guided by the following principles:

- Maintain the overall quality of life for residents.
- Maintain the quality and variety of services provided.
- Meet current infrastructure maintenance needs before acquiring or building additional infrastructure.
- Review operating surpluses or losses in enterprise funds to identify the sufficiency of user charges and ensure that they are self supporting.

- Utilize the most restrictive funding sources, if more than one source is available for a project. For example, Local Option Gas Tax funds should be used for an eligible project before the use of Local Option Sales Tax is considered.
- Consider not just the first year cost of a spending decision, but the long-term financial implications.

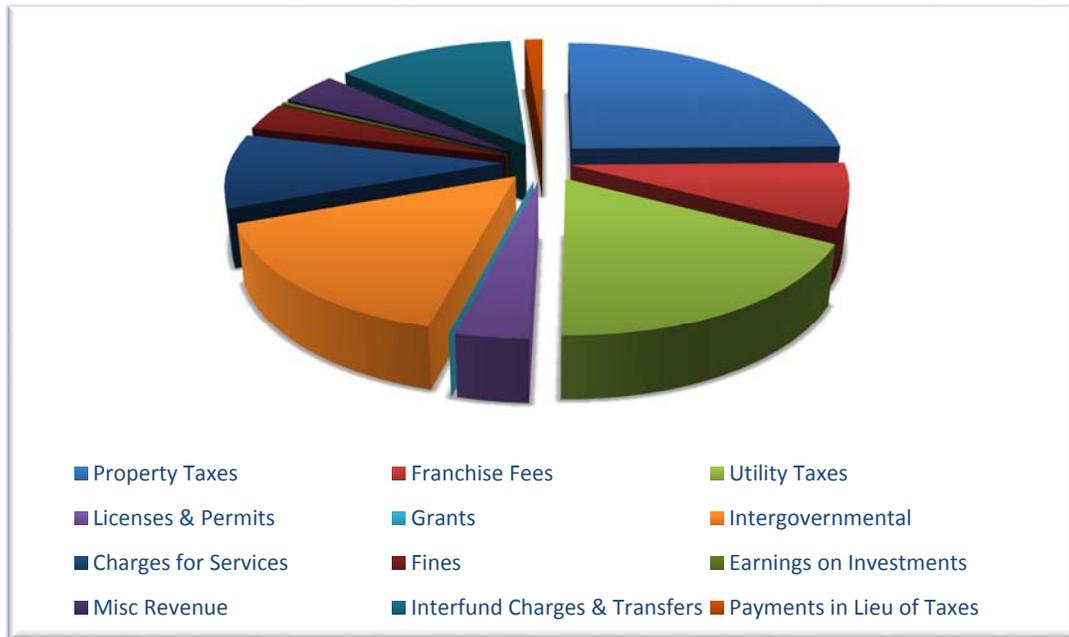
Capital Improvement Program:

- A Five-Year Capital Improvement Program will be developed annually to analyze all anticipated capital expenditures by year.
- The capital improvements program will incorporate in its projections of expenditures and funding sources any amounts relating to previous year's appropriations, which have yet to be expended.
- The first year of the Five-Year Service and Capital Plan will be used as the basis for developing the annual budget. During the budget preparation process, programs and projects for the "current" fiscal year will be reevaluated, surpluses and cost over-runs estimated, and the results thereof included in the budget for the next fiscal year.



FUND ANALYSIS

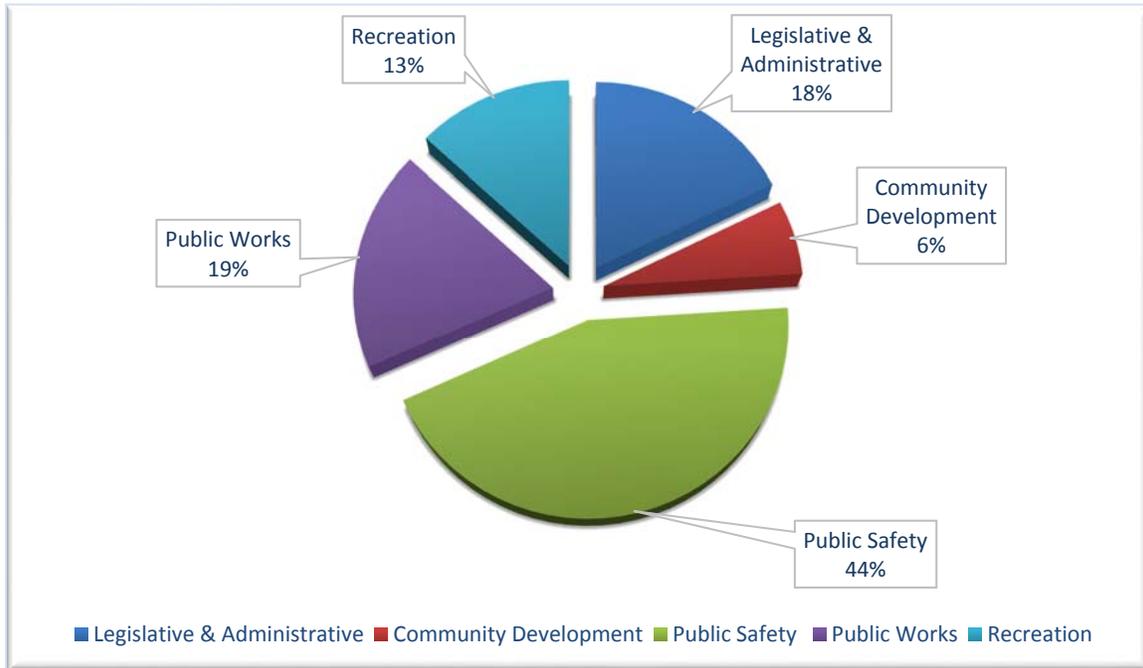
FY 2015 REVENUES BY TYPE – GENERAL FUND



REVENUE INCREASE/DECREASE – GENERAL FUND
Comparison of FY 2015 Budget with FY 2014 Budget

SOURCES/USES		BUDGET FY 2014	BUDGET FY 2015	CHANGE
REVENUES/SOURCES				
	Property Taxes	2,516,134	2,682,520	6.61%
	Franchise Fees	847,500	858,239	1.27%
	Utility Taxes	1,798,212	1,930,680	7.37%
	Licenses & Permits	314,078	388,300	23.63%
	Grants	66,545	3,474	-94.78%
	Intergovernmental	1,627,760	1,679,434	3.17%
	Charges for Services	952,650	997,909	4.75%
	Fines	336,625	375,000	11.40%
	Earnings on Investments	20,000	32,500	62.50%
	Misc Revenue	378,784	437,032	15.38%
	Interfund Charges & Transfers	923,448	1,337,375	44.82%
	Payments in Lieu of Taxes	1,648,632	135,000	-91.81%
	Appropriated Surplus	22,214	0	-100.00%
TOTAL		11,452,582	10,857,463	-5.20%

FY 2015 GENERAL FUND EXPENDITURES BY FUNCTION



2015 General Fund Expenditures by Function		
Legislative & Administrative	17.69%	1,920,916
Community Development	6.28%	681,817
Public Safety	44.25%	4,804,485
Public Works	18.69%	2,029,249
Recreation	13.09%	1,420,996
	100.00%	10,857,463

2015 CITY OF GULFPORT FUND ANALYSIS

General Fund

Unassigned Beginning Fund Balance 9/30/13		\$ 4,216,262
Transfer to Marina		<u>(880,000)</u>
Unassigned Beginning Fund Balance 9/30/14		\$ 3,336,262
Funding Sources:		
Estimated Revenues	9,385,088	
Transfers from Other Funds		
<i>Marina PILOT</i>	75,000	
<i>Marina Construction Payment</i>	-	
<i>Sanitation PILOT</i>	-	
<i>Utilities PILOT</i>	60,000	
<i>Enterprise Funds 15% Overhead</i>	1,337,375	
Total – All Funding Sources		<u>10,857,463</u>
Appropriations:		
Police Services	3,405,749	
Fire & EMS Services	1,398,736	
Council and Clerk	319,053	
Legal	90,125	
City Manager	238,594	
Administrative Services/Personnel	513,106	
Library & Technology	760,038	
Community Development	681,817	
Recreation Services	1,420,996	
Public Works	2,029,249	
Total Appropriations		<u>10,857,463</u>
Unassigned Ending Fund Balance 9/30/15		<u>\$ 3,336,262</u>

Capital Projects Fund

Beginning Fund Balance		\$ 448,042
Funding Sources:		
Penny for Pinellas	1,143,113	
Grants (SWFWMD)	1,696,000	
State Appropriation	745,000	
Appropriated Surplus	448,042	
Total – All Funding Sources		<u>4,032,155</u>
Appropriations:		
Capital Projects	1,591,155	
Grants (SWFWMD) Projects	1,696,000	
State Appropriation Projects	745,000	
Total Appropriations		<u>4,032,155</u>
Ending Fund Balance before Appropriated Surplus		\$ 448,042
Less Appropriated Surplus		<u>(448,042)</u>
Ending Fund Balance 9/30/15		<u>\$ -</u>

¹ effects of capital purchases, depreciation, principal loan payments, and change in accruals

2015 CITY OF GULFPORT FUND ANALYSIS

Waterfront Redevelopment Fund

Beginning Fund Balance		\$ 77,980
Funding Sources:		
Estimated Revenues	216,030	
Grants	230,000	
Transfers from Other Funds		
<i>Capital Projects Fund</i>	125,000	
Appropriated Surplus	25,731	
Total – All Funding Sources		<u>596,761</u>
Appropriations:		
Expenditures	95,000	
Capital Projects	502,500	
Total Appropriations		<u>597,500</u>
Ending Fund Balance before Appropriated Surplus		\$ 77,241
Less Appropriated Surplus		(25,731)
Unassigned Ending Fund Balance 9/30/15		<u>\$ 51,510</u>

49th Street Corridor Fund

Beginning Fund Balance		\$ 4,978
Funding Sources:		
Estimated Revenues	-	
Grants - Brownsfield	350,000	
Transfers from Other Funds		
<i>General Fund</i>	68,035	
Total – All Funding Sources		<u>418,035</u>
Appropriations:		
Expenditures	418,035	
Total Appropriations		<u>418,035</u>
Unassigned Ending Fund Balance 9/30/15		<u>\$ 4,978</u>

¹ effects of capital purchases, depreciation, principal loan payments, and change in accruals

2015 CITY OF GULFPORT FUND ANALYSIS

Marina Fund

Unassigned Beginning Fund Balance 9/30/14		\$ 513,750
Funding Sources:		
Estimated Revenues	1,759,960	
Federal Grant	120,000	
Appropriated Surplus	640,000	
Total – All Funding Sources		<u>2,519,960</u>
Appropriations:		
People	190,670	
Operational	951,880	
Depreciation	240,000	
Capital - Building	600,000	
Capital - Casino Docks	160,000	
Transfer to Reserves	23,170	
Transfers to Other Funds		
<i>General Fund 15% Overhead</i>	279,240	
<i>PILOT Transfer</i>	75,000	
Total Appropriations		<u>2,519,960</u>
Ending Fund Balance Before Balance Sheet Adjustments		\$ 513,750
Add: Transfer to Reserves		23,170
Less: Appropriated Surplus		(640,000)
¹ Less: Balance Sheet Adjustments		215,000
Unassigned Ending Fund Balance 9/30/15		<u><u>\$ 111,920</u></u>

¹ effects of capital purchases, depreciation, principal loan payments, and change in accruals

2015 CITY OF GULFPORT FUND ANALYSIS

Sanitation Fund

Beginning Unrestricted Fund Balance		\$ (499,703)
Funding Sources:		
Estimated Revenues	2,170,930	
Grants	8,000	
Total – All Funding Sources		<u>2,178,930</u>
Appropriations:		
People	772,273	
Operational	642,356	
Depreciation	130,000	
Principal Debt	71,831	
Transfer to Reserves	219,719	
Transfers to Other Funds		
<i>General Fund 15% Overhead</i>	342,751	
<i>PILOT Transfer</i>	-	
Total Appropriations		<u>2,178,930</u>
Ending Fund Balance Before Transfer to Reserves		\$ (499,703)
Add: Transfer to Reserves		219,719
¹ Add: Balance Sheet Adjustments		206,831
Unassigned Ending Fund Balance 9/30/15		<u><u>(73,153)</u></u>

¹ effects of capital purchases, depreciation, principal loan payments, and change in accruals

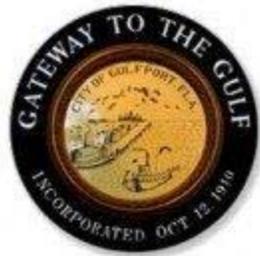
2015 CITY OF GULFPORT FUND ANALYSIS

Utilities Fund (Water, Sewer & Storm water)

Beginning Unrestricted Fund Balance		\$ 75,409
Funding Sources:		
Estimated Revenues	4,987,300	
State Revolving Loan	1,300,000	
Appropriated Surplus	340,882	
Total – All Funding Sources		<u>6,628,182</u>
Appropriations:		
People	573,554	
Operational	3,008,451	
Depreciation	580,000	
SRL - Capital Projects	1,300,000	
Carry over capital project (Sanitary Sewer)	340,882	
Capial Projects	34,000	
Transfers to Other Funds		
General Fund 15% Overhead	731,295	
PILOT Transfer	60,000	
Total Appropriations		<u>6,628,182</u>
Ending Fund Balance Before Transfer to Reserves		\$ 75,409
Less: Appropriated Surplus		(340,882)
¹ Less: Balance Sheet Adjustments		(335,118)
Unassigned Ending Fund Balance 9/30/15		<u>\$ (600,591)</u>

² *Overall fund balance in the Utilities Fund is expected to increase from \$9,428,404 to \$9,462,404 however, as a result of the extensive sewer infrastructure project a significant portion of the fund balance is expected to shift from "unrestricted" to restricted for "invested in capital assets" causing a temporary deficit in unrestricted fund balance.*

¹ effects of capital purchases, depreciation, principal loan payments, and change in accruals



REVENUES

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Budget Revenue	FY 2015 Proposed Revenue	% of FY 15 Budget
001-311.10	Current Property Taxes	2,608,463	2,351,499	2,469,561	2,456,695	2,516,134	2,682,520	24.7%
001-311.20	Prior Yr. Property Tax	-	-	-	4,738	-	-	0.0%
TOTAL - Ad Valorem		2,608,463	2,351,499	2,469,561	2,461,433	2,516,134	2,682,520	24.7%
								0.0%
001-312.40	Local Option Fuel Tax	164,994	162,730	162,780	165,451	166,000	180,000	1.7%
								0.0%
001-313.10	Electricity	843,095	772,555	728,839	697,350	835,000	844,128	7.8%
001-313.40	Gas	15,412	11,174	9,097	6,028	12,500	14,111	0.1%
TOTAL - Franchise Fees		858,507	783,729	737,936	703,378	847,500	858,239	7.9%
								0.0%
001-314.10	Electricity	913,198	861,760	795,054	823,812	850,000	879,000	8.1%
001-314.30	Utility Tax/Water	182,822	186,657	205,249	199,578	203,213	228,981	2.1%
001-314.01	Reclaimed Water (St. Pt	2,687	2,876	2,772	3,108	3,000	7,000	0.1%
001-314.40	Natural Gas	14,961	12,972	10,773	12,291	12,500	18,000	0.2%
001-314.80	Propane	17,199	13,481	13,138	11,643	18,500	20,000	0.2%
001-315.20	Telephone/Cable	551,013	525,724	519,697	502,870	545,000	597,700	5.5%
TOTAL - Utility Taxes		1,681,880	1,603,470	1,546,683	1,553,302	1,632,212	1,750,680	16.1%
								0.0%
001-321.10	Occupational Licenses	51,962	44,220	36,981	51,246	60,000	70,000	0.6%
001-322.10	Building Permits	69,196	66,887	83,189	133,771	158,778	188,778	1.7%
001-322.11	Electrical Permits	11,843	10,016	12,632	19,834	19,800	28,800	0.3%
001-322.12	Gas Permits	756	819	1,430	3,687	2,500	7,500	0.1%
001-322.13	Plumbing Permits	6,516	6,213	5,275	9,249	8,000	12,500	0.1%
001-322.14	Mechanical Permits	20,233	19,718	16,153	29,429	21,000	30,722	0.3%
001-329.00	Other Permits, Fees	28,641	17,016	20,142	33,734	35,000	40,000	0.4%

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Budget Revenue	FY 2015 Proposed Revenue	% of FY 15 Budget
001-329.10	Tree Bank Account	300	-	300	-	-	-	0.0%
001-329.20	Zoning Fees	6,615	3,228	3,658	9,713	9,000	10,000	0.1%
TOTAL - Licences & Permits		196,062	168,117	179,760	290,663	314,078	388,300	3.6%
								0.0%
001-331.21	Dept. of Justice Vest Gri	2,725	1,998	-	9,871	-	-	0.0%
001-331.22	Local Law Enforcement	-	18,482	-	3,474	5,000	3,474	0.0%
001-331.23-01	COPS Grant	-	44,690	44,690	89,769	-	-	0.0%
001-331-27-00	CERT Grant	-	-	-	-	-	-	0.0%
001-331.69	OOA Title III	11,545	11,545	11,545	11,234	11,545	-	0.0%
TOTAL - Federal Grants		14,270	76,715	56,235	114,348	16,545	3,474	0.0%
								0.0%
001-334-50	Dept of Comm Affairs	111	-	21,508	-	50,000	-	0.0%
TOTAL - State Grants		111	-	-	-	50,000	-	0.0%
								0.0%
001-335.12	State Revenue Sharing	349,459	351,205	352,773	359,992	364,941	378,969	3.5%
001-335.14	Mobile Home Licenses	299	331	257	226	-	-	0.0%
001-335.15	Beverage Licenses	5,293	6,821	12,656	4,929	10,000	10,000	0.1%
001-335.18	Local Gov. Half-Cent Sa	610,663	624,111	631,389	658,037	682,185	716,294	6.6%
001-335.20	Firefighters Supp Comp	1,120	1,920	1,920	2,340	1,920	1,920	0.0%
TOTAL - State Shared Revenue		966,834	984,388	998,995	1,025,524	1,059,046	1,107,183	10.2%
								0.0%

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Budget Revenue	FY 2015 Proposed Revenue	% of FY 15 Budget
001-335.41	Fuel Tax Rebate	11,440	11,475	10,590	10,259	11,450	12,500	0.1%
001-337.20	Emergency Medical Ser	382,934	415,210	390,154	390,154	410,000	413,000	3.8%
001-337.22	ALS First Responder Ag	-	-	-	-	-	-	0.0%
001-337.67	Youth As Resources - P	-	-	-	-	-	-	0.0%
001-337.70	Tampa Bay Estuary Proj	-	4,406	-	-	-	-	0.0%
001-337.7701	Pinellas Cnty intergener	-	-	-	-	-	-	0.0%
TOTAL - Local Shared Revenue		394,374	431,091	400,744	400,413	421,450	425,500	3.9%
								0.0%
001-338.10	PPLC Pinellas Public L	181,601	167,024	161,952	156,311	147,264	146,751	1.4%
								0.0%
001-342.10	Police Services	69,448	83,595	110,726	86,536	120,000	125,000	1.2%
001-342.20	Fire Inspections	9,460	9,256	10,113	10,605	12,000	12,000	0.1%
001-341.20	Internal Service Charges	305,220	331,356	239,328	333,072	343,080	136,400	1.3%
001-344-90	GEMS-Subscriptions	8,200	7,923	8,465	7,987	8,200	8,200	0.1%
001-344-91	GEMS-Fares	7,405	7,701	8,950	12,242	15,375	15,375	0.1%
001-346.90	Multipurpose Center	2,214	884	1,050	1,075	2,000	3,000	0.0%
001-346.90.01	Neighborly Senior Srv	10,857	11,210	11,994	11,398	12,294	12,294	0.1%
001-347.21	Recreation Activity Fees	110,935	95,095	109,620	116,079	125,000	135,000	1.2%
001-347.21.02	Recreation Non-Resider	14,372	18,804	18,251	13,746	18,700	18,700	0.2%
001-347.21.03	Skate Park Stickers	300	210	264	55	270	-	0.0%
001-347-21-04	Skate Park Stickers-NR	-	-	40	60	-	-	0.0%
001-347.29	Hoyt Field	2,585	790	3,599	5,683	5,000	7,500	0.1%
001-347-55	Dances	137,264	123,993	129,060	143,796	138,000	195,000	1.8%
001-347-60	Concessions	95,870	95,247	81,411	106,552	100,000	157,000	1.4%
001-347-61	Other Revenue/Event fe	146	953	1,671	1,355	10,250	10,250	0.1%

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Budget Revenue	FY 2015 Proposed Revenue	% of FY 15 Budget
001-347-91	Theater Concessions	4,468	4,161	3,267	4,939	5,000	97,000	0.9%
001-349.15	Collection Charges/Crec	12,931	12,417	10,812	39,630	30,000	56,000	0.5%
001-349.20	Beach Parking	-	-	-	-	-	-	0.0%
001-349.40	Title Search Fees	5,455	6,215	6,625	7,705	6,791	8,500	0.1%
001-349.50	Union Adm. Fees	690	690	740	-	690	690	0.0%
TOTAL - Charges for Services		797,820	810,500	755,986	902,515	952,650	997,909	9.2%
								0.0%
001-351.10	Court Fines	45,030	43,945	94,683	103,138	111,125	135,000	1.2%
001-351.20	Confiscated Property	786	63,615	37,241	502	-	-	0.0%
001-351.30	Police Education	2,738	2,568	3,701	3,793	3,500	5,000	0.0%
001-352.00	Library Fines and Fees	7,184	7,068	11,837	15,608	12,000	15,000	0.1%
001-359.00	Forfeiture Distributions	-	-	-	-	-	-	0.0%
001-354.10	Violations of Local Ordir	52,681	43,415	54,034	53,204	50,000	60,000	0.6%
001-354.11	Red Light Camera Violations		114,065	160,805	136,509	160,000	160,000	1.5%
TOTAL - Fines & Forfeitures		108,419	274,676	362,301	312,754	336,625	375,000	3.5%
								0.0%
001-361.10	Investments	4,318	2,915	1,754	1,932	2,000	10,000	0.1%
001-361.11	State Board of Admin.	50	12	34	43	-	-	0.0%
001-361.12	BOA Money Market	-	-	-	-	-	-	0.0%
001-361.30	Inc.Decr in FMV Invest	11,406	3,944	6,312	2,859	5,000	5,000	0.0%
001-361.32	Tax Collector	276	148	13	-	-	-	0.0%
001-361.39	Other Interest on Demar	-	-	-	-	-	-	0.0%
001-361.40	Code Violations Interest	8,465	9,337	11,709	-	13,000	17,500	0.2%
TOTAL - Investment Earnings		24,515	16,356	19,822	4,834	20,000	32,500	0.3%
								0.0%

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Budget Revenue	FY 2015 Proposed Revenue	% of FY 15 Budget
001-362.10	Rental Properties - Town	64,382	66,445	66,865	72,763	80,931	80,931	0.7%
001-362-11	Casino Rentals	81,426	81,830	82,684	92,844	85,000	140,000	1.3%
001-362-15	Theater Rentals	19,136	24,410	21,335	22,597	25,625	40,000	0.4%
001-362-16	49th Street Building	7,743	9,203	10,580	11,030	12,000	15,000	0.1%
001-362-18	Scout Hall	5,228	452	1,003	1,576	2,000	3,000	0.0%
001-362.17	Rental Properties - Boca	1	1	1	115	-	1	0.0%
001-362.20	Recreation Center	2,025	3,377	3,451	6,693	3,000	10,000	0.1%
001-362.30	Gulfport Yacht Club	22,500	22,500	22,500	19,500	22,500	22,500	0.2%
001-362.50	Senior Center	-	-	-	100	-	3,000	0.0%
001-362.70	Field Rentals	3,500	(3,912)	2,500	-	3,500	5,000	0.0%
001-362.60	City Trolley	-	-	-	-	-	-	0.0%
TOTAL - Rents & Royalties		205,941	204,306	210,919	227,218	234,556	319,432	2.9%
								0.0%
001-363.24	Impact Fees		-	-	-	-	-	0.0%
								0.0%
001-364.41	Surplus Equipment	49,749	27,990	13,116	5,416	50,000	50,000	0.5%
001-364.42	Insurance Proceeds	3,863	47,040	6,458	7,974	2,500	10,000	0.1%
001-365.10	Scrap	2,102	7,660	4,667	1,994	2,000	3,000	0.0%
001-365.11	Marina Salvage - Emplo	525	487	632	-	500	500	0.0%
TOTAL - Fixed Asset Sales		56,239	83,177	24,873	15,384	55,000	63,500	0.6%

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Budget Revenue	FY 2015 Proposed Revenue	% of FY 15 Budget
001-366.45	Recreation	8,745	7,495	905	1,385	10,000	10,000	0.1%
001-366.46	Donations/Library	8,956	21,337	870	75	1,500	4,000	0.0%
001-366.47	Donations/PUB			-	-	-	-	0.0%
001-366.50	Fire Dept.	500		-	-	1,000	3,000	0.0%
001-366.51	Contributions CERT	1,200	250	1,900	-	1,000	3,000	0.0%
001-366.52	Rec/Donations/School	251		112	-	-	-	0.0%
001-366.53	Phillips Donations			-	-	-	-	0.0%
001-366.54	Atkinson Memorial	240	25			-	-	0.0%
001-366.55	Contributions -Teen Council			1,659	-	-	-	0.0%
001-366.60	PD Comm Resource Sp	2,495	3,750	2,373	1,590	2,500	2,500	0.0%
001-366.65	PD Contribution - Operation Santa					2,000	2,000	0.0%
001-366.70	Theater	1,007	1,440	2,417	1,984	1,500	2,600	0.0%
001-366.90	Contributions	1,516		400	1,128	1,000	2,000	0.0%
001-366.96	Contributions-GEMS	902	2,119	847	670	1,000	1,000	0.0%
001-366.97	Senior Center	3,014	2,424	1,555	1,902	3,000	3,000	0.0%
001-369.30	Refund of Prior Year	-	312	308	-	-	-	0.0%
001-369.40	Vending Machine Sales	-		-	-	-	-	0.0%
001-369.40.01	ICEE Revenue	916	1,542	800	-	-	-	0.0%
001-369.90	Other Misc. Rev.	5,476	12,950	7,140	6,862	7,688	20,000	0.2%
001-369.9001	Attorney Fees Recovere	-		-	-	-	-	0.0%
001-369.90.02	Election Fees	600	216	288	336	-	-	0.0%
001-369.90.03	Police Explorers	879	2,958	2,414	1,667	2,000	1,000	0.0%
001-369.90.04	Fire Explorers	-		-	-	-	-	0.0%
001-369.91	Police/Fire Training Ren	3,300	(20,291)	1,208	-	-	-	0.0%
TOTAL - Contributions		39,997	36,527	25,196	17,599	34,188	54,100	0.5%

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Budget Revenue	FY 2015 Proposed Revenue	% of FY 15 Budget
001-381.40	Sanitation	181,532	178,487	196,976	213,324	237,932	326,840	0.0%
001-381.41	Water & Sewer	404,396	404,396	419,013	417,520	467,622	731,295	3.0%
001-381.42	49th Street	80,000	-	-	-	-	-	6.7%
001-381.43	Cultural Activities	-	-	-	-	-	-	0.0%
001-381.44	GEMS	-	-	-	-	-	-	0.0%
001-381.46	Marina	165,294	165,294	155,294	167,934	217,934	279,240	0.0%
TOTAL - Administrative Overhead		831,222	748,177	771,283	798,778	923,488	1,337,375	12.3%
001-382.10	Sanitation	100,000	127,727	350,000	467,000	659,751	-	0.0%
001-382.20	Water & Sewer	-	539,463	546,715	325,000	516,901	60,000	0.0%
001-382.30	Marina	500,000	454,953	375,000	300,000	471,980	75,000	0.6%
001-382.40	Cultural Activities	-	-	-	-	-	-	0.7%
001-382.50	GEMS	-	-	-	-	-	-	0.0%
TOTAL - Contributions/PILOT		600,000	1,122,143	1,271,715	1,092,000	1,648,632	135,000	1.2%
001-383-10	Lease Purchase Proceeds	-	-	-	-	55,000	-	0.0%
001-389-01	Appropriated Surplus	492,467	-	-	-	22,214	-	0.0%
General Fund Totals		10,223,716	10,024,626	10,156,741	10,241,905	11,452,582	10,857,463	100.0%

**CITY OF GULFPORT
FY 2015 BUDGET
SPECIAL REVENUE FUND - REVENUES**

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Budget Revenue	FY2015 Proposed Revenue	% of FY 15 Budget
Waterfront Redevelopment Fund								
120-311.10	Property Taxes County	128,213	102,762	97,542	94,815	109,833	112,447	18.82%
120-311.11	Property Taxes City	91,409	74,039	80,910	76,258	77,571	84,322	14.11%
120-334.39	CDBG/FDOT Grant	-	-	-	-	-	230,000	38.49%
120-344.91	Trolley Fares	-	-	-	-	-	-	0.00%
120-349.30	Street Signs	-	-	580	300	-	-	0.00%
120-361.39	Interest on Demand	-	-	-	-	-	-	0.00%
120-366.90	Contributions	-	-	-	-	-	-	0.00%
120-369.90	Other Misc. Rev.	1,460	-	1,725	21,346	-	20,000	3.35%
120-381.10	From General Fund	-	25,000	-	-	-	-	0.00%
120-381.30	From Capital Project Fund	-	-	-	-	-	125,000	20.92%
120-381.40	From Sanitation	-	-	-	-	-	-	0.00%
120-381-43	From Cultural Facilities	100,000	-	-	-	-	-	0.00%
120-389.01	Appropriated Surplus	-	103,533	26,341	-	(71,808)	25,731	4.31%
120-389.02	Transportation Impact	-	-	-	-	-	-	0.00%
Waterfront Redevelopment Total		321,082	305,334	207,098	192,719	115,596	597,500	100.00%
49th Street Redevelopment								
130-331.56	Community Devel Blk Grar	149,366	-	-	-	-	-	0.00%
130-334.3903	Fl. Dept. of Transportation	-	78,000	-	-	-	-	0.00%
130-334.75	FRDAP/EPA - Federal Bro	-	-	-	-	-	350,000	83.73%
130-369.30	Refund Prior Year	800	-	-	-	-	-	0.00%
130-381.10	From General Fund	52,420	30,000	100,000	65,000	-	68,035	16.27%
130-381.30	From Capital Projects	-	-	-	-	-	-	0.00%
130-389.01	Appropriated Surplus	-	43,984	(42,655)	-	65,769	-	0.00%
49th Street Redevelopment		202,586	151,984	57,345	65,000	65,769	418,035	100.00%

**CITY OF GULFPORT
FY 2015 BUDGET
SPECIAL REVENUE FUND - REVENUES**

Capital Projects Fund								
300-312.60	Infrastructure Tax	951,716	1,071,338	970,203	1,021,997	1,052,000	1,143,113	28.35%
300-331.55	SWFWMD	-	-	-	-	-	1,696,000	42.06%
300-331.39	Federal Grants	-	2,750,000	-	-	-	-	0.00%
300-334.71	Area Agency on Aging	57,375	-	-	-	-	-	0.00%
300-334.72	DCA Grant	-	-	-	-	-	-	0.00%
300-334.75	FRDAP	-	-	-	-	-	-	0.00%
300-361.39	Interest on Demand	-	1,000	-	-	-	-	0.00%
300-363.24	Transportation Impact Fee	-	-	-	-	-	-	0.00%
300-369.90	Other Misc. Rev	98	-	2,291	88	-	745,000	18.48%
300-381.10	Transfer From General Fd	-	-	-	-	-	-	0.00%
300-381.30	Transfer From 49th & Utilit	330,017	-	-	-	-	-	0.00%
300-389.01	Appropriated Surplus (Sev	-	-	-	-	604,290	448,042	11.11%
Capital Projects Fund Totals		1,339,206	3,822,338	972,494	1,022,085	1,656,290	4,032,155	100.00%
Special Revenue Fund Totals		1,862,874	4,279,656	1,236,937	1,279,804	1,837,655	5,047,690	100.00%

**CITY OF GULFPORT
FY 2015 BUDGET
ENTERPRISE FUND REVENUES**

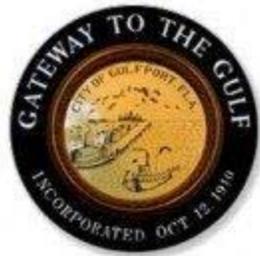
Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Budget Revenue	FY2015 Proposed Revenue	% of FY 15 Budget
Sanitation Fund								
400-337.90	Recycling reimburseme	9,683	9,600	9,005	6,695	10,000	8,000	0.37%
400-343.41	Refuse Collection	1,567,310	1,557,693	1,749,674	1,740,727	1,785,185	1,900,000	87.20%
400-343.42	Special Trash Collectio	270	235	108	25,334	500	15,000	0.69%
400-343.42.01	Code Enforcement	9,387	7,903	13,127	14,894	10,000	10,000	0.46%
400-343.42.02	P/W Pickup	51,082	45,878	56,348	51,535	110,000	55,000	2.52%
400-343.43	Recycling Charges	125,702	126,083	141,636	141,008	145,000	157,930	7.25%
400-343.44	Recycling Sales	27,969	37,466	29,199	30,185	30,000	10,000	0.46%
400-343.45	Revenue Write Off	(36,434)	-	-	-	-	-	0.00%
400-343.66	Late Charges	16,889	16,403	18,289	19,273	18,000	18,000	0.83%
400-361.10	Investments	106	50	13	1	-	-	0.00%
400-361.11	State Board of Admin	11	3	8	10	-	-	0.00%
400-361.30	Unrealized G/L on Inve	2,518	895	1,507	689	-	-	0.00%
400-364.41	Surplus Equipment	-	-	-	-	-	5,000	0.23%
400-383-10	Lease Purchase Proce	-	-	-	-	36,500	-	0.00%
400-389.01	Appropriate Surplus	-	-	-	-	617,220	-	0.00%
Sanitation Fund Totals		1,774,493	1,802,209	2,018,915	2,030,352	2,762,405	2,178,930	100.00%

**CITY OF GULFPORT
FY 2015 BUDGET
ENTERPRISE FUND REVENUES**

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Budget Revenue	FY2015 Proposed Revenue	% of FY 15 Budget
Water & Sewer Fund								
410-343.50	Sewer Service Connec	150	150	165	-	-	-	0.00%
410-343.60	Water Sales	1,938,326	2,098,717	2,245,148	2,197,336	2,404,304	2,570,400	38.78%
410-343.62	Water Meters	1,070	425	127	755	-	-	0.00%
410-343.63	Sewer Charges	1,494,137	1,438,252	1,670,613	1,662,597	1,840,720	1,957,900	29.54%
410-343.65	Service Charges	53,034	49,450	70,181	70,164	60,000	70,000	1.06%
410-343.66	Late Charges	36,447	6,736	33,920	35,037	30,000	42,000	0.63%
410-343.67	Stormwater Fees	306,005	235,250	291,177	287,260	336,000	347,000	5.24%
410-361.11	State Board Administra	11	-	7	9	-	-	0.00%
410-361.30	Unrealized G/L on Inve	2,367	825	1,319	603	-	-	0.00%
410-361.39	Interest on Demand	-	-	-	-	-	-	0.00%
410-363.23	Sewer Impact Fees	-	4,050	1,395	-	-	-	0.00%
410-364.42	Insurance Proceeds	610	-	-	-	-	-	0.00%
410-369.90	Other Misc. SRF - SSE	11	-	2,087	-	-	1,300,000	19.61%
410-381.10	From General Fund	-	-	-	-	-	-	0.00%
410-381.30	From Capital Projects	800,000	-	50,000	300,000	540,000	-	0.00%
410-381.40	From Sanitation	-	-	-	-	-	-	0.00%
410-383-10	Lease Proceeds	-	-	-	-	108,500	-	0.00%
410-389.01	Appropriate Surplus	-	-	-	-	(236,336)	340,882	5.14%
Water & Sewer Fund Totals		4,632,168	3,833,855	4,366,139	4,553,762	5,083,188	6,628,182	100.00%

**CITY OF GULFPORT
FY 2015 BUDGET
ENTERPRISE FUND REVENUES**

Account #	Description	FY 2010 Actual Revenue	FY 2011 Actual Revenue	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Budget Revenue	FY2015 Proposed Revenue	% of FY 15 Budget
Marina Fund								
460-331.78	Fed Fish & Wild Grant	-	-	-	-	160,000	120,000	4.76%
460-343.66	Late Charges	8,880	6,823	6,688	6,100	6,000	6,600	0.26%
460-343.70	Revenue Write-off	-	-	-	-	-	-	0.00%
460-347.50	Service Charges	20,628	15,875	11,835	13,195	20,000	20,000	0.79%
460-362.16	Slip Rental	792,821	671,326	587,606	596,449	758,240	650,000	25.79%
460-347.56	Transient Slip Rentals	12,326	29,627	41,140	33,692	44,800	44,800	1.78%
460-347.57	Fuel and Oil Sales	598,447	797,446	789,865	777,802	918,000	918,400	36.45%
460-347.58	Other Sales	91,273	110,673	101,976	98,186	100,000	100,000	3.97%
460-347.59	Boat Ramp Fees	16,030	17,302	15,892	15,409	20,160	20,160	0.80%
460-361.10	Investments	2	1	2	2	-	-	0.00%
460-361.20	State Board of Admin	-	-	-	-	-	-	0.00%
460-361.30	Incr/Decr FMV Invest	738	176	283	129	-	-	0.00%
460-364.42	Insurance Proceeds	18,942	-	-	-	-	-	0.00%
460-369.90	Other Misc. Rev.	5,027	984	732	-	-	-	0.00%
460-381.30	Transfer from Capital P	-	-	50,000	25,000	25,000	-	0.00%
460-381.10	Transfer from Gen Fun	-	-	-	-	880,000	-	0.00%
460-389.01	Appropriate Surplus	-	-	-	-	(241,924)	640,000	25.40%
Marina Fund Totals		1,565,114	1,650,233	1,606,019	1,565,965	2,690,276	2,519,960	100.00%
Enterprise Fund Totals		7,971,775	7,286,297	7,991,073	8,150,079	10,535,869	11,327,072	100.00%



EXPENDITURES

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND EXPENDITURES**

Description	Acct #	City Council	City Clerk	Legal	City Manager	Admn Finance
Exec. Salary	11-00	48,000	-	-	-	-
Salaries	12-00	-	115,499	-	163,552	212,688
Other Salaries	13-00	-	-	-	-	-
Overtime	14-00	-	1,000	-	-	250
Incentive Pay	15-02	-	-	-	-	-
Car Allowance	15-03	-	-	-	5,400	-
Field Training	15-05	-	-	-	-	-
Off Duty	15-06	-	-	-	-	-
Court Time	15-07	-	-	-	-	-
Assignment	15-11	-	-	-	-	-
Miscellaneous	15-12	-	-	-	-	-
Shift Premium Incent.	15-13	-	-	-	-	-
F I C A	21-01	2,976	7,223	-	10,475	13,187
Medicare	21-02	696	1,690	-	2,450	3,084
Retirement	22-00	4,800	17,004	-	26,842	36,107
Health Insurance	23-01	-	14,100	-	8,100	20,100
Disability Insurance	23-02	-	500	-	250	1,272
Life Insurance	23-04	-	450	-	150	798
Worker Comp.	24-00	-	550	-	500	944
People Costs		56,472	158,016	-	217,719	288,430
Professional Svc	31-00	-	-	-	2,100	2,828
Litigation	31-02	-	-	90,125	-	-
Accounting/Auditing	32-00	-	-	-	-	40,000
Court Reporting	33-00	-	-	-	-	-
Other Contractual	34-00	7,200	38,840	-	10,000	1,800
Travel/Per Diem	40-00	15,400	3,115	-	2,500	2,200
Communications	41-00	4,800	2,740	-	700	3,500
Electricity	43-01	-	-	-	-	-
Water & Sewer	43-02	-	-	-	-	-
Other	43-03	-	-	-	-	-
Rental & Leases	44-00	-	-	-	-	5,000
General Liability	45-01	-	1,030	-	400	1,340
Property Ins	45-03	-	-	-	-	-
Other	45-04	-	-	-	-	-
Repairs & Maintenance	46-00	-	-	-	100	30,000
Printing & Binding	47-00	300	1,000	-	1,900	500
Promotional	48-00	8,600	-	-	-	-
Other Current Charges	49-00	-	11,000	-	-	-
Administration Chgs	49-02	-	-	-	-	-
Office Supplies	51-00	1,000	2,285	-	475	4,500
Operating Supplies	52-00	500	-	-	500	8,500
Inventory Resale	52-01	-	-	-	-	-
Road Material	53-00	-	-	-	-	-
Book/Pubs/Subs	54-00	6,195	560	-	2,200	2,500
Operating Costs		43,995	60,570	90,125	20,875	102,668
Buildings.	62-00	-	-	-	-	-
Improvements/OT Bldg	63-00	-	-	-	-	-
Machinery & Equipment	64-00	-	-	-	-	-
Books/Public Library	65-00	-	-	-	-	-
Capital Outlay		-	-	-	-	-
Department Total - 2015		100,467	218,586	90,125	238,594	391,098

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND EXPENDITURES**

Admn Personnel	Info Tech	Planning & Development	Code Enforcement	Building Inspection	Fire	Police
-	-	-	-	-	-	-
72,244	-	131,870	55,572	136,610	800,332	1,915,235
-	-	-	-	-	-	23,240
-	-	-	-	-	125,000	100,000
-	-	-	-	-	30,840	25,980
-	-	2,100	-	-	-	-
-	-	-	-	-	-	2,000
-	-	-	-	-	-	12,000
-	-	-	-	-	-	23,000
-	-	-	-	-	2,100	2,000
-	-	-	-	-	4,800	16,100
-	-	-	-	-	-	32,200
4,479	-	8,176	3,445	8,470	49,400	128,651
1,048	-	1,912	806	1,981	13,892	30,088
14,593	-	20,855	11,226	27,595	150,418	270,161
8,100	-	16,000	-	9,000	85,000	185,000
350	-	621	269	661	4,051	8,786
220	-	390	169	415	2,541	5,511
154	-	873	2,328	3,223	31,941	65,393
101,188	-	182,797	73,815	187,955	1,300,315	2,845,345
7,300	-	30,000	-	-	5,000	42,850
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	500
2,500	116,400	300	35,000	15,000	696	125,200
3,000	-	3,000	500	3,450	-	30,000
300	54,200	11,000	50	200	2,500	43,500
-	-	-	-	-	15,000	20,000
-	-	600	-	-	3,500	4,300
-	-	-	-	-	-	650
-	-	1,120	1,120	1,120	2,000	5,000
250	-	9,000	9,000	9,000	5,000	22,893
-	-	-	-	-	15,400	15,496
-	-	-	-	-	825	55
320	10,200	1,000	-	-	20,000	25,500
500	-	3,325	500	760	500	1,000
400	-	-	-	-	1,500	860
3,500	-	-	-	-	-	-
-	-	68,035	-	-	-	-
600	200	4,500	1,045	250	1,500	8,000
150	7,000	950	380	1,100	20,000	211,600
-	-	-	-	-	-	-
-	-	-	-	-	-	-
2,000	-	2,470	100	3,375	5,000	3,000
20,820	188,000	135,300	47,695	34,255	98,421	560,404
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	10,000	-	20,000	-	-	-
-	-	-	-	-	-	-
-	10,000	-	20,000	-	-	-
122,008	198,000	318,097	141,510	222,210	1,398,736	3,405,749

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND EXPENDITURES**

PW Director	PW Streets	PW Bldg Maint.	PW Garage	REC Tech Events	REC Recreation	PW Parks
-	-	-	-	-	-	-
62,791	70,564	73,156	91,776	34,958	264,835	209,025
-	-	-	-	-	-	-
-	2,000	1,200	1,500	-	4,500	5,780
-	-	-	-	-	-	-
2,100	-	-	-	-	300	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
3,893	4,375	4,536	5,690	2,167	16,420	12,960
910	1,023	1,061	1,331	507	3,840	3,031
8,828	14,254	14,777	18,539	7,062	33,164	42,223
7,100	14,000	12,100	11,000	4,500	25,000	42,000
401	342	354	528	169	795	1,012
251	214	222	331	106	498	635
205	8,686	3,007	3,740	176	10,304	13,209
86,479	115,458	110,413	134,435	49,645	359,656	329,875
3,000	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
3,548	50,000	28,062	-	-	41,000	84,500
2,590	-	-	950	-	2,000	-
4,068	-	1,290	126	1,700	9,400	900
11,536	200,185	15,685	-	-	21,000	21,800
-	750	2,472	830	-	11,600	10,000
-	-	-	1,500	-	-	3,000
300	4,000	500	-	1,000	3,000	29,980
382	26,259	-	300	350	8,000	4,500
8,832	1,009	8,711	2,468	250	20,000	22,881
-	-	-	4,633	-	17,400	-
1,800	4,000	60,000	40,671	-	10,000	70,000
1,000	-	-	-	250	190	-
-	-	-	-	7,500	5,000	3,000
-	-	-	-	-	-	-
-	-	-	-	-	-	-
1,425	-	-	143	300	2,375	-
10,475	21,950	12,000	100,000	500	27,000	16,150
-	-	-	290,470	-	-	-
-	6,000	-	-	-	-	-
455	-	-	1,900	-	2,520	-
49,411	314,153	128,720	443,991	11,850	180,485	266,711
-	-	-	-	-	-	-
-	-	-	-	-	-	16,604
-	-	-	-	-	-	33,000
-	-	-	-	-	-	-
-	-	-	-	-	-	49,604
135,890	429,611	239,133	578,426	61,495	540,141	646,190

**CITY OF GULFPORT
FY 2015 BUDGET
GENERAL FUND EXPENDITURES**

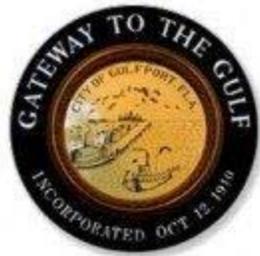
Library	REC Senior Ctr	REC GEMS	REC Casino	REC Theater	Total	% FY15 Budget
-	-	-	-	-	48,000	0.4%
208,443	104,017	80,000	85,000	85,000	4,973,167	45.8%
90,000	-	-	-	-	113,240	1.0%
-	-	-	-	-	241,230	2.2%
-	-	-	-	-	56,820	0.5%
-	-	-	-	-	9,900	0.1%
-	-	-	-	-	2,000	0.0%
-	-	-	-	-	12,000	0.1%
-	-	-	-	-	23,000	0.2%
-	-	-	-	-	4,100	0.0%
-	-	-	-	-	20,900	0.2%
-	-	-	-	-	32,200	0.3%
18,503	6,449	5,704	5,913	5,913	329,005	3.0%
1,305	1,508	1,334	1,383	1,383	76,263	0.7%
42,106	16,483	-	7,238	7,238	791,513	7.3%
27,000	7,000	-	4,000	4,000	503,100	4.6%
832	395	-	173	172	21,933	0.2%
634	248	-	109	108	14,000	0.1%
1,247	329	-	2,658	2,178	151,643	1.4%
390,070	136,429	87,038	106,474	105,992	7,424,015	68.4%
-	15,000	-	-	-	108,078	1.0%
-	-	-	-	-	90,125	0.8%
-	-	-	-	-	40,000	0.4%
-	-	-	-	-	500	0.0%
21,152	13,000	-	95,000	2,000	691,198	6.4%
489	1,000	-	-	-	70,194	0.6%
15,715	8,500	660	8,500	500	174,849	1.6%
21,958	11,000	-	40,000	14,500	392,664	3.6%
2,101	8,700	-	5,000	2,101	51,954	0.5%
-	-	-	-	-	5,150	0.0%
7,000	2,000	-	2,000	-	65,140	0.6%
5,448	775	851	1,386	1,386	107,550	1.0%
24,900	4,200	4,200	9,814	9,814	147,975	1.4%
-	-	-	17,000	-	39,913	0.4%
1,000	2,000	-	4,500	2,000	283,091	2.6%
-	300	150	570	-	12,745	0.1%
980	10,000	-	15,000	5,400	58,240	0.5%
-	-	-	-	-	14,500	0.1%
-	-	-	-	-	68,035	0.6%
4,750	2,000	350	950	-	36,648	0.3%
6,650	5,000	475	9,400	1,000	461,280	4.2%
-	-	-	32,000	2,000	324,470	3.0%
-	-	-	-	-	6,000	0.1%
325	800	400	1,995	750	36,545	0.3%
112,468	84,275	7,086	243,115	41,451	3,286,844	30.3%
-	-	-	-	-	-	0.0%
-	-	-	-	-	16,604	0.2%
9,500	-	-	7,500	-	80,000	0.7%
50,000	-	-	-	-	50,000	0.5%
59,500	-	-	7,500	-	146,604	1.4%
562,038	220,704	94,124	357,089	147,443	10,857,463	100.0%

CITY OF GULFPORT
FY 2015 Budget
SPECIAL REVENUE FUND EXPENDITURES

Description	Account	WRD	49th Street	Capital Projects	Total	Budget
Exec. Salary	40118	-		-	-	0.00%
Salaries	40148	-	46,893	-	46,893	0.93%
Car Allowance	15-03	-	1,082	-	1,082	0.02%
F I C A	21-01	-	2,908	-	2,908	0.06%
Medicare	21-02	-	680	-	680	0.01%
Retirement	22-00	-	7,545	-	7,545	0.15%
Health Insurance	23-01	-	6,683	-	6,683	0.13%
Disability Insurance	23-02	-	298	-	298	0.01%
Life Insurance	23-04	-	187	-	187	0.00%
Worker Comp.	24-00	-	565	-	565	0.01%
Unemployment	25-00	-	-	-	-	0.00%
People Costs		\$ -	\$ 66,840	\$ -	\$ 66,840	1.32%
Professional Svc	31-00	30,175	350,175	-	380,350	7.54%
Communications	41-00	-	370	-	370	0.01%
Electricity	43-01	6,550	650	-	7,200	0.14%
Rental & Leases	44-00	8,000	-	-	8,000	0.16%
General Liability	45-01	121	-	-	121	0.00%
Repairs & Maintenanc	46-00	20,154	-	-	20,154	0.40%
Promotional	48-00	30,000	-	-	30,000	0.59%
Operational Costs		\$ 95,000	\$ 351,195	\$ -	\$ 446,195	8.84%
Buildings.	62-00	355,000	-	-	355,000	7.03%
Improvements/OT Bldg	63-00	147,500	-	3,839,155	3,986,655	78.98%
Machinery & Equipmei	64-00	-	-	193,000	193,000	3.82%
Capital Outlay		\$ 502,500	\$ -	\$ 4,032,155	\$ 4,534,655	89.84%
Total		\$ 597,500	\$ 418,035	\$ 4,032,155	\$ 5,047,690	100.00%

CITY OF GULFPORT
FY 2015 Budget
ENTERPRISE FUND EXPENDITURES

Description	Account	Sanitation	Water	Sewer	Storm water	Marina	Total
Salaries	40148	\$ 493,261	\$ 164,761	\$ 164,761	\$ 44,480	\$ 136,740	\$ 1,004,003
Overtime	14-00	15,000	7,140	7,140	2,000	2,000	33,280
Car Allowance	15-03	-	630	630	-	-	1,260
F I C A	21-01	31,512	10,697	10,697	2,882	8,602	64,390
Medicare	21-02	7,370	2,502	2,502	674	2,012	15,059
Retirement	22-00	97,711	32,125	32,125	8,985	23,305	194,251
Health Insurance	23-01	75,000	28,000	28,000	9,000	14,500	154,500
Disability Ins	23-02	2,404	828	828	215	558	4,833
Life Insurance	23-04	1,508	518	518	135	350	3,029
Worker Comp.	24-00	48,507	4,520	4,520	1,742	2,604	61,893
People Costs		\$ 772,273	\$ 251,721	\$ 251,721	\$ 70,113	\$ 190,670	\$ 1,536,497
Professional Svc	31-00	\$ -	\$ -	\$ -	\$ 8,175	\$ -	\$ 8,175
Other Contractua	34-00	414,245	1,653,649	1,000,000	35,000	8,900	3,111,794
Travel/Per Diem	40-00	-	-	-	-	3,020	3,020
Communications	41-00	13,805	10,000	7,500	447	12,500	44,252
Electricity	43-01	2,430	-	21,000	-	28,000	51,430
Water & Sewer	43-02	5,335	-	828	-	22,050	28,213
Rental & Leases	44-00	500	-	2,000	-	-	2,500
General Liability	45-01	3,304	609	455	428	690	5,486
Auto Ins.	45-02	2,884	1,318	662	-	400	5,264
Property Ins	45-03	2,435	1,779	1,779	-	29,130	35,123
Other	45-04	-	-	-	-	3,000	3,000
Repairs & Maint	46-00	5,000	59,800	36,087	50,000	46,270	197,157
Garage Maint	46-01	125,000	11,400	-	-	-	136,400
Printing & Bindin	47-00	1,900	5,000	-	1,150	800	8,850
Promotional	48-00	5,090	-	-	-	13,000	18,090
Other Charges	49-00	-	-	-	-	500	500
Admin Charges	49-02	326,840	385,560	293,685	52,050	279,240	1,337,375
Office Supplies	51-00	1,800	1,600	1,140	855	855	6,250
Operating Suppli	52-00	69,480	64,140	30,000	450	32,000	196,070
Inventory Resale	52-01	-	-	-	-	750,000	750,000
Book/Pubs/Subs	54-00	-	300	-	900	765	1,965
Depreciation	59-00	130,000	345,000	165,000	70,000	240,000	950,000
Lease Interest	72-00	5,059	-	-	-	-	5,059
Operational Costs		\$ 1,115,107	\$ 2,540,155	\$ 1,560,136	\$ 219,455	\$ 1,471,120	\$ 6,905,973
Interfund Transfe	91-05	-	60,000	-	-	75,000	135,000
Reserves	91-10	219,719	-	-	-	23,170	242,889
Transfers		\$ 219,719	\$ 60,000	\$ -	\$ -	\$ 98,170	\$ 377,889
Buildings.	62-00	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 600,000
Improvements/O	63-00	-	-	340,882	-	160,000	500,882
Machinery & Equ	64-00	-	-	34,000	-	-	34,000
Construction in P	65-00	-	-	1,300,000	-	-	1,300,000
Debt Princ - Side	90-00	45,634	-	-	-	-	45,634
Debt Princ - Dum	91-00	26,197	-	-	-	-	26,197
Capital Outlay		\$ 71,831	\$ -	\$ 1,674,882	\$ -	\$ 760,000	\$ 2,506,713
Total		\$ 2,178,930	\$ 2,851,876	\$ 3,486,739	\$ 289,568	\$ 2,519,960	\$ 11,327,072



CITY COUNCIL

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
City Council

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Council Members	4.00	4.00	4.00	4.00
Mayor	1.00	1.00	1.00	1.00
Total:	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

CITY OF GULFPORT
Fiscal Year 2015
City Council

MISSION

By Charter, the City Council acts as the legislative branch of city government. The City Council has the power to hire a City Manager, City Clerk and City Attorney, and to appoint citizens to serve on numerous City boards and committees. The City Council represents the citizens of Gulfport, and is dedicated to anticipating and providing for the needs of the City through quality service. The City Council has the authority to establish public policies; levy taxes; grant, renew or extend franchises; set service or uses fees for municipal services, and authorize the borrowing of money.

PERSONNEL

SALARIES AND WAGES

511-11	Compensation is directed by the City Charter and Code of Ordinances	48,000
	Mayor's salary – 1 @ 12,000	(12,000)
	City Council salary – 4 @ 9,000	(36,000)

FICA & MEDICARE

511-21-01	FICA budgeted at 6.2% of salary	2,976
511-21-02	Medicare budgeted at 1.45% of salary	696

RETIREMENT

511-22	Retirement	4,800
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OPERATING COSTS

CONTRACTUAL

511-34	Legislate Contract	7,200
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TRAVEL AND PER DIEM

511-40	This category includes travel and per diem for City Council at the National League of Cities, Florida League of Cities, Suncoast League of Cities, and other related workshops & seminars.	15,400
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COMMUNICATION

511-41 Fees associated with City Council issued iPad's. 4,800

PRINTING AND BINDING

511-47 This category covers the cost of business cards, name tags, etc. for the City Council. 300

PROMOTIONAL

511-48 Costs associated with hosting the volunteer luncheon, reassurance luncheon, meetings and other City-sponsored functions. 8,600

OFFICE SUPPLIES

511-51 Covers the cost of routine office supplies. 1,000

OPERATING SUPPLIES

511-52 Includes costs to support the job task of the City Council to include Council portraits. 500

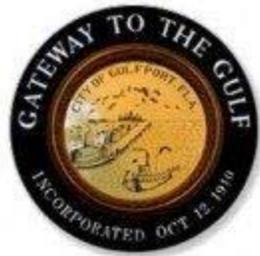
BOOKS/PUBLICATIONS/SUBSCRIPTIONS

511-54 This category includes dues and memberships to various associations by the Mayor and City Council, including: 6,195

Florida League of Mayors	(250)
Suncoast League of Cities	(500)
Florida League of Cities	(1,246)
National League of Cities	(1,489)
Mayors' Council of Pinellas	(150)
Sister Cities International	(360)
Tampa Bay Regional Planning Council	(2,000)
Other memberships requested by the Mayor & City Council	(200)

CITY OF GULFPORT
FY 2015 Budget
City Council
001-1111-511

ACCOUNT	Div Acct. # 1111-511	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	15 CM Proposed Budget	% Change FY14adopt To FY15
Executive Salaries	511-11-01	38,400	38,400	38,400	39,631	38,400	48,000	25.0%
Salaries & Wages	511-12-01	-	-	-	-	-	-	0.0%
Vacation Leave	511-12-02	-	-	-	-	-	-	0.0%
Sick Leave	511-12-03	-	-	-	-	-	-	0.0%
Other Salaries	511-13	-	-	-	-	-	-	0.0%
Overtime	511-14	-	-	-	-	-	-	0.0%
Incentive Pay	511-15-02	-	-	-	-	-	-	0.0%
Assignment Pay	511-15-11	-	-	-	-	-	-	0.0%
FICA Tax	511-21-01	2,538	2,380	2,381	2,411	2,380	2,976	25.0%
Medicare Tax	511-21-02	594	557	557	564	557	696	25.0%
Retirement	511-22-00	-	-	-	-	-	4,800	0.0%
Health Insurance	511-23-01	-	-	-	-	-	-	0.0%
Disability Insurance	511-23-02	-	-	-	-	-	-	0.0%
Life Insurance	511-23-04	-	-	-	-	-	-	0.0%
Workers Compensation	511-24	-	42	-	-	-	-	0.0%
Unemployment	511-25	-	-	-	-	-	-	0.0%
People Costs		41,532	41,379	41,338	42,606	41,337	56,472	36.6%
Professional & Contractual	511-31	-	-	4,237	3,000	-	-	0.0%
Other Contractual	511-34	-	-	-	2,600	4,800	7,200	50.0%
Travel & Training	511-40	10,040	3,080	5,148	9,998	9,700	9,700	0.0%
Communications	511-41	679	849	767	328	2,400	4,800	100.0%
General Liability	511-45-01	512	110	-	-	-	-	0.0%
Repairs & Maintenance	511-46	-	-	-	-	-	-	0.0%
Printing & Binding	511-47	784	546	401	571	300	300	0.0%
Promotional	511-48	3,903	6,987	3,951	5,584	8,600	8,600	0.0%
Other Current Charges	511-49	-	-	226	-	-	-	0.0%
Office Supplies	511-51	712	233	559	887	1,000	1,000	0.0%
Operating Supplies	511-52	162	236	57	155	500	500	0.0%
Bks/Pubs/Subs	511-54	8,650	7,363	7,140	6,795	11,735	11,895	1.4%
Operational Costs		25,442	19,404	22,486	29,918	39,035	43,995	12.7%
Improvements/OT Bldg	511-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	511-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		66,974	60,783	63,824	72,524	80,372	100,467	25.0%



CITY CLERK

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
City Clerk

PERSONNEL:	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
Position:				
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
Fiscal Year 2015
City Clerk

MISSION

To ethically and impartially preserve and maintain the official records of the city; assist the public in acquiring public documents and information; provide administrative support to the City Council; and administer city elections in accordance with statutory requirements.

PROGRAMS

MAYOR AND CITY COUNCIL - Provide administrative support to the Mayor and City Council. Act as a liaison for the citizens in their communications to the Mayor and City Council.

AGENDA PREPARATION & DISTRIBUTION – Prepares and distributes the agendas and minutes for the meetings of City Council, Planning and Zoning Board, Board of Adjustment and other various board and committees as required. Prepares and publishes legal advertisements and notices of meetings as required by City Charter and State Law.

BOARD AND COMMITTEES – Coordinates appointments to City Boards and Committees.

CODIFICATION – Maintain and oversee the updates to the City Code of Ordinances.

ELECTIONS – Supervise all City elections in accordance with the City Charter and State Law.

RECORDS MANAGEMENT - Manage and administer the City’s Records Management Program and assists the public with requests for public information in compliance and in accordance with State Law.

PERSONNEL

SALARIES AND WAGES

512-12	Includes the City Clerk and Deputy City Clerk.	115,499
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OTHER WAGES

512-14	Overtime.	1,000
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FICA & MEDICARE

512-21-01	FICA	7,223
512-21-02	Medicare	1,690

RETIREMENT

512-22	Retirement.	17,004
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is provided to all full time employees.

512-23-01	Health Insurance	14,100
512-23-02	Disability Insurance	500
512-23-04	Liability Insurance	450

WORKERS' COMPENSATION

512-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	550
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OPERATING COSTS

CONTRACT SERVICES (Election)

512-34	This category covers the cost of the annual municipal election, costs associated with the codification of the City Code of Ordinances and internet fees, and the Records Management Program.	38,840
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TRAVEL AND PER DIEM

512-40	This category covers the cost for the City Clerk or the Deputy Clerk to attend the Annual Florida Association of City Clerks Conferences, the Annual Florida Records Management Association Conference, meetings of the Pinellas County Municipal Clerks Association and related workshops and seminars.	3,115
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COMMUNICATIONS

512-41	Telephone, city issued iPad and office postage costs.	2,740
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INSURANCE

512-45-01	Cost of General Liability coverage.	1,030
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PRINTING AND BINDING

512-47	Copy machine, stationary and business card costs.	1,000
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LEGAL ADVERTISING

512-49	Covers the cost of related expenses for the placement of public and legal notices, and fees for official document recording.	11,000
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OFFICE SUPPLIES

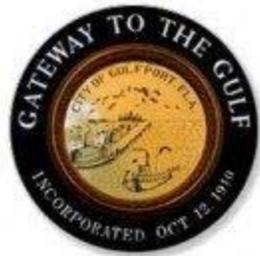
512-51	Covers the cost of routine office supplies.	2,285
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

512-54	Professional memberships for the City Clerk and Deputy City Clerk in the following organizations: IIMC, FRMA, FACC, and PCMCA.	560
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CITY OF GULFPORT
FY 2015 Budget
City Clerk
001-1112-512

ACCOUNT	Div Acct. # 1111-511	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	512-12-01	99,362	99,977	100,513	103,577	112,135	115,499	3.0%
Vacation Leave	512-12-02	5,552	6,385	7,334	6,736	-	-	0.0%
Sick Leave	512-12-03	1,109	1,161	642	701	-	-	0.0%
Other Salaries	512-13	-	-	-	-	-	-	0.0%
Overtime	512-14	1,738	844	1,187	1,291	1,000	1,000	0.0%
Incentive Pay	512-15-02	-	-	-	-	-	-	0.0%
Assignment Pay	512-15-11	-	-	-	-	-	-	0.0%
FICA Tax	512-21-01	6,032	6,382	6,097	6,263	6,952	7,223	3.9%
Medicare Tax	512-21-02	1,411	1,493	1,426	1,465	1,626	1,690	3.9%
Retirement	512-22-00	13,471	12,994	10,711	16,224	16,769	17,004	1.4%
Health Insurance	512-23-01	11,981	10,655	12,633	12,782	14,008	14,100	0.7%
Disability Insurance	512-23-02	493	495	636	474	710	500	-29.6%
Life Insurance	512-23-04	411	419	452	383	445	450	1.1%
Workers Compensation	512-24	437	233	385	463	481	550	14.3%
Unemployment	512-25	-	-	-	-	-	-	0.0%
People Costs		141,997	141,038	142,016	150,359	154,126	158,016	0
Professional & Contractual	512-31	-	-	-	-	-	-	0.0%
Other Contractual	512-34	35,819	36,325	25,055	25,156	39,000	36,000	-7.7%
Travel & Training	512-40	1,943	329	1,153	1,635	2,090	3,115	49.0%
Communications	512-41	1,103	545	868	668	2,740	2,740	0.0%
General Liability	512-45-01	584	649	924	1,074	1,030	1,030	0.0%
Repairs & Maintenance	512-46	-	-	-	-	-	-	0.0%
Printing & Binding	512-47	5,183	2,593	2,735	2,431	1,000	1,000	0.0%
Promotional	512-48	-	-	-	-	-	-	0.0%
Legal Advertising	512-49	12,231	13,002	12,908	12,125	11,000	11,000	0.0%
Office Supplies	512-51	2,072	1,308	1,748	1,782	2,285	2,285	0.0%
Operating Supplies	512-52	-	-	-	-	560	2,840	407.1%
Bks/Pubs/Subs	512-54	779	999	710	945	1,025	560	-45.4%
Operational Costs		59,714	55,750	46,101	45,816	60,730	60,570	(0)
Improvements/OT Bldg	512-63	-	-	9,981	9,981	-	-	-
Machinery & Equipment	512-64	-	-	-	-	-	-	-
Capital Outlay		-	-	9,981	9,981	-	-	0.0%
DEPARTMENT TOTAL		201,711	196,788	198,098	206,156	214,856	218,586	1.7%



CITY ATTORNEY

CITY OF GULFPORT
FY 2015 SUMMARY
City Attorney

MISSION

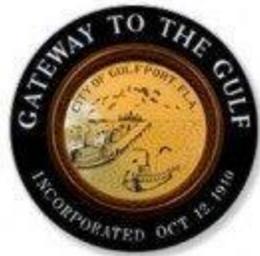
The City Attorney is appointed by the City Council and is responsible for providing general legal advice to the City Council, City manager and other administrative staff. The City Attorney reviews ordinances, resolutions, contracts and other legal agreements and represents the City in Legal proceedings in the prosecution of municipal ordinance violations and defends the City against actions brought by the public against the City.

LITIGATION

514-31-02 This category covers all costs associated with legal services provided by the City Attorney and costs associated with the hiring of outside council. **90,125**

CITY OF GULFPORT
FY 2015 Budget
Legal
001-1212-514

ACCOUNT	Div Acct. # 1212-514	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages		-	-	-	-	-	-	0.0%
Vacation Leave		-	-	-	-	-	-	0.0%
Sick Leave		-	-	-	-	-	-	0.0%
Other Salaries		-	-	-	-	-	-	0.0%
Overtime		-	-	-	-	-	-	0.0%
Overtime		-	-	-	-	-	-	0.0%
Incentive Pay		-	-	-	-	-	-	0.0%
Incentive Pay		-	-	-	-	-	-	0.0%
Assignment Pay		-	-	-	-	-	-	0.0%
FICA Tax		-	-	-	-	-	-	0.0%
Medicare Tax		-	-	-	-	-	-	0.0%
Retirement		-	-	-	-	-	-	0.0%
Health Insurance		-	-	-	-	-	-	0.0%
Disability Insurance		-	-	-	-	-	-	0.0%
Life Insurance		-	-	-	-	-	-	0.0%
Workers Compensation		-	-	-	-	-	-	0.0%
Unemployment		-	-	-	-	-	-	0.0%
People Costs		-	-	-	-	-	-	0.0%
Professional Svc	514-31	-	-	-	-	-	-	0.0%
Attorney-Retainer	514-31-01	-	-	-	-	-	-	0.0%
Litigation	514-31-02	97,881	90,238	98,523	94,254	87,500	90,125	3.0%
Labor Services	514-31-03	1,138	3,975	-	-	-	-	0.0%
Other Contractual	514-34	675	-	-	-	-	-	0.0%
Travel/Per Diem	514-40	-	-	-	-	-	-	0.0%
Bks/Pubs/Subs	514-54	10	-	-	-	-	-	0.0%
Operational Costs		99,704	94,213	98,523	94,254	87,500	90,125	3.0%
DEPARTMENT TOTAL		99,704	94,213	98,523	94,254	87,500	90,125	3.0%



CITY MANAGER

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
City Manager

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
City Manager	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
Fiscal Year 2015
City Manager

MISSION

The City Manager is appointed by the City Council and serves as the Chief Executive Officer of City government. Day-to-day responsibilities of the City Manager include hiring and supervising all Department Directors and City staff, with the exception of the City Attorney and those employed by the City Clerk's office, and serves as liaison between the City Council and City departments and staff.

PERSONNEL

SALARIES AND WAGES

512-12-01	One City Manager and one Administrative Assistant	163,552
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OTHER WAGES

512-15-03	Car Allowance	5,400
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FICA & MEDICARE

512-21-01	FICA budgeted at 6.2% of salary	10,475
512-21-02	Medicare budgeted at 1.45% of salary	2,450

RETIREMENT

512-22-00	Retirement	26,842
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

512-23-01	Health Insurance	8,100
512-23-02	Disability	250
512-23-03	Life Insurance	150

WORKERS' COMPENSATION

512-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	500
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OPERATING COSTS

PROFESSIONAL & CONTRACTURAL

512-31	Costs associated with various professional services contracts.	2,100
512-34		10,000

TRAVEL AND PER DIEM

512-40	Conferences, seminars, annual Hurricane training.	2,500
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COMMUNICATIONS

512-41	Suncom, cell phone, postage	700
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INSURANCE

512-45-01	General liability	400
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REPAIRS AND MAINTENANCE

512-46		100
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PRINTING AND BINDING

512-47	Includes in-house publications such as CERT handbooks and Annual Budget books, outsourced services such as business cards, and purchase of printer cartridges.	1,900
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OFFICE SUPPLIES

512-51	Filing supplies, pens, notebooks, etc.	475
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OPERATING SUPPLIES

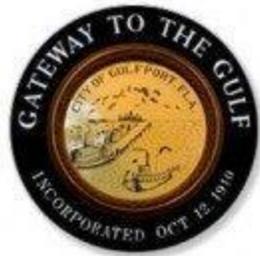
512-52	General operating supplies	500
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BOOKS/PUBLICATIONS/MEMBERSHIPS

512-54	Funds to cover dues, registrations and memberships for ICMA and FCCMA, the Chamber of Commerce, Gulfport Merchants' Association and lobby activity, workshops and seminars.	2,200
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CITY OF GULFPORT
FY 2015 Budget
City Manager
001-1313-512

ACCOUNT	Div Acct. # 1313-512	FY 10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	512-1201	124,221	139,069	141,072	145,535	158,791	163,552	3.0%
Vacation Leave	512-12-02	5,753	6,585	5,793	3,329	-	-	0.0%
Sick Leave	512-12-03	1,629	4,675	2,786	1,768	-	-	0.0%
Overtime	512-14	-	-	-	-	-	-	0.0%
Car Allowance	512-15-03	4,585	5,415	5,431	5,415	5,400	5,400	0.0%
FICA Tax	512-21-01	8,011	9,455	9,175	9,334	9,845	10,475	6.4%
Medicare Tax	512-21-02	1,874	2,271	2,174	2,183	2,302	2,450	6.4%
Retirement	512-22-00	18,622	21,676	18,434	24,418	26,363	26,842	1.8%
Health Insurance	512-23-01	3,388	6,945	7,316	7,391	14,008	8,100	-42.2%
Disability Insurance	512-23-02	420	208	245	182	1,004	250	-75.1%
Life Insurance	512-23-04	327	130	131	116	630	150	-76.2%
Workers Compensation	512-24	388	243	341	411	427	500	17.1%
Unemployment	512-25	-	-	-	-	-	-	0.0%
People Costs		169,218	196,672	192,897	200,082	218,770	217,719	-0.5%
Professional & Contractual	512-31	1,185	974	32	65,851	117,131	2,100	-98.2%
Other Contractual	512-34	-	-	-	-	10,000	10,000	0.0%
Travel & Training	512-40	249	2,352	70	15	2,500	2,500	0.0%
Communications	512-41	719	1,377	1,033	1,873	282	700	148.2%
General Liability	512-45-01	320	221	270	314	300	400	33.3%
Repairs & Maintenance	512-46	-	-	-	-	100	100	0.0%
Printing & Binding	512-47	1,880	1,439	1,539	1,422	1,900	1,900	0.0%
Promotional	512-48	781	43	806	100	-	-	0.0%
Office Supplies	512-51	568	147	529	649	475	475	0.0%
Operating Supplies	512-52	131	26	1,171	105	523	500	-4.4%
Bks/Pubs/Subs	512-54	1,639	1,503	1,445	1,442	1,620	2,200	35.8%
Operational Costs		7,472	8,082	6,895	71,771	134,831	20,875	-84.5%
Buildings	512-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	512-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		176,690	204,754	199,793	271,853	353,601	238,594	-32.5%



POLICE

**CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Police Department**

	FY 2012	FY 2013	FY 2014	FY 2015
	ACTUAL	ACTUAL	ACTUAL	BUUDGET
Position:				
Police Chief	1.00	1.00	1.00	1.00
Lieutenants	1.00	2.00	2.00	2.00
Police Sergeants	5.00	4.00	4.00	4.00
Detective Sergeant	1.00	1.00	1.00	1.00
Detectives	2.00	3.00	3.00	3.00
Police Officers	18.00	17.00	18.00	18.00
Crime Analyst	1.00	1.00	1.00	1.00
Communications Dispatchers	0.00	-	-	-
Police Services Supervisor	1.00	1.00	1.00	1.00
School Crossing Guards (P/T)	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Staff Assistant II	1.00	1.00	1.00	1.00
School Resource Officer	2.00	2.00	2.00	2.00
Tech. System Specialist (P/T)	-	-	0.5	0.0
Total:	36.00	36.00	37.5	37.0

CITY OF GULFPORT
Fiscal Year 2014/2015
Public Safety - Police Department

MISSION

The Police Department is responsible for maintaining a public sense of safety and security through prevention and enforcement of illegal and unsafe activity in coordination with the community.

PROGRAMS

CALLS FOR SERVICE – This involves the immediate response to routine and emergency calls for service 24 hours per day, seven days per week. These calls include late-reported as well as in-progress crimes, missing persons, found or lost property, and nuisance complaints, to name a few. Calls for service are the primary basis for calculating the number of patrol officers required. In 2013, police were dispatched to 7,480 calls for service.

CRIMINAL INVESTIGATIONS – This involves exhaustive follow-up of leads in reported criminal offenses. Cases meeting established solvability factors are assigned to detectives with the goal of identifying and apprehending perpetrators of these crimes. In 2013, detectives were responsible for follow-up investigation of 687 offense reports.

PROBLEM ORIENTED PATROL – This involves the identification and resolution of community problems. These problems may involve actual or perceived criminal activity, or they may be quality of life issues such as nuisances and code violations. Problem oriented patrol cases are documented, assigned, and tracked similar to criminal investigations.

TRAFFIC SAFETY – This involves the investigation of traffic crashes occurring on public roadways, as well as efforts to reduce the frequency and severity of crashes. These efforts include traffic law enforcement, preventive education, and participation in traffic-way design projects. In 2013, officers investigated 120 traffic crashes and issued 1,409 traffic citations.

CRIME PREVENTION – This involves programs designed to involve the community in efforts to prevent crime. Includes the citizens' police academy, crime watch coordination, site security surveys, community presentations, and other public information activities.

RECORDS – This function covers maintenance of reports and associated documents for all calls for service, field contacts, and criminal offenses. Records must be maintained and disseminated in accordance with Florida public records laws.

COMMUNICATIONS – This involves the coordination of service contracts for computer aided dispatch and radio/telephone communications. In addition, staff is responsible for the acquisition and maintenance of approximately \$175,000 worth of communication hardware.

ACCREDITATION – This program represents a commitment by the City to ensure the public that its police operations are on par with the most current and stringent standards in the field. Accreditation involves demonstrating through documented proofs, audits, and inspections that the agency is in compliance with these established standards. Assessments occur every three years, with the next one being scheduled for April of 2015.

INTERNAL AFFAIRS – The Internal Affairs function is responsible for ensuring the professionalism of police employees. This includes the operation of a fair and impartial system for investigating allegations of employee misconduct. It also covers the screening and background investigations of police officer applicants. Additionally, the Internal Affairs function ensures that all employees are trained in accordance with their respective assignments.

SUPPORT SERVICES – This includes many of the “behind the scenes” functions that are required for day-to-day operation, such as security of evidence, acquisition and maintenance of equipment and supplies, technological support, and coordination of facilities maintenance. In addition, support service staff often fill in to help in operational roles such as records and communications.

PERSONNEL

SALARIES AND WAGES

521-12-01 Full-time Police Department staffing includes 31 sworn and 4 civilian, full-time employees. **1,915,235**

521-12-13 Part-time staff includes 4 school crossing guards. **23,240**

OVERTIME

521-14 Overtime: These funds are used to cover extra hours worked in emergency situations, or to cover shifts during shortages. Increase to reflect changes in CBA which designate that holidays will be paid at the overtime rate. **100,000**

INCENTIVE PAY

521-15-02 Incentive Pay: Florida Law requires educational incentive payment, above and beyond the base pay to sworn officers who achieve designated levels of education or advanced training. Many of our officers have advanced degrees and/or levels of training. **25,980**

ASSIGNMENT PAY

521-15-05 In accordance with the collective bargaining agreement, officers serving as field training officers are entitled to additional pay while working in that capacity. **2,000**

OFF DUTY PAY

521-15-06	Covers cost of officers working under contract to provide security at private or special events. These costs are reimbursed by the contractor and/or the city's special event fund.	12,000
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COURT PAY

521-15-07	Pay for off-duty court appearances and depositions. Increase due to court security required for local hearings on red light camera violations. This increase will be offset by revenue in the form of fines charged to violators found guilty.	23,000
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ASSIGNMENT PAY

521-15-11	In accordance with collective bargaining agreements, employees assigned as acting supervisors are provided additional compensation when serving in that capacity.	2,000
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MISCELLANEOUS

521-15-12	In accordance with the collective bargaining agreement, officers are provided a shoe allowance and uniform cleaning allowance.	16,100
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SHIFT PREMIUM

521-15-13	In accordance with collective bargaining agreements, employees working night time hours are paid an extra rate for those hours.	32,200
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FICA & MEDICARE

521-21-01	FICA budgeted at 6.2% of salary	128,651
521-21-02	Medicare budgeted at 1.45% of salary	30,088

RETIREMENT

521-22	Retirement is budgeted at the current actuarial valuation for the employees who are in a defined benefit plan.	270,161
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and Life insurance is also provided for full-time employees.

512-23-01	Health Insurance	185,000
512-23-02	Disability	8,786
512-23-04	Life Insurance	5,511

WORKER'S COMPENSATION

521-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to the risk level associated with each job classification.	65,393
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OPERATING COSTS

PROFESSIONAL SERVICES

521-31	These funds are used to obtain external services that are more cost effective than to employ in-house personnel: Fire and panic alarm monitoring (\$1,600) Medical Examiner laboratory tests (\$3,500) Other forensic testing as needed (\$1,000) Database access for background and criminal invests (\$750) Security surcharges for the Juvenile Assessment Center (\$7,500) Information Technology Support (\$23,000)	42,850
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COURT REPORTING

521-33	Costs to cover court reporting in potential arbitration or other legal proceedings.	500
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OTHER CONTRACTUAL

521-34	Includes contracts for specialized products and services, including: Wrecker service for impounded vehicles (\$1,000) Pinellas auto-dialer system (\$5,000) Janitorial (\$3,700) Pest control service (\$900)	10,600
521-34-21	Pinellas sheriff's contract for crime scene investigations, evidence storage, and fingerprint analysis.	46,252
521-34-22	Pinellas sheriff's contract for dispatch and records management systems.	66,348
521-34-23	Pinellas sheriff surcharges for dictation of police offense reports.	2,000

TRAVEL AND PER DIEM

521-40	Covers travel costs associated with training and conferences not held locally. These include association conferences and accreditation meetings, as well as advanced training in subjects such as traffic homicide investigation, internal affairs, and tactical operations. Police employees not only require minimum training established by state law, but they also must have training commensurate with their assignment in order to maintain various certifications.	30,000
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COMMUNICATIONS

521-41	Covers costs for all communications service and equipment. Most of these recurring charges are necessary in order to maintain a link between officers' radios and computers and those located in the communications center. Without these links, safety and efficiency would be greatly diminished. Items include:	15,000
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Local & long distance land-lines (\$6,500)
Bright House cable television access (\$3,400)
Postage expenses (\$1,200)
Neighborhood Center pay phone (\$1,200)
GTE Circuit (\$1,500)
Modem services for front door (\$1,200)

521-41-03	Charges for cellular phones that are assigned to each officer for field communications.	12,500
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521-41-04	Charges for aircards for laptop computers used by officers in the field.	16,000
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UTILITIES

521-43-01	Electricity	20,000
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521-43-02	Water & Sewer	4,300
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521-43-03	Gas	650
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RENTALS AND LEASES

521-44	Covers the cost of the lease for the primary copier/printer used by the police records department, as well as minor costs associated with rental of a safety deposit box for certain record storage.	5,000
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INSURANCE

521-45-01	General Liability	22,893
521-45-03	Property	15,496
521-45-04	Other	55

REPAIRS AND MAINTENANCE

521-46	Covers the cost of operating and maintaining all equipment, computers, and software. The largest component of this is fuel and service for the police vehicle fleet. Patrol boat maintenance (\$1,500) Performance evaluation software (\$1,500) Radio systems maintenance (\$8,000) Copy machine maintenance (\$2,100) Fire alarm system maintenance (\$1,200) Breath-test instrument maintenance (\$1,000) Speed measurement device maintenance (\$1,500) Composite drawing software maintenance (\$500) Policy & training software module maintenance (\$3,900) Accreditation software maintenance (\$300) Weapon parts and maintenance (\$2,500) Vehicle speedometer certification (\$1,500)	25,500
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PRINTING AND BINDING

521-47	Includes costs to print various forms, such as victim rights books, domestic violence handouts, business cards, and the agency's annual report.	1,000
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PROMOTIONAL

521-48	Includes costs to print various forms, such as victim rights books, domestic violence handouts, business cards, and the agency's annual report.	860
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OFFICE SUPPLIES

521-51	Includes copy paper, printer ink cartridges, media storage, pens, notebooks, etc.	8,000
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OPERATING SUPPLIES

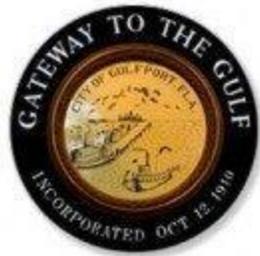
521-52	Includes the cost for non-asset items used in daily operations:	12,600
	Cleaning supplies (\$600)	
	Evidence packaging supplies (\$1,000)	
	Intoxilyzer testing supplies (\$1,000)	
	Vehicle registrations (\$500)	
	Fuel for the patrol boat (\$4,000)	
	Equipment purchased with grant funds, pending an offsetting revenue (\$5,000)	
	Radio batteries (\$500)	
521-52-01	Explorer Program expenses. Includes the cost of equipment necessary to operate this youth program, which includes up to 15 members. Costs are offset by donations and fundraising activities.	3,000
521-52-02	Red Light Camera program. This covers the cost of the lease and processing of citations. All costs are offset by fine revenue.	170,000
521-52-07	Uniforms and related equipment. Approximately \$2,000 is offset by grand revenue for body armor purchases.	13,000
521-52-08	Ammunition and targets for training.	11,000
521-52-09	Operation Santa. This program acquires and distributes gifts and food to needy families during the holiday season. All costs are offset by donations received.	2,000

BOOKS/PUBLICATIONS/SUBSCRIPTIONS/ MEMBERSHIPS

521-54	Funds to pay for memberships in professional associations such as:	3,000
	International Association of Chiefs of Police	
	Florida Police Chiefs Association	
	Tampa Bay Area Chiefs of Police Association	
	International Homicide Investigators Association	
	Florida Police Accreditation Coalition	
	FBI National Academy Associates	
	Florida Association of School Resource Officers	

CITY OF GULFPORT
FY 2015 Budget
Public Safety-Police
001-3434-521

ACCOUNT	Div Acct. # 3432-521	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	521-12-01	1,782,287	1,829,432	1,685,231	1,623,176	1,829,158	1,915,235	4.7%
Vacation Leave	521-12-02	126,822	143,911	114,981	111,201	-	-	0.0%
Sick Leave	521-12-03	81,656	50,310	64,104	38,698	-	-	0.0%
Other Salaries	521-13	18,705	22,014	21,338	24,757	44,830	23,240	-48.2%
Overtime	521-14	140,754	122,661	122,447	78,703	100,000	100,000	0.0%
Incentive	521-15-02	22,450	26,070	28,260	29,080	28,980	25,980	-10.4%
Car Allowance	521-15-03	-	-	-	-	-	-	0.0%
Field Training	521-15-05	649	2,260	1,680	2,965	2,000	2,000	0.0%
Off-Duty	521-15-06	12,082	7,349	11,468	9,348	12,000	12,000	0.0%
Court Time	521-15-07	23,592	22,006	20,799	21,405	23,000	23,000	0.0%
Acting Sup.	521-15-10	1,789	1,543	1,119	820	-	-	0.0%
Assignment	521-15-11	-	-	-	451	2,000	2,000	0.0%
Miscellaneous	521-15-12	18,624	14,728	17,200	15,700	16,600	16,100	-3.0%
Shift Premium	521-15-13	33,197	33,576	30,681	28,346	32,200	32,200	0.0%
FICA Tax	521-21-01	136,534	142,739	126,642	121,054	120,589	128,651	6.7%
Medicare Tax	521-21-02	31,932	33,383	29,618	28,311	28,202	30,088	6.7%
Retirement	521-22-00	280,568	366,226	363,361	464,053	502,552	270,161	-46.2%
Health Insurance	521-23-01	194,257	186,277	183,721	166,843	221,374	185,000	-16.4%
Disability Insurance	521-23-02	9,556	9,644	10,165	7,081	9,295	8,786	-5.5%
Miscellaneous	521-23-03	-	-	-	-	-	-	0.0%
Life Insurance	521-23-04	5,910	6,017	5,567	4,758	5,900	5,511	-6.6%
Workers Compensation	521-23-24	61,532	38,778	54,195	57,303	59,448	65,393	10.0%
Unemployment	521-25	5,024	608	1,650	1,375	-	-	0.0%
People Costs		2,987,920	3,059,533	2,894,227	2,835,428	3,038,128	2,845,345	-6.3%
Professional & Contractual	521-31	54,597	61,418	57,144	27,886	17,850	42,850	140.1%
Court Reporting	521-33	-	162	-	-	500	500	0.0%
Other Contractual	521-34	13,308	9,965	106,328	171,227	123,162	125,200	1.7%
Travel & Training	521-40	6,523	7,849	13,796	6,787	10,000	30,000	200.0%
Communications	521-41	42,587	57,822	55,931	48,769	43,460	43,500	0.1%
Electricity	521-43-01	34,950	36,980	29,973	20,531	21,000	20,000	-4.8%
Water/Sewer	521-43-02	4,035	3,918	4,089	4,868	4,300	4,300	0.0%
Other	521-43-03	615	604	548	398	650	650	0.0%
Rentals	521-44	5,259	7,455	9,055	7,360	5,000	5,000	0.0%
General Liability	521-45-01	16,261	11,880	14,034	18,936	18,150	22,893	26.1%
Auto Ins	521-45-02	25,815	17,431	21,692	-	-	-	0.0%
Property	521-45-03	11,353	8,288	11,566	14,217	15,496	15,496	0.0%
Other	521-45-04	2,056	4,198	-	2,142	56	55	-1.8%
Repairs & Maintenance	521-46	47,812	49,716	30,425	22,581	176,972	25,500	-85.6%
Printing & Binding	521-47	168	98	124	1,035	1,000	1,000	0.0%
Promotional	521-48	915	1,058	1,458	2,039	860	860	0.0%
Office Supplies	521-51	9,276	7,993	9,122	7,892	10,000	8,000	-20.0%
Operating Supplies	521-52	38,632	33,570	47,031	46,854	36,600	33,600	-8.2%
Explorer Exp	521-52-01	4,318	4,757	2,702	2,271	3,000	3,000	0.0%
Red Light Camera	521-52-02	-	92,541	176,016	173,760	175,000	175,000	0.0%
Bks/Pubs/Subs	521-54	11,534	12,780	12,883	8,670	10,000	3,000	-70.0%
Operational Costs		330,014	430,483	603,917	588,223	673,056	560,404	-16.7%
Improvements	521-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	521-64	6,501	50,330	6,748	3,257	-	-	0.0%
Capital Outlay		6,501	50,330	6,748	3,257	-	-	0.0%
DEPARTMENT TOTAL		3,324,435	3,540,346	3,504,892	3,426,908	3,711,184	3,405,749	-8.2%



FIRE

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Safety - Fire Department

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
EMS Manager/Fire Chief	1.00	1.00	1.00	1.00
Fire Captain	-	-	-	-
Lieutenant Firefighter/Paramedic	3.00	3.00	3.00	3.00
Firefighter/Volunteers				-
Fire Inspector	0.50	0.50	0.50	0.50
Staff Assistant II	-	-	-	-
Environmental Safety Officer	-	-	-	-
Firefighter/Paramedics	8.00	8.00	8.00	8.00
Firefighter/EMT	1.00	1.00	1.00	1.00
Total:	<u>13.50</u>	<u>13.50</u>	<u>13.50</u>	<u>13.50</u>

**CITY OF GULFPORT
Fiscal Year 2015
Fire Department**

MISSION

The Fire Department is a full service fire agency that provides fire and emergency medical services to the residents, businesses and visitors of the City of Gulfport. These services include, but are not limited to, responses for fire, hazardous materials incidents, vehicle crashes, emergency medical service, commercial fire inspections, home-safety fire inspections, free smoke detector installation including batteries, pool safety inspections, Vial of Life program, CERT program, hurricane special needs evacuation program, CPR training, blood borne pathogen training and fire prevention training. The Fire Department also is responsible to the City Manager.

PROGRAMS

FIRE PREVENTION/PUBLIC EDUCATION –The Fire Department each year holds classes or gives lectures to the public concerning fire prevention and disaster planning. A great amount of education is devoted to our school children each year. A yearly average of persons receiving education is over 1,000.

SAFETY SURVEY PROGRAM AND SMOKE DETECTOR PROGRAMS –The Safety Survey programs involves shift personnel and Fire Inspector limited safety Surveys for our commercial building and private residences. The Smoke Detector Program will provide smoke detectors to our residents.

EMERGENCY MANAGEMENT PROGRAM – The Fire Department has the responsibility of managing the City’s Emergency Management Plan which includes all the city departments, re-entry and recovery. One section of this plan provides for the evacuation of the citizens with special needs which are coordinated by Fire Department personnel. The Fire Department also provides education to the public for emergency preparedness.

FIRE PREVENTION/SUPPRESSION– In the FY13/14 our Fire Department was dispatched to over 500 fire and other emergency calls. In order to ensure that our citizens receive the most efficient service, the administration has made every effort to provide the department with equipment necessary to accomplish fire suppression.

EMERGENCY MEDICAL SERVICES- In the FY13/14 our department was dispatched to 2,591 medical emergency calls/rescue calls. Pinellas County Emergency Medical Services has instituted a consolidated county-wide training program. Through the continuing education training program our paramedics and emergency medical technicians receive uniform and up-to-date training making all personnel more efficient and knowledgeable.

PERSONNEL

SALARIES AND WAGES

522-12 Includes the Fire Chief, 3 Lieutenants, 6 Paramedics, 3 EMT's and 1 Part-time Fire Inspector **800,332**

OTHER WAGES

522-14 Overtime **125,000**
522-15-02 Incentive Pay **30,840**
522-15-11 Assignment Pay **2,100**
522-15-12 Miscellaneous **4,800**

FICA & MEDICARE

522-21-01 FICA **49,400**
522-21-02 Medicare **13,892**

RETIREMENT

522-22-00 Retirement **150,418**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

522-23-01 Health Insurance **85,000**
522-23-02 Disability **4,051**
522-23-04 Life Insurance **2,541**

WORKER'S COMPENSATION

522-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **31,941**

PROFESSIONAL SERVICES

522-31 This account is used for 12 annual physicals, pre-employment polygraphs and psychological evaluations. **5,000**

OPERATING COSTS

OTHER CONTRACTUAL

522-34 This covers the cost of pest control for the fire station and living quarters. **696**

COMMUNICATIONS

522-41 Expenses including Centranet, Suncom, and Postage and Nextel phones **2,500**

UTILITIES

522-43-01 Electricity **15,000**

522-43-02 Water & sewer **3,500**

EQUIPMENT RENTALS

522-44 This account includes the rental agreement for the IKON Copier. **2,000**

INSURANCE

522-45-01 General Liability **5,000**

522-45-03 Property **15,400**

522-45-04 Other – Flood & Windstorm **825**

REPAIRS AND MAINTENANCE

522-46 Includes the annual maintenance on Ground ladders, 2 Engine Annual Pump Test, 12 SCBA flow test & repairs. Large Diameter Hose testing, Pagers repairs, Garage door maintenance, Lifepak 500 contracts, Suncoast Communications Contract, Holomatro extrication equipment repair and maintenance. Renovation/repair of the 1925 La France. Building maintenance & vehicle maintenance.MDT repairs. **20,000**

PRINTING AND BINDING

522-47 Includes business cards, stationary supplies, fire inspection forms, fire inspections smoke detector forms. CERT forms. **500**

PROMOTIONAL

522-48 Includes Fire Prevention week materials, smoke detectors, CPR cards & supplies, American Heart DVD's, General Fire Safety educational materials. **1,500**

OFFICE SUPPLIES

522-51 Includes office supplies, printer and fax Ink, Paper, Pens, Staples, Highlighters, CD-ROMs, Notebook pads, batteries, Tape and binders, USB ports **1,500**

OPERATING SUPPLIES

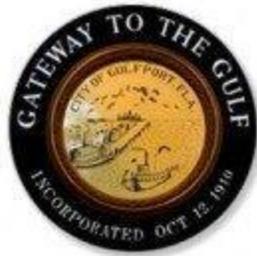
522-52 Includes IAFF Shoe allowance, Hose replacement, Small tools, Bunker Gear ,Helmets, Gloves, Uniforms, Personal Protective Equipment, Extrication Gloves, Lifepak AED 500 Batteries, Bunker gear cleaning, Thermal Imaging Batteries, Radio batteries. Gas Meter repair/calibration. Station Supplies. **20,000**

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

522-54 Funds to cover 6 memberships, EMS State License, Florida Department of Health lab license, PALS, PCFCA, Florida Fire Chief's Association, Professional magazines and publications, Training Classes, conferences, seminars and workshops. NFPA Code updates/Membership, Florida CERT Association **5,000**

CITY OF GULFPORT
FY 2015 Budget
Public Safety-Fire
001-3432-522

ACCOUNT	Div Acct. # 3432-522	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	522-12-01	605,581	648,735	658,206	681,174	800,284	800,332	0.0%
Vacation Leave	522-12-02	13,604	20,448	15,433	16,354	-	-	0.0%
Sick Leave	522-12-03	22,156	8,134	13,834	18,283	-	-	0.0%
Other Salaries	522-13	18,966	19,098	19,817	21,807	-	-	0.0%
Overtime	522-14	90,612	151,163	143,554	152,042	120,000	125,000	4.2%
Fire Stipend	522-15-01	1,200	200	-	-	-	-	0.0%
Incentive	522-15-02	19,200	18,954	20,753	22,574	20,520	30,840	50.3%
Off-Duty	522-15-06	-	-	-	-	-	-	0.0%
Court Time	522-15-07	25	170	-	66	-	-	0.0%
Assignment	522-15-11	1,865	700	586	502	2,100	2,100	0.0%
Miscellaneous	522-15-12	3,525	2,300	2,400	3,500	2,400	4,800	100.0%
FICA Tax	522-21-01	46,587	53,543	51,384	54,470	49,618	49,400	-0.4%
Medicare Tax	522-21-01	10,895	12,522	12,017	12,739	11,604	13,892	19.7%
Retirement	522-22-00	41,398	74,534	94,857	131,611	188,055	150,418	-20.0%
Health Insurance	522-23-01	70,708	70,670	78,465	75,586	93,574	85,000	-9.2%
Disability Insurance	522-23-02	3,178	3,270	3,999	3,062	3,936	4,051	2.9%
Life Insurance	522-23-04	2,071	2,144	2,259	2,048	2,469	2,541	2.9%
Workers Compensation	522-24	28,228	18,248	25,505	27,989	29,037	31,941	10.0%
Unemployment	522-25	-	-	-	-	-	-	0.0%
People Costs		979,799	1,104,834	1,143,069	1,223,807	1,323,597	1,300,315	-1.8%
Professional & Contractual	522-31	9,904	4,317	5,073	4,673	4,555	5,000	9.8%
Other Contractual	522-34	660	561	495	693	696	696	0.0%
Travel & Training	522-40	15	-	-	-	-	-	0.0%
Communications	522-41	1,779	1,640	2,234	2,284	2,984	2,500	-16.2%
Electricity	522-43-01	14,562	14,554	15,571	14,380	15,000	15,000	0.0%
Water/Sewer	522-43-02	4,130	4,231	3,443	3,082	3,500	3,500	0.0%
Rentals	522-44	3,221	1,801	1,740	1,889	2,000	2,000	0.0%
General Liability	522-45-01	4,506	3,119	3,803	4,423	4,238	5,000	18.0%
Auto Ins	522-45-02	2,233	1,561	1,904	-	-	-	0.0%
Property	522-45-03	13,107	9,568	13,351	13,557	14,777	15,400	4.2%
Other	522-45-04	718	-	11,628	-	825	825	0.0%
Repairs & Maintenance	522-46	8,105	37,940	-	15,169	60,550	20,000	-67.0%
Printing & Binding	522-47	407	242	416	478	641	500	-22.0%
Promotional	522-48	1,688	1,070	450	1,507	1,900	1,500	-21.1%
Office Supplies	522-51	1,381	1,128	-	817	1,500	1,500	0.0%
Operating Supplies	522-52	7,886	11,669	1,255	-	20,000	20,000	0.0%
Emergency Supplies	522-52-01	-	-	18,583	17,210	-	-	0.0%
2010 CERT Grant	522-52-02	-	377	4,682	252	-	-	0.0%
Bks/Pubs/Subs	522-54	2,486	5,762	3,449	7,390	5,000	5,000	0.0%
Operational Costs		76,788	99,539	88,077	87,804	138,166	98,421	-28.8%
Buildings	522-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	522-64	1,422	-	-	10,995	-	-	0.0%
Capital Outlay		1,422	-	-	10,995	-	-	0.0%
DEPARTMENT TOTAL		1,058,009	1,204,373	1,231,146	1,322,606	1,461,763	1,398,736	-4.3%



RISK MANGEMENT & HUMAN RESOURCES

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Risk Management & Human Resources

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Director of Risk Management and Human Resources			1.00	1.00
Human Resources Officer	1.00	1.00	0.00	0.00
Staff Assistant II (P/T)				0.50
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.50</u>

CITY OF GULFPORT
Fiscal Year 2015
Risk Management & Human Resources

MISSION

To create, maintain, and support a high performance employee team through quality staffing, compensation, benefits, organizational development, and risk management.

PROGRAMS

Human Resources Administration – This division is responsible for the utilization of the City’s Human Resources. Activities include: maintenance of city personnel files; formulation and implementation of practices and policies; training and development programs; compliance with all local, state and federal labor and employment laws; provides orientation for new employees; processes, administers, explains and updates benefits; coordinates with the Finance Department regarding payroll information and insurance billing; promotes good employee relations and actively discourages discrimination at all levels.

Risk Management – This division is responsible for the provision and promotion of an effective program to protect all City assets from loss or damage including both property and people. To identify, analyze and minimize risk exposure using most cost effective means; maintain updated records of all city owned property; workers’ compensation claims and accident reporting; inform appropriate insurance agencies and attorneys; and provide training to identify and correct safety hazards in the workplace.

PERSONNEL

SALARIES AND WAGES

513-12-01	Includes Director of Risk Management & H.R	\$72,244
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FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	\$4,479
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513-21-02	Medicare – budgeted at 1.45% of salary	\$1,048
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RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan.	\$14,593
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

513-23-01	Health Insurance	\$8,100
513-23-02	Disability	\$350
513-23-04	Life Insurance	\$220

WORKERS' COMPENSATION

513-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	\$154
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OPERATING COSTS

PROFESSIONAL SERVICES

513-31		\$7,300
	New hire background checks	(3,000)
	Drug screens and physicals	(3,000)
	Flu & Hepatitis vaccination costs	(900)
	Level 2 background checks	(400)

OTHER CONTRACTUAL

513-34	Annual administration of the City's Cobra Plan by Business Solver (920) CBIZ Insurance valuation review 5 year update (3600)	\$ 2,500
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TRAVEL AND TRAINING

513-40	Expenditures include the cost of annual PRM, FPPA and PRIMA conferences, as well as miscellaneous mileage subject to the Federal.	\$3,000
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COMMUNICATION

513-41	Expenditures include SUNCOM phone charges and courier mailings	\$300
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INSURANCE

513-45-01	General Liability	\$250
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REPAIRS AND MAINTENANCE

513-46	Quarterly maintenance/repair expenses for the City's fitness equipment.	\$320
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PRINTING AND BINDING

513-47	Copy machine usage for HR Department	\$500
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PROMOTIONAL ACTIVITIES

513-48 Covers the expense of the Employee Recognition Program. **\$400**

OTHER CHARGES

513-49 Covers the expense of employment advertising for the City's Human Resources Department **\$3,500**

OFFICE SUPPLIES

513-51 Filing supplies, pens, notebooks, etc. **\$600**

OPERATING SUPPLIES

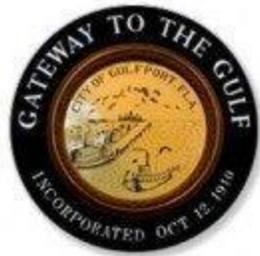
513-52 Expenditures include general costs for items related to HR and Risk activities **\$150**

BOOKS/PUBLICATIONS/MEMBERSHIPS

513-54 Account expenditures include the cost of annual FPPA, IPMA and SHRM membership dues, City employee annual harassment and supervisory training and various publications and reference materials for the H.R. Department. **\$2,000**

CITY OF GULFPORT
FY 2015 Budget
Risk Management/HR
001-1516-513

ACCOUNT	Div Acct. # 1516-513	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	513-12-01	42,823	45,420	44,100	42,663	68,765	72,244	5.1%
Vacation Leave	513-12-02	2,038	2,633	2,846	2,907	-	-	0.0%
Sick Leave	513-12-03	1,239	1,672	2,375	2,264	-	-	0.0%
FICA Tax	513-21-01	2,710	3,036	2,744	2,672	4,263	4,479	5.1%
Medicare Tax	513-21-02	634	710	642	625	997	1,048	5.1%
Retirement	513-22-00	6,515	4,634	2,493	9,275	14,372	14,593	1.5%
Health Insurance	513-23-01	4,517	4,466	7,316	7,390	8,100	8,100	0.0%
Disability Insurance	513-23-02	149	147	292	218	332	350	5.4%
Life Insurance	513-23-04	93	91	156	138	208	220	5.8%
Workers Compensation	513-24	127	80	112	135	140	154	10.0%
Unemployment	513-25	4,950	2,200	-	-	-	-	0.0%
People Costs		65,795	65,089	63,076	68,287	97,177	101,188	4.1%
Professional & Contractual	513-31	7,139	8,688	5,577	5,873	5,900	7,300	23.7%
Other Contractual	513-34	573	64	112	-	4,520	2,500	-44.7%
Travel & Training	513-40	381	1,381	1,270	1,790	1,997	3,000	50.2%
Communications	513-41	222	134	223	209	500	300	-40.0%
General Liability	513-45-01	165	114	141	159	155	250	61.3%
Repairs & Maintenance	513-46	240	320	240	176	320	320	0.0%
Printing & Binding	513-47	135	123	207	96	500	500	0.0%
Promotional	513-48	-	-	-	42	800	400	-50.0%
Employment Advertising	513-49	2,985	1,878	1,610	3,044	3,500	3,500	0.0%
Office Supplies	513-51	324	345	351	259	1,000	600	-40.0%
Operating Supplies	513-52	104	278	129	146	150	150	0.0%
Bks/Pubs/Subs	513-54	1,327	1,259	890	2,504	2,500	2,000	-20.0%
Operational Costs		13,595	14,584	10,750	14,298	21,842	20,820	-4.7%
Buildings	513-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	513-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		79,390	79,673	73,826	82,585	119,019	122,008	2.5%



FINANCE

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Finance Department

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Finance Director	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00
Admin Services Technician- Utilities	2.00	2.00	2.00	2.00
Accounting Technician	2.00	2.00	2.00	2.00
Staff Assistant II	.50	0.00	0.00	0.00
Total:	<u>6.50</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

CITY OF GULFPORT
Fiscal Year 2015
Finance Department

MISSION

The Finance Department is charged with the oversight of all the financial affairs of the City. The Finance Department also identifies and develops fiscal policies and practices that enhance the public benefit.

PROGRAMS

BUDGETING COMPLIANCE – This involves expenditure and encumbrance level and authority monitoring as well as compliance for supplemental appropriations and transfers. This is a heavily audited area.

BUDGET PREPARATION – This involves preparation of the budget packets, draft and final published version of the budget. It includes oversight of the document flow. It also involves helping the departments meet their program requirements in the most cost-effective ways possible and such management studies as are assigned throughout the fiscal year.

CASH RECEIPTS PROCESSING – This involves processing of city cash receipts as well as accounting and reconciling all cash accounts.

FIXED ASSET CONTROL – This program controls expenditures for fixed assets, additions, deletions, perpetual inventory, data base maintenance and oversight of the annual physical inventory as required by state law.

FINANCIAL REPORTING - This area provides monthly revenue, expenditure and encumbrance reports, and balance sheets. Provides oversight and coordination of the annual audit and the comprehensive annual financial report.

PAYROLL – Provides auditing of all departments' time sheets, master file maintenance, preparation and transmittal of payroll input. Prepares the quarterly 941 report as well as the annual W2's.

PURCHASING/CASH DISBURSEMENTS – This program involves the verification and inputting of purchase orders and invoices. It also includes the authorization and preparation of payments, as well as vendor reconciliation.

UTILITY BILLING – This program provides for the maintenance and billing of approximately 5,500 utility accounts monthly both inside the City as well as the unincorporated areas. This program is also responsible for the collection of money owed on accounts.

PERSONNEL

SALARIES AND WAGES

513-12-01 Includes Finance Director, Accounting Manager and 2 Accounting Technicians. **212,688**

OTHER WAGES

513-14 Overtime: These funds are used to cover extra hours worked for balancing, or cover for employee shortage **250**

FICA & MEDICARE

513-21-01 FICA - budgeted at 6.2% of salary **13,187**
513-21-02 Medicare – budgeted at 1.45% of salary **3,084**

RETIREMENT

513-22 Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan. **36,107**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

513-23-01 Health Insurance **20,100**
513-23-02 Disability **1,272**
513-23-04 Life Insurance **798**

WORKERS' COMPENSATION

513-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **944**

OPERATING COSTS

PROFESSIONAL SERVICES

513-31 This account is used to cover the fee charged to put items for sale on Gov Deals auction site. **2,828**

AUDITING AND ACCOUNTING

513-32 Annual audit expenditures and OPEB report. **40,000**

OTHER CONTRACTUAL

513-34 Liens filed with the Clerk of Courts. **1,800**

TRAVEL AND TRAINING

513-40	Account expenditures include the cost of the FGFOA annual conference, Incode annual conference, and miscellaneous mileage subject to the Federal reimbursement IRS rate.	2,200
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COMMUNICATION

513-41	Centranet, Suncom, City Hall Pay Phone,	(1,000)	3,500
	Postage, postage permit, and portion of Pinellas County tax bills	(2,500)	

EQUIPMENT RENTALS

513-44	Folding machine lease and City Hall copier machine lease	5,000
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INSURANCE

513-45-01	General Liability	1,340
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REPAIRS AND MAINTENANCE

513-46	Incode software annual maintenance and support Data Disaster Recovery System annual renewal Miscellaneous office equipment repairs and replacement	30,000
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PRINTING AND BINDING

513-47	Copy charges	500
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OFFICE SUPPLIES

513-51	Office supplies and copy paper for City Hall	4,500
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OPERATING SUPPLIES

513-52	Includes the cost of bank charges and plastic deposit bags, 1099 and W2 forms and blank check stock.	8,500
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BOOKS/PUBLICATIONS/MEMBERSHIPS

513-54	Funds to cover 2 memberships for FGFOA, 1 membership to GFOA, and local memberships.	2,500
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CITY OF GULFPORT
FY 2015 Budget
Finance
001-1515-513

ACCOUNT	Div Acct. # 1515-513	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	513-12-01	219,133	228,307	186,462	198,967	231,178	212,688	-8.0%
Vacation Leave	513-12-02	10,350	-	12,963	12,772	-	-	0.0%
Sick Leave	513-12-03	5,489	-	5,560	12,709	-	-	0.0%
Overtime	513-14	1,237	-	268	408	250	250	0.0%
Car Allowance	513-15-03	4,211	4,211	2,410	-	-	-	0.0%
Miscellaneous	513-15-12	30	800	1,718	501	-	-	0.0%
FICA Tax	513-21-01	14,810	14,946	12,794	13,781	14,333	13,187	-8.0%
Medicare Tax	513-21-02	3,464	3,582	2,992	3,223	3,353	3,084	-8.0%
Retirement	513-22-00	29,354	27,888	15,317	37,164	40,446	36,107	-10.7%
Health Insurance	513-23-01	21,396	20,076	19,936	20,664	23,633	20,100	-14.9%
Disability Insurance	513-23-02	1,061	1,088	1,163	947	1,315	1,272	-3.3%
Life Insurance	513-23-04	749	793	715	717	825	798	-3.3%
Workers Compensation	513-24	780	491	688	828	858	944	10.0%
Unemployment	513-25	-	-	-	-	-	-	0.0%
People Costs		312,064	302,182	262,986	302,681	316,191	288,430	-8.8%
Professional & Contractual	513-31	4,330	1,321	565	33	2,826	2,828	0.1%
Accounting & Auditing	513-32	42,150	36,850	43,869	27,870	44,000	40,000	-9.1%
Other Contractual	513-34	1,435	1,690	1,793	4,435	1,565	1,800	15.0%
Travel/Per Diem	513-40	322	139	1,738	732	2,200	2,200	0.0%
Communications	513-41	14,048	14,253	9,831	6,250	14,250	3,500	-75.4%
Rental & leases	513-44	6,090	2,543	3,347	4,722	9,816	5,000	-49.1%
General Liability	513-45-01	1,124	778	947	1,103	1,057	1,340	26.8%
Repairs & Maintenance	513-46	21,834	24,931	25,900	26,917	37,375	30,000	-19.7%
Printing & Binding	513-47	1,641	685	1,678	1,305	2,375	500	-78.9%
Bad Debt Expense	513-49-01		567	722	735	-	-	0.0%
Office Supplies	513-51	4,870	3,726	2,541	5,521	4,500	4,500	0.0%
Operating Supplies	513-52	5,188	4,745	8,574	6,693	5,000	8,500	70.0%
Bks/Pubs/Subs	513-54	966	1,494	1,674	860	2,500	2,500	0.0%
Operational Costs		103,998	93,722	103,179	87,176	127,464	102,668	-19.5%
Buildings	513-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	513-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		416,062	395,904	366,165	389,857	443,655	391,098	-11.8%



INFORMATION TECHNOLOGY

CITY OF GULFPORT
Fiscal Year 2015
Information Technology

MISSION

To provide City Employees and citizens with innovative IT solutions; enabling departments to meet or exceed the expectations of those they serve, reducing costs through budgetary efficiency and best practices. This Department is serviced by an outside contractual provider, under the auspices and management of the Director of Library and Information Technology.

PROGRAMS

INFORMATION SERVICES – Discovery, analysis and implementation of IT solutions that support interdepartmental initiatives, city partnerships and accessibility for all citizens.

DESKTOP COMPUTER, SERVER & PHONE SUPPORT – Ensuring that the enterprise systems, applications, networks, end user devices and communications systems that support the operations of the city are continuously available and operating effectively.

This program provides and supports the maintenance and security of all aspects of the city network by implementing a cost effective and efficient solution to all IT functions of the city.

COMMUNICATIONS – Effective and efficient implementation of transmitted communication services in various mediums so that all city departments and employees can function in a modern information environment. Maintain a city website and GTV so that citizens have access to city information 24/7.

FINANCIAL ANALYSIS & GENERAL SUPPORT- This program includes the administrative and support service activities that allow the IT department to effectively carry out program related functions and associated activities.

To analyze the cost effectiveness of the department yearly in order to ensure we are being good stewards of budgeted funds.

DISASTER PREPAREDNESS – This involves ensuring electronic information resources will be protected and secure, providing for continuous government service delivery, even in cases of emergency or disaster. All data tapes stored off-site are encrypted and secured.

CITY OF GULFPORT
Fiscal Year 2015
Information Technology

PERSONNEL

SALARIES AND WAGES

Due to department consolidation and a managed services agreement there are no funds allocated to salaries and wages for the information technology department.

OPERATING COSTS

OTHER CONTRACTUAL

519-34	Outsourced Managed Services	116,400
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COMMUNICATION

519-41	FedEx, postage, and Website space rental Bright House phone connection Bright House network connections to off-site City buildings Cloud Email CSM Maintenance (12,000)	54,200
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REPAIRS AND MAINTENANCE

519-46	PC maintenance Annual renewal of firewall/network systems maintenance UPS maintenance	10,200
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OFFICE SUPPLIES

519-51	Miscellaneous	200
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OPERATING SUPPLIES

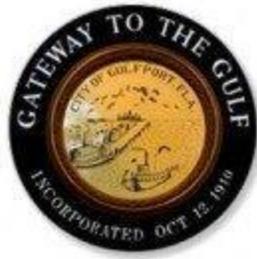
519-52	Various PC Supplies (e.g. hard drives, memory, software)	7,000
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MACHINERY & EQUIPMENT

519-64	Computer/Server Replacements	10,000
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CITY OF GULFPORT
FY 2015 Budget
Information Technology
001-1818-519

ACCOUNT	Div Acct. # 1818-519	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	519-12-01	136,258	136,656	102,873	13,299	-	-	0.0%
Vacation Leave	519-12-02	9,820	11,602	13,386	14,448	-	-	0.0%
Sick Leave	519-12-03	5,227	3,216	2,641	7,789	-	-	0.0%
Overtime	519-14	-	-	-	-	-	-	0.0%
Car Allowance	519-15-03	4,211	4,211	4,224	415	-	-	0.0%
FICA Tax	519-21-01	9,260	9,448	7,082	2,219	-	-	0.0%
Medicare Tax	519-21-02	2,165	2,209	1,656	519	-	-	0.0%
Retirement	519-22-00	19,147	18,247	9,321	3,847	-	-	0.0%
Health Insurance	519-23-01	13,340	11,891	9,580	1,232	-	-	0.0%
Disability Insurance	519-23-02	760	767	683	36	-	-	0.0%
Life Insurance	519-23-04	619	624	517	45	-	-	0.0%
Workers Compensation	519-24	362	228	318	299	-	-	0.0%
Unemployment	519-25	-	-	-	-	-	-	0.0%
People Costs		201,169	199,099	152,281	44,148	-	-	0.0%
Professional & Contractual	519-31	-	-	-	-	-	-	0.0%
Other Contractual	519-34	7,512	7,001	15,978	101,133	84,000	116,400	38.6%
Travel & Training	519-40	-	6	72	-	-	-	0.0%
Communications	519-41	29,637	26,999	32,001	21,919	37,462	54,200	44.7%
Rental & leases	519-44	-	-	-	-	-	-	0.0%
General Liability	519-45-01	346	239	292	338	325	-	-100.0%
Repairs & Maintenance	519-46	8,618	13,508	6,679	6,170	7,188	10,200	41.9%
Printing & Binding	519-47	9	69	40	54	-	-	0.0%
Office Supplies	519-51	1,613	1,180	495	337	200	200	0.0%
Operating Supplies	519-52	9,945	4,045	6,148	36,339	4,000	7,000	75.0%
Bks/Pubs/Subs	519-54	3,343	3,216	1,464	624	1,820	-	-100.0%
Operational Costs		61,023	56,263	63,169	166,914	134,995	188,000	39.3%
Buildings	519-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	519-64	53,262	43,553	16,219	24,152	10,000	10,000	0.0%
Capital Outlay		53,262	43,553	38,995	24,152	10,000	10,000	0.0%
DEPARTMENT TOTAL		315,454	298,915	254,445	235,214	144,995	198,000	36.6%



LIBRARY

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Library

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 Proposed</u>
Position:				
Director of Library and Technology	0.00	0.00	1.00	1.00
Library Administrator	1.00	1.00	0.00	0.00
Librarians	2.00	1.00	3.00	3.00
Librarian (P/T)	0.50	1.50	1.00	1.00
Library Assistants I (P/T)	3.25	3.25	3.25	3.25
Library Assistants II (P/T)	1.00	1.00	.50	.50
Maintenance Worker I *	0.50	0.50	0.50	0.50
Library Pages (P/T)	0.50	0.50	0.50	0.50
Total:	<u>8.75</u>	<u>8.75</u>	<u>9.75</u>	<u>9.75</u>

CITY OF GULFPORT
Fiscal Year 2015
Library

MISSION & GOALS

The Library's mission is to inform, enlighten and inspire, and thereby promote a more just, tolerant, free and peaceful society. Our primary goals are:

1. To contribute significantly to the cultural, educational and informational strengths of our community through convenient and free access to a wide variety of expertly-selected materials and resources;
2. To promote lifelong habits of reading, literacy, learning, citizenship, and appreciation of the world's cultural achievements;
3. To provide every person with the opportunity for enrichment, inspiration, knowledge, enjoyment and involvement; particularly by promoting citizen volunteerism at the Library and other Leisure Services facilities.

PROGRAMS

LIBRARY SERVICES-This program provides and supports access to books, magazines, newspapers, audio and video resources, etc. It also includes access to Florida Library Network In-State Inter-Library Loan. This program also provides and supports access to electronic and internet-based resources which include public internet computers, the library website, and materials afforded by the Pinellas County Library interlocal agreement, downloadable eBooks, electronic databases, informational blogs, community social networking, technology training, and 24/7 library services. In addition, this program provides expert professional research and technology assistance including traditional "in person" information assistance, literacy, and advice on access to the collection, as well as cutting-edge online internet services such as virtual reference.

COMMUNITY EDUCATION AND PROGRAM EVENT ACTIVITIES-This program provides and supports educational and instructional classes, leisure activities, workshops, and training including early childhood literacy, book discussions, health and well-being programs, local community service programs, technology training, teen and adult volunteer opportunities, etc.

COOPERATIVE ACTIVITIES & COMMUNITY PARTNERSHIPS-This program includes participation in the Pinellas County Library Cooperative, internally partnering with other governmental agencies and with external organizations

WORKFORCE DEVELOPMENT-This program includes employee performance evaluation, professional certification, continuing education, training and other workforce development initiatives aimed at increasing the capability of employees to participate effectively in the workforce throughout their entire career while simultaneously increasing the City's capacity to adopt high performance work practices.

PHYSICAL PLANT – This requires continuous review of library operations and facilities by staff in order to eliminate clutter, streamline workflow, determine equipment needs, and provide a safe, clean and attractive environment for patrons, staff and volunteers.

PERSONNEL

SALARIES AND WAGES

571-12	Includes the Library Administrator, 3 FT Librarians,	208,443
571-13	1.50 PT Library Assistant II, 1.50 PT Library Assistant I, 1 PT Library Aide/Shelver.	90,000

FICA & MEDICARE

571-21-01	FICA	18,503
571-21-02	Medicare	1,305

RETIREMENT

571-22	Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan.	42,106
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

571-23-01	Health Insurance	27,000
571-23-02	Disability	832
571-23-04	Life Insurance	634

WORKERS' COMPENSATION

571-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	1,247
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OPERATING COSTS

OTHER CONTRACTUAL

571-34	Covers the costs of pest control, security and fire alarm systems, interlibrary loan services, and other occasional contractual services. Added \$1692.00. Added \$600.00 for SonicWALL annual renewal charge for support service. Also covers additional library related software licenses and maintenance as well as Polaris Maintenance of 5000. As well as a 2 year renewal on Barracuda backup and our annual Deep Freeze renewal for public computer privacy.	21,152
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TRAVEL AND PER DIEM

513-40	Account expenditures include mileage costs for staff attendance at professional meetings.	489
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COMMUNICATION

571-41	Phone service, cable and postage ** see note at end of narrative	15,715
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UTILITIES

571-43-01	Electricity	21,958
571-43-02	Water & sewer	2,101

EQUIPMENT RENTALS

571-44	Includes leasing of 2 printer/copiers used by staff and public	7,000
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INSURANCE

571-45-01	General Liability	5,448
571-45-03	Property	24,900

REPAIRS AND MAINTENANCE

571-46	Miscellaneous equipment and building repairs	1,000
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PROMOTIONAL

571-48	Advertising & Programming	980
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OFFICE SUPPLIES

571-51	Office supplies and copy paper	4,750
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OPERATING SUPPLIES

571-52	Includes the cost of book and media processing, maintenance, computer and printing supplies.	6,650
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PROFESSIONAL PUBLICATIONS, MEMBERSHIPS

571-54	Funds to cover librarian memberships in American Library Association and/or Florida Library Association, plus miscellaneous workshops and seminars.	325
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CAPITAL OUTLAY

MACHINERY & EQUIPMENT

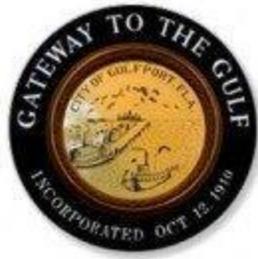
571-64	Funds to Purchase Children's Computers	9,500
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BOOKS/PUBLIC LIBRARY

571-66	Funds to purchase books in various print and audio formats.	50,000
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CITY OF GULFPORT
FY 2015 Budget
Library
001-4120-571

ACCOUNT	Div Acct. # 4120-571	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	571-12-01	195,994	146,830	113,759	151,996	338,944	208,443	-38.5%
Vacation Leave	571-12-02	26,581	18,540	5,180	8,107	-	-	0.0%
Sick Leave	571-12-03	22,341	6,017	1,403	1,075	-	-	0.0%
Other Salaries	571-13	112,083	115,782	115,508	117,640	-	90,000	100.0%
Overtime	571-14	-	-	2	-	-	-	0.0%
Car Allowance	571-15-03	301	263	-	-	-	-	0.0%
Miscellaneous	571-15-12	-	-	-	-	-	-	0.0%
FICA Tax	571-21-01	21,850	18,090	13,972	16,366	21,015	18,503	-12.0%
Medicare Tax	571-21-02	5,110	4,231	3,268	3,828	4,915	1,305	-73.4%
Retirement	571-22-00	34,416	16,502	(409)	31,307	36,861	42,106	14.2%
Health Insurance	571-23-01	25,149	18,897	16,510	19,729	22,109	27,000	22.1%
Disability Insurance	571-23-02	1,125	857	651	683	851	832	-2.2%
Life Insurance	571-23-04	624	463	422	556	534	634	18.7%
Workers Compensation	571-24	1,031	650	908	1,093	1,134	1,247	10.0%
Unemployment	571-25	-	-	-	-	-	-	0.0%
People Costs		446,605	347,121	271,174	352,379	426,363	390,070	-8.5%
Professional & Contractual	571-31	-	-	-	10,000	-	-	0.0%
Other Contractual	571-34	7,550	11,229	14,551	20,019	18,152	21,152	16.5%
Travel/Per Diem	571-40	214	204	457	545	489	489	0.0%
Communications	571-41	6,693	14,476	11,527	15,682	15,715	15,715	0.0%
Electricity	571-43-01	24,026	21,936	19,600	15,750	21,958	21,958	0.0%
Water/Sewer	571-43-02	1,959	1,947	2,335	2,136	2,101	2,101	0.0%
Rental & Leases	571-44	10,844	12,946	15,024	10,283	7,000	7,000	0.0%
General Liability	571-45-01	5,793	4,011	4,890	5,684	5,448	5,448	0.0%
Property	571-45-03	18,244	13,319	18,585	18,872	20,570	24,900	21.1%
Repairs & Maintenance	571-46	676	100	40	1,659	1,000	1,000	0.0%
Printing & Binding	571-47	-	-	-	-	-	-	0.0%
Promotional	571-48	-	163	350	2,016	980	980	0.0%
Office Supplies	571-51	3,871	3,664	2,917	2,387	4,750	4,750	0.0%
Operating Supplies	571-52	5,342	4,223	4,009	6,481	6,650	6,650	0.0%
Bks/Pubs/Subs	571-54	1,805	325	295	295	325	325	0.0%
Operational Costs		87,017	88,543	94,580	111,809	105,138	112,468	7.0%
Imp.O/T Bldg	571-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	571-64	-	-	5,723	-	-	9,500	100.0%
Bks/Public Library	571-66	43,860	46,581	44,086	48,828	50,000	50,000	0.0%
Capital Outlay		43,860	46,581	49,809	48,828	50,000	59,500	19.0%
DEPARTMENT TOTAL		577,482	482,246	415,563	513,016	581,501	562,038	-3.3%



MARINA

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Marina

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Director of Marina Operations	0.00	0.00	0.00	1.00
Harbormaster	1.00	1.00	1.00	0.00
Marina Assistant II	1.00	1.00	1.00	1.00
Marina Assistant (P/T)	1.00	1.00	1.00	1.00
Fuel Ramp Attendant (P/T)	0.50	0.50	0.50	0.50
Total:	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

CITY OF GULFPORT
Fiscal Year 2015
Marina

MISSION

Gulfport Municipal Marina is to provide the boating public a safe, clean marina environment with efficient first class service. The marina provides easy access to the Gulf of Mexico and the intercoastal waterway. Insure that the marina operations maintain a favorable relationship with neighboring residents, clubs and businesses. Marina staff will act as goodwill ambassadors for the city by promoting tourism and local business patronage. To promote Clean Marina best practices and develop programs and procedures to keep the Boca Ciega Aquatic Preserve environmentally protected.

PROGRAMS

Slip management: One hundred ninety one slips in the marina basin and fifty-six slips in Boca Ciega Yacht Club. Also includes the management of eighty-five dry slips and twelve kayak storage spaces.

Retail sales: Ordering and inventory control of sundries, fuel sales, special orders, and collection of slip rental fees.

Ramp fee collection: Includes daily use fee collections, and the management of yearly passes for resident and non-resident ramp users.

Transient vessel management: Includes reservations, fee collection, and management of incoming vessels occupying the transient dock facility.

Fuel management: Includes compliance with all state and federal regulation as it pertains to the safe dispensing of gasoline and diesel fuel, inventory control, fuel spills, and monthly/yearly reports.

Facility maintenance: Includes repair and maintenance of 247 wet slips, 85 dry slips, 12 kayak storage spaces, ship store, fueling facility, transient dock, downtown courtesy dock, Williams Pier, boat launch, regulatory signage and pump-out equipment.

Derelict vessel control: Includes identifying derelict/abandoned vessels, the last-known owner, the proper management of vessel disposal, removing hazardous waste from vessels.

Clean Marina program: Includes “Best Management Practices” set forth as a state-certified “Clean Marina”.

Charter Boat Center: Advertisement and management of the marina’s nine-slip charter center. The marina has two sailing schools and two vessels running daily trips to Egmont Key from the charter center.

Community involvement: The marina hosts the annual nautical flea market and the 4th of July Kids’ Star Spangle Fishing Derby, and participates in the All Pro Dads fishing day.

PERSONNEL

SALARIES AND WAGES

575-12 Includes the Harbormaster, Marina Assistant II, (2) two part time Marina Assistant and the Fuel Ramp Attendant. **136,740**

OTHER WAGES

575-14 Overtime **2,000**

FICA & MEDICARE

575-21-01 FICA **8,602**
575-21-02 Medicare **2,012**

RETIREMENT

575-22 Retirement **23,305**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

575-23-01 Health Insurance **14,500**
575-23-02 Disability **558**
575-23-04 Life Insurance **350**

WORKER'S COMPENSATION

575-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **2,604**

OPERATING COSTS:

OTHER CONTRACTUAL

575-34 Routine services provided by our vendors **8,900**

TRAVEL & PER DIEM

575-40	Seminars intended in keeping abreast of a heavily-regulated industry. This includes Federal, State and County-proposed rules and regulations.	3,020
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COMMUNICATION

575-41	Credit card and fax machine phone lines	12,500
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UTILITIES

575-43-01	Electricity	28,000
575-43-02	Water & sewer	22,050

INSURANCE

575-45-01	General Liability	690
575-45-02	Automobile	400
575-45-03	Property	29,130
575-45-04	Other – Flood & Windstorm	3,000

REPAIRS AND MAINTENANCE

575-46	Covers expenditures for maintenance of the marina facility, including seawalls, the fuel system, docks, gates, regulatory signage, courtesy dock, pump-out, ship store, fire extinguishers, and security lighting	46,270
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PRINTING AND BINDING

575-47	Ramp passes, informational materials, and copier charges	800
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PROMOTIONAL

575-48	Due to the Marina's close proximity to the Gulf and intercoastal waterways, advertising is needed to attract new customers	13,000
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OTHER CURRENT CHARGES

575-49	Licenses for resale of bait, propane, beverages, and fuel storage tank	500
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ADMINISTRATIVE OVERHEAD

575-49-02	Includes charges of 15% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.	279,240
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OFFICE SUPPLIES

575-51	Copy paper, printer cartridges, miscellaneous office supplies	855
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OPERATING SUPPLIES

575-52	Covers credit card service fees, pay station, janitorial supplies, uniforms, small tools, pump-out hoses, dock box replacement, absorbent pads and boom, and charter center ice.	32,000
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INVENTORY FOR RESALE

575-52-01	Items sold in the ship store to the public including fuel, ice, live and frozen bait, tackle, sundries and marine supplies	750,000
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MEMBERSHIPS

575-54	Association of Marine Industries, and the Tampa Bay Business Journal	765
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DEPRECIATION

575-59	Depreciation	240,000
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TRANSFERS

575-91-05	Transfer of net operations profit to the General Fund in the form of a PILOT or Payment in Lieu of Taxes	75,000
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575-91-10	Transfer to Reserves	23,170
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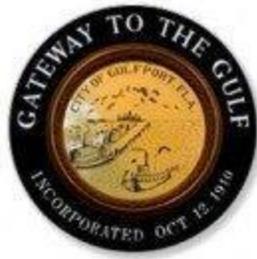
CAPITAL OUTLAY

575-62	Building renovation	600,000
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575-63	Purchase of casino floating docks (funded 75% by Federal Grant)	160,000
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CITY OF GULFPORT
FY 2015 Budget
Marina
460-4140-575

ACCOUNT	Div Acct. # 4140-575	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	575-12-01	89,895	91,416	90,330	91,752	132,052	136,740	3.6%
Vacation Leave	575-12-02	11,901	8,685	9,463	9,636	-	-	0.0%
Sick Leave	575-12-03	2,810	68	859	837	-	-	0.0%
Other Salaries	575-13	29,668	29,875	30,226	31,220	-	-	0.0%
Overtime	575-14	2,305	3,431	1,315	2,696	2,000	2,000	0.0%
FICA Tax	575-21-01	7,936	8,134	7,623	7,924	8,187	8,602	5.1%
Medicare Tax	575-21-02	1,856	1,902	1,783	1,853	1,915	2,012	5.1%
Retirement	575-22-00	16,013	12,110	5,802	20,387	23,201	23,305	0.4%
Health Insurance	575-23-01	13,340	11,891	12,633	12,782	14,007	14,500	3.5%
Disability Insurance	575-23-02	317	321	373	278	535	558	4.3%
Life Insurance	575-23-04	311	311	312	276	336	350	4.2%
Workers Compensation	575-24	2,154	1,355	1,894	2,283	2,367	2,604	10.0%
OPEB	575-29	598	688	704	769	-	-	0.0%
People Costs		179,104	170,188	163,317	182,693	184,600	190,670	3.3%
Professional	575-31	-	-	-	5,200	-	-	0.0%
Other Contractual	575-34	1,676	3,502	9,046	2,489	10,600	8,900	-16.0%
Travel/Per Diem	575-40	807	2,001	769	1,183	2,930	3,020	3.1%
Communications	575-41	9,564	8,573	9,511	10,344	14,257	12,500	-12.3%
Electricity	575-43-01	32,195	27,465	27,547	26,109	29,086	28,000	-3.7%
Water/Sewer	575-43-02	19,818	19,012	21,630	25,647	22,051	22,050	0.0%
General Liability	575-45-01	805	556	677	788	756	690	-8.7%
Auto Ins	575-45-02	474	332	405	405	441	400	-9.3%
Property	575-45-03	21,334	15,589	21,741	26,728	29,129	29,130	0.0%
Other	575-45-04	7,915	4,110	2,279	2,207	20,112	3,000	-85.1%
Repairs & Maintenance	575-46	21,639	18,244	29,501	21,060	20,650	46,270	124.1%
Printing & Binding	575-47	751	390	279	142	1,175	800	-31.9%
Promotional	575-48	14,532	10,808	12,171	11,694	15,000	13,000	-13.3%
Other Chgs	575-49	215	330	190	270	400	500	25.0%
Bad Debt Expense	575-49-01	-	25,022	17,007	3,973	-	-	0.0%
Admn Chg	575-49-02	165,294	165,294	155,294	167,934	217,934	279,240	28.1%
Office Supplies	575-51	1,018	1,009	686	666	855	855	0.0%
Operating Supplies	575-52	26,324	33,193	29,749	29,043	34,200	32,000	-6.4%
Inventory	575-52-01	538,566	779,398	744,191	716,247	572,500	750,000	31.0%
Books/Pubs/Subs	575-54	775	761	640	1,000	765	765	0.0%
Depreciation	575-59	218,644	214,336	213,585	210,811	-	240,000	0.0%
Non Op Int Exp	575-93	601	171	159	175	-	-	0.0%
Operational Costs		1,082,947	1,330,098	1,297,057	1,264,115	992,841	1,471,120	48.2%
Transfer to General (PILOT)	575-91-05	500,000	454,953	375,000	300,000	471,980	75,000	-84.1%
Transfer to Capital	575-91-06	-	-	-	-	-	-	0.0%
Transfer to Reserves	575-91-10	-	-	-	-	-	23,170	0.0%
Transfers		500,000	454,953	375,000	300,000	471,980	98,170	-84.1%
Buildings	575-62	-	-	-	-	880,000	600,000	0.0%
Imp O/T Bldgs	575-63	-	-	-	-	161,255	160,000	-0.8%
Machinery & Equipment	575-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	1,041,255	760,000	-27.0%
DEPARTMENT TOTAL		1,762,051	1,955,239	1,835,374	1,746,808	2,690,676	2,519,960	-6.3%



COMMUNITY DEVELOPMENT PLANNING

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Community Development – Planning Division

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.50	0.50	0.50	0.50
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	0.00	0.00	0.00	0.00
Principal Planner *	0.50	0.50	0.50	0.50
Total:	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>

* Full time positions allocated 75% to Planning, 25% to 49th Street.

** Full time positions allocated 25% each to Planning, Code Enforcement, WRD and 49th Street.

CITY OF GULFPORT
Fiscal Year 2015
Community Development – Planning Division

MISSION

The Planning Division is part of the Community Development Department and is charged with the oversight of long and short range planning activities in the City.

PROGRAMS

BOARDS and COMMITTEES – The provision of technical support to the City Council, the Board of Adjustment, the Planning and Zoning Board, and the Historic Preservation Board, as well as on an as-needed basis to other city boards and committees.

COMPREHENSIVE PLANNING – This includes activities involved in the drafting, modification and update of the City's Comprehensive Plan. Inclusive of these duties are the preparation of the Evaluation and Appraisal Report and associated amendment activities, and Future Land Use Map. Most of these functions are mandated by Federal or State legislation.

FLOOD CONTROL REGULATION – Responsibilities include maintenance of the Community Rating System (CRS) program, and shared oversight of the City's participation in the National Flood Insurance Program (NFIP) required by the Federal Emergency Management Agency (FEMA) in order to qualify for subsidized flood insurance for property owners located in flood prone areas.

GRANT WRITING – Responsibilities include preparation, submission and administration of a variety of grants for projects and capital improvements. Inclusive with this role, staff provides assistance to other departments in different stages of the grant administration process.

ZONING – This includes activities involved with short range planning functions such as the preparation of Land Development Regulations implementing the Comprehensive Plan, analysis and drafting of ordinances relating to Chapter 22 of the Municipal Code of Ordinances (Zoning Code) and the processing of zoning amendments, development order applications including site plan review and review of development agreements, review of variance and conditional use applications, and review of occupational license applications. Planning staff review permit applications for comprehensive plan and zoning compliance. Activities in this area include the provision of general zoning information to property owners, developers and builders.

ECONOMIC REDEVELOPMENT – Activities in this area include working with a variety of development partners, including business representatives, developers, contractors and other governmental entities on development proposals and consultations. This also includes development of tools to assist in redevelopment efforts like mixed use zoning, and Brownfield and PACE designations.

PERSONNEL

SALARIES AND WAGES

515-12-01 Includes 50 percent of the Department Director, the Principal Planner, and 25 percent of the Administrative Assistant. **131,870**

OTHER WAGES

515-15-03 Car Allowance **2,100**

FICA & MEDICARE

515-21-01 FICA **8,176**

515-21-02 Medicare **1,912**

RETIREMENT

515-22 Retirement **20,855**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

515-23-01 Health Insurance **16,000**

515-23-02 Disability **621**

515-23-04 Life Insurance **390**

WORKERS' COMPENSATION

515-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **873**

OPERATING COSTS

PROFESSIONAL SERVICES

515-31 Covers miscellaneous engineering costs associated with site plan reviews, and consulting services for mandated State and Federal projects, CRS compliance, and council projects. This year's costs will include preparation of the EAR. **30,000**

OTHER CONTRACTUAL

515-34 Covers annual GIS address updates and ESRI maintenance and support. 300

TRAVEL AND PER DIEM

515-40 Covers regional American Planning Association (APA) conferences and miscellaneous planning related workshops to maintain American Institute of Certified Planners (AICP) continuing education requirements. 3,000

COMMUNICATIONS

515-41 Covers departments' cell phones, postage, and bulk mail permit. 11,000

UTILITIES

515-43-02 Water/sewer/garbage 600

RENTALS AND LEASES

515-44 Covers 1/3 the cost of the copier lease for Community Development. The remaining 2/3 of the lease is paid by Building and Code Enforcement. 1,120

INSURANCE

515-45-01 Covers the cost of General Liability coverage 9,000

REPAIRS AND MAINTENANCE

515-46 Covers fuel, labor and repair costs associated with department vehicles. 1,000

PRINTING AND BINDING

515-47 Covers the cost of printing various materials associated with CRS outreach programs, Comprehensive Plan Amendments, and special projects. 3,325

ADMINISTRATION CHARGES

515-49 Covers administrative services including, finance, personnel, budgeting etc. 68,035

OFFICE SUPPLIES

515-51 Includes miscellaneous office supplies. 4,500

OPERATING SUPPLIES

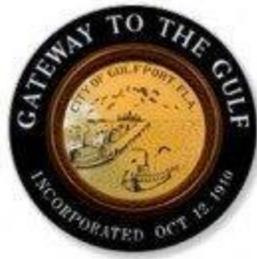
515-52 Covers GIS equipment maintenance. 950

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

515-54 Covers costs associated with APA and AICP memberships, as well as a subscription to the Planners Advisory Service and Zoning Digest. **2,470**

CITY OF GULFPORT
FY 2015 Budget
Planning & Development
001-5117-515

ACCOUNT	Div Acct. # 5117-515	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	515-12-01	94,020	77,600	72,704	76,650	165,528	131,870	-20.3%
Vacation Leave	515-12-02	4,421	6,557	5,678	3,221	-	-	0.0%
Sick Leave	515-12-03	2,153	1,468	1,578	1,755	-	-	0.0%
Overtime	515-14	-	-	-	-	-	-	0.0%
Car Allowance	515-15-03	2,105	2,105	2,112	2,105	3,150	2,100	-33.3%
FICA Tax	515-21-01	6,077	5,306	4,610	4,698	10,263	8,176	-20.3%
Medicare Tax	515-21-02	1,421	1,241	1,078	1,099	2,400	1,912	-20.3%
Retirement	515-22-00	13,276	9,505	7,112	12,335	26,924	20,855	-22.5%
Health Insurance	515-23-01	10,667	6,945	8,384	11,086	22,108	16,000	-27.6%
Disability Insurance	51523-02	540	478	517	385	916	621	-32.2%
Life Insurance	515-23-04	401	363	343	303	575	390	-32.2%
Workers Compensation	515-24	255	161	225	270	794	873	10.0%
Unemployment	515-25	-	-	-	-	-	-	0.0%
People Costs		135,336	111,730	104,341	113,907	232,658	182,797	-21.4%
Professional & Contractual	515-31	50,933	32,050		15	30,000	30,000	0.0%
Other Contractual	515-34	637	800	1,048	1,446	3,000	300	-90.0%
Travel & Training	515-40	2,759	1,876	2,052	4,220	3,000	3,000	0.0%
Communications	515-41	5,631	5,402	13,579	13,773	6,347	11,000	73.3%
Water/Sewer	515-43-02	844	697	539	541	600	600	0.0%
Rental & Leases	515-44	3,383	2,730	2,956	1,694	1,100	1,120	1.8%
General Liability	515-45-01	6,390	4,426	5,394	7,280	6,977	9,000	29.0%
Automobile	515-45-02	472	332	405	-	-	-	0.0%
Repairs & Maintenance	515-46	623	-	-	-	2,191	1,000	-54.4%
Printing & Binding	515-47	2,190	2,888	2,636	2,691	3,325	3,325	0.0%
Admin Chg	515-49-02	-	-	-	-	-	68,035	0.0%
Office Supplies	515-51	4,482	2,904	2,849	3,824	4,636	4,500	-2.9%
Operating Supplies	515-52	-	-	-	-	950	950	0.0%
Bks/Pubs/Subs	515-54	3,809	2,834	3,368	878	3,470	2,470	-28.8%
Operational Costs		82,153	56,939	34,826	36,362	65,596	135,300	106.3%
Buildings	515-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	515-64	-	-	-	2,880	-	-	0.0%
Capital Outlay		-	-	-	2,880	-	-	0.0%
DEPARTMENT TOTAL		217,489	168,669	139,167	153,149	298,254	318,097	6.7%



COMMUNITY DEVELOPMENT BUILDING

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Community Development – Planning Division

PERSONNEL:	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
Position:				
Director *	0.50	0.50	0.50	0.50
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	0.00	0.00	0.00	0.00
Principal Planner *	0.50	0.50	0.50	0.50
Total:	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>

* Full time positions allocated 50% to Planning, 25 % to WRD, And 25% to 49th Street.

** Full time positions allocated 25% each to Planning, Code Enforcement, WRD and 49th Street.

**CITY OF GULFPORT
Fiscal Year 2015**

Community Development – Building, Permitting and Inspection Division

MISSION

This division's primary responsibility involves implementation and enforcement of the Florida Building Code and associated Life/Safety regulations.

PROGRAMS

BUSINESS TAX RECIEPTS – This Division is responsible for the issuance of business tax receipts which also includes coordinating review of applications for zoning compliance and with the Fire Department for Fire inspections for new businesses.

CODE ENFORCEMENT – Responsibilities include coordination with the Code Enforcement and Planning Divisions for life/safety and minimum housing code regulation enforcement. This division works closely with code enforcement to identify and abate non-permitted construction activities.

FLOOD CONTROL REGULATION - Duties include the review of construction plans for compliance with the City's flood control regulations as well as compliance with State and Federal construction regulations. Responsibilities also include interaction with the Planning Division regarding maintenance activities associated with the Community Rating System (CRS) program.

INSPECTIONS – These activities are associated with permitting activities involved in the enforcement of the Florida Building Code and associated life/safety codes. This involves on-site inspections of permitted construction activities, as well as public contact with residents, property owners and contractors to provide assistance throughout the construction process.

PERMITTING – This includes review of construction plans for compliance with the Florida Building Code, associated life/safety codes and Zoning Code compliance. Permits are tracked throughout the construction process to ensure that inspections are performed and code compliance is maintained.

PERSONNEL

SALARIES AND WAGES

524-12-01 Includes Building Official, Building Inspector and Permit Technician **136,610**

FICA & MEDICARE

524-21 FICA **8,470**
Medicare **1,981**

RETIREMENT

524-22 Retirement **27,595**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

524-23-01 Health Insurance **9,000**
524-23-02 Disability **661**
524-23-04 Life Insurance **415**

WORKERS' COMPENSATION

524-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **3,223**

OPERATING COSTS

OTHER CONTRACTUAL

524-34 This covers inspection services on as needed. **15,000**

TRAVEL & PER DIEM

524-40 This account covers conference and training costs involved with mandatory continuing education for the Building Official and Inspector. Also covered is the annual Florida Association of Occupational Licensing Association (FAOLA) conference, and the annual Floodplain Managers conference for certification maintenance. The cost of obtaining a public notary is included. **3,450**

COMMUNICATIONS

524-41 Covers division cell phone expenditures. **200**

RENTALS AND LEASES

524-44	To cover 1/3 the cost of the copier lease for Community Development. The remaining 2/3 of the lease is paid by Planning and Code Enforcement.	1,120
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INSURANCE

524-45-01	Covers the cost of General Liability coverage	9,000
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PRINTING AND BINDING

524-47	The account covers the cost of printing various materials associated with permitting including parking permits.	760
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OFFICE SUPPLIES

524-51	Includes miscellaneous office supplies.	250
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OPERATING SUPPLIES

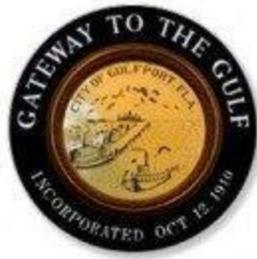
524-52	The account covers uniform expenses for the field personnel, purchase of miscellaneous testing equipment and cost of new equipment cabinet.	1,100
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

524-54	This account covers costs associated with membership dues, seminar registrations, new Building and Electrical code book updates and training manuals for inspector certifications.	3,375
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CITY OF GULFPORT
FY 2015 Budget
Building Inspection
001-5119-524

ACCOUNT	Div Acct. # 5119-524	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14adopt To FY15
Salaries & Wages	524-12-01	79,010	75,427	60,081	54,052	105,626	136,610	29.3%
Vacation Leave	524-12-02	8,999	6,983	3,953	7,221	-	-	0.0%
Sick Leave	524-12-03	915	250	1,360	5,213	-	-	0.0%
Overtime	524-14	-	-	-	-	-	-	0.0%
FICA Tax	524-21-01	5,999	5,325	4,035	4,115	6,549	8,470	29.3%
Medicare Tax	524-21-02	1,403	1,245	944	963	1,532	1,981	29.3%
Retirement	524-22-00	13,734	9,688	3,373	12,743	22,076	27,595	25.0%
Health Insurance	524-23-01	7,058	4,533	5,316	5,391	11,810	9,000	-23.8%
Disability Insurance	524-23-02	425	332	384	286	320	661	106.6%
Life Insurance	524-23-04	284	169	258	228	509	415	-18.5%
Workers Compensation	524-24	7,986	2,779	2,343	2,825	2,930	3,223	10.0%
Unemployment	524-25	-	-	-	-	-	-	0.0%
People Costs		125,813	106,732	82,047	93,037	151,352	187,955	24.2%
Professional & Contractual	524-31	441	-	-	20,499	-	-	0.0%
Other Contractual	524-34	8,105	13,965	17,892	36,100	20,000	15,000	-25.0%
Travel & Training	524-40	109	676	568	-	2,825	3,450	22.1%
Communications	524-41	796	368	35	26	751	200	-73.4%
Rental & Leases	524-44	-	245	-	262	1,100	1,120	1.8%
General Liability	524-45-01	6,390	4,426	5,394	7,280	6,977	9,000	29.0%
Auto Ins	524-45-02	472	332	405	-	-	-	0.0%
Repairs & Maintenance	524-46	-	-	-	-	391	-	-100.0%
Printing & Binding	524-47	-	-	-	825	760	760	0.0%
Office Supplies	524-51	90	-	-	-	140	250	78.6%
Operating Supplies	524-52	213	110	-	-	400	1,100	175.0%
Bks/Pubs/Subs	524-54	426	493	737	40	2,000	3,375	68.8%
Operational Costs		17,042	20,615	25,031	65,032	35,344	34,255	-3.1%
Buildings	524-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	524-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		142,855	127,347	107,078	158,069	186,696	222,210	19.0%



COMMUNITY DEVELOPMENT CODE ENFORCEMENT

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Community Development – Code Enforcement Division

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Code Enforcement Officer	1.00	1.00	1.00	1.00
Administrative Assistant **	0.25	0.25	0.25	0.25
Staff Assistant II	0.50	0.50		
Total:	<u>1.75</u>	<u>1.75</u>	<u>1.25</u>	<u>1.25</u>

** Full time position allocated 25% each to Planning, Code Enforcement, WRD and 49th Street.

CITY OF GULFPORT
Fiscal Year 2015
Community Development – Code Enforcement Division

MISSION

The purpose of this division is the enforcement of the City Code of Ordinances. This includes responding to complaints and patrol of the City to identify violations.

PROGRAMS

BUILDING/LIFE SAFETY - Responsibilities include enforcement of the City's building and life/safety codes and the City's minimum housing code with particular attention to redevelopment areas.

NUISANCE ABATEMENT - Activities include abatement of nuisances, trash, debris, abandoned vehicles, and high weeds violations.

REDEVELOPMENT - Redevelopment related activities include identification and response to blighting or potentially blighting conditions as identified in the City's Comprehensive Plan and Redevelopment Plans.

PERSONNEL

SALARIES AND WAGES

524-12-01	This includes the Code Enforcement Officer and 25 percent of the Administrative Assistant.	55,572
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FICA & MEDICARE

524-21	FICA – budgeted at 6.2% of salary	3,445
524-22	Medicare – budgeted at 1.45% of salary	806

RETIREMENT

524-22	Retirement	11,226
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

524-23-02	Disability	269
524-23-04	Life Insurance	169

WORKERS' COMPENSATION

524-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	2,328
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OPERATING COSTS

OTHER CONTRACTUAL

524-34	Covers costs associated with the abatement of nuisances on properties where property owners cannot be easily reached, such as with foreclosures and out of town owners. Nuisance abatement includes lot mowing and insect (bee) removal. Also included are abatement costs associated with the Lincoln Cemetery.	35,000
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TRAVEL AND PER DIEM

524-40	Covers travel and training to the Florida Association of Code Enforcement (FACE) conference and training costs involved with continuing education requirements for Level 1 code enforcement certification.	500
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COMMUNICATIONS

524-41	Covers departmental cell phone expenditures from Alltel.	50
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RENTALS AND LEASES

524-44	Covers 1/3 the cost of the copier lease for Community Development. The remaining 2/3 of the lease is paid by Planning and Building.	1,120
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INSURANCE

524-45-01	General liability	9,000
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PRINTING AND BINDING

524-47	Covers the cost of printing various materials associated with code enforcement such as door hangers for courtesy notices and abandoned vehicle stickers.	500
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OFFICE SUPPLIES

524-51	Miscellaneous office supplies and copy paper	1,045
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OPERATING SUPPLIES

524-52	Covers uniform expenses for field personnel.	380
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

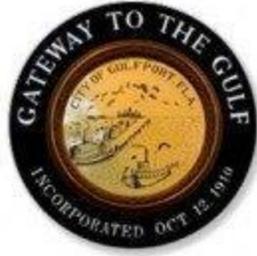
524-54	Covers costs associated with membership dues and seminar registrations for inspector certifications and publication purchases.	100
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MACHINERY & EQUIPMENT

524-64	Purchase of new Code Enforcement vehicle.	20,000
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CITY OF GULFPORT
FY 2015 Budget
Code Enforcement
001-5118-524

ACCOUNT	Div Acct. #	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	524-12-01	46,885	42,462	59,981	61,459	53,953	55,572	3.0%
Vacation Leave	524-12-02	3,361	674	4,135	3,125	-	-	0.0%
Sick Leave	524-12-03	1,102	8,945	528	967	-	-	0.0%
Overtime	524-14	-	-	-	-	-	-	0.0%
Assignment Pay	524-15-11	-	-	-	-	-	-	0.0%
FICA Tax	524-21-01	3,172	3,339	3,959	4,008	3,345	3,445	3.0%
Medicare Tax	524-21-02	742	781	926	937	782	806	3.1%
Retirement	524-22-00	7,218	5,920	2,680	10,153	11,276	11,226	-0.4%
Health Insurance	524-23-01	-	-	1,068	-	7,931	-	-100.0%
Disability Insurance	524-23-02	211	219	257	192	260	269	3.5%
Life Insurance	524-23-04	132	136	89	121	163	169	3.7%
Workers Compensation	524-24	1,922	1,212	1,692	2,040	2,116	2,328	10.0%
Unemployment	524-25	-	-	-	-	-	-	0.0%
People Costs		64,745	63,688	75,315	83,002	79,826	73,815	-7.5%
Professional & Contractual	524-31	-	-	-	386	-	-	0.0%
Other Contractual	524-34	38,230	24,726	38,297	29,075	40,000	35,000	-12.5%
Travel & Training	524-40	-	-	-	-	1,175	500	-57.4%
Communications	524-41	440	361	55	43	376	50	-86.7%
Rental & Leases	524-44	-	-	262	1,067	1,100	1,120	1.8%
General Liability	524-45-01	6,390	4,426	5,394	7,279	6,976	9,000	29.0%
Auto Insurance	524-45-02	472	332	405	-	-	-	0.0%
Repairs & Maintenance	524-46	-	-	-	-	1,381	-	-100.0%
Printing & Binding	524-47	336	-	177	238	500	500	0.0%
Office Supplies	524-51	-	-	-	-	1,045	1,045	0.0%
Operating Supplies	524-52	-	151	445	-	380	380	0.0%
Bks/Pubs/Subs	524-54	-	-	-	215	350	100	-71.4%
Operational Costs		45,868	29,996	45,035	38,303	53,283	47,695	-10.5%
Buildings	524-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	524-64	-	-	-	-	-	20,000	100.0%
Capital Outlay		-	-	-	-	-	20,000	100.0%
DEPARTMENT TOTAL		110,613	93,683	120,350	121,305	133,109	141,510	6.3%



COMMUNITY DEVELOPMENT

49TH STREET

REDEVELOPMENT DISTRICT

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Community Development – 49th Street Corridor Redevelopment

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.25	0.25	0.25	0.25
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	-	-	-	-
Principal Planner*	0.25	0.25	0.25	0.25
Total:	<u>.75</u>	<u>.75</u>	<u>.75</u>	<u>.75</u>

* Full time position allocated 75% to Planning, 25% to 49th Street.

** Full time position allocated 25% each to Planning, Code Enforcement, WRD and 49th Street.

CITY OF GULFPORT
Fiscal Year 2015
Community Development – 49th Street Corridor Redevelopment

MISSION

The purpose of the 49th Street Corridor Redevelopment Program is to develop plans, projects and programs that foster redevelopment of this area.

PROGRAMS

Resolution 98-18, which created an Economic Development Advisory Committee in 1998, charged the City with the responsibility for developing a plan for economic redevelopment of the 49th Street Corridor. The City continues with the planning horizon originally created in the Redevelopment Plan which includes private investment, as well as county, state and federal grant dollars sought for improvements. The targeted area was defined as from 7th Avenue South along 49th Street South to Gulfport Boulevard, and extending west to 51st Street, and along both sides of Tangerine Avenue from 49th Street to 55th Street South. The area contains approximately 500 residences and 100 businesses.

PERSONNEL

SALARIES AND WAGES

559-12-01	This includes 25 percent of the Director, Principal Planner, Administrative Assistant and the District weekend Trolley Drivers.	46,893
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OTHER WAGES

559-15-03	Car allowance	1,082
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FICA & MEDICARE

559-21	FICA	2,908
559-22	Medicare	680

RETIREMENT

559-22	Retirement	7,545
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INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

559-23-01	Health Insurance	6,683
559-23-02	Disability	298
524-23-04	Life Insurance	187

WORKERS' COMPENSATION

559-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	565
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OPERATING COSTS

PROFESSIONAL SERVICES

559-31	Covers cost associated with community-wide hazardous substance and petroleum assessments on multiple brownfields locations.	350,175
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COMMUNICATIONS

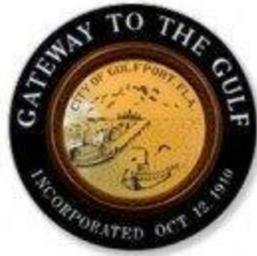
559-41	Covers costs associated with communications.	370
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UTILITIES

559-43	Electricity	650
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CITY OF GULFPORT
FY 2015 Budget
Redevelopment Trust-49th Street
130-5122-559

ACCOUNT	Div Acct. # 5122-559	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	559-12-01	50,840	42,672	40,016	41,614	45,527	46,893	3.0%
Vacation Leave	559-12-02	2,383	3,419	3,019	1,787	-	-	0.0%
Sick Leave	559-12-03	1,186	844	901	1,112	-	-	0.0%
Overtime	559-14	-	-	-	-	-	-	0.0%
Car Allowance	559-15-03	1,053	1,053	1,056	1,053	1,050	1,082	3.0%
FICA Tax	559-21-01	3,292	2,918	2,546	2,559	2,823	2,908	3.0%
Medicare Tax	559-21-02	770	682	596	599	660	680	3.0%
Retirement	559-22-00	8,081	5,218	3,769	6,972	7,484	7,545	0.8%
Health Insurance	559-23-01	5,336	3,473	3,658	5,543	6,076	6,683	10.0%
Disability Insurance	559-23-02	270	239	258	192	271	298	10.0%
Life Insurance	559-23-04	200	181	172	152	170	187	10.0%
Workers Compensation	559-24	307	293	410	494	513	565	10.1%
Unemployment	559-25	-	-	-	-	-	-	0.0%
People Costs		73,718	60,992	56,401	62,077	64,574	66,840	4.0%
Professional & Contractual	559-31	175	175	175	175	175	350,175	200000.0%
Communications	559-41	-	-	-	-	370	370	0.0%
Electricity	559-43-01	624	621	636	674	650	650	0.0%
Rental & leases	559-44	-	-	-	-	-	-	0.0%
General Liability	559-45-01	-	-	-	-	-	-	0.0%
Property	559-45-03	-	-	-	-	-	-	0.0%
Printing & Binding	559-47	-	-	-	-	-	-	0.0%
Other Current	559-49	-	-	-	-	-	-	0.0%
Operating Supplies	559-52	275	12	134	93	-	-	0.0%
Transfer to General Fund	559-91-01	80,000	-	-	-	-	-	0.0%
Transfer to Capital	599-91-02	230,017	-	-	-	-	-	0.0%
Operational Costs		311,091	808	945	942	1,195	351,195	26.9%
Buildings	559-62	-	-	-	-	-	-	0.0%
Imp O/T Bldg	559-63	215,187	4,965	-	-	-	-	0.0%
Capital Outlay		215,187	4,965	-	-	-	-	0.0%
DEPARTMENT TOTAL		599,996	66,765	57,346	63,019	65,769	418,035	4.4%



**COMMUNITY DEVELOPMENT
WATERFRONT
REDEVELOPMENT DISTRICT**

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Community Development – Waterfront Redevelopment

PERSONNEL:	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
Position:				
Director *	0.25	0.25	0.25	0.25
Administrative Assistant **	0.25	0.25	0.25	0.25
Planner *	-	-	-	-
Principal Planner *	0.25	0.25	0.25	0.25
Total:	<u>.75</u>	<u>.75</u>	<u>.75</u>	<u>.75</u>

* Full time position allocated 75% to Planning, and 25% to 49th Street.

** Full time position allocated 25% each to Planning, Code Enforcement, WRD and 49th Street.

CITY OF GULFPORT
Fiscal Year 2015
Community Development – Waterfront Redevelopment

MISSION

The purpose of the Waterfront Redevelopment Program is to develop plans, projects and programs that foster redevelopment of this area.

PROGRAMS

The Waterfront Redevelopment District (WRD) program is partially funded through Tax Increment Financing (T.I.F.) funds. The program was developed in 1992 with a Finding of Necessity, Definition of a Community Redevelopment Area, and Establishment of a Community Redevelopment Agency. In 1993 an Advisory Board and Redevelopment Trust Fund were established and a Community Redevelopment Plan was created. The WRD is economically vital to the community and will always be a high maintenance area. Infrastructure improvements made under this program will increase property values which benefit the entire community.

OPERATING COSTS

PROFESSIONAL SERVICES

559-31	Covers State of Florida Dept of Community Affairs special district fee, misc. engineering expenses and beach water quality testing. Community Promotional items – pennants, etc.	30,175
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UTILITIES

559-43-01	Electricity	6,550
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RENTALS AND LEASES

559-44	Covers costs associated with holiday pole displays and holiday events.	8,000
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INSURANCE

559-45-01	General liability	121
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REPAIRS AND MAINTENANCE

559-46	Covers costs associated with electrical maintenance for tree lighting and weekend trolley vehicles.	20,154
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PROMOTIONAL ACTIVITIES

559-48	Pays for promotional activities for events such as the 4 th of July fireworks and celebration, misc. events and for barricades, port-a-lets and other materials associated with miscellaneous special events.	30,000
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IMPROVEMENTS O/T BUILDINGS

559-63	Covers the cost of capital improvements other than buildings associated with decorative street lights, install shore/upgrade beach Blvd.	110,000
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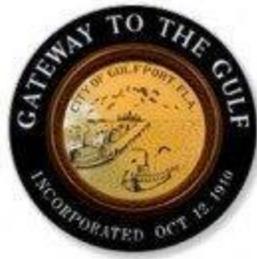
559-63	Covers the cost of capital improvements other than buildings for Shore Blvd crosswalk, benches, cans ect.	37,500
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559-62	Covers the cost of capital improvements associated with the beach parking lot improvements	230,000
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559-62	Covers the cost of capital improvements associated with the beach restroom renovation	125,000
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CITY OF GULFPORT
FY 2015 Budget
Redevelopment Trust-WRD
120-5121-559

ACCOUNT	Div Acct. # 5121559	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	559-12-01	70,764	70,684	42,169	41,614	-	-	0.0%
Vacation Leave	559-12-02	2,383	3,419	3,019	1,787	-	-	0.0%
Sick Leave	559-12-03	1,186	844	901	1,112	-	-	0.0%
Overtime	559-14	-	-	45	-	-	-	0.0%
Car Allowance	559-15-03	1,053	1,053	1,056	1,053	-	-	0.0%
FICA Tax	559-21-01	4,528	4,654	2,705	2,560	-	-	0.0%
Medicare Tax	559-21-02	1,059	1,089	633	599	-	-	0.0%
Retirement	559-22-00	8,081	5,218	3,769	6,972	-	-	0.0%
Health Insurance	559-23-01	5,334	3,473	4,726	5,543	-	-	0.0%
Disability Insurance	559-23-02	270	239	258	192	-	-	0.0%
Life Insurance	559-23-04	200	181	172	152	-	-	0.0%
Workers Compensation	559-24	467	293	410	494	-	-	0.0%
Unemployment	559-25	-	-	3,108	-	-	-	0.0%
People Costs		95,325	91,148	62,971	62,077	-	-	0.0%
Professional & Contractual	559-31	175	175	175	175	30,175	30,175	0.0%
Electricity	559-43-01	6,893	6,682	11,419	6,622	6,500	6,550	0.8%
Rental & leases	559-44	225	5,370	6,497	7,050	7,050	8,000	11.9%
General Liability	559-45-01	129	89	107	127	121	121	0.0%
Property	559-45-03	-	-	9,031	-	-	-	0.0%
Repairs & Maintenance	559-46	15,144	21,646	11,796	42,024	20,000	20,154	0.8%
Printing & Binding	559-47	33	60	2	(110)	-	-	0.0%
Promotional	559-48	35,596	29,721	33,635	21,768	29,750	30,000	0.8%
Other Current Chg	559-49	-	-	-	-	-	-	0.0%
Operating Supplies	559-52	179	348	465	74	-	-	0.0%
Interfund Tsf to Casino/The:	559-91	57,643	82,251	60,000	-	-	-	0.0%
Operational Costs		116,017	146,343	133,127	77,730	93,596	95,000	20.4%
Buildings	559-62	-	-	-	-	-	355,000	0.0%
Imp.O/T Bldg	559-63	-	-	11,000	-	22,000	147,500	0.0%
Machinery & Equipment	559-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	11,000	-	22,000	502,500	0.0%
DEPARTMENT TOTAL		211,342	237,491	207,098	139,808	115,596	597,500	-17.3%



PUBLIC WORKS DIRECTOR

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works - Office of the Director

PERSONNEL:	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
Position:				
Public Works Director *	0.50	0.50	0.50	0.50
Administrative Assistant *	0.50	0.50	0.50	0.50
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

* Fulltime position allocated 50% to Public Works-Admin, 20% to Sanitation, and 30% to utilities (15% Water, 15% Sewer).

CITY OF GULFPORT
Fiscal Year 2015
Public Works - Office of the Director

MISSION

The purpose of this program is to manage and supervise the City's Public Works solid waste and utility operations. This program is also responsible for managing city streets and drainage system for compliance with the National Pollution Discharge Elimination System (NPDES) permitting requirements, the maintenance of city buildings, vehicle maintenance, and the parks division. The Public Works Director also serves as the City's Construction Manager in the planning, design and construction of new city facilities, and capital improvement projects. Provides senior management and administrative support to all nine department divisions in the form of planning, organizing, staffing, leading and controlling.

PROGRAMS

Project management: For all Public Works projects and the City's Capital Improvement Projects so that they are well planned and constructed within budget and timeline. Prepare and advertise all Requests for Proposals for all contracted work.

Reports: Prepares budget for all nine divisions in the department. Compiles information and prepares the National Pollution Discharge Elimination System Permit Annual Report. Projects a five-year sanitary sewer flow and water consumption for the City of St. Petersburg. Drinking Water Bacteriological Sample Collection (bi-monthly), Wholesale Meters Total Water Use Daily Consumption (monthly), Beach Water Monitoring (weekly) monthly, Solid Waste, Recycling, Brush and Electronic Tonnage Reports (monthly), and Recycling Grant Submissions (quarterly).

Office management: Customer service, bi-weekly payroll, office supplies and printing, orders uniforms, dispatching, accounts payable/receivable, billing charges for sanitation and recycling and safety training.

Public Education: Presentations to local schools and organizations on recycling and stormwater. Participate in the annual Great American Teach-in. Set up display table for city events. Creates and submits all newspaper ads for recycling, sanitation, stormwater and utilities.

Emergency preparedness: Debris Manager for the City negotiating contracts for debris removal and monitoring, creating a debris plan using FEMA guidelines, organizing debris operations, tracking employees and equipment for FEMA reimbursement during hurricanes, storm events and natural disasters.

PERSONNEL

SALARIES AND WAGES

536-12-01 This includes 50% of Director and 50% Administrative Assistants' salary **62,791**

OTHER WAGES

536-15-03 Car Allowance **2,100**

FICA & MEDICARE

536-21-01 FICA **3,893**

536-21-02 Medicare **910**

RETIREMENT

536-22-00 Retirement **8,828**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

536-23-01 Health Insurance **7,100**

536-23-02 Disability **401**

536-23-04 Life Insurance **251**

WORKERS' COMPENSATION

536-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **205**

OPERATING COSTS

PROFESSIONAL SERVICES

536-31	Engineering services, traffic committee consulting and other unbudgeted projects.	3,000
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OTHER CONTRACTUAL

536-34	Janitorial services	3,548
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TRAVEL AND PER DIEM

536-40		2,590
	American Public Works Association convention	(\$950)
	Florida Stormwater Association Annual conference	(\$450)
	BOAF Training	(\$950)
	Administrative Assistant average mileage	(\$240)

COMMUNICATION

536-41	This account covers Phone, Bright House, postage	4,068
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UTILITIES

536-43-01	Electricity	11,536
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RENTALS AND LEASES

536-44	PW Office Copy Machine	300
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INSURANCE

536-45-01	General Liability Insurance	382
536-45-03	Property	8,832

REPAIRS AND MAINTENANCE

536-46	Repairs to base station (\$400), repair to key entry system (\$600) and gate system (\$800)	1,800
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PRINTING AND BINDING

536-47	Printing and copying maps and plans	1,000
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OFFICE SUPPLIES

536-51	Includes miscellaneous office supplies and copy paper	1,425
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OPERATING SUPPLIES

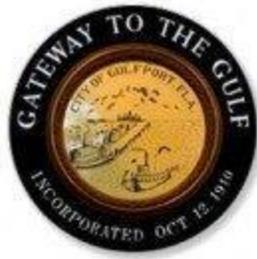
536-52	Office software or accessories as needed, including City Flags.	10,475
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MEMBERSHIPS AND REGISTRATIONS

536-54	American Public Works Association dues, books, publications, memberships to be determined by Director	455
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CITY OF GULFPORT
FY 2015 Budget
Public Works-Director
001-5151-536

ACCOUNT	Div Acct. # 5151-536	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	536-12-01	53,737	51,202	55,420	51,798	60,961	62,791	3.0%
Vacation Leave	536-12-02	4,279	4,685	3,040	4,759	-	-	0.0%
Sick Leave	536-12-03	2,130	1,534	1,276	1,250	-	-	0.0%
Overtime	536-14	-	55	200	115	-	-	0.0%
Car Allowance	536-15-03	2,106	2,106	2,112	2,106	2,100	2,100	0.0%
FICA Tax	536-21-01	3,705	3,672	3,624	3,518	3,780	3,893	3.0%
Medicare Tax	536-21-02	867	859	848	823	884	910	2.9%
Retirement	536-22-00	7,561	6,863	5,993	7,673	8,678	8,828	1.7%
Health Insurance	536-23-01	6,921	5,327	5,652	5,043	7,003	7,100	1.4%
Disability Insurance	536-23-02	297	277	342	232	397	401	1.0%
Life Insurance	536-23-04	249	238	250	203	249	251	0.8%
Workers Compensation	536-24	168	105	150	179	186	205	10.0%
Unemployment	536-25	-	2,338	1,238	-	-	-	0.0%
People Costs		82,020	79,260	80,145	77,699	84,238	86,479	2.7%
Professional & Contractual	536-31	948	2,213	3,068	3,000	3,000	3,000	0.0%
Other Contractual	536-34	10,927	12,491	10,663	17,034	10,262	3,548	-65.4%
Travel & Training	536-40	1,066	1,978	1,451	2,595	2,590	2,590	0.0%
Communications	536-41	3,445	3,226	2,276	4,626	4,068	4,068	0.0%
Electricity	536-43-01	11,136	10,317	9,967	9,486	11,536	11,536	0.0%
Water/Sewer	536-43-02	-	-	-	-	-	-	0.0%
Rentals & Leases	536-44	-	-	-	-	-	300	100.0%
General Liability	536-45-01	404	282	344	398	682	382	-44.0%
Property	536-45-03	6,470	4,725	6,592	8,104	8,832	8,832	0.0%
Repairs & Maintenance	536-46	4,663	1,088	1,307	1,759	1,400	1,800	28.6%
Printing & Binding	536-47	349	411	518	422	475	1,000	110.5%
Promotional	536-48	28	-	-	-	-	-	0.0%
Office Supplies	536-51	1,399	1,502	528	845	1,425	1,425	0.0%
Operating Supplies	536-52	672	117	352	478	475	10,475	2105.3%
Hurrican Sup	536-52-01	-	-	734	-	-	-	0.0%
Bks/Pubs/Subs	536-54	1,392	925	-	742	455	455	0.0%
Operational Costs		42,899	39,274	37,800	49,489	45,200	49,411	9.3%
Improvements O/T Bldg	536-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	536-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		124,919	118,534	117,945	127,188	129,438	135,890	5.0%



PUBLIC WORKS

STREETS

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works - Streets

PERSONNEL:	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
Position:				
Supervisor *	0.50	0.50	0.50	0.50
Maintenance Workers II **	1.00	1.00	2.00	2.00
Equipment Operator	1.00	1.00	1.00	1.00
Crew Leader	0.50	-	-	-
Total:	<u>3.00</u>	<u>2.50</u>	<u>3.50</u>	<u>3.50</u>

* Full time position allocated 50% to Streets, 25% Sanitation and 25% Stormwater.

** Full time position allocated 50% Streets, 25% Sanitation and 25% Stormwater.

CITY OF GULFPORT
Fiscal Year 2015
Streets

MISSION

The Street Division provides regular right-of-way maintenance of roadways, curbs, valley gutters, medians, alleys, sidewalks, and parkway areas. Services in this program include repairing potholes, roadway repairs due to underground utility failures, repair, replacement or relocation of sidewalks, and repair of brick roadways. This program also maintains and replaces street signs, regulatory and informational signs and controls contractual services for traffic signals and street lights.

PROGRAMS

Sidewalks: Maintain existing sidewalks and perform \$25,000 in replacement and repairs to existing sidewalks (an increase of \$5,000 from previous years), annually. Maintain and repair all crosswalks at schools, bicycle and pedestrian crossings. Modify any ADA ramps as needed.

Paving and Brick Street repairs: Design, bid and contract for asphalt and brick street replacement or repairs. Update street condition evaluation map annually.

Traffic signals and street lighting: Contract and work with Pinellas County on the maintenance of all traffic control signals and crosswalks signals in the City. Perform bi-annual street light review and repairs of all street lights citywide. Work with Duke Energy on new lighting projects.

Miscellaneous services: Alley grading and spraying maintenance. Change out street banners for events. Bee removals on city properties and right-of-ways. Perform alley trimming and removal of site obstructions. Dead tree removals on city right-of-way and properties, stump grinding.

Emergency preparedness: Install barricades and signage for street flooding, as needed. Removal of trees and debris from storm events and hurricanes. Use FEMA guidelines for removal and disposal of all storm related items, and log all activity for FEMA reimbursements.

PERSONNEL

SALARIES AND WAGES

541-12-01 This includes 50% of the supervisor and the salary for the equipment operator and Maintenance Worker II. **70,564**

OTHER WAGES

541-14 Overtime **2,000**

FICA & MEDICARE

541-21-01 FICA **4,375**

541-21-02 Medicare **1,023**

RETIREMENT

541-22-00 Retirement **14,254**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance are also provided to all full time employees.

541-23-01 Health Insurance **14,000**

541-23-02 Disability **342**

541-23-04 Life Insurance **214**

WORKERS' COMPENSATION

541-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **8,686**

OPERATING COSTS

OTHER CONTRACTUAL

541-34			50,000
	Street striping	(5,000)	
	Alley trimming/stump & tree removal	(19,000)	
	Lift truck for holiday banners	(500)	
	Bee removal	(500)	
	Traffic signal maintenance - Pinellas County	(25,000)	

UTILITIES

541-43-01	Electricity for City street lights		200,185
541-43-02	Water / Sewer		750

EQUIPMENT RENTALS

541-44	Includes alley grader, bucket lift, concrete grinder and asphalt roller.		4,000
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INSURANCE

541-45-01	General Liability		26,259
541-45-03	Property		1,009

REPAIRS AND MAINTENANCE

541-46	Equipment maintenance and welding		4,000
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OPERATING SUPPLIES

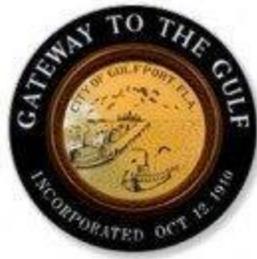
541-52			21,950
	Uniforms for two employees	(900)	
	Hand tools	(1,000)	
	Street signs	(15,000)	
	Barricades	(2,000)	
	Replacement portable handheld radios - 2 @ \$625	(1,250)	
	Miscellaneous daily equipment/Gatorade	(1,800)	

ROAD MATERIALS

541-53 Asphalt, dust control products, concrete mix, road paint, sod for restoration projects, shell and millings. **6,000**

CITY OF GULFPORT
FY 2015 Budget
Public Works-Streets
001-5153-541

ACCOUNT	Div Acct. # 5153-541	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	541-12-01	80,377	63,219	59,095	60,451	93,510	70,564	-24.5%
Vacation Leave	541-12-02	8,624	6,060	5,812	5,139	-	-	0.0%
Sick Leave	541-12-03	3,278	1,953	1,623	2,481	-	-	0.0%
Other Salaries	541-13	-	-	-	-	-	-	0.0%
Overtime	541-14	2,206	1,818	941	1,075	2,000	2,000	0.0%
Miscellaneous	541-15-12	-	-	-	-	-	-	0.0%
FICA Tax	541-21-01	5,668	4,449	3,846	3,913	5,798	4,375	-24.5%
Medicare Tax	541-21-02	1,326	1,041	900	915	1,356	1,023	-24.6%
Retirement	541-22-00	13,493	8,119	4,240	13,091	19,544	14,254	-27.1%
Health Insurance	541-23-01	11,370	11,401	10,196	10,086	16,960	14,000	-17.5%
Disability Insurance	541-23-02	758	731	773	573	451	342	-24.2%
Life Insurance	541-23-04	224	206	167	145	283	214	-24.4%
Workers Compensation	541-24	7,172	4,520	6,319	7,612	7,896	8,686	10.0%
Unemployment	541-25	5,901	301	-	-	-	-	0.0%
People Costs		140,397	103,817	93,912	105,481	147,798	115,458	-21.9%
Professional & Contractual	541-31	-	-	-	-	-	-	0.0%
Other Contractual	541-34	28,050	37,085	22,231	45,356	45,405	50,000	10.1%
Electricity	541-43-01	205,151	211,692	211,533	200,073	212,185	200,185	-5.7%
Water/Sewer	541-43-02	738	855	747	659	750	750	0.0%
Rental & leases	541-44	4,768	957	1,255	1,906	4,000	4,000	0.0%
General Liability	541-45-01	24,053	16,656	20,303	27,391	26,259	26,259	0.0%
Auto Ins	541-45-02	1,773	1,239	1,513	-	-	-	0.0%
Property	541-45-03	740	538	752	924	1,009	1,009	0.0%
Repairs & Maintenance	541-46	17,855	15,408	17,870	2,219	40,336	4,000	-90.1%
Operating Supplies	541-52	18,033	11,906	11,589	9,459	21,950	21,950	0.0%
Road Material	541-53	8,090	4,824	6,497	5,863	6,000	6,000	0.0%
Operational Costs		309,251	301,160	294,290	293,850	357,894	314,153	-12.2%
Improvements	541-63	2,032	3,005	-	365	2,000	-	-100.0%
Machinery & Equipment	541-64	-	-	-	-	5,000	-	-100.0%
Capital Outlay		2,032	3,005	-	365	7,000	-	-100.0%
DEPARTMENT TOTAL		451,680	407,983	388,202	399,696	512,692	429,611	-16.2%



PUBLIC WORKS BUILDING MAINTENANCE

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works-Building Maintenance

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Maintenance Worker II	1.00	1.00	1.00	1.00
Maintenance Worker III	1.00	1.00	1.00	1.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
Fiscal Year 2015
Building Maintenance

MISSION

The Public Works Department Building Maintenance Division staff focuses on improvements, preventative maintenance operations and coordinates the ongoing maintenance and construction activities associated with routine facility maintenance. This program oversees the design and construction of renovations, building equipment replacement and ensures all City facilities are properly maintained. Personnel provides a variety of services such as carpentry, masonry, electrical work, painting, air conditioning repair, janitorial, maintenance and moving furniture.

PROGRAMS

Maintenance: Ongoing maintenance and repairs to sixteen city buildings.

Support: Provides support to the Senior Center, Casino, Recreation Center and Clerks Office by assisting and setting up and restoring rooms for public meetings / events.

Janitorial: Orders and distributes janitorial supplies and inspects contracted janitorial services.

Fire Inspections and Repairs: Schedules required fire sprinkler system inspections, certification of all fire extinguishers, fire hood inspections and grease traps. Inspects and schedules repairs or replacement of monitored fire alarm systems.

Energy Conservation: Retrofit existing light fixtures and work in conjunction with Duke Energy representatives in assessment of energy consumption. Schedule heating, ventilation, and air conditioning (HVAC) replacements to include energy saving technology. Plumbing fixture replacement using water conservation methods.

Contract Maintenance: Creates and bids contracts and coordinates operation of HVAC maintenance, janitorial services, exterior painting of buildings, roofing contractors and pest control services.

On Call Services: Available for after hour emergency services and removes graffiti on all City properties within 24 hours.

PERSONNEL

SALARIES AND WAGES

519-12-01 This includes a Maintenance Worker III and a Maintenance Worker II **73,156**

OTHER WAGES

519-14 Overtime **1,200**

FICA & MEDICARE

519-21-01 FICA **4,536**

519-21-02 Medicare **1,061**

RETIREMENT

519-22-00 Retirement **14,777**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

519-23-01 Health Insurance **12,100**

519-23-02 Disability **354**

519-23-04 Life Insurance **222**

WORKERS' COMPENSATION

519-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **3,007**

OPERATIONS

OTHER CONTRACTUAL

519-34			28,062
	Janitorial services	(7,538)	
	Pest control	(2,100)	
	AC Filter service	(11,900)	
	Air conditioning maintenance & service	(6,524)	

COMMUNICATIONS

519-41	Postage and phone		1,290
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UTILITIES

519-43-01	Electricity		15,685
519-43-02	Water, sewer, garbage		2,472

EQUIPMENT RENTALS

519-44	Cover equipment and tool rentals.		500
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INSURANCE

519-45-03	Property		8,711
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REPAIRS AND MAINTENANCE

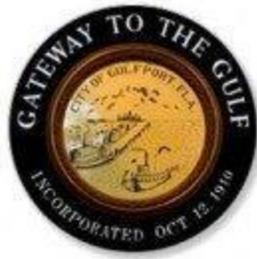
519-46			16,124
	Miscellaneous repair supplies	(3,100)	
	Fire equipment servicing and stove hood inspection	(1,250)	
	Vehicle maintenance	(7,774)	
	Waxing of Neighborhood Center floors - twice annually	(500)	
	Exterior painting	(3,500)	
	Four-year average annual costs associated with all non-capital City facility repairs and maintenance, and centralized billing for all City building repairs.		43,876

OPERATING SUPPLIES

519-52		12,000
	Uniforms for two employees	(900)
	Janitorial supplies for City Hall, FD & Public Works buildings	(6,200)
	Building materials	(3,400)
	Small tools & equipment	(1,500)

CITY OF GULFPORT
FY 2015 Budget
Public Works-Building Maintenance
001-5120-519

ACCOUNT	Div Acct. # 5120-519	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	519-12-01	61,318	60,763	61,471	60,530	71,027	73,156	3.0%
Vacation Leave	519-12-02	5,131	5,101	5,700	5,837	-	-	0.0%
Sick Leave	519-12-03	2,770	2,525	1,796	3,964	-	-	0.0%
Overtime	519-14	1,216	1,349	2,473	1,837	1,200	1,200	0.0%
FICA Tax	519-21-01	4,327	4,459	4,365	4,421	4,404	4,536	3.0%
Medicare Tax	519-21-02	1,012	1,043	1,021	1,034	1,030	1,061	3.0%
Retirement	519-22-00	9,942	7,996	3,973	13,811	14,845	14,777	-0.5%
Health Insurance	519-23-01	8,935	9,891	10,633	10,781	11,810	12,100	2.5%
Disability Insurance	519-23-02	347	347	403	301	343	354	3.2%
Life Insurance	519-23-04	217	218	218	193	215	222	3.3%
Workers Compensation	519-24	2,484	1,565	2,188	2,634	2,734	3,007	10.0%
Unemployment	519-25	-	-	-	-	-	-	0.0%
People Costs		97,699	95,257	94,241	105,343	107,608	110,413	2.6%
Professional & Contractual	519-31	-	-	-	-	-	-	0.0%
Other Contractual	519-34	33,630	32,262	34,681	35,681	35,076	28,062	-20.0%
Travel/Per Diem	519-40	10	-	-	4	-	-	0.0%
Communications	519-41	1,250	1,178	792	702	1,290	1,290	0.0%
Electricity	519-43-01	16,151	17,478	13,770	9,084	15,685	15,685	0.0%
Water/Sewer	519-43-02	2,079	2,018	2,106	2,508	2,472	2,472	0.0%
Rental & leases	519-44	-	268	-	248	500	500	0.0%
Auto Ins	519-45-02	613	428	523	-	-	-	0.0%
Property	519-45-03	7,728	5,640	7,873	7,992	8,711	8,711	0.0%
Repairs & Maintenance	519-46	61,077	63,243	67,252	73,985	66,124	60,000	-9.3%
Printing & Binding	519-47	-	-	-	-	-	-	0.0%
Office Supplies	519-51	115	-	-	-	-	-	0.0%
Operating Supplies	519-52	12,421	12,037	13,892	10,143	12,000	12,000	0.0%
Operational Costs		135,074	134,553	140,889	140,347	141,858	128,720	-9.3%
Buildings	519-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	519-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		232,773	229,809	235,130	245,690	249,466	239,133	-4.1%



PUBLIC WORKS

VEHICLE MAINTENANCE

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works-Vehicle Maintenance

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Garage Supervisor	1.00	1.00	1.00	1.00
Fleet Maintenance Assistant	1.00	1.00	1.00	1.00
Total:	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

CITY OF GULFPORT
Fiscal Year 2015
Vehicle Maintenance

MISSION

This division provides maintenance services and repairs for all City equipment including light and heavy vehicles, and construction equipment. Vehicle Maintenance also includes preventative and corrective maintenance. The staff recommends the replacement of existing vehicles, and reviews additional vehicle requests by departments and divisions to ensure their suitability to the type of work being performed. The Vehicle Maintenance Division will continue to evaluate City-wide vehicle efficiency to aid in reducing the fleet vehicle maintenance, operating and energy related costs.

PROGRAMS

Fleet: Maintains and manages the entire City fleet of 83 vehicles consisting of heavy duty trucks, fire trucks, buses, police fleet and various light duty trucks and cars, and the city trolley. Oversees the maintenance of 4 emergency generators, and 20 off-road mechanical pieces of equipment, as well as small handheld equipment.

Maintenance: Diagnose and pull repair codes on all heavy duty and light duty vehicle engine, transmission, brake, airbag, lighting and other electronic operated systems. Perform and supervise all hydraulic, electrical and suspension system repairs. Fabricate, build and weld brackets, mounts and parts for fleet as needed.

Budget: Provides input for vehicle maintenance division's upcoming budget year. Provides specifications to all departments for all vehicle and motorized equipment budgeted. Creates a 5 year replacement plan for capital improvements. Maintains budget status throughout the year and obtains competitive prices for all garage operations.

Purchasing: Provides specifications for all heavy duty vehicles purchased. Obtains bids for purchase of heavy duty vehicles. Obtains competitive quotes for all vehicles; including accident and outside repairs, such as transmissions, glass replacement, interior work, parts and fuel.

Reports: Completes weekly NPDES inspection of maintenance area, monthly and yearly vehicle parts and labor report, monthly and yearly fuel usage report per vehicle and monthly unleaded and diesel fuel inventory. Yearly parts and equipment inventories. Responsible for maintaining records, maintenance and testing of fuel pumps, underground storage tanks and leak monitoring equipment for preparation of yearly inspection from Florida Department of Environmental Protection.

Emergency Preparedness: Maintains hurricane ready status for garage, fleet and emergency generators. Provides emergency repairs 24 hours a day during a storm event.

PERSONNEL

SALARIES AND WAGES

590-12-01 Garage Supervisor & Fleet Maintenance Assistant **91,776**

OTHER WAGES

590-14 Overtime **1,500**

FICA & MEDICARE

590-21-01 FICA **5,690**

590-21-02 Medicare **1,331**

RETIREMENT

590-22-00 Retirement **18,539**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

590-23-01 Health Insurance **11,000**

590-23-02 Disability **528**

590-23-04 Life Insurance **331**

WORKERS' COMPENSATION

590-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **3,740**

OPERATING COSTS

TRAVEL & PER DIEM

590-40 Miscellaneous seminars **950**

COMMUNICATIONS

590-41	Postage and phone		126
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UTILITIES

590-43-02	Water / Sewer		830
590-43-03	Other		1,500

INSURANCE

590-45-01	General Liability		300
590-45-03	Property		2,468
590-45-04	Other		4,633

REPAIRS AND MAINTENANCE

590-46			40,671
	Vehicle maintenance	(7,771)	
	Accidents/heavy duty transmission repairs	(24,000)	
	Gas heater maintenance	(700)	
	Emergency towing	(1,200)	
	Backhoe repairs	(7,000)	

OFFICE SUPPLIES

590-51	Work order forms, pens, paper		143
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OPERATING SUPPLIES

590-52			100,000
	Auto parts & tires	(98,100)	
	Small tools & equipment	(700)	
	Uniforms	(800)	
	Emergency generator service	(400)	

INVENTORY FOR RESALE

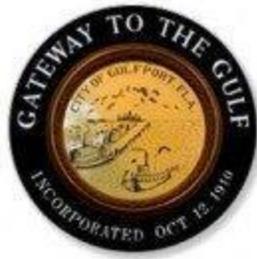
590-52-01			290,470
	Oil Products	(6,000)	
	Diesel fuel	(157,500)	
	Unleaded 87 octane gasoline	(126,970)	

BOOKS, PUBLICATIONS, MEMBERSHIPS

590-54	Updates and shop manuals, and Snap-On diagnostics cartridges	1,900
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CITY OF GULFPORT
FY 2015 Budget
Public Works-Vehicle Maintenance
001-5150-590

ACCOUNT	Div Acct. # 5150-590	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	590-12-01	86,407	74,326	89,275	93,325	105,902	91,776	-13.3%
Vacation Leave	590-12-02	9,257	6,731	12,277	8,113	-	-	0.0%
Sick Leave	590-12-03	7,694	22,194	1,769	2,944	-	-	0.0%
Overtime	590-14	2,804	2,404	2,756	1,516	1,500	1,500	0.0%
Assignment Pay	590-15-11	223	-	-	-	-	-	0.0%
Miscellaneous	590-15-12	-	-	-	-	-	-	0.0%
FICA Tax	590-21-01	6,522	6,728	6,483	6,502	6,566	5,690	-13.3%
Medicare Tax	590-21-02	1,525	1,574	1,516	1,521	1,536	1,331	-13.3%
Retirement	590-22-00	14,958	12,110	5,875	20,292	22,133	18,539	-16.2%
Health Insurance	590-23-01	8,935	9,891	11,076	10,781	11,810	11,000	-6.9%
Disability Insurance	590-23-02	518	518	601	448	511	528	3.3%
Life Insurance	590-23-04	321	321	321	284	320	331	3.4%
Workers Compensation	590-24	3,093	1,949	2,723	3,277	3,400	3,740	10.0%
Unemployment	590-25	-	-	-	-	-	-	0.0%
People Costs		142,257	138,745	134,672	149,002	153,678	134,435	-12.5%
Travel/Per Diem	590-40	842	253	376	1,214	950	950	0.0%
Communications	590-41	5	4	2	-	126	126	0.0%
Electricity	590-43-01	-	-	-	-	-	-	0.0%
Water/Sewer	590-43-02	827	910	907	865	830	830	0.0%
Other	590-43-03	1,486	1,466	1,037	1,064	1,500	1,500	0.0%
General Liability	590-45-01	320	221	270	314	300	300	0.0%
Auto Ins	590-45-02	356	248	301	-	-	-	0.0%
Property Ins	590-45-03	1,577	1,320	1,843	2,264	2,468	2,468	0.0%
Other Ins	590-45-04	5,644	1,831	-	-	4,633	4,633	0.0%
Repairs & Maintenance	590-46	27,315	46,058	56,869	48,695	40,670	40,671	0.0%
Office Supplies	590-51	84	-	-	-	143	143	0.0%
Operating Supplies	590-52	96,240	93,713	105,963	100,638	118,864	100,000	-15.9%
Inventory Resale	590-52-01	220,821	307,959	283,987	266,057	301,470	290,470	-3.6%
Bks/Pubs/Subs	590-54	510	843	199	-	1,900	1,900	0.0%
Operational Costs		356,027	454,825	451,754	421,110	473,854	443,991	-6.3%
Buildings	590-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	590-64	3,785	-	-	-	-	-	0.0%
Capital Outlay		3,785	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		502,069	593,570	586,426	570,112	627,532	578,426	-7.8%



PUBLIC WORKS

SANITATION

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works - Sanitation

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Director **	0.20	0.20	0.20	0.20
Administrative Assistant **	0.20	0.20	0.20	0.20
Sanitation/Stormwater Supervisor*	0.25	0.25	0.25	0.25
Equipment Operators	7.00	7.00	7.00	7.00
Maintenance Workers II (2 @ *)	6.25	4.25	5.25	5.25
	-	-	-	-
Crew Leader*	-	-	-	-
Parks Positions Relocated	-	1.00	1.00	1.00
Total:	<u>13.90</u>	<u>12.90</u>	<u>13.90</u>	<u>13.90</u>

* Full time position allocated 50% to Streets, 25% to Sanitation and 25% to Stormwater.

** Full time position allocated 50% to Public Works-Admin, 20% to Sanitation and 30% to Utilities (15% Water, 15% Sewer).

CITY OF GULFPORT
Fiscal Year 2015
Sanitation

MISSION

The Sanitation Division provides collection and disposal services that meet or exceed state standards and are responsible to the health and sanitary needs of our community. The Department accomplishes this mission while maintaining a competitive cost of service for our customers and the community as a whole. This Division is an enterprise fund funded by user fees from the residents and businesses receiving solid waste services.

PROGRAM

Garbage collection: This provides commercial and bulk solid waste collection and residential automated and rear loader services. This program provides twice weekly residential collection of refuse. This program utilizes 4 rear loader trucks and 3 side-loader trucks to provide solid waste collection services for commercial establishments and residences within the city limits. This program is also responsible for maintaining, repairing, and refurbishing recycling drop-off containers and residential curbside automated containers.

Recycling: Provides once-a-week collection of household recyclables. Curbside service is provided to all single-family and duplex homes, apartment/condo complexes, mobile home parks and smaller businesses. Items collected are plastic marked #1-#7, steel cans, aluminum cans, mixed paper, cardboard and newspaper. A drop off center is located at the Neighborhood Center for glass containers (all colors), mixed paper and cardboard.

Yard Waste: Small piles of tree and shrubbery trimmings are picked up every Wednesday. Trimmings must not be bagged or bundled, but gathered neatly in a pile not to exceed 3.5 feet high, 4 feet wide or 4 feet long. Trimmings cannot exceed 4 inches in diameter. Mower clippings and leaves must be bagged. Any amount of debris exceeding the above limitations, must be scheduled with Public Works for pick up, and will be billed as an extra charge on the utility bill.

Special pick up: Any accumulation of trash that cannot be placed in the allotted 3 – 32 gallon containers twice a week shall be picked up by the city, with or without notification by the resident. Residents may call Public Works to schedule a special pickup. An additional fee will be charged according to the size of the load and billed as an additional charge on the utility bill. Items included are large yard waste piles, large trash piles, appliances, vehicle tires, car batteries, propane tanks and TV and computer components.

PERSONNEL

SALARIES AND WAGES

534-12-01 Includes equipment operators, maintenance worker II's, one (1 remaining) re-located FY12 Parks Department employee and a portion of the director, supervisor and a staff assistant. **493,261**

OTHER WAGES

534-14 Overtime **15,000**
534-15-03 Car Allowance

FICA & MEDICARE

534-21-01 FICA **31,512**
534-21-02 Medicare **7,370**

RETIREMENT

534-22-00 Retirement **97,711**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

534-23-01 Health Insurance **75,000**
534-23-02 Disability **2,404**
534-23-04 Life Insurance **1,508**

WORKERS' COMPENSATION

534-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **48,507**

OPERATING COSTS

OTHER CONTRACTUAL

534-34			414,245
	Tipping fees 10,400 tons @ \$37.50/ton	(390,000)	
	Temporary help	(10,000)	
	Freon disposal	(1,500)	
	Utility billing	(2,400)	
	Janitorial services – 17%	(7,095)	
	Annual pest control	(300)	
	Generator annual service (1/2 of cost – FD 50%)	(200)	
	Safety Training	(1,250)	
	Electronic recycling fees	(1,500)	

COMMUNICATION

534-41	Centranet, Bright House, and Postage		13,805
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UTILITIES

534-43-01	Electricity		2,430
534-43-02	Water, Sewer, Garbage		5,335

RENTALS AND LEASES

534-44	PW Office copy machine		500
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INSURANCE

534-45-01	General Liability Insurance		3,304
534-45-02	Automotive		2,884
534-45-03	Property		2,435

REPAIRS AND MAINTENANCE

534-46			130,000
	Maintenance of radios, lids on containers, welding repairs	(5,000)	
	Vehicle maintenance	(125,000)	

PRINTING AND BINDING

534-47			1,900
	Informational flyers	(700)	
	New Automated Route brochures and surveys	(1,200)	

PROMOTIONAL

534-48		5,090
	Sanitation holiday schedule	(600)
	Yard Sale banner	(250)
	Yard Sale ads – 4 @ \$265	(1,060)
	Coastal cleanup ads	(400)
	Mobile Chemical Day ads	(780)
	Recycling informational ads	(2,000)

ADMINISTRATIVE OVERHEAD

534-49-02	Includes charges of 15% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.	326,840
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OFFICE SUPPLIES

534-51	Miscellaneous office supplies	1,800
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OPERATING SUPPLIES

534- 52		69,480
	Uniforms – 12 @ \$450	(5,400)
	Replacement portable radios – 4 @ \$625	(2,500)
	Bank charges	(6,600)
	Small tools/equipment	(1,000)
	Deodorizers/heavy duty cleaners/Gatorade	(3,745)
	New/replacement 300-gallon containers – 15 @ \$431	(6,465)
	New/replacement recycling containers -600 @ \$6.95	(4,170)
	Copy charges	(1,600)
	New Automated Route containers – 500 @ & \$76	(38,000)

DEPRECIATION

534-59	Depreciation	130,000
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INTEREST EXPENSE

534-72	Capital Equipment Lease Interest	5,059
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TRANSFERS

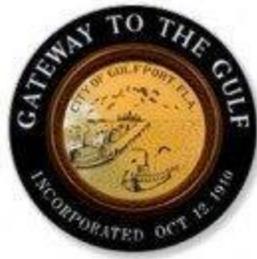
534-91-10	Transfer to Reserves	291,550
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CAPITAL

225-90	Debt Principal - Side Loader	45,634
225-91	Debt Principal - Dump Truck	26,197

CITY OF GULFPORT
FY 2015 Budget
Sanitation
400-5110-534

ACCOUNT	Div Acct. #	FY10 Actual Expend	FY11 Actual Expend	FY 12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	534-12-01	409,178	390,450	389,701	392,931	480,235	493,261	2.7%
Vacation Leave	534-12-02	35,578	32,404	34,233	32,631	-	-	0.0%
Sick Leave	534-12-03	17,641	20,208	32,560	23,496	-	-	0.0%
Overtime	534-14	20,126	23,382	23,840	21,523	15,000	15,000	0.0%
Car Allowance	534-15-03	842	842	845	842	840	-	-100.0%
Miscellaneous	534-15-12	113	-	325	-	-	-	0.0%
FICA Tax	534-21-01	28,453	28,454	28,914	27,655	29,775	31,512	5.8%
Medicare Tax	534-21-02	6,654	6,654	6,762	6,468	6,963	7,370	5.8%
Retirement	534-22-00	74,313	50,270	16,687	83,105	95,707	97,711	2.1%
Health Insurance	534-23-01	84,556	72,105	77,613	72,390	93,205	75,000	-19.5%
Disability Insurance	534-23-02	1,910	1,825	2,163	1,613	2,339	2,404	2.8%
Life Insurance	534-23-04	1,378	1,359	1,412	1,247	1,467	1,508	2.8%
Workers Compensation	534-24	39,113	25,244	35,282	42,507	44,097	48,507	10.0%
Unemployment	534-25	-	1,153	495	-	-	-	0.0%
OPEB	534-29	3,589	4,125	4,224	5,386	-	-	0.0%
People Costs		723,444	658,477	655,056	711,795	769,628	772,273	0.3%
Professional	534-31	-	-	-	-	-	-	0.0%
Other Contractual	534-34	395,896	353,547	446,186	392,598	420,550	414,245	-1.5%
Communications	534-41	9,156	8,224	2,434	7,762	13,805	13,805	0.0%
Electricity	534-43-01	2,648	2,577	2,433	2,362	2,430	2,430	0.0%
Water/Sewer	534-43-02	2,021	1,897	1,995	2,177	5,335	5,335	0.0%
Rentals & Leases	534-44	-	-	-	-	-	500	0.0%
General Liability	534-45-01	2,980	2,062	2,514	2,925	2,804	3,304	17.8%
Auto Ins	534-45-02	3,102	2,168	2,645	2,646	2,884	2,884	0.0%
Property	534-45-03	1,784	1,303	1,817	2,234	2,435	2,435	0.0%
Repairs & Maintenance	534-46	235,681	190,204	216,444	273,927	293,795	5,000	-98.3%
GarageMaintenance	534-46-01	-	-	-	-	-	125,000	0.0%
Printing & Binding	534-47	1,606	2,858	1,842	1,811	1,500	1,900	26.7%
Promotional	534-48	1,801	741	4,645	2,449	5,090	5,090	0.0%
Other Chgs	534-49	-	-	-	25,217	-	-	0.0%
Admn Chg	534-49-02	181,532	180,434	210,049	213,324	237,932	326,840	37.4%
Office Supplies	534-51	-	-	-	-	1,800	1,800	0.0%
Operating Supplies	534-52	63,797	103,186	58,923	69,058	69,480	69,480	0.0%
Operating Supplies	534-52-05	-	-	-	-	-	-	0.0%
Depreciation	534-59	115,052	121,555	125,463	126,524	-	130,000	0.0%
Lease Purchase Int,	534-72	-	-	-	-	-	5,059	0.0%
Operational Costs		1,017,056	970,757	1,077,390	1,125,014	1,059,840	1,115,107	
Transfer to General (PILC	534-91-05	100,000	127,727	350,000	467,000	659,751	-	-100.0%
Transfer to Utility Fund	534-91-09	-	-	-	-	-	-	0.0%
Transfer to Reserves	534-91-10	-	-	-	-	-	219,719	0.0%
Transfers		100,000	127,727	350,000	467,000	659,751	219,719	-66.7%
Buildings	534-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	534-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	534-64	-	-	-	-	273,187	-	-100.0%
Debt Princ - Side Loader	225-90	-	-	-	-	-	45,634	0.0%
Debt Princ - Dump Truck	225-91	-	-	-	-	-	26,197	0.0%
Capital Outlay		-	-	-	-	273,187	71,831	-73.7%
DEPARTMENT TOTAL		1,840,500	1,756,961	2,082,446	2,303,809	2,762,406	2,178,930	-21.1%



PUBLIC WORKS

SEWER

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works – Sewer

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Director *	0.15	0.15	0.15	0.15
Administrative Assistant *	0.15	0.15	0.15	0.15
Utilities Supervisor **	0.50	0.50	0.50	0.50
Utility Service Workers II **	2.00	2.00	2.00	2.00
Utility Service Workers III **	0.50	0.50	0.50	0.50
Total:	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>

* Full time position allocated 50% to Public Works-Admin, 20% to Sanitation and 30% to Utilities (15% Water, 15% Sewer)

** Full time position allocated 50% to Sewer and 50% to Water.

CITY OF GULFPORT
Fiscal Year 2015
Sewer

MISSION

The Sewer Division responsibilities include the operation, maintenance and repair of the City owned sanitary sewer collection system. The wastewater collection system consists of 37 miles of gravity sanitary sewer lines, 714 manholes, 2 miles of force main, 2 lift stations and 68 miles of service laterals and averages 7.45 million gallons per week. Wastewater treatment is provided by the City of St. Petersburg's Southwest Water Treatment Plant.

PROGRAMS

Sewer maintenance: Daily preventive maintenance and service of two lift stations (7 days a week). Repair and replacement of lift station pumps, controllers, and all related apparatus. Monitor sewer flows and calibrate flow meters. Remote monitoring of lift station Scada System on weekends and holidays

Sewer inspection / repair: Clean and televise sanitary sewer mains. The repairs needed are prioritized by the degree of defects in each section of the lines. These repairs are being performed with; line cleaning, mechanical cutting, grouting, Cured in Place Pipe (CIPP) inversion felt lining and all repairs involve by-pass pumping.

Miscellaneous: Daily rainfall check and documentation. Daily groundwater elevation recording. Weekly exercise and preventive maintenance checks for emergency generators at lift stations #1 and #2, Police Department and Fire Department. Emergency cleaning of storm drains by use of sewer trailer.

PERSONNEL

SALARIES AND WAGES

536-12-01 Includes utility service worker II's, a portion of the director, staff assistant, a utility supervisor and a utility service worker III. **164,761**

OTHER WAGES

536-14 Overtime **7,140**
536-15 Car Allowance **630**

FICA & MEDICARE

536-21-01 FICA **10,697**
536-21-02 Medicare **2,502**

RETIREMENT

536-22-00 Retirement **32,125**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

536-23-01 Health Insurance **28,000**
536-23-02 Disability **828**
536-23-04 Life Insurance **518**

WORKERS' COMPENSATION

536-24 Workers' compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **4,520**

OPERATING COSTS

OTHER CONTRACTUAL

536-34		1000,000
	City of St. Petersburg sewer fees based on the City of St. Petersburg 2014 rate increase of 4.8%	(994,850)
	Insite monthly fees	(2,450)
	Lift station generator service contract	(850)
	SCADA system - \$50x 12 months	(600)
	Safety training	(1,250)

COMMUNICATIONS

536-41		7500
	Lift station monitoring system phone	(300)
	On call phone ½ sewer	(120)
	Postage	(7080)

UTILITIES

536-43-01	Electricity	21000
536-43-02	Water, Sewer, Garbage	828

RENTS & LEASES

536-44		2,000
	Emergency pump rental/well points	(2,000)

INSURANCE

536-45-01	General Liability	455
536-45-02	Automotive	662
536-45-03	Property	1,779

REPAIRS AND MAINTENANCE

536-46			36,087
	Vehicle maintenance	(13,337)	
	Pump/dewatering equipment maintenance	(10,000)	
	Yearly meter calibration & certification	(750)	
	Generator repair	(2,000)	
	Replace metal ladder lift station #2	(10,000)	

ADMINISTRATIVE OVERHEAD

536-49-02	Includes charges of 10% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.		293,685
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OFFICE SUPPLIES

536-51	Miscellaneous supplies		1,140
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OPERATING SUPPLIES

536-52			30,000
	Uniforms for six water/sewer employees shared ½ sewer	(1,650)	
	Small tools/equipment	(4,000)	
	Bank charges	(3,500)	
	Daily supplies gloves, chemicals, sanitizer, lift station deodorizers, etc.	(4,765)	
	Replacement of portable radios - 3 @ \$625 each	(1,875)	
	Replacement barricades	(1,000)	
	Annual manhole insert replacements	(2,000)	
	Pipe/fitting for repairs	(7,550)	
	City Hall copy machine charges	(1,500)	
	Envelopes	(2,160)	

DEPRECIATION

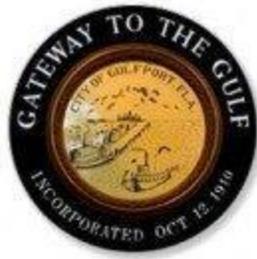
536-59	Depreciation		165,000
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CAPITAL

536-63	Sanitary Sewer Repairs (Carry over from FY14)	340,882
536-64	Sanitary Sewer Machinery and Equipment	34,000
536-65	Sanitary Sewer Evaluation	1,300,000

CITY OF GULFPORT
FY 2015 Budget
Sewer
410-5172-536

ACCOUNT	Div Acct. # 5172-536	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	536-12-01	140,153	143,239	145,278	140,512	171,816	164,761	-4.1%
Vacation Leave	536-12-02	13,288	13,107	12,880	10,581	-	-	0.0%
Sick Leave	536-12-03	3,919	4,074	4,680	11,084	-	-	0.0%
Overtime	536-14	10,676	9,988	10,471	10,092	7,140	7,140	0.0%
Car Allowance	536-15-03	632	632	634	632	630	630	0.0%
Miscellaneous	536-15-12	131	-	-	-	-	-	0.0%
FICA Tax	536-21-01	9,813	10,652	10,295	10,305	10,653	10,697	0.4%
Medicare Tax	536-21-02	2,295	2,491	2,408	2,410	2,491	2,502	0.4%
Retirement	536-22-00	25,869	19,022	11,005	31,688	33,704	32,125	-4.7%
Health Insurance	536-23-01	25,431	22,755	23,499	23,458	26,149	28,000	7.1%
Disability Insurance	536-23-02	880	863	985	694	837	828	-1.1%
Life Insurance	536-23-04	567	556	550	459	525	518	-1.3%
Workers Compensation	536-24	3,732	2,353	3,288	3,962	4,109	4,520	10.0%
Unemployment	536-25	-	701	1,073	1,073	-	-	0.0%
OPEB	536-29	-	-	-	-	-	-	0.0%
People Costs		237,386	230,432	227,046	246,949	258,054	251,721	-2.5%
Professional	536-31	-	-	-	-	-	-	0.0%
Other Contractual	536-34	950,629	945,669	1,004,955	1,070,752	882,629	1,000,000	13.3%
Travel/Per Diem	536-40	-	-	-	-	-	-	0.0%
Communications	536-41	8,556	7,624	2,452	7,430	13,860	7,500	-45.9%
Electricity	536-43-01	16,082	16,055	18,816	20,047	14,817	21,000	41.7%
Water/Sewer	536-43-02	641	241	261	265	828	828	0.0%
Rentals & Leases	536-44	-	-	-	2,371	2,000	2,000	0.0%
General Liability	536-45-01	484	336	407	474	455	455	0.0%
Auto Ins	536-45-02	713	497	607	607	662	662	0.0%
Property	536-45-03	1,303	951	1,328	1,633	1,779	1,779	0.0%
Repairs & Maintenance	536-46	30,333	10,726	20,205	29,648	36,051	36,087	0.1%
Garage Maintenance	536-46-01	-	-	-	-	-	-	-
Printing & Binding		-	-	-	-	-	-	-
Admn Chg	536-49-02	160,545	160,545	148,071	169,350	175,358	293,685	67.5%
Office Supplies	536-51	-	-	-	68	1,140	1,140	0.0%
Operating Supplies	536-52	32,956	29,797	27,366	28,750	34,450	30,000	-12.9%
Books/Pubs/Subs	536-54	-	127	-	225	-	-	0.0%
Depreciation	536-59	148,006	156,230	163,832	165,307	-	165,000	0.0%
Non Op Int Exp	536-93	-	-	-	-	2,500	-	0.0%
Operational Costs		1,350,248	1,328,799	1,388,300	1,496,926	1,166,529	1,560,136	33.7%
Transfer to General (PILOT)	536-91-05	-	-	-	-	-	-	0.0%
Transfers		-	-	-	-	-	-	0.0%
Buildings	536-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	536-63	-	-	-	-	500,000	340,882	-31.8%
Machinery & Equipment	536-64	-	-	-	-	18,125	34,000	87.6%
Construction in Progress	536-65	-	-	-	-	-	1,300,000	0.0%
Capital Outlay		-	-	-	-	518,125	1,674,882	223.3%
DEPARTMENT TOTAL		1,587,634	1,559,231	1,615,346	1,743,875	1,942,708	3,486,739	79.5%



PUBLIC WORKS

WATER

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works - Water

PERSONNEL:	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
Position:				
Director *	0.15	0.15	0.15	0.15
Administrative Assistant *	0.15	0.15	0.15	0.15
Utilities Supervisor **	0.50	0.50	0.50	0.50
Utility Service Workers II **	2.00	2.00	2.00	2.00
Utility Service Workers III **	0.50	0.50	0.50	0.50
Total:	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>

* Full time position allocated 50% to Public Works-Admin, 20% to Sanitation, 30% to Utilities (15% Water, 15% Sewer).

** Full time position allocated 50% to Sewer and 50% to Water.

CITY OF GULFPORT
Fiscal Year 2015
Water

MISSION

The Water Division responsibilities include the operation, maintenance and repair of the City owned potable water distribution system. The water distribution system consists of 38.5 miles of 1½-inch to 4-inch pipes, 27.3 miles of 6-inch to 12-inch pipes, 5,723 water meters, 329 backflow preventers and 284 fire hydrants and consumption averages 6.7 million gallons per week. The water is provided by the City of St Petersburg.

PROGRAMS

Regulated testing: Daily chloramines sampling at five points of connection from the City of St. Petersburg for water distribution system. FDEP required sampling of bacteriological THN's, HHA 5's, lead & copper. Tests 409 backflow prevention devices annually. Samples and delivers to lab the weekly water quality sampling at Gulfport Beach for swimming.

Meter reading: Read and record a total of 5723 water meters in four cycles per month in 16½ days - averaging 346 meters read per day. Placing an average of 123 reminder notices each week posted on customer's doors that water payment has not been received. Average of 119 cutoffs of water service for non-pay per month.

Maintenance: Complete an average of 478 work orders issued by Administrative Services per month. Assist customer service with customer complaints. Flush water system and maintenance of 284 fire hydrants. Repair water breaks 24 hours a day. Assist in water main replacement projects. Locate and exercise mainline valves. Painting of fire hydrants and backflow prevention devices. Retrofit existing service lines to meet FDEP requirement of backflow prevention. Breakdown and recycle of used water meters and fittings. Calibrate meters larger than 2 inches.

Miscellaneous services: Perform utility locates weekly for Sunshine State One Call of Florida. Answer all backs after working hours per week to perform service work. Review utility locations for building permit applications including fences, driveways and irrigation lines for the Building Department. Coordinate with FDEP on information for the Consumer Confidence Report prior to distribution. Design, print and mail Consumer Confidence Report to all City residents/yearly. Work with Code Enforcement to maintain City easements.

PERSONNEL

SALARIES AND WAGES

536-12-01 Includes utility service worker II's, a portion of the director, staff assistant, a utility supervisor and a utility service worker III. **164,761**

OTHER WAGES

536-14 Overtime **7,140**
536-15 Car Allowance **630**

FICA & MEDICARE

536-21-01 FICA **10,697**
536-21-02 Medicare **2,502**

RETIREMENT

536-22-00 Retirement **32,125**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

536-21-01 Health Insurance **28,000**
536-23-02 Disability **828**
536-23-04 Life Insurance **518**

WORKERS' COMPENSATION

536-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **4,520**

OPERATING COSTS

OTHER CONTRACTUAL

536-34		1,653,649
	City of St Petersburg water fees - based on the City of St. Petersburg 2014 rate increase of 2.9%	(1,627,539)
	Mandatory monthly water sampling/bacteria, coliform, mandatory trihalomethane	(5,000)
	Insite monthly fees	(3,000)
	HAA5 sampling stage three disinfecting - 8 samples / 6 times yearly @ \$75	(3,600)
	Neptune – hand held meter readers annual service contract; handhelds – 1,500, docking station/software (1,000)	(2,500)
	TTHM sampling – 8 samples x 6 yearly @ \$45	(2,160)
	Utility locates - Sunshine State One Call	(1,100)
	Safety training	(1,250)
	FDEP annual drinking water license operating fee	(2,400)
	Backflow software annual maintenance and support	(300)
	US EPA - Unregulated Contaminants Mandatory Rule testing 4 x \$1,200	(4,800)

COMMUNICATIONS

536-41		10,000
	On call Verizon phone ½ water	(160)
	Postage	(9,540)
	Bright House off-site fiber connection	(300)

INSURANCE

536-45-01	General Liability Insurance	609
536-45-02	Automotive	1,318
536-45-03	Property	1,779

REPAIRS AND MAINTENANCE

536-46			59,800
	Pump/dewatering equipment maintenance	(1,000)	
	Water line replacement performed in house	(58,800)	
536-46-01	Garage vehicle maintenance		11,400

PRINTING AND BINDING

536-47			5,000
	Consumer Confidence Report printing	(4,000)	
	Turn-off tags	(500)	
	Lead/copper brochures	(500)	

ADMINISTRATIVE OVERHEAD

536-49-02	Includes charges of 10% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc.		385,560
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OFFICE SUPPLIES

536-51	Miscellaneous office supplies		1,600
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OPERATING SUPPLIES

536-52			64,140
	Uniforms/shoes for six water/sewer employees (½ water)	(1,650)	
	Small tools/equipment (shovels, wrenches, cutters, saw blades)	(2,000)	
	Daily supplies (batteries, marking paint, flagging tape, sunscreen, sanitizers, etc.)	(4,000)	
	Replacement barricades	(1,000)	
	Administrative miscellaneous charges	(8,230)	
	Annual replacement of meter boxes/lids	(3,225)	
	Pipes/supplies for water line repairs	(10,000)	
	1" and larger meter replacements	(15,600)	
	5/8" water meters for residential replacement program - 500 @ \$28.95	(14,475)	
	City Hall copy machine charges	(1,800)	
	Envelopes/utility paper	(2,160)	

BOOKS, PUBLICATIONS, MEMBERSHIPS

536-54	Backflow repair certification - 4 employees @ \$75	300
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DEPRECIATION

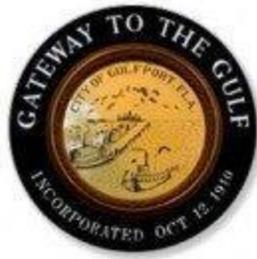
536-59	Depreciation	345,000
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TRANSFERS

536-91-05	Transfer of net operations profit to the General Fund in the Form of a PILOT or Payment in Lieu of Taxes	60,000
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CITY OF GULFPORT
FY 2015 Budget
Water
410-5171-536

ACCOUNT	Div Acct. # 5171-536	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY 13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	536-12-01	156,420	143,238	145,277	140,512	171,816	164,761	-4.1%
Vacation Leave	536-12-02	13,687	13,107	12,880	10,124	-	-	0.0%
Sick Leave	536-12-03	4,637	4,073	4,680	11,083	-	-	0.0%
Overtime	536-14	14,112	9,988	10,471	10,091	7,140	7,140	0.0%
Car Allowance	536-15-03	632	632	634	632	630	630	0.0%
Miscellaneous	536-15-12	131	-	-	-	-	-	0.0%
FICA Tax	536-21-01	11,119	10,652	10,296	10,305	10,653	10,697	0.4%
Medicare Tax	536-21-02	2,600	2,491	2,408	2,410	2,491	2,502	0.4%
Retirement	536-22-00	26,325	19,292	11,116	32,091	33,704	32,125	-4.7%
Health Insurance	536-23-01	25,431	22,755	23,499	23,458	26,149	28,000	7.1%
Disability Insurance	536-23-02	880	863	985	694	837	828	-1.1%
Life Insurance	536-23-04	567	556	550	459	525	518	-1.3%
Workers Compensation	536-24	3,732	2,353	3,288	3,962	4,109	4,520	10.0%
Unemployment	536-25	2,393	701	371	1,073	-	-	0.0%
OPEB	536-29	-	2,750	2,816	2,885	-	-	0.0%
People Costs		262,666	233,451	229,271	249,779	258,054	251,721	-2.5%
Professional	536-31	-	-	-	-	-	-	-
Other Contractual	536-34	1,436,231	1,511,570	1,574,144	1,596,115	1,650,194	1,653,649	0.2%
Travel/Per Diem	536-40	-	182	-	175	-	-	0.0%
Communications	536-41	11,416	10,211	3,081	9,706	14,439	10,000	-30.7%
Rentals & Leases	536-44	-	759	-	-	2,560	-	-100.0%
General Liability	536-45-01	649	448	547	636	609	609	0.0%
Auto Ins	536-45-02	1,418	991	1,208	1,208	1,318	1,318	0.0%
Property	536-45-03	1,303	951	1,328	1,633	1,779	1,779	0.0%
Repairs & Maintenance	536-46	11,412	10,255	8,916	11,508	9,918	59,800	502.9%
Garage Maintenance	536-46-01	-	-	-	-	-	11,400	-
Printing & Binding	536-47	3,894	3,705	3,305	3,806	8,500	5,000	-41.2%
Admn Chg	536-49-02	213,117	213,130	266,464	258,914	233,811	385,560	64.9%
Office Supplies	536-51	-	362	201	-	3,200	1,600	-50.0%
Operating Supplies	536-52	44,214	47,451	36,696	65,775	64,140	64,140	0.0%
Books/Pubs/Subs	536-54	850	675	125	240	380	300	-21.1%
Depreciation	536-59	462,866	362,683	359,954	352,169	-	345,000	0.0%
Non Op Int Exp	536-93	1,017	284	329	760	2,500	-	0.0%
Operational Costs		2,188,387	2,163,658	2,256,298	2,302,645	1,993,348	2,540,155	27.4%
Transfer to General (PILO1	536-91-05	-	539,463	546,715	325,000	516,901	60,000	-88.4%
Transfer to Reserves	536-91-10	-	-	-	-	-	-	0.0%
Transfers		-	539,463	546,715	325,000	516,901	60,000	-88.4%
Buildings	536-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	536-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	536-64	-	-	-	-	18,125	-	0.0%
Construction in Progress	536-65	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	18,125	-	0.0%
DEPARTMENT TOTAL		2,451,053	2,397,109	2,485,569	2,552,424	2,269,527	2,791,876	23.0%



PUBLIC WORKS

STORMWATER

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works – Stormwater

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
San. Stormwater Supervisor*	0.25	0.25	0.25	0.25
Maintenance Worker II **	0.75	0.75	0.75	0.75
Equipment Operator *	-	-	-	-
Crew Leader*	-	-	-	-
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

* Full time position allocated 50% to Streets, 25% to Sanitation and 25% to Stormwater.

** Full time positions allocated (1) 50% Streets, 25% Sanitation, 25% Stormwater (2) 50% Streets and 50% Stormwater.

CITY OF GULFPORT
Fiscal Year 2015
Stormwater

MISSION

This program comprises the construction, cleaning, maintenance and restoration of the city's stormwater drainage system. Facilities include stormwater inlets, catch basins, culverts and transmission lines, retention/detention ponds and outfalls. The city's stormwater system is governed by a federal program called the National Pollutant Discharge Elimination System (NPDES). This program is funded by a monthly stormwater fee, as well as grants from the Southwest Florida Water Management District (SWFWMD).

PROGRAMS

NPDES: Update the National Pollutant Discharge Elimination System (NPDES) Permit annually. Inspection of 10% of system and maintenance of 946 inlets/catch basins/grates/storm drains. Inspection and maintenance of 2 Continuous Deflective Separation (CDS) units. Inspection and maintenance of 7 outfalls. Inspection and maintenance of 7,894 linear feet of swales. Inspection and maintenance of 2 wet detention and 6 dry retention ponds. Bi-monthly street sweeping of 60 miles of curbed roadway for NPDES compliance. Conduct pro-active inspections of suspected illicit connections, discharges and dumping. Provide Illicit Discharge Training for Public Works Employees. Southwest Florida Water Management District (SWFWMD) operation and maintenance inspection reports on permitted projects.

Maintenance: Annual televising of storm drain lines and structures. Perform annual storm line cleaning, point repairs and structure and line repairs.

Public Education: Advertise, distribute, log, and promote stormwater education materials for illicit discharges, improper disposal, household chemicals and pesticide herbicide and fertilizer application.

PERSONNEL

SALARIES AND WAGES

538-12-01 Includes a percentage of the supervisor and maintenance worker II **44,480**

OTHER WAGES

538-14 Overtime **2,000**

FICA & MEDICARE

538-21-01 FICA **2,882**

538-21-02 Medicare **674**

RETIREMENT

538-22-00 Retirement **8,985**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

538-23-01 Health Insurance **9,000**

538-23-02 Disability **215**

538-23-04 Life Insurance **135**

WORKER'S COMPENSATION

538-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **1,742**

OPERATING COSTS

PROFESSIONAL SERVICES

538-31	Engineering consultation and preparation of annual NPDES report and SWFWMD operation and maintenance inspection reports.	8,175
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OTHER CONTRACTUAL

538-34		35,000
	Ambient water quality monitoring fee – Pinellas County	(5,500)
	Utility billing internet customer access	(485)
	FDEP permit review fee – Pinellas County	(550)
	Bi-monthly street sweeping	(18,550)
	Misc. other contractual including:	(9,915)
	Bi-monthly removal of debris by City of St Petersburg	
	Accumulated from street sweeping	
	Gulfport Public Beach water sampling	
	Annual mowing of 7 th Ave. S. ditch	

COMMUNICATION

538-41	Postage	447
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GENERAL LIABILITY

538-45-01	Insurance	428
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REPAIRS AND MAINTENANCE

538-46		50,000
	Annual storm sewer line cleaning contract, point repairs, fixing leaks at excessive depths	(30,000)
	Annual televising maintenance of storm sewer lines	(20,000)

PRINTING AND BINDING

538-47		1,150
	Educational Brochures	(550)
	NPDES compliance ads	(600)

ADMINISTRATIVE OVERHEAD

538-49-02	Includes charges of 15% against recurring revenues of operations, this amount is transferred to the General Fund to cover administrative services including finance, personnel, budgeting, risk management, City Clerk services, building maintenance etc..	52,050
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OFFICE SUPPLIES

538-51	Copy supplies	855
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OPERATING SUPPLIES

538-52	Uniforms one employee	450
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BOOKS, PUBLICATIONS, MEMBERSHIPS

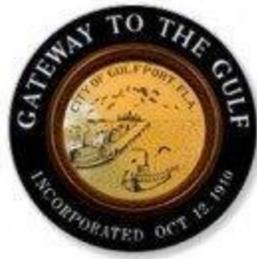
538-54	Florida Storm water Association annual dues	500	900
	Florida Storm water Association Annual Training Conference	400	

DEPRECIATION

538-59	Depreciation	70,000
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CITY OF GULFPORT
FY 2015 Budget
Stormwater
410-5173-538

ACCOUNT	Div Acct. # 5173-538	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	538-12-01	48,143	39,638	37,139	37,638	43,254	44,480	2.8%
Vacation Leave	538-12-02	6,120	3,394	3,956	3,327	-	-	0.0%
Sick Leave	538-12-03	1,639	1,043	911	1,410	-	-	0.0%
Overtime	538-14	1,468	1,413	921	856	2,000	2,000	0.0%
Car Allowance	538-15-03	-	-	-	-	-	-	0.0%
Miscellaneous	538-15-12	-	-	-	-	-	-	0.0%
FICA Tax	538-21-01	3,349	2,754	2,391	2,409	2,682	2,882	7.4%
Medicare Tax	538-21-02	785	644	559	563	627	674	7.5%
Retirement	538-22-00	8,550	5,160	2,640	8,306	9,040	8,985	-0.6%
Health Insurance	538-23-01	7,615	7,437	6,927	6,891	7,553	9,000	19.2%
Disability Insurance	538-23-02	261	248	251	186	209	215	2.9%
Life Insurance	538-23-04	139	130	111	97	131	135	3.1%
Workers Compensation	538-24	1,438	1,035	1,267	1,528	1,584	1,742	10.0%
Unemployment	538-25	-	45	-	-	-	-	0.0%
OPEB	538-29	-	-	-	-	-	-	0.0%
People Costs		79,507	62,940	57,073	63,210	67,080	70,113	4.5%
Professional	538-31	4,587	9,713	8,000	-	8,175	8,175	0.0%
Other Contractual	538-34	28,626	22,215	36,272	36,328	43,864	35,000	-20.2%
Travel/Per Diem	538-40	-	-	-	-	-	-	0.0%
Communications	538-41	-	-	-	900	447	447	0.0%
Rentals & Leases	538-44	-	-	-	-	-	-	0.0%
General Liability	538-45-01	242	167	204	239	428	428	0.0%
Auto Ins	538-45-02	-	-	-	-	-	-	0.0%
Property	538-45-03	-	-	-	-	-	-	0.0%
Repairs & Maintenance	538-46	70,629	28,485	14,723	30,121	56,000	50,000	-10.7%
Printing & Binding	538-47	315	215	510	170	1,150	1,150	0.0%
Admn Chg	538-49-02	30,734	30,734	30,026	30,500	58,453	52,050	-11.0%
Office Supplies	538-51	-	-	-	-	855	855	0.0%
Operating Supplies	538-52	1,174	1,414	970	1,023	450	450	0.0%
Books/Pubs/Subs	538-54	723	821	814	814	900	900	0.0%
Depreciation	538-59	103,637	70,723	74,149	72,510	-	70,000	0.0%
Non Op Int Exp	538-93	-	-	-	-	-	-	0.0%
Operational Costs		240,667	164,488	165,668	172,605	170,722	219,455	28.5%
Transfer to General (PILOT)	538-91-05	-	-	-	-	-	-	0.0%
Transfer to Capital	538-91-06	-	-	-	-	-	-	0.0%
Transfer to Reserves	538-91-10	100,000	-	-	-	-	-	0.0%
Transfers		100,000	-	-	-	-	-	0.0%
Buildings	538-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	538-63	-	-	-	-	75,000	-	-100.0%
Machinery & Equipment	538-64	-	-	-	-	41,250	-	0.0%
Construction in Progress	538-65	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	116,250	-	-100.0%
DEPARTMENT TOTAL		320,174	227,428	222,741	235,815	354,052	289,568	-18.2%



PUBLIC WORKS

PARKS

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
Public Works - Parks

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Parks Supervisor	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Maintenance Workers I	2.00	2.00	2.00	2.00
Maintenance Workers II	2.00	2.00	2.00	2.00
Maintenance Workers III	-	-	-	-
Landscape Technician	-	-	-	-
Total:	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

CITY OF GULFPORT
Fiscal Year 2015
Parks

MISSION

The Parks Division improves and maintains the quality of life within the community by promoting best management practices in environmental landscaping and in ornamental and turf maintenance. The division continues to create safe and aesthetically pleasing recreational facilities for all to enjoy. The division is made up of qualified staff with years of experience in landscaping, irrigation, ball field maintenance and turf management.

PROGRAMS

Parks Maintenance: The Parks Division maintains approximately 40 acres including all outside city facilities. This includes, but is not limited to, tree trimming, grass mowing, weeding, mulching, trash pickup, irrigation, beach grooming, park facility inspections and flag replacement.

Special Cleanups: The Parks Division is responsible for special cleanups such as fish kill and storm cleanup, tending to washed out walking trails, oil spill cleanup, clearing lots and overgrown drainage ditches.

Preventive maintenance: Parks staff services their own equipment such as edger's, weed eaters, sprayers, blowers and reel and walk behind mowers. They also perform filter cleaning and blade sharpening.

Special maintenance areas: This division maintains 5 baseball fields, 2 tennis courts, 4 volleyball courts, bocce court, 7 beach pavilions as well as playgrounds, greenways, docks and the fishing pier.

Events: The Parks Division is an integral part of 27 events throughout the city. Performing street blockage, set up / break down and trash disposal. They continue to provide services to many outdoor City sponsored events, cooperate with many civic groups, organizations and various volunteer groups.

PERSONNEL

SALARIES AND WAGES

572-12 Includes Parks Supervisor, Crew Leader, Maintenance Worker I's, (2) **209,025**
Maintenance Worker II's (2)

OTHER WAGES

572-14	Overtime	5,780
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FICA & MEDICARE

572-21-01	FICA	12,960
572-21-02	Medicare	3,031

RETIREMENT

572-22	Retirement	42,223
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

572-23-01	Health Insurance	42,000
572-23-02	Disability	1,012
572-23-04	Life Insurance	635

WORKERS' COMPENSATION

572-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	13,209
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OPERATING COSTS

OTHER CONTRACTUAL

572-34	Includes costs associated with tree service, lake maintenance, fountain and pump service, concrete work, field and court lighting replacement, playground and skate park repairs, fence and netting repairs, park turf spraying and flea control at dog parks and mowing contracts.	84,500
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COMMUNICATION

572-41	Phone service, cable and postage	900
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UTILITIES

572-43-01	Electricity	21,800
572-43-02	Water & sewer	10,000
572-43-03	Other	3,000

RENTALS AND LEASES

572-44	Includes costs associated with Holiday light displays in the park, pole mount displays along the streets, and staging and sound for events.	29,980
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INSURANCE

572-45-01	General Liability	4,500
572-45-03	Property	22,881

REPAIRS AND MAINTENANCE

572-46	Includes costs associated with all Park shelters and Park amenities repairs. This also includes vehicle maintenance and all turf equipment maintenance and repair parts.	70,000
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PROMOTIONAL ACTIVITIES

572-48	This includes costs associated with City Events such as Birthday Bash, 4 th of July, etc. which require barricades, restrooms, golf carts, tents and banners.	3,000
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OPERATING SUPPLIES

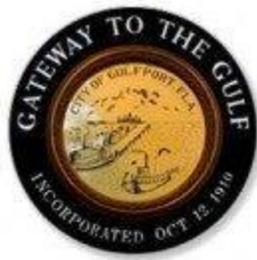
572-52	Includes cost associated with janitorial supplies, locks and keys, flag replacement, uniforms, and trash liners.	16,150
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CAPITAL OUTLAY:

572-63	Beach Light Repair (10,054), Beach Electricity (6,550)	16,604
572-64	Misc. Signs, Bench Banners, Bike Racks etc.	33,000

CITY OF GULFPORT
FY 2015 Budget
Public Works-Parks
001-4145-572

ACCOUNT	Div Acct. # 4145-572	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	572-12-01	253,084	255,271	202,146	210,021	236,807	209,025	-11.7%
Vacation Leave	572-12-02	17,981	16,030	16,213	13,496	-	-	0.0%
Sick Leave	572-12-03	11,574	12,662	11,700	10,705	-	-	0.0%
Other Salaries	572-13	-	-	-	477	-	-	0.0%
Overtime	572-14	15,668	15,774	12,023	12,184	5,780	5,780	0.0%
Miscellaneous	572-15-12	-	-	-	-	-	-	0.0%
FICA Tax	572-21-01	18,116	19,302	14,131	14,584	14,682	12,960	-11.7%
Medicare Tax	572-21-02	4,237	4,514	3,305	3,411	3,434	3,031	-11.7%
Retirement	572-22-00	43,518	36,406	21,147	52,943	49,493	42,223	-14.7%
Health Insurance	572-23-01	49,276	43,564	42,544	41,735	39,824	42,000	5.5%
Disability Insurance	572-23-02	1,428	1,492	-	1,135	1,142	1,012	-11.4%
Life Insurance	572-23-04	855	886	1,578	723	716	635	-11.3%
Workers Compensation	572-24	11,975	7,547	837	11,575	12,008	13,209	10.0%
Unemployment	572-25	-	-	10,548	-	-	-	0.0%
People Costs		427,712	413,447	336,172	372,988	363,886	329,875	-9.3%
Other Contractual	572-34	65,946	54,788	58,186	84,805	94,379	84,500	-10.5%
Travel/Per Diem	572-40	56	-	-	-	760	-	-100.0%
Communications	572-41	715	765	762	784	1,056	900	-14.8%
Electricity	572-43-01	25,698	24,929	23,607	20,482	28,749	21,800	-24.2%
Water/Sewer	572-43-02	9,095	10,087	12,013	14,751	10,000	10,000	0.0%
Other	572-43-03	2,801	2,796	2,941	3,327	2,474	3,000	21.3%
Rental & leases	572-44	25,522	25,972	25,732	27,109	29,980	29,980	0.0%
General Liability	572-45-01	4,065	2,815	3,433	3,990	3,476	4,500	29.5%
Auto Ins	572-45-02	3,551	2,483	3,028	-	3,002	-	-100.0%
Property	572-45-03	18,440	13,462	18,787	19,076	22,881	22,881	0.0%
Repairs & Maintenance	572-466	57,593	62,929	60,401	45,643	82,924	70,000	-15.6%
Printing & Binding	572-47	-	-	212	-	285	-	-100.0%
Promotional	572-48	4,147	1,798	1,445	8,311	15,766	3,000	-81.0%
Other Charges	572-49	-	-	-	-	-	-	0.0%
Office Supplies	572-51	178	82	165	95	285	-	-100.0%
Operating Supplies	572-52	17,735	17,905	12,626	13,318	16,150	16,150	0.0%
Tree Bank	572-52-01	-	80	-	-	-	-	0.0%
Bks/Pubs/Subs	572-54	125	138	230	300	285	-	-100.0%
Operational Costs		235,667	221,030	223,568	241,991	312,452	266,711	-14.6%
Buildings	572-62	-	-	-	-	-	-	0.0%
Improvements	572-63	-	-	1,461	23,882	1,619	16,604	925.6%
Machinery & Equipment	572-64	19,570	2,197	1,415	18,924	-	33,000	0.0%
Capital Outlay		19,570	2,197	2,876	42,806	1,619	49,604	2963.9%
DEPARTMENT TOTAL		682,949	636,674	562,616	657,784	677,957	646,190	-4.7%



RECREATION RECREATION CENTER

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
 Recreation – Recreation Center

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Recreation Services Supervisor	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00
Recreation Leaders (P/T)	4.00	4.00	4.00	4.00
Summer Recreation Leaders (P/T)	1.75	1.75	1.75	1.75
Junior Counselors	1.25	1.25	1.25	1.25
Staff Assistant II	1.00	1.00	1.00	1.00
Preschool Teacher	0.50	0.50	1.00	1.00
Summer Teens (P/T-6 weeks)	-	-	-	-
Total:	<u>10.50</u>	<u>10.50</u>	<u>11.00</u>	<u>11.00</u>

CITY OF GULFPORT
Fiscal Year 2015
Recreation

MISSION

As a division of the Leisure Services Department, the Recreation Division provides a wide range of safe, enjoyable and positive recreation/leisure activities and opportunities to residents and visitors of all ages. This division also provides a licensed after-school program, summer recreation and holiday out of school camp for children ages 5-14, tot-time, teen recreation program, teen council, teen night activities and summer employment for Gulfport teens. The Division offers additional recreational activities through the use of contractual instructors.

PROGRAMS

CHILDREN'S PROGRAMS: The Recreation Division provides quality care for children of all ages through a Tot Time/VPK Program, School Year Child Care Program, Summer Program and Teen Night Program. Each child has the opportunity to experience many recreational, social, creative and enriching activities through each program. The Tot Time/VPK Program is a pre-school, hands-on program for children ages 3-5. This program aims to make learning fun for children and helps prepare them for Kindergarten. The School Year Child Care Program is an after school program for children ages Kindergarten through 14. The program also offers full-day care on in-service days and is licensed by the Pinellas County License Board and the Early Learning Coalition of Pinellas County, Inc. The Summer Program is for children who have completed Kindergarten to age 14 and offers daily activities that include arts and crafts, field trips, sports, music, special classes and much more. The Teen Night Program is for teens in grades 6th thru 12th and offers recreation and social activities. Field trips and cooking projects are also offered once a month.

ADULT PROGRAMS: The Recreation Division offers a women's softball league, open gym, open gameroom, pickle ball and table tennis.

CONTRACTUAL INSTRUCTORS: The Recreation Division offers a variety of classes for all ages including Bootcamp, Fencing, German, Gymnastics, Italian, Karate, Meditation, Spanish, Stretch & Tone, Tai Chi, Tennis, Volleyball, Walking club, Watercolor, Women's Self-Defense, Yoga and Zumba.

SPECIAL EVENTS: The Recreation Division offers a variety of special events including Fun in the Sun Day, 4th of July Celebration, Halloween Bash and Holiday Tree Lighting.

TEEN COUNCIL: The Teen Council serves as a link between the City's teen population and the City government officials. The council shall consist of seven regular members and three alternate members, aged 13 to 19 years. The council has the power to recommend equipment needs and budgetary considerations for City parks and recreation programs, to provide suggestions and assistance with youth events for city-sponsored festivals and programs, to organize and perform projects which would benefit the Gulfport community and to serve as an advisory board on issues related to young people that City Council wished to delegate for consideration to the Gulfport Teen Council.

PERSONNEL

SALARIES AND WAGES

572-12	Includes Recreation Services Supervisor, Recreation Coordinator, part time Recreation Leaders, Junior Counselors, Staff Assistant II and Pre-School Teacher.	264,835
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OTHER WAGES

572-14	Overtime	4,500
572-15-03	Car Allowance	300

FICA & MEDICARE

572-21-01	FICA	16,420
572-21-02	Medicare	3,840

RETIREMENT

572-22	Retirement	33,164
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

572-23-01	Health Insurance	25,000
572-23-02	Disability	795
572-23-04	Life Insurance	498

WORKERS' COMPENSATION

572-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	10,304
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OPERATING COSTS

OTHER CONTRACTUAL

572-34	Includes security system, janitorial, summer instructors, contractual instructors and other services acquired by independent contractors or corporations.	41,000
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TRAVEL AND PER DIEM

572-40	Includes costs for employee travel expenses, mileage reimbursements, and Teen Council conferences.	2,000
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COMMUNICATION

572-41	Phone service, cable and postage	9,400
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UTILITIES

572-43-01	Electricity	21,000
572-43-02	Water & sewer	11,600

RENTALS AND LEASES

572-44	Includes cost for annual copier lease agreement	3,000
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INSURANCE

572-45-01	General Liability	8,000
572-45-03	Property	20,000
572-45-04	Other – Flood & Windstorm	17,400

REPAIRS AND MAINTENANCE

572-46	Includes costs for the repairs and maintenance of equipment and vehicle.	10,000
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PRINTING AND BINDING

527-47	Includes costs for printing and binding of materials that are purchased from outside vendors.	190
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PROMOTIONAL ACTIVITIES

572-48	Includes costs for supplies, materials, advertising and other resources acquired for all special events.	5,000
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OFFICE SUPPLIES

572-51	Includes costs for materials and supplies such as paper, writing utensils, stationary, etc.	2,375
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OPERATING SUPPLIES

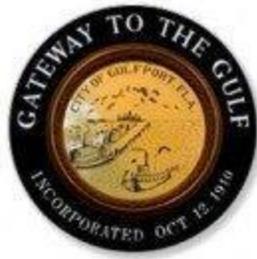
572-52	Includes costs for all types of supplies necessary to operate the facility. This includes sports equipment, arts & crafts, toys and food for recreation programs such as Tot Time, After School, Summer and Teen Night. Also includes janitorial supplies, miscellaneous signs and film development. Tables and chairs.	27,000
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MEMBERSHIPS

572-54	Includes costs for staff fingerprints and background checks. Also includes Teen Council conference registrations. Includes costs for classes required for child care certification.	2,520
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CITY OF GULFPORT
FY 2015 Budget
Recreation-Recreation Center
001-4142-572

ACCOUNT	Div Acct. # 4142-572	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	572-12-01	108,843	105,843	106,174	111,154	261,718	264,835	1.2%
Vacation Leave	572-12-02	6,710	8,919	8,923	6,716	-	-	0.0%
Sick Leave	572-12-03	4,225	2,506	2,962	3,699	-	-	0.0%
Other Salaries	572-13	136,797	135,333	120,348	121,579	-	-	0.0%
Overtime	572-14	5,486	4,703	4,737	2,921	4,500	4,500	0.0%
Car Allowance	572-15-03	301	301	302	301	300	300	0.0%
FICA Tax	572-21-01	15,845	16,176	14,840	15,005	15,552	16,420	5.6%
Medicare Tax	572-21-02	3,706	3,783	3,471	3,509	3,795	3,840	1.2%
Retirement	572-22-00	16,613	13,712	6,482	23,537	33,357	33,164	-0.6%
Health Insurance	572-23-01	17,807	16,836	15,949	16,172	23,621	25,000	5.8%
Disability Insurance	572-23-02	749	763	890	563	770	795	3.2%
Life Insurance	572-23-04	467	472	474	357	483	498	3.1%
Workers Compensation	572-24	9,340	5,887	8,228	9,011	9,367	10,304	10.0%
Unemployment	572-25	-	-	5,583	671	-	-	0.0%
People Costs		326,889	315,234	299,363	315,195	353,463	359,656	1.8%
Professional & Contractual	572-31	-	-	-	-	-	-	0.0%
Other Contractual	572-34	25,608	25,456	29,452	25,014	25,000	41,000	64.0%
Travel/Per Diem	572-40	2,111	337	1,759	653	2,800	2,000	-28.6%
Communications	572-41	6,823	6,678	11,367	9,970	3,986	9,400	135.8%
Electricity	572-43-01	24,819	24,214	20,710	17,926	26,746	21,000	-21.5%
Water/Sewer	572-43-02	7,881	7,912	9,258	11,843	9,306	11,600	24.7%
Rental & leases	572-44	2,789	2,527	2,674	2,834	3,000	3,000	0.0%
General Liability	572-45-01	6,748	4,681	5,700	7,689	7,371	8,000	8.5%
Auto Ins	572-45-02	361	243	301	-	-	-	0.0%
Property Ins	572-45-03	16,778	12,249	17,093	17,357	20,000	20,000	0.0%
Other	572-45-04	13,160	14,080	14,131	14,575	500	17,400	3380.0%
Repairs & Maintenance	572-46	11,428	5,177	2,183	376	8,086	10,000	23.7%
Printing & Binding	572-47	11	8	1	32	190	190	0.0%
Promotional	572-48	7,200	5,955	5,903	6,516	5,700	5,000	-12.3%
Office Supplies	572-51	1,574	2,653	1,733	1,439	2,375	2,375	0.0%
Operating Supplies	572-52	26,759	27,143	22,230	22,862	25,000	27,000	8.0%
Bks/Pubs/Subs	572-54	1,819	1,441	2,150	1,338	2,520	2,520	0.0%
Transfer to Capital	581	-	-	-	836	-	-	0.0%
Operational Costs		155,869	140,754	146,645	141,260	142,580	180,485	26.6%
Improvements	572-63	-	-	-	3,642	-	-	0.0%
Machinery & Equipment	572-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	3,642	-	-	0.0%
DEPARTMENT TOTAL		482,758	455,988	446,008	460,097	496,043	540,141	8.9%



RECREATION SENIOR CENTER

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
 Recreation - Multipurpose Senior Center

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 BUDGET</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Social Services Supervisor	0.80	0.80	0.80	1.00
Senior Services Coordinator	1.00	1.00	1.00	1.00
Senior Center Assistant (2-P/T)	1.00	1.00	1.00	1.00
Total:	<u>2.80</u>	<u>2.80</u>	<u>2.80</u>	<u>3.00</u>

CITY OF GULFPORT
Fiscal Year 2015
Recreation - Multipurpose Senior Center

MISSION

The Gulfport Multipurpose Senior Center actively seeks to support the independence and increased quality of life of its participants by encouraging involvement in programs and activities that promote their health, welfare, safety and dignity.

PROGRAMS

The Gulfport Senior Center offers a balanced program that meets the needs of the senior population.

Social Services: Transportation assistance, Medicare and Medicaid Insurance Assistance, SHINE, Support Groups, AA Meetings, Community Law Program, Abuse/Neglect Reporting, Housing Replacement Referrals, and Victim Advocate Referrals.

Recreational Programs: Special Interest Groups such as: Quilting, Line Dancing, Card Games, Board Games, Knitting, Crocheting, Harmonica, and Travel. Regularly scheduled Special Events such as: Movie Day at the Snack Bar, Senior Follies Show, Vaudeville Show, A Night in Italy Dinner, Luau, Ice Cream Social, Stars and Stripes Bar-b-Que, and Thanksgiving Dinner Party.

Educational Programs: Art Instructional Classes, AARP Driver Safety Course, Computer and Technical Instruction, Financial/Investment Programs, Italian Language Classes, Spanish Language Classes, and English Language Classes.

Nutritional Services: Snack Bar, Neighborly Care Network Congregate Dining and Meals on Wheels, and Cooking Classes.

Health Programs: Foundation Fitness Center, Memory Screenings, Blood Sugar Screenings, Blood Pressure Screenings, Balance Screenings, Aerobic Classes, Tai Chi Programs, Yoga, Meditation Sessions, Healthy Aging Presentations, HCA Health Talk Series, and YMCA Diabetes Prevention Program.

Community Involvement: Food Pantry, Reassurance Program, Annual Gulfport Health & Wellness Expo, and relationship development with local Senior Service Support Agencies.

PERSONNEL

SALARIES AND WAGES

569-12 Includes Social Service Supervisor, Senior Services Coordinator and two part-time Senior Center Assistants. **104,017**

FICA & MEDICARE

569-21-01 FICA **6,449**
569-21-02 Medicare **1,508**

RETIREMENT

569-22 Retirement **16,483**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

569-23-01 Health Insurance **7,000**
569-23-02 Disability **395**
569-23-04 Life Insurance **248**

WORKERS' COMPENSATION

569-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **329**

OPERATING COSTS

PROFESSIONAL SERVICES

569-31 Engineering services for development and design of the Senior Center **15,000**

OTHER CONTRACTURAL

569-34 Includes security system, fire alarm system, pest control, and other services acquired by independent contractors or corporations. **13,000**

TRAVEL / PER DIEM

569-40 Includes costs for employee travel expenses, mileage reimbursements for conferences on aging **1,000**

COMMUNICATION

569-41 Phone service, cable and postage 8,500

UTILITIES

569-43-01 Electricity 11,000

569-43-02 Water & sewer 8,700

RENTALS AND LEASES

569-44 Includes costs for annual lease agreement of copier. 2,000

INSURANCE

569-45-01 General Liability 775

569-45-03 Property 4,200

REPAIRS AND MAINTENANCE

569-46 Includes costs for the repairs and maintenance of appliances/computer repair & grease trap service and A/C repairs not covered by contract. 2,000

PRINTING AND BINDING

569-47 Includes costs for printing informational materials, brochures and flyers. 300

PROMOTIONAL ACTIVITIES

569-48 Includes costs for special events including supplies, dinners, entertainment and one-day field trips. Also includes Community Outreach and Marketing. 10,000

OFFICE SUPPLIES

569-51 Includes costs for materials and supplies such as paper, writing utensils, stationary, etc. 2,000

OPERATING SUPPLIES

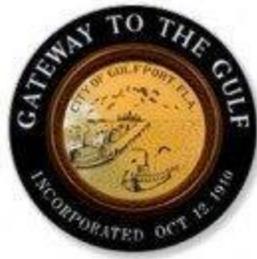
569-52 Includes costs for all types of janitorial/custodial supplies necessary to operate the facility including the Theater. 5,000

MEMBERSHIPS

569-54 Includes annual membership fee to Florida Association of Senior Center. 800

CITY OF GULFPORT
FY 2015 Budget
Recreation-Senior Center
001-4161-569

ACCOUNT	Div Acct. # 4161-569	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	569-12-01	86,677	85,169	77,593	63,919	94,237	104,017	10.4%
Vacation Leave	569-12-02	1,563	3,423	11,133	13,420	-	-	0.0%
Sick Leave	569-12-03	266	659	4,450	8,356	-	-	0.0%
Other Salaries	569-13	16,969	15,503	18,068	24,935	-	-	0.0%
Overtime	569-14	-	92	41	-	1,595	-	-100.0%
Car Allowance	569-15-03	301	301	306	307	240	-	-100.0%
Miscellaneous	569-15-12	-	-	-	-	-	-	0.0%
FICA Tax	569-21-01	6,342	6,692	6,402	7,092	5,843	6,449	10.4%
Medicare Tax	569-21-02	1,483	1,565	1,497	1,659	1,366	1,508	10.4%
Retirement	569-22-00	12,457	10,051	4,081	18,029	14,811	16,483	11.3%
Health Insurance	569-23-01	6,175	6,696	6,911	6,745	10,629	7,000	-34.1%
Disability Insurance	569-23-02	382	385	448	215	342	395	15.5%
Life Insurance	569-23-04	187	189	190	147	215	248	15.3%
Workers Compensation	569-24	271	171	240	289	299	329	10.0%
Unemployment	569-25	-	-	-	-	-	-	0.0%
People Costs		133,073	130,897	131,360	145,114	129,577	136,429	5.3%
Professional & Contractual	569-31	-	-	80	-	-	15,000	100.0%
Other Contractual	569-34	4,158	4,195	5,928	11,606	3,700	13,000	251.4%
Travel/Per Diem	569-40	77	50	-	-	903	1,000	10.7%
Communications	569-41	7,516	7,716	8,161	8,898	7,245	8,500	17.3%
Electricity	569-43-01	12,006	11,714	11,866	10,925	10,979	11,000	0.2%
Water/Sewer	569-43-02	7,148	7,422	8,017	7,813	8,776	8,700	-0.9%
Rental & Leases	569-44	1,886	1,959	1,944	1,360	2,000	2,000	0.0%
General Liability	569-45-01	696	483	587	684	656	775	18.1%
Property	569-45-03	3,052	2,227	3,111	3,822	4,165	4,200	0.8%
Repairs & Maintenance	569-46	603	3,029	1,755	3,017	3,000	2,000	-33.3%
Printing & Binding	569-47	-	19	-	212	475	300	-36.8%
Promotional	569-48	4,817	710	1,453	226	5,000	10,000	100.0%
Office Supplies	569-51	2,461	2,132	2,089	945	2,000	2,000	0.0%
Operating Supplies	569-52	4,901	5,658	4,978	3,471	5,000	5,000	0.0%
Operating Sup-Congregate Dining	569-52-01	-	-	-	-	-	-	0.0%
Meal on Wheels	569-52-02	-	-	-	-	-	-	0.0%
Bks/Pubs/Subs	569-54	556	687	260	439	2,446	800	-67.3%
Operational Costs		49,877	48,003	50,229	53,417	56,345	84,275	49.6%
Imp.O/T Bldg	569-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	569-64	-	-	-	-	4,200	-	100.0%
Bks/Public Library	569-66	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	4,200	-	0.0%
DEPARTMENT TOTAL		182,950	178,899	181,589	198,530	190,122	220,704	16.1%



RECREATION

GEMS

**CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
GEMS**

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Social Services Supervisor	0.20	0.20	0.20	0.00
Mini-Bus Operator (8 P/T)	3.50	3.50	3.50	3.50
GEMS Coordinator	<u>0</u>	<u>0</u>	<u>.50</u>	<u>.50</u>
Total:	<u>3.70</u>	<u>3.70</u>	<u>4.00</u>	<u>4.00</u>

CITY OF GULFPORT
Fiscal Year 2015
GEMS

MISSION

The Gulfport Mobile Service for Seniors (GEMS) seeks to support the independence and increased quality of life of its participants by providing door-to-door transportation for Gulfport senior residents age 55 and over as well as disabled residents unable to use conventional modes of transportation.

PROGRAMS

Transportation Service: Transportation service to medical appointments, grocery shopping, social or recreational activities, and any other need within the GEMS service area.

Community Involvement: Regularly scheduled special group trips to local entertainment sites.

PERSONNEL

SALARIES AND WAGES

549-12-01	Mini Bus Operators.	80,000
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FICA & MEDICARE

549-21-01	FICA	5,704
549-21-02	Medicare	1,334

OPERATING COSTS

COMMUNICATION

549-41	Phone service	660
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INSURANCE

549-45-01	General Liability	851
549-45-03	Property	4,200

BINDING

549-47	Includes printing of registration and informational materials.	150
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OFFICE SUPPLIES

549-51	Includes paper and stationary supplies	350
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OPERATING SUPPLIES

549-52	Includes cost of uniforms and vehicle detailing. Includes Level 2 Background Checks and Physicals (every 2 years) for CDL carriers.	475
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MEMBERSHIPS

549-54	GEMS/Trolley driving training/materials	400
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CITY OF GULFPORT
FY 2015 Budget
Recreation-GEMS
001-4160-549

ACCOUNT	Div Acct. # 5123-549	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	549-12-01	10,968	10,723	9,732	8,543	125,348	80,000	-36.2%
Vacation Leave	549-12-02	935	1,772	3,131	2,842	-	-	0.0%
Sick Leave	549-12-03		43	983	1,851	-	-	0.0%
Other Salaries	549-13	75,885	73,404	75,915	66,725	-	-	0.0%
Overtime	549-13	62	196	219	-	-	-	0.0%
FICA Tax	549-21-01	5,405	5,535	5,477	4,707	7,772	5,704	-26.6%
Medicare Tax	549-21-02	1,264	1,294	1,281	1,101	1,818	1,334	-26.6%
Retirement	549-22-00	1,719	1,268	584	2,576	1,888	-	-100.0%
Health Insurance	549-23-01	1,544	1,056	1,063	898	1,184	-	-100.0%
Disability Insurance	549-23-02	56	56	65	22	44	-	-100.0%
Life Insurance	549-23-04	35	35	35	15	27	-	-100.0%
Workers Compensation	549-24	3,594	2,266	3,166	3,814	3,957	-	-100.0%
Unemployment	549-25	73	234	1,812	4,109	-	-	0.0%
People Costs		101,540	97,881	103,465	97,202	142,038	87,038	-38.7%
Communications	549-41	158	1		-	660	660	0.0%
General Liability	549-45-01	996	689	840	976	851	851	0.0%
Auto Ins	549-45-02	16,372	11,448	13,957	-	13,841	-	-100.0%
Property	549-45-03	3,067	2,237	3,121	3,839	3,803	4,200	10.4%
Repairs & Maintenance	549-46	17,088	39,198	1,501	-	12,963	-	-100.0%
Printing & Binding	549-47	-	-	107	-	150	150	0.0%
Office Supplies	549-51	671	364	279	-	350	350	0.0%
Operating Supplies	549-52	190	3,172	(1,271)	-	475	475	0.0%
Bks/Pubs/Subs	549-54	150	-	160	-	340	400	17.6%
Operational Costs		38,692	57,110	18,694	4,815	33,433	7,086	-78.8%
Imp O/T Bldg	549-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	549-64	-	1,904	6,814	-	-	-	0.0%
Capital Outlay		-	1,904	6,814	-	-	-	0.0%
DEPARTMENT TOTAL		140,232	156,895	128,973	102,017	175,471	94,124	-46.4%



RECREATION CASINO

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
 Recreation - Casino

	<u>FY 2012</u> <u>ACTUAL</u>	<u>FY 2013</u> <u>ACTUAL</u>	<u>FY 2014</u> <u>ACTUAL</u>	<u>FY 2015</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Event Operations Manager	1.00	1.00	1.00	-
Concession Staff (P/T)	1.50	1.50	1.50	-
Event Leader (P/T)	2.50	2.50	2.50	-
Maintenance Worker I	0.50	0.50	-	-
Cultural Facilities Events Supervisor	-	-	-	0.50
Technical Events Specialist	-	-	-	0.50
Event Staff (P/T)	-	-	-	4.50
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

CITY OF GULFPORT
Fiscal Year 2015
Recreation - Casino

MISSION

A division of the Recreation Department, the Cultural Facilities encompasses the Historic Casino Ballroom, Catherine A. Hickman Theater, the 49th Street Neighborhood Center and the Historic Scout Hall.

The Historic Gulfport Casino Ballroom built in 1934 and completely renovated in 2001, is a 10,000 square foot facility overlooking the Boca Ciega Bay with a waterfront view on three sides. It boasts an original 5,000 square foot white Canadian maple ballroom dance floor known to be one of the best in the area. The Gulfport Casino Ballroom is a versatile venue offering not only dancing, but weddings, receptions, parties, fundraisers, trade shows, corporate events, banquets, dance competitions and live concerts.

The Casino offers a band shell, full-service bar, free parking and catering kitchen, allowing users to bring in the caterer of their choice.

Outdoors is the deck and patio right on the beach, suitable for cocktail parties and beach weddings. Patrons may also use the pier to arrive by boat.

PROGRAMS

The Casino Ballroom offers a variety of styles of dancing and lessons which are open to the public Sunday through Thursday to promote healthy activities for adults of all ages as well as children. This allows them to get exercise and socialize even if they don't have a partner.

Dance Lessons and Dances:

Every Sunday - Ballroom dancing

Last Monday of the month - USA Ballroom dancing

Every Tuesday - Ballroom dance and Argentine Tango lessons

Every Wednesday - Swing dancing

Every Thursday - Salsa dancing

Friday & Saturday - Private rentals for weddings, receptions, parties, fundraisers, live concerts.

PERSONNEL

SALARIES AND WAGES

575-12 Includes partial Cultural Facilities Events Supervisor, partial Technical Events Specialist, and Event Staff. **85,000**

FICA & MEDICARE

575-21-01 FICA **5,913**
575-21-02 Medicare **1,383**

RETIREMENT

575-22 Retirement **7,238**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

575-23-01 Health Insurance **4,000**
575-23-02 Disability Insurance **173**
575-23-04 Life Insurance **109**

WORKERS' COMPENSATION

575-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **2,658**

OPERATING COSTS

OTHER CONTRACTUAL

575-34 Janitorial services, annual pest control, security system, fire protection, gas inspection, carpet cleaning, technical services, piano tuning, entertainment, bands, dance instruction, & talent. **95,000**

COMMUNICATION

575-41 Credit card machine phone line. Postage, Internet, Cell Phones **8,500**

UTILITIES

575-43-01	Electricity	40,000
575-43-02	Water & sewer	5,000

RENTALS & LEASES

575-44	Special rental needs and additional equipment	2,000
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INSURANCE

575-45-01	General Liability	1,386
575-45-03	Property	9,814
575-45-04	Other – Flood & Windstorm	17,000

REPAIRS AND MAINTENANCE

575-46	Air conditioning, ice machine, replacement microphones, interior/exterior painting, carpet replacement, window treatments & tinting, grease trap cleaning, bar towels laundry, sound system rewiring, exterior permanent lighting, and exterior wiring to bring up to code.	4,500
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PRINTING AND BINDING

575-47	Flyers, brochures and informational material	570
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PROMOTIONAL

575-48	Marketing in trade shows & magazines, supplies for special events, advertising in the Gulfport Gabber, Tampa Bay Times, Verizon Yellow Pages, etc.	15,000
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OFFICE SUPPLIES

575-51	Paper, business forms, pens & pencils, notebooks, tape and general supplies	950
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OPERATING SUPPLIES

575-52	Janitorial supplies, uniforms, lighting & sound equipment, chair replacement, food warmer replacement, backstage supply cabinet, staff lockers, and planter dividers to hide table & chair storage	9,400
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INVENTORY FOR RESALE

575-52-01	Alcohol, soda, water, snacks, paper goods and sundries supplies	32,000
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MEMBERSHIPS AND SUBSCRIPTIONS

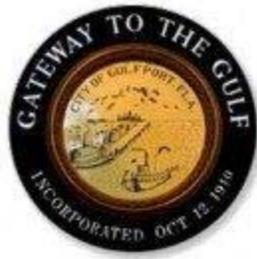
575-54	Licenses for ASCAP, BMI, SESAC, Alcohol/Beverage, and Merchants Association.	1,995
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CAPITAL OUTLAY:

575-64	Casino Point of Sale and Chairs	7,500
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CITY OF GULFPORT
FY 2015 Budget
Recreation-Casino
001-4143-575

ACCOUNT	Div Acct. # 4143-575	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14adopt To FY15
Salaries & Wages	575-12-01	17,902	17,663	17,039	17,447	95,376	85,000	-10.9%
Vacation Leave	575-12-02	1,002	1,491	2,548	2,221	-	-	0.0%
Sick Leave	575-12-03	603	581	182	921	-	-	0.0%
OtherSalaries	575-13	62,870	61,945	58,206	47,024	-	-	0.0%
Overtime	575-14	-	-	-	-	-	-	0.0%
Car Allowance	575-15-03	-	-	-	-	150	-	-100.0%
FICA Tax	575-21-01	5,059	5,188	4,849	4,127	5,913	5,913	0.0%
Medicare Tax	575-21-02	1,183	1,213	1,134	965	1,383	1,383	0.0%
Retirement	575-22-00	3,222	2,174	992	3,756	5,310	7,238	36.3%
Health Insurance	575-23-01	4,467	2,473	2,658	2,695	2,953	4,000	35.5%
Disability Insurance	575-23-02	159	160	168	84	122	173	41.8%
Life Insurance	575-23-04	88	78	69	54	77	109	41.6%
Workers Compensation	575-24	2,193	1,383	1,933	2,327	2,416	2,658	10.0%
Unemployment	575-25	-	-	-	-	-	-	0.0%
People Costs		98,748	94,349	89,778	81,623	113,700	106,474	-6.4%
Other Contractual	575-34	95,797	92,278	91,514	103,944	79,667	95,000	19.2%
Communications	575-41	6,796	6,841	7,901	8,738	6,484	8,500	31.1%
Electricity	575-43-01	48,241	52,599	55,263	39,427	42,707	40,000	-6.3%
Water/Sewer	575-43-02	3,169	4,525	3,955	3,607	3,425	5,000	46.0%
Rental & leases	575-44	1,782	162	-	-	2,030	2,000	-1.5%
General Liability	575-45-01	1,621	1,123	1,367	1,591	1,386	1,386	0.0%
Property	575-45-03	7,103	5,187	7,237	8,893	8,814	9,814	11.3%
Other Ins	575-45-04	12,097	12,480	13,309	13,724	333	17,000	5005.1%
Repairs & Maintenance	575-46	3,251	3,769	2,345	3,121	7,500	4,500	-40.0%
Printing & Binding	575-47	1,350	569	1,105	374	570	570	0.0%
Promotional	575-48	15,822	9,814	14,502	12,388	12,350	15,000	21.5%
Other Chgs	575-49	-	-	-	-	-	-	0.0%
Admn Chg	575-49-02	-	-	-	-	-	-	0.0%
Office Supplies	575-51	1,014	1,101	1,673	900	950	950	0.0%
Operating Supplies	575-52	7,089	8,641	6,312	5,702	9,405	9,400	-0.1%
Inventory	575-52-01	27,831	29,085	25,458	52,050	32,000	32,000	0.0%
Bks/Pubs/Subs	575-54	1,062	1,239	1,163	1,109	1,995	1,995	0.0%
Transfer to WRD	581	100,000	-	-	-	-	-	0.0%
Operational Costs		334,025	229,414	233,104	255,569	209,616	243,115	16.0%
Buildings	575-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	575-63	-	-	-	-	12,000	-	0.0%
Machinery & Equipment	575-64	-	1,670	-	-	12,000	7,500	0.0%
Capital Outlay		-	1,670	-	-	24,000	7,500	0.0%
DEPARTMENT TOTAL		432,773	325,433	322,882	337,191	347,316	357,089	2.8%



RECREATION THEATER

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
 Recreation - Theater

	<u>FY 2012</u> <u>ACTUAL</u>	<u>FY 2013</u> <u>ACTUAL</u>	<u>FY 2014</u> <u>ACTUAL</u>	<u>FY 2015</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Event Operations Manager	1.00	1.00	1.00	-
Concession Staff (P/T)	1.50	1.50	1.50	-
Event Leader (P/T)	2.50	2.50	2.50	-
Maintenance Worker I	0.50	0.50	-	-
Cultural Facilities Events Supervisor	-	-	-	0.50
Technical Events Specialist	-	-	-	0.50
Event Staff (P/T)	-	-	-	4.50
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

CITY OF GULFPORT
Fiscal Year 2015
Recreation - Theater

MISSION

A division of the Recreation Department, the Cultural Facilities Division encompasses the Historic Casino Ballroom, Catherine A. Hickman Theater, the 49th Street Neighborhood Center and the Historic Scout Hall.

The Catherine A. Hickman is a 173-seat theater retaining a multitude of options for stage productions. The excellent acoustics, comfortable seating and friendly staff, provide a venue for arts, cultural, community and corporate events. The modern and functional light-filled lobby features gallery space, an adjoining courtyard and a concession for refreshments.

Annually, with ample free parking, the theater hosts community theater productions, various performing artists, concerts, dance recitals and school productions while also being available for community events and organizations.

PROGRAMS

Live stage productions by local theater group Gulfport Community Players.

The theater is also available for private rentals, concerts, stage productions, recitals, seminars, training and presentations, talent shows and photo shoots.

PERSONNEL

SALARIES AND WAGES

575-12 Includes Cultural Facilities Events Supervisor, Technical Events Specialist, and Events Staff. **85,000**

FICA & MEDICARE

575-21-01 FICA **5,913**
575-21-02 Medicare **1,383**

RETIREMENT

575-22 Retirement **7,238**

EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

575-23-01 Health Insurance **4,000**
575-23-02 Disability Insurance **172**
575-23-04 Life Insurance **108**

WORKERS' COMPENSATION

575-24 Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification. **2,178**

OPERATING COSTS

OTHER CONTRACTUAL

575-34 Annual pest control, security system, fire protection, carpet cleaning, technical services, window cleaning and piano tuning **2,000**

COMMUNICATIONS

575-41 Centranet and postage **500**

UTILITIES

575-43-01 Electricity **14,500**
575-43-02 Water & sewer **2,101**

INSURANCE

575-45-01	General Liability	1,386
575-45-03	Property	9,814

REPAIRS AND MAINTENANCE

575-46	Stage lighting/sound repairs, rewiring/replacement	2,000
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PROMOTIONAL ACTIVITIES

575-48	Increased number of productions, expanded paid advertising	5,400
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OPERATING SUPPLIES

575-52	Janitorial supplies, hardware & repair materials, black curtain replacement, chair plates for wheelchair-accessible seating	1,000
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INVENTORY FOR RESALE

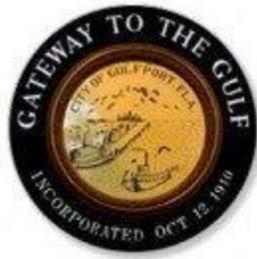
575-52-01	Alcohol, soda, water, snacks, paper goods and sundries supplies	2,000
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MEMBERSHIPS AND REGISTRATIONS

575-54	Licenses for ASCAP, BMI, SESAC, Alcohol/Beverage, health inspection, license for outdoor movies. May move this expense to Recreation Center account.	750
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CITY OF GULFPORT
FY 2015 Budget
Recreation-Theater
001-4144-575

ACCOUNT	Div Acct. # 4143-575	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	575-12-01	17,902	17,663	17,039	17,448	95,376	85,000	-10.9%
Vacation Leave	575-12-02	815	1,313	2,313	2,221	-	-	0.0%
Sick Leave	575-12-03	603	581	182	921	-	-	0.0%
OtherSalaries	575-13	38,518	38,276	35,162	47,026	-	-	0.0%
Overtime	575-14	-	-	-	-	-	-	0.0%
Car Allowance	575-15-03	-	-	-	-	150	-	-100.0%
FICA Tax	575-21-01	3,540	3,660	3,390	4,127	5,914	5,913	0.0%
Medicare Tax	575-21-02	828	856	793	965	1,383	1,383	0.0%
Retirement	575-22-00	2,933	2,174	992	3,756	5,309	7,238	36.3%
Health Insurance	575-23-01	2,234	2,473	2,658	2,695	2,952	4,000	35.5%
Disability Insurance	575-23-02	96	97	113	84	123	172	39.8%
Life Insurance	575-23-04	49	39	39	54	77	108	40.3%
Workers Compensation	575-24	1,800	1,133	1,585	1,908	1,980	2,178	10.0%
Unemployment	575-25	-	-	-	-	-	-	0.0%
People Costs		69,318	68,265	64,266	81,206	113,264	105,992	-6.4%
Other Contractual	575-34	615	722	2,425	2,118	1,800	2,000	11.1%
Communications	575-41	500	693	549	414	880	500	-43.2%
Electricity	575-43-01	12,268	10,810	11,583	13,544	15,087	14,500	-3.9%
Water/Sewer	575-43-02	1,787	1,856	2,004	1,953	2,101	2,101	0.0%
Rental & leases	575-44	-	-	-	-	-	-	0.0%
General Liability	575-45-01	1,621	1,123	1,367	1,591	1,386	1,386	0.0%
Property	575-45-03	7,103	5,187	7,237	8,894	8,814	9,814	11.3%
Repairs & Maintenance	575-46	1,523	1,475	738	799	2,000	2,000	0.0%
Printing & Binding	575-47	-	-	-	-	-	-	0.0%
Promotional	575-48	18,454	19,583	14,422	8,864	9,785	5,400	-44.8%
Admn Chg	575-49-02	-	-	-	-	-	-	0.0%
Office Supplies	575-51	-	-	-	-	-	-	0.0%
Operating Supplies	575-52	1,013	133	1,032	218	1,000	1,000	0.0%
Inventory	575-52-01	3,116	2,640	1,817	1,739	2,700	2,000	-25.9%
Bks/Pubs/Subs	575-54	1,986	798	813	819	750	750	0.0%
Operational Costs		49,986	45,019	43,987	40,953	46,303	41,451	-10.5%
Buildings	575-62	-	-	-	-	12,000	-	0.0%
Imp O/T Bldgs	575-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	575-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	12,000	-	0.0%
DEPARTMENT TOTAL		119,304	113,283	108,253	122,159	171,567	147,443	-14.1%



RECREATION TECHNICAL EVENTS

CITY OF GULFPORT
FY 2015 PERSONNEL SUMMARY
 Recreation – Technical Events

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ACTUAL</u>	<u>FY 2015 BUDGET</u>
PERSONNEL:				
Position:				
Technical Events Specialist	1.00	1.00	1.00	1.00
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

CITY OF GULFPORT
Fiscal Year 2015
Recreation – Technical Events

MISSION

Tech. Events is responsible for acting as the City's liaison with community groups. The Office is tasked with the management of Special Events and the appropriate permitting, coordination and promotional aspects. With the planning, direction, implementation and funding of specific City sponsored events being the focus. All requests for the use of City facilities, requests for City support of events and the marketing efforts associated with City facilities and events are routed through this Division.

PROGRAMS

Coordinate and provide community based assistance to organizations presenting special events.

Maintain relationships with residents and Community groups, providing the highest level of service and assistance possible.

Technical Events position provides the citywide publicity program.

Planning and coordination of City sponsored Special Events.

PERSONNEL

SALARIES AND WAGES

579-12	Includes Technical Events Specialist.	34,958
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FICA & MEDICARE

579-21-01	FICA	2,167
579-21-02	Medicare	507

RETIREMENT

579-22	Retirement	7,062
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EMPLOYEE INSURANCE

Insurance is budgeted based on the health plan chosen by each eligible employee. Disability and life insurance is also provided to all full time employees.

579-23-01	Health Insurance	4,500
579-23-02	Disability Insurance	169
579-23-04	Life Insurance	106

WORKERS' COMPENSATION

579-24	Workers' Compensation is budgeted as a percentage of salaries at contracted coverage rates. These rates vary according to risk level associated with each job classification.	176
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OPERATING COSTS

COMMUNICATION

579-41	Cell Phone	1,700
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RENTALS & LEASES

579-44	Special rental needs and additional equipment	1,000
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INSURANCE

579-45-01	General Liability	350
579-45-03	Property	250

PRINTING AND BINDING

579-47	Flyers, brochures and informational material	250
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PROMOTIONAL

579-48	Includes costs for special events, Adobe Creative Cloud membership, other City hosted events. Promotional items, advertising in the Gulfport Gabber, Tampa Bay Times, presentations, stage and sound.	7,500
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OFFICE SUPPLIES

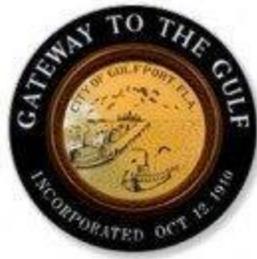
579-51	Includes costs for materials and supplies such as paper, writing utensils, stationary, etc.	300
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OPERATING SUPPLIES

579-52	Includes costs for rentals & towing	500
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CITY OF GULFPORT
FY 2015 Budget
Recreation-Technical Events
001-4141-579

ACCOUNT	Div Acct. # 4141-579	FY10 Actual Expend	FY11 Actual Expend	FY12 Actual Expend	FY13 Actual Expend	FY14 Adopted Budget	FY15 CM Proposed Budget	% Change FY14 adopt To FY15
Salaries & Wages	579-12-01	47,906	31,154	32,125	32,693	30,625	34,958	14.1%
Vacation Leave	579-12-02	2,202	1,765	1,724	-	-	-	0.0%
Sick Leave	579-12-03	125	724	1,103	346	-	-	0.0%
Overtime	579-14	1,187	879	776	882	-	-	0.0%
Car Allowance	579-15-03	534	-	-	-	-	-	0.0%
Assignment Pay	579-15-11	-	-	-	-	-	-	0.0%
FICA Tax	579-21-01	3,468	2,221	2,132	2,008	1,899	2,167	14.1%
Medicare Tax	579-21-02	811	519	499	470	444	507	14.2%
Retirement	579-22-00	7,898	4,001	1,886	5,950	6,401	7,062	10.3%
Health Insurance	579-23-01	7,855	4,945	5,316	4,941	5,905	4,500	-23.8%
Disability Insurance	579-23-02	309	545	637	552	148	169	14.2%
Life Insurance	579-23-04	285	495	509	499	93	106	14.0%
Workers Compensation	579-24	414	147	128	155	160	176	10.0%
Unemployment	579-25	-	-	-	-	-	-	0.0%
People Costs		72,994	47,397	46,835	48,496	45,675	49,645	8.7%
Other Contractual	579-34	-	-	-	-	-	-	0.0%
Travel/Per Diem	579-40	20	-	45	52	-	-	0.0%
Communications	579-41	1,585	1,648	1,737	1,596	500	1,700	240.0%
Electricity	579-43-01	-	-	-	-	-	-	0.0%
Water/Sewer	579-43-02	-	-	-	-	-	-	0.0%
Rental & Leases	579-44	-	-	-	-	-	1,000	100.0%
General Liability	579-45-01	320	221	270	314	300	350	16.7%
Property	579-45-03	183	133	186	226	248	250	0.8%
Other	579-45-04	-	-	-	-	-	-	0.0%
Repairs & Maintenance	579-46	368	-	-	-	-	-	0.0%
Printing & Binding	579-47	316	78	267	32	500	250	-50.0%
Promotional	579-48	13,892	23,943	5,416	6,368	10,000	7,500	-25.0%
Office Supplies	579-51	647	614	442	518	500	300	-40.0%
Operating Supplies	579-52	16	-	-	-	500	500	0.0%
Bks/Pubs/Subs	579-54	190	190	175	70	250	-	-100.0%
Operational Costs		17,537	26,827	8,538	9,175	12,798	11,850	-7.4%
Buildings	579-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	579-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		90,531	74,224	55,373	57,671	58,473	61,495	5.2%

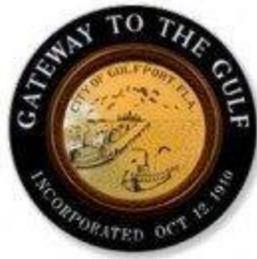


CAPITAL IMPROVEMENTS

CAPITAL IMPROVEMENT PROGRAM BUDGET 2014/2015					
PROJECT	BUDGET AMOUNT	FUNDING SOURCE			
-----PENNY FOR PINELLAS-----					
Pier Replacement Fund	\$ 10,000	PENNY FOR PINELLAS			
Street Paving	565,000	PENNY FOR PINELLAS			
Sidewalks	25,000	PENNY FOR PINELLAS			
City Facility Maintenance	50,000	PENNY FOR PINELLAS			
Small Scale Storm Water Projects (Repairs)	50,000	PENNY FOR PINELLAS			
Police Vehicles	146,000	PENNY FOR PINELLAS			
Police Radios	7,250	PENNY FOR PINELLAS			
Police Laptops	2,500	PENNY FOR PINELLAS			
Fire Equipment/Radios	15,000	PENNY FOR PINELLAS			
Fire - Special Event Cart	22,250	PENNY FOR PINELLAS			
Tonkin Playground/ Caldwell tot playground	107,000	PENNY FOR PINELLAS			
Beach Restroom Renovation (WRD)	125,000	PENNY FOR PINELLAS			
Pasadena Place - Stormwater Project.	205,155	PENNY FOR PINELLAS			
Library Renovation	101,000	PENNY FOR PINELLAS			
Recreation Roof	160,000	PENNY FOR PINELLAS			
	\$ 1,591,155	TOTAL PENNY FOR PINELLAS			

CAPITAL IMPROVEMENT PROGRAM BUDGET 2014/2015						
PROJECT	BUDGET AMOUNT	FUNDING SOURCE				
-----GENERAL FUND-----						
Children's Library Computers	\$ 9,500	GENERAL FUND				
Computer Lifecycle/Emergency Server Replace.	10,000	GENERAL FUND				
Library Books & Materials	50,000	GENERAL FUND				
Misc. Signs, Benches, Banners, Bike Racks,etc.	33,000	GENERAL FUND				
Casino Point of Sale System & Chairs	7,500	GENERAL FUND				
Beach Light Repair/Electricity	16,604	GENERAL FUND				
Code Enforcement Vehicle	20,000	GENERAL FUND				
	\$ 146,604	TOTAL GENERAL FUND				
-----UTILITIES FUND-----						
Sewer - Excavator/Trailer	\$ 34,000	UTILITIES FUND				
Sanitary Sewer Repairs (Carry over from FY14)	340,882	UTILITIES FUND				
Sanitary Sewer Evaluation	1,300,000	UTILITIES FUND				
	\$ 1,674,882	TOTAL UTILITIES FUND				
-----MARINA FUND-----						
Building Renovation	\$ 600,000	MARINA FUND				
Casino floating docks (funded 75% by federal grant)	160,000	MARINA FUND				
	\$ 760,000	TOTAL MARINA FUND				

CAPITAL IMPROVEMENT PROGRAM BUDGET 2014/2015						
PROJECT	BUDGET AMOUNT	FUNDING SOURCE				
-----WRD - TIF FUND-----						
Beach Parking Lot Improvements	\$ 230,000	WRD - TIF FUND				
Beach Restroom Renovation (WRD)	125,000	WRD - TIF FUND				
WRD - Decorative Street Lights * (Install Shore/Upgrade Beach Blvds.)	110,000	WRD - TIF FUND				
Shore Blvd. Crosswalks/Benches/Cans,etc.	37,500	WRD - TIF FUND				
	\$ 502,500	TOTAL WRD - TIF FUND				
-----GRANTS AND OTHER-----						
West Beach Renourishment	\$ 400,000	PINELLAS CO./TDC				
Beach Parking Lot Improvement(s)	230,000	PINELLAS CO./CDBG GRANT				
Clam Bayou (SP - Skyway Ttrail) to Marina	599,390	TRANSPORTATION/TRAILS GRANT(S)				
Marina to Williams Pier & Downtown	231,610	TRANSPORTATION/TRAILS GRANT(S)				
Shore Blvd. 54th S/S to 58th S/S	201,748	TRANSPORTATION/TRAILS GRANT(S)				
Shore Blvd. & 58th S/S to Crescent Dr. S.	158,224	TRANSPORTATION/TRAILS GRANT(S)				
49th Street Outfall Water Quality Proj. (Grant)	1,696,000	GULFCOAST RESTORE ACT				
Pasadena Place - Stormwater Culvert Project.	455,155	STATE APPROPRIATION				
	\$ 3,972,127	TOTAL GRANTS AND OTHER				



COMPENSATION ADMINISTRATION

COMPENSATION ADMINISTRATION

Management Philosophy:

The basis of any compensation program is the management philosophy between the employer and the employees. The pay plan is the basis of compensation for employees and is constructed to reflect:

- What the City expects in return for salaries paid.
- What the City considers key determinants of pay.
- The quality of personnel to attract, retain and motivate in order to achieve organizational objectives.
- What the impact of demands for internal equity and consistency will have in determining pay opportunities.
- The role of compensation in the retention of personnel.
- Whether financial incentive programs are appropriate for reinforcing organizational goals.

The salary range is constructed by establishing a Minimum and Maximum amount.

Internal Equity:

Internally equitable salary programs compensate employees according to various levels of; skill, effort, responsibility, impact of work, public contact, supervisory responsibility, and work environment within the organization. Occasionally, position reassessment and reassignment enhance job duties and responsibilities to the extent that the current pay to the employee in the position does not adequately reflect this equity, necessitating a review of the situation. Other occasions of inequity occur when employees are promoted from non-exempt to exempt positions where the promotional salary increase does not compensate for the lost overtime wages, or the increase does not advance the promoted employee's salary above that of subordinate personnel. In these circumstances, the City Manager may grant an equity adjustment to fairly compensate the employees in relationship to the internal and external value of their positions. The City Manager will inform the City Council of all such equity adjustments.

Performance Evaluation:

The City has a performance based evaluation system to be administered on an employee's anniversary. The most important purpose of evaluations are to indicate clearly and candidly how the employee is performing and what the employee can do to continue being a valuable member of the organization. The performance evaluation serves as a useful tool for career development by:

- Recognizing the employee's performance
- Providing performance feedback to the employee
- Providing records for future career opportunities

Employees are rated by their Department Directors and/or Supervisors on many different areas of job specific performance. The ratings are tallied up to reach a numerical evaluation score.

Exempt Employees:

In order to comply with the Fair Labor Standards Act (FLSA), an exempt or salaried employee such as the City Manager, City Clerk, Department Directors, and others as deemed appropriate, are excluded from overtime wages.

Employee Benefits:

The City maintains an annual leave benefit program for all regular employees. The City grants nine (9) paid holidays and two personal days each fiscal year. Annual leave is available and accrues on the following schedule:

General Employees

	<u>Part time</u>	<u>Full Time</u>	<u>Supervisory</u>	<u>Directors</u>
< 5 Years	0	88	112	128
+5<10 Years	20	104	128	144
+10<15 Years	40	128	144	160
+15 years	40	+8 per yr.	+8 per yr.	+8 per yr.
Maximum/Yr.	40	200	200	200

UNION

	<u>IAFF</u>	<u>Fire Lt.</u>	<u>FOP (8)</u>	<u>FOP (12)</u>	<u>FOP Sgt (8)</u>	<u>FOP Sgt (12)</u>
< 5 Years	120	157	96	100	96	100
+5<10 Years	168	179	120	126	120	126
+10<15 Years	190	202	136	142	136	142
+ 15 Years	246	+11.2 per yr.	160	168	160	168
Maximum/Yr.	280	280	200	200	200	200

All regular full-time employees and FOP (Fraternal Order of Police) members earn, from the first day of employment, 96 hours of Sick Leave; IAFF (International Association of Firefighters) Members earn 134.4 hours of Sick Leave a year.

The City’s insurance program is available to full time employees after a sixty-day waiting period. The FY 2015 budget contains payments of one hundred percent of employee’s health insurance premiums, and \$2,000.00 of dependent’s health care premiums. The City also pays full costs of Life and Accidental Death & Dismemberment Insurance (one time(s) annual salary for general employees, and one and a half times salary for Directors and City Manager), Long Term Disability Insurance (67% of annual salary) - Optional Dental and Supplemental Insurance are available to employees at their expense.

The City currently provides four Retirement Programs for employees. A Defined Benefit Retirement Plan for general employees, FOP, and IAFF members, and a Defined Contribution, self-directed 401A Money Purchase Plan for the City Manager and Directors. The City also provides an Employee Assistance Program (EAP) administered through Florida Blue Insurance Company which is a confidential assistance program for employees and their families.

City of Gulfport FY 2014/2015 Pay Plan

GRADE	PAY RANGE		POSITION TITLE
1	9.776 20,333.434	14.664 30,500.153	LIBRARY PAGE
2	10.264 21,350.106	15.397 32,025.161	LIBRARY ASSISTANT SCHOOL CROSSING GUARD FUEL RAMP ATTENDANT
3	10.778 22,417.618	16.167 33,626.420	LIBRARY ASSISTANT II MAINTENANCE WORKER MARINA ASSISTANT RECREATION LEADER SENIOR CENTER ASSISTANT
4	11.317 23,538.496	16.975 35,307.734	EVENT STAFF MINI-BUS OPERATOR (GEMS & Trolley Drivers)
5	11.882 24,715.412	17.824 37,073.130	MAINTENANCE WORKER II STAFF ASSISTANT
6	12.477 25,951.184	18.715 38,926.783	PRE-SCHOOL TEACHER
7	13.100 27,248.748	19.651 40,873.117	EQUIPMENT OPERATOR RECREATION COORDINATOR MAINTENANCE WORKER III STAFF ASSISTANT II UTILITY SERVICE WORKER II
8	13.755 28,611.182	20.633 42,916.774	ADMINISTRATIVE SERVICES TECHNICIAN FLEET MAINTENANCE ASSISTANT MARINA ASSISTANT II PERMIT TECHNICIAN UTILITY SERVICE WORKER III
9	14.443 30,041.747	21.665 45,062.619	ACCOUNTING TECHNICIAN

10	15.165 31,543.833	22.748 47,315.752	ADMINISTRATIVE ASSISTANT CRIME ANALYST TECHNICAL EVENTS SPECIALIST CREW LEADER
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11	15.924 33,121.021	23.885 49,681.538	SENIOR SERVICES COORDINATOR
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12	16.720 34,777.071	25.080 52,165.607	ENVIRONMENTAL SAFETY OFFICER ADMINISTRATIVE ASSISTANT TO CITY MANAGER
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13	17.556 36,515.924	26.334 54,773.891	LIBRARIAN
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14	18.434 38,341.728	27.650 57,512.590	BUILDING INSPECTOR DEPUTY CITY CLERK TECHNOLOGY SYSTEMS SPECIALIST
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15	19.355 40,258.815	29.033 60,388.216	PLANNER
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16	20.323 42,271.754	30.484 63,407.631	
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17	21.793 45,329.181	32.009 66,578.004	GARAGE SUPERVISOR
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18	22.406 46,604.606	33.609 69,906.909	
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19	23.526 48,934.840	35.290 73,402.255	PRINCIPAL PLANNER
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20	24.703 51,381.576	37.054 77,072.364	
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E-6.2

ES6	19.281 56,146.404	23.992 69,864.109	FIRE LIEUTENANT
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ES7	20.350 59,260.487	25.072 73,009.890	FIRE LIEUTENANT PARAMEDIC
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13E	20.916 21,752.169	24.732 25,721.056	FIRE INSPECTOR PTR-1040 HOURS
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14E	10.198	15.010	
	21,212.054	31,220.142	

15E	14.760	20.432	FIREFIGHTER/EMT
	42,981.628	59,496.638	

17E	16.453	22.775	FIREFIGHTER/PARAMEDIC
	47,911.505	66,320.716	

13P	16.960	25.440	
	35,276.133	52,914.212	

16P	21.418	32.126	POLICE OFFICER
	44,548.643	66,822.961	2080 HOURS
	21.417	32.127	
	46,774.966	70,164.836	2184 HOURS

17P	22.488	33.733	DETECTIVE
	46,776.074	70,164.110	2080 HOURS

18P	28.011	36.974	POLICE SERGEANT
	58,261.990	76,905.828	2080 HOURS
	28.011	36.974	
	61,175.732	80,750.842	2184 HOURS

19P	33.911	42.747	POLICE LIEUTENANT
	70,534.482	88,913.391	

S1	16.806	26.890	CULTURAL FACILITIES SUPERVISOR
	34,957.195	55,931.511	

S2	18.487	29.579	
	38,452.914	61,524.662	

S3	20.336	32.537	
	42,298.205	67,677.129	

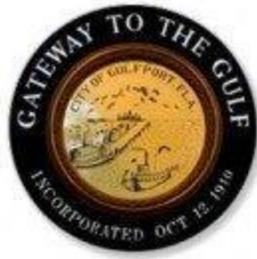
E-6.3

S4	22.369	35.791	POLICE SERVICES SUPERVISOR
	46,528.027	74,444.840	RECREATION SUPERVISOR
			SOCIAL SERVICES SUPERVISOR
			STREETS SUPERVISOR
			UTILITY SUPERVISOR

S5	24.606	39.370	ACCOUNTING MANAGER
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	51,180.828	81,889.326	
S6	27.067 56,298.912	43.307 90,078.258	CITY CLERK BUILDING OFFICIAL RECREATION SUPERINTENDANT
S7	32.428 67,449.700	49.951 103,898.228	FIRE CHIEF
S8	34.733 72,244.868	52.401 108,994.693	DEPARTMENT DIRECTORS
S9	39.301 81,746.025	62.882 130,793.624	PUBLIC SAFETY DIRECTOR
S10	47.161 98,095.223	75.458 156,952.361	CITY MANAGER

Rev 07/2014



BUDGET GUIDE

BUDGET GUIDE

A Budget is a city's financial and operating plan for a period called a "Fiscal Year", and is mandated by Florida Statutes. The City of Gulfport's Fiscal Year begins October 1 and ends September 30. The Fiscal Year Beginning October 1, 2014 is referred to as "Fiscal Year 2014-15". The City Council is required to adopt the Budget on or before September 30 each year for the coming Fiscal Year.

The City cannot spend money unless it is appropriated within the Budget. An "appropriation" is the legal approval given by the City Council to the City staff to spend money for a specific purpose. The Budget also contains an estimate of revenues to be received by the City during the same time period. The legal authorization to collect revenues, such as the property tax and user fees is established by the City Council by ordinance. Also included in the Budget is the estimate of monies remaining from the prior fiscal year, called "available" or "undesignated" fund balance that can be appropriated in the new year and spent. The City Charter and State law require that expenditures not exceed the combination of available fund balance and revenues. The City cannot borrow money to operate, as does the Federal government. The City can only borrow money for major capital projects, such as the purchase of land, major equipment, or the construction of buildings.

The Budget may be amended in two ways: a Budget transfer form, requested by a department director and approved by the City Manager transfers dollars between line items within a department; a Budget amendment, which increases expenditures or the spending level of individual departments or for a fund, is requested by the City Manager and approved by the City Council.

THE BUDGET DOCUMENT

The Budget document begins with a transmittal letter from the City Manager. This letter summarizes the contents of the Budget and provides an explanation of the rationale used by the City Manager during the Budget development process. Other sections of the document include:

1. Financial Policies
2. Budget Guide
3. Departmental Budgets are subdivided into programs. Programs account for the cost associated with specific activities or the use of restricted revenue sources.
4. Five-Year Capital Plan.
5. Compensation Administration
6. Debt Administration –The City of Gulfport presently does not have Outstanding Debt or Long Term commitments in the way of Municipal Bonds,etc.
7. Glossary

THE BUDGET PROCESS HOW IS THE BUDGET PREPARED AND ADOPTED?

The Budget process itself is a year-round activity. The formal process begins in March prior to the coming fiscal year. The City Charter also provides that the City Manager must prepare a proposed Budget to be submitted to the City Council no later than July 15 of each year. Department directors prepare their individual Budgets, which are then compiled into a Budget for the entire City by the City Manager, the Finance Director and their support staff. The proposal is then reviewed by the City Manager and revised to reflect his goals for the upcoming fiscal year. The City Manager then submits his recommendations to the City Council. The City Council reviews the Budget and makes any changes they deem necessary. Also during July, the City Council establishes a maximum proposed property tax rate to be levied for the next fiscal year. This rate is included in the TRIM (Truth in Millage - Notice of proposed property taxes) notices mailed to all property owners in August by the Pinellas County Property Appraiser. During July and August, the City Council reviews the Budget in special work sessions. In September, two public hearings are held regarding both the proposed property tax rate and the Budget for the new fiscal year. At both public hearings, the City Council votes on the proposed Budget.

BUDGET BASIS

Annually appropriated Budgets are legally adopted on a budgetary basis for the General, Special Revenue and Enterprise Funds and are controlled on a fund and departmental level. Expenditures are recognized as encumbrances when a commitment is made (example: through a purchase order). Unencumbered appropriations lapse at year-end.

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:

1. Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget).
2. Capital outlay within the funds are recorded as assets on a GAAP basis and expended on a Budget basis.
3. Depreciation expense is recorded on a GAAP basis only.

WHAT IS A FUND?

The basic building block of governmental finance and budgeting is the "fund". Each fund is independent of all others, and is created to account for the receipt and use of specific revenues.

The General Fund is the City's largest fund and includes governmental services such as legislative oversight, general and financial administration, law enforcement, community development, street maintenance, and recreation and library services. General fund activities are primarily funded with property taxes, franchise fees, utility taxes and certain state-shared revenues. General Fund activities typically comprise approximately half of the City's annual Budget.

A Special Revenue Fund is normally established to account for revenues that are restricted by statute or ordinance for a particular purpose, or where the City wishes to separate accounting of the costs of a special project. The City maintains three such funds: Capital Projects Fund, Waterfront Redevelopment District, 49th Street Redevelopment District.

An Enterprise Fund is a self-supporting entity deriving its revenue from charges placed on the users of its services, much like a private business. The City operates three enterprise funds: Water/Sewer/Stormwater, Sanitation and Marina. The City also operates three pension trust funds that are not included in this Budget.

TRUTH IN MILLAGE (TRIM)

The Budget and property tax rate adoption process is governed by the State Statute known as TRIM (Truth in Millage). In Florida, properties are assessed by the county Property Appraiser and property taxes are collected by the county Tax collector. Property owners are eligible to receive a homestead exemption up to \$50,000 on the first \$75,000 of assessed value on their principal place of residence (low-income seniors may also qualify for an additional City provided exemption). All property is assessed at 100% of real value, which is approximately 85% of market value. As provided in Section 193.155(1), F.S., the year after a property receives homestead exemption, an annual increase in assessment shall not exceed the lower of 3% or the percentage change in the Consumer Price Index for all urban consumers, U.S. city average.

The City is required to hold two public hearings for adoption of a property tax rate and Budget. The first public hearing is advertised by the Property Appraiser mailing a TRIM notice to each property owner. In addition to notification of this first public hearing, the TRIM notice contains the following information:

1. The new assessed value and the assessed value for the prior year;
2. The tax bill if the current property tax rate is changed for the new year;
3. The tax bill if the rolled-back rate is levied for the new year (the rolled-back rate is that property tax rate which would derive the same amount of revenue based on the new assessed values as was raised in the prior year at the old assessed values for the City; it discounts for inflation); and
4. The property tax bill if the advertised tax rate is adopted.

The second public hearing is advertised using a ¼-page newspaper advertisement. Accompanying this advertisement is a summary of the revenues and expenditures contained within the Budget tentatively approved at the first public hearing.

QUESTIONS AND ANSWERS

Below are some of the most common questions regarding the Budget along with their corresponding answers.

Q: WHAT IS THE PURPOSE OF THE CITY BUDGET?

A: The Budget is an annual financial plan for the City of Gulfport. It specifies the level of municipal services to be provided in the coming year and the resources, including personnel positions, capital expenditures and operating expenses, needed to provide those services. It reflects the policies and priorities set by the City Council.

Q: HOW AND WHEN IS THE BUDGET PREPARED?

A: Each April the Finance Director prepares Budget worksheets to be distributed to the various departments. City departments submit their plans and needs for the coming year to the City Manager and Finance Director. The Finance Director and support staff compile the proposed Budgets, which are then reviewed by the City Manager and revised to reflect his goals for the upcoming fiscal year. The City Manager then submits his recommended Budget to the City Council on or before July 15. The City Council Reviews the Budget, holds two public hearings to obtain citizen input and then adopts the final Budget along with an ordinance establishing the property tax rate required to fund the Budget.

Q: WHAT IS A FISCAL YEAR?

A: A fiscal year is a 12-month operating cycle that comprises a Budget and financial reporting period. The City's fiscal year, along with those of other local governments and special districts within the State of Florida begins on October 1 and ends on September 30.

Q: FROM WHERE DOES THE CITY OBTAIN ITS REVENUES?

A: From City levied taxes, state and federal shared revenues and fees for municipal services, such as sewer, solid waste and recreation.

Q: HOW IS THE REVENUE OBTAINED BY THE CITY USED?

A: It is used to pay for salaries, operating supplies, other operating costs such as utilities and insurance, and capital purchases such as buildings, vehicles, and equipment as specified in the City Budget.

Q: WHAT IS PROPERTY TAX RATE?

A: When the City adopts its annual Budget, it determines the tax rate that must be applied on property in order to generate the necessary revenue in addition to all other sources that are available. The proposed tax rate for the City of Gulfport is 4.039 mills, or \$4.039 per \$1,000 of taxable value. The taxable value of all property in the City is established by the Pinellas County Property Appraiser. The City has no control over the taxable value of property; it only has control over the tax rate that is levied.

Q: WHAT IS HOMESTEAD EXEMPTION?

A: The Florida constitution provides that a homeowner may apply for and receive a homestead exemption up to \$50,000 on his or her principal residence. After property is appraised by the County Property Appraiser, \$50,000 is subtracted from the appraised value. The remainder is the taxable value upon which the tax rate is applied.

Q: WHAT IS THE “SAVE OUR HOMES ACT?”

A: In 1992, Florida voters approved an amendment to the Florida constitution that limited the amount of value a homestead property could increase on the tax rolls each year. The law limits value increases to the lesser of 3% or a figure equal to the Consumer Price Index.

Q: WHAT IS A MILL OF TAX?

A: One mill is equal to \$1 for each \$1,000 of taxable property value. Property taxes on a \$100,000 home to which the \$50,000 homestead exemption is applied would pay, with a millage rate of 4.0000 mills a property tax of \$200.00

Q: WHAT IS A FUND?

A: A fund is a separate accounting entity within the City that receives revenues from a specific source and expends them on a specific activity or activities. The City maintains nine separate funds, all of which account for distinct activities.

Q: WHAT IS THE DIFFERENCE BETWEEN AD VALOREM TAX AND PROPERTY TAX?

A: There is no difference. They are different names for the same tax.

Q: WHAT IS AN OPERATING BUDGET?

A: An operating Budget is an annual financial plan for recurring expenditures, such as salaries, utilities, and supplies.

Q: WHAT IS A CAPITAL IMPROVEMENT BUDGET?

A: A capital improvement Budget is both a short and long-range plan for the construction of physical assets, such as buildings, streets, sewers, and the purchase of vehicles and equipment. In the City of Gulfport, a “Five Year Capital Plan” is prepared, the first year of which is incorporated into the “Operating Budget.”

Q: WHAT IS AN ENTERPRISE FUND?

A: An Enterprise Fund earns its own revenues by charging customers for the services that it provides; it receives no tax funds. The City of Gulfport operates water/sewer/stormwater, sanitation and the marina activity as Enterprise Funds.

Q: WHAT IS A BUDGET APPROPRIATION?

A: A Budget appropriation is a specific amount of money that has been approved by the City Council for use in a particular manner.

Q: WHAT IS A BUDGET AMENDMENT?

A: A Budget amendment is an ordinance or resolution adopted by the City Council which alters the adopted Budget by appropriating additional monies to a particular department or fund, decreasing appropriations to a particular department or fund, or transferring funds from one department or fund to another.

Q: WHO ESTABLISHES THE RULES BY WHICH THE CITY OF GULFPORT ADOPTS ITS ANNUAL BUDGET AND PROPERTY TAX RATE?

A: The property tax rate and Budget adoption process are governed by both the City Charter and State Statutes.

Q: WHO IS THE CHIEF EXECUTIVE OFFICER OF THE CITY OF GULFPORT?

A: The City Manager is both the Chief Executive and Chief Administrative Officer of the City of Gulfport. The individual is hired by and reports to the City Council.

Q: WHAT ARE FRANCHISE FEES, AND WHY DOES THE CITY OF GULFPORT LEVY THEM?

A: The franchise fee is a charge levied by the City on a utility to operate within the City and to use City rights-of-way and other properties for locating pipes, wires, etc. The state allows utilities to pass on the franchise fee directly to customers on their bills.

The City of Gulfport, like most cities in Florida relies very heavily on franchise fees for revenues rather than on the property tax, which is usually lower than property taxes levied in other states.

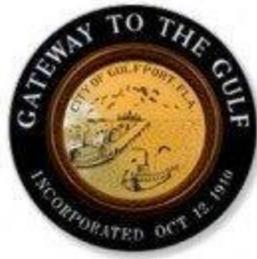
Q: WHAT ARE UTILITY TAXES AND WHY DOES THE CITY OF GULFPORT LEVY THEM?

A: Florida Statute 166.231 gives municipalities the authority to levy a tax on the purchase of electricity, metered natural gas, liquefied petroleum gas and water service. The tax is levied only on purchases within the municipality and shall not exceed 10% of the payments received by the seller of the taxable item from the purchaser for the purchase of such service. These revenues help fund the overall operations of the General Fund.

Q: WHAT IS A “TELECOMMUNICATION TAX”?

A: Florida Statute 202.191 gives municipalities the authority to levy a local communication service tax. The tax encompasses voice, data, audio, video, or any other information or signals, including cable services that are transmitted by any medium. The current rate for the City of Gulfport is 6.12%.





GLOSSARY

GLOSSARY

The following definitions of terms are provided to aid in understanding the terminology employed in the text of the budget and other financial documents.

Account Number:

A system of numbering used to categorize or “group” accounting transactions into common areas, such as salaries, rent and utilities expense. Account numbers are the numerical equivalent of descriptive terms. As an example, the number .12 represents the account number for regular salaries.

Accounting Period:

A period at the end of which, and for which, financial statements, budgets, or other reports are prepared, typically an annual period. The City’s annual accounting period begins October 1 and ends September 30.

Accounting Procedures:

All processes, which identify, record, classify and summarize financial information to produce financial records.

Accounting System:

The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

Accrual Basis:

The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Ad Valorem Tax:

A tax levied on the assessed value of real property. This tax is also known as property tax.

Appraise:

To make an estimate of value, particularly of the value of property. If the property is valued for purposes of taxation, the less-inclusive term “assess” is substituted for this term.

Appropriation:

An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose. An appropriation is usually limited in amount and as to the time when it may be expended.

Assessed Valuation:

A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assessment:

- 1) The process of making the official valuation of property for purposes of taxation.
- 2) The valuation place upon property as a result of this process.

Available (Undesignated) Fund Balance:

This refers to the funds remaining from the prior year that are available for appropriation and expenditure in the current year.

Balanced Budget:

A budget in which planned funds available equal planned expenditures.

Bond:

A written promise to repay a specified sum of borrowed money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter typically runs for a longer period of time.

Budget:

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Budgetary Basis:

Actual expenditures adjusted by the change in the end reserve for encumbrances.

Budgetary Control:

The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital:

Any item with an expected life of more than one year and a value of more than \$1000, such as automobiles, trucks, furniture, buildings, land, etc.

Capital Improvement Program:

A plan for purchasing capital expenditures over a period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have part and specifies the full resources estimated to be available to finance the projected expenditures.

Consumer Price Index (CPI):

A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living, i.e., economic inflation.

Cost Allocation:

A method used to charge Internal Service funds and Enterprise Funds for their share of central administration costs.

Debt Service:

The payment of principal and interest on borrowed funds, such as bonds.

Deficit:

An excess of liabilities and reserves of a fund over its assets.

Depreciation:

The decrease in value of physical assets due to use and the passage of time.

Encumbrances:

An amount of money committed for the payment of goods and services not yet receive or paid for.

Enterprise Fund:

A self-supporting fund designed to account for activities supported by user charges; examples are Water, Solid Waste and Marina Funds.

Entitlement:

The amount of payment to which a state or local government is entitled as determined by the Federal government pursuant to an allocation formula contained in applicable statutes.

Fiscal Year:

A 12-month period to which the annual operating budget applies, and at the end of which a government determines its financial position and the results of its operations. For the City, the fiscal year begins October 1 and ends September 30.

Fixed Assets:

Assets of a long-term character which are not intended to be sold for profit, but which are to be used in an organizations normal course of business, such as land, buildings, improvements other than buildings, machinery and equipment.

Franchise:

A special privilege granted by a government permitting the continuing use of public property such as city streets, and usually involving the elements of monopoly and regulation.

Full-time Equivalent (FTE):

Equates part-time and temporary positions to full-time, based on a 2,080-hour work year. A position that works 20 hours per week (1,040 per year) equals .5 FTE.

Full-Time Position:

A position which qualifies for full City benefits, usually required to work 40 hours per week. However, all part-time personnel working in excess of 30 hours per week are granted benefits as full-time employees.

Fund:

A set of interrelated accounts to record assets, liabilities, equity, revenues, and expenditures associated with a specific purpose.

Fund Balance:

The fund equity (excess of assets over liabilities) of governmental funds and trust funds.

Fund Type:

In governmental accounting, all funds are classified into eight generic fund types: General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service and Trust and Agency.

GAAP:

Generally accepted accounting principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

General Fund:

A fund containing revenues such as property taxes not designated by law for a special purpose. Some of the departments that are part of the General Fund include City Administration, Community Development, Public Works, Public Safety and Leisure Services.

General Obligation Bonds:

Bonds for the payment of which the full faith and credit of the issuing government are pledged.

Grants:

Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity or facility.

Homestead Exemption:

Pursuant to the Florida State Constitution, the first \$25,000 of assessed value of a home that the owner occupies as principal residence is exempt from the property tax.

Intergovernmental Revenues:

Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Lease Purchase Agreements:

Contractual agreements, which are termed “leases”, but which, in substance, amount to installment purchase contracts.

Levy:

(Verb) To impose taxes, special assessments or service charges for the support of governmental activities.
(Noun) The total amount of taxes, special assessments or service charges imposed by a government.

Liabilities:

Debts or other legal obligations arising out of transactions in the past that must be liquidated, renewed or refunded at some future date. This term does not include encumbrances.

Millage:

The tax rate on real property based on \$1 per \$1,000 of assessed property value.

Modified Accrual Basis:

The accrual basis of accounting adapted to the governmental fund type. It is a modified version of the full accrual basis of accounting that, in general, measures financial flow (tax and spend) of an organization, rather than capital accumulation (profit or loss).

Operating Budget:

Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled. The use of an annual operating budget is usually required by law.

Operating Costs:

Outlays for such current period items as expendable supplies, contractual services, and utilities.

Ordinances:

A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those which may be by resolution.

Other Costs:

Refers to costs that are not personnel, operating or capital in nature, such as debt service and transfers between funds.

Pay-As-you-Go Basis:

A term used to describe the financial policy of a government which finances all of its capital outlays from current revenues rather than borrowing. A government that pays for some improvements from current revenues and others by borrowing is said to be on a partial or modified pay-as-you-go basis.

Part-Time Position:

Part-time employees work less than 40 hours per week and are not entitled to full-time benefits of insurance.

Personnel Costs:

Refers to all costs directly associated with employees, including salaries and fringe benefits.

Program:

A program is a distinct, clearly identifiable activity, function, cost center, or organizational unit that is budgeted as a sub-unit of a department. A program budget utilized the separate program budgets as its basic component.

Property Tax:

A tax levied on the assessed value of real property. This tax is also known as ad valorem tax.

Purchase Order:

A document that authorized the delivery of specified merchandise or the rendering of certain services, established their cost, and creates a commitment on both the provider and receiver of the product or service.

Reclassification:

The moving of an existing position from one personnel classification (title) to another based on a study by the Administrative Services Department that the person is performing the duties of a classification other than that in which the employee is currently placed.

Reserve:

- (1) An account used to earmark a portion of a fund balance for a particular purpose, and,
- (2) An account used to earmark a portion of fund equity as legally segregated for a specific future use.

Resolution:

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Retained Earnings:

An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

Reverse Bonds:

Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property.

Revenues:

An increase in the assets of a fund that does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability or a decrease in assets, and does not represent a contribution of fund capital to enterprise or to internal service funds.

Rolled-Back Millage Rate:

Under Florida law, as property values are increased each year by the property appraiser due to inflation, the City property tax rate is automatically reduced proportionately so that the City does not automatically derive additional revenue. All property tax rate changes are calculated using the rolled-back rate as the base.

Seasonal Position:

A temporary position is filled for a specified period of time, is not permanent in nature, and does not qualify for regular city benefits.

Special Assessment:

A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Surplus:

An excess of the assets of a fund over its liabilities and reserved equity.

Tax Increment Financing:

A statutory tool used to promote economic development, redevelopment, and housing in a specific geographic area where it otherwise may not occur. TIF enables a city to “capture” additional property taxes generated by new development or redevelopment to pay for development expenses within the specified area.

Tax Rate:

The amount of tax stated in terms of a unit of the tax base; for example 25 mills per dollar of assessed valuation of taxable property.

Tax Rate Limit:

The maximum rate that a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll:

The official list showing the amount of taxes levies against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases, the two can be distinguished.

Taxable Value:

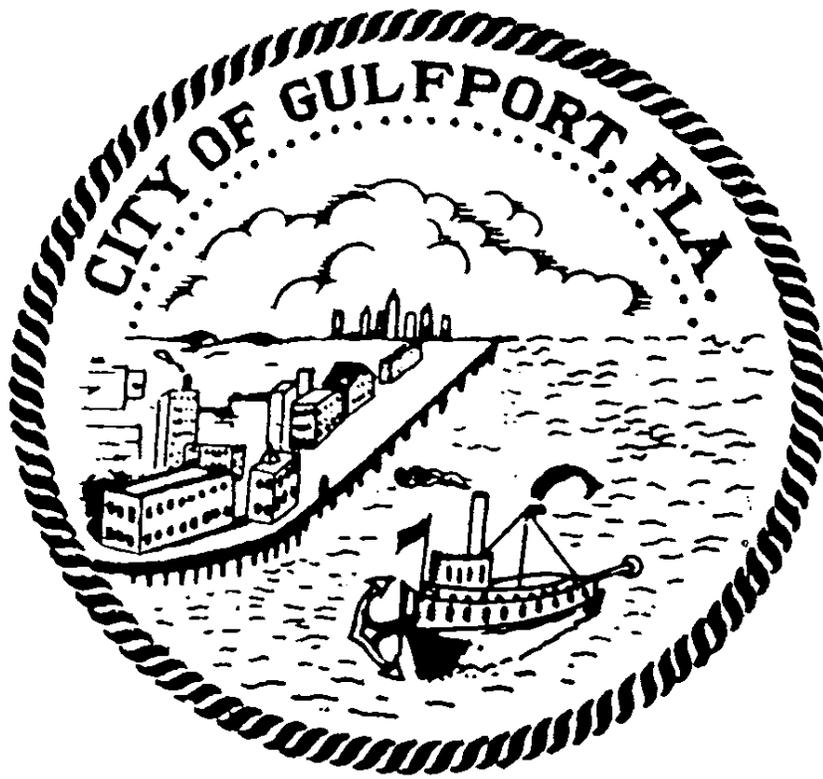
The assessed value of property minus the homestead exemption other applicable exemptions.

Trust Funds:

Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other government and/or other funds.

User Charges:

The payment of a fee for direct receipt of a public service by the party benefiting from the service.



2014 TAX ROLL / BUDGET / MILLAGE CALENDAR

<u>DATE</u>	<u>ACTIVITY</u>	<u>REFERENCE</u>
June 1	<u>Property Appraiser</u> delivers <u>estimate of taxable value</u> to taxing authorities	200.065(7)
July 1 (Tues.)	<u>Property Appraiser</u> delivers <u>certification of taxable value</u> (DR-420) to taxing authorities. (If roll cert date is earlier, <u>July 1</u> will be used to determine time periods and deadlines. Fla. Stat. s. 200.065(12); Fla. Admin. Code r. 12D-17.003(2) & 12D-17.008.)	193.023(1) 200.065(1)
Aug 4 (Mon.)	<u>Taxing Authorities</u> notify Property Appraiser of proposed millage rate, date/time/place of 1st public budget hearing (<u>return completed DR-420</u>)	200.065(2)(b)
Aug 22 (Fri.)	<u>Property Appraiser</u> mails <u>TRIM Notices</u>	200.065(2)(b)
Sept 3 – Sept 18	<u>Taxing Authorities</u> hold <u>1st public hearing</u> to adopt a tentative budget and millage rate (between 65 and 80 days after certification, at least 10 days after TRIM mailing)	200.065(2)(c)
_____	<u>Taxing Authorities</u> <u>advertise</u> intent to adopt a final budget and millage rate and final public hearing schedule (ad to appear within 15 days of adoption of tentative budget). Check ad format/content carefully!	200.065(2)(d) 200.065(3)
_____ –	<u>Taxing Authorities</u> hold <u>final public hearing</u> to adopt final budget and millage rate (between 2 & 5 days after ad appears)	200.065(2)(d)
Oct 3	<u>Taxing Authorities</u> <u>forward</u> millage rate to Property Appraiser, Tax Collector, & DOR (within 3 days after adoption of resolution or ordinance)	200.065(4)
<i>Sept 9 (Tues.)</i>	<i>School Board budget hearing</i>	<i>200.065(2)</i>
<i>Sept 11 (Thur.)</i>	<i>Pinellas County BCC budget hearing</i>	<i>200.065(2)</i>
Sept 17 (Weds.)	Deadline for <u>taxpayers</u> to file a petition with the Value Adjustment Board (within 25 days after TRIM mailing)	194.011(3)(d)
<i>Sept 23 (Tues.)</i>	<i>Pinellas County BCC budget hearing (final)</i>	<i>200.065(2)</i>
Oct 7 (Tues.)	<u>Value Adjustment Board</u> meets for <u>first certification</u> of tax rolls	193.122(1)
Oct 8 (Weds.)	<u>Property Appraiser</u> delivers <u>DR-422</u> to taxing authorities/extends roll to Tax Coll.	200.065(6)
Oct 10 (Fri.)	<u>Taxing Authorities</u> <u>return</u> completed <u>DR-422</u> , millage rate is adjusted if an option	200.065(6)
Late Oct (TBD)	<u>Value Adjustment Board</u> hearings begin	194.032(1)(a),(c)
_____	<u>Taxing Authorities</u> certify <u>compliance to DOR</u> (not later than 30 days after adoption of ordinance or resolution establishing final budget and millage rate)	200.068
Oct 31 (Fri.)	<u>Tax Collector</u> mails <u>tax bills</u>	197.322(3)
TBD	<u>Value Adjustment Board</u> meets for <u>second certification</u> of tax rolls	193.122(3)

Note on the calculation of time: Fla. Admin. Code r. 12D-17.008 instructs us to include July 1 (the certification date) when calculating dates on the tax roll calendar. The rule also states that the last day of the period shall be included even if it is a weekend day or holiday. If a statutory date lands on a weekend, the weekend date is listed on this calendar. Please keep this in mind as you coordinate your schedule for the budget year. If you have any questions or concerns, please contact the Property Appraiser's office.