

**City of Gulfport, Florida
Operating Budget
Fiscal Year
October 1, 2016 - September 30, 2017**





To: Mayor and City Council

From: James E. O'Reilly, City Manager

Date: September 20, 2016

RE: City of Gulfport Fiscal Year 2016/2017 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 Fiscal Year 2016-2017 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. The annual budget serves as the foundation for the City's future financial planning and administrative controls.

Therefore, in accordance with the City Charter and State Statute, I am pleased to present the City of Gulfport's Operating Budget for Fiscal Year 2016-2017. The following information describes major aspects of the budget for Fiscal Year 2016-2017. The General Fund budget has decreased from FY 2016 original budget of \$11,542,913 to \$11,460,000 in Fiscal Year 2017; a 0.72 % decrease.

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 Fiscal Year 2016-2017 Budget is built upon on an increase in property value of (7.77 %), State and Local Shared Revenues that continue to be impacted by legislative actions and very limited, and declining internal recurring revenue resources. The budget for Fiscal Year 2016-2017 discontinues the utilization of a payment in lieu of taxes (PILOT) from the City's Enterprise Funds as a revenue source in support of the City's General Fund.

The Ad Valorem millage (property tax) has remained at 4.039 mills for the 5th consecutive year. The increase in the actual assessed value of property in the City is projected to generate an estimated \$220,000 at this time in additional revenue from the (7.77 %,) increase in property values. Property values within the City's Waterfront Redevelopment District increased (8.9%).

The 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 reconsider comfortable operational or service level models and patterns; as the City moves forward it is anticipated that the City will need to revise or rethink the fees and costs associated with them to maintain and provide the City's traditional level of service. Moreover, this year's budget continues to provide the residents of the City of Gulfport the level of day to day services they have become accustomed to. Many of the service levels or programs are both culturally and institutionally in place and continue to be retained. The City Manager's Fiscal Year 2016-2017 budget continues to support the City's traditional frontline services as they exist today, ensuring that the City's public services continue to meet the needs of our community.

While acknowledging that the City of Gulfport historically has a continuing or on-going 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, in the past effectively subsidizing the cost of programming and service with funds from other sources within the City. The City of Gulfport has continuously and where achievable will continue to utilize numerous methods and subsidies to keep where feasible or even possible from passing cost increases on to the residents or reducing or eliminating services. The City does not have a wide range of revenue options.

We continue to face changing and volatile economic times in our community, state and nation. Much of the budget development process is focused on addressing the previous and compounding decline in revenues and the future impact on the continued ability of the City Council and staff to provide residents a high level of personal services.

Paramount, the City must address the sustained financial impact of providing such a high level of service on limited or declining recurring revenues and resources as the City moves forward.

Most importantly, following presentation, discussion and adoption of the City Manager's Fiscal Year 2017 Operating Budget by City Council; City staff in concert with the City Council must begin in fall 2016 discussing Fiscal Year 2018 and the City's preparations for future years budgets that will be adversely impacted by the following ongoing factors and the subsequent impact on sustaining the City's Fund Balance and City operations:

- Compounding increased employee salary and benefits costs
- Increased employee pension contribution(s) costs due to market and economic volatility
- Compounded and increased public event support costs
- Ongoing reductions in Communications Service Tax revenues
- Substantial reduction in Electricity Tax
- Elimination of Red Light Camera revenues
- Discontinued transfer of Payment In Lieu Of Taxes (PILOT) revenues from the City's Enterprise Funds
- Five (5) Year Financial forecast

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. 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 (City Council Resolution #2003-116). As the size of the General Fund increases, it will be necessary to re-visit the amount or percentage maintained – as it will annually place an undue burden on the City's limited revenues. To the extent that the 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.

Background/Analysis:

The City of Gulfport's annual budget is structured to support the services required to maintain a full service city of 12,200 residents. The City of Gulfport's Fiscal Year 2016-2017 budget provides for a staff of 123 full-time and 60 part-time employees, of the total - 51 are public safety related. The employees provide services which include police, fire, community development, code enforcement, water & sewer utilities, sanitation, street maintenance, library, marina, cultural facilities, events, and parks & recreation. The majority of part-time positions are extensively used and budgeted within GEMS, senior center, library, marina, parks and recreation, cultural facilities. Many of the part-time positions are seasonal, providing for the expansion of staff during peak programming, facility usage and increased operational intensity (Marina) periods. Employee costs reflect 69.1% of General fund expenditures (\$7,923,104 of \$11,460,000).

The General Fund is the chief operating fund of the City. The General Fund had a total fund balance of \$4,466,691 at year end 2015, of which \$4,330,304 is unassigned, available for unforeseen emergencies and is considered necessary for the City. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 39% of the total general fund expenditures, while total fund balance represents 40.2% of that same amount.

\$1,231,233.02 of the funds identified in the end of Fiscal Year 2015 were the direct result of the City's settlement with BP Oil Company for economic damages, as a result of the April 20, 2010 disastrous Deepwater Horizon Oil Spill into the Gulf of Mexico. On December 1, 2015 City Council approved application of the funds within the City's Five (5) - Year Capital Improvement Program. City Council identified respective projects which are included in the budget or have been subsequently appropriated and encumbered during the present fiscal year (FY 2016, i.e. paving, Shore Boulevard Phase I).

As consistently discussed; the City Manager has identified the following City of Gulfport core objectives, priorities and issues.

- Maintain present Millage rate at 4.039.
- Maintain City's Reserve Funds at 25% of Fund Balance. Replenish where possible.
- Annually present a conservative Capital Improvement Program.
- Maintain City's Public Safety service delivery model – fund, adequately equip and train.
- Continue City's Utility and Sanitation services delivery model(s).
- Negotiate renewal of Water and Sewer Agreements with the City of St. Petersburg.
- Develop and implement a stabilized long-term Utility and Sanitation rate structure.
- Uphold market equitable cost for services –3.2% water and sewer rate increases.
- Upgrade Sanitary Sewer (Utility) Infrastructure.
- Long-term Roadway Resurfacing (Paving), Brick Restoration, Alley and Sidewalk Improvements.
- Continue with ongoing Marina improvements/expansion and Transient/Live-aboard amenities.
- Return construction costs to General Fund.
- On-going Community promotion(s) and support of Special Events.
- Continue/Complete Community Trail Plan project.
- Implement 49th Street Stormwater Outfall - Water Quality Project.
- Continue to seek funding for Gulfport Municipal Beach Re-nourishment.
- Appropriate funds for and seek additional outside funding for Waterfront District Improvement project(s) for Beach and Shore Boulevard improvements – Phase II.
- Improve/replace/create Community amenities and aesthetics where financially feasible.
- Fund long-term planning for future Williams Pier and City Hall – Administrative facilities replacement.
- Plan funding of Senior Center Remodel and Expansion. (Re-Design II).
- Annually provide appropriate compensation and salary adjustment(s) to all employees.
- Manage Police and Fire's respective Collective Bargaining Agreements (CBA).
- Improve City's Internal Information Technology Infrastructure.

Budget Highlights

Employee Compensation

Employee costs reflect 69.1% of General fund expenditures \$7,923,104 of the \$11,460,000 General Fund Budget.

In future years the City's Administration anticipates beginning to review and explore the feasibility of some type of departmental reorganizations/consolidations in hopes of increasing cost effectiveness. Employees are the City's single most expensive cost.

The City Manager recommends a three percent (3%) salary adjustment or (COLA) in Fiscal Year 2016- 2017, for the non-union General Employees not included in the Collective Bargaining Agreement(s), to maintain salary equity for all employees. These employees are not covered by the respective agreements and associated step pay plans. While anticipated for future years in the FY 2016 Budget - Due to the extensive short and long term financial impact of such a pay plan in the FY 2017 Budget; it is not foreseen that a general employee formal step pay plan will see fruition or adoption in FY 2017. Continued stabilization and growth of revenue sources are imperative to being able to implement such a plan for the General Employees. Implementation and application of a General Employee's step plan in a manner similar to Public Safety – this will require at substantial cost, the slotting of employees based upon tenure/seniority in pay grade that would be effective upon their anniversary date.

The present IAFF and FOP year two (2) of three (3) year contracts (effective October 1, 2015) provide their respective members step pay plans – ranging from 12 – 17 steps. With a 2% – 3% salary increase per step based upon tenure/seniority in pay grade, effective upon their anniversary date. The escalating increase in step rewards experience and loyalty to the City, while providing the City a fixed future cost estimate. Future budget years will reflect the 2% - 3% steps annually.

Revenues:

- The Ad Valorem millage (property tax) has been budgeted to remain at 4.039 mils for the 5th consecutive year. An increase in the actual assessed value of property in the City is projected to generate an estimated \$220,000 in additional revenue.
- Fiscal Year 2016-2017 property tax revenues will increase with the City Manager recommended adoption of the operating millage rate of 4.039. This is the third consecutive year of positive property values.
- A 3.2% increase in customer water and sewer rates, respectively are budgeted, with an adoption of a sixth billing tier for high volume users. (Utility Rate estimates provided by the City of St. Petersburg).
- As always, the Fiscal Year 2016-2017 approved budgets for water and sewer treatment must be watched closely to sustain fund balance at the close of the fiscal year. Such monitoring is necessary as staff is seeing a very conscientious effort by users to conserve, at the same time the City of Gulfport up until 2014 was subsidizing the customers increased costs for treatment services and water from the City of St. Petersburg and Tampa Bay Water. Weather continues to be strong variable in utilities budgeting.
- 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. With substantial growth in building permit fees anticipated.
- Discontinue utilization of Payment-In-Lieu of Taxes (PILOT) funds transfers to General Fund.
- Due to the economic climate, the Half-Cent Sales Tax is estimated to increase by approximately \$28,000, State Revenue Sharing and other related revenues are projected to slightly increase in Fiscal 2017.
- Investment earnings projections for Fiscal Year 2016-Fiscal Year 2017 on reserve fund balances continue to provide minimal earnings, with minimal return options for fixed, secure and insured financial instruments.
- Removal of City's Red-Light Camera Program, reflects a \$200,000 plus reduction in revenue.
- For edification purposes and to maintain the awareness of the anticipated utility rate increase expected during contract renewal with the City of St. Petersburg, staff will continue to present the fundamentals of the issue. As such, it is anticipated that when the present agreement expires in FY 2017/2018, a sizable increase in St. Petersburg's wholesale water/sewer treatment costs will be passed on to the City of Gulfport, in the form of a State statute allowable surcharge of up to as much as 25%. Other wholesale customers of the City of St. Petersburg in the area whose contracts have expired have been charged (levied) the 25% surcharge upon contract renewal.

The City's existing agreement with the City of St. Petersburg requires that the City of Gulfport will not charge a rate any less than the prevailing water and sewer rates that the City of St. Petersburg charges its residents.

Expenditures:

- An increase in employee compensation has been included in the budget with the application of a 3% salary plan adjustment program and the Public Safety pay plans.
- Employee health insurance increased 6.1% across all funds.
- Overall renewal rate of insurance coverage for Property, Workers' Compensation, General Liability, Automotive Liability, and Public Official Liability amounts to \$574,729 of the FY17 budget which represents an increase of 9.9%.
- The most significant factor that contributed to the City's 9.9% increase is directly related to the workers compensation premium. As a result of recent Supreme Court Rulings, the City's workers compensation rate increased by 18.7% for FY17 budget. This unexpected increase amounted to approximately a \$20,000 increase from the July 15th proposed budget.
- Fuel cost adjustments across all funds due to volatility of costs.
- Pension contributions to all three (3) City sponsored funds have once again experienced market volatility - management staff contribution will remain at 12%. Due to the historical nature of the performance of the financial markets, the Fiscal Year 2016- 2017 budget will continue to offset the cost of legally required contributions required to maintain actuarial soundness within the plan.
- 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) levies by Pinellas County. Funding for a significant segment of the Fiscal Year 2016-2017 Capital Improvement Program include infrastructure improvements and public safety equipment: Facility development and improvements, emergency vehicle and equipment purchases can be funded directly through the use of the City's portion of the Local Option Infrastructure Surtax (One-Cent Sales Tax) levied by Pinellas County. The tax proceeds may be used for public infrastructure projects and the purchase of certain public safety equipment and vehicles. The Penny for Pinellas, Florida State Sales Tax was increased from 6% to 7% in Pinellas County effective in February 1990. Initially approved for a ten-year period, the tax has been extended by the voters for two additional ten-year periods ending in 2020. It is anticipated that the City will receive an estimated \$1,480,000 in Local Option Infrastructure Surtax revenues in Fiscal Year 2016-2017. Also included in this fund are transportation impact fees and grants applied for specific capital projects.

The balance of the Capital Improvement Program funding is budgeted and appropriated from the General Fund, WRD Tax Increment Financing funds, Grants and where possible user fees.

Capital Improvement Program:

- 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.
- A Five-Year Capital Improvement Program will be developed to analyze all anticipated capital expenditures by year and identify associated funding sources, if possible.

The purpose of the Capital Improvement Program is to identify and document additions, expansions, or reductions in capital equipment, facilities or programs. Annually recurring Capital Expense items that have been identified:

Utility Infrastructure

Street Resurfacing (Paving)/Brick Restoration/Alley Improvements/Sidewalk Repairs and Replacement

Police & Fire Vehicle(s)/In-Car Laptop Computers/Radios/Equipment replacement

General Building Facility Improvements

Informational Technology Equipment

City Vehicle(s)/Equipment replacement

Capital assets, which include property, plant, equipment, software, and infrastructure assets (i.e., roads, sidewalks, and similar items) with an initial individual cost, of more than \$1,000 and an estimated useful life beyond one year are included within the City's capital plan. Other costs incurred for repairs and maintenance are expensed as incurred and are not capitalized.

The Fiscal Year 2017 Capital Improvement Program Budget is conservative, with many of the projects dependent on grant funding or outside funding sources; such as Beach Re-nourishment and Phase II of the Shore Blvd Improvement Program which is to include expanded parking and a boardwalk and trail segment.

The Fiscal Year 2017 Capital Improvement Program Budget continues to take an aggressive approach to the City's Sanitary Sewer System's issues by providing for the City's proposed participation in the State Revolving Loan Fund program in the amount of approximately \$3,500,000 dollars. This program provides for the continued visual inspection of sewer mains with cameras, repairs by either slip-line or the replacement of deteriorated pipe, performance of point repairs, and the repair of manholes, as identified as Priority I system defects.

Staff is also aggressive in proposing an increase in funding for roadway pavement in FY 2017 to the amount of \$400,000. FY 2016's CIP Budget amount was \$335,000; with City Council providing an additional \$400,000 appropriation of the City's BP settlement.

Priorities:

As a culmination of the City Council's spring budget discussions; City Council provided guidance as to the City's priorities for the City Manager's Fiscal Year 2016-2017 Budget.

The City Manager has identified the following objectives in developing the Fiscal Year 2016/2017 Budget:

- Maintain Millage rate of 4.039.
- Present a conservative Fiscal Year 2016/2017 Capital Improvement Program, due to on-going projects.
- Public Safety – Fund, adequately equip and train. Expand Police Vehicle Fleet.
- Improve Sanitary Sewer Infrastructure.
- Continue Street Resurfacing (Paving)/Brick Restoration/Alley Improvements/Sidewalk Program.
- Improve City's Internal Information Technology Infrastructure.
- Marina Improvements.
- Maintain return on equity of enterprise funds. Remove use of PILOT from Enterprise Funds.
- Financially sustain/maintain present high levels of City Services – within present revenue streams or sources.
- Uphold market equitable cost for services –3.2% water and sewer rate increases.
- Continue to seek to improve/create amenities and aesthetics with outside funding sources.
- Provide a 3% Salary Adjustment to all employees not included in Collective Bargaining Agreements. Continue application of Public Safety Collective Bargaining Agreements.
- Manage Support of Community Promotions and Special Events.
- Support Senior and Youth Programs and Activities
- Redesign of the Senior Center
- Quality Core Services

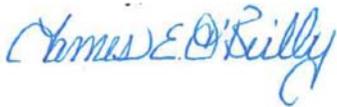
The Fiscal Year 2016-2017 budget reflects a continued stabilized trend in the City's General Fund Budget over the last nine years (9) years under this administration. The following represents the original adopted budget, before budget amendments:

- 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
- FY 2016 General Fund Budget of \$11,542,913
- FY 2017 General Fund Budget of \$11,460,000

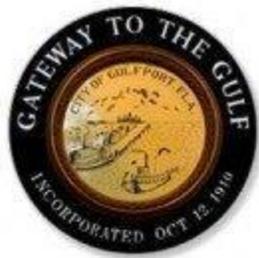
The City Manager has provided a budget that provides for implementation of the operating millage rate of 4.039. The budget accounts for revenues from improved property values (7.77 %), previous Legislative actions, and State Shared Revenues. Moreover, the balanced budget continues to provide the residents of the City of Gulfport the level of day to day services they have become accustomed to. The Fiscal Year 2016-2017 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 budget document.

Respectfully submitted for your consideration:



James E. O'Reilly,
City Manager
September 20, 2016



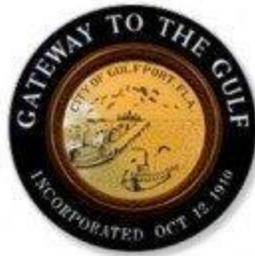
MISSION STATEMENT

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 2017 - City of Gulfport Organizational Chart

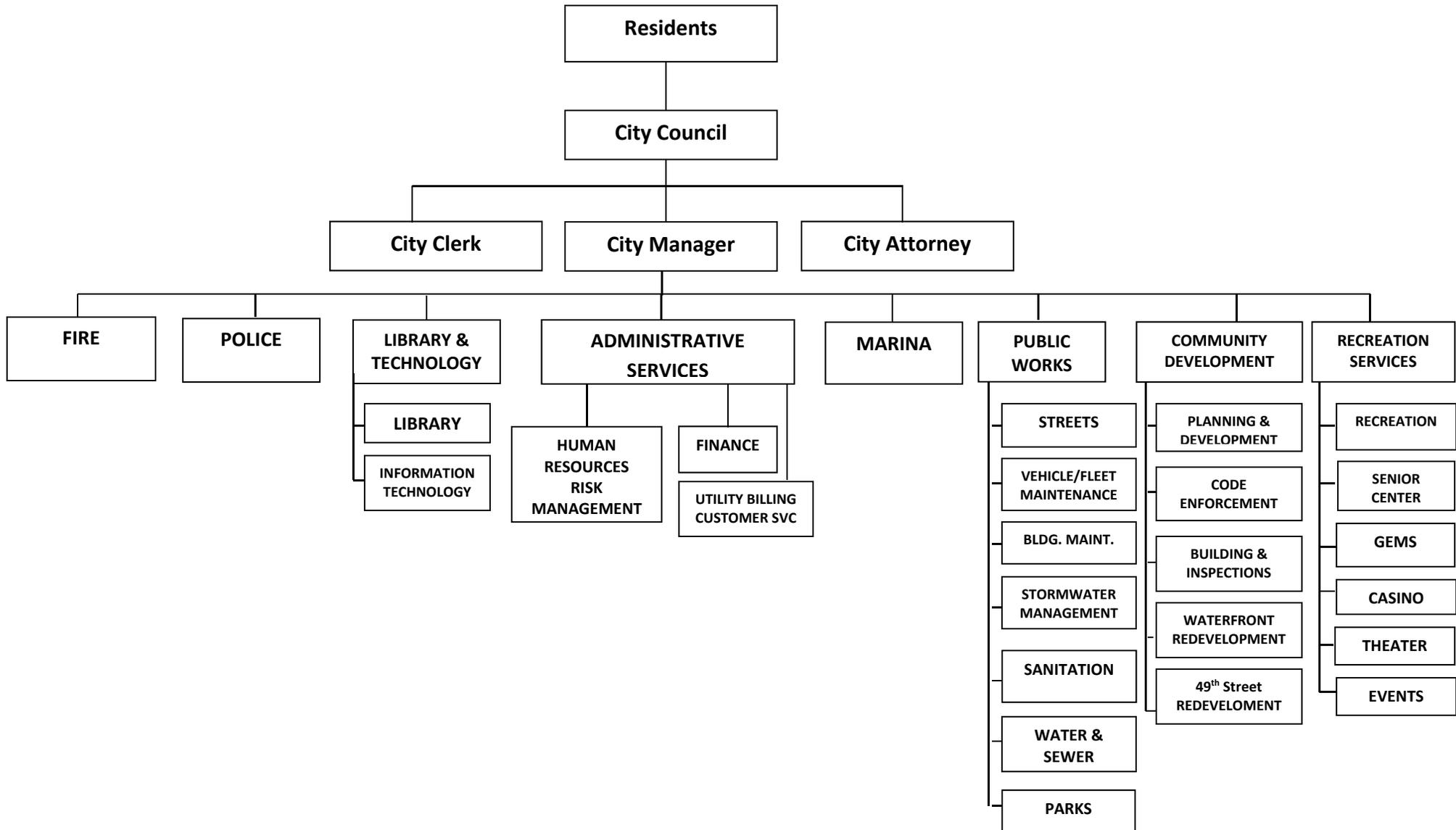
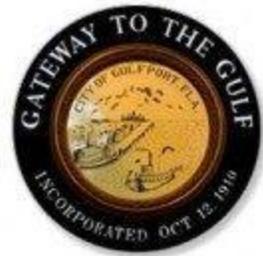




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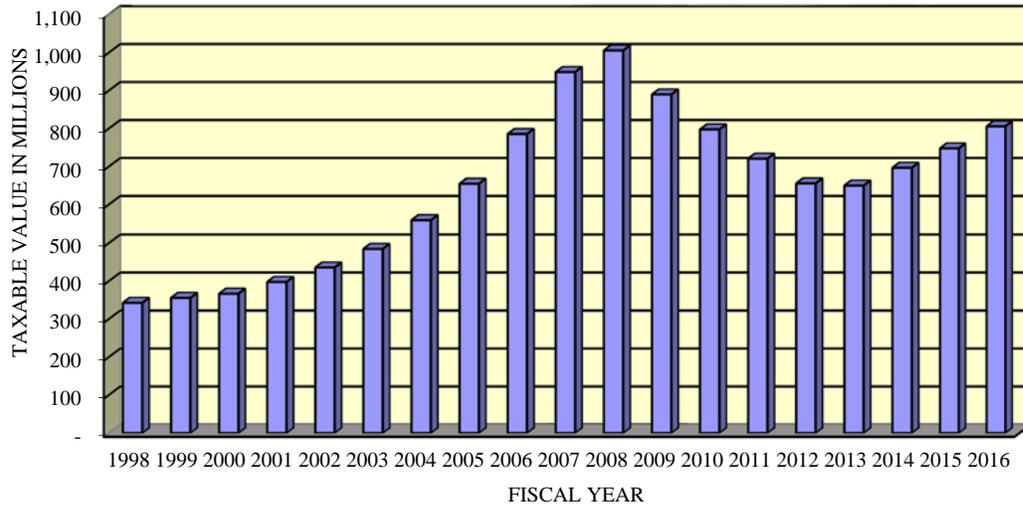
FINANCIAL POLICIES

**FINANCIAL POLICIES
CITY OF GULFPORT
FY 2016/2017**

FY 2017 Financial Summary

For FY 2017, the taxable value of real and personal property within the City of Gulfport increased by 7.77%. This represents an increase in taxable value of \$58,116,147. 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

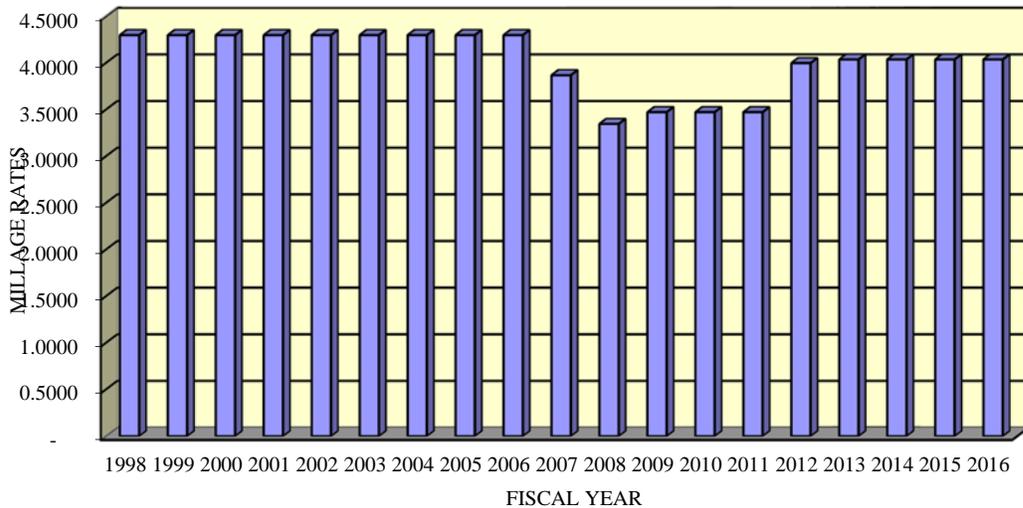


TAXABLE VALUES

Valuation Component	Taxable Valuation
Prior Year Final Gross Taxable Value	\$747,993,645
FY '16 Net of New Construction & Deletions	(3,060,599)
FY '16 Net Increases in Value of Existing Property	58,116,147
TOTAL INCREASE:	<u>55,055,548</u>
FY '16 Adjusted Taxable Value	<u>\$803,049,193</u>
Increase from FY '15 of Existing Property	7.36%

The millage rate of 4.039 mills per \$1000 of assessed property value was adopted by City Council for FY 2015-2016. The proposed rate of 4.039 mills for FY 2016-2017 represents an increase of 7.21% above the rolled-back rate of 3.7674 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 1998 thru FY 2016.

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 unincorporated Pinellas County and 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.

- The City maintained a long standing position of having minimal outstanding debt, however, during the fiscal year ended September 30, 2015 the City began borrowing on a 2.12% low interest agreement for planning costs involved in the major repair and replacement of water and sewer lines throughout the City's aging utility system
- 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.

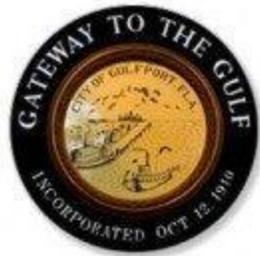
Budget Development: When developing the annual budget, City Administration is guided by the following principles:

- 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.

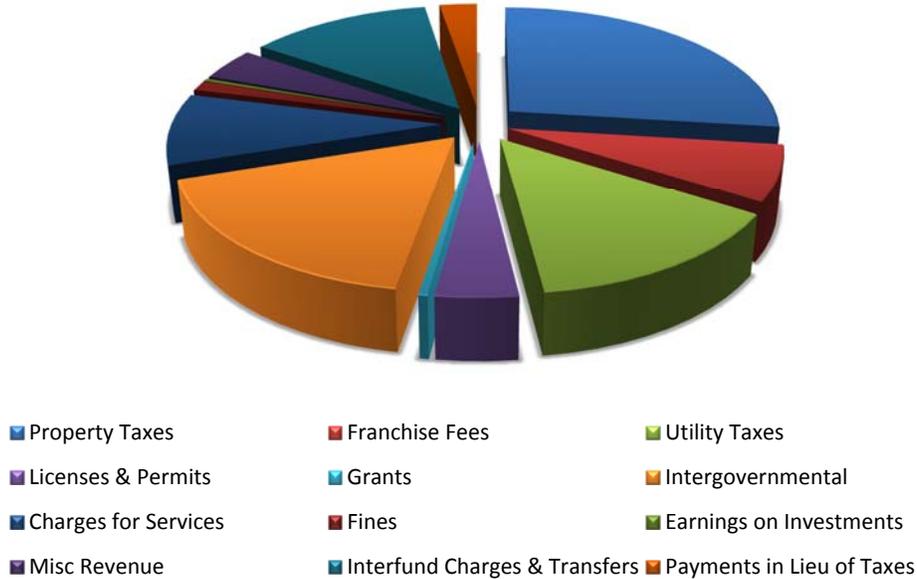
Capital Improvement Program:

- 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

FISCAL YEAR 2017 REVENUES BY TYPE – GENERAL FUND

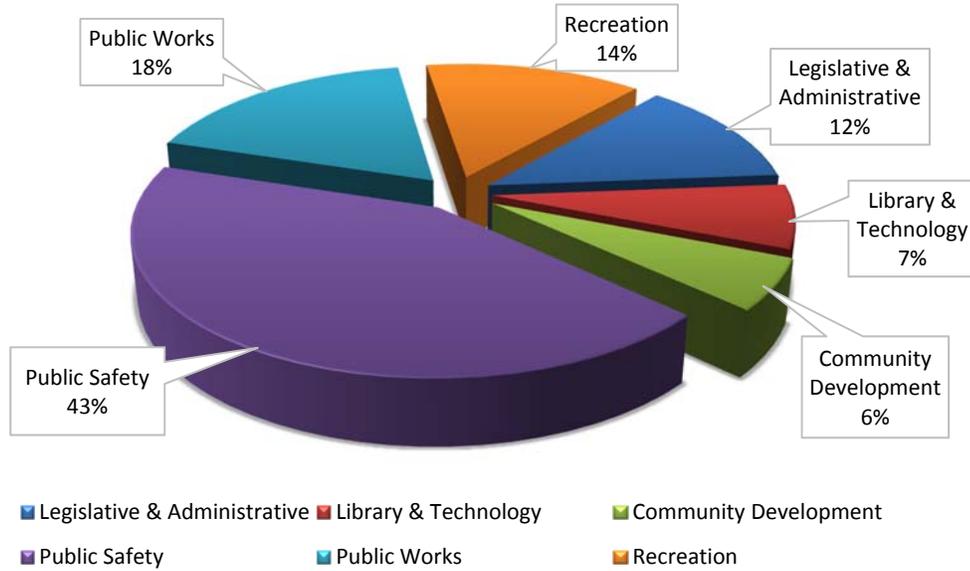


REVENUE INCREASE/DECREASE – GENERAL FUND

SOURCES/USES	FY 2016	FY 2017	CHANGE
Property Taxes	\$ 2,871,357	\$ 3,093,083	7.72%
Franchise Fees	865,375	806,110	-6.85%
Utility Taxes	1,793,800	1,607,744	-10.37%
Licenses & Permits	472,000	472,000	0.00%
Grants	3,500	53,000	1414.29%
Intergovernmental	1,950,121	1,982,831	1.68%
Charges for Services	1,010,392	1,030,400	1.98%
Fines	457,500	142,500	-68.85%
Earnings on Investments	62,000	37,000	-40.32%
Misc Revenue	456,631	469,400	2.80%
Interfund Charges & Transfers	1,405,275	1,465,932	4.32%
Payments in Lieu of Taxes	335,000	300,000	-10.45%
Appropriated Surplus	(140,038)	-	-100.00%
TOTAL	\$ 11,542,913	\$ 11,460,000	-0.72%

Comparison of FY 2017 Budget with FY 2016 Budget

FISCAL YEAR 2017 GENERAL FUND EXPENDITURES BY FUNCTION



EXPENDITURES		FY 2017
Legislative & Administrative	12.34%	\$ 1,414,417
Library & Technology	7.27%	832,681
Community Development	5.81%	666,142
Public Safety	43.04%	4,932,467
Public Works	17.70%	2,028,829
Recreation	13.83%	1,585,465
TOTAL	100.00%	\$ 11,460,000

2017 CITY OF GULFPORT FUND ANALYSIS

General Fund

Opening Balance 10/1/15		\$ 4,330,304
BP Money		
Paving	(400,000)	
Shore Blvd	(150,000)	
Remaining BP Oil Settlement	(681,233)	(1,231,233)
Budgeted appropriated surplus		(120,562)
Marina Construction Payment		200,000
Estimated Beginning Fund Balance 10/01/16		3,178,509

Funding Sources:

Estimated Revenues	9,694,068	
Transfers from Other Funds		
<i>Marina Construction</i>	300,000	
<i>Marina PILOT</i>	-	
<i>Sanitation PILOT</i>	-	
<i>Utilities PILOT</i>	-	
<i>Enterprise Funds 15% Overhead</i>	1,465,932	
Appropriated Surplus - Marina Construction	(300,000)	
Appropriated Surplus - Estimated deficit	300,000	
Total – All Funding Sources		11,460,000

Appropriations:

Police Services	3,435,213	
Fire & EMS Services	1,497,254	
Council and Clerk	338,723	
Legal	90,125	
City Manager	295,436	
Administrative Services	690,133	
Library & Technology	832,681	
Community Development	596,142	
Recreation Services	1,585,465	
Public Works	2,028,828	
Transfers	70,000	
Total Appropriations		11,460,000

Ending Fund Balance before Appropriated Surplus		3,178,509
Less: Appropriated Surplus		(300,000)
Add: Marina Construction Payment		300,000
Unassigned Ending Fund Balance 9/30/17		\$ 3,178,509

Capital Projects Fund

Estimated Beginning Fund Balance 10/01/16		\$ 49,204
Funding Sources:		
Penny for Pinellas	1,430,796	
Appropriated Surplus	49,204	
Total – All Funding Sources		1,480,000
Appropriations:		
Capital Projects	852,000	
Transfer to Utilities	328,000	
Transfer to Marina	300,000	
Total Appropriations		1,480,000
Ending Fund Balance before Appropriated Surplus		\$ 49,204
Less Appropriated Surplus		(49,204)
Unassigned Ending Fund Balance 9/30/17		\$ -

2017 CITY OF GULFPORT FUND ANALYSIS

Waterfront Redevelopment Fund

Estimated Beginning Fund Balance 10/01/16		\$ 451,997
Funding Sources:		
Estimated Revenues	254,683	
Appropriated Surplus	450,317	
Total – All Funding Sources	<u>705,000</u>	
Appropriations:		
Shore Blvd Project Phase II	300,000	
Shore Blvd. Drainage Survey (Essex Plan)	100,000	
Operating Expenses	80,000	
Beach Re-nourishment (Match)	162,500	
Skate Park	62,500	
Total Appropriations	<u>705,000</u>	
Ending Fund Balance before Appropriated Surplus		\$ 451,997
Less Appropriated Surplus		(450,317)
Unassigned Ending Fund Balance 9/30/17		<u>\$ 1,680</u>

49th Street Corridor Fund

Estimated Beginning Fund Balance 10/01/16		\$ 4,084
Funding Sources:		
Estimated Revenues	-	
Transfers from Other Funds		
<i>General Fund</i>	70,000	
Total – All Funding Sources	<u>70,000</u>	
Appropriations:		
Expenditures	66,535	
Reserves	3,465	
Total Appropriations	<u>70,000</u>	
Ending Fund Balance Before Transfer to Reserves		<u>4,084</u>
Add: Transfer to Reserves		3,465
Unassigned Ending Fund Balance 9/30/17		<u>\$ 7,549</u>

2017 CITY OF GULFPORT FUND ANALYSIS

Marina Fund

Estimated Beginning Fund Balance 10/01/16		\$	-
Funding Sources:			
Estimated Revenues	1,848,000		
Appropriated Surplus	-		
Transfers from Other Funds			
<i>Capital Projects</i>	300,000		
Total – All Funding Sources		<u>2,148,000</u>	
Appropriations:			
People	232,184		
Operational	953,616		
Capital - Building	70,000		
Depreciation	230,000		
Transfers to Other Funds			
<i>General Fund 15% Overhead</i>	277,200		
<i>PILOT Transfer</i>	-		
<i>Marina Construction Payment</i>	300,000		
<i>Transfer to reserves</i>	85,000		
Total Appropriations		<u>2,148,000</u>	
Ending Fund Balance Before Transfer to Reserves			-
Add: Transfer to Reserves			<u>85,000</u>
Unassigned Ending Fund Balance 9/30/17		\$	<u>85,000</u>

2017 CITY OF GULFPORT FUND ANALYSIS

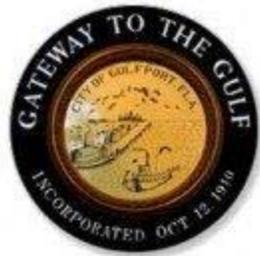
Sanitation Fund

Estimated Beginning Fund Balance 10/01/16		\$ 248,733
Funding Sources:		
Estimated Revenues	2,225,000	
Grants	8,000	
Total – All Funding Sources		<u>2,233,000</u>
Appropriations:		
People	888,585	
Operational	669,681	
Depreciation	170,000	
Principal Debt	119,784	
Transfers to Other Funds		
<i>General Fund 15% Overhead</i>	334,950	
Transfer to reserves	50,000	
Total Appropriations		<u>2,233,000</u>
Ending Fund Balance Before Transfer to Reserves		<u>248,733</u>
Add: Transfer to Reserves		50,000
Unassigned Ending Fund Balance 9/30/17		<u><u>\$ 298,733</u></u>

2017 CITY OF GULFPORT FUND ANALYSIS

Utilities Fund (Water, Sewer & Storm water)

Estimated Beginning Fund Balance 10/01/16		\$ 131,084
Funding Sources:		
Estimated Revenues	5,691,880	
Transfer from Capital Projects	328,000	
State Revolving Loan	700,000	
Total – All Funding Sources	<u>6,719,880</u>	
Appropriations:		
People	632,598	
Operational	3,349,392	
Depreciation	580,000	
SRL - Capital Projects	700,000	
Capital Project - 31st Ave Waterline Restoration	550,000	
Capital Equipment	5,500	
Transfers to Other Funds		
<i>General Fund 15% Overhead</i>	853,782	
<i>PILOT Transfer</i>	-	
Transfer to reserves	48,608	
Total Appropriations	<u>6,719,880</u>	
Unassigned Ending Fund Balance 9/30/17		<u>\$ 131,084</u>
Add: Transfer to Reserves		48,608
Unassigned Ending Fund Balance 9/30/17		<u>\$ 179,692</u>



REVENUES

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Actual Revenue	FY 2016 Budget Revenue	FY 2017 Budget Revenue	% of FY 17 Budget
001-311.10	Current Property Taxes	2,469,561	2,456,695	2,476,740	2,634,123	2,871,357	3,093,084	27.0%
001-311.20	Prior Yr. Property Tax	-	4,738	4,461	18,347	-	-	0.0%
TOTAL - Ad Valorem		2,469,561	2,461,433	2,481,201	2,652,470	2,871,357	3,093,084	27.0%
001-312.40	Local Option Fuel Tax	162,780	165,451	154,518	186,960	200,000	180,000	1.6%
001-313.10	Electricity	728,839	697,350	736,298	760,152	849,375	796,109	6.9%
001-313.40	Gas	9,097	6,028	3,666	7,311	16,000	10,000	0.1%
TOTAL - Franchise Fees		737,936	703,378	739,964	767,463	865,375	806,109	7.0%
001-314.10	Electricity	795,054	823,812	886,181	881,166	914,000	900,000	7.9%
001-314.30	Utility Tax/Water	205,249	199,578	220,242	241,785	245,000	270,000	2.4%
001-314.30.01	Reclaimed Water (St. Pete)	2,772	3,108	3,219	3,354	3,300	3,300	0.0%
001-314.40	Natural Gas	10,773	12,291	16,805	11,900	16,500	15,000	0.1%
001-314.80	Propane	13,138	11,643	14,903	12,861	15,000	14,000	0.1%
001-315.20	Telephone/Cable	519,697	502,870	453,278	437,581	600,000	405,444	3.5%
TOTAL - Utility Taxes		1,546,683	1,553,302	1,594,626	1,588,646	1,793,800	1,607,744	14.0%
001-321.10	Occupational Licenses	36,981	51,246	56,816	49,484	70,000	60,000	0.5%
001-322.10	Building Permits	83,189	133,771	136,316	176,231	230,000	230,000	2.0%
001-322.11	Electrical Permits	12,632	19,834	22,356	24,855	38,000	38,000	0.3%
001-322.12	Gas Permits	1,430	3,687	2,365	6,176	4,000	4,000	0.0%
001-322.13	Plumbing Permits	5,275	9,249	11,721	13,033	25,000	25,000	0.2%
001-322.14	Mechanical Permits	16,153	29,429	34,039	38,299	45,000	50,000	0.4%
001-329.00	Other Permits, Fees	20,142	33,734	37,884	56,665	40,000	50,000	0.4%
001-329.10	Tree Bank Account	300	-	-	550	-	-	0.0%
001-329.20	Zoning Fees	3,658	9,713	6,548	13,999	20,000	15,000	0.1%
TOTAL - Licences & Permits		179,760	290,663	308,044	379,292	472,000	472,000	4.1%

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Actual Revenue	FY 2016 Budget Revenue	FY 2017 Budget Revenue	% of FY 17 Budget
001-331.21	Dept. of Justice Vest Grt	-	9,871	-	2,115	-	1,500	0.0%
001-331.22	Local Law Enforcement Grt (FL	-	3,474	-	3,698	3,500	3,500	0.0%
001-331.23.01	COPS Grant	44,690	89,769	-	-	-	-	0.0%
107.331.30	Brownsfield Grant			41,961	74,306	-	-	0.0%
001-331.69	OOA Title III	11,545	11,234	11,234	-	-	-	0.0%
001-331.71	Dept of Health CFDA	-	-	-	4,113	-	5,000	0.0%
001-331.72	ELC Sr CFDA 93.596	-	-	-	15,164	-	15,000	0.1%
TOTAL - Federal Grants		56,235	114,348	53,195	99,396	3,500	25,000	0.2%
001-334.50	Dept of Comm Affairs	21,508	-	-	-	-	-	0.0%
001-334.70	ELC-VPK CSFA 48.108	-	-	-	25,862	-	28,000	0.2%
TOTAL - State Grants		-	-	-	25,862	-	28,000	0.2%
001-335.12	State Revenue Sharing	352,773	359,992	372,384	391,349	395,650	412,060	3.6%
001-335.14	Mobile Home Licenses	257	226	160	251	-	-	0.0%
001-335.15	Beverage Licenses	12,656	4,929	10,586	6,174	10,000	10,000	0.1%
001-335.18	Local Gov. Half-Cent Sales	631,389	658,037	692,206	729,721	761,570	790,266	6.9%
001-335.20	Firefighters Supp Comp	1,920	2,340	3,040	3,240	3,240	3,240	0.0%
TOTAL - State Shared Revenue		998,995	1,025,524	1,078,376	1,130,735	1,170,460	1,215,566	10.6%
001-335.41	Fuel Tax Rebate	10,590	10,259	7,174	11,240	12,500	12,500	0.1%
001-337.20	Emergency Medical Service	390,154	390,154	400,007	413,586	420,410	427,347	3.7%
001-337.22	ALS First Responder Agrmt	-	-	-	-	-	-	0.0%
001-337.50	PPLC Grant Proceeds	-	-	42,000	138,000	-	-	0.0%
TOTAL - Local Shared Revenue		400,744	400,413	449,181	562,826	432,910	439,847	3.8%
001-338.10	PPLC Pinellas Public Library	161,952	156,311	147,410	147,419	146,751	147,418	1.3%

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Actual Revenue	FY 2016 Budget Revenue	FY 2017 Budget Revenue	% of FY 17 Budget
001-341.20	Internal Service Charges	239,328	333,072	329,530	148,783	145,000	145,000	1.3%
001-342.10	Police Services	110,726	86,536	89,363	102,711	133,000	150,000	1.3%
001-342.20	Fire Inspections	10,113	10,605	3,410	10,139	10,000	12,000	0.1%
001-344.90	GEMS-Subscriptions	8,465	7,987	7,480	7,292	8,200	8,400	0.1%
001-344.91	GEMS-Fares	8,950	12,242	9,193	11,454	17,500	15,000	0.1%
001-346.90	Multipurpose Center	1,050	1,075	1,386	1,756	10,000	2,000	0.0%
001-346.90.01	Neighborly Senior Srv	11,994	11,398	12,147	13,036	12,300	15,000	0.1%
001-347.21	Recreation Activity Fees	109,620	116,079	136,480	96,349	150,000	130,000	1.1%
001-347.21.02	Recreation Non-Resident Fee	18,251	13,746	11,474	16,463	15,000	20,000	0.2%
001-347.21.03	Skate Park Stickers	264	55	35	55	-	-	0.0%
001-347.21.04	Skate Park Stickers-NR	40	60	20	-	-	-	0.0%
001-347.29	Hoyt Field	3,599	5,683	5,770	2,528	5,000	5,000	0.0%
001-347.55	Dances	129,060	143,796	147,677	172,336	198,692	220,000	1.9%
001-347.60	Concessions	81,411	106,552	117,904	114,563	185,000	185,000	1.6%
001-347.61	Other Revenue/Event fee	1,671	1,355	7,869	8,806	15,000	15,000	0.1%
001-347.91	Theater Concessions	3,267	4,939	3,961	6,109	9,700	8,000	0.1%
001-349.10	Collection Charges	10,812	-	31,224	27,992	-	35,000	0.3%
001-349.15	Collection Charges/Credit Carc	-	39,630	23,719	27,767	80,000	50,000	0.4%
001-349.20	Beach Parking	-	-	-	-	-	-	0.0%
001-349.40	Title Search Fees	6,625	7,705	8,916	13,030	15,000	15,000	0.1%
001-349.50	Union Adm. Fees	740	-	-	-	1,000	-	0.0%
TOTAL - Charges for Services		755,986	902,515	947,557	781,168	1,010,392	1,030,400	9.0%
001-351.10	Court Fines	94,683	103,138	91,248	39,902	135,000	60,000	0.5%
001-351.20	Confiscated Property	37,241	502	140	-	-	-	0.0%
001-351.30	Police Education	3,701	3,793	2,806	3,201	5,000	5,000	0.0%
001-352.00	Library Fines and Fees	11,837	15,608	16,616	11,927	17,500	17,500	0.2%

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Actual Revenue	FY 2016 Budget Revenue	FY 2017 Budget Revenue	% of FY 17 Budget
001-354.10	Violations of Local Ordin	54,034	53,204	44,579	30,500	60,000	60,000	0.5%
001-354.11	Red Light Camera Violations	160,805	136,509	169,047	270,908	200,000	-	0.0%
001-354.12	Red Light Camera UTC	-	-	-	53,641	40,000	-	0.0%
TOTAL - Fines & Forfeitures		362,301	312,754	324,436	410,079	457,500	142,500	1.2%
001-361.10	Investments	1,754	1,932	1,935	1,935	12,000	4,000	0.0%
001-361.11	State Board of Admin.	34	43	64	80	-	-	0.0%
001-361.12	BOA Money Market	-	-	-	-	-	-	0.0%
001-361.30	Inc.Decr in FMV Invest	6,312	2,859	(1,568)	2,563	10,000	5,000	0.0%
001-361.32	Tax Collector	13	-	-	4,393	-	-	0.0%
001-361.39	Other Interest on Demand	-	-	-	-	-	-	0.0%
001-361.40	Code Violations Interest	11,709	-	35,121	24,370	40,000	28,000	0.2%
TOTAL - Investment Earnings		19,822	4,834	35,552	33,340	62,000	37,000	0.3%
001-362.10	Rental Properties - Tower	66,865	72,763	72,536	83,309	80,931	105,000	0.9%
001-362.11	Casino Rentals	82,684	92,844	108,631	108,204	150,000	150,000	1.3%
001-362.15	Theater Rentals	21,335	22,597	22,179	23,680	40,000	30,000	0.3%
001-362.16	49th Street Building	10,580	11,030	8,858	9,710	12,500	12,500	0.1%
001-362.18	Scout Hall	1,003	1,576	1,428	3,440	3,000	5,700	0.0%
001-362.17	Rental Properties - Boca Ciega	1	115	-	1,875	-	-	0.0%
001-362.20	Recreation Center	3,451	6,693	7,855	8,444	15,000	10,000	0.1%
001-362.30	Gulfport Yacht Club	22,500	19,500	19,500	19,500	19,500	19,500	0.2%
001-362.50	Senior Center	-	100	-	-	3,000	-	0.0%
001-362.70	Field Rentals	2,500	-	-	-	-	-	0.0%
001-362.60	City Trolley	-	-	595	298	-	-	0.0%
TOTAL - Rents & Royalties		210,919	227,218	241,583	258,459	323,931	332,700	2.9%

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Actual Revenue	FY 2016 Budget Revenue	FY 2017 Budget Revenue	% of FY 17 Budget
001-363.24	Impact Fees	-	-	-	-	-	-	0.0%
001-364.41	Surplus Equipment	13,116	5,416	19,867	11,294	50,000	50,000	0.4%
001-364.42	Insurance Proceeds	6,458	7,974	43,816	1,248,185	40,000	40,000	0.3%
001-365.10	Scrap	4,667	1,994	3,592	506	3,000	3,000	0.0%
001-365.11	Marina Salvage - Employee Re	632	-	-	3,530	1,000	1,000	0.0%
TOTAL - Fixed Asset Sales		24,873	15,384	67,275	1,263,515	94,000	94,000	0.8%
001-366.40	Senior Center Contrib.	-	-	1,325	-	-	3,000	0.0%
001-366.45	Recreation	905	1,385	1,685	1,335	2,000	2,000	0.0%
001-366.46	Donations/Library	870	75	15	-	100	100	0.0%
001-366.47	Donations/PUB	-	-	902	-	-	-	0.0%
001-366.50	Fire Dept.	-	-	-	-	-	-	0.0%
001-366.51	Contributions CERT	1,900	-	1,800	-	1,000	1,000	0.0%
001-366.52	Rec/Donations/School	112	-	172	360	-	-	0.0%
001-366.53	Phillips Donations	-	-	-	-	-	-	0.0%
001-366.54	Atkinson Memorial	-	-	-	-	-	-	0.0%
001-366.55	Contributions -Teen Council	1,659	-	-	-	-	-	0.0%
001-366.60	PD Comm Resource Sp Event	2,373	1,590	-	-	-	-	0.0%
001-366.65	PD Contribution - Operation Sa	-	-	3,400	6,980	5,000	5,000	0.0%
001-366.70	Theater	2,417	1,984	2,032	4,058	2,600	2,600	0.0%
001-366.90	Contributions	400	1,128	-	-	1,000	1,000	0.0%
001-366.96	Contributions-GEMS	847	670	279	1,373	1,000	1,000	0.0%
001-366.97	Senior Center Misc.	1,555	1,902	1,110	6,799	5,000	6,000	0.1%
001-369.30	Refund of Prior Year	308	-	-	-	-	-	0.0%
001-369.40	Vending Machine Sales	-	-	-	-	-	-	0.0%
001-369.40.01	ICEE Revenue	800	-	-	-	-	-	0.0%
001-369.90	Other Misc. Rev.	7,140	6,862	7,447	10,899	20,000	20,000	0.2%
001-369.90.01	Attorney Fees Recovered	-	-	3,150	-	-	-	0.0%

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND REVENUES**

General Fund

Account #	Description	FY 2012 Actual Revenue	FY 2013 Actual Revenue	FY 2014 Actual Revenue	FY 2015 Actual Revenue	FY 2016 Budget Revenue	FY 2017 Budget Revenue	% of FY 17 Budget
001-369.90.02	Election Fees	288	336	-	50	-	-	0.0%
001-369.90.03	Police Explorers	2,414	1,667	104	-	1,000	1,000	0.0%
001-369.90.04	Fire Explorers	-	-	-	-	-	-	0.0%
001-369.91	Police/Fire Training Rem	1,208	-	-	10,309	-	-	0.0%
TOTAL - Contributions		25,196	17,599	23,421	42,163	38,700	42,700	0.4%
001-381.40	Sanitation	196,976	213,324	237,932	326,840	316,650	334,950	2.9%
001-381.41	Water & Sewer	419,013	417,520	467,622	731,295	810,750	853,782	7.5%
001-381.42	49th Street	-	-	-	-	-	-	0.0%
001-381.43	Cultural Activities	-	-	-	-	-	-	0.0%
001-381.44	GEMS	-	-	-	-	-	-	0.0%
001-381.46	Marina	155,294	167,934	217,934	279,240	277,875	277,200	2.4%
TOTAL - Administrative Overhead		771,283	798,778	923,488	1,337,375	1,405,275	1,465,932	12.8%
001-382.10	Sanitation	350,000	467,000	659,751	219,719	-	-	0.0%
001-382.20	Water & Sewer	546,715	325,000	516,901	60,000	60,000	-	0.0%
001-382.30	Marina	375,000	300,000	471,980	98,170	75,000	-	0.0%
001-382-31	Marina-Construction	-	-	-	-	200,000	300,000	2.6%
001-382.40	Cultural Activities	-	-	-	-	-	-	0.0%
001-382.50	GEMS	-	-	-	-	-	-	0.0%
TOTAL - Contributions/PILOT		1,271,715	1,092,000	1,648,632	377,889	335,000	300,000	2.6%
001-383.10	Lease Purchase Procceds	-	-	-	-	-	-	0.0%
001-389.01	Appropriated Surplus	-	-	-	-	470,562	-	0.0%
001-389.04	From Library	-	-	-	62,533	-	-	0.0%
001-389.07	From Capital Fund	-	-	-	101,000	-	-	0.0%
TOTAL - Non Operating Sources		-	-	-	163,533	470,562	-	0.0%
General Fund Totals		10,156,741	10,241,905	11,218,459	12,208,590	12,153,513	11,460,000	100.0%

**CITY OF GULFPORT
FY 2017 BUDGET
SPECIAL REVENUE FUND - REVENUES**

Account #	Description	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Actual Revenue	FY2015 Actual Revenue	FY2016 Budget Revenue	FY2017 Budget Revenue	% of FY 17 Budget
Waterfront Redevelopment Fund								
120-311.10	Property Taxes County	97,542	94,815	102,745	111,603	102,576	145,305	20.61%
120-311.11	Property Taxes City	80,910	76,258	77,571	83,684	97,424	109,378	15.51%
120-334.39	CDBG/FDOT Grant	-	-	-	-	300,000	-	0.00%
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.	1,725	21,346	851	1,311	-	-	0.00%
120-381.10	From General Fund	-	-	-	-	150,000	-	0.00%
120-381.30	From Capital Project Fund	-	-	-	125,000	269,500	-	0.00%
120-381.40	From Sanitation	-	-	-	-	-	-	0.00%
120-381-43	From Cultural Facilities	-	-	-	-	-	-	0.00%
120-389.01	Appropriated Surplus	26,341	-	-	-	125,500	450,317	63.87%
120-389.02	Transportation Impact	-	-	-	-	-	-	0.00%
Waterfront Redevelopment Total		207,098	192,719	181,167	321,599	1,045,000	705,000	100.00%
49th Street Redevelopment								
130-331.56	Community Devel Blk Gar	-	-	-	-	-	-	0.00%
130-334.39.03	Fl. Dept. of Transportation	-	-	-	-	-	-	0.00%
130-334.75	FRDAP/EPA - Federal Bro	-	-	-	-	-	-	0.00%
130-369.30	Refund Prior Year	-	-	-	-	-	-	0.00%
130-381.10	From General Fund	100,000	65,000	18,548	68,035	113,035	70,000	100.00%
130-381.30	From Capital Projects	-	-	-	-	-	-	0.00%
130-389.01	Appropriated Surplus	(42,655)	-	45,894	-	-	-	0.00%
49th Street Redevelopment		57,345	65,000	64,442	68,035	113,035	70,000	100.00%

**CITY OF GULFPORT
FY 2017 BUDGET
SPECIAL REVENUE FUND - REVENUES**

Capital Projects Fund								
300-312.60	Infrastructure Tax	970,203	1,021,997	1,010,407	1,289,868	1,255,000	1,430,796	96.68%
300-331.39	Federal Grants	-	-	-	-	200,000	-	0.00%
300-331.55	SWFWMD	-	-	-	-	-	-	0.00%
300-335.39	State Appropriation	-	-	-	245,000	-	-	0.00%
300-337.71	Pinellas County	-	-	-	-	7,500	-	0.00%
300-363.24	Transportation Impact Fee	-	-	3,588	4,463	-	-	0.00%
300-369.90	Other Misc. Rev	2,291	88	70	226	-	-	0.00%
300-381.10	Transfer From General Fd	-	-	-	-	400,000	-	0.00%
300-381.30	Transfer From 49th & Utilit	-	-	-	-	-	-	0.00%
300-389.01	Appropriated Surplus (Sev	-	-	159,576	-	421,059	49,204	3.32%
Capital Projects Fund Totals		972,494	1,022,085	1,173,641	1,539,556	2,283,559	1,480,000	100.00%
Special Revenue Fund Totals		1,236,937	1,279,804	1,419,250	1,929,190	3,441,594	2,255,000	100.00%

**CITY OF GULFPORT
FY 2017 BUDGET
ENTERPRISE FUND REVENUES**

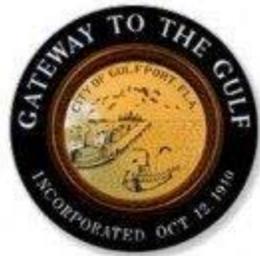
Account #	Description	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Actual Revenue	FY2015 Actual Revenue	FY2016 Budget Revenue	FY2017 Adopted Revenue	% of FY 17 Budget
Sanitation Fund								
400-337.90	Recycling reimburseme	9,005	6,695	11,807	7,493	8,000	8,000	0.36%
400-343.41	Refuse Collection	1,749,674	1,740,727	1,775,132	1,935,132	1,850,000	1,940,000	86.88%
400-343.42	Special Trash Collectio	108	25,334	43,683	45,315	40,000	50,000	2.24%
400-343.42.01	Code Enforcement	13,127	14,894	14,461	14,179	15,000	17,000	0.76%
400-343.42.02	P/W Pickup	56,348	51,535	26,326	27,589	20,000	30,000	1.34%
400-343.43	Recycling Charges	141,636	141,008	135,912	157,835	155,000	160,000	7.17%
400-343.44	Recycling Sales	29,199	30,185	5,334	3,174	5,000	5,000	0.22%
400-343.45	Revenue Write Off	-	-	-	-	-	-	0.00%
400-343.66	Late Charges	18,289	19,273	22,369	22,410	18,000	22,000	0.99%
400-361.10	Investments	13	1	-	-	-	-	0.00%
400-361.11	State Board of Admin	8	10	1	18	-	-	0.00%
400-361.30	Unrealized G/L on Inve	1,507	689	(374)	574	-	1,000	0.04%
400-364.41	Surplus Equipment	-	-	-	4,500	-	-	0.00%
400-381.10	From General Fund	-	-	355,398	-	-	-	0.00%
400-383.10	Lease Purchase Proce	-	-	-	-	-	-	0.00%
400-389.01	Appropriated Surplus	-	-	-	-	-	-	0.00%
Sanitation Fund Totals		2,018,915	2,030,352	2,390,049	2,218,219	2,111,000	2,233,000	100.00%

**CITY OF GULFPORT
FY 2017 BUDGET
ENTERPRISE FUND REVENUES**

Account #	Description	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Actual Revenue	FY2015 Actual Revenue	FY2016 Budget Revenue	FY2017 Adopted Revenue	% of FY 17 Budget
Water & Sewer Fund								
410-335.39	State Appropriation	-	-	-	-	500,000	-	0.00%
410-331.55	SWFWMD Grant	-	-	-	-	640,291	-	0.00%
410-331.56	FDEP Grant	-	-	-	-	-	-	0.00%
410-343.50	Sewer Service Connec	165	-	495	660	-	-	0.00%
410-343.60	Water Sales	2,245,148	2,197,336	2,421,959	2,659,064	2,790,000	2,935,080	43.68%
410-343.62	Water Meters	127	755	1,047	2,256	-	-	0.00%
410-343.63	Sewer Charges	1,670,613	1,662,597	1,856,099	2,064,432	2,150,000	2,261,800	33.66%
410-343.65	Service Charges	70,181	70,164	74,482	78,092	76,000	80,000	1.19%
410-343.66	Late Charges	33,920	35,037	41,840	41,110	42,000	42,000	0.63%
410-343.67	Stormwater Fees	291,177	287,260	324,089	363,227	347,000	373,000	5.55%
410-361.11	State Board Administra	7	9	11	17	-	-	0.00%
410-361.30	Unrealized G/L on Inve	1,319	603	(328)	536	-	-	0.00%
410-361.39	Interest on Demand	-	-	-	-	-	-	0.00%
410-363.23	Sewer Impact Fees	1,395	-	5,693	-	-	-	0.00%
410-364.42	Insurance Proceeds	-	-	-	-	-	-	0.00%
410-365.10	Scrap	-	-	-	5,890	-	-	0.00%
410-369.90	Other Misc. SRF - SSE	2,087	-	-	-	800,000	700,000	10.42%
410-381.10	From General Fund	-	-	167,190	-	-	-	0.00%
410-381.30	From Capital Projects	50,000	300,000	540,000	-	182,500	328,000	4.88%
410-381.40	From Sanitation	-	-	-	-	-	-	0.00%
410-383.10	Lease Proceeds	-	-	-	-	-	-	0.00%
410-389.01	Appropriated Surplus	-	-	-	-	592,985	-	0.00%
Water & Sewer Fund Totals		4,366,139	4,553,762	5,432,578	5,215,282	8,120,776	6,719,880	100.00%

**CITY OF GULFPORT
FY 2017 BUDGET
ENTERPRISE FUND REVENUES**

Account #	Description	FY 2012 Actual Revenue	FY2013 Actual Revenue	FY2014 Actual Revenue	FY2015 Actual Revenue	FY2016 Budget Revenue	FY2017 Adopted Revenue	% of FY 17 Budget
Marina Fund								
460-331.78	Fed Fish & Wild Grant	-	-	-	134,858	-	-	0.00%
460-343.66	Late Charges	6,688	6,100	7,125	8,586	7,500	8,000	0.37%
460-343.70	Revenue Write-off	-	-	-	-	-	-	0.00%
460-347.50	Service Charges	11,835	13,195	14,608	18,624	20,000	20,000	0.93%
460-347.56	Transient Slip Rentals	41,140	33,692	42,072	49,986	55,000	60,000	2.79%
460-347.57	Fuel and Oil Sales	789,865	777,802	930,543	724,445	950,000	840,000	39.11%
460-347.58	Other Sales	101,976	98,186	103,326	116,560	120,000	120,000	5.59%
460-347.59	Boat Ramp Fees	15,892	15,409	15,983	16,275	20,000	20,000	0.93%
460-361.10	Investments	2	2	3	5	-	-	0.00%
460-361.20	State Board of Admin	-	-	-	-	-	-	0.00%
460-361.30	Incr/Decr FMV Invest	283	129	(70)	153	-	-	0.00%
460-362.16	Slip Rental	587,606	596,449	646,255	737,822	680,000	780,000	36.31%
460-364.42	Insurance Proceeds	-	-	-	-	-	-	0.00%
460-369.90	Other Misc. Rev.	732	-	250	3	-	-	0.00%
460-381.30	From Capital Projects	50,000	25,000	25,000	-	200,000	300,000	13.97%
460-381.10	From General Fund	-	-	880,210	-	-	-	0.00%
460-389.01	Appropriate Surplus	-	-	-	-	588,691	-	0.00%
Marina Fund Totals		1,606,019	1,565,965	2,665,304	1,807,318	2,641,191	2,148,000	100.00%
Enterprise Fund Totals		7,991,073	8,150,079	10,487,931	9,240,819	12,872,967	11,100,880	100.00%



EXPENDITURES

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND EXPENDITURES**

Description	Acct #	City Council	City Clerk	Legal	City Manager	Admn Services
Exec. Salary	11-00	48,000	-	-	-	-
Salaries	12-00	-	122,515	-	173,511	402,604
Other Salaries	13-00	-	-	-	-	-
Overtime	14-00	-	1,000	-	-	2,000
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	7,596	-	11,092	24,961
Medicare	21-02	696	1,776	-	2,594	5,838
Retirement	22-00	4,800	11,896	-	21,362	27,284
Health Insurance	23-01	-	15,455	-	8,790	50,905
Disability Insurance	23-02	-	822	-	1,164	3,030
Life Insurance	23-04	-	992	-	1,437	2,742
Worker Comp.	24-00	-	320	-	451	1,047
People Costs		56,472	162,372	-	225,801	520,411
Professional Svc	31-00	-	-	-	50,000	26,500
Litigation	31-02	-	-	90,125	-	-
Accounting/Auditing	32-00	-	-	-	-	58,000
Court Reporting	33-00	-	-	-	-	-
Other Contractual	34-00	7,200	54,000	-	10,000	5,500
Travel/Per Diem	40-00	15,400	3,115	-	2,500	5,200
Communications	41-00	4,800	2,740	-	700	3,800
Electricity	43-01	-	-	-	-	-
Water & Sewer	43-02	-	-	-	-	-
Other	43-03	-	-	-	-	-
Rental & Leases	44-00	-	-	-	-	5,000
General Liability	45-01	-	1,184	-	460	1,827
Property Ins	45-03	-	-	-	-	-
Other	45-04	-	-	-	-	-
Repairs & Maintenance	46-00	-	-	-	100	36,895
Printing & Binding	47-00	300	1,000	-	1,900	1,000
Promotional	48-00	8,600	-	-	-	2,000
Other Current Charges	49-00	-	11,000	-	-	5,000
Administrative Charges	49-02	-	-	-	-	-
Office Supplies	51-00	1,000	2,285	-	475	5,500
Operating Supplies	52-00	500	-	-	500	9,000
Inventory Resale	52-01	-	-	-	-	-
Road Material	53-00	-	-	-	-	-
Book/Pubs/Subs	54-00	6,195	560	-	3,000	4,500
Operating Costs		43,995	75,884	90,125	69,635	169,722
Transfer out to 49th St	91-08	-	-	-	-	-
Transfers		-	-	-	-	-
Buildings.	62-00	-	-	-	-	-
Improvements/OT Bldg	63-00	-	-	-	-	-
Machinery & Equipment	64-00	-	-	-	-	-
Construction in Progress	65-00	-	-	-	-	-
Books/Public Library	66-00	-	-	-	-	-
Capital Outlay		-	-	-	-	-
Department Total - 2017		100,467	238,256	90,125	295,436	690,133

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND EXPENDITURES**

Description	Acct #	Info Tech	Planning & Development	Code Enforcement	Building Inspection	Fire
Exec. Salary	11-00	-	-	-	-	-
Salaries	12-00	-	139,903	58,950	135,921	768,436
Other Salaries	13-00	-	-	-	-	22,902
Overtime	14-00	-	-	-	-	175,000
Incentive Pay	15-02	-	-	-	-	28,620
Car Allowance	15-03	-	3,150	-	-	-
Field Training	15-05	-	-	-	-	-
Off Duty	15-06	-	-	-	-	-
Court Time	15-07	-	-	-	-	-
Assignment	15-11	-	-	-	-	2,100
Miscellaneous	15-12	-	-	-	-	4,125
Shift Premium Incent.	15-13	-	-	-	-	-
F I C A	21-01	-	8,869	3,655	8,427	61,869
Medicare	21-02	-	2,074	855	1,971	14,469
Retirement	22-00	-	12,298	3,006	6,932	155,670
Health Insurance	23-01	-	15,970	2,197	19,996	93,314
Disability Insurance	23-02	-	1,190	396	912	5,310
Life Insurance	23-04	-	1,077	358	825	5,083
Worker Comp.	24-00	-	364	1,468	3,175	53,262
People Costs		-	184,895	70,885	178,159	1,390,160
Professional Svc	31-00	-	30,000	-	-	5,000
Litigation	31-02	-	-	-	-	-
Accounting/Auditing	32-00	-	-	-	-	-
Court Reporting	33-00	-	-	-	-	-
Other Contractual	34-00	117,800	300	35,000	15,000	696
Travel/Per Diem	40-00	-	8,000	500	7,000	-
Communications	41-00	63,420	11,000	50	200	2,500
Electricity	43-01	-	-	-	-	15,000
Water & Sewer	43-02	-	600	-	-	3,500
Other	43-03	-	-	-	-	-
Rental & Leases	44-00	-	1,120	1,120	1,120	2,000
General Liability	45-01	-	10,346	10,346	10,346	5,748
Property Ins	45-03	-	-	-	-	17,702
Other	45-04	-	-	-	-	948
Repairs & Maintenance	46-00	11,392	1,000	-	-	20,000
Printing & Binding	47-00	-	3,325	500	760	500
Promotional	48-00	-	-	-	-	2,000
Other Current Charges	49-00	-	-	-	-	-
Administrative Charges	49-02	-	-	-	-	-
Office Supplies	51-00	200	4,500	1,045	250	1,500
Operating Supplies	52-00	7,000	950	380	1,500	23,000
Inventory Resale	52-01	-	-	-	-	-
Road Material	53-00	-	-	-	-	-
Book/Pubs/Subs	54-00	-	2,470	100	3,375	7,000
Operating Costs		199,812	73,611	49,041	39,551	107,094
Transfer out to 49th St	91-08	-	-	-	-	-
Transfers		-	-	-	-	-
Buildings.	62-00	-	-	-	-	-
Improvements/OT Bldg	63-00	-	-	-	-	-
Machinery & Equipment	64-00	10,000	-	-	-	-
Construction in Progress	65-00	-	-	-	-	-
Books/Public Library	66-00	-	-	-	-	-
Capital Outlay		10,000	-	-	-	-
Department Total - 2017		209,812	258,506	119,926	217,710	1,497,254

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND EXPENDITURES**

Description	Acct #	Police	PW Director	PW Streets	PW Bldg Maint.	PW Garage
Exec. Salary	11-00	-	-	-	-	-
Salaries	12-00	2,039,336	66,619	38,338	76,348	91,731
Other Salaries	13-00	33,130	7,636	-	-	-
Overtime	14-00	100,000	-	2,000	2,000	6,000
Incentive Pay	15-02	28,000	-	-	-	-
Car Allowance	15-03	-	2,100	-	-	-
Field Training	15-05	2,000	-	-	-	-
Off Duty	15-06	23,000	-	-	-	-
Court Time	15-07	8,000	-	-	-	-
Assignment	15-11	-	-	-	-	-
Miscellaneous	15-12	16,100	-	-	-	-
Shift Premium Incent.	15-13	32,000	-	-	-	-
F I C A	21-01	140,556	4,734	2,501	4,858	6,059
Medicare	21-02	32,872	1,107	585	1,136	1,417
Retirement	22-00	230,599	6,839	1,955	3,996	4,984
Health Insurance	23-01	235,116	7,727	4,395	13,331	13,331
Disability Insurance	23-02	13,491	614	257	512	616
Life Insurance	23-04	12,208	556	233	464	557
Worker Comp.	24-00	92,565	194	4,474	3,558	3,357
People Costs		3,038,973	98,126	54,738	106,203	128,052
Professional Svc	31-00	33,850	3,000	-	-	-
Litigation	31-02	-	-	-	-	-
Accounting/Auditing	32-00	-	-	-	-	-
Court Reporting	33-00	500	-	-	-	-
Other Contractual	34-00	135,256	9,600	50,000	40,800	-
Travel/Per Diem	40-00	25,000	2,590	-	-	950
Communications	41-00	42,500	4,068	-	1,290	126
Electricity	43-01	20,000	11,536	200,185	15,685	-
Water & Sewer	43-02	4,300	-	750	2,472	830
Other	43-03	650	-	-	-	1,500
Rental & Leases	44-00	6,500	300	4,000	500	-
General Liability	45-01	26,315	439	30,184	-	345
Property Ins	45-03	17,812	10,152	1,170	10,013	2,837
Other	45-04	57	-	-	-	5,325
Repairs & Maintenance	46-00	24,900	1,800	4,000	70,000	8,000
Printing & Binding	47-00	1,000	1,000	-	-	-
Promotional	48-00	1,500	-	-	-	-
Other Current Charges	49-00	-	-	-	-	-
Administrative Charges	49-02	-	-	-	-	-
Office Supplies	51-00	9,000	1,425	-	-	143
Operating Supplies	52-00	44,100	10,475	30,000	12,000	160,000
Inventory Resale	52-01	-	-	-	-	244,000
Road Material	53-00	-	-	6,000	-	-
Book/Pubs/Subs	54-00	3,000	455	-	-	1,900
Operating Costs		396,240	56,840	326,289	152,760	425,956
Transfer out to 49th St	91-08	-	-	-	-	-
Transfers		-	-	-	-	-
Buildings.	62-00	-	-	-	-	-
Improvements/OT Bldg	63-00	-	-	-	-	-
Machinery & Equipment	64-00	-	-	-	-	-
Construction in Progress	65-00	-	-	-	-	-
Books/Public Library	66-00	-	-	-	-	-
Capital Outlay		-	-	-	-	-
Department Total - 2017		3,435,213	154,966	381,027	258,963	554,008

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND EXPENDITURES**

Description	Acct #	REC Tech Events	REC Recreation	PW Parks	Library	REC Senior Ctr
Exec. Salary	11-00	-	-	-	-	-
Salaries	12-00	37,093	172,981	249,072	255,332	83,478
Other Salaries	13-00	-	125,574	-	82,767	34,268
Overtime	14-00	1,000	4,500	13,000	3,000	3,000
Incentive Pay	15-02	-	-	-	-	-
Car Allowance	15-03	-	300	-	-	-
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	2,362	18,786	16,248	20,962	7,300
Medicare	21-02	552	4,399	3,800	4,902	1,707
Retirement	22-00	1,943	8,822	13,366	13,022	4,257
Health Insurance	23-01	6,665	26,661	48,781	37,826	15,455
Disability Insurance	23-02	249	1,161	1,671	1,810	560
Life Insurance	23-04	225	1,050	1,512	1,638	507
Worker Comp.	24-00	96	10,717	11,607	879	306
People Costs		50,185	374,951	359,057	422,138	150,838
Professional Svc	31-00	-	-	-	-	-
Litigation	31-02	-	-	-	-	-
Accounting/Auditing	32-00	-	-	-	-	-
Court Reporting	33-00	-	-	-	-	-
Other Contractual	34-00	-	50,209	84,500	38,738	18,500
Travel/Per Diem	40-00	-	2,000	-	1,100	2,500
Communications	41-00	1,700	9,400	900	15,715	11,620
Electricity	43-01	-	21,000	21,800	21,958	11,000
Water & Sewer	43-02	-	11,600	10,000	2,101	8,700
Other	43-03	-	-	3,000	-	-
Rental & Leases	44-00	1,000	3,000	29,980	7,000	2,300
General Liability	45-01	403	9,196	5,173	6,261	891
Property Ins	45-03	287	22,990	26,303	28,633	4,828
Other	45-04	-	23,323	-	-	-
Repairs & Maintenance	46-00	-	10,000	120,000	1,000	2,000
Printing & Binding	47-00	250	190	-	-	300
Promotional	48-00	14,900	8,000	3,000	1,500	10,000
Other Current Charges	49-00	-	-	-	-	-
Administrative Charges	49-02	-	-	-	-	-
Office Supplies	51-00	300	2,375	-	4,750	2,000
Operating Supplies	52-00	500	27,000	16,150	6,650	7,400
Inventory Resale	52-01	-	-	-	-	-
Road Material	53-00	-	-	-	-	-
Book/Pubs/Subs	54-00	-	2,520	-	325	2,800
Operating Costs		19,340	202,803	320,806	135,731	84,839
Transfer out to 49th St	91-08	-	-	-	-	-
Transfers		-	-	-	-	-
Buildings.	62-00	-	-	-	-	25,000
Improvements/OT Bldg	63-00	-	-	-	-	-
Machinery & Equipment	64-00	-	-	-	5,000	-
Construction in Progress	65-00	-	-	-	-	-
Books/Public Library	66-00	-	-	-	60,000	-
Capital Outlay		-	-	-	65,000	25,000
Department Total - 2017		69,525	577,754	679,863	622,869	260,677

**CITY OF GULFPORT
FY 2017 BUDGET
GENERAL FUND EXPENDITURES**

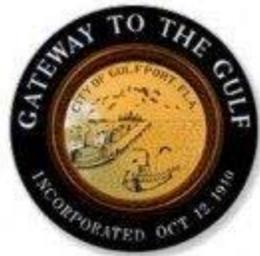
Description	Acct #	REC GEMS	REC Casino	REC Theater	Transfers & Contingency	Total	% FY16 Budget
Exec. Salary	11-00	-	-	-	-	48,000	0.4%
Salaries	12-00	-	40,207	40,207	-	4,992,582	43.6%
Other Salaries	13-00	92,354	60,840	60,840	-	520,311	4.5%
Overtime	14-00	-	-	-	-	312,500	2.7%
Incentive Pay	15-02	-	-	-	-	56,620	0.5%
Car Allowance	15-03	-	-	-	-	10,950	0.1%
Field Training	15-05	-	-	-	-	2,000	0.0%
Off Duty	15-06	-	-	-	-	23,000	0.2%
Court Time	15-07	-	-	-	-	8,000	0.1%
Assignment	15-11	-	-	-	-	2,100	0.0%
Miscellaneous	15-12	-	-	-	-	20,225	0.2%
Shift Premium Incent.	15-13	-	-	-	-	32,000	0.3%
F I C A	21-01	5,726	6,265	6,265	-	372,067	3.2%
Medicare	21-02	1,339	1,465	1,465	-	87,019	0.8%
Retirement	22-00	-	2,051	2,051	-	537,133	4.7%
Health Insurance	23-01	-	6,665	6,665	-	629,245	5.5%
Disability Insurance	23-02	-	270	270	-	34,305	0.3%
Life Insurance	23-04	-	244	244	-	31,952	0.3%
Worker Comp.	24-00	5,837	4,709	4,709	-	203,095	1.8%
People Costs		105,256	122,716	122,716	-	7,923,104	69.1%
Professional Svc	31-00	-	-	-	-	148,350	1.3%
Litigation	31-02	-	-	-	-	90,125	0.8%
Accounting/Auditing	32-00	-	-	-	-	58,000	0.5%
Court Reporting	33-00	-	-	-	-	500	0.0%
Other Contractual	34-00	-	114,000	2,000	-	789,099	6.9%
Travel/Per Diem	40-00	-	-	-	-	75,855	0.7%
Communications	41-00	660	8,500	500	-	186,189	1.6%
Electricity	43-01	-	40,000	14,500	-	392,664	3.4%
Water & Sewer	43-02	-	5,000	2,101	-	51,954	0.5%
Other	43-03	-	-	-	-	5,150	0.0%
Rental & Leases	44-00	-	2,000	-	-	66,940	0.6%
General Liability	45-01	978	1,594	1,594	-	123,630	1.1%
Property Ins	45-03	4,828	11,281	11,281	-	170,117	1.5%
Other	45-04	-	23,789	-	-	53,442	0.5%
Repairs & Maintenance	46-00	-	4,500	2,000	-	317,587	2.8%
Printing & Binding	47-00	150	570	-	-	12,745	0.1%
Promotional	48-00	-	15,000	5,400	-	71,900	0.6%
Other Current Charges	49-00	-	-	-	-	16,000	0.1%
Administrative Charges	49-02	-	-	-	-	-	0.0%
Office Supplies	51-00	500	950	-	-	38,198	0.3%
Operating Supplies	52-00	1,600	9,400	5,000	-	373,105	3.3%
Inventory Resale	52-01	-	32,000	2,000	-	278,000	2.4%
Road Material	53-00	-	-	-	-	6,000	0.1%
Book/Pubs/Subs	54-00	400	1,995	750	-	41,345	0.4%
Operating Costs		9,116	270,579	47,126	-	3,366,895	29.4%
Transfer out to 49th St	91-08	-	-	-	70,000	70,000	0.6%
Transfers		-	-	-	70,000	70,000	0.6%
Buildings.	62-00	-	-	-	-	25,000	0.2%
Improvements/OT Bldg	63-00	-	-	-	-	-	0.0%
Machinery & Equipment	64-00	-	-	-	-	15,000	0.1%
Construction in Progress	65-00	-	-	-	-	-	0.0%
Books/Public Library	66-00	-	-	-	-	60,000	0.5%
Capital Outlay		-	-	-	-	100,000	0.9%
Department Total - 2017		114,372	393,295	169,842	70,000	11,460,000	100.0%

CITY OF GULFPORT
FY 2017 Budget
SPECIAL REVENUE FUND EXPENDITURES

Description	Account	WRD	49th Street	Capital Projects	Total	Budget
Exec. Salary	40118	-		-	-	0.00%
Salaries	40148	-	49,023	-	49,023	2.17%
Car Allowance	15-03	-	1,050	-	1,050	0.05%
F I C A	21-01	-	3,039	-	3,039	0.13%
Medicare	21-02	-	711	-	711	0.03%
Retirement	22-00	-	4,171	-	4,171	0.18%
Health Insurance	23-01	-	6,283	-	6,283	0.28%
Disability Insurance	23-02	-	410	-	410	0.02%
Life Insurance	23-04	-	371	-	371	0.02%
Worker Comp.	24-00	-	128	-	128	0.01%
Unemployment	25-00	-	-	-	-	0.00%
People Costs		\$ -	\$ 65,186	\$ -	\$ 65,186	2.89%
Professional Svc	31-00	20,175	175	-	20,350	0.90%
Communications	41-00	-	439	-	439	0.02%
Electricity	43-01	6,550	710	-	7,260	0.32%
Rental & Leases	44-00	8,000	-	-	8,000	0.35%
General Liability	45-01	133	-	-	133	0.01%
Repairs & Maintenance	46-00	15,142	-	-	15,142	0.67%
Promotional	48-00	30,000	-	-	30,000	1.33%
Operating Supplies	52-00	-	25	-	25	0.00%
Operational Costs		\$ 80,000	\$ 1,349	\$ -	\$ 81,349	3.61%
Transfer to Reserves	91-03	-	3,465	-	3,465	0.15%
Transfer to Utility Fund	97-02	-	-	328,000	328,000	14.55%
Transfer to WRD	97-01	-	-	-	-	0.00%
Transfer to Marina	97-04	-	-	300,000	300,000	13.30%
Transfers		\$ -	\$ 3,465	\$ 628,000	\$ 631,465	28.00%
Buildings.	62-00	-	-	-	-	0.00%
Improvements/OT Bldg	63-00	625,000	-	552,000	1,177,000	52.20%
Machinery & Equipment	64-00	-	-	300,000	300,000	13.30%
Capital Outlay		\$ 625,000	\$ -	\$ 852,000	\$ 1,477,000	65.50%
Total		\$ 705,000	\$ 70,000	\$ 1,480,000	\$ 2,255,000	100.00%

CITY OF GULFPORT
FY 2017 Budget
ENTERPRISE FUND EXPENDITURES

Description	Account	Sanitation	Water	Sewer	Storm water	Marina	Total
Salaries	12-00	582,893	199,333	199,333	45,384	122,404	1,149,347
Other Salaries	13	3,054	2,291	2,291	-	58,208	65,844
Overtime	14-00	30,000	9,600	9,600	2,000	2,500	53,700
Car Allowance	15-03	840	630	630	-	-	2,100
F I C A	21-01	38,241	13,135	13,135	2,938	11,353	78,802
Medicare	21-02	8,943	3,072	3,072	687	2,655	18,429
Retirement	22-00	32,634	11,688	11,688	2,315	6,243	64,568
Health Insurance	23-01	115,515	32,645	32,645	8,863	15,455	205,123
Disability Ins	23-02	3,978	1,388	1,388	305	821	7,880
Life Insurance	23-04	3,600	1,256	1,256	276	743	7,131
Worker Comp.	24-00	62,630	6,207	6,207	5,079	10,602	90,725
OPEB	34-29	6,257	2,261	-	-	1,200	9,718
People Costs		\$ 888,585	\$ 283,506	\$ 281,245	\$ 67,847	\$ 232,184	\$ 1,753,367
Pension Expense	30-00	-	-	-	-	-	-
Professional Svc	31-00	-	-	-	12,000	-	12,000
Other Contractua	34-00	412,674	1,719,147	1,199,798	43,000	7,195	3,381,814
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	-	23,459	29,622
Rental & Leases	44-00	500	-	2,000	-	-	2,500
General Liability	45-01	3,797	703	526	449	759	6,234
Auto Ins.	45-02	4,276	1,522	765	-	484	7,047
Property Ins	45-03	2,798	2,055	2,055	-	31,946	38,854
Other	45-04	-	-	-	-	13,500	13,500
Repairs & Maint	46-00	5,000	59,800	36,087	100,000	34,767	235,654
Garage Maint	46-01	133,600	11,400	-	-	-	145,000
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	334,950	440,262	339,270	74,250	277,200	1,465,932
Office Supplies	51-00	1,800	1,600	2,915	855	921	8,091
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	170,000	345,000	165,000	70,000	230,000	980,000
Interest Exp	72-00	7,196	-	11,000	-	-	18,196
Operational Costs		\$ 1,174,631	\$ 2,660,929	\$ 1,818,743	\$ 303,501	\$ 1,460,816	\$ 7,418,621
Interfund Transfe	91-05	-	-	-	-	300,000	300,000
Reserves	91-10	50,000	-	48,608	-	85,000	183,608
Transfers		\$ 50,000	\$ -	\$ 48,608	\$ -	\$ 385,000	\$ 483,608
Buildings.	62-00	-	-	-	-	-	-
Improvements/O	63-00	-	550,000	-	-	45,000	595,000
Machinery & Equ	64-00	-	5,500	-	-	25,000	30,500
Construction in P	65-00	-	-	700,000	-	-	700,000
Debt Princ - Side	90-00	46,562	-	-	-	-	46,562
Debt Princ - Dum	91-00	26,660	-	-	-	-	26,660
Debt Princ - Rear	92-00	46,562	-	-	-	-	46,562
Debt Princ - SRF	225-90	-	-	-	-	-	-
Capital Outlay		\$ 119,784	\$ 555,500	\$ 700,000	\$ -	\$ 70,000	\$ 1,445,284
Total		\$ 2,233,000	\$ 3,499,935	\$ 2,848,596	\$ 371,348	\$ 2,148,000	\$ 11,100,880



CITY COUNCIL

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
City Council

	<u>FY 2014</u> <u>ACTUAL</u>	<u>FY 2015</u> <u>ACTUAL</u>	<u>FY 2016</u> <u>BUDGET</u>	<u>FY 2017</u> <u>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 2017
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/Granicus	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
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PRINTING AND BINDING

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

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

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

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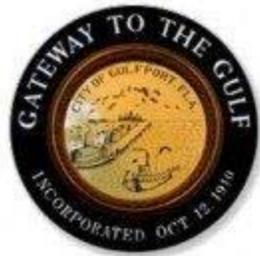
BOOKS/PUBLICATIONS/SUBSCRIPTIONS

511-54	This category includes dues and memberships to various associations by the Mayor and City Council, including:	6,195
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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 2017 Budget
City Council
001-1111-511

ACCOUNT	Div Acct. # 1111-511	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Executive Salaries	511-11-01	38,400	39,631	38,840	48,039	48,000	48,000	0.0%
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	2,381	2,411	2,396	2,963	2,976	2,976	0.0%
Medicare Tax	511-21-02	557	564	561	693	696	696	0.0%
Retirement	511-22-00	-	-	-	4,800	4,800	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	-	-	-	-	-	-	0.0%
Unemployment	511-25	-	-	-	-	-	-	0.0%
People Costs		41,338	42,606	41,797	56,495	56,472	56,472	0.0%
Professional & Contractual	511-31	4,237	3,000	-	-	-	-	0.0%
Other Contractual	511-34	-	2,600	4,800	6,589	7,200	7,200	0.0%
Travel & Training	511-40	5,148	9,998	9,812	12,364	15,400	15,400	0.0%
Communications	511-41	767	328	45	4,801	4,800	4,800	0.0%
General Liability	511-45-01	-	-	-	-	-	-	0.0%
Repairs & Maintenance	511-46	-	-	-	-	-	-	0.0%
Printing & Binding	511-47	401	571	358	158	300	300	0.0%
Promotional	511-48	3,951	5,584	7,570	6,884	8,600	8,600	0.0%
Other Current Charges	511-49	226	-	-	-	-	-	0.0%
Office Supplies	511-51	559	887	295	498	1,000	1,000	0.0%
Operating Supplies	511-52	57	155	183	210	500	500	0.0%
Bks/Pubs/Subs	511-54	7,140	6,795	8,778	4,489	6,195	6,195	0.0%
Operational Costs		22,486	29,918	31,841	35,992	43,995	43,995	0.0%
Improvements/OT Bldg	511-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	511-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		63,824	72,524	73,638	92,487	100,467	100,467	0.0%



CITY CLERK

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
City Clerk

PERSONNEL:	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</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 2017
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 and 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.	122,515
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OTHER WAGES

512-14	Overtime.	1,000
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FICA & MEDICARE

512-21-01	FICA	7,596
512-21-02	Medicare	1,776

RETIREMENT

512-22-00	Retirement.	11,896
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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	15,455
512-23-02	Disability Insurance	822
512-23-04	Life Insurance	992

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.	320
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OPERATING COSTS

OTHER CONTRACTUAL

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.	54,000
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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, and office postage costs.	2,740
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INSURANCE

512-45-01	Cost of general liability coverage.	1,184
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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

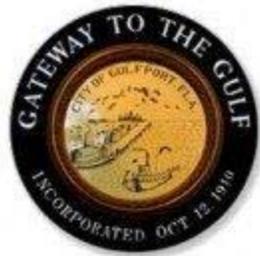
512-51	Covers the cost of routine office supplies.	2,285
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

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 2017 Budget
City Clerk
001-1112-512

ACCOUNT	Div Acct. # 1112-512	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	512-12-01	100,513	103,577	113,323	115,837	118,947	122,515	3.0%
Vacation Leave	512-12-02	7,334	6,736	-	-	-	-	0.0%
Sick Leave	512-12-03	642	701	-	-	-	-	0.0%
Other Salaries	512-13	-	-	-	-	-	-	0.0%
Overtime	512-14	1,187	1,291	913	1,355	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	6,097	6,263	6,375	6,500	7,375	7,596	3.0%
Medicare Tax	512-21-02	1,426	1,465	1,491	1,520	1,725	1,776	3.0%
Retirement	512-22-00	10,711	16,224	16,767	17,271	12,971	11,896	-8.3%
Health Insurance	512-23-01	12,633	12,782	13,811	14,047	14,684	15,455	5.3%
Disability Insurance	512-23-02	636	474	477	474	768	822	7.0%
Life Insurance	512-23-04	452	383	400	400	482	992	105.8%
Workers Compensation	512-24	385	463	522	556	605	320	-47.1%
Unemployment	512-25	-	-	-	-	-	-	0.0%
People Costs		142,016	150,359	154,079	157,960	158,557	162,372	0
Professional & Contractual	512-31	-	-	-	-	-	-	0.0%
Other Contractual	512-34	25,055	25,156	37,781	24,334	38,840	54,000	39.0%
Travel & Training	512-40	1,153	1,635	3,158	1,160	3,115	3,115	0.0%
Communications	512-41	868	668	665	621	2,740	2,740	0.0%
General Liability	512-45-01	924	1,074	1,208	1,284	1,076	1,184	10.0%
Repairs & Maintenance	512-46	-	-	-	8,204	-	-	0.0%
Printing & Binding	512-47	2,735	2,431	1,660	419	1,000	1,000	0.0%
Promotional	512-48	-	-	-	-	-	-	0.0%
Legal Advertising	512-49	12,908	12,125	16,746	6,258	11,000	11,000	0.0%
Office Supplies	512-51	1,748	1,782	2,039	2,028	2,285	2,285	0.0%
Operating Supplies	512-52	-	-	-	-	-	-	0.0%
Bks/Pubs/Subs	512-54	710	945	1,054	650	560	560	0.0%
Operational Costs		46,101	45,816	64,311	44,958	60,616	75,884	0
Improvements/OT Bldg	512-63	9,981	9,981	-	-	-	-	-
Machinery & Equipment	512-64	-	-	-	4,189	-	-	-
Capital Outlay		9,981	9,981	-	4,189	-	-	0.0%
DEPARTMENT TOTAL		198,098	206,156	218,390	207,108	219,173	238,256	8.7%



CITY ATTORNEY

CITY OF GULFPORT
Fiscal Year 2017
City Attorney

MISSION

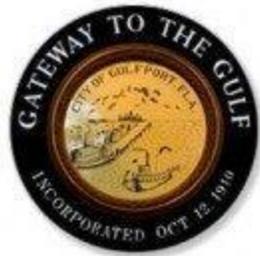
The City Attorney is appointed by the City Council and is responsible for providing general legal advice to the City Council, City manager and other administrative staff. The City Attorney reviews ordinances, resolutions, contracts and other legal agreements and represents the City in legal proceedings 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 2017 Budget
Legal
001-1212-514

ACCOUNT	Div	FY12	FY13	FY14	FY15	FY16	FY17	% Change
	Acct. #	Actual	Actual	Actual	Actual	Adopted	Adopted	FY16 adopt
	1212-514	Expend	Expend	Expend	Expend	Budget	Budget	To FY17
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	-	-	150	-	-	-	0.0%
Attorney-Retainer	514-31-01	-	-	-	-	-	-	0.0%
Litigation	514-31-02	98,523	94,254	86,702	87,677	90,125	90,125	0.0%
Labor Services	514-31-03	-	-	-	-	-	-	0.0%
Other Contractual	514-34	-	-	-	-	-	-	0.0%
Travel/Per Diem	514-40	-	-	-	-	-	-	0.0%
Bks/Pubs/Subs	514-54	-	-	-	-	-	-	0.0%
Operational Costs		98,523	94,254	86,852	87,677	90,125	90,125	0.0%
DEPARTMENT TOTAL		98,523	94,254	86,852	87,677	90,125	90,125	0.0%



CITY MANAGER

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
City Manager

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 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 2017
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	173,511
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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	11,092
512-21-02	Medicare budgeted at 1.45% of salary	2,594

RETIREMENT

512-22-00	Retirement	21,362
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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	8,790
512-23-02	Disability	1,164
512-23-03	Life Insurance	1,437

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.	451
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OPERATING COSTS

PROFESSIONAL & CONTRACTURAL

512-31 Professional services in support of the City's application to the federal government's Army Corp of Engineers for funding and production of the beach re-nourishment for the protection and preservation of the municipal beach. **50,000**

OTHER CONTRACTUAL

512-34 Costs associated with engineering as needed **10,000**

TRAVEL AND PER DIEM

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

COMMUNICATIONS

512-41 Suncom, cell phone, postage **700**

INSURANCE

512-45-01 General liability **460**

REPAIRS AND MAINTENANCE

512-46 General Repairs **100**

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**

OFFICE SUPPLIES

512-51 Filing supplies, pens, notebooks, etc. **475**

OPERATING SUPPLIES

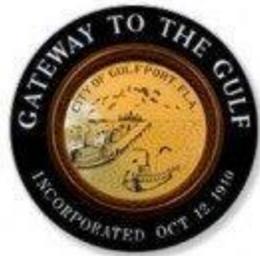
512-52 General operating supplies **500**

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. **3,000**

CITY OF GULFPORT
FY 2017 Budget
City Manager
001-1313-512

ACCOUNT	Div Acct. # 1313-512	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	512-12-01	141,072	145,535	158,040	163,907	168,458	173,511	3.0%
Vacation Leave	512-12-02	5,793	3,329	-	-	-	-	0.0%
Sick Leave	512-12-03	2,786	1,768	-	-	-	-	0.0%
Overtime	512-14	-	-	-	-	-	-	0.0%
Car Allowance	512-15-03	5,431	5,415	5,415	5,415	5,400	5,400	0.0%
FICA Tax	512-21-01	9,175	9,334	9,677	10,114	10,780	11,092	2.9%
Medicare Tax	512-21-02	2,174	2,183	2,263	2,365	2,520	2,594	2.9%
Retirement	512-22-00	18,434	24,418	25,590	26,798	22,387	21,362	-4.6%
Health Insurance	512-23-01	7,316	7,391	7,905	8,024	8,389	8,790	4.8%
Disability Insurance	512-23-02	245	182	184	539	815	1,164	42.8%
Life Insurance	512-23-04	131	116	116	447	640	1,437	124.5%
Workers Compensation	512-24	341	411	464	505	500	451	-9.8%
Unemployment	512-25	-	-	-	-	-	-	0.0%
People Costs		192,897	200,082	209,654	218,114	219,889	225,801	2.7%
Professional & Contractual	512-31	32	65,851	84,433	3,444	5,000	50,000	900.0%
Other Contractual	512-34	-	-	2,499	29,067	10,000	10,000	0.0%
Travel & Training	512-40	70	15	141	912	2,500	2,500	0.0%
Communications	512-41	1,033	1,873	785	1,159	700	700	0.0%
General Liability	512-45-01	270	314	368	499	418	460	10.0%
Repairs & Maintenance	512-46	-	-	-	-	100	100	0.0%
Printing & Binding	512-47	1,539	1,422	2,533	1,986	1,900	1,900	0.0%
Promotional	512-48	806	100	785	-	-	-	0.0%
Office Supplies	512-51	529	649	572	733	475	475	0.0%
Operating Supplies	512-52	1,171	105	390	306	500	500	0.0%
Bks/Pubs/Subs	512-54	1,445	1,442	1,532	2,824	2,200	3,000	36.4%
Operational Costs		6,895	71,771	94,037	40,930	23,793	69,635	192.7%
Buildings	512-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	512-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		199,793	271,853	303,691	259,044	243,682	295,436	21.2%



POLICE

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Safety - Police Department

	FY 2014	FY 2015	FY 2016	FY 2017
	ACTUAL	ACTUAL	BUDGET	BUDGET
Position:				
Police Chief	1.00	1.00	1.00	1.00
Lieutenants	2.00	2.00	2.00	2.00
Police Sergeants	4.00	4.00	4.00	4.00
Detective Sergeant	1.00	1.00	1.00	1.00
Detectives	3.00	3.00	3.00	3.00
Police Officers	18.00	18.00	18.00	18.00
Crime Analyst	1.00	1.00	1.00	1.00
Communications Dispatchers	-	-	-	-
Police Services Supervisor	1.00	1.00	1.00	1.00
School Crossing Guards (FTE)	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
Volunteer Coordinator	-	-	0.50	0.50
Tech. System Specialist (P/T)	0.5	-	-	-
Total:	37.50	37.00	37.50	37.50

CITY OF GULFPORT
Fiscal Year 2017
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 2015, police were dispatched to 7,572 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 2015, detectives were responsible for follow-up investigation of 625 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 2015, officers investigated 90 traffic crashes and issued 1,352 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 2018.

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	Police Department staffing includes 31 sworn and 4 civilian, full-time employees.	2,039,336
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OTHER WAGES

521-13	School crossing guards & volunteer coordinator.	33,130
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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
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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.	28,000
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FIELD TRAINING

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
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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. New this year, GPD officers will be working with the City of St. Petersburg to help cover some of their larger and more frequent events. These costs will be reimbursed by the City of St. Petersburg.	23,000
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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.	8,000
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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.	32,000
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FICA & MEDICARE

521-21-01	FICA budgeted at 6.2% of salary	140,556
521-21-02	Medicare budgeted at 1.45% of salary	32,872

RETIREMENT

521-22	Retirement is budgeted at the current actuarial valuation for the employees who are in a defined benefit plan.	230,599
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EMPLOYEE INSURANCE

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

512-23-01	Health Insurance	235,116
512-23-02	Disability	13,491
512-23-04	Life Insurance	12,208

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.	92,565
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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:		28,350
	Fire and panic alarm monitoring	1,600	
	Medical Examiner laboratory tests	2,000	
	Other forensic testing as needed	1,000	
	Database access for background and criminal invests	500	
	Security surcharges for the Juvenile Assessment Center	5,000	
	Information Technology Support	18,250	
521-31-04	Pre-employment screening, to include physical exams, drug screening, polygraph tests, and psychological assessments. Includes new \$2000 assessment to PASS		5,500

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:		18,900
	Wrecker service for impounded vehicles	1,000	
	Pinellas auto-dialer system	5,000	
	Janitorial	12,000	
	Pest control service	900	
521-34-21	Pinellas sheriff's contract for crime scene investigations, evidence storage, and fingerprint analysis		45,140
521-34-22	Pinellas sheriff's contract for dispatch and records management systems.		70,216

INVESTIGATIONS

521-35	Covers costs associated with special investigations, including rental of undercover vehicles as well as payments for crime tips and informants.		1,000
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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. **25,000**

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**

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. **17,500**

521-41-04 Charges for aircards for laptop computers used by officers in the field. **10,000**

UTILITIES

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

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. **6,500**

INSURANCE

521-45-01	General Liability	26,315
521-45-03	Property	17,812
521-45-04	Other	57

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.	24,900
	Patrol boat maintenance	1,500
	SharePoint	1,900
	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	1,400
	Accreditation software maintenance	300
	Weapon parts and maintenance	2,500
	Vehicle speedometer certification	1,500

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.	1,500
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OFFICE SUPPLIES

521-51	Includes copy paper, printer ink cartridges, media storage, pens, notebooks, etc.	9,000
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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
	Radio batteries	500
	Miscellaneous supplies and equipment	5,000
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

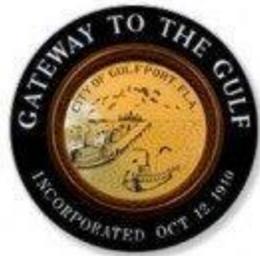
521-52-07	Uniforms and related equipment. Approximately \$2,000 is offset by grant revenue for body armor purchases.	17,500
521-52-08	Ammunition and targets for training.	5,000
521-52-09	Operation Santa. This program acquires and distributes gifts and food to needy families during the holiday season. All costs are offset by donations received.	6,000

BOOKS/PUBLICATIONS/SUBSCRIPTIONS/ MEMBERSHIPS

521-54	Funds to pay for memberships in professional associations including:	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 2017 Budget
Public Safety-Police
001-3434-521

ACCOUNT	Div Acct. # 3432-521	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	521-12-01	1,685,231	1,623,176	1,766,650	1,858,310	1,967,858	2,039,336	3.6%
Vacation Leave	521-12-02	114,981	111,201	17,159	-	-	-	0.0%
Sick Leave	521-12-03	64,104	38,698	10,331	-	-	-	0.0%
Other Salaries	521-13	21,338	24,757	24,957	24,005	24,761	33,130	33.8%
Overtime	521-14	122,447	78,703	102,292	119,585	100,000	100,000	0.0%
Incentive	521-15-02	28,260	29,080	26,880	27,260	28,140	28,000	-0.5%
Car Allowance	521-15-03	-	-	-	-	-	-	0.0%
Field Training	521-15-05	1,680	2,965	4,239	1,401	2,000	2,000	0.0%
Off-Duty	521-15-06	11,468	9,348	12,044	21,877	17,000	23,000	35.3%
Court Time	521-15-07	20,799	21,405	8,115	7,584	15,000	8,000	-46.7%
Acting Sup.	521-15-10	1,119	820	983	1,003	-	-	0.0%
Assignment	521-15-11	-	451	-	-	-	-	0.0%
Miscellaneous	521-15-12	17,200	15,700	15,100	15,976	16,700	16,100	-3.6%
Shift Premium	521-15-13	30,681	28,346	29,718	30,157	32,000	32,000	0.0%
FICA Tax	521-21-01	126,642	121,054	122,706	127,827	135,994	140,556	3.4%
Medicare Tax	521-21-02	29,618	28,311	28,697	29,895	31,805	32,872	3.4%
Retirement	521-22-00	363,361	464,053	332,269	311,332	226,022	230,599	2.0%
Health Insurance	521-23-01	183,721	166,843	181,209	198,917	220,190	235,116	6.8%
Disability Insurance	521-23-02	10,165	7,081	6,903	7,275	9,283	13,491	45.3%
Miscellaneous	521-23-03	-	-	-	-	-	-	0.0%
Life Insurance	521-23-04	5,567	4,758	4,610	4,872	5,823	12,208	109.7%
Workers Compensation	521-24	54,195	57,303	62,917	66,123	71,932	92,565	28.7%
Unemployment	521-25	1,650	1,375	-	-	-	-	0.0%
People Costs		2,894,227	2,835,428	2,757,779	2,853,400	2,904,508	3,038,973	4.6%
Professional & Contractual	521-31	57,144	27,886	42,516	40,583	37,350	28,350	-24.1%
Pre-employment Screening	521-31-04	-	-	-	-	5,500	5,500	0.0%
Court Reporting	521-33	-	-	-	-	500	500	0.0%
Other Contractual	521-34	106,328	171,227	118,281	11,987	10,600	18,900	78.3%
PCSO Property Evd	521-34-21	-	-	-	41,806	43,252	45,140	4.4%
PCSO CD & RMS	521-34-22	-	-	-	66,348	66,348	70,216	5.8%
PCSO ARMS	521-34-23	-	-	-	-	2,000	-	-100.0%
Investigations	521-35-00	-	-	-	-	3,000	1,000	-66.7%
Travel & Training	521-40	13,796	6,787	5,312	23,255	30,000	25,000	-16.7%
Communications	521-41	55,931	48,769	46,859	24,773	15,000	15,000	0.0%
Cellular Service	521-41-03	-	-	-	17,400	12,500	17,500	40.0%
Aircards	521-41-04	-	-	-	8,636	16,000	10,000	-37.5%
Electricity	521-43-01	29,973	20,531	22,735	20,673	20,000	20,000	0.0%
Water/Sewer	521-43-02	4,089	4,868	5,823	5,721	4,300	4,300	0.0%
Other	521-43-03	548	398	69	-	650	650	0.0%
Rentals	521-44	9,055	7,360	8,073	6,561	5,000	6,500	30.0%
General Liability	521-45-01	14,034	18,936	22,227	28,541	23,923	26,315	10.0%
Auto Ins	521-45-02	21,692	-	528	-	-	-	0.0%
Property	521-45-03	11,566	14,217	14,438	14,058	16,193	17,812	10.0%
Other	521-45-04	-	2,142	4,194	-	57	57	0.0%
Repairs & Maintenance	521-46	30,425	22,581	18,000	97,320	25,500	24,900	-2.4%
Printing & Binding	521-47	124	1,035	1,007	567	1,000	1,000	0.0%
Promotional	521-48	1,458	2,039	1,018	802	860	1,500	74.4%
Office Supplies	521-51	9,122	7,892	8,735	5,325	8,000	9,000	12.5%
Operating Supplies	521-52	47,031	46,854	44,671	14,548	12,600	12,600	0.0%
Explorer Exp	521-52-01	2,702	2,271	341	2,865	3,000	3,000	0.0%
Red Light Camera	521-52-02	176,016	173,760	181,447	193,773	175,000	-	-100.0%
Uniforms	521-52-07	-	-	-	12,731	11,000	17,500	59.1%
Ammunition	521-52-08	-	-	-	1,468	8,000	5,000	-37.5%
Operation Santa	521-52-09	-	-	-	7,091	2,000	6,000	200.0%
Bks/Pubs/Subs	521-54	12,883	8,670	9,309	2,873	3,000	3,000	0.0%
Training & Education	521-55	-	-	-	679	-	-	0.0%
Operational Costs		603,917	588,223	555,583	650,384	562,133	396,241	-29.5%
Improvements	521-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	521-64	6,748	3,257	43,574	-	-	-	0.0%
Capital Outlay		6,748	3,257	43,574	-	-	-	0.0%
DEPARTMENT TOTAL		3,504,892	3,426,908	3,356,936	3,503,785	3,466,641	3,435,214	-0.9%



FIRE

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Safety - Fire Department

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
EMS Manager/Fire Chief	1.00	1.00	1.00	1.00
Fire Captain	-	-	1.00	-
Lieutenant Firefighter/Paramedic	3.00	3.00	3.00	3.00
Firefighter/Volunteers	-	-	-	-
Fire Inspector P/T	0.50	0.50	0.50	0.50
Staff Assistant II	-	-	-	-
Environmental Safety Officer	-	-	-	-
Firefighter/Paramedics	8.00	8.00	6.00	6.00
Firefighter/EMT	1.00	1.00	3.00	3.00
Total:	<u>13.50</u>	<u>13.50</u>	<u>14.50</u>	<u>13.50</u>

CITY OF GULFPORT
Fiscal Year 2017
Public Safety - 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 FY15/16 our Fire Department was dispatched to over 530 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 FY15/16 our department was dispatched to 3,090 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, Lieutenants, Paramedics, and EMT's **768,436**

OTHER WAGES

522-13 Fire Inspector **22,902**
522-14 Overtime **175,000**
522-15-02 Incentive pay **28,620**
522-15-11 Assignment pay **2,100**
522-15-12 Miscellaneous **4,125**

FICA & MEDICARE

522-21-01 FICA **61,869**
522-21-02 Medicare **14,469**

RETIREMENT

522-22-00 Retirement **155,670**

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 **93,314**
522-23-02 Disability **5,310**
522-23-04 Life Insurance **5,083**

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. **53,262**

OPERATING COSTS

PROFESSIONAL SERVICES

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

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 **5,748**

522-45-03 Property **17,702**

522-45-04 Other – Flood & Windstorm **948**

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, pager repairs, garage door maintenance, Philips FRx 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. **2,000**

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

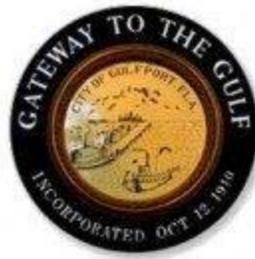
522-52	Includes IAFF shoe allowance, hose replacement, small tools, bunker gear, helmets, gloves, uniforms, personal protective equipment, extrication gloves, Philips FRx batteries, bunker gear cleaning, thermal imaging batteries, radio batteries, gas meter repair/calibration, and station supplies.	20,000
522-52-12	CERT program expenses	3,000

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.	7,000
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CITY OF GULFPORT
FY 2017 Budget
Public Safety-Fire
001-3432-522

ACCOUNT	Div Acct. #	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	522-12-01	658,206	681,174	733,939	742,929	816,067	768,436	-5.8%
Vacation Leave	522-12-02	15,433	16,354	439	-	-	-	0.0%
Sick Leave	522-12-03	13,834	18,283	-	-	-	-	0.0%
Other Salaries	522-13	19,817	21,807	5,050	22,288	22,410	22,902	2.2%
Overtime	522-14	143,554	152,042	175,385	212,539	175,000	175,000	0.0%
Fire Stipend	522-15-01	-	-	-	-	-	-	0.0%
Incentive	522-15-02	20,753	22,574	29,044	31,790	32,940	28,620	-13.1%
Off-Duty	522-15-06	-	-	-	-	-	-	0.0%
Court Time	522-15-07	-	66	216	-	-	-	0.0%
Assignment	522-15-11	586	502	1,022	1,614	2,100	2,100	0.0%
Miscellaneous	522-15-12	2,400	3,500	3,900	4,400	4,800	4,125	-14.1%
FICA Tax	522-21-01	51,384	54,470	56,844	61,204	65,306	61,869	-5.3%
Medicare Tax	522-21-02	12,017	12,739	13,294	14,314	15,273	14,469	-5.3%
Retirement	522-22-00	94,857	131,611	134,143	162,006	162,883	155,670	-4.4%
Health Insurance	522-23-01	78,465	75,586	82,770	81,631	94,414	93,314	-1.2%
Disability Insurance	522-23-02	3,999	3,062	3,080	2,977	4,115	5,310	29.0%
Life Insurance	522-23-04	2,259	2,048	2,048	1,955	2,581	5,083	96.9%
Workers Compensation	522-24	25,505	27,989	31,526	32,297	35,135	53,262	51.6%
Unemployment	522-25	-	-	-	-	-	-	0.0%
People Costs		1,143,069	1,223,807	1,272,700	1,371,943	1,433,024	1,390,160	-3.0%
Professional & Contractual	522-31	5,073	4,673	5,495	5,332	5,000	5,000	0.0%
Other Contractual	522-34	495	693	594	617	696	696	0.0%
Travel & Training	522-40	-	-	-	-	-	-	0.0%
Communications	522-41	2,234	2,284	1,934	1,946	2,500	2,500	0.0%
Electricity	522-43-01	15,571	14,380	14,069	14,019	15,000	15,000	0.0%
Water/Sewer	522-43-02	3,443	3,082	2,918	6,381	3,500	3,500	0.0%
Rentals	522-44	1,740	1,889	1,740	1,786	2,000	2,000	0.0%
General Liability	522-45-01	3,803	4,423	4,971	6,234	5,225	5,748	10.0%
Auto Ins	522-45-02	1,904	-	-	-	-	-	0.0%
Property	522-45-03	13,351	13,557	14,925	13,970	16,093	17,702	10.0%
Other	522-45-04	11,628	-	-	-	862	948	10.0%
Repairs & Maintenance	522-46	-	15,169	19,722	38,174	20,000	20,000	0.0%
Printing & Binding	522-47	416	478	162	130	500	500	0.0%
Promotional	522-48	450	1,507	841	1,230	2,000	2,000	0.0%
Office Supplies	522-51	-	817	533	358	1,500	1,500	0.0%
Operating Supplies	522-52	1,255	-	-	16,308	20,000	20,000	0.0%
Emergency Supplies	522-52-01	18,583	17,210	14,306	-	-	-	0.0%
Cert Grant	522-52-02	4,682	252	-	-	-	-	0.0%
Cert Expenses	522-52-12	-	-	-	-	-	3,000	100.0%
Bks/Pubs/Subs	522-54	3,449	7,390	2,028	4,392	7,000	7,000	0.0%
Operational Costs		88,077	87,804	84,238	110,877	101,876	107,094	5.1%
Buildings	522-62	-	-	7,540	-	-	-	0.0%
Machinery & Equipment	522-64	-	10,995	3,800	-	-	-	0.0%
Capital Outlay		-	10,995	11,340	-	-	-	0.0%
DEPARTMENT TOTAL		1,231,146	1,322,606	1,368,278	1,482,820	1,534,900	1,497,254	-2.5%



ADMINISTRATIVE SERVICES

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Administrative Services Department

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
Administrative Services Director	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	2.00	2.00
Accounting Supervisor*	-	-	-	1.00
Admin Services Technician- Utilities*	2.00	2.00	3.00	2.00
Accounting Technician	2.00	2.00	2.00	2.00
Staff Assistant II	-	-	-	-
Director of Risk Management and Human Resources	1.00	1.00	1.00	-
Human Resource Officer	-	-	-	1.00
Human Resource Assistant	-	0.50	1.00	1.00
Total:	<u>7.00</u>	<u>7.50</u>	<u>10.00</u>	<u>10.00</u>

*Full time allocated 35% Water, 35% Sewer and 30% Sanitation.

CITY OF GULFPORT
Fiscal Year 2017
Administrative Services Department

MISSION

The Administrative Services Department is composed of both Finance and Human Resources and Risk Management. The Administrative Services Department identifies and develops fiscal policies and practices that enhance the public benefit, along with creating, maintaining and supporting a high performance employee team through quality staffing, compensation, benefits, organizational development and risk management.

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 manner possible.

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, database 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.

Purchasing/Cash disbursement – 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.

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.

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.

PERSONNEL

SALARIES AND WAGES

513-12-01	Includes Administrative Services Director, 2 Accounting Managers, 2 Accounting Technicians, Human Resource Officer, Human Resource Assistant, an Accounting Supervisor and 2 Administrative Services Technicians – Utilities (Full time Accounting Supervisor and Administrative Services Technicians – Utilities are allocated 35% to Water, 35% to Sewer and 30% to Sanitation)	402,604
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OTHER WAGES

513-14	Overtime funds are used to cover extra hours worked for balancing, payroll, or cover for employee shortage.	2,000
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FICA & MEDICARE

513-21-01	FICA - budgeted at 6.2% of salary	24,961
513-21-02	Medicare – budgeted at 1.45% of salary	5,838

RETIREMENT

513-22	Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan.	27,284
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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.

513-23-01	Health Insurance	50,905
513-23-02	Disability	3,030
513-23-04	Life Insurance	2,742

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.	1,047
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OPERATING COSTS

PROFESSIONAL SERVICES

513-31	These funds are used to obtain external services including:	26,500
	GovDeals auction site	3,000
	New hire background checks	3,000
	Drug screens and physicals	4,200
	Flu & Hepatitis vaccination costs	900
	Level 2 background checks	400
	Professional insurance bid process	15,000

AUDITING AND ACCOUNTING

513-32	Annual audit expenditures and OPEB report.	58,000
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OTHER CONTRACTUAL

513-34	Includes contracts for specialized products and services including:	5,500
	Liens filed with the Clerk of Courts.	3,000
	Annual administration of the city's cobra plan by Business Solver & CBIZ Insurance valuation review 5 year update.	2,500

TRAVEL AND TRAINING

513-40	Account expenditures for conferences and meetings to include mileage costs subject to the federal reimbursement IRS rate.	5,200
	FGFOA annual conference, Incode annual conference.	2,200
	Annual PRM, FPPA and PRIMA conferences	3,000

COMMUNICATION

513-41			3,800
	Centranet, Suncom, City Hall pay phone	1,150	
	postage, postage permit, and portion of Pinellas County tax bills	2,650	

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		1,827
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REPAIRS AND MAINTENANCE

513-46			36,895
	Incode software annual maintenance and support, Data Disaster Recovery System annual renewal, and Miscellaneous office equipment repairs and replacement.	32,000	
	Quarterly maintenance/repair expenses for the city's fitness equipment.	320	
	Incode Software Module – Tyler "Output Processor"	4,575	

PRINTING AND BINDING

513-47	Copy charges		1,000
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PROMOTIONAL ACTIVITIES

513-48	Covers the expense of the Employee Recognition Program		2,000
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OTHER CHARGES

513-49	Covers the expense of employment advertising for the city		5,000
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OFFICE SUPPLIES

513-51	Office supplies and copy paper for city hall		5,500
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OPERATING SUPPLIES

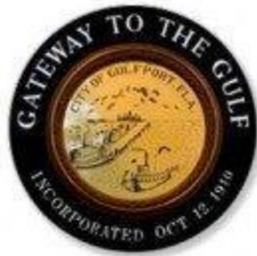
513-52	Includes the cost of bank charges and plastic deposit bags, 1099 and W2 forms and blank check stock.		9,000
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BOOKS/PUBLICATIONS/MEMBERSHIPS

513-54	Funds to cover memberships, training and reference materials including:	4,500
	2 memberships for FGFOA, 1 membership to GFOA, and local memberships	2,500
	Annual FPPA, IPMA and SHRM membership dues, city employee annual harassment and supervisory training and various publication and reference materials.	2,000

CITY OF GULFPORT
FY 2017 Budget
Administrative Services
001-1515-513

ACCOUNT	Div Acct. # 1515-513	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	513-12-01	230,562	241,630	285,360	337,929	433,613	402,604	-7.2%
Vacation Leave	513-12-02	15,809	15,679	844	-	-	-	0.0%
Sick Leave	513-12-03	7,935	14,973	-	-	-	-	0.0%
Overtime	513-14	268	408	568	1,197	1,000	2,000	100.0%
Car Allowance	513-15-03	2,410	-	-	-	-	-	0.0%
Miscellaneous	513-15-12	1,718	501	2,758	-	-	-	0.0%
FICA Tax	513-21-01	15,538	16,453	17,434	20,643	26,884	24,961	-7.2%
Medicare Tax	513-21-02	3,634	3,848	4,077	4,828	6,288	5,838	-7.2%
Retirement	513-22-00	17,810	46,439	50,497	57,640	43,246	27,284	-36.9%
Health Insurance	513-23-01	27,252	28,054	27,424	33,419	50,360	50,905	1.1%
Disability Insurance	513-23-02	1,455	1,165	1,003	1,183	2,304	3,030	31.5%
Life Insurance	513-23-04	871	855	813	947	1,446	2,742	89.6%
Workers Compensation	513-24	800	963	1,084	1,111	1,298	1,047	-19.3%
Unemployment	513-25	-	-	3,850	550	-	-	0.0%
People Costs		326,062	370,968	395,712	459,447	566,439	520,411	-8.1%
Professional & Contractual	513-31	6,142	5,906	6,879	7,460	26,500	26,500	0.0%
Accounting & Auditing	513-32	43,869	27,870	47,280	37,255	58,000	58,000	0.0%
Other Contractual	513-34	1,905	4,435	4,183	8,106	4,300	5,500	27.9%
Travel/Per Diem	513-40	3,008	2,522	1,706	207	5,200	5,200	0.0%
Communications	513-41	10,054	6,459	3,701	4,531	3,800	3,800	0.0%
Rental & leases	513-44	3,347	4,722	4,313	5,289	5,000	5,000	0.0%
General Liability	513-45-01	1,088	1,262	1,504	1,983	1,662	1,827	10.0%
Repairs & Maintenance	513-46	26,140	27,093	28,535	30,884	30,320	36,895	21.7%
Printing & Binding	513-47	1,885	1,401	506	1,128	1,000	1,000	0.0%
Promotional	513-48	-	42	383	972	2,000	2,000	0.0%
Employment Advertising	513-49	1,610	3,044	3,453	5,188	3,500	5,000	42.9%
Bad Debt Expense	513-49-01	722	735	916	(191)	-	-	0.0%
Office Supplies	513-51	2,892	5,780	4,355	5,400	5,500	5,500	0.0%
Operating Supplies	513-52	8,703	6,839	9,240	5,923	9,000	9,000	0.0%
Bks/Pubs/Subs	513-54	2,564	3,364	2,749	2,045	4,500	4,500	0.0%
Operational Costs		113,929	101,474	119,703	116,180	160,282	169,722	5.9%
Buildings	513-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	513-64	-	-	-	-	-	-	100.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		439,991	472,442	515,415	575,627	726,721	690,133	-5.0%



INFORMATION TECHNOLOGY

CITY OF GULFPORT
Fiscal Year 2017
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.

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	117,800
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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 E-mail CSM maintenance City council cellular phones GovQA application	63,420
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REPAIRS AND MAINTENANCE

519-46	PC maintenance Email filter Annual renewal of firewall/network systems maintenance UPS maintenance	11,392
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OFFICE SUPPLIES

519-51	Miscellaneous office supplies	200
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OPERATING SUPPLIES

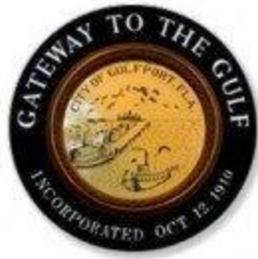
519-52	Various PC Supplies (e.g. hard drives, memory, software)	7,000
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MACHINERY & EQUIPMENT

519-64	Computer/Server replacements	10,000
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CITY OF GULFPORT
FY 2017 Budget
Information Technology
001-1818-519

ACCOUNT	Div Acct. # 1818-519	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	519-12-01	102,873	13,299	51	-	-	-	0.0%
Vacation Leave	519-12-02	13,386	14,448	-	-	-	-	0.0%
Sick Leave	519-12-03	2,641	7,789	-	-	-	-	0.0%
Overtime	519-14	-	-	-	-	-	-	0.0%
Car Allowance	519-15-03	4,224	415	-	-	-	-	0.0%
FICA Tax	519-21-01	7,082	2,219	5	-	-	-	0.0%
Medicare Tax	519-21-02	1,656	519	2	-	-	-	0.0%
Retirement	519-22-00	9,321	3,847	-	-	-	-	0.0%
Health Insurance	519-23-01	9,580	1,232	-	-	-	-	0.0%
Disability Insurance	519-23-02	683	36	-	-	-	-	0.0%
Life Insurance	519-23-04	517	45	-	-	-	-	0.0%
Workers Compensation	519-24	318	299	336	-	-	-	0.0%
Unemployment	519-25	-	-	-	-	-	-	0.0%
People Costs		152,281	44,148	394	-	-	-	0.0%
Professional & Contractual	519-31	-	-	-	-	-	-	0.0%
Other Contractual	519-34	15,978	101,133	129,292	119,200	117,800	117,800	0.0%
Travel & Training	519-40	72	-	-	-	-	-	0.0%
Communications	519-41	32,001	21,919	39,799	55,182	60,000	63,420	5.7%
Rental & leases	519-44	-	-	-	-	-	-	0.0%
General Liability	519-45-01	292	338	397	-	-	-	0.0%
Repairs & Maintenance	519-46	6,679	6,170	9,826	11,292	10,200	11,392	11.7%
Printing & Binding	519-47	40	54	21	39	-	-	0.0%
Office Supplies	519-51	495	337	167	404	200	200	0.0%
Operating Supplies	519-52	6,148	36,339	5,366	5,691	7,000	7,000	0.0%
Bks/Pubs/Subs	519-54	1,464	624	300	-	-	-	0.0%
Operational Costs		63,169	166,914	185,169	191,808	195,200	199,812	2.4%
Buildings	519-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	519-64	16,219	24,152	3,731	7,609	10,000	10,000	0.0%
Capital Outlay		38,995	24,152	3,731	7,609	10,000	10,000	0.0%
DEPARTMENT TOTAL		254,445	235,214	189,293	199,417	205,200	209,812	2.2%



LIBRARY

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Library

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
Position:				
Director of Library and Technology	-	1.00	1.00	1.00
Library Administrator	1.00	-	-	-
Librarian I	3.00	3.00	3.00	2.00
Librarian II	-	-	-	1.00
Librarian (P/T)	1.00	-	-	-
Library Assistants I (FTE)	3.25	3.25	1.50	1.50
Library Assistants II (FTE)	0.50	.50	1.50	1.50
Circulation Manager	-	1.00	1.00	1.00
Maintenance Worker I *	0.50	0.50	-	-
Library Pages (P/T)	0.50	0.50	0.50	0.50
Student Summer Program	-	-	-	0.25
Total:	<u>9.75</u>	<u>9.75</u>	<u>8.50</u>	<u>8.75</u>

CITY OF GULFPORT
Fiscal Year 2017
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 recreational 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 inter-local 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 and 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	Director of Library and Technology, Librarians, Librarian II, and Circulation Desk Manager	255,332
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OTHER WAGES

571-13	Library Assistant I's, Library Assistant II's, Library Page, Student Summer Program	82,767
571-14	Overtime: These funds are used to cover extra hours worked or cover for employee shortage	3,000

FICA & MEDICARE

571-21-01	FICA	20,962
571-21-02	Medicare	4,902

RETIREMENT

571-22	Retirement is budgeted at the current actuarial valuation for the general employees who are in a defined benefit plan	13,022
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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

571-23-01	Health Insurance	37,826
571-23-02	Disability	1,810
571-23-04	Life Insurance	1,638

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	879
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OPERATING COSTS

OTHER CONTRACTUAL

571-34	Includes contracts for specialized products and services including:		38,738
	Janitorial	16,800	
	Pest Control	594	
	Security	1,800	
	Interlibrary loan services	1,000	
	Software Licenses	2,750	
	PPLC purchase allocation	8,888	
	Hardware	2,500	
	Hardware support	1,406	
	Applications	1,500	
	Cataloger	1,500	

TRAVEL AND PER DIEM

513-40	Account expenditures include mileage costs for staff attendance at professional meetings		1,100
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COMMUNICATION

571-41	Phone service, cable and postage		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		6,261
571-45-03	Property		28,633

REPAIRS AND MAINTENANCE

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

571-48	Advertising and programming		1,500
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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

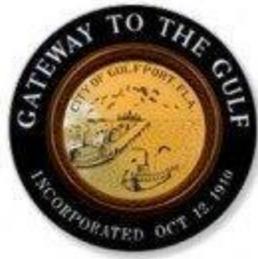
571-64	Funds to purchase public computers	5,000
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BOOKS/PUBLIC LIBRARY

571-66	Funds to purchase books in various print and audio formats	60,000
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CITY OF GULFPORT
FY 2017 Budget
Library
001-4120-571

ACCOUNT	Div Acct. # 4120-571	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	571-12-01	113,759	151,996	179,536	209,885	242,778	255,332	5.2%
Vacation Leave	571-12-02	5,180	8,107	-	-	-	-	0.0%
Sick Leave	571-12-03	1,403	1,075	-	-	-	-	0.0%
Other Salaries	571-13	115,508	117,640	114,290	80,895	81,721	82,767	1.3%
Overtime	571-14	2	-	-	-	-	3,000	100.0%
Car Allowance	571-15-03	-	-	-	-	-	-	0.0%
Miscellaneous	571-15-12	-	-	-	-	-	-	0.0%
FICA Tax	571-21-01	13,972	16,366	17,042	16,820	20,119	20,962	4.2%
Medicare Tax	571-21-02	3,268	3,828	3,985	3,934	4,705	4,902	4.2%
Retirement	571-22-00	(409)	31,307	40,252	42,100	21,122	13,022	-38.3%
Health Insurance	571-23-01	16,510	19,729	26,145	28,094	35,664	37,826	6.1%
Disability Insurance	571-23-02	651	683	804	839	1,175	1,810	54.0%
Life Insurance	571-23-04	422	556	599	624	659	1,638	148.6%
Workers Compensation	571-24	908	1,093	1,232	1,261	1,372	879	-35.9%
Unemployment	571-25	-	-	-	-	-	-	0.0%
People Costs		271,174	352,379	383,885	384,452	409,315	422,138	3.1%
Professional & Contractual	571-31	-	10,000	-	-	-	-	0.0%
Other Contractual	571-34	14,551	20,019	13,771	16,702	21,152	38,738	83.1%
Travel/Per Diem	571-40	457	545	658	-	1,100	1,100	0.0%
Communications	571-41	11,527	15,682	17,751	19,299	15,715	15,715	0.0%
Electricity	571-43-01	19,600	15,750	20,852	16,802	21,958	21,958	0.0%
Water/Sewer	571-43-02	2,335	2,136	2,475	2,166	2,101	2,101	0.0%
Rental & Leases	571-44	15,024	10,283	3,673	5,019	7,000	7,000	0.0%
General Liability	571-45-01	4,890	5,684	6,666	6,793	5,692	6,261	10.0%
Property	571-45-03	18,585	18,872	20,775	22,587	26,030	28,633	10.0%
Repairs & Maintenance	571-46	40	1,659	1,037	456	1,000	1,000	0.0%
Printing & Binding	571-47	-	-	-	3	-	-	0.0%
Promotional	571-48	350	2,016	387	234	980	1,500	53.1%
Office Supplies	571-51	2,917	2,387	4,494	3,971	4,750	4,750	0.0%
Operating Supplies	571-52	4,009	6,481	7,630	8,552	6,650	6,650	0.0%
Bks/Pubs/Subs	571-54	295	295	198	425	325	325	0.0%
Operational Costs		94,580	111,809	100,367	103,010	114,453	135,731	18.6%
Buildings	571-62	-	-	-	300,375	-	-	0.0%
Imp.O/T Bldg	571-63	-	-	42,000	-	20,000	-	-100.0%
Machinery & Equipment	571-64	5,723	-	-	53,043	10,000	5,000	-50.0%
Bks/Public Library	571-66	44,086	48,828	48,228	42,361	50,000	60,000	20.0%
Capital Outlay		49,809	48,828	90,228	395,779	80,000	65,000	-18.8%
DEPARTMENT TOTAL		415,563	513,016	574,480	883,241	603,768	622,869	3.2%



MARINA

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Marina

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
Director of Marina Operations	-	-	1.00	1.00
Harbormaster	1.00	1.00	-	-
Marina Assistant II	1.00	1.00	1.00	1.00
Marina Assistant (P/T)	1.00	1.00	1.00	2.00
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>4.50</u>

CITY OF GULFPORT
Fiscal Year 2017
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, and 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 Director of Marina Operations and Marina Assistant II **122,404**

OTHER WAGES

575-13 Marina Assistants and Fuel Ramp Attendant **58,208**
575-14 Overtime **2,500**

FICA & MEDICARE

575-21-01 FICA **11,353**
575-21-02 Medicare **2,655**

RETIREMENT

575-22 Retirement **6,243**

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 **15,455**
575-23-02 Disability **821**
575-23-04 Life Insurance **743**

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. **10,602**

OPEB

575-29 Other post-employment benefits - health insurance retiree **1,200**

OPERATING COSTS

OTHER CONTRACTUAL

575-34 Routine services provided by vendors, pest control and derelict vessel removal. **7,195**

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	23,459

INSURANCE

575-45-01	General Liability	759
575-45-02	Automobile	484
575-45-03	Property	31,946
575-45-04	Other – Flood & Windstorm	13,500

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	34,767
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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, clerical services, building maintenance etc.	277,200
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OFFICE SUPPLIES

575-51	Copy paper, printer cartridges, miscellaneous office supplies	921
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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	230,000
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CAPITAL OUTLAY

MACHINERY & EQUIPMENT

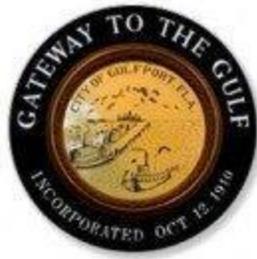
575-63	Funds to purchase Marina undergrounding	15,000
	Funds to purchase Live-Aboards/Transient Park	30,000
575-64	Funds to purchase point of sale system	25,000

TRANSFERS

575-91-05	Construction payment	300,000
575-91-10	Transfer to Reserves	85,000

CITY OF GULFPORT
FY 2017 Budget
Marina
460-4140-575

ACCOUNT	Div Acct. # 4140-575	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	575-12-01	90,330	91,752	112,397	118,674	118,838	122,404	3.0%
Vacation Leave	575-12-02	9,463	9,636	2,940	-	-	-	0.0%
Sick Leave	575-12-03	859	837	-	-	-	-	0.0%
Other Salaries	575-13	30,226	31,220	31,068	40,163	34,095	58,208	70.7%
Overtime	575-14	1,315	2,696	2,781	2,542	2,500	2,500	0.0%
FICA Tax	575-21-01	7,623	7,924	8,556	9,272	9,637	11,353	17.8%
Medicare Tax	575-21-02	1,783	1,853	2,001	2,168	2,254	2,655	17.8%
Retirement	575-22-00	5,802	20,387	23,299	24,246	10,339	6,243	-39.6%
Health Insurance	575-23-01	12,633	12,782	13,811	14,047	14,434	15,455	7.1%
Disability Insurance	575-23-02	373	278	279	278	575	821	42.8%
Life Insurance	575-23-04	312	276	276	276	361	743	105.8%
Workers Compensation	575-24	1,894	2,283	2,572	2,633	3,112	10,602	240.7%
OPEB	575-29	704	769	1,130	1,044	-	1,200	100.0%
People Costs		163,317	182,693	201,110	215,343	196,145	232,184	18.4%
Pension Expense	575-30	-	-	-	(5,090)	-	-	0.0%
Professional	575-31	-	5,200	(2,600)	-	-	-	0.0%
Other Contractual	575-34	9,046	2,489	3,582	9,341	7,195	7,195	0.0%
Travel/Per Diem	575-40	769	1,183	1,200	929	3,020	3,020	0.0%
Communications	575-41	9,511	10,344	12,023	12,447	12,500	12,500	0.0%
Electricity	575-43-01	27,547	26,109	33,921	33,993	28,000	28,000	0.0%
Water/Sewer	575-43-02	21,630	25,647	22,946	31,000	23,459	23,459	0.0%
General Liability	575-45-01	677	788	886	859	759	759	0.0%
Auto Ins	575-45-02	405	405	444	-	440	484	10.0%
Property	575-45-03	21,741	26,728	29,426	28,598	29,042	31,946	10.0%
Other Insurance	575-45-04	2,279	2,207	2,624	1,378	3,500	13,500	285.7%
Repairs & Maintenance	575-46	29,501	21,060	19,149	34,014	46,270	34,767	-24.9%
Printing & Binding	575-47	279	142	546	1,210	800	800	0.0%
Promotional	575-48	12,171	11,694	16,089	11,955	13,000	13,000	0.0%
Other Chgs	575-49	190	270	315	330	500	500	0.0%
Bad Debt Expense	575-49-01	17,007	3,973	(625)	14,731	-	-	0.0%
Admn Chg	575-49-02	155,294	167,934	217,934	279,240	277,875	277,200	-0.2%
Office Supplies	575-51	686	666	747	876	921	921	0.0%
Operating Supplies	575-52	29,749	29,043	34,885	38,398	32,000	32,000	0.0%
Inventory	575-52-01	744,191	716,247	805,988	648,465	750,000	750,000	0.0%
Books/Pubs/Subs	575-54	640	1,000	612	435	765	765	0.0%
Depreciation	575-59	213,585	210,811	208,762	221,784	240,000	230,000	-4.2%
Non Op Int Exp	575-93	159	175	-	93	-	-	0.0%
Operational Costs		1,297,057	1,264,115	1,408,854	1,364,985	1,470,046	1,460,816	-0.6%
Transfer to General (PILO)	575-91-05	375,000	300,000	471,980	98,170	275,000	300,000	9.1%
Transfer to Capital	575-91-06	-	-	-	-	-	-	0.0%
Transfer to Reserves	575-91-10	-	-	-	-	-	85,000	0.0%
Transfers		375,000	300,000	471,980	98,170	275,000	385,000	40.0%
Buildings	575-62	-	-	-	-	700,000	-	-100.0%
Imp O/T Bldgs	575-63	-	-	-	-	-	45,000	100.0%
Machinery & Equipment	575-64	-	-	-	-	-	25,000	100.0%
Capital Outlay		-	-	-	-	700,000	70,000	-90.0%
DEPARTMENT TOTAL		1,835,374	1,746,808	2,081,944	1,678,497	2,641,191	2,148,000	-18.7%



COMMUNITY DEVELOPMENT PLANNING

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Community Development – Planning Division

PERSONNEL:	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
Position:				
Director *	0.50	0.50	0.75	0.75
Administrative Assistant **	0.25	0.25	0.50	0.50
Planner *	-	-	-	-
Principal Planner *	0.50	0.50	0.75	0.75
Total:	<u>1.25</u>	<u>1.25</u>	<u>2.00</u>	<u>2.00</u>

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

** Full time positions allocated 50% to Planning, 25% Code Enforcement and 49th Street.

CITY OF GULFPORT
Fiscal Year 2017
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 a portion of the Department Director, Principal Planner, and Administrative Assistant. **139,903**

OTHER WAGES

515-15-03 Car Allowance **3,150**

FICA & MEDICARE

515-21-01 FICA **8,869**

515-21-02 Medicare **2,074**

RETIREMENT

515-22 Retirement **12,298**

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 **15,970**

515-23-02 Disability **1,190**

515-23-04 Life Insurance **1,077**

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. **364**

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. **8,000**

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 **10,346**

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**

OFFICE SUPPLIES

515-51 Includes miscellaneous office supplies. **4,500**

OPERATING SUPPLIES

515-52 Covers GIS equipment maintenance. **950**

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

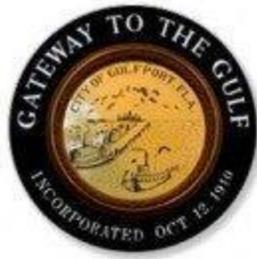
515-54 Covers costs associated with APA and AICP memberships, as well as a subscription to the Planners Advisory Service and Zoning Digest. **2,470**

TRANSFERS

581-91-08 Transfer to 49th Street Redevelopment District **70,000**

CITY OF GULFPORT
FY 2017 Budget
Planning & Development
001-5117-515

ACCOUNT	Div Acct. # 5117-515	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	515-12-01	72,704	76,650	128,539	132,250	135,829	139,903	3.0%
Vacation Leave	515-12-02	5,678	3,221	-	-	-	-	0.0%
Sick Leave	515-12-03	1,578	1,755	-	-	-	-	0.0%
Overtime	515-14	-	-	-	-	-	-	0.0%
Car Allowance	515-15-03	2,112	2,105	3,158	3,158	3,150	3,150	0.0%
FICA Tax	515-21-01	4,610	4,698	7,447	7,949	8,617	8,869	2.9%
Medicare Tax	515-21-02	1,078	1,099	1,742	1,859	2,015	2,074	2.9%
Retirement	515-22-00	7,112	12,335	20,069	20,848	14,214	12,298	-13.5%
Health Insurance	515-23-01	8,384	11,086	16,724	14,064	15,208	15,970	5.0%
Disability Insurance	515-23-02	517	385	581	560	657	1,190	81.1%
Life Insurance	515-23-04	343	303	455	455	412	1,077	161.4%
Workers Compensation	515-24	225	270	862	883	1,043	364	-65.1%
Unemployment	515-25	-	-	-	-	-	-	0.0%
People Costs		104,341	113,907	179,578	182,028	181,145	184,895	2.1%
Professional & Contractual	515-31	-	15	49,746	76,813	30,000	30,000	0.0%
Other Contractual	515-34	1,048	1,446	1,097	1,097	300	300	0.0%
Travel & Training	515-40	2,052	4,220	3,404	4,808	8,000	8,000	0.0%
Communications	515-41	13,579	13,773	12,529	10,594	11,000	11,000	0.0%
Water/Sewer	515-43-02	539	541	496	607	600	600	0.0%
Rental & Leases	515-44	2,956	1,694	641	654	1,120	1,120	0.0%
General Liability	515-45-01	5,394	7,280	8,547	11,220	9,405	10,346	10.0%
Automobile	515-45-02	405	-	-	-	-	-	0.0%
Repairs & Maintenance	515-46	-	-	1,395	521	1,000	1,000	0.0%
Printing & Binding	515-47	2,636	2,691	1,704	1,188	3,325	3,325	0.0%
Administrative Charges	515-49-02	-	-	-	-	-	-	0.0%
Office Supplies	515-51	2,849	3,824	4,294	3,712	4,500	4,500	0.0%
Operating Supplies	515-52	-	-	1,081	39	950	950	0.0%
Bks/Pubs/Subs	515-54	3,368	878	2,029	2,334	2,470	2,470	0.0%
Operational Costs		34,826	36,362	86,963	113,586	72,670	73,611	1.3%
Transfer out to 49th St	581-91-08	100,000	65,000	18,548	68,035	113,035	-	-100.0%
Transfers		100,000	65,000	18,548	68,035	113,035	-	-100.0%
Improvements	515-63	-	-	4,645	-	-	-	0.0%
Machinery & Equipment	515-64	-	2,880	-	-	-	-	0.0%
Capital Outlay		-	2,880	4,645	-	-	-	0.0%
DEPARTMENT TOTAL		239,167	218,149	289,734	363,649	366,850	258,506	-29.5%



COMMUNITY DEVELOPMENT BUILDING

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Community Development – Building Division

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
Building Official	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00
 Total:	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**CITY OF GULFPORT
Fiscal Year 2017**

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 Receipts – 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 **135,921**

FICA & MEDICARE

524-21-01 FICA **8,427**
524-21-02 Medicare **1,971**

RETIREMENT

524-22 Retirement **6,932**

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 **19,996**
524-23-02 Disability **912**
524-23-04 Life Insurance **825**

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. **3,175**

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. **7,000**

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	10,346
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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

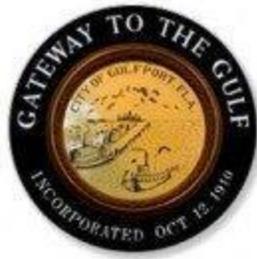
524-52	The account covers uniform expenses for the field personnel, purchase of miscellaneous testing equipment and the cost of a new equipment cabinet.	1,500
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BOOKS/PUBLICATIONS/SUBSCRIPTIONS

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 2017 Budget
Building Inspection
001-5119-524

ACCOUNT	Div Acct. # 5119-524	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	524-12-01	60,081	54,052	121,874	136,986	140,714	135,921	-3.4%
Vacation Leave	524-12-02	3,953	7,221	-	-	-	-	0.0%
Sick Leave	524-12-03	1,360	5,213	-	-	-	-	0.0%
Overtime	524-14	-	-	-	-	-	-	0.0%
FICA Tax	524-21-01	4,035	4,115	7,457	8,448	8,724	8,427	-3.4%
Medicare Tax	524-21-02	944	963	1,744	1,976	2,040	1,971	-3.4%
Retirement	524-22-00	3,373	12,743	23,821	27,612	12,242	6,932	-43.4%
Health Insurance	524-23-01	5,316	5,391	8,858	18,071	18,885	19,996	5.9%
Disability Insurance	524-23-02	384	286	349	599	681	912	33.9%
Life Insurance	524-23-04	258	228	214	379	427	825	93.2%
Workers Compensation	524-24	2,343	2,825	3,181	3,258	3,545	3,175	-10.4%
Unemployment	524-25	-	-	-	-	-	-	0.0%
People Costs		82,047	93,037	167,498	197,328	187,258	178,159	-4.9%
Professional & Contractual	524-31	-	20,499	8,586	-	-	-	0.0%
Other Contractual	524-34	17,892	36,100	8,901	12,698	15,000	15,000	0.0%
Travel & Training	524-40	568	-	566	620	7,000	7,000	0.0%
Communications	524-41	35	26	102	354	200	200	0.0%
Rental & Leases	524-44	-	262	271	1,133	1,120	1,120	0.0%
General Liability	524-45-01	5,394	7,280	8,540	11,220	9,405	10,346	10.0%
Auto Ins	524-45-02	405	-	-	-	-	-	0.0%
Repairs & Maintenance	524-46	-	-	-	349	-	-	0.0%
Printing & Binding	524-47	-	825	294	-	760	760	0.0%
Office Supplies	524-51	-	-	-	-	250	250	0.0%
Operating Supplies	524-52	-	-	95	1,197	1,500	1,500	0.0%
Bks/Pubs/Subs	524-54	737	40	1,247	2,804	3,375	3,375	0.0%
Operational Costs		25,031	65,032	28,602	30,376	38,610	39,551	2.4%
Buildings	524-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	524-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		107,078	158,069	196,100	227,704	225,868	217,710	-3.6%



COMMUNITY DEVELOPMENT CODE ENFORCEMENT

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Community Development – Code Enforcement Division

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 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	-	-	-	-
Total:	<u>1.75</u>	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>

** Full time position allocated 50% to Planning, 25%Code Enforcement and 49th Street.

CITY OF GULFPORT
Fiscal Year 2017
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 a portion of the Administrative Assistant.	58,950
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FICA & MEDICARE

524-21-01	FICA – budgeted at 6.2% of salary	3,655
524-21-02	Medicare – budgeted at 1.45% of salary	855

RETIREMENT

524-22	Retirement	3,006
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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.

524-23-01	Health Insurance	2,197
524-23-02	Disability	396
524-23-04	Life Insurance	358

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.	1,468
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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	10,346
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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**

OFFICE SUPPLIES

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

OPERATING SUPPLIES

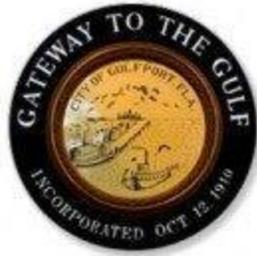
524-52 Covers uniform expenses for field personnel. **380**

BOOKS/PUBLICATIONS/SUBSCRIPTIONS

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

CITY OF GULFPORT
FY 2017 Budget
Code Enforcement
001-5118-524

ACCOUNT	Div Acct. # 5118-524	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	524-12-01	59,981	61,459	54,099	55,713	57,235	58,950	3.0%
Vacation Leave	524-12-02	4,135	3,125	-	-	-	-	0.0%
Sick Leave	524-12-03	528	967	-	-	-	-	0.0%
Overtime	524-14	-	-	-	-	-	-	0.0%
Assignment Pay	524-15-11	-	-	-	-	-	-	0.0%
FICA Tax	524-21-01	3,959	4,008	3,281	3,376	3,549	3,655	3.0%
Medicare Tax	524-21-02	926	937	767	790	830	855	3.0%
Retirement	524-22-00	2,680	10,153	10,741	11,217	4,979	3,006	-39.6%
Health Insurance	524-23-01	1,068	-	-	2,006	2,097	2,197	4.8%
Disability Insurance	524-23-02	257	192	193	210	277	396	43.0%
Life Insurance	524-23-04	89	121	121	121	174	358	105.7%
Workers Compensation	524-24	1,692	2,040	2,297	2,355	2,561	1,468	-42.7%
Unemployment	524-25	-	-	-	-	-	-	0.0%
People Costs		75,315	83,002	71,499	75,788	71,702	70,885	-1.1%
Professional & Contractual	524-31	-	386	-	-	-	-	0.0%
Other Contractual	524-34	38,297	29,075	33,355	26,453	35,000	35,000	0.0%
Travel & Training	524-40	-	-	-	-	500	500	0.0%
Communications	524-41	55	43	56	43	50	50	0.0%
Rental & Leases	524-44	262	1,067	2,185	1,133	1,120	1,120	0.0%
General Liability	524-45-01	5,394	7,279	8,182	11,220	9,405	10,346	10.0%
Auto Insurance	524-45-02	405	-	-	-	-	-	0.0%
Repairs & Maintenance	524-46	-	-	690	1,213	-	-	0.0%
Printing & Binding	524-47	177	238	414	-	500	500	0.0%
Office Supplies	524-51	-	-	-	164	1,045	1,045	0.0%
Operating Supplies	524-52	445	-	589	155	380	380	0.0%
Bks/Pubs/Subs	524-54	-	215	141	5	100	100	0.0%
Operational Costs		45,035	38,303	45,612	40,385	48,100	49,041	2.0%
Buildings	524-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	524-64	-	-	-	19,578	-	-	100.0%
Capital Outlay		-	-	-	19,578	-	-	100.0%
DEPARTMENT TOTAL		120,350	121,305	117,111	135,751	119,802	119,926	0.1%



COMMUNITY DEVELOPMENT

49TH STREET

REDEVELOPMENT DISTRICT

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Community Development – 49th Street Corridor Redevelopment

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
*Director	0.25	0.25	0.25	0.25
*Planner	-	-	-	-
*Principal Planner	0.25	0.25	0.25	0.25
**Administrative Assistant	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 50% to Planning, 25% Code Enforcement and 49th Street.

<p>CITY OF GULFPORT Fiscal Year 2017 <i>Community Development – 49th Street Corridor Redevelopment</i></p>

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 a portion of the Director, Principal Planner, and Administrative Assistant	49,023
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OTHER WAGES

559-15-03	Car allowance	1,050
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FICA & MEDICARE

559-21	FICA Tax	3,039
559-22	Medicare	711

RETIREMENT

559-22	Retirement	4,171
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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	6,283
559-23-02	Disability	410
524-23-04	Life Insurance	371

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	128
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OPERATING COSTS

PROFESSIONAL SERVICES

559-31	Covers cost associated with State of Florida Department of Community Affairs special district fee	175
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COMMUNICATIONS

559-41	Covers costs associated with communications	439
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UTILITIES

559-43	Electricity	710
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OPERATING SUPPLIES

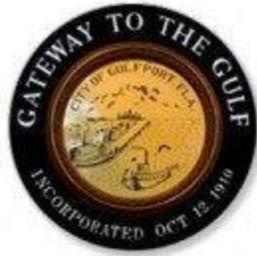
559-52	Covers monthly bank maintenance fees	25
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TRANSFERS

599-91-03	Transfer to Reserves	3,465
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CITY OF GULFPORT
FY 2017 Budget
Redevelopment Trust-49th Street
130-5122-559

ACCOUNT	Div Acct. # 5122-559	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	559-12-01	40,016	41,614	45,526	47,027	50,200	49,023	-2.3%
Vacation Leave	559-12-02	3,019	1,787	-	-	-	-	0.0%
Sick Leave	559-12-03	901	1,112	-	-	-	-	0.0%
Overtime	559-14	-	-	-	-	-	-	0.0%
Car Allowance	559-15-03	1,056	1,053	1,053	1,053	1,050	1,050	0.0%
FICA Tax	559-21-01	2,546	2,559	2,619	2,809	2,995	3,039	1.5%
Medicare Tax	559-21-02	596	599	613	657	700	711	1.6%
Retirement	559-22-00	3,769	6,972	7,257	7,542	5,001	4,171	-16.6%
Health Insurance	559-23-01	3,658	5,543	5,575	5,357	6,006	6,283	4.6%
Disability Insurance	559-23-02	258	192	194	192	234	410	75.2%
Life Insurance	559-23-04	172	152	152	152	147	371	152.4%
Workers Compensation	559-24	410	494	556	571	622	128	-79.4%
Unemployment	559-25	-	-	-	-	-	-	0.0%
People Costs		56,401	62,077	63,545	65,360	66,955	65,186	2.4%
Professional & Contractual	559-31	175	175	200	175	-	175	100.0%
Communications	559-41	-	-	-	-	370	439	18.6%
Electricity	559-43-01	636	674	621	566	710	710	0.0%
Rental & leases	559-44	-	-	-	-	-	-	0.0%
General Liability	559-45-01	-	-	-	-	-	-	0.0%
Property	559-45-03	-	-	-	-	-	-	0.0%
Repairs and maintenance	559-46	-	-	-	-	-	-	0.0%
Printing & Binding	559-47	-	-	-	-	-	-	0.0%
Other Current	559-49	-	-	-	-	-	-	0.0%
Operating Supplies	559-52	134	93	76	16	-	25	100.0%
Transfer to General Fund	559-91-01	-	-	-	-	-	-	0.0%
Transfer to Capital	599-91-02	-	-	-	-	-	-	0.0%
Transfer to Reserves	599-91-03	-	-	-	-	45,000	3,465	-92.3%
Operational Costs		945	942	897	757	46,080	4,814	-89.6%
Buildings	559-62	-	-	-	-	-	-	0.0%
Imp O/T Bldg	559-63	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		57,346	63,019	64,442	66,117	113,035	70,000	-38.1%



**COMMUNITY DEVELOPMENT
WATERFRONT
REDEVELOPMENT DISTRICT**

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Community Development – Waterfront Redevelopment

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
*Director	-	-	-	-
**Administrative Assistant	-	-	-	-
*Planner	-	-	-	-
*Principal Planner	-	-	-	-
Total:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</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 2017
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.	20,175
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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	133
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REPAIRS AND MAINTENANCE

559-46	Covers costs associated with electrical maintenance for tree lighting and weekend trolley vehicles.	15,142
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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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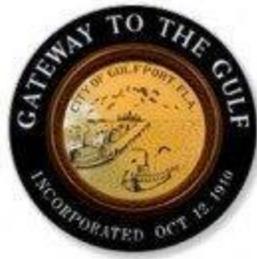
CAPITAL OUTLAY

IMPROVEMENTS OTHER THAN BUILDINGS

559-63	Covers the cost of capital improvements associated with	
	Shore Blvd improvements phase II	300,000
	Shore Blvd. drainage survey (Essex plan)	100,000
	Beach re-nourishment	162,500
	Skate park	62,500

CITY OF GULFPORT
FY 2017 Budget
Redevelopment Trust-WRD
120-5121-559

ACCOUNT	Div Acct. # 5121559	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	559-12-01	42,169	41,614	-	-	-	-	0.0%
Vacation Leave	559-12-02	3,019	1,787	-	-	-	-	0.0%
Sick Leave	559-12-03	901	1,112	-	-	-	-	0.0%
Overtime	559-14	45	-	-	-	-	-	0.0%
Car Allowance	559-15-03	1,056	1,053	-	-	-	-	0.0%
FICA Tax	559-21-01	2,705	2,560	-	-	-	-	0.0%
Medicare Tax	559-21-02	633	599	-	-	-	-	0.0%
Retirement	559-22-00	3,769	6,972	-	-	-	-	0.0%
Health Insurance	559-23-01	4,726	5,543	-	-	-	-	0.0%
Disability Insurance	559-23-02	258	192	-	-	-	-	0.0%
Life Insurance	559-23-04	172	152	-	-	-	-	0.0%
Workers Compensation	559-24	410	494	-	-	-	-	0.0%
Unemployment	559-25	3,108	-	-	-	-	-	0.0%
People Costs		62,971	62,077	-	-	-	-	0.0%
Professional & Contractual	559-31	175	175	1,000	6,175	10,175	20,175	49.6%
Electricity	559-43-01	11,419	6,622	5,565	4,325	6,550	6,550	0.0%
Rental & leases	559-44	6,497	7,050	7,050	7,525	8,000	8,000	0.0%
General Liability	559-45-01	107	127	142	150	133	133	0.0%
Property	559-45-03	9,031	-	-	-	-	-	0.0%
Repairs & Maintenance	559-46	11,796	42,024	7,709	-	25,142	15,142	-66.0%
Printing & Binding	559-47	2	(110)	-	-	-	-	0.0%
Promotional	559-48	33,635	21,768	30,278	27,295	30,000	30,000	0.0%
Other Current Chg	559-49	-	-	-	-	-	-	0.0%
Operating Supplies	559-52	465	74	269	721	-	-	0.0%
Interfund Tsf to Casino/The:	559-91	60,000	-	-	-	-	-	0.0%
Operational Costs		133,127	77,730	52,013	46,191	80,000	80,000	0.0%
Buildings	559-62	-	-	-	-	-	-	0.0%
Imp.O/T Bldg	559-63	11,000	-	-	2,575	965,000	625,000	-54.4%
Machinery & Equipment	559-64	-	-	-	-	-	-	0.0%
Capital Outlay		11,000	-	-	2,575	965,000	625,000	0.0%
DEPARTMENT TOTAL		207,098	139,808	52,013	48,765	1,045,000	705,000	-48.2%



PUBLIC WORKS DIRECTOR

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works - Office of the Director

PERSONNEL:	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
Position:				
*Public Works Director	0.50	0.50	0.50	0.50
*Administrative Assistant	0.50	0.50	0.50	0.50
*Staff Assistant	-	-	-	0.25
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.25</u>

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

CITY OF GULFPORT
Fiscal Year 2017
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 – Prepares presentations to local schools and organizations on recycling and stormwater. Participates in the annual Great American Teach-in. Sets up display tables for city events. Creates and submits all newspaper ads for recycling, sanitation, stormwater and utilities.

Emergency preparedness - Debris Manager for the city, which includes negotiating contracts for debris removal and monitoring, creating a debris plan using FEMA guidelines, as well as 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 a portion of the Director and Administrative Assistant's salary	66,619
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OTHER WAGES

536-13	Includes a portion of the Staff Assistant's wages	7,636
536-15-03	Car Allowance	2,100

FICA & MEDICARE

536-21-01	FICA	4,734
536-21-02	Medicare	1,107

RETIREMENT

536-22	Retirement	6,839
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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.

536-23-01	Health Insurance	7,727
536-23-02	Disability	614
536-23-04	Life Insurance	556

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.	194
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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	9,600
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TRAVEL AND PER DIEM

536-40	Account expenditures include mileage costs for staff attendance at professional meetings and conventions.		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	Public works office copy machine		300
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INSURANCE

536-45-01	General liability insurance		439
536-45-03	Property		10,152

REPAIRS AND MAINTENANCE

536-46			1,800
	Repair to base station	400	
	Repair to key entry system	600	
	Repair to gate system	800	

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

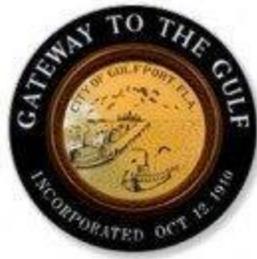
536-52	Office software or accessories as needed, including city flags.		10,475
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MEMBERSHIPS AND REGISTRATIONS

536-54	American Public Works Association dues, books, publications, memberships to be determined by the Director of Public Works.		455
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CITY OF GULFPORT
FY 2017 Budget
Public Works-Director
001-5151-536

ACCOUNT	Div Acct. # 5151-536	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	536-12-01	55,420	51,798	61,177	62,996	64,679	74,256	14.8%
Vacation Leave	536-12-02	3,040	4,759	-	-	-	-	0.0%
Sick Leave	536-12-03	1,276	1,250	-	-	-	-	0.0%
Overtime	536-14	200	115	209	292	-	-	0.0%
Car Allowance	536-15-03	2,112	2,106	2,106	2,106	2,100	2,100	0.0%
FICA Tax	536-21-01	3,624	3,518	3,689	3,782	4,140	4,734	14.3%
Medicare Tax	536-21-02	848	823	863	885	968	1,107	14.4%
Retirement	536-22-00	5,993	7,673	8,566	8,898	7,225	6,839	-5.3%
Health Insurance	536-23-01	5,652	5,043	6,905	7,024	7,342	7,727	5.2%
Disability Insurance	536-23-02	342	232	260	259	313	614	96.2%
Life Insurance	536-23-04	250	203	225	225	196	556	183.7%
Workers Compensation	536-24	150	179	201	208	226	193	-14.4%
Unemployment	536-25	1,238	-	-	-	-	-	0.0%
People Costs		80,145	77,699	84,201	86,674	87,189	98,126	12.5%
Professional & Contractual	536-31	3,068	3,000	2,145	1,893	3,000	3,000	0.0%
Other Contractual	536-34	10,663	17,034	4,826	3,565	3,548	9,600	170.6%
Travel & Training	536-40	1,451	2,595	2,289	1,603	2,590	2,590	0.0%
Communications	536-41	2,276	4,626	5,181	5,140	4,068	4,068	0.0%
Electricity	536-43-01	9,967	9,486	11,168	9,035	11,536	11,536	0.0%
Water/Sewer	536-43-02	-	-	-	-	-	-	0.0%
Rentals & Leases	536-44	-	-	-	373	300	300	100.0%
General Liability	536-45-01	344	398	449	477	399	439	10.0%
Property	536-45-03	6,592	8,104	8,920	8,012	9,229	10,152	10.0%
Repairs & Maintenance	536-46	1,307	1,759	390	1,454	1,800	1,800	0.0%
Printing & Binding	536-47	518	422	463	196	1,000	1,000	0.0%
Promotional	536-48	-	-	-	-	-	-	0.0%
Office Supplies	536-51	528	845	1,168	1,307	1,425	1,425	0.0%
Operating Supplies	536-52	352	478	154	-	10,475	10,475	0.0%
Hurrican Sup	536-52-01	734	-	-	-	-	-	0.0%
Bks/Pubs/Subs	536-54	-	742	469	354	455	455	0.0%
Operational Costs		37,800	49,489	37,622	33,409	49,825	56,840	14.1%
Improvements O/T Bldg	536-63	-	-	-	-	50,000	-	0.0%
Machinery & Equipment	536-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	50,000	-	0.0%
DEPARTMENT TOTAL		117,945	127,188	121,823	120,082	187,014	154,966	-17.1%



PUBLIC WORKS

STREETS

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works - Streets

PERSONNEL:	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
Position:				
*Supervisor	0.50	0.50	0.50	0.50
*Equipment Operator	0.50	0.50	0.50	-
**Maintenance Worker II	0.50	0.50	0.50	-
Total:	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>0.50</u>

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

** Full time position allocated 50% Streets, 50% Stormwater.

CITY OF GULFPORT
Fiscal Year 2017
Public Works - 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 salary for the Supervisor	38,338
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OTHER WAGES

541-14	Overtime	2,000
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FICA & MEDICARE

541-21-01	FICA	2,501
541-21-02	Medicare	585

RETIREMENT

541-22-00	Retirement	1,955
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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	4,395
541-23-02	Disability	257
541-23-04	Life Insurance	233

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.	4,474
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OPERATING COSTS

OTHER CONTRACTUAL

541-34	Includes contracts for specialized products and services including:	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	30,184
541-45-03	Property	1,170

REPAIRS AND MAINTENANCE

541-46 Equipment maintenance and welding **4,000**

OPERATING SUPPLIES

541-52 Costs associated with daily operations including: **30,000**

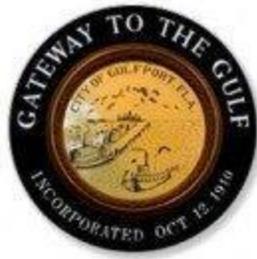
Uniforms for two employees	900
Hand tools	1,000
Street signs	15,000
Signs	3,050
Barricades	2,000
Replacement portable handheld radios - 2 @ \$625	1,250
Miscellaneous daily equipment/Gatorade	6,800

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 2017 Budget
Public Works-Streets
001-5153-541

ACCOUNT	Div Acct. # 5153-541	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	541-12-01	59,095	60,451	69,142	71,010	72,681	38,338	-47.3%
Vacation Leave	541-12-02	5,812	5,139	-	-	-	-	0.0%
Sick Leave	541-12-03	1,623	2,481	-	-	-	-	0.0%
Other Salaries	541-13	-	-	-	-	-	-	0.0%
Overtime	541-14	941	1,075	700	1,388	2,000	2,000	0.0%
Miscellaneous	541-15-12	-	-	-	-	-	-	0.0%
FICA Tax	541-21-01	3,846	3,913	3,914	4,070	4,630	2,501	-46.0%
Medicare Tax	541-21-02	900	915	916	952	1,083	585	-46.0%
Retirement	541-22-00	4,240	13,091	13,696	14,611	6,323	1,955	-69.1%
Health Insurance	541-23-01	10,196	10,086	13,565	13,294	11,537	4,395	-61.9%
Disability Insurance	541-23-02	773	573	576	567	352	257	-27.0%
Life Insurance	541-23-04	167	145	145	145	221	233	5.4%
Workers Compensation	541-24	6,319	7,612	8,573	8,785	9,555	4,474	-53.2%
Unemployment	541-25	-	-	-	-	-	-	0.0%
People Costs		93,912	105,481	111,227	114,822	108,382	54,738	-49.5%
Professional & Contractual	541-31	-	-	-	-	-	-	0.0%
Other Contractual	541-34	22,231	45,356	38,497	54,842	50,000	50,000	0.0%
Electricity	541-43-01	211,533	200,073	205,607	210,504	200,185	200,185	0.0%
Water/Sewer	541-43-02	747	659	327	374	750	750	0.0%
Rental & leases	541-44	1,255	1,906	-	78	4,000	4,000	0.0%
General Liability	541-45-01	20,303	27,391	30,797	32,737	27,440	30,184	10.0%
Auto Ins	541-45-02	1,513	-	-	-	-	-	0.0%
Property	541-45-03	752	924	1,020	917	1,064	1,170	10.0%
Repairs & Maintenance	541-46	17,870	2,219	3,438	10,939	4,000	4,000	0.0%
Operating Supplies	541-52	11,589	9,459	11,806	12,035	26,950	30,000	11.3%
Road Material	541-53	6,497	5,863	8,689	13,210	6,000	6,000	0.0%
Operational Costs		294,290	293,850	300,181	335,636	320,389	326,289	1.8%
Improvements	541-63	-	365	-	-	-	-	0.0%
Machinery & Equipment	541-64	-	-	-	-	22,000	-	-100.0%
Capital Outlay		-	365	-	-	22,000	-	-100.0%
DEPARTMENT TOTAL		388,202	399,696	411,408	450,458	450,770	381,027	-15.5%



PUBLIC WORKS BUILDING MAINTENANCE

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works-Building Maintenance

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 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 2017
Public Works - 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 with 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 II and a Maintenance Worker III **76,348**

OTHER WAGES

519-14 Overtime **2,000**

FICA & MEDICARE

519-21-01 FICA **4,858**

519-21-02 Medicare **1,136**

RETIREMENT

519-22-00 Retirement **3,996**

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.

519-23-01 Health Insurance **13,331**

519-23-02 Disability **512**

519-23-04 Life Insurance **464**

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. **3,558**

OPERATIONS

OTHER CONTRACTUAL

519-34 **40,800**

Janitorial services 19,200

Pest control 2,100

AC filter service 11,900

Air conditioning maintenance & service 7,600

COMMUNICATIONS

519-41 Postage and phone **1,290**

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	10,013
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REPAIRS AND MAINTENANCE

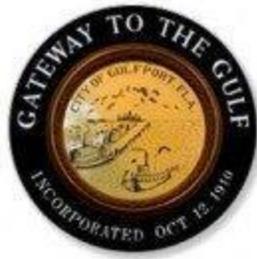
519-46		70,000
	Miscellaneous repair supplies	3,100
	Fire equipment servicing and stove hood inspection	1,250
	Waxing of Neighborhood Center floors - twice annually	500
	Exterior painting	3,500
	Annual costs associated with all non-capital city facility repairs and maintenance, and centralized billing for all city building repairs.	61,650

OPERATING SUPPLIES

519-52	Costs associated with daily operations including:	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 2017 Budget
Public Works-Building Maintenance
001-5120-519

ACCOUNT	Div Acct. # 5120-519	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	519-12-01	61,471	60,530	75,293	73,624	75,350	76,348	1.3%
Vacation Leave	519-12-02	5,700	5,837	-	-	-	-	0.0%
Sick Leave	519-12-03	1,796	3,964	-	-	-	-	0.0%
Overtime	519-14	2,473	1,837	1,767	4,215	2,000	2,000	0.0%
FICA Tax	519-21-01	4,365	4,421	4,727	4,756	4,796	4,858	1.3%
Medicare Tax	519-21-02	1,021	1,034	1,105	1,112	1,122	1,136	1.2%
Retirement	519-22-00	3,973	13,811	14,568	15,650	6,729	3,996	-40.6%
Health Insurance	519-23-01	10,633	10,781	11,811	12,047	12,590	13,331	5.9%
Disability Insurance	519-23-02	403	301	343	301	365	512	40.3%
Life Insurance	519-23-04	218	193	193	193	229	464	102.6%
Workers Compensation	519-24	2,188	2,634	2,969	3,040	3,308	3,558	7.6%
Unemployment	519-25	-	-	-	-	-	-	0.0%
People Costs		94,241	105,343	112,776	114,938	106,489	106,203	-0.3%
Professional & Contractual	519-31	-	-	-	-	-	-	0.0%
Other Contractual	519-34	34,681	35,681	29,272	25,418	28,062	40,800	45.4%
Travel/Per Diem	519-40	-	4	-	-	-	-	0.0%
Communications	519-41	792	702	876	886	1,290	1,290	0.0%
Electricity	519-43-01	13,770	9,084	10,126	8,877	15,685	15,685	0.0%
Water/Sewer	519-43-02	2,106	2,508	3,000	2,947	2,472	2,472	0.0%
Rental & leases	519-44	-	248	126	247	500	500	0.0%
Auto Ins	519-45-02	523	-	-	-	-	-	0.0%
Property	519-45-03	7,873	7,992	8,798	7,901	9,103	10,013	10.0%
Repairs & Maintenance	519-46	67,252	73,985	65,471	84,054	70,000	70,000	0.0%
Printing & Binding	519-47	-	-	-	-	-	-	0.0%
Office Supplies	519-51	-	-	-	-	-	-	0.0%
Operating Supplies	519-52	13,892	10,143	10,273	13,218	12,000	12,000	0.0%
Operational Costs		140,889	140,347	127,942	143,549	139,112	152,760	9.8%
Buildings	519-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	519-64	-	-	-	-	25,000	-	0.0%
Capital Outlay		-	-	-	-	25,000	-	0.0%
DEPARTMENT TOTAL		235,130	245,690	240,718	258,487	270,601	258,963	-4.3%



PUBLIC WORKS

VEHICLE MAINTENANCE

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works-Vehicle Maintenance

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 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 2017
Public Works - 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 5 emergency generators, and 20 off-road mechanical pieces of equipment, as well as small handheld equipment.

Maintenance - Diagnoses and pulls repair codes on all heavy duty and light duty vehicle engines, transmissions, brakes, airbags, lighting and other electronic operated systems. Performs and supervises all hydraulic, electrical and suspension system repairs. Fabricates, builds and welds brackets, mounts and parts for the 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. Also completes annual parts and equipment inventory count. Responsible for maintaining records, maintenance and testing of fuel pumps, underground storage tanks and leak monitoring equipment for preparation of annual 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 **91,731**

OTHER WAGES

590-14 Overtime **6,000**

FICA & MEDICARE

590-21-01 FICA **6,059**

590-21-02 Medicare **1,417**

RETIREMENT

590-22-00 Retirement **4,984**

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 **13,331**

590-23-02 Disability **616**

590-23-04 Life Insurance **557**

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. **3,357**

OPERATING COSTS

TRAVEL & PER DIEM

590-40 Miscellaneous seminars **950**

COMMUNICATIONS

590-41 Postage and phone **126**

UTILITIES

590-43-02 Water/Sewer **830**

590-43-03 Other **1,500**

INSURANCE

590-45-01	General Liability		345
590-45-03	Property		2,837
590-45-04	Other		5,325

REPAIRS AND MAINTENANCE

590-46			8,000
	Emergency generator service	400	
	Oil Products	5,000	
	Gas heater maintenance	700	
	Small tools & equipment	1,200	
	Uniforms	700	

OFFICE SUPPLIES

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

590-52			110,000
	Specific vehicle auto parts	30,000	
	Tires	80,000	

INVENTORY FOR RESALE

590-52-01			244,000
	Diesel fuel	135,093	
	Unleaded 87 octane gasoline	108,907	

OUTSIDE REPAIRS

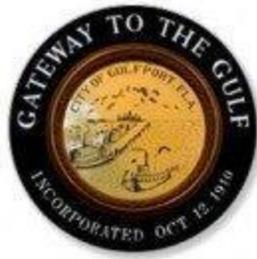
590-52-02			50,000
	Accidents/heavy duty transmission repairs	24,000	
	Emergency towing	1,000	
	Misc. outside vehicle repairs	25,000	

BOOKS, PUBLICATIONS, MEMBERSHIPS

590-54	Updates and shop manuals, and Snap-On diagnostics cartridges		1,900
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CITY OF GULFPORT
FY 2017 Budget
Public Works-Vehicle Maintenance
001-5150-590

ACCOUNT	Div Acct. # 5150-590	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	590-12-01	89,275	93,325	104,362	86,333	89,060	91,731	3.0%
Vacation Leave	590-12-02	12,277	8,113	10,938	-	-	-	0.0%
Sick Leave	590-12-03	1,769	2,944	1,856	-	-	-	0.0%
Overtime	590-14	2,756	1,516	5,136	7,996	2,000	6,000	200.0%
Assignment Pay	590-15-11	-	-	-	-	-	-	0.0%
Miscellaneous	590-15-12	-	-	-	-	-	-	0.0%
FICA Tax	590-21-01	6,483	6,502	7,619	5,659	5,646	6,059	7.3%
Medicare Tax	590-21-02	1,516	1,521	1,782	1,323	1,320	1,417	7.3%
Retirement	590-22-00	5,875	20,292	24,654	19,133	7,922	4,984	-37.1%
Health Insurance	590-23-01	11,076	10,781	10,334	12,880	12,590	13,331	5.9%
Disability Insurance	590-23-02	601	448	357	210	431	616	42.9%
Life Insurance	590-23-04	321	284	245	180	270	557	106.3%
Workers Compensation	590-24	2,723	3,277	3,691	3,782	4,114	3,357	-18.4%
Unemployment	590-25	-	-	-	-	-	-	0.0%
People Costs		134,672	149,002	170,974	137,498	123,353	128,052	3.8%
Other Contractual	590-34	-	-	5,510	168	-	-	0.0%
Travel/Per Diem	590-40	376	1,214	86	-	950	950	0.0%
Communications	590-41	2	-	23	-	126	126	0.0%
Electricity	590-43-01	-	-	-	-	-	-	0.0%
Water/Sewer	590-43-02	907	865	953	1,023	830	830	0.0%
Other	590-43-03	1,037	1,064	1,148	1,497	1,500	1,500	0.0%
General Liability	590-45-01	270	314	352	374	314	345	10.2%
Auto Ins	590-45-02	301	-	-	-	-	-	0.0%
Property Ins	590-45-03	1,843	2,264	2,492	2,239	2,579	2,837	10.0%
Other Ins	590-45-04	-	-	-	-	4,841	5,325	10.0%
Repairs & Maintenance	590-46	56,869	48,695	67,165	40,957	8,000	8,000	0.0%
Office Supplies	590-51	-	-	256	157	143	143	0.0%
Operating Supplies	590-52	105,963	100,638	97,310	18,715	110,000	110,000	0.0%
Inventory Resale	590-52-01	283,987	266,057	274,578	-	244,000	244,000	0.0%
Outside Repairs	590-52-02	-	-	-	-	50,000	50,000	0.0%
Enterprise Vehicle Maint	590-52-03	-	-	-	148,783	-	-	0.0%
Bks/Pubs/Subs	590-54	199	-	1,871	1,203	1,900	1,900	0.0%
Operational Costs		451,754	421,110	451,744	215,116	425,183	425,956	0.2%
Buildings	590-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	590-64	-	-	-	3,575	-	-	0.0%
Capital Outlay		-	-	-	3,575	-	-	0.0%
DEPARTMENT TOTAL		586,426	570,112	622,718	356,189	548,536	554,008	1.0%



PUBLIC WORKS

SANITATION

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works - Sanitation

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
**Director	0.20	0.20	0.20	0.20
**Administrative Assistant	0.20	0.20	0.20	0.20
**Staff Assistant	-	-	-	0.10
*Sanitation/Stormwater Supervisor	0.25	0.25	0.25	0.25
Equipment Operators	7.25	7.25	8.25	9.00
Maintenance Workers II	6.00	7.00	7.00	7.00
Total:	<u>13.90</u>	<u>14.90</u>	<u>15.90</u>	<u>16.75</u>

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

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

CITY OF GULFPORT
Fiscal Year 2017
Public Works - Sanitation

MISSION

The Sanitation Department provides collection and disposal services that meet or exceed state standards and are responsible for 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 department 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, and a portion of the Director, Sanitation/Stormwater Supervisor, and Administrative Assistant

582,893

OTHER WAGES

534-13	Includes a portion of the Staff Assistant wages	3,054
534-14	Overtime	30,000
534-15-03	Car Allowance	840

FICA & MEDICARE

534-21-01	FICA	38,241
534-21-02	Medicare	8,943

RETIREMENT

534-22-00	Retirement	32,634
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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.

534-23-01	Health Insurance	115,515
534-23-02	Disability	3,978
534-23-04	Life Insurance	3,600

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.	62,630
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OPEB

534-29-01	Other post-employment benefits – Health insurance retiree	6,257
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OPERATING COSTS

OTHER CONTRACTUAL

534-34	Includes contracts for specialized products and services including:	412,674
	Tipping fees 10,400 tons @ \$37.50/ton	390,000
	Temporary help	15,524
	Freon disposal	1,500
	Utility billing	2,400
	Annual pest control	300
	Generator annual service (1/2 of cost – FD 50%)	200
	Safety Training	1,250
	Electronic recycling fees	1,500

COMMUNICATIONS

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

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

534-44	Public Works office copy machine	500
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INSURANCE

534-45-01	General liability insurance	3,797
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534-45-02	Automotive	4,276
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534-45-03	Property	2,798
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REPAIRS AND MAINTENANCE

534-46	Maintenance of radios, lids on containers, welding repairs	5,000
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534-46-01	Garage maintenance	133,600
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PRINTING AND BINDING

534-47	Covers the costs of printing various materials including:	1,900
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Informational flyers	700	
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New automated route brochures and surveys	1,200	
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PROMOTIONAL

534-48	Includes costs associated with advertising including:	5,090
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Sanitation holiday schedule	600	
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Yard sale banner	250	
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Yard sale ads – 4 @ \$265	1,060	
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Coastal cleanup ads	400	
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Mobile Chemical Day ads	780	
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Recycling informational ads	2,000	
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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, clerical services, building maintenance etc.	334,950
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OFFICE SUPPLIES

534-51	Miscellaneous office supplies	1,800
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OPERATING SUPPLIES

534- 52	Costs associated with daily operations including:	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	170,000
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INTEREST EXPENSE

534-72	Capital equipment lease interest	7,196
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TRANSFERS

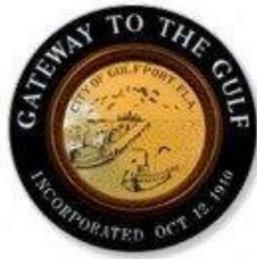
534-91-10	Transfer to Reserves	50,000
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CAPITAL OUTLAY

225-90	Debt Principal - Side Loader	46,562
225-91	Debt Principal - Dump Truck	26,660
225-92	Debt Principal - Rear Loader	46,562

CITY OF GULFPORT
FY 2017 Budget
Sanitation
400-5110-534

ACCOUNT	Div Acct. #	FY 12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	534-12-01	389,701	392,931	491,316	526,559	562,131	582,893	3.7%
Vacation Leave	534-12-02	34,233	32,631	-	-	-	-	0.0%
Sick Leave	534-12-03	32,560	23,496	7,666	-	-	-	0.0%
Other Salaries	534-13	-	-	-	-	-	3,054	100.0%
Overtime	534-14	23,840	21,523	27,723	36,721	25,000	30,000	20.0%
Car Allowance	534-15-03	845	842	842	842	840	840	0.0%
Miscellaneous	534-15-12	325	-	-	-	-	-	0.0%
FICA Tax	534-21-01	28,914	27,655	31,810	33,265	36,454	38,241	4.9%
Medicare Tax	534-21-02	6,762	6,468	7,440	7,780	8,526	8,943	4.9%
Retirement	534-22-00	16,687	83,105	109,727	112,664	51,720	32,634	-36.9%
Health Insurance	534-23-01	77,613	72,390	72,554	81,701	100,392	115,515	15.1%
Disability Insurance	534-23-02	2,163	1,613	1,831	2,140	2,681	3,978	48.4%
Life Insurance	534-23-04	1,412	1,247	1,378	1,581	1,730	3,600	108.1%
Workers Compensation	534-24	35,282	42,507	47,879	49,050	53,357	62,630	17.4%
Unemployment	534-25	495	-	-	-	-	-	0.0%
OPEB	534-29-01	4,224	5,386	4,522	4,178	5,979	6,257	4.6%
People Costs		655,056	711,795	804,688	856,481	848,810	888,585	4.7%
Pension Expense	534-30	-	-	-	(23,846)	-	-	0.0%
Professional	534-31	-	-	-	-	-	-	0.0%
Other Contractual	534-34	446,186	392,598	370,169	382,647	414,245	412,674	-0.4%
Travel/Per Diem	534-40	-	-	-	-	-	-	0.0%
Communications	534-41	2,434	7,762	7,731	8,024	13,805	13,805	0.0%
Electricity	534-43-01	2,433	2,362	2,483	2,920	2,430	2,430	0.0%
Water/Sewer	534-43-02	1,995	2,177	2,223	2,474	5,335	5,335	0.0%
Rentals & Leases	534-44	-	-	-	404	500	500	0.0%
General Liability	534-45-01	2,514	2,925	3,289	4,120	3,452	3,797	10.0%
Auto Ins	534-45-02	2,645	2,646	2,912	-	3,013	4,276	41.9%
Property	534-45-03	1,817	2,234	2,460	4,824	2,544	2,798	10.0%
Other Insurance	534-45-04	-	-	-	-	-	-	0.0%
Repairs & Maintenance	534-46	216,444	273,927	291,384	1,434	5,000	5,000	0.0%
Garage Maintenance	534-46-01	-	-	-	135,797	125,000	133,600	6.9%
Printing & Binding	534-47	1,842	1,811	1,512	253	1,900	1,900	0.0%
Promotional	534-48	4,645	2,449	4,013	4,406	5,090	5,090	0.0%
Other Chgs (Bad debt)	534-49	-	25,217	14,216	(10,683)	-	-	0.0%
Admn Chg	534-49-02	210,049	213,324	237,932	326,840	316,650	334,950	5.8%
Office Supplies	534-51	-	-	350	-	1,800	1,800	0.0%
Operating Supplies	534-52	58,923	69,058	65,519	71,883	69,480	69,480	0.0%
Books/Pubs/Subs	534-54	-	-	-	-	-	-	0.0%
Depreciation	534-59	125,463	126,524	169,780	197,732	170,000	170,000	0.0%
Lease Purchase Int,	534-72	-	-	-	4,969	3,723	7,196	93.3%
Operational Costs		1,077,390	1,125,014	1,175,973	1,114,198	1,143,968	1,174,631	2.7%
Trans. to General (PILOT)	534-91-05	350,000	467,000	659,751	219,719	-	-	100.0%
Transfer to Utility Fund	534-91-09	-	-	-	-	-	-	0.0%
Transfer to Reserves	534-91-10	-	-	-	-	45,000	50,000	11.1%
Transfers		350,000	467,000	659,751	219,719	45,000	50,000	11.1%
Imp. O/T Bldgs	534-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	534-64	-	-	-	-	-	-	0.0%
Debt Princ - Side Loader	225-90	-	-	-	-	46,562	46,562	0.0%
Debt Princ - Dump Truck	225-91	-	-	-	-	26,660	26,660	0.0%
Debt Princ - Rear Loader	225-92	-	-	-	-	-	46,562	100.0%
Capital Outlay		-	-	-	-	73,222	119,784	63.6%
DEPARTMENT TOTAL		2,082,446	2,303,809	2,640,412	2,190,399	2,111,000	2,233,000	5.8%



PUBLIC WORKS

SEWER

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works – Sewer

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
*Director	0.15	0.15	0.15	0.15
*Administrative Assistant	0.15	0.15	0.15	0.15
*Staff Assistant	-	-	-	0.075
**Utilities Supervisor	0.50	0.50	0.50	0.50
**Utility Service Workers II	2.00	2.00	2.50	2.50
**Utility Service Workers III	0.50	0.50	0.50	0.50
Total:	<u>3.30</u>	<u>3.30</u>	<u>3.80</u>	<u>3.875</u>

* Positions 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 2017
Public Works - 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 a portion of the Director, Utility Supervisor, Utility Service Worker III, Utility Service Worker II's, and Administrative Assistant	199,333
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OTHER WAGES

536-13	A portion of the Staff Assistant wages	2,291
536-14	Overtime	9,600
536-15	Car Allowance	630

FICA & MEDICARE

536-21-01	FICA tax	13,135
536-21-02	Medicare	3,072

RETIREMENT

536-22-00	Retirement	11,688
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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.

536-23-01	Health Insurance	32,645
536-23-02	Disability	1,388
536-23-04	Life Insurance	1,256

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.	6,207
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OPERATING COSTS

OTHER CONTRACTUAL

536-34	Includes contracts for specialized products and services including:	1,199,798
	City of St. Petersburg sewer fees based on the City of St. Petersburg 2016 rate increase of 1.1%	1,194,648
	Insite monthly fees	2,450
	Lift station generator service contract	850
	SCADA system - \$50x 12 months	600
	Safety training	1,250

COMMUNICATIONS

536-41	Costs for all communication equipment including:	7500
	Lift station monitoring system phone	300
	On call phone ½ sewer	120
	Postage	7080

UTILITIES

536-43-01	Electricity	21,000
536-43-02	Water, Sewer, Garbage	828

RENTALS & LEASES

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

536-45-01	General liability	526
536-45-02	Automotive	765
536-45-03	Property	2,055

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	
	Misc. repairs and maintenance	10,000	

ADMINISTRATIVE OVERHEAD

536-49-02	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.		339,270
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OFFICE SUPPLIES

536-51	Miscellaneous office supplies		2,915
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OPERATING SUPPLIES

536-52	Costs associated with daily operations including:		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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INTEREST EXPENSE

536-93	Capitalized Interest on State Revolving Loan		11,000
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TRANSFERS

536-91-10	Transfer to Reserves		48,608
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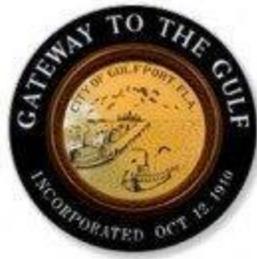
CAPITAL OUTLAY

CONSTRUCTION IN PROGRESS

536-65	Major sewer system rehabilitation improvements funded through the Clean Water State Revolving Fund (SRF) loan program (continuing project)		700,000
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CITY OF GULFPORT
FY 2017 Budget
Sewer
410-5172-536

ACCOUNT	Div Acct. # 5172-536	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	536-12-01	145,278	140,512	161,674	167,090	198,487	199,333	0.4%
Vacation Leave	536-12-02	12,880	10,581	3,817	-	-	-	0.0%
Sick Leave	536-12-03	4,680	11,084	308	-	-	-	0.0%
Other Salaries	536-13	-	-	-	-	-	2,291	0.0%
Overtime	536-14	10,471	10,092	9,630	10,450	9,600	9,600	0.0%
Car Allowance	536-15-03	634	632	632	632	630	630	0.0%
FICA Tax	536-21-01	10,295	10,305	10,461	10,721	12,940	13,135	1.5%
Medicare Tax	536-21-02	2,408	2,410	2,446	2,507	3,026	3,072	1.5%
Retirement	536-22-00	11,005	31,688	31,098	33,737	18,583	11,688	-37.1%
Health Insurance	536-23-01	23,499	23,458	26,894	26,376	30,845	32,645	5.8%
Disability Insurance	536-23-02	985	694	677	681	899	1,388	54.4%
Life Insurance	536-23-04	550	459	465	485	620	1,256	102.6%
Workers Compensation	536-24	3,288	3,962	4,461	4,570	5,397	6,207	15.0%
Unemployment	536-25	1,073	1,073	-	-	-	-	0.0%
OPEB	536-29	-	-	-	-	-	-	0.0%
People Costs		227,046	246,949	252,563	257,250	281,027	281,245	0.1%
Professional	536-31	-	-	-	-	10,500	-	0.0%
Other Contractual	536-34	1,004,955	1,070,752	1,092,751	1,387,428	1,186,800	1,199,798	1.1%
Travel/Per Diem	536-40	-	-	-	-	-	-	0.0%
Communications	536-41	2,452	7,430	7,518	7,821	7,500	7,500	0.0%
Electricity	536-43-01	18,816	20,047	23,856	25,913	21,000	21,000	0.0%
Water/Sewer	536-43-02	261	265	293	326	828	828	0.0%
Rentals & Leases	536-44	-	2,371	222	-	2,000	2,000	0.0%
General Liability	536-45-01	407	474	533	567	478	526	10.0%
Auto Ins	536-45-02	607	607	668	-	695	765	10.0%
Property	536-45-03	1,328	1,633	1,797	2,216	1,868	2,055	10.0%
Other Insurance	536-45-04	-	-	-	-	-	-	0.0%
Repairs & Maintenance	536-46	20,205	29,648	67,612	21,407	41,813	36,087	-13.7%
Garage Maintenance	536-46-01	-	-	-	1,045	-	-	0.0%
Admn Chg	536-49-02	148,071	169,350	175,358	293,685	322,500	339,270	5.2%
Office Supplies	536-51	-	68	70	505	2,915	2,915	0.0%
Operating Supplies	536-52	27,366	28,750	30,448	24,509	30,000	30,000	0.0%
Books/Pubs/Subs	536-54	-	225	-	-	-	-	0.0%
Depreciation	536-59	163,832	165,307	175,870	163,970	165,000	165,000	0.0%
Non Op Int Exp	536-93	-	-	-	10,275	-	11,000	100.0%
Operational Costs		1,388,300	1,496,926	1,576,996	1,939,667	1,793,897	1,818,743	1.4%
Transfer to General (PILOT)	536-91-05	-	-	-	-	-	-	0.0%
Transfer to Reserves	536-91-10	-	-	-	-	-	48,608	0.0%
Transfers		-	-	-	-	-	48,608	0.0%
Imp O/T Bldgs	536-63	-	-	-	-	106,357	-	-100.0%
Machinery & Equipment	536-64	-	-	-	-	5,500	-	-100.0%
Construction in Progress	536-65	-	-	-	-	800,000	700,000	-12.5%
Debt Princ - SRF Loan	225-90	-	-	-	-	-	-	-
Capital Outlay		-	-	-	-	911,857	700,000	-23.2%
DEPARTMENT TOTAL		1,615,346	1,743,875	1,829,559	2,196,918	2,986,781	2,848,596	-4.6%



PUBLIC WORKS

WATER

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works - Water

PERSONNEL:	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
Position:				
*Director	0.15	0.15	0.15	0.15
*Administrative Assistant	0.15	0.15	0.15	0.15
*Staff Assistant	-	-	-	0.075
**Utilities Supervisor	0.50	0.50	0.50	0.50
**Utility Service Workers II	2.00	2.00	2.50	2.50
**Utility Service Workers III	0.50	0.50	0.50	0.50
Total:	<u>3.30</u>	<u>3.30</u>	<u>3.80</u>	<u>3.875</u>

* Positions 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 2017
Public Works - Water

MISSION

The Water Department 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 480 work orders issued by the Administrative Services Department 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. Paint 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 call-backs after working hours 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, a portion of the Director, Utility Supervisor, Utility Service Worker II's, Utility Service Worker III, Administrative Assistant	199,333
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OTHER WAGES

536-13	A portion of Staff Assistant's wages	2,291
536-14	Overtime	9,600
536-15	Car Allowance	630

FICA & MEDICARE

536-21-01	FICA tax	13,135
536-21-02	Medicare	3,072

RETIREMENT

536-22-00	Retirement	11,688
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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.

536-23-01	Health Insurance	32,645
536-23-02	Disability	1,388
536-23-04	Life Insurance	1,256

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.	6,207
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OPEB

536-29	Other post-employment benefits	2,261
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OPERATING COSTS

OTHER CONTRACTUAL

536-34	Includes contracts for specialized products and services including:		1,719,147
	City of St Petersburg water fees - based on the City of St. Petersburg 2016 rate increase of 1.1%	1,686,577	
	Mandatory monthly water sampling/bacteria, coliform, mandatory trihalomethane	11,460	
	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	Costs for all communication equipment including:		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		703
536-45-02	Automotive		1,522
536-45-03	Property		2,055

REPAIRS AND MAINTENANCE

536-46			59,800
	Pump/dewatering equipment maintenance	1,000	
	Water line replacement performed in house	56,300	
	Handheld meter maintenance	2,500	
536-46-01	Garage vehicle maintenance		11,400

PRINTING AND BINDING

536-47	Includes all costs associated with printed materials including:		5,000
	Consumer Confidence Report printing	4,000	
	Turn-off tags	500	
	Lead/copper brochures	500	

ADMINISTRATIVE OVERHEAD

536-49-02	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, clerical services, building maintenance etc.	440,262
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OFFICE SUPPLIES

536-51	Miscellaneous office supplies	1,600
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OPERATING SUPPLIES

536-52	Costs associated with daily operations including:	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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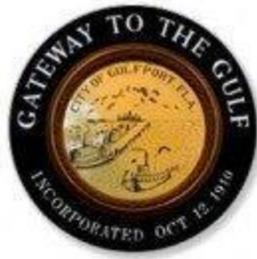
CAPITAL OUTLAY

IMPROVEMENTS OTHER THAN BUILDINGS

536-63	Funds for 31 st Avenue S Waterline and Restoration (Continuing project)	550,000
536-64	Funds to purchase pipe trencher	5,500

CITY OF GULFPORT
FY 2017 Budget
Water
410-5171-536

ACCOUNT	Div Acct. # 5171-536	FY12 Actual Expend	FY 13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	536-12-01	145,277	140,512	162,414	168,365	198,487	199,333	0.4%
Vacation Leave	536-12-02	12,880	10,124	4,568	-	-	-	0.0%
Sick Leave	536-12-03	4,680	11,083	308	-	-	-	0.0%
Other Salaries	536-13	-	-	-	-	-	2,291	0.0%
Overtime	536-14	10,471	10,091	9,630	10,450	9,600	9,600	0.0%
Car Allowance	536-15-03	634	632	632	632	630	630	0.0%
Miscellaneous	536-15-12	-	-	-	-	-	-	0.0%
FICA Tax	536-21-01	10,296	10,305	10,461	10,801	12,940	13,135	1.5%
Medicare Tax	536-21-02	2,408	2,410	2,447	2,526	3,026	3,072	1.5%
Retirement	536-22-00	11,116	32,091	31,533	34,286	18,583	11,688	-37.1%
Health Insurance	536-23-01	23,499	23,458	26,894	26,376	30,846	32,645	5.8%
Disability Insurance	536-23-02	985	694	677	681	899	1,388	54.4%
Life Insurance	536-23-04	550	459	465	485	620	1,256	102.6%
Workers Compensation	536-24	3,288	3,962	4,461	4,570	5,397	6,207	15.0%
Unemployment	536-25	371	1,073	-	-	-	-	0.0%
OPEB	536-29	2,816	2,885	2,454	1,969	-	2,261	0.0%
People Costs		229,271	249,779	256,944	261,141	281,028	283,506	0.9%
Pension Expense	536-30	-	-	-	(14,856)	-	-	0.0%
Professional	536-31	-	-	-	-	10,500	-	-100.0%
Other Contractual	536-34	1,574,144	1,596,115	1,629,788	1,641,862	1,694,337	1,719,147	1.5%
Travel/Per Diem	536-40	-	175	-	-	-	-	0.0%
Communications	536-41	3,081	9,706	9,885	9,999	10,000	10,000	0.0%
General Liability	536-45-01	547	636	714	760	639	703	10.0%
Auto Ins	536-45-02	1,208	1,208	1,332	-	1,384	1,522	10.0%
Property	536-45-03	1,328	1,633	1,797	2,809	1,868	2,055	10.0%
Other Insurance	536-45-04	-	-	-	-	-	-	0.0%
Repairs & Maintenance	536-46	8,916	11,508	13,210	24,043	59,800	59,800	0.0%
Garage Maintenance	536-46-01	-	-	-	11,561	11,400	11,400	0.0%
Printing & Binding	536-47	3,305	3,806	3,859	3,525	5,000	5,000	0.0%
Promotional	536-48	-	-	-	500	-	-	0.0%
Other Chgs	536-49-01	-	41,244	35,594	(3,520)	-	-	0.0%
Admn Chg	536-49-02	266,464	217,670	233,811	385,560	418,500	440,262	5.2%
Office Supplies	536-51	201	-	1,386	921	1,600	1,600	0.0%
Operating Supplies	536-52	36,696	65,775	73,998	95,053	64,140	64,140	0.0%
Books/Pubs/Subs	536-54	125	240	515	120	300	300	0.0%
Depreciation	536-59	359,954	352,169	350,028	345,489	345,000	345,000	0.0%
Non Op Int Exp	536-93	329	760	-	116	-	-	0.0%
Operational Costs		2,256,298	2,302,646	2,355,917	2,503,941	2,624,468	2,660,929	1.4%
Transfer to General (PIL)	536-91-05	546,715	325,000	516,901	60,000	60,000	-	-100.0%
Transfer to Reserves	536-91-10	-	-	-	-	-	-	0.0%
Transfers		546,715	325,000	516,901	60,000	60,000	-	-100.0%
Imp O/T Bldgs	536-63	-	-	-	-	38,985	550,000	1310.8%
Machinery & Equipment	536-64	-	-	-	-	-	5,500	100.0%
Construction in Progress	536-65	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	38,985	555,500	1324.9%
DEPARTMENT TOTAL		3,032,284	2,877,425	3,129,762	2,825,082	3,004,481	3,499,935	16.5%



PUBLIC WORKS

STORMWATER

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works – Stormwater

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
*San./Stormwater Supervisor	0.25	0.25	0.25	0.25
Maintenance Worker II	0.75	0.75	0.50	1.00
*Equipment Operator	-	-	0.25	-
Total:	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.25</u>

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

<p>CITY OF GULFPORT Fiscal Year 2017 <i>Public Works - Stormwater</i></p>

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	Maintenance Worker II and a portion of the Sanitation/Stormwater Supervisor	45,384
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OTHER WAGES

538-14	Overtime	2,000
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FICA & MEDICARE

538-21-01	FICA Tax	2,983
538-21-02	Medicare	687

RETIREMENT

538-22-00	Retirement	2,315
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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.

538-23-01	Health Insurance	8,863
538-23-02	Disability	305
538-23-04	Life Insurance	276

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.	5,079
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OPERATING COSTS

PROFESSIONAL SERVICES

538-31	Engineering consultation and preparation of annual NPDES report and SWFWMD operation and maintenance inspection reports.	12,000
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OTHER CONTRACTUAL

538-34	Includes contracts for specialized products and services including:	43,000
	Ambient water quality monitoring fee – Pinellas County	8,500
	Enforcement of stormwater regulations – Pinellas County	5,000
	Utility billing internet customer access	485
	FDEP permit review fee – Pinellas County	550
	Bi-monthly street sweeping	18,550
	Misc. other contractual including:	
	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	9,915

COMMUNICATION

538-41	Postage	447
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GENERAL LIABILITY

538-45-01	Insurance	449
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REPAIRS AND MAINTENANCE

538-46		100,000
	Annual storm sewer line cleaning contract, point repairs, fixing leaks at excessive depths	30,000
	Annual televising maintenance of storm sewer lines	20,000
	Small scale Stormwater	50,000

PRINTING AND BINDING

538-47	Costs associated with printed materials including:	
	Educational brochures	550
	NPDES compliance ads	600
		1,150

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..	74,250
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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

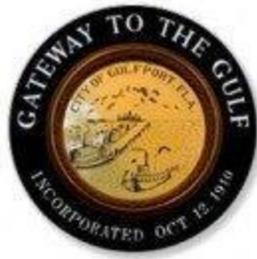
538-54	Funds to cover memberships including:	900
	Florida Storm water Association annual dues	500
	Florida Storm water Association annual training conference	400

DEPRECIATION

538-59	Depreciation	70,000
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CITY OF GULFPORT
FY 2017 Budget
Stormwater
410-5173-538

ACCOUNT	Div Acct. # 5173-538	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	538-12-01	37,139	37,638	43,408	45,032	45,885	45,384	-1.1%
Vacation Leave	538-12-02	3,956	3,327	250	-	-	-	0.0%
Sick Leave	538-12-03	911	1,410	-	-	-	-	0.0%
Overtime	538-14	921	856	555	1,192	2,000	2,000	0.0%
Car Allowance	538-15-03	-	-	-	-	-	-	0.0%
Miscellaneous	538-15-12	-	-	-	-	-	-	0.0%
FICA Tax	538-21-01	2,391	2,409	2,395	2,544	2,969	2,938	-1.0%
Medicare Tax	538-21-02	559	563	560	595	694	687	-1.0%
Retirement	538-22-00	2,640	8,306	8,689	9,281	3,992	2,315	-42.0%
Health Insurance	538-23-01	6,927	6,891	8,759	8,653	7,866	8,863	12.7%
Disability Insurance	538-23-02	251	186	187	183	222	305	37.4%
Life Insurance	538-23-04	111	97	97	97	139	276	98.6%
Workers Compensation	538-24	1,267	1,528	1,721	1,762	2,082	5,079	143.9%
Unemployment	538-25	-	-	-	-	-	-	0.0%
OPEB	538-29	-	-	-	-	-	-	0.0%
People Costs		57,073	63,210	66,621	69,337	65,849	67,847	3.0%
Professional	538-31	8,000	-	10,000	10,300	12,000	12,000	0.0%
Other Contractual	538-34	36,272	36,328	21,230	32,601	40,000	43,000	7.5%
Travel/Per Diem	538-40	-	-	-	-	-	-	0.0%
Communications	538-41	-	900	1,200	1,275	447	447	0.0%
General Liability	538-45-01	204	239	268	532	449	449	0.0%
Repairs & Maintenance	538-46	14,723	30,121	4,500	39,735	87,082	100,000	14.8%
Garage Maintenance	538-46-01	-	-	-	-	-	-	0.0%
Printing & Binding	538-47	510	170	200	-	1,150	1,150	0.0%
Promotional	538-48	-	-	-	-	-	-	0.0%
Other Chgs	538-49-01	-	-	-	-	-	-	0.0%
Admn Chg	538-49-02	30,026	30,500	58,453	52,050	69,750	74,250	6.5%
Office Supplies	538-51	-	-	-	-	855	855	0.0%
Operating Supplies	538-52	970	1,023	910	1,107	450	450	0.0%
Books/Pubs/Subs	538-54	814	814	470	814	900	900	0.0%
Depreciation	538-59	74,149	72,510	77,850	72,615	70,000	70,000	0.0%
Non Op Int Exp	538-93	-	-	-	-	-	-	0.0%
Operational Costs		165,668	172,605	175,081	211,029	283,083	303,501	7.2%
Transfer to General (PILOT)	538-91-05	-	-	-	-	-	-	0.0%
Transfer to Capital	538-91-06	-	-	-	-	-	-	0.0%
Transfer to Reserves	538-91-10	-	-	-	-	-	-	0.0%
Transfers		-	-	-	-	-	-	0.0%
Buildings	538-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	538-63	-	-	-	-	1,780,582	-	-100.0%
Machinery & Equipment	538-64	-	-	-	-	-	-	0.0%
Construction in Progress	538-65	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	1,780,582	-	-100.0%
DEPARTMENT TOTAL		222,741	235,815	241,702	280,367	2,129,514	371,348	-82.6%



PUBLIC WORKS

PARKS

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Public Works - Parks

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
Parks & Recreation Superintendent	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	3.00
Maintenance Workers III	-	-	-	-
Landscape Technician	-	-	-	-
Total:	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>7.00</u>

CITY OF GULFPORT
Fiscal Year 2017
Public Works - 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/walk behind mowers. They also perform filter cleaning and blade sharpening.

Special maintenance areas - This division maintains five baseball fields, two tennis courts, four volleyball courts, bocce court, seven 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. The division performs 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 & Recreation Superintendent, Crew Leader, Maintenance Worker I's, and Maintenance Worker II's.	249,072
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OTHER WAGES

572-14	Overtime	13,000
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FICA & MEDICARE

572-21-01	FICA	16,248
572-21-02	Medicare	3,800

RETIREMENT

572-22-00	Retirement	13,366
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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	48,781
572-23-02	Disability	1,671
572-23-04	Life Insurance	1,512

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.	11,607
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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	5,173
572-45-03	Property	26,303

REPAIRS AND MAINTENANCE

572-46	Includes costs associated with all park shelters, park amenities repairs, beach light repair and beach electricity. This includes costs of replacement signs, benches and banners. This also includes all turf equipment maintenance and repair parts.	120,000
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PROMOTIONAL ACTIVITIES

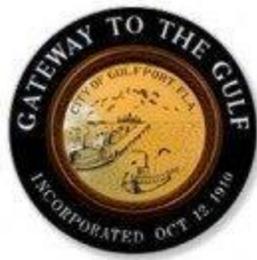
572-48	This includes costs associated with City Events such as Birthday Bash, 4 th of July, etc. which require barricades, restrooms, golf carts, tents and banners.	3,000
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OPERATING SUPPLIES

572-52	Includes cost associated with janitorial supplies, locks and keys, flag replacement, uniforms, and trash liners.	16,150
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CITY OF GULFPORT
FY 2017 Budget
Public Works-Parks
001-4145-572

ACCOUNT	Div Acct. # 4145-572	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	572-12-01	202,146	210,021	188,622	153,844	213,670	249,072	16.6%
Vacation Leave	572-12-02	16,213	13,496	16,818	-	-	-	0.0%
Sick Leave	572-12-03	11,700	10,705	16,818	-	-	-	0.0%
Other Salaries	572-13	-	477	-	-	-	-	0.0%
Overtime	572-14	12,023	12,184	12,549	16,096	13,000	13,000	0.0%
Miscellaneous	572-15-12	-	-	-	-	-	-	0.0%
FICA Tax	572-21-01	14,131	14,584	13,884	10,117	14,054	16,248	15.6%
Medicare Tax	572-21-02	3,305	3,411	3,247	2,366	3,287	3,800	15.6%
Retirement	572-22-00	21,147	52,943	46,541	34,329	19,720	13,366	-32.2%
Health Insurance	572-23-01	42,544	41,735	40,416	35,129	39,865	48,781	22.4%
Disability Insurance	572-23-02	-	1,135	814	632	1,034	1,671	61.6%
Life Insurance	572-23-04	1,578	723	582	474	649	1,512	133.0%
Workers Compensation	572-24	837	11,575	13,039	13,357	14,530	11,607	-20.1%
Unemployment	572-25	10,548	-	-	-	-	-	0.0%
People Costs		336,172	372,988	353,330	266,343	319,809	359,057	12.3%
Other Contractual	572-34	58,186	84,805	92,839	92,008	84,500	84,500	0.0%
Travel/Per Diem	572-40	-	-	-	-	-	-	0.0%
Communications	572-41	762	784	679	474	900	900	0.0%
Electricity	572-43-01	23,607	20,482	22,277	22,706	21,800	21,800	0.0%
Water/Sewer	572-43-02	12,013	14,751	10,396	10,090	10,000	10,000	0.0%
Other	572-43-03	2,941	3,327	3,165	3,285	3,000	3,000	0.0%
Rental & leases	572-44	25,732	27,109	26,954	21,513	29,980	29,980	0.0%
General Liability	572-45-01	3,433	3,990	4,485	5,609	4,703	5,173	10.0%
Auto Ins	572-45-02	3,028	-	-	-	-	-	0.0%
Property	572-45-03	18,787	19,076	21,000	20,756	23,912	26,303	10.0%
Repairs & Maintenance	572-46	60,401	45,643	53,255	69,762	120,000	120,000	0.0%
Printing & Binding	572-47	212	-	-	-	-	-	0.0%
Promotional	572-48	1,445	8,311	2,828	2,625	3,000	3,000	0.0%
Other Charges	572-49	-	-	-	-	-	-	0.0%
Office Supplies	572-51	165	95	118	-	-	-	0.0%
Operating Supplies	572-52	12,626	13,318	27,379	14,376	16,150	16,150	0.0%
Tree Bank	572-52-01	-	-	-	-	-	-	0.0%
Bks/Pubs/Subs	572-54	230	300	-	25	-	-	0.0%
Operational Costs		223,568	241,991	265,375	263,229	317,944	320,807	0.9%
Buildings	572-62	-	-	-	-	-	-	0.0%
Improvements	572-63	1,461	23,882	1,875	14,302	-	-	0.0%
Machinery & Equipment	572-64	1,415	18,924	-	-	58,000	-	-100.0%
Construction in Progress	572-65	-	-	-	-	-	-	0.0%
Capital Outlay		2,876	42,806	1,875	14,302	58,000	-	-100.0%
DEPARTMENT TOTAL		562,616	657,784	620,580	543,874	695,753	679,864	-2.3%



RECREATION RECREATION CENTER

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Recreation – Recreation Center

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 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 (FTE)	4.00	3.50	3.50	4.00
Summer Recreation Leaders (FTE)	1.75	1.00	1.25	1.25
Junior Counselors (FTE)	1.25	1.75	1.50	1.50
Staff Assistant II	1.00	1.00	1.00	1.00
Preschool Teacher	1.00	1.00	1.00	1.00
Student Summer Program	-	-	-	0.50
Total:	<u>11.00</u>	<u>10.25</u>	<u>10.25</u>	<u>11.25</u>

CITY OF GULFPORT
Fiscal Year 2017
Recreation – Recreation Center

MISSION

The Recreation Division provides a wide range of safe, and enjoyable 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 all-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 six through twelve 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 game room, pickle ball and table tennis.

Contractual instructors - The Recreation Division offers a variety of classes for all ages including boot camp, 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 consists of seven regular members and three alternate members, aged 13 to 19 years. Teen 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.

PERSONNEL

SALARIES AND WAGES

572-12	Includes Recreation Services Supervisor, Recreation Coordinator, Staff Assistant II and Pre- School Teacher	172,981
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OTHER WAGES

572-13	Recreation Leaders, Summer Recreation Leaders, Junior Counselors, and Student Summer Program	125,574
572-14	Overtime	4,500
572-15-03	Car Allowance	300

FICA & MEDICARE

572-21-01	FICA	18,786
572-21-02	Medicare	4,399

RETIREMENT

572-22-00	Retirement	8,822
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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	26,661
572-23-02	Disability	1,161
572-23-04	Life Insurance	1,050

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.	10,717
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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.	50,209
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TRAVEL AND PER DIEM

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

COMMUNICATION

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

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**

INSURANCE

572-45-01 General Liability **9,196**
572-45-03 Property **22,990**
572-45-04 Other – Flood & Windstorm **23,323**

REPAIRS AND MAINTENANCE

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

PRINTING AND BINDING

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

PROMOTIONAL ACTIVITIES

572-48 Includes costs for supplies, materials, advertising and other resources acquired for all special events. **8,000**

OFFICE SUPPLIES

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

OPERATING SUPPLIES

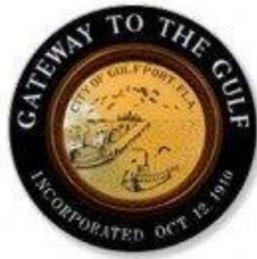
572-52 Includes costs for all types of supplies necessary to operate the facility. This includes sports equipment, arts & crafts, toys and food for recreation programs such as Tot Time, After School, Summer and Teen Night. Also includes janitorial supplies, miscellaneous signs and film development. Tables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

MEMBERSHIPS

572-54	Includes costs for staff fingerprints, background checks, Teen council conference registrations and costs for classes required for child care certification	2,520
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CITY OF GULFPORT
FY 2017 Budget
Recreation-Recreation Center
001-4142-572

ACCOUNT	Div Acct. # 4142-572	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	572-12-01	106,174	111,154	126,075	128,760	169,100	172,981	2.3%
Vacation Leave	572-12-02	8,923	6,716	-	-	-	-	0.0%
Sick Leave	572-12-03	2,962	3,699	-	-	-	-	0.0%
Other Salaries	572-13	120,348	121,579	125,097	129,355	110,016	125,574	14.1%
Overtime	572-14	4,737	2,921	3,171	4,269	4,500	4,500	0.0%
Car Allowance	572-15-03	302	301	301	301	300	300	0.0%
FICA Tax	572-21-01	14,840	15,005	15,150	15,417	17,603	18,786	6.7%
Medicare Tax	572-21-02	3,471	3,509	3,543	3,606	4,117	4,399	6.8%
Retirement	572-22-00	6,482	23,537	32,911	33,957	14,712	8,822	-40.0%
Health Insurance	572-23-01	15,949	16,172	23,645	26,094	27,275	26,661	-2.3%
Disability Insurance	572-23-02	890	563	642	681	818	1,161	41.9%
Life Insurance	572-23-04	474	357	404	431	513	1,050	104.7%
Workers Compensation	572-24	8,228	9,011	10,170	10,421	11,334	10,717	-5.4%
Unemployment	572-25	5,583	671	108	-	-	-	0.0%
People Costs		299,363	315,195	341,217	353,290	360,288	374,951	4.1%
Professional & Contractual	572-31	-	-	-	-	-	-	0.0%
Other Contractual	572-34	29,452	25,014	37,929	34,933	41,000	50,209	22.5%
Travel/Per Diem	572-40	1,759	653	1,776	857	2,000	2,000	0.0%
Communications	572-41	11,367	9,970	9,572	9,714	9,400	9,400	0.0%
Electricity	572-43-01	20,710	17,926	21,975	18,891	21,000	21,000	0.0%
Water/Sewer	572-43-02	9,258	11,843	11,516	9,638	11,600	11,600	0.0%
Rental & leases	572-44	2,674	2,834	2,996	2,571	3,000	3,000	0.0%
General Liability	572-45-01	5,700	7,689	8,646	9,974	8,360	9,196	10.0%
Auto Ins	572-45-02	301	-	-	-	-	-	0.0%
Property Ins	572-45-03	17,093	17,357	19,107	18,143	20,900	22,990	10.0%
Other	572-45-04	14,131	14,575	17,392	18,132	21,203	23,323	10.0%
Repairs & Maintenance	572-46	2,183	376	1,700	6,125	10,000	10,000	0.0%
Printing & Binding	572-47	1	32	65	109	190	190	0.0%
Promotional	572-48	5,903	6,516	7,837	5,087	6,000	8,000	33.3%
Office Supplies	572-51	1,733	1,439	1,532	1,392	2,375	2,375	0.0%
Operating Supplies	572-52	22,230	22,862	24,562	29,830	27,000	27,000	0.0%
Bks/Pubs/Subs	572-54	2,150	1,338	1,232	1,792	2,520	2,520	0.0%
Transfer to Capital	581	-	836	652	130	-	-	0.0%
Operational Costs		146,645	141,260	168,489	167,318	186,548	202,803	8.7%
Improvements	572-63	-	3,642	-	-	-	-	0.0%
Machinery & Equipment	572-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	3,642	-	-	-	-	0.0%
DEPARTMENT TOTAL		446,008	460,097	509,706	520,608	546,836	577,754	5.7%



RECREATION SENIOR CENTER

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Recreation - Multipurpose Senior Center

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
Social Services Supervisor	0.80	1.00	1.00	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
Student Summer Program	-	-	-	0.25
Total:	<u>2.80</u>	<u>3.00</u>	<u>3.00</u>	<u>3.25</u>

CITY OF GULFPORT
Fiscal Year 2017
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 balanced programs 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: Seasoned Sewers, quilting, line dancing, card games, board games, knitting, crocheting, harmonica, and travel. Regularly scheduled special events such as: Luau, Ice Cream Social, Mother's Day Tea, and Spring Fling.

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, and relationship development with local senior service support agencies.

PERSONNEL

SALARIES AND WAGES

569-12-01 Includes Social Service Supervisor, Senior Services Coordinator **83,478**

OTHER WAGES

569-13 Senior Center assistants and Student summer program **34,268**
569-14 Overtime funds **3,000**

FICA & MEDICARE

569-21-01 FICA **7,300**
569-21-02 Medicare **1,707**

RETIREMENT

569-22-00 Retirement **4,257**

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 **15,455**
569-23-02 Disability **560**
569-23-04 Life Insurance **507**

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 **306**

OPERATING COSTS

OTHER CONTRACTURAL

569-34 Includes contracts for specialized products and services including: **18,500**
Janitorial 16,500
Annual pest control 460
Alarm 420
Other miscellaneous contracts 820

TRAVEL / PER DIEM

569-40 Includes costs for employee travel expenses, mileage reimbursements for conferences and training **2,500**

COMMUNICATION

569-41 Phone service, cable, internet and postage **11,620**

UTILITIES

569-43-01 Electricity **11,000**

569-43-02 Water and sewer **8,700**

RENTALS AND LEASES

569-44 Includes costs for annual lease agreement of copier. **2,300**

INSURANCE

569-45-01 General Liability **891**

569-45-03 Property **4,828**

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. Includes costs for fitness center and snack bar **7,400**

PROFESSIONAL PUBLICATIONS, MEMBERSHIPS

569-54	Includes annual membership fee to the Florida Association of Senior Centers, education and training	2,800
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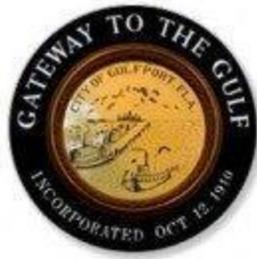
CAPITAL OUTLAY

BUILDINGS

569-62	Architectural services on new building design	25,000
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CITY OF GULFPORT
FY 2017 Budget
Recreation-Senior Center
001-4161-569

ACCOUNT	Div Acct. # 4161-569	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	569-12-01	77,593	63,919	58,139	78,678	82,033	83,478	1.8%
Vacation Leave	569-12-02	11,133	13,420	1,221	-	-	-	0.0%
Sick Leave	569-12-03	4,450	8,356	1,490	-	-	-	0.0%
Other Salaries	569-13	18,068	24,935	30,100	23,205	32,333	34,268	6.0%
Overtime	569-14	41	-	-	-	-	3,000	0.0%
Car Allowance	569-15-03	306	307	6	-	-	-	0.0%
Miscellaneous	569-15-12	-	-	-	-	-	-	0.0%
FICA Tax	569-21-01	6,402	7,092	5,688	6,138	7,091	7,300	2.9%
Medicare Tax	569-21-02	1,497	1,659	1,330	1,436	1,658	1,707	3.0%
Retirement	569-22-00	4,081	18,029	12,890	15,696	7,137	4,257	-40.4%
Health Insurance	569-23-01	6,911	6,745	7,087	6,024	6,295	15,455	145.5%
Disability Insurance	569-23-02	448	215	170	245	397	560	41.1%
Life Insurance	569-23-04	190	147	107	156	249	507	103.6%
Workers Compensation	569-24	240	289	324	332	-	306	100.0%
Unemployment	569-25	-	-	-	-	-	-	0.0%
People Costs		131,360	145,114	118,552	131,908	137,193	150,838	9.9%
Professional & Contractual	569-31	80	-	-	19,960	1,000	-	-100.0%
Other Contractual	569-34	5,928	11,606	12,742	15,559	18,500	18,500	0.0%
Travel/Per Diem	569-40	-	-	1,231	1,240	2,500	2,500	0.0%
Communications	569-41	8,161	8,898	9,528	10,745	11,620	11,620	0.0%
Electricity	569-43-01	11,866	10,925	12,905	11,594	11,000	11,000	0.0%
Water/Sewer	569-43-02	8,017	7,813	8,289	9,290	8,700	8,700	0.0%
Rental & Leases	569-44	1,944	1,360	1,866	2,012	2,300	2,300	0.0%
General Liability	569-45-01	587	684	771	965	810	891	10.0%
Property	569-45-03	3,111	3,822	4,207	3,809	4,389	4,828	10.0%
Repairs & Maintenance	569-46	1,755	3,017	1,298	5,131	2,000	2,000	0.0%
Printing & Binding	569-47	-	212	63	62	300	300	0.0%
Promotional	569-48	1,453	226	1,645	8,449	10,000	10,000	0.0%
Office Supplies	569-51	2,089	945	1,716	1,465	2,000	2,000	0.0%
Operating Supplies	569-52	4,978	3,471	6,140	5,438	7,400	7,400	0.0%
Operating Sup-Congregate Dining	569-52-01	-	-	-	-	-	-	0.0%
Meal on Wheels	569-52-02	-	-	-	-	-	-	0.0%
Bks/Pubs/Subs	569-54	260	439	400	75	800	2,800	250.0%
Operational Costs		50,229	53,417	62,801	95,793	83,319	84,839	1.8%
Buildings	569-62	-	-	-	2,678	-	25,000	100.0%
Improvement O/T Buildings	569-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	569-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	2,678	-	25,000	100.0%
DEPARTMENT TOTAL		181,589	198,530	181,353	230,379	220,512	260,677	18.2%



RECREATION GEMS

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
GEMS

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 BUDGET</u>
PERSONNEL:				
Position:				
Social Services Supervisor	0.20	-	-	-
Mini-Bus Operator (7 P/T)	3.50	3.50	3.50	3.50
GEMS Coordinator	.50	-	-	-
Total:	<u>4.00</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

CITY OF GULFPORT
Fiscal Year 2017
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 aged 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

OTHER WAGES

549-13	Mini Bus Operators	92,354
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FICA & MEDICARE

549-21-01	FICA Tax	5,726
549-21-02	Medicare	1,339

WORKERS' COMPENSATION

549-24	Workers' Compensation	5,837
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OPERATING COSTS

COMMUNICATION

549-41	Phone service	660
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INSURANCE

549-45-01	General Liability	978
549-45-03	Property	4,828

BINDING

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

549-51	Includes paper and stationary supplies	500
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OPERATING SUPPLIES

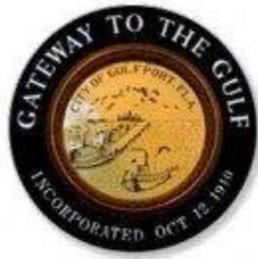
549-52	Includes cost of uniforms and vehicle detailing. Includes Level 2 background checks and physicals (every 2 years) for CDL carriers.	1,600
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MEMBERSHIPS

549-54	GEMS/Trolley driving training/materials	400
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CITY OF GULFPORT
FY 2017 Budget
Recreation-GEMS
001-4160-549

ACCOUNT	Div Acct. # 4160-549	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	549-12-01	9,732	8,543	882	1,207	-	-	0.0%
Vacation Leave	549-12-02	3,131	2,842	294	-	-	-	0.0%
Sick Leave	549-12-03	983	1,851	372	-	-	-	0.0%
Other Salaries	549-13	75,915	66,725	71,021	76,947	94,545	92,354	-2.3%
Overtime	549-14	219	-	-	-	-	-	0.0%
FICA Tax	549-21-01	5,477	4,707	4,525	4,835	5,862	5,726	-2.3%
Medicare Tax	549-21-02	1,281	1,101	1,058	1,131	1,371	1,339	-2.3%
Retirement	549-22-00	584	2,576	344	-	-	-	0.0%
Health Insurance	549-23-01	1,063	898	295	-	-	-	0.0%
Disability Insurance	549-23-02	65	22	3	-	-	-	0.0%
Life Insurance	549-23-04	35	15	2	-	-	-	0.0%
Workers Compensation	549-24	3,166	3,814	4,295	-	4,725	5,837	23.5%
Unemployment	549-25	1,812	4,109	-	-	-	-	0.0%
People Costs		103,465	97,202	83,091	84,120	106,503	105,256	-1.2%
Communications	549-41	-	-	-	-	660	660	0.0%
General Liability	549-45-01	840	976	1,097	1,061	889	978	10.0%
Auto Ins	549-45-02	13,957	-	-	-	-	-	0.0%
Property	549-45-03	3,121	3,839	4,225	3,809	4,389	4,828	10.0%
Repairs & Maintenance	549-46	1,501	-	6,481	7,487	-	-	0.0%
Printing & Binding	549-47	107	-	110	-	150	150	0.0%
Office Supplies	549-51	279	-	383	434	500	500	0.0%
Operating Supplies	549-52	(1,271)	-	579	665	1,200	1,600	33.3%
Bks/Pubs/Subs	549-54	160	-	-	-	400	400	0.0%
Operational Costs		18,694	4,815	12,875	13,456	8,188	9,116	11.3%
Imp O/T Bldg	549-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	549-64	6,814	-	-	-	-	-	0.0%
Capital Outlay		6,814	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		128,973	102,017	95,966	97,576	114,691	114,372	-0.3%



RECREATION CASINO

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Recreation - Casino

	<u>FY 2014</u> <u>ACTUAL</u>	<u>FY 2015</u> <u>ACTUAL</u>	<u>FY 2016</u> <u>BUDGET</u>	<u>FY 2017</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Event Operations Manager	1.00	-	-	-
Concession Staff (P/T)	1.50	-	-	-
Event Leader (P/T)	2.50	-	-	-
Maintenance Worker I	-	-	-	-
Cultural Facilities Events Supervisor	-	0.50	0.50	0.50
Technical Events Specialist	-	0.50	0.50	0.50
Event Staff (FTE)	-	4.50	4.50	4.50
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

CITY OF GULFPORT
Fiscal Year 2017
Recreation - Casino

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 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, allowing them to exercise and socialize.

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

575-12-01 Includes a portion of the Cultural Facilities Events Supervisor, and Technical Events Specialist. **40,207**

OTHER WAGES

575-13 Event Staff **60,840**

FICA & MEDICARE

575-21-01 FICA **6,265**

575-21-02 Medicare **1,465**

RETIREMENT

575-22-00 Retirement **2,051**

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 **6,665**

575-23-02 Disability Insurance **270**

575-23-04 Life Insurance **244**

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. **4,709**

OPERATING COSTS

OTHER CONTRACTUAL

575-34 Includes contracts for specialized products and services including: **114,000**

Janitorial 15,900

Annual pest control 1,138

Security 420

Technical services 2,085

Entertainment (to be offset by revenue) 94,457

COMMUNICATION

575-41	Credit card machine phone line. Postage, internet, cell phones	8,500
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UTILITIES

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

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

575-45-01	General Liability	1,594
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575-45-03	Property	11,281
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575-45-04	Other – Flood & Windstorm	23,789
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REPAIRS AND MAINTENANCE

575-46	Maintenance on point of sale system, air conditioning, ice machine. Replacement microphones, interior/exterior painting, carpet replacement, window treatments & tinting, grease trap cleaning, bar towel 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

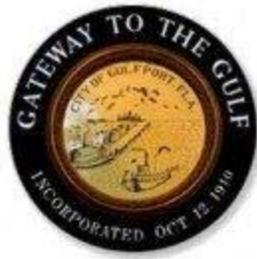
575-52-01 Alcohol, soda, water, snacks, paper goods and sundries supplies **32,000**

MEMBERSHIPS AND SUBSCRIPTIONS

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

CITY OF GULFPORT
FY 2017 Budget
Recreation-Casino
001-4143-575

ACCOUNT	Div Acct. # 4143-575	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	575-12-01	17,039	17,447	29,405	35,803	36,913	40,207	8.9%
Vacation Leave	575-12-02	2,548	2,221	2,102	-	-	-	0.0%
Sick Leave	575-12-03	182	921	-	-	-	-	0.0%
OtherSalaries	575-13	58,206	47,024	46,534	50,463	56,805	60,840	7.1%
Overtime	575-14	-	-	151	177	-	-	0.0%
Car Allowance	575-15-03	-	-	-	-	-	-	0.0%
FICA Tax	575-21-01	4,849	4,127	4,796	5,297	5,810	6,265	7.8%
Medicare Tax	575-21-02	1,134	965	1,122	1,239	1,359	1,465	7.8%
Retirement	575-22-00	992	3,756	6,626	7,075	3,211	2,051	-36.1%
Health Insurance	575-23-01	2,658	2,695	3,937	5,271	6,295	6,665	5.9%
Disability Insurance	575-23-02	168	84	97	122	179	270	50.8%
Life Insurance	575-23-04	69	54	78	102	112	244	117.9%
Workers Compensation	575-24	1,933	2,327	2,624	2,687	2,924	4,709	61.1%
Unemployment	575-25	-	-	-	-	-	-	0.0%
People Costs		89,778	81,623	97,472	108,236	113,608	122,716	8.0%
Other Contractual	575-34	91,514	103,944	103,166	110,526	110,000	114,000	3.6%
Travel and Per Diem	575-40	-	-	250	250	-	-	0.0%
Communications	575-41	7,901	8,738	9,658	10,916	8,500	8,500	0.0%
Electricity	575-43-01	55,263	39,427	30,964	23,109	40,000	40,000	0.0%
Water/Sewer	575-43-02	3,955	3,607	7,527	10,219	5,000	5,000	0.0%
Rental & leases	575-44	-	-	-	-	2,000	2,000	0.0%
General Liability	575-45-01	1,367	1,591	1,789	1,727	1,449	1,594	10.0%
Property	575-45-03	7,237	8,893	9,792	8,901	10,255	11,281	10.0%
Other Ins	575-45-04	13,309	13,724	17,147	17,826	21,626	23,789	10.0%
Repairs & Maintenance	575-46	2,345	3,121	6,173	4,928	4,500	4,500	0.0%
Printing & Binding	575-47	1,105	374	361	95	570	570	0.0%
Promotional	575-48	14,502	12,388	17,069	15,744	15,000	15,000	0.0%
Other Chgs	575-49	-	-	-	-	-	-	0.0%
Admn Chg	575-49-02	-	-	-	-	-	-	0.0%
Office Supplies	575-51	1,673	900	1,027	1,112	950	950	0.0%
Operating Supplies	575-52	6,312	5,702	8,694	8,497	9,400	9,400	0.0%
Inventory	575-52-01	25,458	52,050	33,668	34,474	32,000	32,000	0.0%
Bks/Pubs/Subs	575-54	1,163	1,109	1,573	2,332	1,995	1,995	0.0%
Transfer to WRD	581	-	-	-	-	-	-	0.0%
Operational Costs		233,104	255,569	248,858	250,657	263,245	270,578	2.8%
Buildings	575-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	575-63	-	-	19,035	-	-	-	0.0%
Machinery & Equipment	575-64	-	-	3,606	9,290	-	-	0.0%
Capital Outlay		-	-	22,641	9,290	-	-	0.0%
DEPARTMENT TOTAL		322,882	337,191	368,971	368,183	376,853	393,294	4.4%



RECREATION THEATER

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Recreation - Theater

	<u>FY 2014</u> <u>ACTUAL</u>	<u>FY 2015</u> <u>ACTUAL</u>	<u>FY 2016</u> <u>BUDGET</u>	<u>FY 2017</u> <u>BUDGET</u>
PERSONNEL:				
Position:				
Event Operations Manager	1.00	-	-	-
Concession Staff (P/T)	1.50	-	-	-
Event Leader (P/T)	2.50	-	-	-
Maintenance Worker I	-	-	-	-
Cultural Facilities Events Supervisor	-	0.50	0.50	0.50
Technical Events Specialist	-	0.50	0.50	0.50
Event Staff (FTE)	-	4.50	4.50	4.50
Total:	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

CITY OF GULFPORT
Fiscal Year 2017
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 Theater 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 - Live stage productions by the local theater group Gulfport Community Players.

Private Rentals - 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

575-12-01	Includes a portion of the Cultural Facilities Events Supervisor and Technical Events Specialist	40,207
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OTHER WAGES

575-13	Event Staff	60,840
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FICA & MEDICARE

575-21-01	FICA Tax	6,265
575-21-02	Medicare	1,465

RETIREMENT

575-22-00	Retirement	2,051
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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.

575-23-01	Health Insurance	6,665
575-23-02	Disability Insurance	270
575-23-04	Life Insurance	244

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.	4,709
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OPERATING COSTS

OTHER CONTRACTUAL

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

575-41	Centranet and postage	500
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UTILITIES

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

INSURANCE

575-45-01	General Liability	1,594
575-45-03	Property	11,281

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	5,000
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INVENTORY FOR RESALE

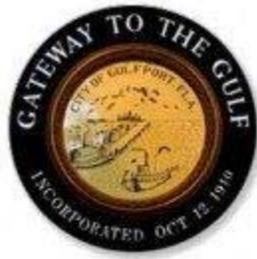
575-52-01	Alcohol, soda, water, snacks, paper goods and sundries supplies	2,000
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MEMBERSHIPS AND REGISTRATIONS

575-54	Licenses for ASCAP, BMI, SESAC, Alcohol/Beverage, health inspection, license for outdoor movies.	750
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CITY OF GULFPORT
FY 2017 Budget
Recreation-Theater
001-4144-575

ACCOUNT	Div Acct. # 4143-575	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	575-12-01	17,039	17,448	29,405	35,803	36,913	40,207	8.9%
Vacation Leave	575-12-02	2,313	2,221	2,102	-	-	-	0.0%
Sick Leave	575-12-03	182	921	-	-	-	-	0.0%
OtherSalaries	575-13	35,162	47,026	46,536	49,921	56,805	60,840	7.1%
Overtime	575-14	-	-	151	177	-	-	0.0%
Car Allowance	575-15-03	-	-	-	-	-	-	0.0%
FICA Tax	575-21-01	3,390	4,127	4,796	5,263	5,810	6,265	7.8%
Medicare Tax	575-21-02	793	965	1,122	1,231	1,359	1,465	7.8%
Retirement	575-22-00	992	3,756	6,626	7,075	3,211	2,051	-36.1%
Health Insurance	575-23-01	2,658	2,695	3,937	5,271	6,295	6,665	5.9%
Disability Insurance	575-23-02	113	84	97	122	179	270	50.8%
Life Insurance	575-23-04	39	54	78	102	112	244	117.9%
Workers Compensation	575-24	1,585	1,908	2,149	2,204	2,396	4,709	96.6%
Unemployment	575-25	-	-	-	-	-	-	0.0%
People Costs		64,266	81,206	96,999	107,169	113,080	122,716	8.5%
Other Contractual	575-34	2,425	2,118	2,172	2,784	2,000	2,000	0.0%
Communications	575-41	549	414	320	192	500	500	0.0%
Electricity	575-43-01	11,583	13,544	14,991	12,250	14,500	14,500	0.0%
Water/Sewer	575-43-02	2,004	1,953	2,072	2,323	2,101	2,101	0.0%
Rental & leases	575-44	-	-	-	-	-	-	0.0%
General Liability	575-45-01	1,367	1,591	1,789	1,727	1,449	1,594	10.0%
Property	575-45-03	7,237	8,894	9,793	8,901	10,255	11,281	10.0%
Repairs & Maintenance	575-46	738	799	4,719	1,175	2,000	2,000	0.0%
Printing & Binding	575-47	-	-	-	-	-	-	0.0%
Promotional	575-48	14,422	8,864	6,474	-	5,400	5,400	0.0%
Admn Chg	575-49-02	-	-	-	-	-	-	0.0%
Office Supplies	575-51	-	-	-	-	-	-	0.0%
Operating Supplies	575-52	1,032	218	2,193	398	5,000	5,000	0.0%
Inventory	575-52-01	1,817	1,739	1,431	1,726	2,000	2,000	0.0%
Bks/Pubs/Subs	575-54	813	819	502	502	750	750	0.0%
Operational Costs		43,987	40,953	46,456	31,977	45,955	47,125	2.5%
Buildings	575-62	-	-	-	-	-	-	0.0%
Imp O/T Bldgs	575-63	-	-	-	-	-	-	0.0%
Machinery & Equipment	575-64	-	-	4,185	-	-	-	0.0%
Capital Outlay		-	-	4,185	-	-	-	0.0%
DEPARTMENT TOTAL		108,253	122,159	147,640	139,146	159,035	169,841	6.8%



RECREATION TECHNICAL EVENTS

CITY OF GULFPORT
FY 2017 PERSONNEL SUMMARY
Recreation – Technical Events

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ACTUAL</u>	<u>FY 2016 BUDGET</u>	<u>FY 2017 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 2017
Recreation – Technical Events

MISSION

Technical Events is responsible for acting as the city's liaison with community groups. The office is tasked with the management of special events for the city which includes securing appropriate permits, coordination and promotion. All requests for the use of city facilities, city support of events and marketing efforts on city property are routed through this division.

PROGRAMS

Special Events - Coordinate and provide community based assistance to organizations presenting special events. Plan, acquire permits and coordinate city sponsored special events.

Community Liaison - Maintain relationships with residents and community groups while providing the highest level of customer service and assistance possible.

Marketing - Provide the citywide publicity program.

PERSONNEL

SALARIES AND WAGES

579-12	Includes Technical Events Specialist.	37,093
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OTHER WAGES

579-14	Overtime	1,000
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FICA & MEDICARE

579-21-01	FICA Tax	2,362
579-21-02	Medicare	552

RETIREMENT

579-22-00	Retirement	1,943
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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	6,665
579-23-02	Disability Insurance	249
579-23-04	Life Insurance	225

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.	96
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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	403
579-45-03	Property	287

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, and other city hosted events. Promotional items, advertising in the Gulfport Gabber, Tampa Bay Times, presentations, and stage and sound.	14,900
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OFFICE SUPPLIES

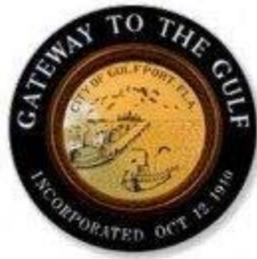
579-51	Includes costs for materials and supplies such as paper, writing utensils, stationary, etc.	300
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OPERATING SUPPLIES

579-52	Includes costs for rentals & towing	500
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CITY OF GULFPORT
FY 2017 Budget
Recreation-Technical Events
001-4141-579

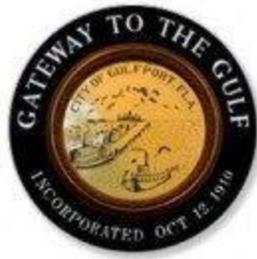
ACCOUNT	Div Acct. # 4141-579	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Salaries & Wages	579-12-01	32,125	32,693	33,476	35,057	36,014	37,093	3.0%
Vacation Leave	579-12-02	1,724	-	-	-	-	-	0.0%
Sick Leave	579-12-03	1,103	346	-	-	-	-	0.0%
Overtime	579-14	776	882	1,153	2,223	1,000	1,000	0.0%
Car Allowance	579-15-03	-	-	-	-	-	-	0.0%
Assignment Pay	579-15-11	-	-	-	-	-	-	0.0%
FICA Tax	579-21-01	2,132	2,008	2,202	2,276	2,295	2,362	2.9%
Medicare Tax	579-21-02	499	470	515	532	537	552	2.8%
Retirement	579-22-00	1,886	5,950	6,479	7,511	3,220	1,943	-39.7%
Health Insurance	579-23-01	5,316	4,941	4,429	6,024	6,295	6,665	5.9%
Disability Insurance	579-23-02	637	552	585	268	174	249	43.1%
Life Insurance	579-23-04	509	499	470	181	109	225	106.4%
Workers Compensation	579-24	128	155	173	179	194	96	-50.4%
Unemployment	579-25	-	-	-	-	-	-	0.0%
People Costs		46,835	48,496	49,482	54,250	49,838	50,185	0.7%
Other Contractual	579-34	-	-	-	-	-	-	0.0%
Travel/Per Diem	579-40	45	52	91	57	-	-	0.0%
Communications	579-41	1,737	1,596	2,119	1,207	1,700	1,700	0.0%
Electricity	579-43-01	-	-	-	-	-	-	0.0%
Water/Sewer	579-43-02	-	-	-	-	-	-	0.0%
Rental & Leases	579-44	-	-	405	-	1,000	1,000	0.0%
General Liability	579-45-01	270	314	352	435	366	403	10.1%
Property	579-45-03	186	226	249	226	261	287	9.9%
Other	579-45-04	-	-	-	-	-	-	0.0%
Repairs & Maintenance	579-46	-	-	-	-	-	-	0.0%
Printing & Binding	579-47	267	32	117	76	250	250	0.0%
Promotional	579-48	5,416	6,368	11,420	18,632	14,900	14,900	0.0%
Office Supplies	579-51	442	518	365	245	300	300	0.0%
Operating Supplies	579-52	-	-	525	1,285	500	500	0.0%
Bks/Pubs/Subs	579-54	175	70	110	-	-	-	0.0%
Operational Costs		8,538	9,175	15,753	22,162	19,277	19,340	0.3%
Buildings	579-62	-	-	-	-	-	-	0.0%
Machinery & Equipment	579-64	-	-	-	-	-	-	0.0%
Capital Outlay		-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL		55,373	57,671	65,235	76,412	69,115	69,525	0.6%



TRANSFERS & CONTINGENCY

CITY OF GULFPORT
FY 2017 Budget
Transfers & Contingency
001-8000-581

ACCOUNT	Div Acct. # 8000-581	FY12 Actual Expend	FY13 Actual Expend	FY14 Actual Expend	FY15 Actual Expend	FY16 Adopted Budget	FY17 Adopted Budget	% Change FY16 adopt To FY17
Capital Project Fund	91-01	-	-	-	-	400,000	-	-100.0%
Water & Sewer Fund	91-02	-	-	167,190	-	-	-	0.0%
Marina	91-03	-	-	880,210	-	-	-	0.0%
Cultural Activities	91-04	100,000	-	-	-	-	-	0.0%
Sanitation	91-05	-	-	355,398	-	-	-	0.0%
Local Law Enforcement Trust	91-06	-	20,272	-	-	-	-	0.0%
Redevelopment/WRD	91-07	-	-	-	-	150,000	-	0.0%
Redevelopment/49th Street	91-08	100,000	65,000	18,548	68,035	113,035	70,000	-38.1%
Reserve Transp Impact Fee	91-09	-	-	-	-	-	-	0.0%
Transfer to GEMS	91-10	210,000	-	-	-	-	-	0.0%
Reserve Tree Bank	91-11	-	-	-	-	-	-	0.0%
Federal Law Enforcement	91-12	-	76,884	21,403	-	-	-	0.0%
Transfer to Reserve	91-13	-	-	-	-	-	-	0.0%
Transfers		410,000	162,156	1,442,749	68,035	663,035	70,000	-89.4%
DEPARTMENT TOTAL		410,000	162,156	1,442,749	68,035	663,035	70,000	-89.4%



CAPITAL IMPROVEMENTS

PENNY FOR PINELLAS - LOCAL OPTION SALES TAX (LOST)

"Penny For Pinellas" Capital Appropriations:

FY 2016/2017

PROJECT

Marina Transfer To General Fund	300,000	
Williams Pier Replacement Fund	10,000	
General Transfer to Utilities	328,000	Offset of Increase to 31st Avenue South Waterline Project Costs
(*3) Street Resurfacing (Paving) & Brick (2016)	-	
(*4) Street Resurfacing (Paving) & Brick	400,000	
(*5) Street Resurfacing (Paving) & Brick (2018)	-	
(*6)&(*7) Street Resurface (Paving) & Brick (2019)	-	
Sidewalk Improvements	20,000	
Alley Improvements	47,000	
Public Safety -Police Vehicles	115,000	Additional Vehicles - Lease Program Initiation Costs
Public Safety - Police Laptop Replacement	25,000	
Public Safety - Police Laptops	-	
Public Safety -Police Radio Replacement	145,000	
Public Safety -Police Radios	-	
Public Safety -Fire - Equipment	15,000	
Public Safety -Fire - Operations Vehicle		
Public Safety -Fire/EMS Vehicle	-	Pending FY 18 - Pinellas EMS Funded-EMS Paramedic Staff Increase Request
Public Safety -Fire Pumper Truck	-	
City Facility Maintenance (Buildings)	50,000	
Clam Bayou Pier Replacement	-	
Recreation Ctr. Fitness Course Rep.	-	
City Hall Electrical System	25,000	
Beach Improvements & Amenities	-	Moved to Waterfront Redevelopment District (TIF)
Recreation Ctr. Pavilion	-	Move to WRD-Pending LWCF Skateboard Grant Determination
Phase I - Shore Blvd. Improvements	-	Phase II - Moved to Waterfront Redevelopment District (TIF)
Osgood Point Trail Connector	-	Not Included – Cost factor (Pending Funding Source).
Marina to Williams Pier & Waterfront Dist.	-	Not Included – Cost factor (Pending Funding Source).
Shore Blvd./58th S/S. to Crescent Dr. S.	-	Not Included – Cost factor (Pending Funding Source).
Beach Volleyball Improvements	-	Not Included – Pending Completion of ACOE Beach Project
Fire Station - Solar Panel Program	-	Not Included – Pending Review of (City’s 2010 “Green” Initiative).
Traffic Control - Intersection Cameras	-	Not Included – Cost Factor (Pending Funding Source).
		371,250 247,500 123,750
		Variable Estimate Ranges + Design Costs

Total	1,480,000	
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FISCAL YEAR 2016/2017 - CAPITAL IMPROVEMENT BUDGET

WATERFRONT REDEVELOPMENT DISTRICT	= TAX INCREMENT FINANCING (TIF)	
WRD - TIF Fund Capital Appropriation:	FY 2016/2017	
Shore Blvd. Drainage Survey (Essex Plan)	100,000	
Skate Park Replacement/Relocation (Grant Match)	62,500	LWCF Grant Program = 62,500 (LOST) + 62,500 LWCF
WRD - Trolley Replacement	-	2018 - Replacement of 20 Year Old Vehicle
Phase I - Shore Blvd. Improvements 2016	-	
Phase II - Shore Blvd. Improvements 2017 (CDBG-Grant Match)	300,000	CDBG Grant Program= 300,000 WRD TIF+ 300,000 CDBG
4th of July Fireworks Display	-	Annual Recurring Cost-Moved to WRD Operating Fund
Beach Re-Nourishment=50% ACOE Match (Pending>35% ACOE Match)	162,500	ACOE - Federal Interest Determination (FID) - Federal Cost Share Agreement
Beach Improvements & Amenities	-	Pending - Shore Blvd. Improvements Completion
Shore Blvd. Roadway Rehabilitation	-	2018 - Pending - Phase II-Shore Blvd. Improvements Completion
Recreation Ctr. Pavilion	-	2018 - Pending LWCF Skateboard Grant Determination
Total	625,000	

GENERAL FUND		
General Fund Capital Appropriation:	FY 2016/2017	
CITY OF GULFPORT MOORING FIELD (Grant Match)	-	Moved to BP Settlement Fund
MOORING FIELD - PUMP OUT BOAT (Grant Match)	-	Moved to BP Settlement Fund
City IT - Computer Network Infrastructure	-	Moved to BP Settlement Fund
City IT - Computer Lifecycle/Emergency Server Replacement	10,000	
Library - Computer Lifecycle/Emergency Server Replacement	5,000	
Library - Children's Computers	-	
Library - Books & Materials	60,000	
Library - Furniture Replacement	-	
Misc. Sign/Bench/Trash Can/Banner	-	Annual Recurring Cost-Moved to Parks Operating Expense
Trail & Parking Directional Signs	-	
Building Maint.: Vehicle #65 Replacement	-	
Garage: Vehicle #70 Replacement	-	
Streets: Vehicle #71 Replacement	-	
Parks: Tractor Replacement	-	
Parks: Utility Vehicle Replacement	-	
Parks: Vehicle # 1 Replacement	-	
GEMS - Replacement Vehicle(s) (Grant Match)	-	Pending Grant Application Determination
Static Trolley (Tangerine Greenway)	-	Moved to Trolley Market Square (Tangerine) (CDBG-Grant)
Mobile Stage	-	Not Included – Cost factor (Pending Funding Source).
Senior Center Architectural Re-Design	25,000	Re-Design of Senior Center Building (Add - 2nd Story)
Total	100,000	

MARINA FUND

Marina Capital Appropriation:

	FY 2016/2017	
Marina Transfer To General Fund	300,000	
Casino - Floating Dock 2015	-	
Ship Store/Amenities Design 2015	-	
Install 10 (20K)Boat Lifts 2015	-	
Upgrade/Replace/Relocate Fuel Lin 2015	-	
Marina Imp.- Live-Aboard Imps.	-	2018 - Pending - Marina Improvements & Outfall Project Completion
GYC/Yacht Basin Maint. Dredge	-	
Live-Aboards/Transient Park	30,000	
Marina Parking Pay Stations	-	2018 - Pending - Marina Improvements & Outfall Project Completion
Marina Parking Paving	-	2018 - Pending - Marina Improvements & Outfall Project Completion
Marina Dry Storage/BYCC Lot Paving	-	2018 - Pending - Marina Improvements & Outfall Project Completion
Marina Internal Pumpouts (2016 Grant Match=16,500)	-	
Marina Undergrounding	15,000	
Ship Store/Amenities	-	
Store Point of Sale System	25,000	
Total	370,000	

UTILTY FUND

Total Utility Capital Appropriation:

	FY 2016/2017	
Sanitary Sewer Utility R&R (SRLF)(*Per FY 17 Budget)	700,000	1/5 of \$3,500,000 Sanitary Sewer (SRLF) Project.
SRLF - Loan Payment	-	- Pending - SRLF Loan Repayment Schedule
Shore Blvd. Drainage Survey (Essex Plan)	-	- Moved to Waterfront Redevelopment District (TIF)
Small Scale Stormwater Projects	-	
Water Line Replacement	-	
Flood-Proof Sanitary Sewer Lift Station @ 58th S/S & Shore Blvd.	-	
Utility Rate Study (* If Necessary)	-	
Utility Department Trencher (Equipment)	5,500	
31st Ave. South - Waterline Replacement & Roadway Restoration	550,000	Increase in 31st Av.S. - Waterline Project Costs. Expansion of Scope of Waterline Project Per 328,000 Transfer from "Penny Funds"
Total	1,255,500	

SANITATION FUND

Total Sanitation Capital Appropriation:

	FY 2016/2017
Rear Loader #44 (FY 2017 = Price \$225,000)	-
Front End Loader #35	-
Claw Truck #29	-
Rear Loader #43	-
Side Loader #31	-
Side Loader #46	-
Sanitation Truck - Auto/Side Loader	-

Revolving Loan Payment #1 - Side loader	46,562
Revolving Loan Payment #2 - Dump Truck	26,660
Revolving Loan Payment #3 - Rear Loader #44	46,562

Total	119,784
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2016 - MAJOR APPROVED PROJECTS W/BP SETTLEMENT FUNDS

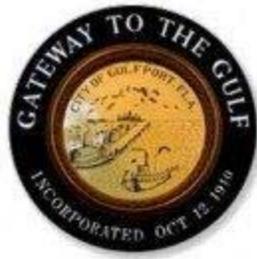
	BP FUNDS	FUNDING 1,231,233
Roadway and Paving Improvements <i>Transfer to Penny</i> (400,000)	(400,000)	Appropriated and Encumbered 02/16 & 03/01 (2016).
Shore Blvd - Transfers to WRD (150,000)	(150,000)	Appropriated and Encumbered 06/07 & 06/21 (2016).
<u>Appropriated/Transferred to Date (550,000)</u>	<u>(550,000)</u>	

Tomlinson Park Playground & Renovation	250,000	
Beach Parking Lot (Alternative) (100,000)	-	- Transfer to WRD - Phase I Shore Blvd.
Marina Parking Lot Paving (50,000)	-	- Transfer to WRD - Phase I Shore Blvd.-Moved to Marina Fund
(9) Wood Ibis Park Streetlight Replacement/Premier Drive/Clymer Park Ligh	66,233	Pending - Duke Energy Contract.
City IT - Computer Network Infrastructure -	25,000	
City of Gulfport Mooring field/ Permitting, Engineering (2017 Grant Match)	100,000	Permitting,Engineering,Implementation&Construction cost.
Mooring field Pumpout Boat (2017 Grant Match)	40,000	Permit Required – Pumpout Vessel.
Trolley Market Square (Tangerine) (CDBG-Grant Match)	200,000	CDBG Grant Program = 200,000 (LOST) + 200,000 CDBG

Total	681,233
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PREVIOUSLY PROPOSED UNFUNDED PROJECTS AND PURCHASES

1). Senior Center (MPC) Renovation	4,000,000
2). WRD - Trolley Replacement	100,000
3). Beach Entertainment & Amusement Equipment	400,000
4). Osgood Pt./Clam Bayou Boardwalk Project	500,000
5). Osgood Pt./Clam Bayou Scenic Overlook Tower	500,000
6). Clymer Archway @ Gulfport Blvd./55th Street/Beach Blvd.	250,000
7). Casino Outside Deck Replacement	200,000
8). Gulfport Blvd. Beautification @ 49th St. So. to 58th St. So.	TBD
9). Clymer Park Art Walkway (Eastside)	TBD
10). City Hall Re-Plan	TBD



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:

<u>General Employees</u>	<u>Part time</u>	<u>Full Time</u>	<u>Supervisory</u>	<u>Directors</u>	<u>Fire Lieutenants</u>
< 5 Years	0	88	112	128	157
5<10 Years	20	104	128	144	179
10<15 Years	40	128	144	160	202
15+ years	40	+8 per yr.	+8 per yr.	+8 per yr.	+11.2 per yr.
Maximum/Yr.	40	200	200	200	280

<u>UNION</u>	<u>IAFF</u>	<u>FOP Sgt (8)</u>	<u>FOP Sgt (12)</u>
< 5 Years	120	112	117
5<10 Years	168	128	134
10<15 Years	190	144	151
15 Years+	-	+8 per year	+8 per year
(15-19 Yrs for IAFF)	224	-	-
20 – 22 Years	246	-	-
23 Years	258	-	-
24 Years	269	-	-
25+ Years	280	-	-
Maximum/Yr.	280	200	280

<u>UNION</u>	<u>FOP (8)</u>	<u>FOP (12)</u>
1 – 2 Years	80	84
3 – 4 Years	96	100
5 – 9 Years	120	126
10 – 14 Years	136	142
15 – 19 Years	160	168
20 – 21 Years	176	184
22+ Years	+8 per year	+8 per year
Maximum/Yr.	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 ninety-day waiting period. The FY 2017 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 2016/2017 Pay Plan

GRADE	PAY RANGE		POSITION TITLE
MW	8.050		JUNIOR COUNSELOR STUDENT SUMMER PROGRAM
1	10.069	15.103	LIBRARY PAGE
	20,943.437	31,415.158	
2	10.572	15.397	LIBRARY ASSISTANT
	21,990.609	32,026.191	SCHOOL CROSSING GUARD FUEL RAMP ATTENDANT
3	11.101	16.652	LIBRARY ASSISTANT II
	23,090.147	34,635.213	MAINTENANCE WORKER MARINA ASSISTANT RECREATION LEADER/SUMMER RECREATION LEADER SENIOR CENTER ASSISTANT
4	11.656	17.484	EVENT STAFF
	24,244.651	36,366.966	MINI-BUS OPERATOR (GEMS & Trolley Drivers)
5	12.239	18.358	MAINTENANCE WORKER II
	25,456.875	38,185.324	STAFF ASSISTANT
6	12.851	19.276	PRE-SCHOOL TEACHER
	26,729.719	40,094.586	
7	13.493	20.240	EQUIPMENT OPERATOR
	28,066.210	42,099.311	RECREATION COORDINATOR MAINTENANCE WORKER III CIRCULATION DESK MANAGER STAFF ASSISTANT II UTILITY SERVICE WORKER II
8	14.168	21.252	ADMINISTRATIVE SERVICES TECHNICIAN
	29,469.518	44,204.277	FLEET MAINTENANCE ASSISTANT MARINA ASSISTANT II PERMIT TECHNICIAN UTILITY SERVICE WORKER III
9	14.876	22.315	ACCOUNTING TECHNICIAN
	30,943.000	46,414.498	

10	15.620 32,490.148	23.430 48,735.224	ADMINISTRATIVE ASSISTANT CRIME ANALYST VOLUNTEER COORDINATOR HUMAN RESOURCE ASSISTANT TECHNICAL EVENTS SPECIALIST CREW LEADER
11	16.401 34,114.652	24.602 51,171.984	SENIOR SERVICES COORDINATOR
12	17.221 35,820.384	25.832 53,730.575	ENVIRONMENTAL SAFETY OFFICER/CODE ENFORCEMENT ADMINISTRATIVE ASSISTANT TO CITY MANAGER
13	18.082 37,611.401	27.124 56,417.108	LIBRARIAN
14	18.987 39,491.980	28.480 59,237.968	BUILDING INSPECTOR DEPUTY CITY CLERK TECHNOLOGY SYSTEMS SPECIALIST
15	19.936 41,466.579	29.904 62,199.863	PLANNER
16	20.933 43,539.907	31.399 65,309.860	LIBRARIAN II
17	22.447 46,689.057	32.969 68,575.344	GARAGE SUPERVISOR
18	23.078 48,002.744	34.617 72,004.116	
19	24.232 50,402.885	36.348 75,604.322	PRINCIPAL PLANNER
20	25.444 52,923.023	38.166 79,384.535	

E-6.2

ES6	19.859 57,830.796	24.712 71,960.032	FIRE LIEUTENANT
ES7	20.961 61,038.301	25.824 75,200.186	FIRE LIEUTENANT PARAMEDIC
ES8	22.009 64,090.022	27.115 78,960.200	FIRE CAPTAIN PARAMEDIC
13E	Exhibit A		FIRE INSPECTOR PTR-1040 HOURS
14E	10.504 21,848.415	15.460 32,156.746	
15E	Exhibit A		FIREFIGHTER/EMT
17E	Exhibit A		FIREFIGHTER/PARAMEDIC
13P	17.468 36,334.417	26.203 54,501.638	
16P	Exhibit B		POLICE OFFICER 2080 HOURS
	Exhibit C		2184 HOURS
17P	Exhibit B		DETECTIVE 2080 HOURS
18P	Exhibit D		DETECTIVE POLICE SERGEANT 2080 HOURS
	Exhibit E		2184 HOURS
19P	34.928 72,650.517	44.029 91,580.793	POLICE LIEUTENANT
S1	17.311 36,005.911	27.697 57,609.456	
S2	19.042 39,606.501	30.467 63,370.402	
S3	20.946 43,567.151	33.513 69,707.442	

E-6.3

S4	23.040 47,923.868	36.865 76,678.186	POLICE SERVICES SUPERVISOR SOCIAL SERVICES SUPERVISOR STREETS SUPERVISOR UTILITY SUPERVISOR ACCOUNTING SUPERVISOR HUMAN RESOURCE OFFICER CULTURAL FACILITIES SUPERVISOR
S5	25.344 52,716.253	40.551 84,346.006	ACCOUNTING MANAGER
S6	27.879 57,987.880	44.606 92,780.605	CITY CLERK BUILDING OFFICIAL PARKS AND RECREATION SUPERINTENDENT ACCOUNTING MANAGER II
S7	33.401 69,473.191	51.450 107,015.175	FIRE CHIEF
S8	35.775 74,412.215	53.973 112,264.533	DEPARTMENT DIRECTORS
S9	40.480 84,198.406	64.768 134,717.433	PUBLIC SAFETY DIRECTOR/POLICE CHIEF
S10	48.576 101,038.080	77.722 161,660.932	CITY MANAGER

Rev 09/2016

Exhibit A

Firefighter / EMT @ 2.5% STEP PLAN (Salary x 1.025)
 (2.5% STEP PLAN)
 2.5% Increase = STEP 1 > 15

Pay Range
 14.760 - 20.856
 42,981.63 - 60,731.92

ENTRY	2.5% STEP INC	2.5% STEP INC	2.5% STEP INC	2.5% STEP INC
A - STEP 1	B - STEP 2	C - STEP 3	D - STEP 4	E - STEP 5
14.760	15.129	15.507	15.895	16.292
2,912	2,912	2,912	2,912	2,912
42,981.628	44,056.169	45,157.573	46,286.512	47,443.675
2.5% STEP INC				
F - STEP 6	G - STEP 7	H - STEP 8	I - STEP 9	J - STEP 10
16.700	17.117	17.545	17.984	18.433
2,912	2,912	2,912	2,912	2,912
48,629.767	49,845.511	51,091.649	52,368.940	53,678.164
2.5% STEP INC				
K - STEP 11	L - STEP 12	M - STEP 13	N - STEP 14	O - STEP 15
18.984	19.367	19.851	20.347	20.856
2,912	2,912	2,912	2,912	2,912
55,020.118	56,395.621	57,805.512	59,250.650	60,731.916

Exhibit A

Firefighter / Paramedic @ 2.5% STEP PLAN (Salary x 1.025)

(2.5% STEP PLAN)

2.5% Increase = STEP 1 > 15

Pay Range

16.453 - 23.250

47,911.505 - 67,704.834

ENTRY	2.5% STEP INC	2.5% STEP INC	2.5% STEP INC	2.5% STEP INC
A - STEP 1	B - STEP 2	C - STEP 3	D - STEP 4	E - STEP 5
16.453	16.864	17.286	17.718	18.161
2,912	2,912	2,912	2,912	2,912
47,911.505	49,109.293	50,337.025	51,595.451	52,885.337
2.5% STEP INC				
F - STEP 6	G - STEP 7	H - STEP 8	I - STEP 9	J - STEP 10
18.615	19.081	19.560	20.049	20.550
2,912	2,912	2,912	2,912	2,912
54,207.470	55,562.657	56,957.723	58,381.666	59,841.208
2.5% STEP INC				
K - STEP 11	L - STEP 12	M - STEP 13	N - STEP 14	O - STEP 15
21.064	21.59	22.130	22.683	23.250
2,912	2,912	2,912	2,912	2,912
61,337.238	62,870.669	64,442.436	66,053.497	67,704.834

Exhibit A

Fire Inspector @ 2.5% STEP PLAN (Salary x 1.025) (2.5% STEP PLAN)

2.5% Increase = STEP 1 > 15

Pay Range

20.916 - 29.553

21,752.169 - 30,735.244

ENTRY	2.5% STEP INC	2.5% STEP INC	2.5% STEP INC	2.5% STEP INC
A - STEP 1	B - STEP 2	C - STEP 3	D - STEP 4	E - STEP 5
20.916	21.438	21.974	22.524	23.087
1,040	1,040	1,040	1,040	1,040
21,752.169	22,295.973	22,853.372	23,424.706	24,010.324
2.5% STEP INC				
F - STEP 6	G - STEP 7	H - STEP 8	I - STEP 9	J - STEP 10
23.664	24.256	24.862	25.484	26.121
1,040	1,040	1,040	1,040	1,040
24,610.582	25,225.841	25,856.493	26,502.905	27,165.493
2.5% STEP INC				
K - STEP 11	L - STEP 12	M - STEP 13	N - STEP 14	O - STEP 15
26.774	27.443	28.129	28.883	29.553
1,040	1,040	1,040	1,040	1,040
27,844.615	28,540.730	29,254.248	29,985.604	30,735.244

Exhibit B

2080 - POLICE OFFICERS - NO ADDITIONAL ASSIGNMENT/PREMIUM or DETECTIVE PAY @ NO + 5%

2% Increase = STEP 1 > 10
3% Increase = STEP 11 > 17*

Pay Range
21.418 - 31.483
44,553.643 - 65,485.530

ENTRY A - STEP 1 44,553.643 21.418	2% STEP INCR. B - STEP 2 45,444.716 21.848	2% STEP INCR. C - STEP 3 46,363.610 22.290	2% STEP INCR. D - STEP 4 47,280.692 22.731	2% STEP INCR. E - STEP 5 48,226.296 23.186
2% STEP INCR. F - STEP 6 49,190.822 23.649	2% STEP INCR. G - STEP 7 50,174.638 24.122	2% STEP INCR. H - STEP 8 51,178.131 24.605	2% STEP INCR. I - STEP 9 52,201.694 25.097	2% STEP INCR. J - STEP 10 53,245.728 25.599
3% STEP INCR. K - STEP 11 54,813.100 26.352	3% STEP INCR. L - STEP 12 56,488.393 27.158	3% STEP INCR. M - STEP 13 58,183.045 27.973	3% STEP INCR. N - STEP 14 59,928.536 28.812	3% STEP INCR. O - STEP 15 61,726.392 29.676
3% STEP INCR. P - STEP 16 63,578.184 30.566	3% STEP INCR. Q - STEP 17 65,485.530 31.483			

Exhibit B

2080 - POLICE DETECTIVES W/ADDITIONAL + 5% DETECTIVE PAY PREMIUM

Pay Range
 22.489 - 33.057
 46,777.120 - 68,758.560

ENTRY A - STEP 1 44,553.643 21.418 PREM. x 1.05% 46,777.120 22.489 2% STEP INCR. F - STEP 6 49,190.822 23.649 PREM. x 1.05% 51,648.480 24.831 3% STEP INCR. K - STEP 11 54,813.100 26.352 PREM. x 1.05% 57,553.320 27.670 3% STEP INCR. P - STEP 16 63,578.184 30.566 PREM. x 1.05% 66,755.520 32.094	2% STEP INCR. B - STEP 2 45,444.716 21.848 PREM. x 1.05% 47,715.200 22.940 2% STEP INCR. G - STEP 7 50,174.638 24.122 PREM. x 1.05% 52,682.240 25.328 3% STEP INCR. L - STEP 12 56,488.393 27.158 PREM. x 1.05% 59,313.280 28.516 3% STEP INCR. Q - STEP 17 65,485.530 31.483 PREM. x 1.05% 68,758.560 33.057	2% STEP INCR. C - STEP 3 46,363.610 22.290 PREM. x 1.05% 48,682.400 23.405 2% STEP INCR. H - STEP 8 51,178.131 24.605 PREM. x 1.05% 53,736.800 25.835 3% STEP INCR. M - STEP 13 58,183.045 27.973 PREM. x 1.05% 61,093.760 29.372	2% STEP INCR. D - STEP 4 47,280.692 22.731 PREM. x 1.05% 49,645.440 23.868 2% STEP INCR. I - STEP 9 52,201.694 25.097 PREM. x 1.05% 54,812.160 26.352 3% STEP INCR. N - STEP 14 59,928.536 28.812 PREM. x 1.05% 62,926.240 30.253	2% STEP INCR. E - STEP 5 48,226.296 23.186 PREM. x 1.05% 50,637.600 24.345 2% STEP INCR. J - STEP 10 53,245.728 25.599 PREM. x 1.05% 55,908.320 26.879 3% STEP INCR. O - STEP 15 61,726.392 29.676 PREM. x 1.05% 64,812.800 31.160
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Exhibit B

2080 - POLICE (SRO/CRO/PCSO ASSIGNMENT) W/ + 5% ASSIGNMENT PAY PREMIUM

Pay Range
 22.489 -33.057
 46,777.120 - 68,758.560

ENTRY A - STEP 1 44,553.643 21.418 PREM. x 1.05% 46,777.120 22.489	2% STEP INCR. B - STEP 2 45,444.716 21.848 PREM. x 1.05% 47,715.200 22.940	2% STEP INCR. C - STEP 3 46,363.610 22.290 PREM. x 1.05% 48,682.400 23.405	2% STEP INCR. D - STEP 4 47,280.692 22.731 PREM. x 1.05% 49,645.440 23.868	2% STEP INCR. E - STEP 5 48,226.296 23.186 PREM. x 1.05% 50,637.600 24.345
2% STEP INCR. F - STEP 6 49,190.822 23.649 PREM. x 1.05% 51,648.480 24.831	2% STEP INCR. G - STEP 7 50174.638 24.122 PREM. x 1.05% 52,682.240 25.328	2% STEP INCR. H - STEP 8 51,178.131 24.605 PREM. x 1.05% 53,736.800 25.835	2% STEP INCR. I - STEP 9 52,201.694 25.097 PREM. x 1.05% 54,812.160 26.352	2% STEP INCR. J - STEP 10 53,245.728 25.599 PREM. x 1.05% 55,908.320 26.879
3% STEP INCR. K - STEP 11 54,813.100 26.352 PREM. x 1.05% 57,553.320 27.670	3% STEP INCR. L - STEP 12 56488.393 27.158 PREM. x 1.05% 59,313.280 28.516	3% STEP INCR. M - STEP 13 58,183.045 27.973 PREM. x 1.05% 61,093.760 29.372	3% STEP INCR. N - STEP 14 59,928.536 28.812 PREM. x 1.05% 62,926.240 30.253	3% STEP INCR. O - STEP 15 61,726.392 29.676 PREM. x 1.05% 64,812.800 31.160
3% STEP INCR. P - STEP 16 63,578.184 30.566 PREM. x 1.05% 66,755.520 32.094	3% STEP INCR. Q - STEP 17 65,485.530 31.483 PREM. x 1.05% 68,758.560 33.057			

Exhibit C

2184 - Police Officers @ 2% & 3% Step Plan (Salary x 1.02 & Salary x 1.03)

(2% & 3% STEP PLAN)

2% Increase = Step 1 > 10

3% Increase = Step 11 > 17

Pay Range

21.418 - 31.483

46,781.280 - 68,759.390

<p>ENTRY</p> <p>A - STEP 1</p> <p>46,781.280</p> <p>21.418</p>	<p>2% STEP INCR.</p> <p>B - STEP 2</p> <p>47,716.906</p> <p>21.848</p>	<p>2% STEP INCR.</p> <p>C - STEP 3</p> <p>48,671.244</p> <p>22.285</p>	<p>2% STEP INCR.</p> <p>D - STEP 4</p> <p>49,644.669</p> <p>22.731</p>	<p>2% STEP INCR.</p> <p>E - STEP 5</p> <p>50,637.562</p> <p>23.186</p>
<p>2% STEP INCR.</p> <p>F - STEP 6</p> <p>51,650.313</p> <p>23.649</p>	<p>2% STEP INCR.</p> <p>G - STEP 7</p> <p>52,683.319</p> <p>24.122</p>	<p>2% STEP INCR.</p> <p>H - STEP 8</p> <p>53,736.985</p> <p>24.605</p>	<p>2% STEP INCR.</p> <p>I - STEP 9</p> <p>54,811.725</p> <p>25.097</p>	<p>2% STEP INCR.</p> <p>J - STEP 10</p> <p>55,907.960</p> <p>25.599</p>
<p>3% STEP INCR.</p> <p>K - STEP 11</p> <p>57,585.199</p> <p>26.367</p>	<p>3% STEP INCR.</p> <p>L - STEP 12</p> <p>59,312.755</p> <p>27.158</p>	<p>3% STEP INCR.</p> <p>M - STEP 13</p> <p>61,092.138</p> <p>27.973</p>	<p>3% STEP INCR.</p> <p>N - STEP 14</p> <p>62,924.902</p> <p>28.812</p>	<p>3% STEP INCR.</p> <p>O - STEP 15</p> <p>64,812.649</p> <p>29.676</p>
<p>3% STEP INCR.</p> <p>P - STEP 16</p> <p>66,757.028</p> <p>30.566</p>	<p>3% STEP INCR.</p> <p>Q - STEP 17</p> <p>68,759.390</p> <p>31.483</p>			

Exhibit D

2080 - Police Detective Sergeant @ 2% & 3% Step Plan (Salary x 1.02 & Salary x 1.03)

(2% & 3% STEP PLAN)

2% Increase = Step 1 > 6

3% Increase = Step 7 >12

Pay Range

29.412 - 38.773

61,176.960 - 80,647.840

ENTRY	2% STEP INCR.	2% STEP INCR.	2% STEP INCR.	2% STEP INCR.
A - STEP 1	B - STEP 2	C - STEP 3	D - STEP 4	E - STEP 5
58,261.990	59,427.230	60,615.775	61,828.091	63,064.653
28.011	28.571	29.142	29.725	30.320
PREM. x 1.05%	PREM. x 1.05%	PREM. x 1.05%	PREM. x 1.05%	PREM. x 1.05%
61,176.960	62,400.000	63,645.920	64,918.880	66,218.880
29.412	30.000	30.599	31.211	31.836
2% STEP INCR.	3% STEP INCR.	3% STEP INCR.	3% STEP INCR.	3% STEP INCR.
F - STEP 6	G - STEP 7	H - STEP 8	I - STEP 9	J - STEP 10
64,325.946	66,255.724	68,243.396	70,290.698	72,399.419
30.926	31.854	32.809	33.794	34.807
PREM. x 1.05%	PREM. x 1.05%	PREM. x 1.05%	PREM. x 1.05%	PREM. x 1.05%
67,541.760	69,569.760	71,653.920	73,806.720	76,017.760
32.472	33.121	34.449	35.484	36.547
3% STEP INCR.	3% STEP INCR.			
K - STEP 11	L - STEP 12			
74,571.402	76,808.544			
35.852	36.927			
PREM. x 1.05%	PREM. x 1.05%			
78,301.600	80,647.840			
37.645	38.773			

Exhibit E

2184 - Police Sergeant @ 2% & 3% Step Plan (Salary x 1.02 & Salary x 1.03)

(2% & 3% Step Plan)

2% Increase = Step 1 > 6

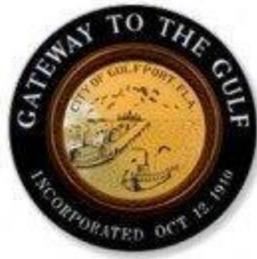
3% Increase = Step 7 > 12*

Pay Range

28.011 - 36.928

61,175.732 - 80,649.819

ENTRY	2% STEP INCR.	2% STEP INCR.	2% STEP INCR.	2% STEP INCR.
A - STEP 1	B - STEP 2	C - STEP 3	D - STEP 4	E - STEP 5
61,175.732	62,399.247	63,647.232	64,920.177	66,218.581
28.011	28.571	29.143	29.725	30.320
2% STEP INCR.	3% STEP INCR.	3% STEP INCR.	3% STEP INCR.	3% STEP INCR.
F - STEP 6	G - STEP 7	H - STEP 8	I - STEP 9	J - STEP 10
67,542.953	69,569.242	71,656.319	73,806.009	76,020.189
30.926	31.859	32.810	33.794	34.808
3% STEP INCR.	3% STEP INCR.			
K - STEP 11	L - STEP 12			
78,300.795	80,649.819			
35.852	36.928			



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, 2016 is referred to as "Fiscal Year 2016-17". 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. 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 compiles 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.

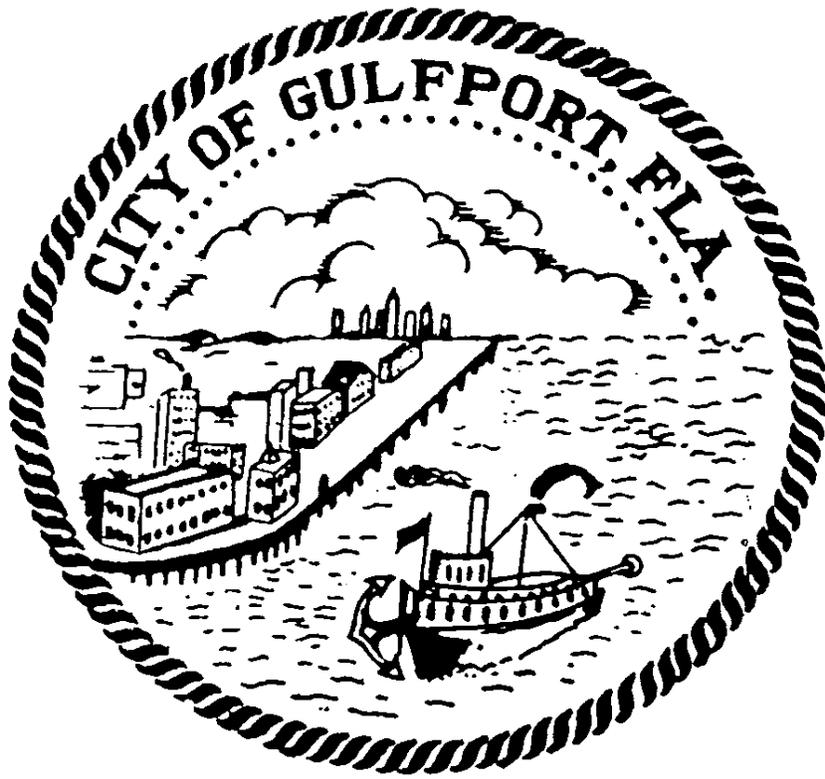
The City of Gulfport, like most cities in Florida relies very heavily on franchise fees for revenues rather than on the property tax, which is usually lower than property taxes levied in other states.

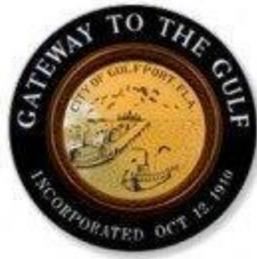
Q: WHAT ARE UTILITY TAXES AND WHY DOES THE CITY OF GULFPORT LEVY THEM?

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 202.19 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 6.72%.





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:

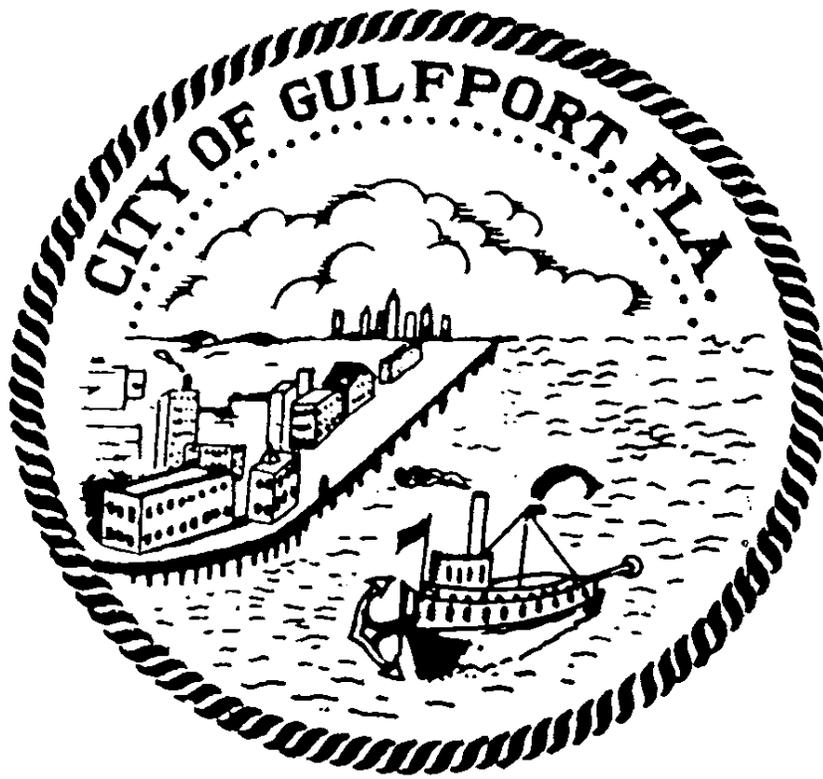
The assessed value of property minus the homestead exemption other applicable exemptions.

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.



2016 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 (Fri.)	<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 (Thurs.)	<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 (Mon.)	<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). <i>Check ad format/content carefully!</i>	200.065(2)(d) 200.065(3)
_____ – Oct 3* (Mon.)	<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)
_____	<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)
Sept 13 (Tues.)	<i>School Board budget hearing</i>	200.065(2)
Sept 14 (Wed.)	<i>Pinellas County BCC budget hearing</i>	200.065(2)
Sept 16 (Fri.)	Deadline for <u>taxpayers</u> to file a petition with the Value Adjustment Board (within 25 days after TRIM mailing)	194.011(3)(d)
Sept 27 (Tues.)	<i>Pinellas County BCC budget hearing (final)</i>	200.065(2)
Oct 3 (Mon.)	<u>Property Appraiser</u> delivers <u>DR-422</u> to taxing authorities	200.065(6)
Oct 4 (Tues.)	Value Adjustment Board meets for first certification of tax rolls	193.122(1)
Oct 6 (Thurs.)	<u>Taxing Authorities</u> <u>return</u> completed <u>DR-422</u> , millage rate is adjusted if an option	200.065(6)
Oct 7 (Fri.)	<u>Property Appraiser</u> extends roll to Tax Collector	
Mid 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 (Mon.)	<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.

3-15-2016