



**City of Gulfport Florida**  
**City Council Meeting Agenda**  
**Tuesday, September 6, 2016**

**City Hall – 2401 53<sup>rd</sup> Street South, Gulfport, FL 33707**

**7:00 p.m.**

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Call to Order

Invocation given by Councilmember Yolanda Roman

Pledge of Allegiance

Roll Call:

Presentation:

Spirit of Gulfport Award to Arthur Padula, Jr.

1. Fiscal Year 2016 - 2017 Millage Rate and Budget Ordinances:
  - a. 2016-06, First Reading and Public Hearing: An ordinance of the City of Gulfport, Florida, providing for the Ad Valorem Tax Levy for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017; and providing for an effective date.
  - b. 2016-07, First Reading and Public Hearing: An ordinance of the City of Gulfport, Florida, adopting the Operating Budget for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017; and providing for an effective date.
2. Public Comment.
3. City Manager Report.
4. City Attorney Report.
5. City Clerk Report.
6. Council Comments/Informational Reports.
7. Adjournment.

Any person who decides to appeal any decision of the City Council with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the City Clerk to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. Any person with a disability requiring reasonable accommodation in order to participate in this meeting should call (727) 893-1012 or fax a written request to (727) 893-1008. Posted: August 31, 2016



**CITY OF GULFPORT  
CITY COUNCIL  
AGENDA MEMORANDUM**

**FROM:** Cheryl Hannafin, Finance Director

**DATE:** September 6, 2016

**AGENDA ITEM:** 1-a

**ORDINANCE NO:** 2016-06

**SUBJECT:** First (1<sup>st</sup>) Reading of Ordinance No. 2016-06  
Establishment of the Millage Rate for Fiscal Year 2017.

**RECOMMENDATION:** Staff recommends City Council approve Ordinance No. 2016-06 establishing the millage rate of 4.039 for Fiscal Year 2017.

**BACKGROUND:**

The millage rate for Fiscal Year 2017 is proposed to be set at 4.039 mills. This represents a 7.21% increase above the rolled-back rate of 3.7674 mills. The rolled-back rate is the millage rate that will generate the same amount of property tax revenue as approved for the prior tax year.

**ANALYSIS:**

Total taxable property valuations for tax year 2016/2017 increased in Gulfport by \$58,116,147 when compared to prior year final valuations. This represents an increase of 7.77% over 2015/2016 valuations.

**FINANCIAL IMPACT:**

The proposed millage rate will generate approximately \$3,093,083 in ad valorem revenue to the City in Fiscal Year 2017.

**MOTION:**

Move to approve/deny Ordinance No. 2016-06 establishing the millage rate of 4.039 for the City of Gulfport for Fiscal Year 2017, on first (1<sup>st</sup>) reading.

ORDINANCE NO. 2016-06

AN ORDINANCE OF THE CITY OF GULFPORT, FLORIDA, PROVIDING FOR THE AD VALOREM TAX LEVY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City Council of the City of Gulfport, Florida, has conducted Public Hearings on the final millage rate for the Fiscal Year beginning October 1, 2016, and ending September 30, 2017, in accordance with Florida Statutes; and

**WHEREAS**, the City Council is desirous of adopting the final millage rate of 4.039.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF GULFPORT, FLORIDA, HEREBY ORDAINS:**

**Section 1.** That a levy of 4.039 operating mills be placed upon the total assessed valuation of real and personal property lying within the City of Gulfport, Florida, and said monies raised by the 4.039 mills shall be used for the general operation of the City of Gulfport for the aforementioned fiscal period. The adoption of 4.039 mills is a 7.21% increase over the rolled-back rate of 3.7674 mills.

**Section 2.** That a certified copy of this ordinance shall be forwarded to the Property Appraiser and Tax Collector of Pinellas County, Florida, together with a request that the aforementioned levy be made by his/her Office on behalf of the City of Gulfport for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017.

**Section 3.** This ordinance shall become effective immediately upon final passage.

PASSED AND ADOPTED this 20th day of September, 2016, by the Council of the City of Gulfport, Florida.

\_\_\_\_\_  
Samuel Henderson, Mayor

PUBLISHED : TRIM Notice  
FIRST READING  
AND PUBLIC HEARING : September 6, 2016  
PUBLISHED : \_\_\_\_\_  
SECOND READING AND  
PUBLIC HEARING : \_\_\_\_\_

I, Lesley DeMuth, City Clerk of the City of Gulfport, Florida, do hereby certify that the foregoing ordinance was duly adopted in accordance with the provisions of applicable law this 20th day of September, 2016.

\_\_\_\_\_  
Lesley DeMuth, City Clerk



**CITY OF GULFPORT  
CITY COUNCIL  
AGENDA MEMORANDUM**

**FROM:** James E. O'Reilly, City Manager

**DATE:** September 6, 2016

**AGENDA ITEM:** 1-b

**ORDINANCE NO:** 2016-07

**SUBJECT:** First Reading: Budget Ordinance for Fiscal Year 2017

**RECOMMENDATION:** Staff recommends City Council approve Ordinance No. 2016-07 establishing and adopting the City of Gulfport's Budget for Fiscal Year 2017, on first (1<sup>st</sup>) reading.

**BACKGROUND:**

City Council discussed the Fiscal Year 2017 budget on April 19<sup>th</sup>, May 17<sup>th</sup>, June 7<sup>th</sup>, July 19<sup>th</sup> and held a budget workshop on August 11<sup>th</sup> at which time staff presented the City Council support materials, background information and related costs. During these meetings the City Manager and staff solicited and received comment as it relates to the development of the proposed Fiscal Year 2016 – 2017 budget. As required by the City Charter the City Manager presented his proposed Fiscal Year 2016 – 2017 budget on July 15<sup>th</sup>, 2016.

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 budget for Fiscal Year 2017 was prepared using revenue and expenditure estimates that are available at this time. Surpluses and shortfalls 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.

The General Fund balanced budget of \$11,460,000 continues to provide the residents of the City of Gulfport the traditional level of day-to-day services they have become accustomed to.

**ANALYSIS:**

The Fiscal Year 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 objectives established by the Council for the next fiscal year.

The City has made a commitment to fiscal responsibility, and in doing so, is required to adopt a balanced operating budget as the cornerstone of this commitment. The City has set forth via Resolution that the City will maintain an Unreserved General Fund Balance at a level not less than twenty-five (25) percent of previous fiscal year's General Fund expenditures. To the extent that unreserved General Fund balance exceeds twenty-five (25) percent of previous fiscal year's General Fund expenditures at the Fiscal Year end, the City may draw upon the fund balance as approved by City Council.

The City of Gulfport's annual budget is structured to support the services required to maintain a full service city of more than 12,000 residents. The City of Gulfport's Fiscal Year 2016-2017 provides for a staff of 123 full-time and 60 part-time employees, of which 52.5 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.

**FINANCIAL IMPACT:**

As required, included within the accompanying ordinance is a summary of the budget for Fiscal Year 2017 including details of revenues, expenditures and fund balances.

**MOTION:**

Move to approve/deny Ordinance No. 2016-07 establishing the City of Gulfport budget for the Fiscal Year beginning October 1, 2016 through September 30, 2017, on first (1<sup>st</sup>) reading.

ORDINANCE NO. 2016-07

AN ORDINANCE OF THE CITY OF GULFPORT, FLORIDA, ADOPTING THE OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City Council of the City of Gulfport has conducted Public Hearings on the Operating Budget for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017, in accordance with Florida Statutes; and

**WHEREAS**, the City Council is desirous of adopting the Operating Budget for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF GULFPORT, FLORIDA HEREBY ORDAINS:**

**Section 1.** The City Council has reviewed and considered the budget for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017.

**Section 2.** The City Council has determined that "Exhibit A" attached hereto and made a part of this Ordinance will be estimated revenues and expenditures presented by fund for the forthcoming Fiscal Year.

**Section 3.** Purchase orders and contracts that remain open at the end of Fiscal Year 2015/2016 shall become supplemental appropriations in the respective departmental accounts for the Fiscal Year ending September 30, 2017.

**Section 4.** This ordinance shall become effective immediately upon final passage.

PASSED AND ADOPTED this 20th day of September, 2016 by the Council of the City of Gulfport, Florida.

\_\_\_\_\_  
Samuel Henderson, Mayor

PUBLISHED : TRIM NOTICE  
FIRST READING  
AND PUBLIC HEARING : SEPTEMBER 6, 2016  
PUBLISHED : \_\_\_\_\_  
SECOND READING  
AND PUBLIC HEARING : \_\_\_\_\_

I, Lesley DeMuth, City Clerk of the City of Gulfport Florida do hereby certify that the foregoing ordinance was duly adopted in accordance with the provisions of applicable law this 20<sup>th</sup> day of September, 2016.

\_\_\_\_\_  
Lesley DeMuth, City Clerk

**General Fund**

<b>Opening Balance 10/1/15</b>		\$ 4,330,304
<b>BP Money</b>		
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
<b>Estimated Beginning Fund Balance 10/01/16</b>		<u>3,178,509</u>

## 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	
<b>Total – All Funding Sources</b>		<u>11,460,000</u>

## 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	
<b>Total Appropriations</b>		<u>11,460,000</u>

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

**Capital Projects Fund**

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

**2017 CITY OF GULFPORT FUND ANALYSIS**

**Waterfront Redevelopment Fund**

<b>Estimated Beginning Fund Balance 10/01/16</b>		<b>\$ 451,997</b>
Funding Sources:		
Estimated Revenues	254,683	
Appropriated Surplus	450,317	
<b>Total – All Funding Sources</b>		<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	
<b>Total Appropriations</b>		<u>705,000</u>
Ending Fund Balance before Appropriated Surplus		<b>\$ 451,997</b>
Less Appropriated Surplus		(450,317)
<b>Unassigned Ending Fund Balance 9/30/17</b>		<u><b>\$ 1,680</b></u>

**49<sup>th</sup> Street Corridor Fund**

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



**2017 CITY OF GULFPORT FUND ANALYSIS**

**Marina Fund**

<b>Estimated Beginning Fund Balance 10/01/16</b>		\$ -
Funding Sources:		
Estimated Revenues	1,848,000	
Appropriated Surplus	-	
Transfers from Other Funds		
<i>Capital Projects</i>	300,000	
<b>Total – All Funding Sources</b>		<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	
<b>Total Appropriations</b>		<u>2,148,000</u>
 Ending Fund Balance Before Transfer to Reserves		 <u>-</u>
Add: Transfer to Reserves		85,000
<b>Unassigned Ending Fund Balance 9/30/17</b>		<b><u>\$ 85,000</u></b>

**2017 CITY OF GULFPORT FUND ANALYSIS**

**Sanitation Fund**

<b>Estimated Beginning Fund Balance 10/01/16</b>		<b>\$ 248,733</b>
<b>Funding Sources:</b>		
Estimated Revenues	2,225,000	
Grants	8,000	
<b>Total – All Funding Sources</b>	<u>2,233,000</u>	
<b>Appropriations:</b>		
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	
<b>Total Appropriations</b>	<u>2,233,000</u>	
<b>Ending Fund Balance Before Transfer to Reserves</b>		<u>248,733</u>
Add: Transfer to Reserves		50,000
<b>Unassigned Ending Fund Balance 9/30/17</b>		<u><u>\$ 298,733</u></u>

**2017 CITY OF GULFPORT FUND ANALYSIS**

**Utilities Fund (Water, Sewer & Storm water)**

<b>Estimated Beginning Fund Balance 10/01/16</b>		<b>\$ 131,084</b>
<b>Funding Sources:</b>		
Estimated Revenues	5,691,880	
Transfer from Capital Projects	328,000	
State Revolving Loan	700,000	
<b>Total – All Funding Sources</b>	<u>6,719,880</u>	
<b>Appropriations:</b>		
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	
<b>Transfers to Other Funds</b>		
General Fund 15% Overhead	853,782	
PILOT Transfer	-	
Transfer to reserves	48,608	
<b>Total Appropriations</b>	<u>6,719,880</u>	
<b>Unassigned Ending Fund Balance 9/30/17</b>		<b><u>\$ 131,084</u></b>
Add: Transfer to Reserves		48,608
<b>Unassigned Ending Fund Balance 9/30/17</b>		<b><u>\$ 179,692</u></b>