
CITY MANAGER

IT IS THE MISSION OF THE CITY MANAGER'S OFFICE TO

provide thoughtful, effective planning for the City's future growth and development and maintain effective communication between the City Council, city employees and New Port Richey residents.

DESCRIPTION

The City Manager works on projects and initiatives that support the entire organization and benefit the community at large. As the umbrella for all other city departments, the City Manager facilitates and coordinates the work of all departments to ensure that the policies and strategic goals of the City Council are met. Included in her duties are:

- Policy and Administration – The City Manager works directly with the City Council in policy making for the City and is responsible for the development of administrative action to ensure implementation of the City Council's vision, goals, and critical result areas.
- Communications - A majority of the communication to the City Council, the media, and general public comes through the City Manager. This includes the city's newsletter, press releases, and media briefings.
- Economic Development - The City Manager is the Executive Director of the Community Redevelopment Agency and leads efforts related to economic development within the City.
- Community Engagement - The City Manager is the liaison with neighborhood groups, social service agencies, civic groups, and other governmental bodies working to foster communication, collaboration and cooperation between and among these groups and the City.
- Intergovernmental Relations - The City Manager works with elected officials from the County, State, and federal government to coordinate grants and legislative issues affecting our community.

ACCOMPLISHMENTS OF FY16

- Worked with the City Council to development a Strategic Plan for the City
- Implemented the FY16 Capital Improvement Plan
- Worked with city staff to implement the City Council's strategic goals.
- Maintained strong relationships with Pasco County, West Pasco Chamber of Commerce, and other local partners

FY17 INITIATIVES

- Provide sound leadership and responsible governance to maintain financial stability and ensure the achievement of city goals efficiently and responsibly
- Be innovative and responsive in how city services are provided:
 - Seek new and collaborative approaches to improve the effectiveness and efficiency of service delivery
 - Cultivate a customer service driven workforce
- Promulgate the vitality of both the residential and business communities
- To assure reliable methods of communicating with and responding to the community
- Continue to be proactive with infrastructure maintenance programs and reinvestment in cost effective improvements to roads, sewers, water mains, parking, parks and public facilities
- Maintain effective communication amongst the city, county, state, federal, and other local governments



CITY MANAGER

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-11	Dept Head Salaries	38,482	126,623	118,460	118,460	120,848
12-10	Regular Exempt Salaries	36,409	42,215	43,480	43,480	46,322
13-11	Part-Time Wages	13,088	14,258	8,114	-	-
15-11	Employee Incentives	100	150	150	150	100
15-12	Gas/Car Allowance	2,000	6,000	4,000	6,053	6,000
15-22	Education Incentive Pay	-	-	240	-	-
15-29	Meal Allowance	50	-	-	100	100
21-11	Social Security Matching	6,861	13,975	12,870	12,870	13,263
22-11	Florida Retirement System	22,729	31,043	28,770	28,770	29,807
23-11	Health Insurance	7,695	14,908	15,633	16,000	15,364
23-12	Life Insurance	19	20	25	30	104
23-13	Accidental Death & Disab Insurance	12	39	48	50	42
23-14	Group Term Life Insurance	82	313	306	300	-
24-26	Workers Comp - Clerical (8810)	440	474	553	600	399
TOTAL PERSONNEL SERVICES		\$ 127,967	\$ 250,018	\$ 232,649	\$ 226,863	\$ 232,348
31-99	Professional Services - Misc	19,581	-	-	-	-
40-11	Travel & Training	1,174	4,299	4,715	5,900	5,500
41-21	Telephone - Local	1,043	1,531	1,160	1,500	1,500
42-11	Postage	181	278	269	300	300
46-23	Maint - Copiers	1,195	2,827	1,157	1,000	500
51-11	Office Supplies - General	1,764	5,108	1,949	2,000	1,000
52-31	Clothing & Apparel	-	213	123	300	300
52-43	Computer/Operating Supply	4,231	681	322	500	1,500
52-99	Operating Supplies - Miscellaneous	412	3,133	1,799	1,500	2,000
54-11	Dues & Memberships	1,002	2,099	2,625	2,900	2,900
54-31	Subscriptions/Newspapers	-	-	185	-	-
54-61	Books & Publications	378	553	143	200	600
TOTAL OPERATING EXPENSES		\$ 30,961	\$ 20,722	\$ 14,447	\$ 16,100	\$ 16,100
		\$ 158,928	\$ 270,740	\$ 247,096	\$ 242,963	\$ 248,448

NEW PORT RICHEY

CITY COUNCIL

IT IS THE MISSION OF THE CITY COUNCIL TO...

**To be updated upon
completion of the Strategic
Plan**

City Council

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
13-11	Part-Time Wages	18,600	18,300	18,600	18,600	18,600
21-11	Social Security Matching	1,423	1,378	1,400	1,430	1,423
TOTAL PERSONNEL SERVICES		\$ 20,023	\$ 19,678	\$ 20,000	\$ 20,030	\$ 20,023
31-11	City Attorney Services	89,106	143,558	115,000	150,000	130,000
31-13	Attorney Services - Litigation	172,343	50,000	-	50,000	25,000
31-99	Professional Services - Misc	1,500	3,986	8,300	20,000	10,000
40-11	Travel & Training	626	2,764	412	2,500	2,500
42-11	Postage	20,771	1,664	615	2,500	15,500
48-10	Cultural Affair Events	2,728	10,670	24,914	35,360	25,000
49-61	Special Events	-	-	18,983	20,000	50,000
49-99	Other Current Charges - Misc	4,775	22,430	13,586	24,780	5,000
51-11	Office Supplies - General	1,951	899	600	600	500
52-31	Clothing & Apparel	98	-	220	220	200
52-43	Computer/Operating Supplies	8,080	-	-	4,500	4,500
54-11	Dues & Memberships	4,779	7,969	5,156	5,200	5,100
99-95	Settlement Agreement	1,764	1,764	1,617	1,770	1,764
TOTAL OPERATING EXPENSES		\$ 308,521	\$ 245,704	\$ 189,403	\$ 317,430	\$ 275,064
		\$ 328,544	\$ 265,382	\$ 209,403	\$ 337,460	\$ 295,087

CITY CLERK

IT IS THE MISSION OF THE CITY CLERK TO

accurately and effectively maintain the official records of the City of New Port Richey ensuring that citizens, elected officials, and city employees can obtain needed information as efficiently as possible; respond to requests for information from citizens and city personnel in a courteous manner and ensure that the City meets or exceeds all legal standards for record keeping and responses to public records requests.

DESCRIPTION

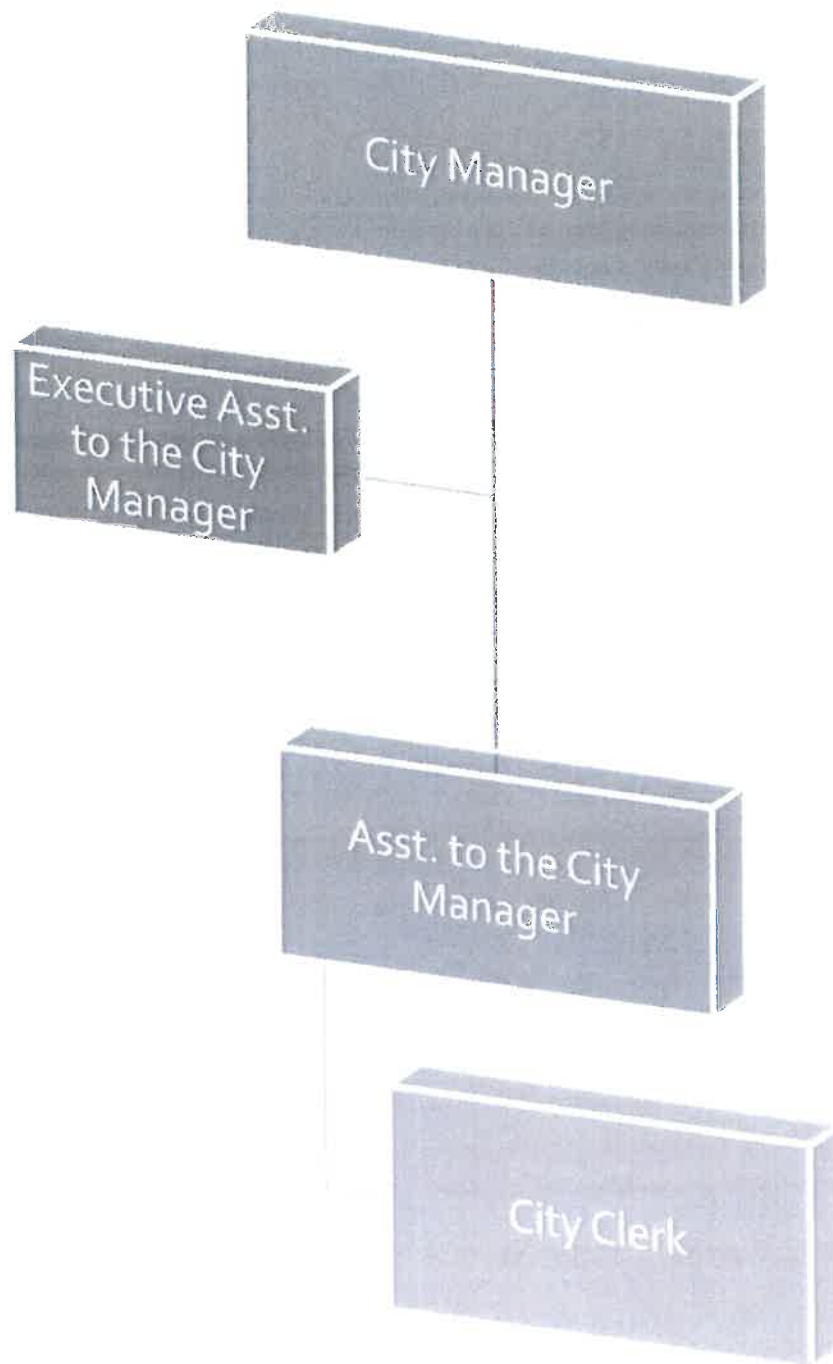
The City Clerk is known as the “keeper of the records”. The City Clerk prepares and maintains official city records, including City Council agendas and minutes, and serves as the Records Management Liaison Officer to the state archives - maintaining, storing, and disposing of the City’s public records in accordance with Florida Statutes. The City Clerk also serves as lead contact for all public records requests, administers oaths, manages municipal elections, and acts as official custodian of the city seal.

ACCOMPLISHMENTS OF FY16

- City ordinances and resolutions, from 1924 to present, have been organized, catalogued, preserved, and archived
- City Council meeting minutes, from 1924 to present, have been prepared for presentation and archival purposes
- A comprehensive ordinance/resolution database that is accessible to and searchable by city staff was established

FY17 INITIATIVES

- Achieve Master Municipal Clerk certification
- Preserve and archive historic City documents
- Observe Records Management guidelines to remove accumulated file room clutter



CITY CLERK

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-11	Dept Head Salaries	59,668	-	-	-	-
11-12	Division Head Salaries	-	54,101	31,831	54,000	50,000
15-11	Employee Incentives	50	50	50	50	50
15-29	Meal Allowance	24	11	-	30	100
21-11	Social Security Matching	4,542	4,091	3,026	4,140	4,142
22-11	Florida Retirement System	11,537	3,699	2,892	3,980	3,980
23-11	Health Insurance	6,156	5,963	4,486	6,780	7,682
23-12	Life Insurance	20	20	15	50	52
23-13	Accidental Death & Disab Insurance	2	2	2	20	21
24-26	Workers Comp - Clerical (8810)	125	149	20	230	125
TOTAL PERSONNEL SERVICES		\$ 82,124	\$ 68,087	\$ 42,321	\$ 69,280	\$ 66,152
34-23	Elections	5,330	-	5,589	5,650	6,000
40-11	Travel & Training	1,500	1,890	946	1,150	1,650
42-11	Postage	69	138	56	160	160
46-23	Maint - Copiers	1,149	1,541	874	1,000	1,600
47-31	Code Book Update Service	6,837	7,537	5,264	9,000	10,000
49-11	Legal Advertising	13,892	28,988	19,408	21,700	30,000
49-21	Legal Recordings	6,934	5,787	4,283	6,900	10,000
49-81	Flowers	370	834	237	750	500
51-11	Office Supplies - General	1,076	1,088	270	1,200	1,200
52-31	Clothing & Apparel	-	89	99	100	100
52-43	Computer/Operating Supplies	99	272	-	100	500
54-11	Dues & Memberships	554	501	796	1,000	1,200
54-61	Books & Publications	78	-	-	150	150
TOTAL OPERATING		\$ 37,888	\$ 48,664	\$ 37,822	\$ 48,860	\$ 63,060
		\$ 120,012	\$ 116,751	\$ 80,143	\$ 118,140	\$ 129,212

ADMINISTRATIVE SERVICES

IT IS THE MISSION OF ADMINISTRATIVE SERVICES TO

provide assistance to the City Manager, as needed, while focusing on special assigned projects; provide the City Manager with appropriate research, summarized and presented in a professional manner, that will enhance the effective discharge of the administrative responsibilities of the City Manager's Office.

DESCRIPTION

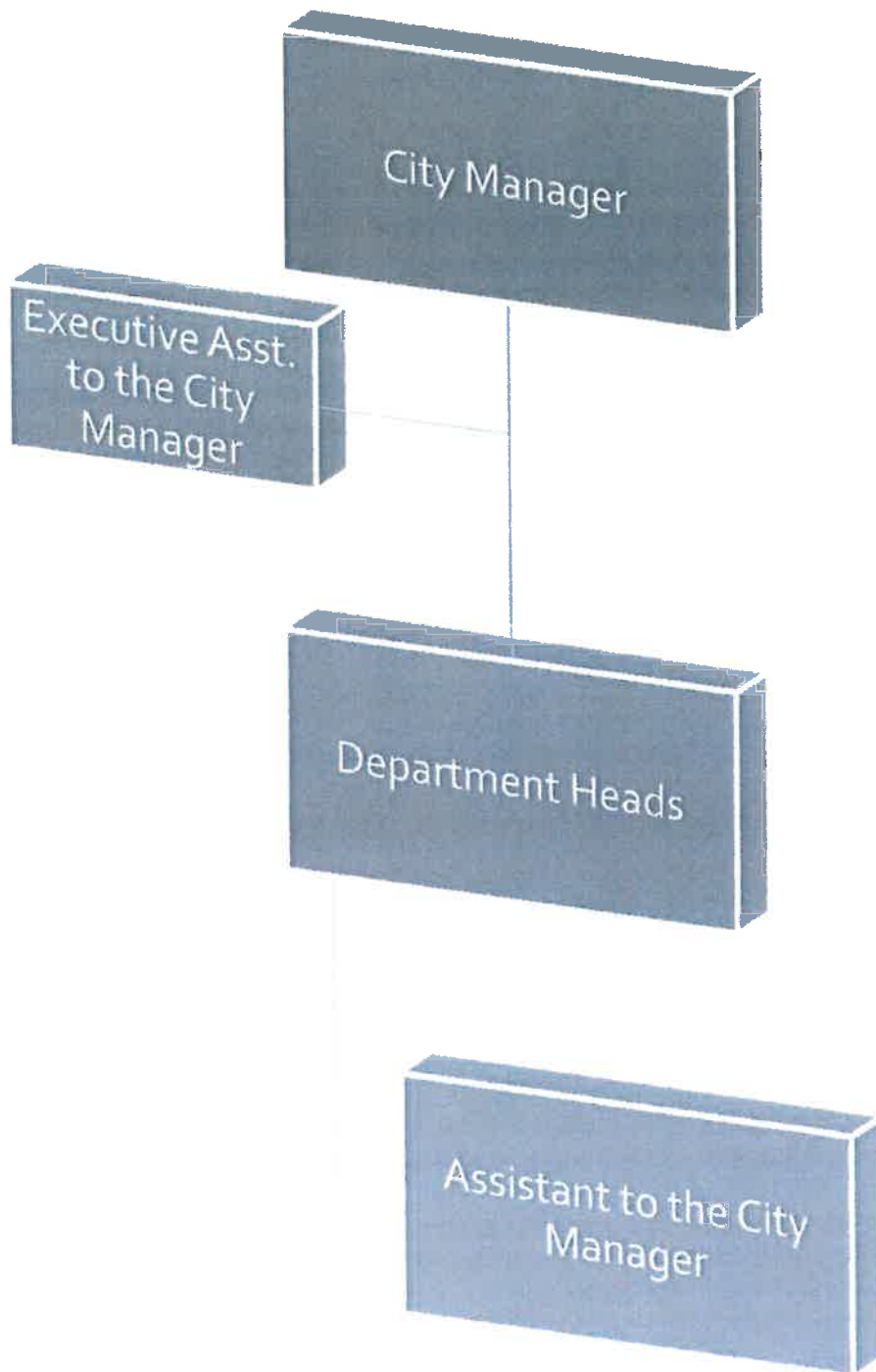
The Administrative Services Division is a division that caters to the specific needs of the City Manager and focuses on the completion of projects, specifically designated by the City Manager.

ACCOMPLISHMENTS OF FY16

- Administered the City's Amnesty Program
- Facilitated the establishment of a new street pavement management program, which included working with consultants to come up with the assessment methodology

FY17 INITIATIVES

- Identify and actively pursue revenue from federal, state, and other institutional sources
- Assist the City Manager in the development and implementation of an active growth plan, which will include annexation, utility service expansion, and the promotion of increased property values
- Develop and administer various residential neighborhood improvement programs and projects
- Review the Business Tax Receipt program
- Provide public information and press releases, as directed by the City Manager
- Administer the Community Development Block Grant program
- Assist the City Manager in coordinating activities with other governmental bodies
- Provide assistance to the City Manager on special projects



ADMINISTRATIVE SERVICES

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-12	Division Head Salaries	-	-	50,649	72,000	72,000
15-11	Employee Incentives	-	-	50	50	50
15-29	Meal Allowance	-	-	-	220	-
21-11	Social Security Matching	-	-	3,800	5,520	5,520
22-11	Florida Retirement System	-	-	4,158	3,240	3,240
23-11	Health Insurance	-	-	3,081	6,780	7,119
23-12	Life Insurance	-	-	9	50	53
23-13	Accidental Death & Disab Insur	-	-	1	20	21
24-26	Workers Comp - Clerical (8810)	-	-	27	300	300
	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ 61,775	\$ 88,180	\$ 88,303
31-99	Professional Services - Misc	-	-	3,407	2,900	-
34-99	Contractual Services - Misc	-	-	6,114	15,000	-
40-11	Travel & Training	-	-	23	1,650	1,500
41-21	Telephone - Local	-	-	261	-	500
42-11	Postage	-	-	8	100	150
46-23	Maint - Copiers	-	-	78	1,000	500
47-99	Printing & Binding - Misc	-	-	-	13,250	5,000
49-15	Classified Advertising	-	-	-	10,000	-
51-11	Office Supplies - General	-	-	1,614	400	500
52-31	Clothing & Apparel	-	-	-	50	200
52-43	Computer/Operating Supply	-	-	-	500	1,000
54-11	Dues & Memberships	-	-	-	250	250
54-61	Books & Publications	-	-	-	150	200
64-13	Data Processing Equipment	-	-	-	4,000	3,000
	TOTAL OPERATING & CAPITAL	\$ -	\$ -	\$ 11,506	\$ 49,250	\$ 12,800
		\$ -	\$ -	\$ 73,281	\$ 137,430	\$ 101,103

NEW PORT RICHEY

PUBLIC WORKS - SUPERVISION

IT IS THE MISSION OF PUBLIC WORKS – SUPERVISION TO

provide and maintain the infrastructure of the City and to protect the health and welfare of city residents, businesses, and visitors; and provide quality service within available resources to our customers in a timely and efficient manner with the unity and trust of highly qualified and skilled personnel who serve as first responders in emergency situations

DESCRIPTION

The Public Works Department provide design, construction and maintenance of right-of-ways, maintenance of parks, city properties and parking structures. The Department includes several divisions, which are overseen by Public Works – Supervision. Work is completed by city staff, as well as staff working with consultants, contractors and developers.

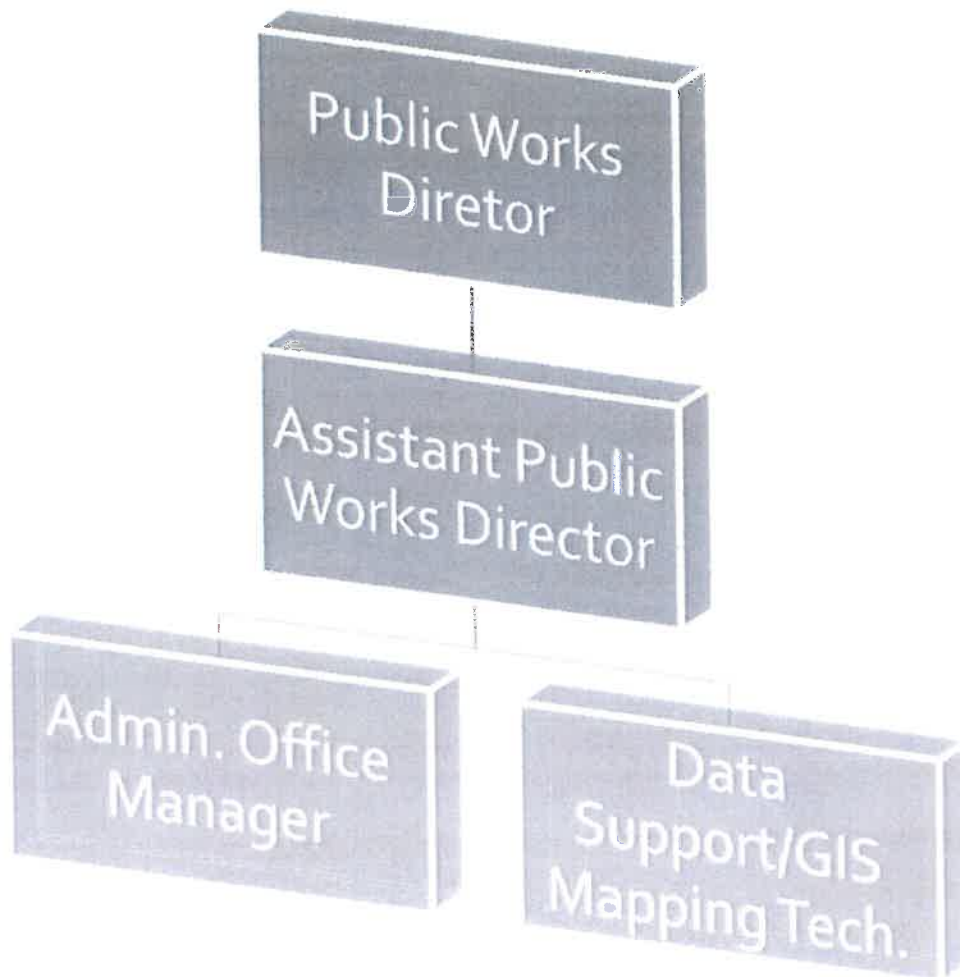
ACCOMPLISHMENTS OF FY16

- Grants:
 - Toilet Rebate Program (SWFWMD)
 - Reclaimed Expansion – North River Neighborhood (SWFWMD Cooperative Funding)
 - The Heights Drainage Improvements Project (SWFWMD Cooperative Funding)
- Accomplished the following CIP Projects:
 - 2014/2015 Water System Improvements and Street Improvements
 - 2013/2014 AMI Project, Phase I & II
 - Plathe Road Improvement Project
 - Multi-Use Path Marine Parkway to Riverwalk Project
- Utility System Expansion/Operational Improvements:
 - Proposed purchase of Lakewood Villas, Barbara Ann Acres, and Silver Oaks Utility Systems
 - Improved unaccountable water loss, due to AMI project completion
- NPDES Permit Report – Year 4 Audit Compliance

FY17 INITIATIVES

- Permitting:
 - Wastewater Treatment Plant Operating Permit (FDEP)
 - NPDES Permit – Year 5 Renewal (FDEP)
 - Yard Waste Transfer Station Site Permit (FDEP)
 - Indiana Ave. Closed Landfill Permit Renewal (FDEP)
- Personnel Training Program:
 - Asbestos Handling and Disposal
 - Federal Emergency Management Agency Incident Command
 - Stormwater Construction Site Inspector (FDEP)

- Utility System Expansion/Operational Improvements:
 - Negotiation and purchase of the Orangewood Lake Services Utility System
 - Inflow and Infiltration Program start up
- Assessment Program Review and Implementation:
 - Roadway Methodology Program implementation
 - Water and Sewer Revenue Sufficiency Study



PUBLIC WORKS SUPERVISION

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	ORIGINAL BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-11	Dept Head Salaries	73,133	82,293	80,579	80,579	82,992
11-12	Division Head Salaries	65,410	35,356	17,522	65,062	67,995
12-99	Regular Full-Time Wages	63,044	71,375	71,032	71,032	72,738
14-11	Overtime Wages	384	561	956	1,024	1,049
15-11	Employee Incentives	200	200	150	200	200
15-16	Health Insurance Waiver Stipend	-	-	300	-	-
15-22	Education Incentive Pay	350	600	400	600	600
15-29	Meal Allowance	-	-	-	150	-
21-11	Social Security Matching	15,241	14,087	15,999	16,730	17,256
22-11	Florida Retirement System	23,439	25,054	19,322	24,284	28,729
23-11	Health Insurance	24,623	24,963	20,444	24,720	30,728
23-12	Life Insurance	82	73	150	200	208
23-13	Accidental Death & Disab Insurance	10	9	25	50	84
24-26	Workers Comp - Clerical (8810)	151	195	127	300	171
24-32	Municipal Classification (9410)	6,613	6,671	8,965	10,910	11,301
TOTAL PERSONNEL SERVICES		\$ 272,680	\$ 261,437	\$ 235,971	\$ 295,841	\$ 314,052
34-12	Pest Control Services	1,836	1,998	-	-	-
34-99	Contractual Services - Misc	-	-	577	700	750
40-11	Travel & Training	1,320	76	-	3,000	3,000
41-21	Telephone - Local	6,409	6,101	8,733	8,300	7,000
41-34	Data Lines	9,256	9,052	9,124	9,050	9,500
41-41	Pager Services	43	38	34	40	40
42-11	Postage	121	194	267	250	350
43-11	Electric - City Facilities	32,395	32,202	31,122	32,600	34,000
43-31	Trash Removal	5,857	4,323	-	-	-
43-51	Water & Sewer - City	4,482	7,384	7,783	10,000	10,000
43-73	Street Light Fee	571	-	571	600	600
43-81	Stormwater Assessment	5,767	-	5,767	5,800	5,800
45-71	Notary Bond	-	55	-	150	150
46-11	Maint - Bldg & Grounds	11,129	20,511	-	-	-
46-21	Maint - Equipment	3,238	2,920	-	3,000	3,000
46-23	Maint - Copiers	2,876	1,714	1,353	2,000	2,000
46-31	Maint - Central Garage Maint.	320	-	1,000	1,340	1,300
51-11	Office Supplies - General	679	1,065	1,371	1,850	2,800
51-41	Small Tools & Implements	126	283	-	300	300
52-11	Fuel	6,143	1,177	1,557	6,000	5,200
52-25	Software License Support	3,455	872	4,901	5,400	3,000
52-31	Clothing & Apparel	272	260	321	400	400
52-43	Computer/Operating Supply	7,628	1,084	2,892	4,000	3,000
52-47	First Aid Supplies	115	167	-	200	200
52-51	Janitorial Supplies	269	70	-	-	-
52-89	Automotive Parts	7,086	11,877	2,250	3,000	3,000
52-99	Operating Supplies - Miscellaneous	1,898	1,471	2,050	3,000	3,000
54-11	Dues & Memberships	1,350	1,480	1,665	2,020	1,800
54-61	Books & Publications	12	-	189	300	300

PUBLIC WORKS SUPERVISION

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	ORIGINAL BUDGET FY15-16	REQUESTED AMOUNT FY16-17
62-99	Building Improvements	-	-	-	-	20,000
64-13	Data Processing Equipment	-	-	-	-	31,500
64-15	Trucks & Trailers	-	24,440	-	-	7,000
TOTAL OPERATING EXPENSES		\$ 114,653	\$ 130,814	\$ 83,527	\$ 103,300	\$ 158,990
		\$ 387,333	\$ 392,251	\$ 319,498	\$ 399,141	\$ 473,042

PUBLIC WORKS – STREET & RIGHT OF WAY

IT IS THE MISSION OF PUBLIC WORKS – STREET & RIGHT OF WAY TO

repair, maintain, and eliminate hazards to all public streets, right of ways, and alleys, making the City a safer place for residents and the general public.

DESCRIPTION

The Street & Right of Way Division is responsible for maintaining 35 miles of roadway marking, 40 acres of mowable land, 65 miles of paved road, and 80 miles of curbing. In addition, this Division also sets up all road closures, detours, and planning for special events.

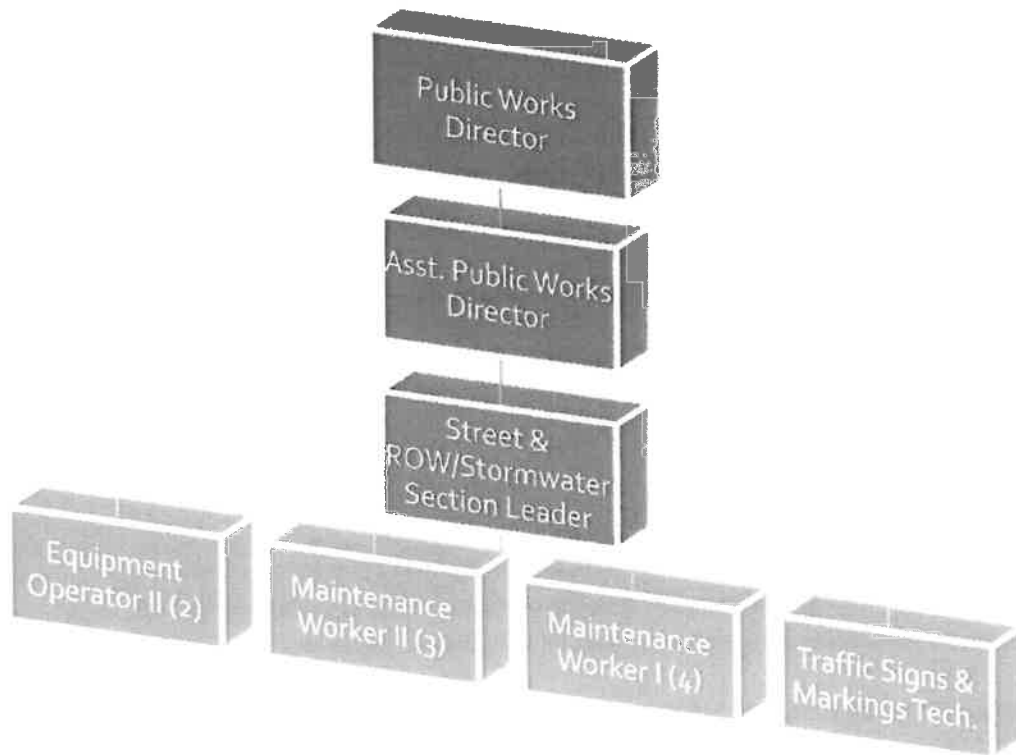
ACCOMPLISHMENTS OF FY16

- Sidewalk Construction:
 - Grand Blvd. from Cecelia Drive to the southern city limits
 - Hazeldon sub-division
 - Chamber of Commerce at NE corner of River Road and Main St.
 - Miscellaneous repairs in the North River area
 - Completed pressure washing of downtown sidewalks
- Participated in Special Event set up, including CHASCO, Seafood Fest, Rap River Run, Main St. Blast, Night in the Tropics, Bike Fest, Christmas Parade, and Railroad Square Block Party
- Traffic Signs and Markings:
 - Installed bright sticks on all stop sign posts
 - Cleaned, repaired, and painted all city welcome signs
 - Repaired solar power speed feedback signs at Richey Elementary and Gulf Middle Schools
 - Installed LED crosswalk at Adams St. and Main St.
- Roadway Improvements:
 - Identified and remediated depressions and potholes in asphalt
 - Collected quantities for 2015/2016 Roadway Striping Project
 - Removed and replaced damaged wheel stops at all city owned parking lots
 - Applied asphalt millings to upgrade alleys south of Missouri Ave. and south of Central Ave.

FY17 INITIATIVES

- Traffic Signs and Markings:
 - Install solar power LED crosswalk at Lincoln St. and Main St.
 - Complete 6" street name blade upgrades
 - Complete crosswalk upgrades to comply with current FDOT standards
- Parking Lot Upgrades:
 - Recreation and Aquatic Center parking lot re-striping
 - Install 1924 road bricks in center medians at the Geben Devries parking lot
 - Install landscaping hedge around City Hall parking lot
 - Shell base improvements to the parking areas at Cottee River Park and Grand Blvd. Park

- Tree Program:
 - Tree City USA certification – 27th year renewal
 - Trim trees around Orange Lake and Sims Park and palm trees in the Palm District
 - Expand and promote “Adopt A Tree” program
- Alley Improvements:
 - Upgrade alleys with recycled asphalt millings, remove debris, and clear vegetation in alleyways
 - Identify vision zone violations and take corrective action



STREET & RIGHT OF WAY MAINTENANCE

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
12-99	Regular Full-Time Wages	165,074	194,633	199,889	199,889	202,862
14-11	Overtime Wages	5,902	7,951	15,440	15,440	15,669
15-11	Employee Incentives	300	400	400	400	400
15-16	Health Insurance Waiver Stipend	1,500	1,800	1,800	1,800	1,800
15-27	Standby Time	5,660	5,716	4,235	5,520	5,310
15-29	Meal Allowance	-	30	9	240	-
21-11	Social Security Matching	13,394	15,783	17,000	17,090	17,292
22-11	Florida Retirement System	12,536	15,182	15,000	15,330	16,833
23-11	Health Insurance	33,856	37,767	43,000	43,260	53,774
23-12	Life Insurance	129	151	350	390	416
23-13	Accidental Death & Disab Insur	15	18	95	100	168
24-31	Street Maint/Trash (5509)	6,988	7,873	12,000	12,400	23,237
TOTAL PERSONNEL SERVICES		\$ 80,280	\$ 92,671	\$ 109,329	\$ 111,970	\$ 134,899
31-29	Engineering Services - Misc	-	5,315	2,500	7,500	5,000
34-30	Parking Lot Maintenance	972	815	578	1,000	1,000
34-38	Lab Test	-	-	-	250	250
34-85	Trash Grinding Service	12,461	14,763	14,500	15,000	15,000
34-99	Contractual Services - Misc	28,706	33,558	25,000	25,000	25,000
40-11	Travel & Training	521	1,200	2,000	900	2,320
41-21	Telephone - Local	5,085	3,722	946	4,000	1,000
41-34	Data Lines	953	408	500	480	1,000
42-11	Postage	87	17	31	50	50
43-11	Electric - City Facilities	1,407	1,375	1,205	1,400	1,400
43-12	Electric - Traffic Lights	4,554	4,462	4,500	5,000	5,000
43-21	Eastbury Garden - Street Lights	2,488	2,498	2,450	2,500	2,500
43-22	Hillandale - Street Lights	16,508	16,475	16,500	17,500	17,500
43-23	Ridgewood - Street Ligths	7,754	7,783	8,000	8,500	8,500
43-31	Trash Removal	11,896	12,950	10,000	15,000	13,000
43-51	Water & Sewer - City	39,259	37,399	38,616	40,000	40,000
43-81	Stormwater Assessment	2,272	-	2,280	2,280	2,280
44-19	Rent - Equipment/Software	60	817	800	1,500	1,000
46-11	Maint - Bldg & Grounds	8,726	15,247	15,000	15,000	15,000
46-21	Maint - Equipment	-	145	-	100	100
46-31	Central Garage Maint	4,100	-	8,500	10,380	10,000
49-83	Permit Fees	-	-	-	70	70
51-11	Office Supplies - General	198	149	150	200	200
51-41	Small Tools & Implements	1,405	1,442	1,200	1,500	1,500
52-11	Fuel	69,686	54,242	27,000	47,000	40,000
52-25	Software License Support	-	-	420	-	-
52-31	Clothing & Apparel	1,149	2,355	2,097	2,400	2,400
52-43	Computer/Operating Supply	171	449	-	250	1,400
52-47	First Aid Supplies	213	90	-	100	100
52-62	Trees	882	911	212	3,000	1,000
52-89	Automotive Parts	69,770	74,988	36,921	35,000	38,000
52-99	Operating Supplies - Miscellaneous	8,943	12,391	7,500	10,000	10,000
53-21	Signs & Sign Material	11,385	11,573	10,000	12,000	12,000

STREET & RIGHT OF WAY MAINTENANCE

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
53-31	Pipe/Culvert Material	-	922	-	-	-
53-41	Sod/Seed	989	970	1,600	750	1,600
53-99	Road Materials - Misc	12,928	43,268	15,000	27,000	25,000
54-11	Dues & Memberships	223	401	115	300	300
54-61	Books & Publications	-	141	170	200	200
64-15	Trucks & Trailers	49,991	200,963	-	-	37,000
64-16	Heavy Equipment	-	-	-	-	51,000
TOTAL OPERATING & CAPITAL		\$ 375,742	\$ 564,204	\$ 256,291	\$ 313,110	\$ 388,670
		\$ 456,022	\$ 656,875	\$ 365,620	\$ 425,080	\$ 523,569

PUBLIC WORKS – FACILITIES MAINTENANCE

IT IS THE MISSION OF PUBLIC WORKS – FACILITIES MAINTENANCE TO maintain a safe, clean, and attractive environment for both employees and visitors to all facilities under the management of the City.

DESCRIPTION

The Public Works – Facilities Maintenance Division is responsible for the maintenance and repair of New Port Richey's public buildings.

ACCOMPLISHMENTS OF FY16

- Completed pressure washing and painting of City Hall, Library, and Fire Station #1
- Completed parking lot paving and LED lighting conversion at City Hall

FY17 INITIATIVES

- Facility Maintenance Program:
 - Identify existing facility deficiencies
 - Capital and operational classification of identified existing facility deficiencies
 - Prioritization of identified existing facility deficiencies
- Parking Lot LED Conversion Program:
 - Gerben Divris parking lot (across from Sims Park)
 - Gloria Swanson parking lot
 - Bank St. parking lot (Railroad Square, west of Grand Blvd.)
- Personnel Efficiency Review:
 - Janitor/Maintenance activity review and function adjustments
 - Identify maintenance activities to be performed in house
 - Create and implement policies and standard operating procedures for the Division

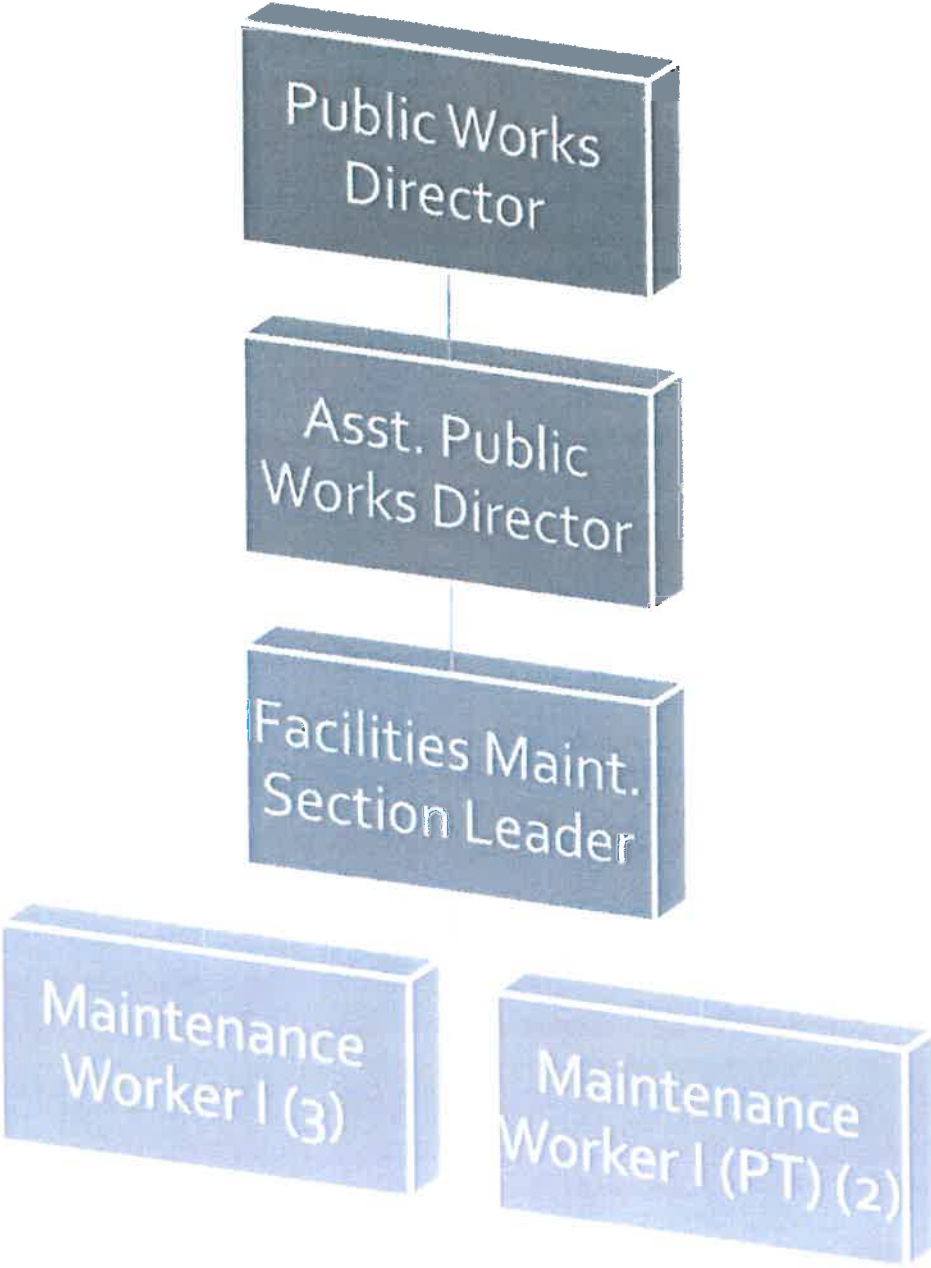
Public Works
Director

Asst. Public
Works Director

Facilities Maint.
Section Leader

Maintenance
Worker I (3)

Maintenance
Worker I (PT) (2)



FACILITIES MAINTENANCE

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
12-99	Regular Full-Time Wages	-	-	103,741	109,741	105,955
13-11	Part-Time Wages	-	-	26,665	46,371	32,874
14-11	Overtime Wages	-	-	2,200	2,500	3,056
15-11	Employee Incentives	-	-	50	350	300
15-16	Health Insurance Waiver Stipend	-	-	1,880	1,880	-
21-11	Social Security Matching	-	-	7,750	12,170	8,355
22-11	Florida Retirement System	-	-	10,306	11,083	11,015
23-11	Health Insurance	-	-	17,000	18,540	30,728
23-12	Life Insurance	-	-	243	336	312
23-13	Accidental Death & Disab Insurance	-	-	75	84	126
24-27	Building (NOC) (9015)	-	-	8,400	9,495	7,089
TOTAL PERSONNEL SERVICES		\$ -	\$ -	\$ 178,310	\$ 212,550	\$ 199,811
34-11	Custodial/Janitorial Services	-	-	1,394	1,500	1,500
34-12	Pest Control Services	-	-	4,426	7,400	7,700
34-51	Contractual Electrical	-	-	5,831	6,700	6,700
34-52	Contractual Plumbing Services	-	-	1,883	2,200	2,200
34-53	Contractual Mechanical Services	-	-	1,271	1,200	1,300
34-54	Contractual HVAC/Air	-	-	37,745	47,450	38,950
34-74	Security Services	-	-	1,700	1,700	1,700
34-99	Contractual Services - Misc	-	-	25,465	33,500	28,000
40-11	Travel & Training	-	-	-	-	800
41-21	Telephone - Local	-	-	984	2,000	1,000
41-34	Data Lines	-	-	-	-	800
41-42	Burglar Alarm Lines	-	-	-	1,960	1,960
43-11	Electric - City Facilities	-	-	36,000	73,000	40,000
43-31	Trash Removal	-	-	17,250	13,200	18,000
43-51	Water & Sewer - City	-	-	7,490	7,490	7,490
43-73	Street Light Fee	-	-	590	590	590
43-81	Stormwater Assessment	-	-	1,420	1,420	1,420
46-11	Maint - Bldg & Grounds	-	-	35,000	64,470	50,000
46-31	Central Garage Maint	-	-	1,500	1,700	1,700
46-55	Maint/Repair - Senior Center	-	-	-	-	5,000
49-83	Permit Fees	-	-	-	-	50
51-11	Office Supplies - General	-	-	300	500	500
51-41	Small Tools & Implements	-	-	3,500	4,000	4,000
52-11	Fuel	-	-	5,000	6,000	6,000
52-31	Clothing & Apparel	-	-	1,442	1,500	2,100
52-43	Computer/Operating Supply	-	-	978	1,200	1,400
52-47	First Aid Supplies	-	-	-	300	300
52-51	Janitorial Supplies	-	-	15,072	20,000	20,000
52-89	Automotive Parts	-	-	2,000	3,000	3,000
52-99	Operating Supplies - Miscellaneous	-	-	1,000	1,500	1,500
64-15	Trucks & Trailers	-	-	-	-	15,000
TOTAL OPERATING EXPENSES		\$ -	\$ -	\$ 209,241	\$ 305,480	\$ 270,660
		\$ -	\$ -	\$ 387,551	\$ 518,030	\$ 470,471

NEW PORT RICHEY

PUBLIC WORKS – GROUNDS MAINTENANCE

IT IS THE MISSION OF PUBLIC WORKS – GROUNDS MAINTENANCE TO

create memorable recreational and park experiences that enhance the quality of life for residents and visitors of New Port Richey.

DESCRIPTION

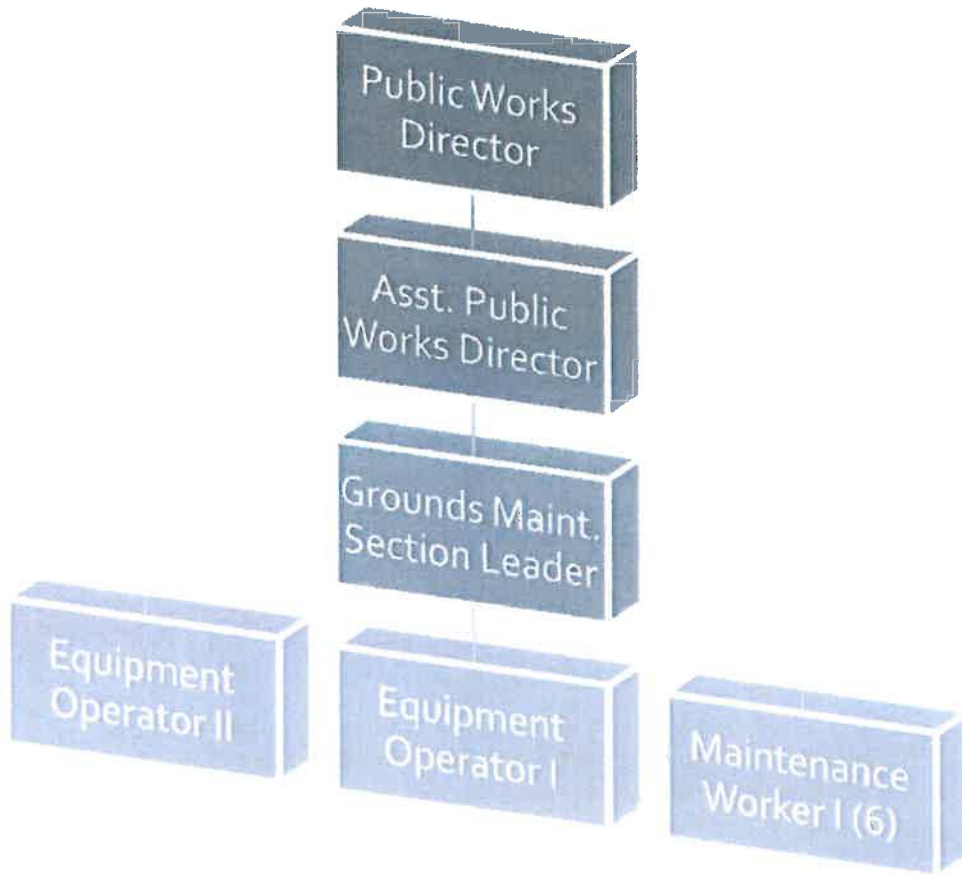
The Public Works – Grounds Maintenance Division performs routine and specialized grounds maintenance for all of the City's parks, preserves, and athletic fields.

ACCOMPLISHMENTS OF FY16

- Coordinated logistics for over 30 events held at Sims Park
- State grant compliance activities performed for the Grey Nature Preserve
- Obtained state certification for Playground Safety Inspector, utilizing existing staff member
- Completed Sims Park Improvement Project, in which this Division was responsible for:
 - Pressure washing all sidewalk areas, docks, and seawall
 - Pressure washing and painting of overlook
 - Interior painting of band shell building
 - Sealing all brick pavers and restroom

FY17 INITIATIVES

- Maintenance Programs:
 - Identify current facility defects, prioritize, and determine corrective measures
 - Develop standard operating procedure for daily maintenance activities
 - Identify current conditions of trees and remove or relocate, where needed
- Personnel Training:
 - Fertilizer and Herbicide Application certification
 - State Playground Safety Inspector certification
 - Stormwater Operator Site Inspector certification
- Park Amenity Improvements:
 - Frances Ave. Park kayak launch and ADA parking area construction
 - Grey Nature Preserve kayak launch and existing dock section tie-in
 - Fishing line disposal container construction and installation at all park areas along the river
 - Landscape improvements, where needed
- Special Events:
 - Coordinate standard operating procedures for vendor set up in the parks
 - Coordinate volunteer groups for Christmas and CHASCO float construction during off hours and weekends
 - Coordinate volunteer groups to assist staff with maintenance activities



GROUNDS MAINTENANCE

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-12	Division Head Salaries	-	-	-	45,510	-
12-10	Regular Exempt Salaries	-	-	-	-	46,197
12-99	Regular Full-Time Wages	-	-	176,000	176,120	197,974
13-11	Part-Time Wages	-	-	8,440	-	-
14-11	Overtime Wages	-	-	14,235	12,900	13,919
15-11	Employee Incentives	-	-	100	400	450
15-29	Meal Allowance	-	-	18	-	125
21-11	Social Security Matching	-	-	15,500	17,980	19,788
22-11	Florida Retirement System	-	-	15,000	14,999	19,521
22-14	Defined Contribution Plan	-	-	2,500	3,100	3,210
23-11	Health Insurance	-	-	37,840	50,400	69,138
23-12	Life Insurance	-	-	190	384	468
23-13	Accidental Death & Disab Insur	-	-	56	96	189
24-28	Parks (9102)	-	-	10,000	11,323	11,640
	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ 279,879	\$ 333,212	\$ 382,620
34-30	Parking Lot Maintenance	-	-	1,163	2,000	2,000
34-33	Lawn Maintenance	-	-	110,000	129,830	114,000
34-99	Contractual Services - Misc	-	-	22,000	25,000	25,000
40-11	Travel & Training	-	-	2,864	1,250	3,000
41-21	Telephone - Local	-	-	1,000	3,500	1,200
41-34	Data Lines	-	-	-	-	480
43-11	Electric - City Facilities	-	-	10,000	10,920	10,920
43-31	Trash Removal	-	-	15,000	19,530	19,530
43-51	Water & Sewer - City	-	-	15,000	27,040	20,000
43-73	Street Light Fee	-	-	6	1,505	60
43-81	Stormwater Assessment	-	-	347	3,500	500
44-19	Rent - Equipment/Software	-	-	1,642	1,650	1,000
46-11	Maint - Bldg & Grounds	-	-	30,000	58,950	40,000
46-31	Central Garage Maint	-	-	5,000	6,480	6,480
46-52	Maint/Repair - Vandalism	-	-	13	7,300	5,000
46-53	Maint/Repair - Pinehill Cemetery	-	-	-	3,000	2,500
46-55	Maint/Repair - Senior Center	-	-	4,950	5,000	-
49-99	Other Current Charges - Misc	-	-	3,170	5,000	5,000
51-11	Office Supplies - General	-	-	17	100	100
51-41	Small Tools & Implements	-	-	3,500	4,000	4,000
52-11	Fuel	-	-	11,000	17,000	15,000
52-21	Chemicals	-	-	-	-	2,500
52-31	Clothing & Apparel	-	-	1,991	1,800	2,700
52-43	Computer/Operating Supply	-	-	-	1,200	300
52-47	First Aid Supplies	-	-	-	300	300
52-51	Janitorial Supplies	-	-	11,000	10,000	15,000
52-89	Automotive Parts	-	-	3,048	7,000	7,000
52-99	Operating Supplies - Miscellaneous	-	-	7,500	8,000	8,000
53-21	Signs & Sign Material	-	-	2,000	3,000	3,000
53-41	Sod/Seed	-	-	120	5,000	3,000
54-11	Dues & Memberships	-	-	160	160	300

GROUNDS MAINTENANCE

EXP CODE CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
64-15 Trucks & Trailers	-	-	41,995	42,000	63,000
64-31 Special Purpose Equipment	-	-	4,430	5,000	3,000
TOTAL OPERATING & CAPITAL	\$ -	\$ -	\$ 308,916	\$ 416,015	\$ 383,870
	\$ -	\$ -	\$ 588,795	\$ 749,227	\$ 766,490

STORMWATER UTILITY

IT IS THE MISSION OF STORMWATER UTILITY TO

have a proactive inspection program that identifies and remediates flood prone areas, expands or enlarges existing systems to eliminate the flood areas identified, and to improve water quality and quality of life for its residents, where applicable.

DESCRIPTION

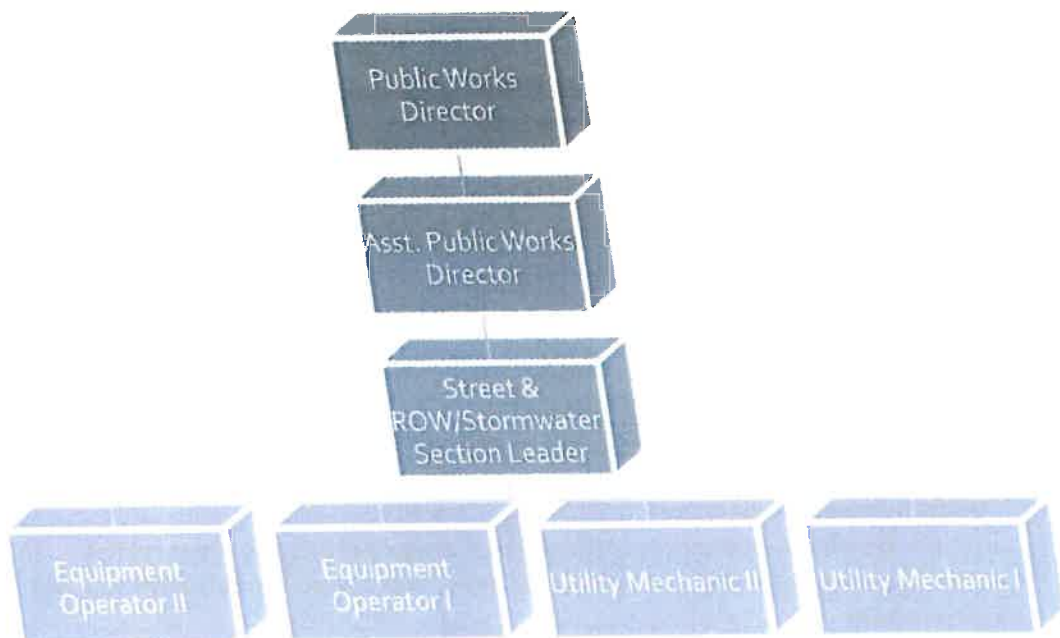
The Stormwater Utility Division is a special purpose service unit within city government that provides stormwater management, as required by the Environmental Protection Agency . This Division maintains 5 miles of ditches/ canals and 40 miles of stormwater pipes. In addition, this Division cleans and repairs catch basins, storm drain pipes, and ditches, while rebuilding or adding new structures, as needed.

ACCOMPLISHMENTS OF FY16

- NPDES Mandate Activities:
 - Continued facility inspections of CSF units, pipe, ponds, catch basins, outfalls, and swales
 - Removed sediments from ponds and swales
 - Continued catch basin tag ID stenciling
 - Street sweeping was continued on all curbed roadways
- Pond construction and/or expansion - Marine Parkway, Allamanda Dr., and Delaware Ave.
- Outfall maintenance and repair:
 - Identified deficiencies and performed maintenance and repairs, where needed
- Sediment removal activities – Washington St. Pond, Public Works Operations Center, and Tanglewood Terrace Pond

FY17 INITIATIVES

- Stormwater Pond Construction:
 - Construct a dry retention pond with an overflow structure on Delaware Ave, east of Van Buren St., and on School Rd.
- NPDES Maintenance Activities:
 - Continue facility inspection and maintenance of CDS units, pipes, catch basins, and outfalls
 - Continue catch basin tag ID and “No Dumping” stencil installation
 - Continue street sweeping program on all curbed streets
 - Continue sediment removal and regarding of existing ditch and swale lines
- Evasive Vegetation Removal:
 - Remove Brazilian Pepper plants from Grey Nature Preserve and Frances Ave. Park
 - Remove evasive vegetation in canals north of Warren Ave. and along the river at Cotee River Park
- Stormwater Pond Tree Maintenance:
 - Trim trees around Orange Lake, Azalea Dr. Pond, and Palm Dr. Pond



STORMWATER UTILITY

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATED	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
12-99	Regular Full-Time Wages	125,899	128,648	129,000	129,459	137,238
14-11	Overtime Wages	14,193	11,117	10,000	25,770	12,161
15-11	Christmas Bonus	250	-	250	250	250
15-16	Health Insurance Waiver Stipend	2,100	-	1,200	1,800	1,800
15-22	Education Incentive Pay	300	600	400	600	600
15-27	Standby Time	5,009	6,010	6,000	6,652	7,144
15-29	Meal Allowance	-	36	18	240	-
21-11	Social Security Matching	10,330	10,769	12,000	12,590	12,178
22-11	Florida Retirement System	10,223	10,657	11,000	11,248	11,772
23-11	Health Insurance	23,084	28,654	24,000	24,720	38,410
23-12	Life Insurance	100	100	250	240	260
23-13	Accidental Death & Disab Insur	12	12	50	60	105
23-15	Net OPEB Obligation Expense	4,496	2,246	2,400	2,130	2,500
24-33	Irrigation Workers/Oper/Drivers (0251)	4,977	5,372	6,948	8,380	8,469
	TOTAL PERSONNEL SERVICES	\$ 200,973	\$ 204,221	\$ 203,516	\$ 224,139	\$ 232,887
31-29	Engineering Services - Misc	21,798	17,133	20,000	40,000	30,000
31-99	Professional Services - Misc	69,673	6,768	20,000	40,000	30,000
34-33	Lawn Maintenance	47,990	31,544	40,000	60,000	50,000
34-38	Lab Test	-	-	8,000	10,000	10,000
34-99	Contractual Services - Misc	67,778	29,051	30,000	40,000	35,000
40-11	Travel & Training	1,863	1,839	1,175	2,220	2,390
41-21	Telephone - Local	4,744	2,955	2,000	3,300	1,300
41-34	Data Lines	489	408	350	480	2,000
41-41	Pager Services	110	70	29	100	100
42-11	Postage	-	-	-	50	50
43-11	Electric - City Facilities	9,728	12,722	10,500	12,000	12,000
43-31	Trash Removal	9,828	10,067	10,000	11,000	11,000
43-73	Street Light Fee	-	-	36	-	40
43-81	Stormwater Assessment	142	225	77	230	80
44-19	Rent - Equipment/Software	-	4,617	3,500	5,000	5,000
45-11	Liability Insurance - Comp. General	3,435	6,504	2,097	3,330	3,330
45-21	Building & Contents Insurance	-	3,677	3,000	3,300	3,300
45-23	Automobile & Truck Insurance	687	-	655	750	750
46-11	Maint - Bldg & Grounds	8,337	10,509	8,078	15,000	15,000
46-21	Maint - Equipment	108	138	-	400	400
46-31	Central Garage Maint	1,303	5,000	5,000	12,000	7,500
49-83	Permit Fees	1,006	1,006	936	2,500	2,500
49-99	Other Current Charges - Misc	-	1,873	939	-	2,000
51-11	Office Supplies - General	81	70	58	300	1,000
51-21	Maps & Charts	55	62	-	300	300
51-41	Small Tools & Implements	5,771	3,515	3,500	7,000	7,000
52-11	Fuel	30,506	21,870	15,000	25,000	20,000
52-25	Software License Support	171	-	420	200	400
52-31	Clothing & Apparel	1,017	1,368	1,258	1,500	1,500
52-43	Computer/Operating Supply	817	272	750	1,000	1,400
52-47	First Aid Supplies	261	226	-	200	200
52-89	Automotive Parts	9,473	38,919	15,000	25,000	20,000
52-99	Operating Supplies - Miscellaneous	9,181	9,122	10,000	12,000	12,000
53-21	Signs & Sign Material	2,465	6,196	3,500	5,000	5,000

STORMWATER UTILITY

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATED	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
53-31	Pipe/Culvert Material	972	916	7,500	20,000	10,000
53-41	Sod/Seed	3,708	7,159	7,500	10,000	10,000
53-99	Road Materials - Misc	5,927	1,315	7,500	20,000	10,000
54-11	Dues & Memberships	118	105	30	200	200
54-61	Books & Publications	-	-	-	250	200
63-99	Improvements Other Than Bldg - Misc.	-	53,968	115,211	615,000	715,000
64-13	Data Processing Equipment	-	-	-	2,400	-
64-15	Trucks & Trailers	-	100,579	-	-	32,000
64-16	Heavy Equipment	-	16,034	31,500	50,000	12,500
64-31	Special Purpose Equipment	-	19,022	-	-	25,000
TOTAL OPERATING & CAPITAL		\$ 319,542	\$ 426,824	\$ 385,099	\$ 1,057,010	\$ 1,107,440

\$ 520,515 \$ 631,045 \$ 588,615 \$ 1,281,149 \$ 1,340,327

STREET LIGHTING FUND

DESCRIPTION

The Street Lighting Fund was established in FY13 to account for the city-wide assessment for street lighting.

STREET LIGHTING

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
43-11	Electric - City Facilities	66,486	58,223	60,000	75,000	70,000
43-72	Street Light Rental & Maint	221,761	227,223	200,000	260,000	250,000
43-74	US-19 Street Lighting O & M	35,589	38,058	41,948	50,000	50,000
52-52	Decorations	24,817	14,210	14,343	15,000	15,000
94-21	Reserves - Contingency	-	-	-	16,005	10,000
TOTAL OPERATING EXPENSES		\$ 348,653	\$ 337,714	\$ 316,291	\$ 416,005	\$ 395,000

\$ 348,653 \$ 337,714 \$ 316,291 \$ 416,005 \$ 395,000

PUBLIC WORKS – WATER PRODUCTION

IT IS THE MISSION OF PUBLIC WORKS – WATER PRODUCTION TO

operate, maintain, and manage the City's Joseph A. Maytum Water Treatment Plant in a way that delivers a reliable and adequate supply of safe drinking water, at a pressure that meets the safety and needs of all customers.

DESCRIPTION

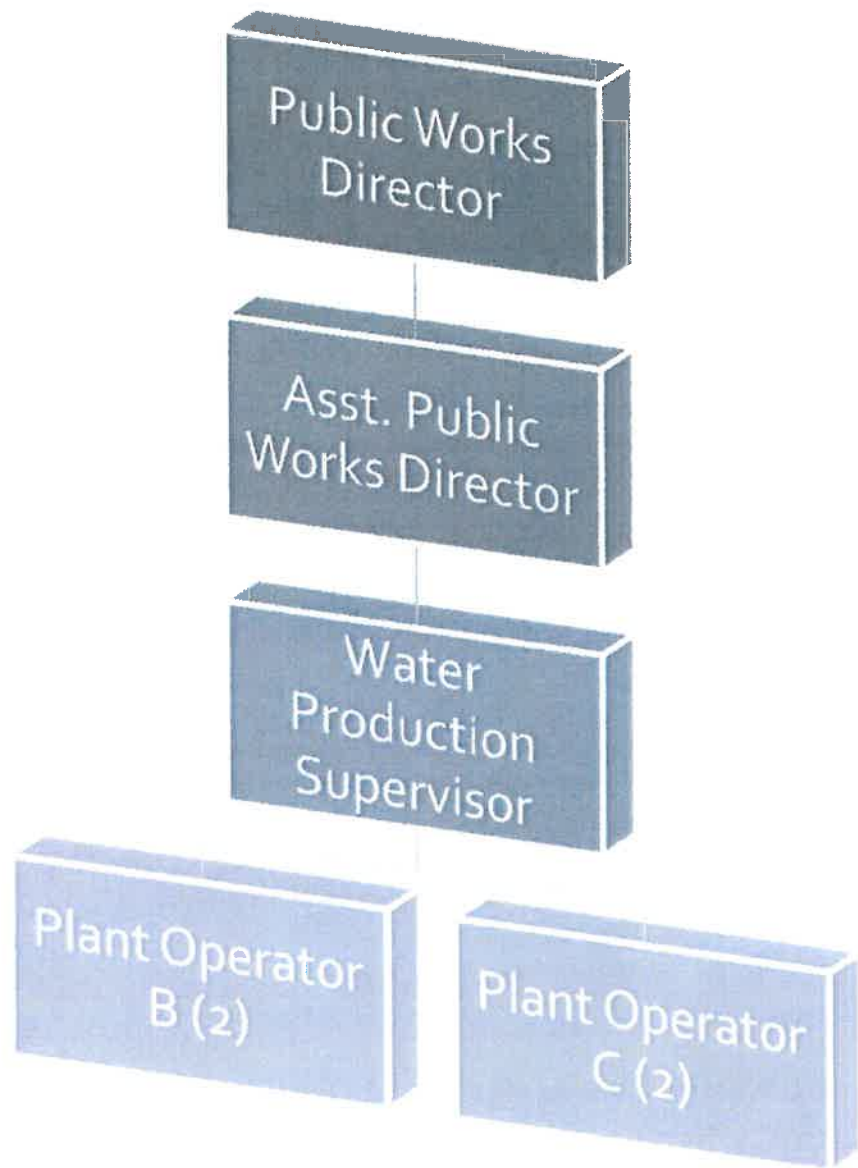
The Water Production Division is responsible for providing residents with water that meets or is better than standards set by the Environmental Protection Agency (EPA).

ACCOMPLISHMENTS OF FY16

- Replaced bulk storage tank and chlorine feed system
- Treated and delivered 1.6 billion gallons of water to the city and 642,120,000 gallons to the region
- Painted interior and exterior pump and piping at plant

FY17 INITIATIVES

- Produce a quality drinking water for delivery to city and region on a consistent basis, which includes maintaining proper system pressure and chemical content
- Exterior cleaning and painting of elevated storage tank
 - Clean and paint ground storage reservoirs and aerators
 - Replace ammonia feed pump system and bulk storage tanks
 - Maintain aesthetic on plant grounds
- Replace outdated SCADA system and deliver water to newly purchased utility systems



W&S WATER PRODUCTION

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-12	Division Head Salaries	55,311	56,126	55,931	55,931	56,763
12-99	Regular Full-Time Wages	146,884	159,644	157,550	157,830	160,202
14-11	Overtime Wages	1,441	3,791	4,000	2,000	5,777
15-11	Christmas Bonus	250	250	250	250	250
15-27	Standby Time	15,345	15,328	14,800	14,860	15,556
21-11	Social Security Matching	16,533	17,446	17,000	17,670	18,249
22-11	Florida Retirement System	15,374	17,120	16,000	16,570	23,975
23-11	Health Insurance	29,239	26,835	33,000	33,900	38,410
23-12	Life Insurance	97	99	225	240	260
23-13	Accidental Death & Disab Insur	11	12	50	60	105
23-15	Net OPEB Obligation Expense	6,707	6,749	6,800	5,690	6,800
24-21	Waterworks Oper/SLSMN Drivers (7520)	6,173	6,171	8,700	9,750	10,472
	TOTAL PERSONNEL SERVICES	\$ 293,365	\$ 309,571	\$ 314,306	\$ 314,751	\$ 336,818
31-29	Engineering Services - Misc	1,963	4,459	8,281	10,000	10,000
34-12	Pest Control Services	420	457	249	440	440
34-38	Lab Test	1,440	3,217	3,500	5,350	5,350
34-74	Security Services	2,093	2,093	4,000	4,510	4,510
34-99	Contractual Services - Misc	5,363	3,404	17,000	20,000	20,000
40-11	Travel & Training	320	90	900	1,470	1,470
41-21	Telephone - Local	2,654	2,447	4,000	5,380	5,380
41-34	Data Lines	6,813	6,942	7,000	7,400	7,400
41-41	Pager Services	46	46	19	160	160
42-11	Postage	2,192	2,216	2,500	4,000	4,000
42-21	Freight Express Charges	-	-	-	30	30
43-11	Electric - City Facilities	98,201	101,281	110,000	119,725	124,290
43-31	Trash Removal	772	788	771	880	1,500
43-73	Street Light Fee	37	2	37	100	100
43-81	Stormwater Assessment	6	135	164	150	180
46-11	Maint - Bldg & Grounds	23,132	34,983	32,000	22,000	50,000
46-21	Maint - Equipment	-	469	350	1,000	1,000
46-23	Maint - Copiers	-	-	383	550	-
46-31	Central Garage Maint	60	4,509	7,000	8,030	8,030
49-83	Permit Fees	6,000	6,025	5,500	6,000	6,000
51-11	Office Supplies - General	19	513	980	1,100	2,300
51-21	Maps & Charts	-	-	-	520	520
51-41	Small Tools & Implements	188	452	450	500	500
52-11	Fuel	10,786	8,523	7,500	11,700	10,000
52-21	Chemicals	103,290	87,136	100,000	129,170	129,170
52-22	Laboratory Supplies	5,339	3,719	5,000	7,000	7,000
52-31	Clothing & Apparel	799	1,407	1,456	1,500	1,500
52-43	Computer/Operating Supply	600	2,896	1,164	4,200	3,000
52-47	First Aid Supplies	150	64	-	250	250
52-51	Janitorial Supplies	38	163	101	800	800
52-61	Raw Water	2,821,184	3,055,296	2,700,000	2,900,000	3,000,000
52-89	Automotive Parts	5,436	4,514	2,790	3,380	3,380
52-94	Conservation Kits & Materials	5,793	11,619	9,850	12,000	12,000
52-99	Operating Supplies - Miscellaneous	1,148	2,309	1,100	1,870	2,420
54-11	Dues & Memberships	415	685	500	840	840
54-61	Books & Publications	-	-	-	200	200
63-41	Elevated Storage Tank	-	-	11,479	150,000	150,000
63-44	City Well Repairs	-	-	-	-	10,000
63-45	Ground Storage Reservoirs	-	-	-	-	50,000

W&S WATER PRODUCTION

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
63-99	Improvements Other Than Bldg - Misc.	-	-	-	-	95,000
64-15	Trucks & Trailers	-	43,545	-	-	17,500
64-31	Special Purpose Equipment	-	36,506	34,979	52,000	32,000
TOTAL OPERATING & CAPITAL		\$ 3,106,697	\$ 3,432,910	\$ 3,081,003	\$ 3,494,205	\$ 3,778,220
		\$ 3,400,062	\$ 3,742,481	\$ 3,395,309	\$ 3,808,956	\$ 4,115,038

PUBLIC WORKS – WATER & RECLAIMED WATER DISTRIBUTION

IT IS THE MISSION OF WATER & RECLAIMED WATER DISTRIBUTION TO

maintain and upgrade the City's potable water system and demonstrate a high level of service that includes, but is not limited to, proactive maintenance activities, expansion of the water system, monitor and evaluate all current regulatory requirements, and having a one hour response time to emergency water breaks and a 24 hour response time to all internal and external inquiries.

DESCRIPTION

The City of New Port Richey has in excess of 9,700 water services, ranging in meter size from 3/4 inch to 10 inches. These services provide water to businesses, trailer parks, offices, restaurants, medical facilities, and individual and bulk customers. The Water Distribution Division oversees these water lines, which total over 131 miles, and range in size from 1 1/2 inches to 30 inches in diameter.

ACCOMPLISHMENTS OF FY16

- Expansion and upgrade of the City's water distribution system:
 - Upgraded metering system in newly acquired system
 - Replaced 2" water mains and service lines in Edgewater Gardens Subdivision
 - Replaced 6" AC water main at Marine Parkway
 - Completed Plathe Rd. water main extension
- Installed 8" reclaim main extension along Congress St., south of Louisiana Ave.
- Implemented a more involved approach on hydrant repairs, which included raising, repairing, and replacing in a more proactive manner
- Coordinated water system mapping improvement with Subsurface Utility Engineering (SUE)

FY17 INITIATIVES

- 2015-2016 Street Improvement Project:
 - Inspect valves that may need replacing prior to paving
 - Install casings for service lines in the work area
- System Acquisitions:
 - Replace all meters and meter boxes, if needed
 - Install any blow offs, or flushing spots, as needed, to provide great water quality
 - Map the system
- Continue with the proactive valve and hydrant maintenance and mapping:
 - Repair, replace, or raise hydrants and valves, as needed
 - Map and record measurements for work done or facilities located
 - Start the GPS pin pointing of facilities

- Personnel Training:
 - Backflow training
 - Asbestos training
 - Distribution School and State exams
 - Equipment and machinery training



W&S WATER & RECLAIMED WATER DISTRIBUTION

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATED	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
12-10	Regular Exempt Salaries	33,393	-	-	-	-
12-99	Regular Full-Time Wages	218,177	232,196	243,000	243,690	245,939
14-11	Overtime Wages	27,702	33,727	32,500	32,977	29,874
15-11	Employee Incentives	500	550	450	500	500
15-16	Health Insurance Waiver Stipend	3,300	5,400	3,300	5,400	3,600
15-22	Education Incentive Pay	300	350	-	-	-
15-27	Standby Time	9,194	9,887	10,000	12,466	10,727
15-29	Meal Allowance	36	-	-	525	-
21-11	Social Security Matching	21,671	21,036	22,500	22,620	23,055
22-11	Florida Retirement System	21,340	20,215	20,000	20,093	21,548
23-11	Health Insurance	40,012	34,040	43,100	43,260	61,456
23-12	Life Insurance	163	173	400	480	520
23-13	Accidental Death & Disab Insur	19	20	100	120	210
23-15	Net OPEB Obligation Expense	8,968	8,945	9,000	7,040	9,000
24-21	Waterworks Oper/SLSMN Drivers (7520)	7,126	7,152	11,000	11,286	11,977
24-26	Workers Comp - Clerical (8810)	66	78	100	115	66
24-32	Municipal Classification (9410)	2,511	-	-	-	-
TOTAL PERSONNEL SERVICES		\$ 394,478	\$ 373,769	\$ 395,450	\$ 400,572	\$ 418,472
31-99	Professional Services - Misc	-	25,000	25,000	200,000	75,000
34-42	Call Candy Services	2,678	2,509	2,500	4,000	4,000
34-99	Contractual Services - Misc	10,351	12,056	18,000	20,000	20,000
40-11	Travel & Training	1,017	3,243	2,500	3,000	3,600
41-21	Telephone - Local	10,200	7,120	5,500	8,000	6,000
41-34	Data Lines	489	538	1,000	420	2,000
41-41	Pager Services	70	79	29	160	160
42-11	Postage	909	404	179	1,100	750
43-31	Trash Removal	4,931	9,482	5,185	6,600	7,500
44-19	Rent - Equipment/Software	215	47	100	800	500
45-71	Notary Bond	-	-	-	150	150
46-11	Maint - Bldg & Grounds	9,515	8,823	5,500	6,900	6,900
46-21	Maint - Equipment	270	1,677	1,204	2,600	2,000
46-24	Maint - Technical Equipment	-	18	-	-	-
46-31	Central Garage Maint	3,710	4,515	8,000	16,800	10,000
47-99	Printing & Binding - Misc	29	-	-	-	-
51-11	Office Supplies - General	849	730	232	800	800
51-41	Small Tools & Implements	7,792	6,048	5,422	7,690	7,700
52-11	Fuel	55,911	47,043	30,000	36,250	36,250
52-25	Software License Support	3,538	695	5,043	4,670	5,000
52-31	Clothing & Apparel	2,421	2,671	1,666	2,800	3,000
52-43	Computer/Operating Supply	3,380	2,526	87	3,500	3,500
52-47	First Aid Supplies	462	399	-	200	200
52-71	Meters	64,702	84,449	35,000	40,000	40,000
52-72	Pipe	6,876	7,238	8,000	14,000	10,000
52-73	Hydrants	6,353	6,881	7,000	15,000	10,000
52-74	Valves & Clamps	54,265	40,952	45,000	80,000	70,000
52-79	Water & Sewer Supplies - Misc	20,497	76,296	10,327	10,000	5,000

W&S WATER & RECLAIMED WATER DISTRIBUTION

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATED	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
52-89	Automotive Parts	62,218	48,904	21,269	18,430	30,000
52-99	Operating Supplies - Miscellaneous	23,828	25,956	15,000	21,750	15,000
53-41	Sod/Seed	2,066	2,173	3,301	4,000	4,000
53-99	Road Materials - Misc	10,734	4,125	2,566	15,000	10,000
54-11	Dues & Memberships	185	235	90	400	400
54-61	Books & Publications	213	32	-	240	240
64-13	Data Processing Equipment	-	3,781	-	-	-
64-15	Trucks & Trailers	-	71,966	128,270	160,000	191,000
64-16	Heavy Equipment	-	-	-	-	39,500
64-31	Special Purpose Equipment	-	30,415	-	-	-
TOTAL OPERATING & CAPITAL		\$ 370,674	\$ 539,026	\$ 392,970	\$ 705,260	\$ 620,150

\$ 370,674 \$ 539,026 \$ 392,970 \$ 705,260 \$ 620,150

PUBLIC WORKS – CONSTRUCTION SERVICES

IT IS THE MISSION OF PUBLIC WORKS – CONSTRUCTION SERVICES TO

to display a high level of professionalism and transparency while performing construction services for the City and keep current on design and construction practices with an emphasis on environmental best management practices.

DESCRIPTION

It is the responsibility of the Construction Services Division to design and construct capital projects, in accordance with the City's Capital Improvement Program and master plans.

ACCOMPLISHMENTS OF FY16

- Completed the CDBG grant application, design, and bid documents for the Circle Blvd. Roadway Improvement Project
- Completed the design and construction management phase of:
 - Sims Park Improvement Project
 - Madison St. Bridge Nodes Rehabilitation Project
 - 2013 Sewer Improvement Project

FY17 INITIATIVES

- Projects:
 - 2015 Water System Improvement Project
 - Recreation and Aquatic Center Improvement Project
 - Circle Blvd. Roadway Improvement Project
 - Orange Lake Improvement Project
- Personnel Training:
 - Stormwater State Inspector for construction site certification
 - Asbestos handling and disposal certification
 - Auto-CAD programming
 - Adobe-Pro programming
- Development Review Committee:
 - Develop and implement standard operating procedures for utility reviews
 - Driveway Parking Ordinance compliance reviews
- Project Bid Documents:
 - Interior Painting, City Hall and Library
 - Water Tower Exterior Painting Project
 - Carpet Upgrades, City Hall and Library

Public Works
Director

Asst. Public
Works Director

Construction
Services
Manager

Construction
Inspector (3)

W&S CONSTRUCTION SERVICES

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
12-10	Regular Exempt Salaries	19,152	55,222	54,200	54,704	55,515
12-99	Regular Full-Time Wages	35,784	103,809	119,000	119,350	121,139
14-11	Overtime Wages	27	3,975	10,500	10,758	10,920
15-11	Christmas Bonus	-	200	200	200	200
15-16	Health Insurance Waiver Stipend	300	3,450	1,620	1,880	1,800
21-11	Social Security Matching	4,018	12,263	14,000	14,160	14,502
22-11	Florida Retirement System	4,010	11,882	12,500	12,845	14,106
23-11	Health Insurance	4,104	11,530	12,000	12,360	23,046
23-12	Life Insurance	17	74	150	192	208
23-13	Accidental Death & Disab Insur	2	9	30	48	84
23-15	Net OPEB Obligation Expense	1,588	1,749	1,800	4,400	1,800
24-32	Municipal Classification (9410)	-	8,736	13,000	13,980	14,180
TOTAL PERSONNEL SERVICES		\$ 69,002	\$ 212,899	\$ 239,000	\$ 244,877	\$ 257,501
34-99	Contractual Services - Misc	-	-	-	-	1,500
40-11	Travel & Training	-	-	1,449	1,800	1,800
41-21	Telephone - Local	-	2,780	894	6,300	2,000
41-34	Data Lines	-	408	161	420	1,800
42-11	Postage	-	-	-	150	150
46-11	Maint - Bldg & Grounds	-	-	-	1,000	500
46-21	Maint - Equipment	-	742	-	1,200	-
46-23	Maint - Copiers	-	3,256	1,793	3,300	3,300
46-31	Central Garage Maint	-	415	500	2,000	1,000
47-99	Printing & Binding - Misc	-	-	-	100	-
51-11	Office Supplies - General	-	195	410	400	400
51-41	Small Tools & Implements	-	127	56	300	300
52-11	Fuel	-	8,397	3,567	3,500	5,000
52-25	Software License Support	-	1,430	6,206	1,500	6,000
52-31	Clothing & Apparel	-	605	540	1,000	1,000
52-43	Computer/Operating Supply	-	518	122	1,000	1,000
52-89	Automotive Parts	-	3,538	4,994	2,000	5,000
52-99	Operating Supplies - Miscellaneous	-	713	1,107	1,200	1,200
54-11	Dues & Memberships	-	-	-	200	200
54-61	Books & Publications	-	-	-	200	-
64-15	Trucks & Trailers	-	-	24,677	25,000	18,000
TOTAL OPERATING & CAPITAL		\$ -	\$ 23,124	\$ 46,476	\$ 52,570	\$ 50,150
		\$ 69,002	\$ 236,023	\$ 285,476	\$ 297,447	\$ 307,651

NEW PORT RICHEY

PUBLIC WORKS – RECLAIMED WATER PRODUCTION

IT IS THE MISSION OF PUBLIC WORKS – RECLAIMED WATER PRODUCTION TO protect health and the environment by operating and maintaining the reclaim water production facility at its highest efficiency and complying with regulatory requirements; and producing high quality water for beneficial use, all while being innovative and creative to hold costs to a minimum.

DESCRIPTION

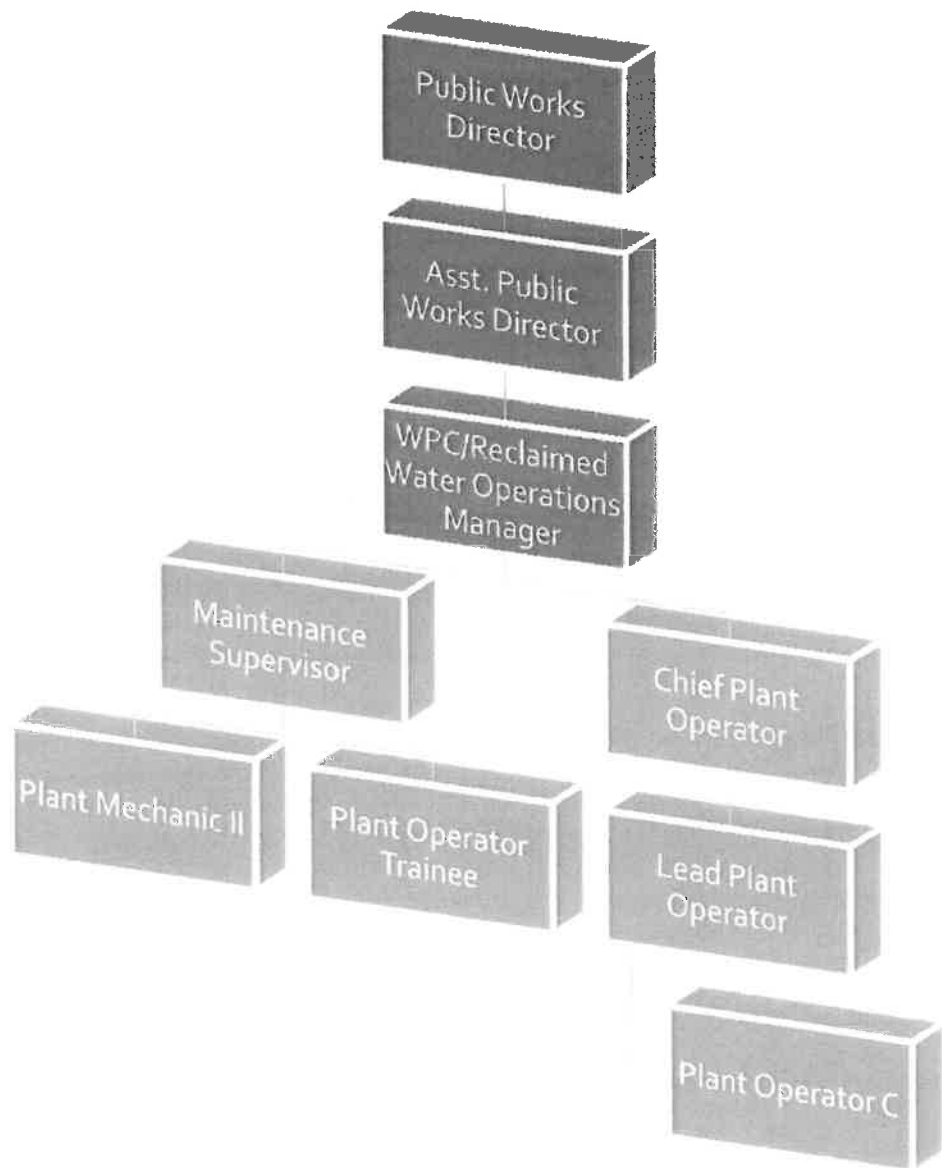
The Reclaimed Water Production Division is responsible for the operation of the wastewater treatment plant and producing and providing reclaimed water for beneficial reuse.

ACCOMPLISHMENTS OF FY16

- Filtered, disinfected, and distributed over 1.9 billion gallons of reclaimed water to customers

FY17 INITIATIVES

- Continue to provide high quality reclaimed water for beneficial reuse
- Continue to seek out ways to be more energy efficient



W&S RECLAIMED WATER PRODUCTION

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
12-99	Regular Full-Time Wages	169,282	141,725	140,000	140,878	143,000
14-11	Overtime Wages	2,784	4,273	5,000	5,970	6,059
15-11	Employee Incentives	250	200	200	200	200
15-27	Standby Time	8,561	8,502	8,000	8,983	9,116
15-29	Meal Allowance	-	-	-	150	150
21-11	Social Security Matching	13,708	11,674	11,500	11,950	12,127
22-11	Florida Retirement System	12,672	11,276	10,000	10,831	11,895
23-11	Health Insurance	27,187	23,853	24,500	24,720	30,728
23-12	Life Insurance	90	82	150	192	208
23-13	Accidental Death & Disab Insur	11	10	35	48	84
23-15	Net OPEB Obligation Expense	5,542	5,598	6,200	3,580	6,200
24-22	Sewage Disp/Plant/Oper/Drivers (7580)	3,741	3,696	4,700	5,690	5,469
	TOTAL PERSONNEL SERVICES	\$ 243,828	\$ 210,889	\$ 210,285	\$ 213,192	\$ 225,236
34-38	Lab Test	11,911	11,733	11,103	12,000	12,000
34-99	Contractual Services - Misc	169	-	-	270	270
40-11	Travel & Training	900	189	-	1,790	1,790
42-11	Postage	-	-	-	30	30
43-11	Electric - City Facilities	263,388	227,808	210,000	250,000	250,000
45-99	Insurance	-	-	-	1,000	1,000
46-11	Maint - Bldg & Grounds	57,048	43,641	23,688	41,000	41,000
46-21	Maint - Equipment	3,885	3,538	1,952	3,800	3,800
49-51	Excess Reclaimed Water Expense	100,000	75,000	75,000	85,000	85,000
51-11	Office Supplies - General	100	142	72	100	100
52-21	Chemicals	54,422	64,947	75,000	90,640	80,000
52-22	Laboratory Supplies	27	190	117	200	200
52-31	Clothing & Apparel	788	1,390	1,064	1,200	1,200
52-51	Janitorial Supplies	145	216	288	220	220
52-99	Operating Supplies - Miscellaneous	471	456	288	500	500
54-11	Dues & Memberships	50	150	-	300	300
64-31	Special Purpose Equipment	-	-	9,861	12,000	20,000
	TOTAL OPERATING & CAPITAL	\$ 493,304	\$ 429,400	\$ 408,433	\$ 500,050	\$ 497,410
		\$ 737,132	\$ 640,289	\$ 618,718	\$ 713,242	\$ 722,646

NEW PORT RICHEY

PUBLIC WORKS – WATER POLLUTION CONTROL

IT IS THE MISSION OF PUBLIC WORKS – WATER POLLUTION CONTROL TO

protect health and the environment by operating and maintaining the reclaim water production facility at its highest efficiency and complying with regulatory requirements; and producing high quality water for beneficial use, all while being innovative and creative to hold costs to a minimum.

DESCRIPTION

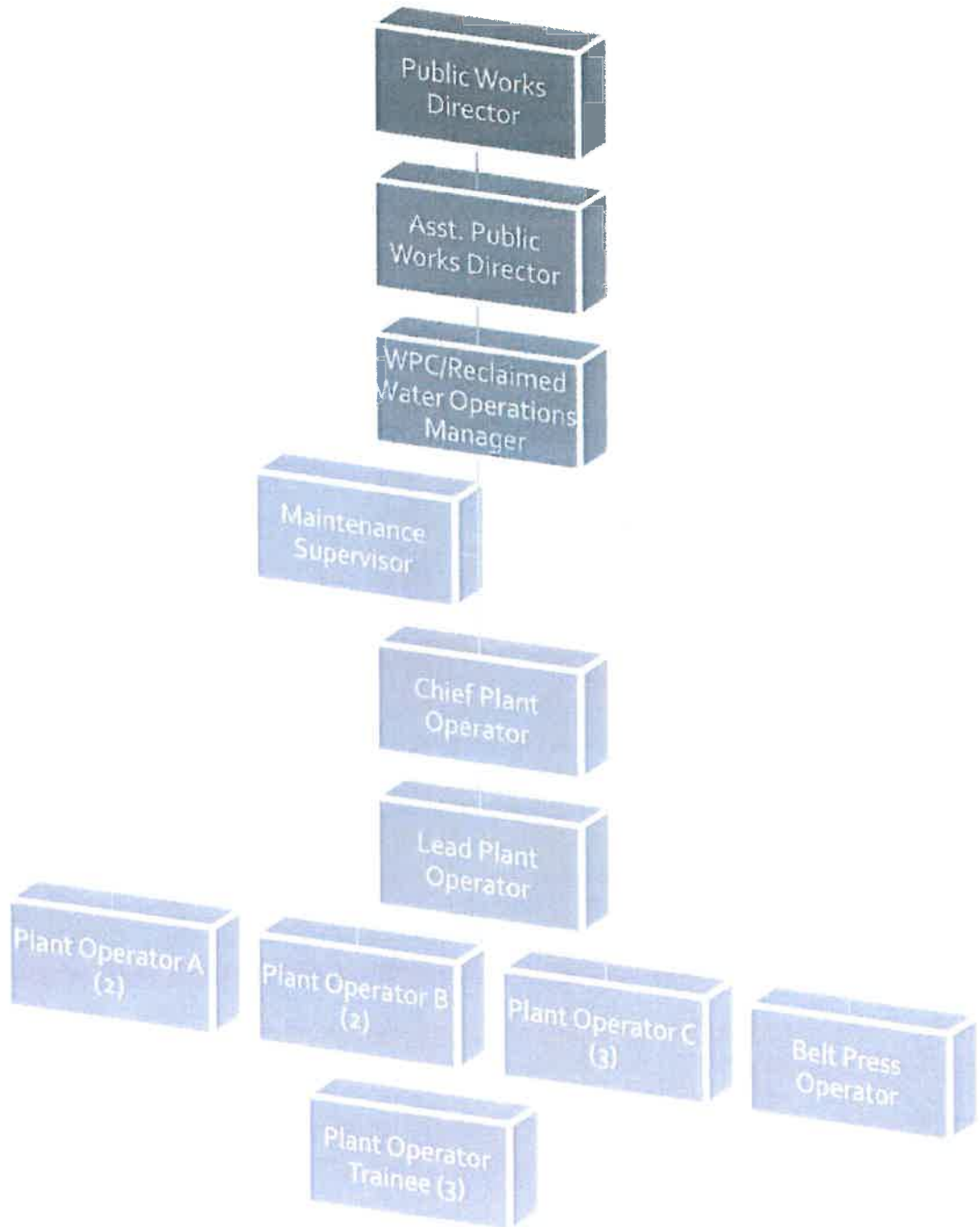
The Reclaimed Water Production Division is responsible for the operation of the wastewater treatment plant and producing and providing reclaimed water for beneficial reuse.

ACCOMPLISHMENTS OF FY16

- Completed numerous CIP projects and upgrades
- Treated 1.9 billion gallons of wastewater to near drinking water standards for beneficial reuse
- Over 99% efficiency with no permit violations
- Completed over 3,000 work orders

FY17 INITIATIVES

- Supply and produce high quality reclaimed water for beneficial reuse:
 - Complete SCADA project to increase automation and improve reliability
 - Continue to seek out energy saving technologies
 - Be creative and innovative in implementing process improvements
 - Complete weekly work orders to maintain equipment that is vital to the process and DEP compliance
- Renew DEP Operating permit
- Complete CIP projects



W&S WATER POLLUTION CONTROL

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-12	Division Head Salaries	65,876	67,846	67,500	67,940	68,952
12-99	Regular Full-Time Wages	432,887	458,926	455,000	455,480	464,942
14-11	Overtime Wages	6,672	22,012	24,500	24,970	25,482
15-11	Christmas Bonus	650	650	700	650	650
15-16	Health Insurance Waiver Stipend	3,600	4,650	3,000	3,600	3,600
15-22	Education Incentive Pay	-	750	400	600	600
15-27	Standby Time	11,660	15,880	11,500	11,620	11,795
15-29	Meal Allowance	-	36	126	210	270
21-11	Social Security Matching	39,014	42,731	43,000	43,230	44,086
22-11	Florida Retirement System	35,458	37,729	35,500	35,830	39,156
22-14	Defined Contribution Plan	7,948	8,635	8,000	8,130	8,251
23-11	Health Insurance	57,966	62,482	67,000	67,990	84,502
23-12	Life Insurance	225	253	600	630	676
23-13	Accidental Death & Disab Insur	26	30	150	160	273
23-15	Net OPEB Obligation Expense	15,876	15,475	16,000	13,200	16,000
24-22	Sewage Disp/Plant/Oper/Drivers (7580)	11,774	11,620	17,500	18,030	17,502
24-32	Municipal Classification (9410)	3,169	3,280	5,000	5,230	5,161
	TOTAL PERSONNEL SERVICES	\$ 194,038	\$ 226,213	\$ 232,976	\$ 234,080	\$ 258,005
31-29	Engineering Services - Misc	4,445	15,953	42,000	55,000	55,000
31-99	Professional Services - Misc	2,760	4,255	2,000	5,000	5,000
34-12	Pest Control Services	420	457	249	420	420
34-38	Lab Test	4,421	6,339	7,500	12,000	12,000
34-99	Contractual Services - Misc	2,611	1,032	3,298	5,000	6,500
40-11	Travel & Training	1,452	1,679	1,588	2,400	2,400
41-21	Telephone - Local	2,269	2,792	593	2,600	1,100
41-34	Data Lines	4,196	4,322	41,000	4,680	4,680
41-41	Pager Services	140	140	58	140	140
42-11	Postage	77	8	32	130	130
42-21	Freight Express Charges	-	790	-	300	300
43-11	Electric - City Facilities	203,801	268,286	260,000	320,000	390,000
43-31	Trash Removal	7,095	7,102	6,377	12,100	10,000
43-51	Water & Sewer - City	24,349	24,256	24,500	27,500	27,500
43-61	Sludge Removal	292,736	296,972	280,000	330,000	300,000
43-73	Street Light Fee	252	-	-	260	260
43-81	Stormwater Assessment	2,631	-	-	2,690	2,690
44-19	Rent - Equipment/Software	788	1,156	1,667	2,000	2,000
45-11	Liability Insurance - Comp. General	10,304	14,785	7,339	7,570	7,570
45-21	Building & Contents Insurance	151,131	154,138	126,852	138,340	138,340
45-23	Automobile & Truck Insurance	2,748	-	3,931	2,670	2,670
45-25	Flood Insurance	11,582	14,254	-	13,900	13,900
46-11	Maint - Bldg & Grounds	98,163	146,680	90,415	98,250	98,250
46-21	Maint - Equipment	9,813	13,281	10,000	12,280	12,280
46-23	Maint - Copiers	-	110	423	510	510
46-31	Central Garage Maint	460	-	-	4,700	4,700
49-83	Permit Fees	1,000	1,000	1,000	1,000	1,000
51-11	Office Supplies - General	1,173	1,325	102	1,500	1,500
51-41	Small Tools & Implements	1,534	2,008	1,145	2,000	2,000
52-11	Fuel	10,056	15,786	12,000	25,000	15,000
52-21	Chemicals	132,951	114,376	115,000	200,000	140,000

W&S WATER POLLUTION CONTROL

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
52-22	Laboratory Supplies	10,192	8,702	4,640	10,000	10,000
52-31	Clothing & Apparel	2,626	3,034	3,280	3,400	3,400
52-43	Computer/Operating Supply	5,000	6,921	475	5,600	5,600
52-47	First Aid Supplies	245	71	-	400	400
52-51	Janitorial Supplies	3,708	3,585	1,211	3,800	3,800
52-89	Automotive Parts	15,236	10,182	10,431	6,880	10,000
52-99	Operating Supplies - Miscellaneous	3,653	3,537	498	3,000	3,000
54-11	Dues & Memberships	-	858	-	1,300	1,300
54-61	Books & Publications	-	-	-	150	150
62-99	Building Improvements	-	11,875	-	-	58,000
63-99	Improvements Other Than Bldg - Misc.	-	113,940	160,380	185,000	171,000
64-31	Special Purpose Equipment	-	-	4,485	5,200	6,500
TOTAL OPERATING EXPENSES		\$ 1,026,018	\$ 1,275,987	\$ 1,224,469	\$ 1,514,670	\$ 1,530,990

\$ 1,220,056 \$ 1,502,200 \$ 1,457,445 \$ 1,748,750 \$ 1,788,995

PUBLIC WORKS – SEWER COLLECTION

IT IS THE MISSION OF PUBLIC WORKS – SEWER COLLECTION TO

Maintain and upgrade the City's sewer collection system; strive to remain current with today's technology and implement that technology into our system and everyday routine; make great effort to ensure that all staff are trained and prepared for any event that might jeopardize the integrity of our sewer system.

DESCRIPTION

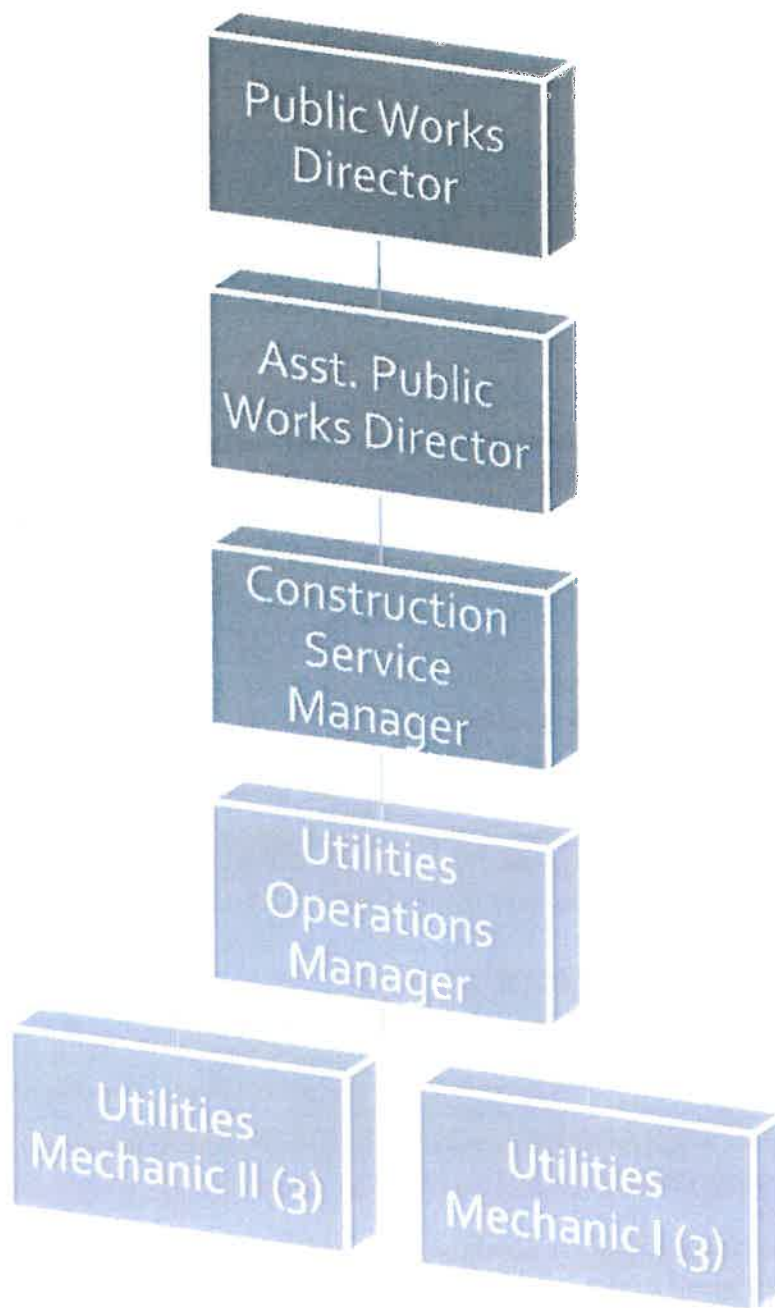
The Sewer Collections Division maintains and repairs over 8,000 sewer services, including clearing of blockages and repair and replacement of defective sewer services. Sewer collections is also responsible for the maintenance of sewer force mains, ranging in size from 4-16 inches long, and 65 lift stations that these lines pump to.

ACCOMPLISHMENTS OF FY16

- Completed Phase 2 of communication server upgrades:
 - Finalized engineering and schematic design of components needed to replace existing RTU's
 - Received training on implementation of new PLC Controller units
- Continued gravity sewer rehabilitation program:
 - Continued annual high pressure cleaning of gravity mains throughout the system
 - Continued video inspection of the gravity mains throughout the system to identify defective pipe inflow and infiltration
- PLC Upgrades in lift station RTU panels
 - Began building and installing new PLC Units in lift station to replace old, outdated RTU controllers
- Prepared staff for emergency situations

FY17 INITIATIVES

- Continue annual gravity sewer system inspection and lining:
 - \$300,000 annual cost to control and prevent deterioration of the sewer system
 - Sewer crews will continue to clean, inspect, and record the sewer system to find areas in need of lining
- Continue smoke testing of sewer system, which will identify areas that are in need of repair, cross-connections between the sewer system and the stormwater system, and lead to far less infiltration of the sewer system
- Continue repair and replacement of lift station pumps, as needed
- Continue training/education on latest asbestos training and wastewater collection certifications



W&S SEWER COLLECTION

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
12-10	Regular Exempt Salaries	34,173	48,529	43,000	43,077	43,722
12-99	Regular Full-Time Wages	173,942	137,541	144,000	144,184	145,995
14-11	Overtime Wages	34,466	29,715	31,000	31,200	31,586
15-11	Employee Incentives	400	350	400	400	350
15-14	One Time Lump Sum	-	-	-	-	-
15-16	Health Insurance Waiver Stipend	2,400	900	1,200	-	-
15-22	Education Incentive Pay	400	1,350	800	600	600
15-27	Standby Time	-	7,983	9,500	10,400	10,529
15-29	Meal Allowance	168	150	45	160	-
21-11	Social Security Matching	19,124	16,855	17,000	17,600	17,808
22-11	Florida Retirement System	17,794	16,306	15,500	15,906	17,434
23-11	Health Insurance	35,395	35,448	49,000	49,440	53,774
23-12	Life Insurance	145	131	300	384	364
23-13	Accidental Death & Disab Insur	17	15	75	96	147
23-15	Net OPEB Obligation Expense	7,824	7,865	8,000	4,400	8,000
24-22	Sewage Disp/Plant/Oper/Drivers (7580)	4,911	4,800	7,575	8,370	8,031
24-35	Storage Warehouse Inventory (8292)	966	1,384	-	2,039	-
	TOTAL PERSONNEL SERVICES	\$ 332,125	\$ 309,322	\$ 327,395	\$ 328,256	\$ 338,339
31-99	Professional Services - Misc	-	-	-	-	100,000
34-32	Inspector Services	-	-	-	800	800
34-99	Contractual Services - Misc	20,082	37,478	12,646	19,000	22,000
40-11	Travel & Training	759	2,012	2,487	2,800	2,940
41-21	Telephone - Local	12,263	8,505	1,907	7,000	3,000
41-34	Data Lines	489	2,603	1,872	2,800	5,000
41-41	Pager Services	134	89	49	80	80
42-11	Postage	123	1,137	298	250	350
42-21	Freight Express Charges	-	-	-	30	30
43-11	Electric - City Facilities	73,543	84,706	46,487	80,000	80,000
43-31	Trash Removal	6,134	9,440	7,594	10,000	12,000
43-81	Stormwater Assessment	50	-	-	60	60
44-19	Rent - Equipment/Software	-	47	2,567	500	2,000
46-11	Maint - Bldg & Grounds	74,847	104,728	95,000	145,000	110,000
46-21	Maint - Equipment	4,161	499	7,500	9,000	9,000
46-31	Central Garage Maint	2,055	5,010	12,000	27,930	20,000
46-61	Maint/Repair - Physical Plant	3,148	-	-	-	-
47-99	Printing & Binding - Misc	48	-	-	-	-
51-11	Office Supplies - General	977	770	496	900	900
51-41	Small Tools & Implements	6,668	4,945	5,000	6,850	6,850
52-11	Fuel	60,670	49,272	20,000	30,000	30,000
52-21	Chemicals	3,512	5,069	2,004	5,000	5,000
52-25	Software License Support	4,439	2,590	5,197	3,000	5,000
52-31	Clothing & Apparel	1,756	1,792	2,189	2,400	2,400
52-43	Computer/Operating Supply	1,371	93	500	1,500	1,500
52-47	First Aid Supplies	486	258	-	300	300
52-72	Pipe	1,656	1,076	5,000	7,500	7,500
52-74	Valves & Clamps	3,365	2,206	81	24,000	24,000
52-89	Automotive Parts	54,122	50,636	38,222	17,000	17,000
52-99	Operating Supplies - Miscellaneous	15,015	13,294	10,000	19,000	15,000
53-41	Sod/Seed	674	1,113	2,000	3,000	3,000

W&S SEWER COLLECTION

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	AMENDED	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
53-99	Road Materials - Misc	1,974	3,854	5,000	12,000	7,500
54-11	Dues & Memberships	128	90	-	300	300
54-61	Books & Publications	219	-	-	200	200
63-99	Improvements Other Than Bldg - Misc.	-	27,679	38,013	25,000	25,000
64-13	Data Processing Equipment	-	-	-	-	1,600
64-15	Trucks & Trailers	-	-	-	-	45,000
64-16	Heavy Equipment	-	-	-	-	90,000
64-17	Communications Equipment	-	91,553	117,277	340,000	170,000
64-18	Software	-	-	-	-	-
64-31	Special Purpose Equipment	-	24,880	7,167	12,295	28,700
TOTAL OPERATING & CAPITAL		\$ 354,868	\$ 537,424	\$ 448,553	\$ 815,495	\$ 854,010

\$ 686,993 \$ 846,746 \$ 775,948 \$ 1,143,751 \$ 1,192,349

CENTRAL GARAGE

IT IS THE MISSION OF CENTRAL GARAGE TO

provide the best service to city departments and divisions by partnering with city staff and vendors to effectively monitor and ensure the most cost effective repair and replacement of the City's fleet of vehicles and equipment.

DESCRIPTION

The Central Garage Division provides acquisition, disposal, preventative maintenance, and major and minor repairs for the City's motor vehicle fleet and equipment. The Division performs these functions on a variety of vehicle types, including police vehicles and fire apparatus.

ACCOMPLISHMENTS OF FY16

- Installed energy efficient lights over vehicle bays and work bench areas
- Tracked all vehicle mileage for fuel consumption and monitored all fuel storage tanks for condition of fuel being stored
- Obtained additional training needed for emergency fire engines and ladder truck repairs

FY17 INITIATIVES

- Environmental Responsibility and Safety:
 - Install more energy efficient lighting
 - Install new oil & lube reels
- The City's new software program, Tyler Technologies, will allow for the implementation of a new maintenance program
- Training:
 - ASE testing and recertification
 - Emergency vehicle training and training on various other equipment and machines

Public
Works Director

Asst. Public
Works Director

Construction
Services
Manager

Lead Fleet
Mechanic

Automotive
Technician (3)

CENTRAL GARAGE

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
12-99	Regular Full-Time Wages	176,300	160,589	166,000	166,878	169,395
14-11	Overtime Wages	395	4,515	750	982	977
15-11	Employee Incentives	200	200	200	200	200
15-29	Meal Allowance	-	-	350	525	475
21-11	Social Security Matching	13,290	12,304	12,000	12,860	13,085
22-11	Florida Retirement System	17,310	12,719	11,500	11,665	12,812
23-11	Health Insurance	24,623	21,272	23,350	24,720	30,728
23-12	Life Insurance	82	68	150	192	208
23-13	Accidental Death & Disab Insur	10	8	35	48	84
23-15	Net OPEB Obligation Expense	5,428	5,538	5,600	5,670	5,750
24-25	Auto Repair Shop/Parts Dept (8391)	6,212	6,223	6,000	9,080	6,106
TOTAL PERSONNEL SERVICES		\$ 243,850	\$ 223,436	\$ 225,935	\$ 232,820	\$ 239,821
34-34	Wrecker Services	1,831	2,926	2,500	3,000	3,000
34-36	Paint & Body Work	-	6,361	11,586	8,000	12,000
34-37	Auto Repair & Testing	30,677	36,415	35,500	40,000	40,000
34-99	Contractual Services - Misc	-	-	664	-	1,500
40-11	Travel & Training	1,810	2,592	3,000	4,000	5,500
41-21	Telephone - Local	2,089	2,024	1,200	2,150	2,150
42-11	Postage	259	214	376	150	600
44-19	Rent - Equipment/Software	-	-	-	200	200
46-11	Maint - Bldg & Grounds	6,123	7,052	7,294	8,000	8,000
46-21	Maint - Equipment	2,544	2,422	3,498	2,500	3,500
46-31	Central Garage Maint	23	-	5,000	10,880	6,000
49-83	Permit Fees	150	125	-	180	180
51-11	Office Supplies - General	170	365	820	400	900
51-41	Small Tools & Implements	3,296	3,196	3,500	5,000	5,000
52-11	Fuel	327,458	269,797	250,000	276,000	276,000
52-25	Software License Support	950	950	950	1,500	1,000
52-31	Clothing & Apparel	160	75	-	150	150
52-32	Laundry Service	4,822	3,110	1,242	2,700	2,700
52-43	Computer/Operating Supply	2,364	1,984	1,366	2,000	1,500
52-47	First Aid Supplies	-	57	-	150	150
52-51	Janitorial Supplies	340	237	-	500	500
52-89	Automotive Parts	172,643	196,139	125,000	150,000	150,000
52-98	Inventory Adjustments	-	-	749	1,000	1,000
52-99	Operating Supplies - Miscellaneous	5,601	5,473	5,500	5,000	6,000
54-11	Dues & Memberships	50	-	-	200	200
54-61	Books & Publications	-	-	-	1,000	500
64-15	Trucks & Trailers	-	-	-	-	13,000
64-31	Special Purpose Equipment	-	14,808	10,816	12,600	15,000
TOTAL OPERATING & CAPITAL		\$ 563,360	\$ 556,322	\$ 470,561	\$ 537,260	\$ 556,230
		\$ 807,210	\$ 779,758	\$ 696,496	\$ 770,080	\$ 796,051

NEW PORT RICHIEY

FINANCE- ACCOUNTING & BUDGETING

IT IS THE MISSION OF ACCOUNTING & BUDGETING TO

manage the city's financial operations in an effective and efficient manner that maintains and promotes the confidence of the citizens we serve and ensures economical and quality governmental service.

DESCRIPTION

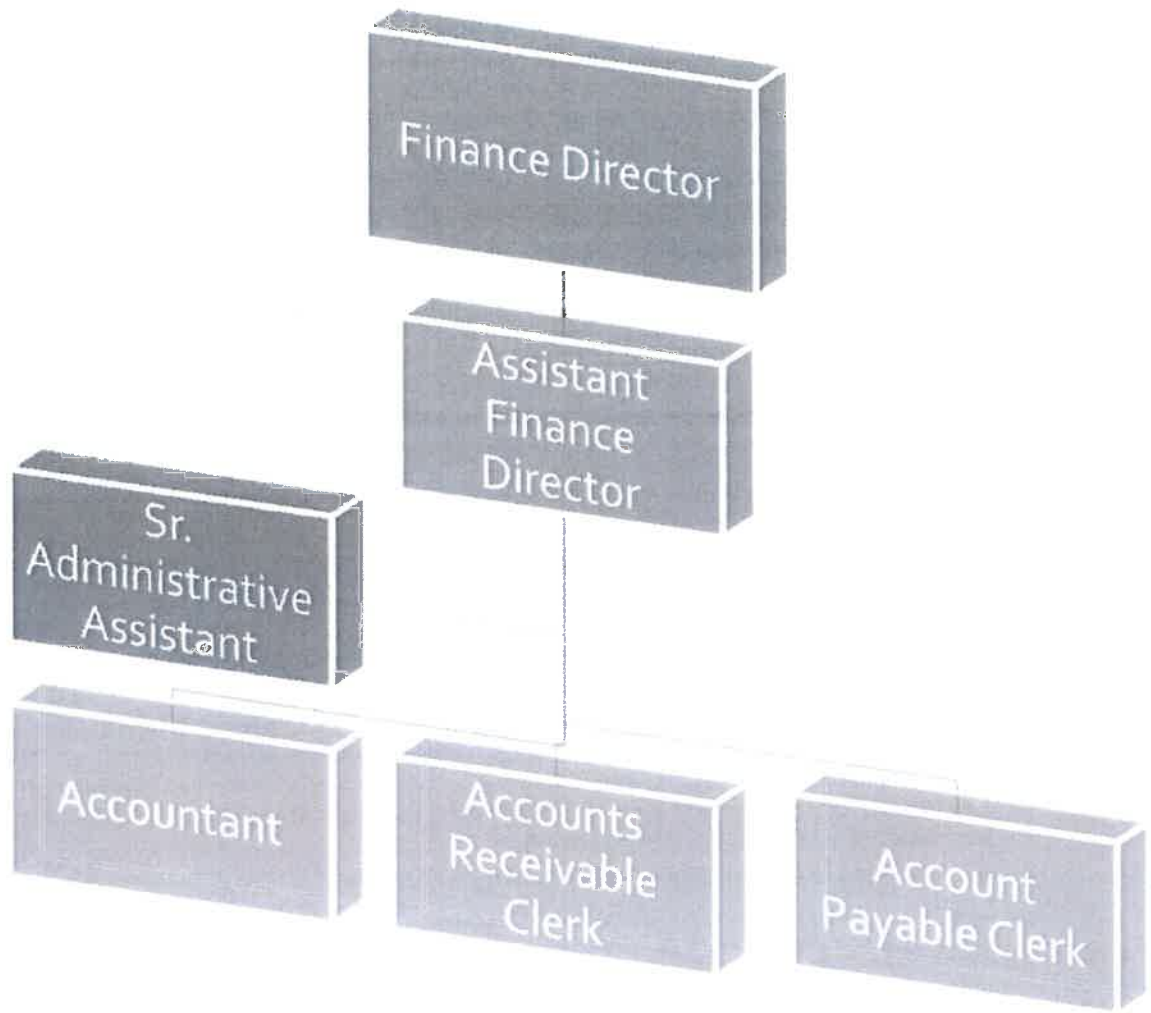
The Finance Department's Accounting & Budgeting Division plays an integral role in all financial transactions, both long and short term within the City of New Port Richey. This Division processes accounts payable and payroll, specialized billing, and provides other accounting related services. In addition, this Division coordinates the development of the annual budget, prepares the Comprehensive Annual Financial Report, and meets with financial advisors to ensure long-term financial stability.

ACCOMPLISHMENTS OF FY16

- Received the Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report (CAFR) for FY14
- Completed the conversion and implementation from the City's existing financial software to Tyler Technologies
- Completed debt transaction to refinance existing debt
- Implemented a new treasury service provider
- Supported the expansion of the City's utility operations by securing financing, as needed

FY17 INITIATIVES

- Revise the City's current purchasing policy and procurement card program
- Centralize the City's grant management system to improve efficiencies in reporting and compliance
- Improve the City's competitive bidding process, internally and externally, by utilizing the functions in the City's new software system, Tyler Technologies
- Participate in departmental study to identify deficiencies in the Division, if any, and areas of improvement



*The Accounts Receivable Clerk position has been reclassified from the Finance Department's Billing & Collection Division.

* The Senior Administrative Assistant position is the former Purchasing Administrator position from the Finance Department's Purchasing & Warehouse Division, which has been eliminated in FY2016-2017.

ACCOUNTING & BUDGETING

EXP CODE CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATED FY14-15	ORIGINAL BUDGET FY15-16	REQUESTED AMOUNT
11-11 Dept Head Salaries	77,560	81,516	81,225	81,225	81,994
11-12 Division Head Salaries	63,892	61,147	66,500	66,500	67,496
12-99 Regular Full-Time Wages	134,887	142,395	74,000	74,000	147,098
14-11 Overtime Wages	20,972	18,554	7,500	14,000	3,352
15-11 Employee Incentives	300	300	350	200	300
15-12 Gas/Car Allowance	3,655	718	780	-	3,300
15-31 Education Reimbursement	-	-	-	-	800
21-11 Social Security Matching	22,699	22,729	17,099	18,050	23,221
22-11 Florida Retirement System	29,805	33,453	27,024	27,855	34,254
23-11 Health Insurance	33,856	33,460	27,203	28,800	46,092
23-12 Life Insurance	106	110	179	200	312
23-13 Accidental Death & Disab Insurance	12	13	58	60	126
24-26 Workers Comp - Clerical (8810)	717	779	779	800	698
TOTAL PERSONNEL SERVICES	\$ 388,461	\$ 395,174	\$ 302,697	\$ 311,690	\$ 409,042
31-99 Professional Services - Misc	450	63,755	2,388	12,000	24,500
32-11 Annual Audit Services	20,093	137,204	36,000	40,000	40,000
40-11 Travel & Training	2,690	222	2,171	2,800	7,000
41-21 Telephone - Local	1,233	2,356	1,177	1,633	1,300
42-11 Postage	2,095	1,962	2,814	2,067	2,700
44-19 Rent - Equipment/Software	1,884	1,934	-	2,000	2,000
46-21 Maint - Equipment	(133)	885	180	500	500
46-23 Maint - Copiers	171	1,934	1,600	500	2,000
47-21 Printing & Binding - Forms	-	-	1,280	-	3,000
47-99 Printing & Binding - Misc	4,813	1,579	1,595	4,000	2,000
49-99 Other Current Charges - Misc	1,012	1,018	784	848	1,200
51-11 Office Supplies - General	4,885	5,048	4,800	5,000	5,000
52-31 Clothing & Apparel	-	98	899	1,000	360
52-43 Computer/Operating Supplies	11,989	7,201	5,174	6,700	6,000
52-98 Inventory Adjustment	3,878	-	-	-	-
54-11 Dues & Memberships	698	794	444	860	500
54-61 Books & Publications	-	-	480	175	1,000
64-11 Office Furniture/Fixtures	-	-	-	-	5,000
64-13 Data Processing Equipment	-	-	-	3,500	-
TOTAL OPERATING & CAPITAL	\$ 55,758	\$ 225,989	\$ 61,785	\$ 83,583	\$ 104,060

\$ 444,219 \$ 621,163 \$ 364,482 \$ 395,273 \$ 513,102

NEW PORT RICHEY

FINANCE- BILLING & COLLECTION

IT IS THE MISSION OF BILLING & COLLECTION TO

provide accurate billing information to our customers and provide exceptional customer service at all times, serving with courtesy, honesty, and fairness.

DESCRIPTION

The Finance Department's Billing & Collection Division provides billing service for approximately 10,600 customers for water, sewer, street lighting, residential rental permits, and business tax receipts. The primary functions of this Division are:

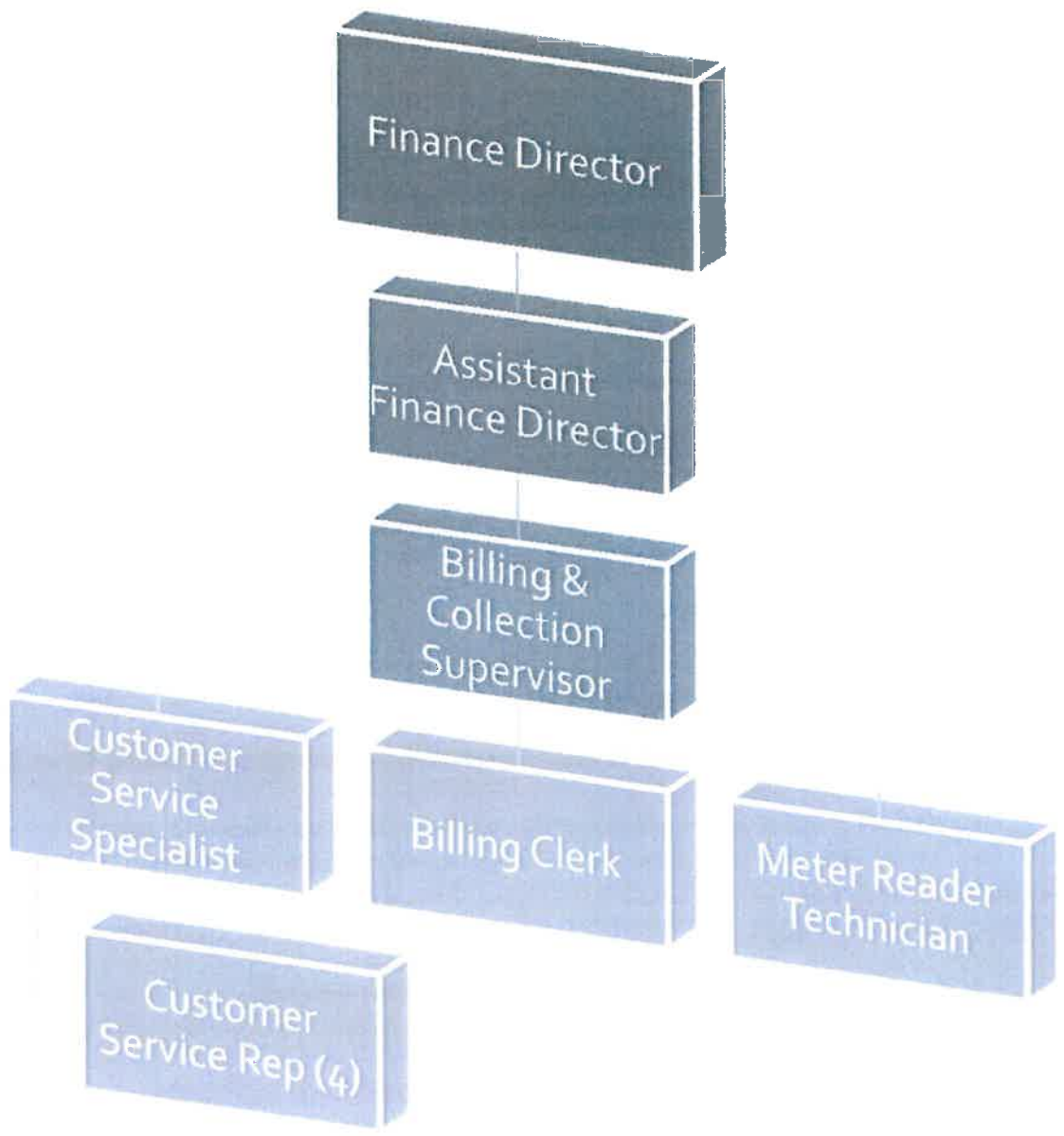
- Establishing and disconnecting water service
- Processing liens and releases of liens
- Processing title searches
- Renewing and processing new applications for business tax receipts and rental permits
- Take payments for city parking fines
- Take utility payments

ACCOMPLISHMENTS OF FY16

- Continued efforts to improve Division perception by incorporating new uniforms for employees and enhancing office space
- Enhanced the look and presentation of the utility billing statements received by customers
- Implemented new processes to better handle phone calls and return calls in a more timely fashion

FY17 INITIATIVES

- Implement Tyler Technologies software with the following objectives:
 - Establish timely processes to generate billing statements and manage accounts receivable
 - Improve reporting and analytical capabilities
 - Improve efficiencies to meet customer needs
- Improve customer satisfaction by providing training and teamwork skills to ensure that productivity is maximized in a positive work environment
- Fully employ the provisions of the debt recovery plan to reduce the amount of uncollected balances held with the City
- Integrate customer list from new utility system purchase into the City's current billing system



BILLING & COLLECTION

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATED	ORIGINAL	REQUESTED AMOUNT
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	
11-12	Division Head Salaries	33,076	40,137	42,100	42,100	42,723
12-99	Regular Full-Time Wages	145,436	185,725	211,640	211,640	183,872
13-11	Part-Time Wages	25,239	11,209	-	-	-
13-12	Temporary Wages	1,584	-	-	-	-
14-11	Overtime Wages	6,592	4,915	3,000	6,000	5,749
15-11	Employee Incentives	400	450	400	450	400
15-12	Gas/Car Allowance	-	62	390	-	-
21-11	Social Security Matching	15,768	17,560	18,742	19,910	17,805
22-11	Florida Retirement System	14,631	17,722	17,167	18,215	17,472
23-11	Health Insurance	37,288	45,455	35,730	64,800	61,456
23-12	Life Insurance	124	162	187	200	416
23-13	Accidental Death & Disab Insur	15	19	34	40	168
24-21	Waterworks Oper/SLSMN Drivers (7520)	651	702	987	1,100	1,156
24-26	Workers Comp - Clerical (8810)	480	572	1,562	1,600	475
	TOTAL PERSONNEL SERVICES	\$ 281,284	\$ 324,691	\$ 331,939	\$ 366,055	\$ 331,692
31-99	Professional Services - Misc	-	-	12,706	-	17,500
34-25	Debt Recovery	-	22,500	62	-	10,000
34-26	Contractual Meter Reading	69,696	50,780	17,904	15,000	-
34-35	Outsourced Bills	58,584	72,413	50,521	52,000	50,000
34-99	Contractual Services - Misc	-	-	363	-	-
40-11	Travel & Training	-	742	-	800	500
41-21	Telephone - Local	430	1,114	571	600	750
42-11	Postage	14,987	9,002	8,168	10,000	10,000
42-12	Presort Mailing	-	-	-	220	-
45-71	Notary Bond	-	73	-	80	-
46-21	Maint - Equipment	7,633	5,806	1,558	6,000	6,000
46-23	Maint - Copiers	139	263	240	200	300
46-31	Central Garage Maint	940	-	-	750	500
47-21	Forms	-	-	-	850	500
47-99	Printing & Binding - Misc	9,179	1,306	412	5,000	1,000
49-31	Credit Card Charges	45,283	46,326	38,246	15,000	50,000
49-52	Other Current Chgs & Oblg/OverShort	-	51	(27)	150	50
51-11	Office Supplies - General	3,835	4,040	3,490	3,500	4,000
52-11	Fuel	10,456	5,791	1,837	8,000	6,000
52-31	Clothing & Apparel	-	762	600	300	750
52-43	Computer/Operating Supply	9,393	1,912	1,381	5,000	3,000
52-89	Automotive Parts	4,574	6,868	347	2,500	3,000
52-99	Operating Supplies - Miscellaneous	172	766	-	500	800
54-11	Dues & Memberships	-	80	85	330	100
54-61	Books & Publications	-	-	-	80	50
64-11	Office Furniture/Fixtures	-	-	800	2,000	2,000
64-12	Office Mechanical Equipment	-	-	-	6,000	-
64-13	Data Processing Equipment	-	-	-	2,000	-
64-15	Trucks & Trailers	-	-	-	-	7,000
	TOTAL OPERATING & CAPITAL	\$ 235,301	\$ 230,594	\$ 139,264	\$ 136,860	\$ 173,800
		\$ 516,585	\$ 555,285	\$ 471,204	\$ 502,915	\$ 505,492

NEW PORT RICHEY

FIRE & EMERGENCY SERVICE- SUPERVISION

IT IS THE MISSION OF FIRE & EMERGENCY SERVICE – SUPERVISION TO

protect the lives and property of the citizens and visitors of New Port Richey by providing the highest possible level of service through fire protection, public education, fire suppression, emergency medical services; and mitigate the effects of natural and man-made disasters, consistent with resources provided.

DESCRIPTION

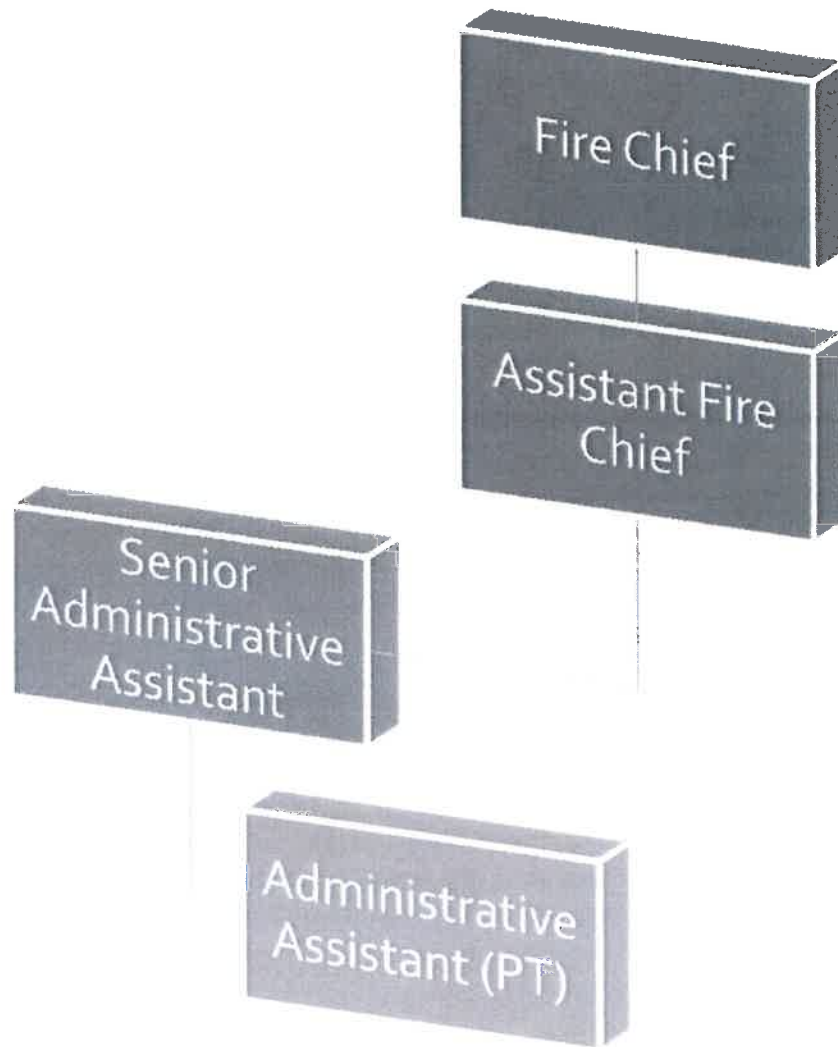
The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and weather conditions, water rescue and recovery, technical rescue and any other natural or man-made emergency. In addition to emergency services, the Fire Department provides a number of nonemergency services to ensure the safety of our community, including inspections all commercial businesses to make sure they meet the fire safety code.

ACCOMPLISHMENTS OF FY16

- Responded to 4,323 calls in 2015; conducted over 1,000 inspections of city businesses; completed over 5,300 hours of training; provided fire safety and prevention education through station tours, visits to schools, and participation in events sponsored by local churches and businesses
- Applied for Assistance to Firefighters Grant (AFG) through FEMA to receive approximately \$265,000 in grant funding to purchase new self-contained breathing apparatus for firefighting personnel
- Ladder 1 was completely re-painted, along with new reflective striping, a chevron marking system, and new LED emergency lighting to improve the appearance and safety standards

FY17 INITIATIVES

- Secure a site for relocation and construction of a new Fire Station 1 (ongoing since FY15)
 - Purchase property and continue station design with architectural firm
- Computer software upgrades and acquisition
 - Purchase and install Zoll software for incident reporting purposes
 - Implement and train personnel using new software
 - Implement and interface between Southern Software (CAD) and Zoll to enable call information to be automatically inserted into incident and EMS reports
- Contract negotiations with the International Association of Firefighters (IAFF), Local 1158 Union
 - Complete negotiation process for a ratified contract agreed upon by the City and Union



*Assistant Fire Chief position has been reclassified from the Fire & Emergency Service Department's Firefighting Division.

FIRE SUPERVISION

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	ORIGINAL	REQUESTED
		FY13-14	FY14-15	FY15-16	BUDGET FY15-16	AMOUNT FY16-17
11-11	Dept Head Salaries	73,544	89,399	75,000	75,000	76,128
11-12	Division Head Salaries	-	-	-	-	74,485
12-99	Regular Full-Time Wages	55,971	48,443	32,470	32,470	32,947
13-11	Part-Time Wages	(360)	-	220	18,520	18,398
15-11	Employee Incentives	150	150	100	150	200
15-16	Health Insurance Waiver Stipend	-	300	1,350	-	1,850
15-22	Education Incentive Pay	600	350	450	600	600
15-23	Cleaning Allowance	1,000	1,000	750	1,000	1,500
15-25	Paramedic Incentive Pay	1,800	1,388	-	-	1,800
15-32	Inspector Incentive Pay	1,200	926	-	1,200	2,400
15-33	USAR Incentive Pay	300	238	-	-	600
21-11	Social Security Matching	9,938	10,670	8,065	9,870	16,134
22-11	Florida Retirement System	1,629	1,965	2,381	2,780	3,906
22-13	Firefighters Pension Fund	-	4,960	14,605	5,320	20,417
22-14	Defined Contribution Plan	3,286	2,196	-	3,280	-
23-11	Health Insurance	16,928	14,003	7,647	7,800	15,364
23-12	Life Insurance	56	54	131	150	156
23-13	Accidental Death & Disab Insurance	7	6	33	40	213
24-23	Firemen/Drivers/Chief (7704)	2,570	2,994	3,135	4,000	8,648
24-26	Workers Comp - Clerical (8810)	145	156	198	210	119
	TOTAL PERSONNEL SERVICES	\$ 168,764	\$ 179,198	\$ 146,535	\$ 162,390	\$ 275,866
34-12	Pest Control Services	936	1,019	900	-	940
34-33	Lawn Maintenance	900	2,759	500	-	500
34-99	Contractual Services - Misc	4,445	5,177	-	9,130	9,130
40-11	Travel & Training	315	968	1,836	3,400	4,000
41-21	Telephone - Local	3,253	2,317	2,732	3,060	3,060
41-34	Data Lines	5,169	5,194	7,105	8,500	8,500
42-11	Postage	184	160	122	200	200
42-21	Freight Express Charges	38	-	-	230	200
43-11	Electric - City Facilities	10,806	11,506	8,132	9,350	10,000
43-31	Trash Removal	1,387	1,377	-	-	-
43-41	Gas - Natural/Propane	433	457	1,000	1,050	1,000
43-51	Water & Sewer - City	3,753	3,394	3,215	3,300	3,300
43-73	Street Light Fee	146	146	146	150	150
43-81	Stormwater Assessment	458	458	458	470	470
45-34	Police-Fire AD & D Insurance	2,202	-	-	2,250	2,250
46-11	Maint - Bldg & Grounds	19,534	8,538	2,000	2,000	2,000
46-21	Maint - Equipment	-	-	-	50	50
46-23	Maint - Copiers	56	152	117	150	150
46-31	Central Garage Maint	20	-	300	300	300
47-99	Printing & Binding - Misc	112	249	2,866	3,200	3,200
51-11	Office Supplies - General	1,548	2,323	1,143	1,500	1,750
52-11	Fuel	4,222	2,444	1,153	3,000	3,600
52-31	Clothing & Apparel	576	-	-	1,000	1,000
52-43	Computer/Operating Supply	286	146	385	400	600
52-89	Automotive Parts	468	1,197	1,530	1,650	1,650

FIRE SUPERVISION

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	ORIGINAL BUDGET FY15-16	REQUESTED AMOUNT FY16-17
54-11	Dues & Memberships	325	424	484	380	500
54-61	Books & Publications	-	239	-	750	750
62-99	Building Improvements	-	37,480	-	-	-
TOTAL OPERATING & CAPITAL		\$ 61,572	\$ 88,124	\$ 36,124	\$ 55,470	\$ 59,250
		\$ 230,336	\$ 267,322	\$ 182,659	\$ 217,860	\$ 335,116

FIRE & EMERGENCY SERVICE- FIREFIGHTING

IT IS THE MISSION OF FIRE & EMERGENCY SERVICE – FIREFIGHTING TO

protect the lives and property of the citizens and visitors of New Port Richey by providing the highest possible level of service through fire protection, public education, fire suppression, emergency medical services; and mitigate the effects of natural and man-made disasters, consistent with resources provided.

DESCRIPTION

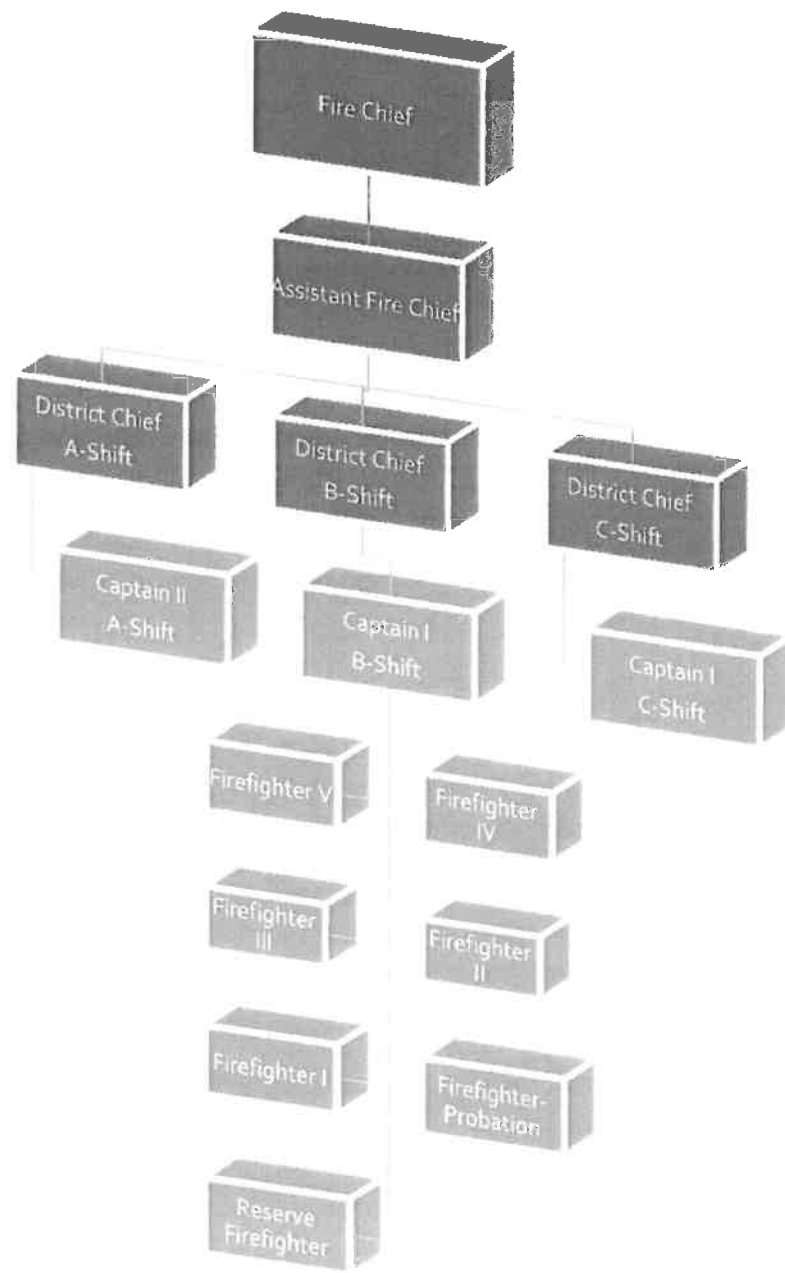
The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and weather conditions, water rescue and recovery, technical rescue and any other natural or man-made emergency. In addition to emergency services, the Fire Department provides a number of nonemergency services to ensure the safety of our community, including inspections for all new buildings, buildings undergoing renovation, and local businesses to make sure they meet the fire safety code.

ACCOMPLISHMENTS OF FY16

- Responded to 4,323 calls in 2015; conducted over 1,000 inspections of city businesses; completed over 5,300 hours of training; provided fire safety and prevention education through station tours, visits to schools, and participation in events sponsored by local churches and businesses
- Increased the Part-time Firefighter/EMT pool from 8 to 10, which will supplement daily shift levels and meet scheduling needs
- Promoted 1 District Chief and 1 Captain and hired 3 Full-time Firefighters, due to vacancies created by retirements and/or resignations

FY17 INITIATIVES

- Continued training and development in the following areas:
 - EMS training in accordance with Southern Software (CAD) and Zoll to enable call information to be automatically inserted into incident and EMS reports
 - Implement and train personnel using new software
 - Fire tactic training
 - Urban Search and Rescue (USAR) training



FIREFIGHTING

EXP CODE	CLASSIFICATION	as of 5/6/16			ORIGINAL	REQUESTED
		ACTUAL FY13-14	ACTUAL FY14-15	ACTUAL FY15-16	BUDGET FY15-16	AMOUNT FY16-17
11-12	Division Head Salaries	278,759	255,404	286,000	286,000	214,020
12-99	Regular Full-Time Wages	852,012	845,200	928,000	928,548	930,808
13-14	Part-Time Firefighter Wages	41,830	38,416	50,000	66,000	71,000
14-11	Overtime Wages	37,675	44,043	39,000	37,000	40,000
14-XX	Special Event OT	-	-	-	-	4,500
15-11	Employee Incentives	1,500	1,550	1,400	1,600	1,500
15-16	Health Insurance Waiver Stipend	4,650	4,950	4,050	3,600	5,400
15-22	Education Incentive Pay	3,050	2,882	2,460	5,000	5,400
15-23	Cleaning Allowance	10,500	10,250	10,750	11,000	10,500
15-25	Paramedic Incentive Pay	30,750	26,962	30,000	34,000	32,400
15-30	Coordinator Incentive	2,040	2,080	3,000	3,120	3,120
15-32	Inspector Incentive Pay	12,500	11,874	13,600	14,400	16,800
15-33	USAR Incentive Pay	2,975	2,587	2,125	3,000	2,400
21-11	Social Security Matching	96,131	94,588	101,028	106,590	93,290
22-13	Firefighters Pension Fund	386,008	137,146	257,670	287,570	202,999
22-17	Fire Pensions - State Funds	156,746	-	-	-	-
23-11	Health Insurance	107,211	111,293	125,542	133,100	199,732
23-12	Life Insurance	408	419	916	1,060	1,352
23-13	Accidental Death & Disab Insur	48	49	233	270	1,846
24-23	Firemen/Drivers/Chief (7704)	43,553	46,391	67,375	72,000	66,340
	TOTAL PERSONNEL SERVICES	\$ 2,068,346	\$ 1,636,084	\$ 1,923,149	\$ 1,993,858	\$ 1,903,407
31-32	Physicals - FF & Reserves	11,014	14,200	12,577	15,000	17,000
34-99	Contractual Services - Misc	2,400	2,400	-	2,400	2,400
40-11	Travel & Training	2,150	1,437	3,500	4,500	5,500
41-41	Pager Services	158	158	-	160	160
46-11	Maint - Bldg & Grounds	-	857	-	-	-
46-21	Maint - Equipment	-	24,022	5,000	25,000	10,000
46-24	USAR - Specialized Technical Equip	-	-	-	-	4,000
46-26	Maint- MSA Equipment	-	-	-	-	5,500
46-31	Central Garage Maint	2,040	-	7,500	12,500	12,500
46-41	EMS First Aid Equipment	-	-	-	-	3,700
46-43	Fire Hose	-	-	-	-	5,000
46-49	Maint - Radio Equipment	-	-	-	-	3,000
49-99	Other Current Charges - Misc	-	-	15,912	-	-
51-11	Office Supplies - General	896	679	648	500	800
51-41	Small Tools & Implements	-	6,255	1,933	7,000	8,000
52-11	Fuel	39,501	33,766	11,813	39,060	40,000
52-21	Chemicals	-	-	-	150	150
52-XX	Bunker Gear	-	-	-	-	8,500
52-31	Clothing & Apparel	15,451	20,874	17,000	21,200	18,000
52-33	Clothing - Auxillary	400	271	54	900	900
52-43	Computer/Operating Supply	162	1,669	-	2,800	2,800
52-47	First Aid Supplies	20,959	27,377	23,913	26,000	26,500
52-51	Janitorial Supplies	3,255	2,686	-	-	-
52-54	Training Supplies - General	-	1,125	1,409	1,260	1,500
52-62	Trees	20,474	-	-	-	-
52-89	Automotive Parts	28,759	65,786	20,000	50,000	40,000
52-95	Community Education	-	-	-	3,200	2,000

FIREFIGHTING

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	as of 5/6/16 ACTUAL	ORIGINAL BUDGET	REQUESTED AMOUNT
		FY13-14	FY14-15	FY15-16	FY15-16	FY16-17
52-XX	EMT/MEDIC License Recertification	-	-	-	-	1,500
52-99	Operating Supplies - Miscellaneous	3,281	7,195	5,000	10,000	11,000
54-11	Dues & Memberships	97	-	150	50	100
54-61	Books & Publications	217	318	137	1,000	1,000
64-15	Trucks & Trailers	437,206	-	18,146	25,000	50,000
64-31	Special Purpose Equipment	4,250	-	1,750	265,000	268,500
TOTAL OPERATING & CAPITAL		\$ 592,670	\$ 211,075	\$ 146,442	\$ 512,680	\$ 550,010

\$ 2,661,016 \$ 1,847,159 \$ 2,069,591 \$ 2,506,538 \$ 2,453,417

TECHNOLOGY SOLUTIONS

IT IS THE MISSION OF TECHNOLOGY SOLUTIONS TO

manage the City's information systems in an effective and efficient manner; to provide service and support to all city departments, assisting users in the most effective utilization of the system; to ensure that information and system resources are accessible and usable by maintaining system uptime and availability; and to ensure the integrity of applications and data by maintaining strong security and system continuity procedures.

DESCRIPTION

Technology Solutions oversee the administration and management of all the city telecommunication and data systems. As the support department to all city staff, Technology Solutions provides assistance for any questions related to desktops, mobile computers, network printers, software and computer applications, and telephone systems. The department manages the City's IT network, which includes all city servers, wireless network, and domain controls. The department also manages systems that store and manage information and data, such as the city's email system and the Geographic Information System (GIS). A key responsibility for the department is to ensure the security of the IT infrastructure. The City's IT system is protected through data security and backup management, firewall management, and intrusion prevention strategies.

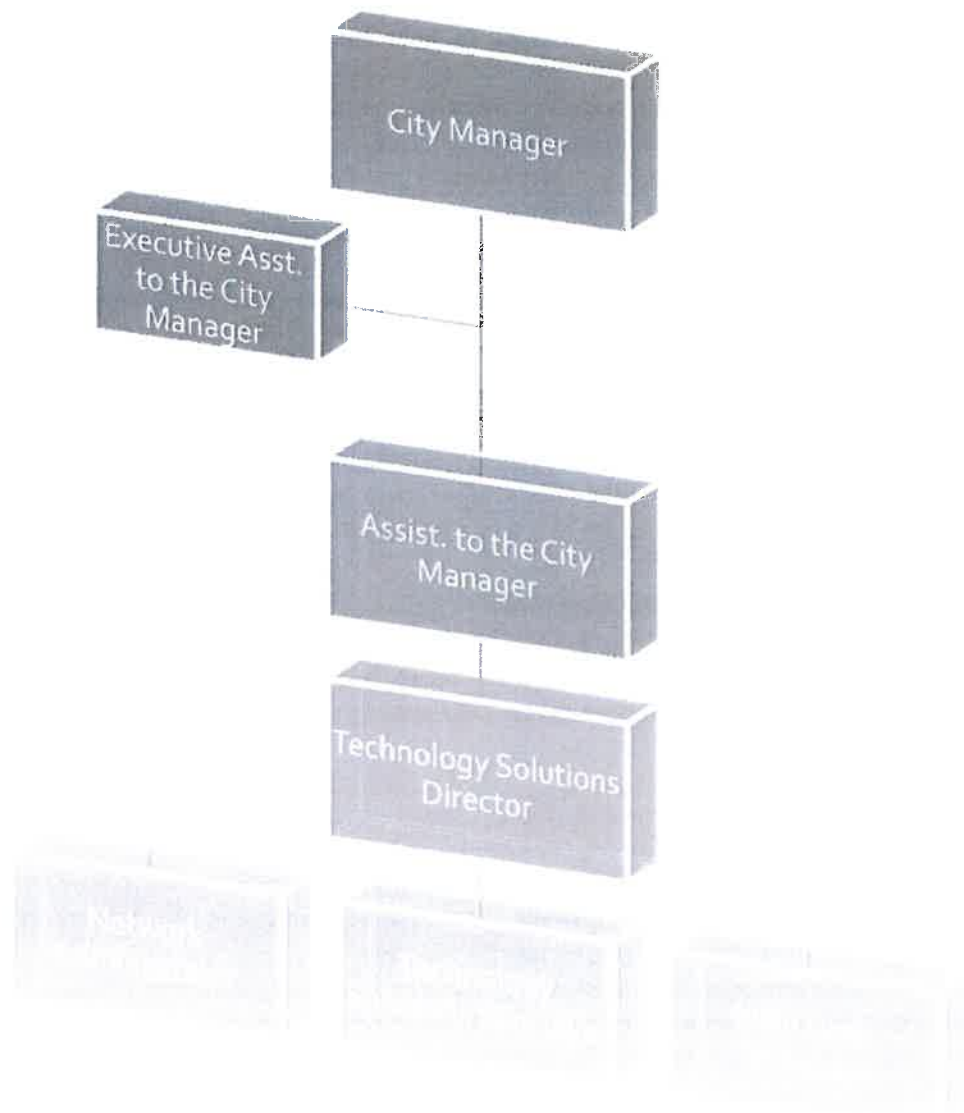
ACCOMPLISHMENTS OF FY17

- Installed a centralized GIS server to support Tyler Technologies and facilitate EnterGov migration
- Completed installation and configuration of EnterGov server and software (expected live date is March 2017)
- Installed and configured CCTV camera system with live feeds directly to Police Dispatch Center
- Installed and configured Evidence on Q software for collection and processing of evidence for Police
- Developed specifications for RFP for the LED board for Sims Park and worked with awarded vendor to complete installation and configuration
- Completed review process and awarded contract to recreation software vendor
- Launched New Port Richey mobile app to encourage citizen interaction and provide access to services
- Completed a redesign of the City's website to showcase and market city resources
- Implemented record management and CAD system for the Fire & Emergency Service Department and police services

FY17 INITIATIVES

- Network infrastructure improvements throughout city facilities:
 - Update and replace switches, firewalls, phone systems, cabling, and other network appliances
 - Establish additional monitoring for security and alerts
 - Improve automated deployment of patches, updates, virus definition files, and upgrades
- Enhance the City's social media tools allowing for increased citizen interaction
 - Implementation of wifi in the Downtown area, at Sims Park, and at the Recreation Center
 - Structure the City's social media accounts, update policies, and implement archiving system
- Implement scheduled technology training for staff:

- Develop a set of courses with the purpose of refreshing staff knowledge of software used by the City
- Produce a schedule of live and online classes to give staff the opportunity for additional training
- Refresh hardware in the training room and expand training capabilities with additional laptops
- Ongoing Tyler Technologies installation and implementation:
 - Complete Phase 2 and 3 of the migration
 - Work with the Billing & Collection Division to convert data, test, and train of the Utility Billing module
 - Work with the Development Department to finalize EnterGov software implementation and GIS data integration



TECHNOLOGY SOLUTIONS

EXP CODE	CLASSIFICATION	ACTUAL FY13-14	ACTUAL FY14-15	ESTIMATE FY15-16	AMENDED BUDGET FY15-16	REQUESTED AMOUNT FY16-17
11-11	Dept Head Salaries	68,015	-	-	-	-
11-12	Division Head Salaries	-	76,675	75,200	75,200	76,315
12-99	Regular Full-Time Wages	52,738	62,162	79,340	79,340	116,480
14-11	Overtime Wages	5,695	1,738	1,150	1,750	1,751
15-11	Employee Incentives	150	150	150	150	200
15-16	Health Insurance Waiver Stipend	300	-	-	-	-
21-11	Social Security Matching	9,689	10,671	10,819	11,970	14,898
22-11	Florida Retirement System	9,785	9,950	10,931	11,450	14,898
23-11	Health Insurance	12,311	14,411	19,644	20,340	30,728
23-12	Life Insurance	44	49	94	100	208
23-13	Accidental Death & Disab Insurance	5	6	34	40	84
24-26	Workers Comp - Clerical (8810)	381	416	558	650	448
TOTAL PERSONNEL SERVICES		\$ 159,113	\$ 176,227	\$ 197,920	\$ 200,990	\$ 256,010
34-99	Contractual Services - Misc	5,694	8,353	1,685	20,000	15,000
40-11	Travel & Training	5,475	7,646	1,000	6,300	5,000
41-21	Telephone - Local	13,515	11,153	12,000	12,000	11,900
41-34	Data Lines	6,012	4,874	9,120	9,120	16,000
42-11	Postage	53	58	-	50	50
44-29	Rent - Software	189,953	199,867	146,478	195,500	218,484
46-21	Maint - Equipment	11,182	12,322	9,691	12,400	13,500
46-25	Maint - AV Equipment	-	1,294	-	1,500	2,000
51-11	Office Supplies - General	280	758	243	250	200
52-11	Fuel	23	-	-	-	-
52-31	Clothing & Apparel	-	203	-	200	200
52-43	Computer/Operating Supply	18,869	10,332	9,287	10,000	10,000
52-53	Operating Supplies - Train Rm	992	1,268	759	800	800
54-11	Dues & Memberships	1,684	650	-	1,250	1,250
54-61	Books & Publications	45	-	-	50	50
64-13	Data Processing Equipment	48,168	17,957	572	10,000	12,000
64-18	Software	296,309	127,174	212,477	285,000	367,281
64-31	Special Purpose Equipment	120,246	74,950	2,463	5,600	49,018
TOTAL OPERATING & CAPITAL		\$ 718,500	\$ 478,859	\$ 405,774	\$ 570,020	\$ 722,733
		\$ 877,613	\$ 655,086	\$ 603,694	\$ 771,010	\$ 978,743

NEW PORT RICHEY