

---

---

**CITY OF NEW PORT RICHEY, FLORIDA**

---

---

**STORMWATER SERVICE ASSESSMENT  
INITIAL ASSESSMENT RESOLUTION**

---

---

**ADOPTED JULY 18, 2017**

---

---

## TABLE OF CONTENTS

	<u>PAGE</u>
ARTICLE I	
INTRODUCTION	
SECTION 1.01. AUTHORITY.....	1
SECTION 1.02. DEFINITIONS.....	2
SECTION 1.03. INTERPRETATION .....	6
SECTION 1.04. FINDINGS .....	7
ARTICLE II	
NOTICE AND PUBLIC HEARING	
SECTION 2.01. ESTIMATED STORMWATER MANAGEMENT SERVICE COST .....	11
SECTION 2.01. STORMWATER ASSESSMENT ROLL.....	11
SECTION 2.03. PUBLIC HEARING .....	12
SECTION 2.04. NOTICE BY PUBLICATION .....	12
SECTION 2.05. NOTICE BY MAIL.....	12
ARTICLE III	
ASSESSMENTS	
SECTION 3.01. STORMWATER ASSESSMENTS TO BE IMPOSED THROUGHOUT CITY .....	14
SECTION 3.02. IMPOSITION OF ASSESSMENTS .....	14
SECTION 3.03. APPORTIONMENT APPROACH DETERMINATION OF EQUIVALENT RESIDENTIAL UNIT .....	14
SECTION 3.04. APPLICATION OF ASSESSMENT PROCEEDS.....	16
SECTION 3.05. COLLECTION OF ASSESSMENTS .....	16
SECTION 3.06. MITIGATION.....	16
SECTION 3.07. EXEMPTION .....	16
ARTICLE IV	
GENERAL PROVISIONS	
SECTION 4.01. CONFLICTS.....	17
SECTION 4.02. SEVERABILITY.....	17
SECTION 4.03. EFFECTIVE DATE.....	17
APPENDIX A	FORM OF PUBLISHED NOTICE
APPENDIX B	FORM OF MAILED NOTICE
APPENDIX C	RATE STUDY

**RESOLUTION NO. 2017 - 21**

**A RESOLUTION OF THE CITY COUNCIL OF NEW PORT RICHEY, FLORIDA, RELATING TO THE ANNUAL FUNDING OF STORMWATER SERVICES IN THE CITY THROUGH THE IMPOSITION OF SPECIAL ASSESSMENTS; APPROVING THE STORM WATER ASSESSMENT RATE STUDY PREPARED BY AYRES AND ASSOCIATES; ADOPTING THE METHODOLOGY FOR APPORTIONING STORMWATER ASSESSMENTS SET FORTH THEREIN; PROVIDING FOR THE IMPOSITION OF STORMWATER ASSESSMENTS WITHIN THE ENTIRE ARE OF THE CITY; ESTIMATING THE SERVICE COST TO PROVIDE STORMWATER RELATED ESSENTIAL SERVICES, FACILITIES, EQUIPMENT AND IMPROVEMENTS; DIRECTING THE CITY MANAGER TO PREPARE A PRELIMINARY STORMWATER ASSESSMENT ROLL FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2017; ESTABLISHING A PUBLIC HEARING TO CONSIDER IMPOSITION OF THE STORMWATER ASSESSMENTS; DIRECTING THE PROVISION OF NOTICE IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEW PORT RICHEY, FLORIDA, AS FOLLOWS:**

**ARTICLE I**

**INTRODUCTION**

**SECTION 1.01. AUTHORITY.** This Resolution of the City of New Port Richey, Florida is adopted pursuant to City Ordinance No. 2012-1985 (the "Assessment Ordinance"), Sections 166.021, 166.041 and 197.3632, Florida Statutes, and other applicable provisions of law.

**SECTION 1.02. DEFINITIONS.** All capitalized words and terms not otherwise defined herein shall have the meaning set forth in the Assessment Ordinance. As used in this Resolution, the following terms shall have the following meanings, unless the context hereof otherwise requires.

**"Assessed Property"** means all parcels of real property included in the Stormwater Assessment Roll that receive a special benefit from Stormwater Management Services.

**"Assessment Ordinance"** means City Ordinance No. 2012-1985, as may be amended from time to time, or its successor in function.

**"City"** means the City of New Port Richey, Florida.

**"City Clerk"** means the clerk of the City Council.

**"City Code"** means the Code of Ordinances of the City of New Port Richey, Florida.

**"City Manager"** means the chief administrative officer of the City, or such person's designee responsible for coordinating calculation and collection of Assessments as provided herein.

**"Class Code"** means the class or usage code assigned to each Tax Parcel by the Property Appraiser or by the City Manager after verification and/or field research.

**"Council"** means the governing body of the City of New Port Richey, Florida.

**"Developed Property"** means Tax Parcels that are developed entirely or in part with Impervious Area.

**"Development"** means the process or result of construction, reconstruction, site

improvement, installation of improvements, establishment of a temporary or accessory use or structure, or other modification to land or a body of water.

**"Equivalent Residential Unit"** or **"ERU"** means the Assessment Unit described in Section 3.03 hereof. The ERU is the standard unit used to express the stormwater burden generated or special benefit received by Assessed Property through the provision of Stormwater Management Services.

**"Exempt Property"** means property expressly exempted from Stormwater Assessments by this Resolution.

**"Fiscal Year"** means the period commencing on October 1 of each year and continuing through the next succeeding September 30, or such other period as may be prescribed by law as the fiscal year for the City.

**"Fiscal Year 2017-18"** means the Fiscal Year commencing October 1, 2017.

**"General Parcels"** means Tax Parcels other than Single Family Residential Parcels.

**"Government Property"** means property owned by the United States of America, the State of Florida, a sovereign state or nation, a county, a special district, a municipal corporation, or any of their respective agencies or political subdivisions.

**"Impervious Area"** means hard surfaced areas resulting from Development which either prevent or severely restrict the entry of water into the soil mantle and/or cause water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions prior to Development. Impervious Areas include, but are not

limited to, rooftops, sidewalks, walkways, patio areas, driveways, parking lots, tennis courts, athletic courts, swimming pools with impervious bottoms, storage areas, and other surfaces which similarly affect the natural infiltration and runoff pattern which existed prior to Development.

"**NPDES**" means the National Pollution Discharge Elimination System.

"**Rate Study**" means the Storm Water Assessment Rate Study dated June 20, 2017 prepared by Ayres Associates.

"**Single Family Residential Parcels**" means Tax Parcels assigned a Class Code of 01, 02 or 04, including single family residential parcels, mobile home parcels and condominium parcels.

"**Stormwater**" means the flow of water which results from, and which occurs following, a rainfall event.

"**Stormwater Improvement**" means land, capital facilities, and improvements acquired or provided to detain, retain, convey, or treat stormwater.

"**Stormwater Management Service**" means (A) management and administration of the Stormwater System, including applying for, maintaining and renewing NPDES or other applicable permits; (B) stormwater program engineering; (C) development, modification and implementation of any stormwater master plan; (D) Stormwater Improvements anticipated to be acquired or constructed during a single Fiscal Year; (E) operating and maintaining of the City's capital facilities and programs for stormwater

management, including extraordinary maintenance; (F) equipment and consumables, (G) billing and collection of Stormwater Service Assessments, including customer information services and reserves for statutory discounts; (H) permitting, inspecting, and reviewing of plans; and (I) legal, engineering, and other consultant services.

**"Stormwater Service Assessment"** or **"Assessment"** means a special assessment (sometimes characterized as a non-ad valorem assessment) levied by the Council to fund the Stormwater Management Service Cost.

**"Stormwater Service Assessment Roll"** means the roll created pursuant to Section 2.04 of the Assessment Ordinance and described in Section 2.02 hereof that includes a summary description of each Tax Parcel subject to Stormwater Service Assessments, the name of the owner of each Tax Parcel as shown on the Tax Roll, and the number of Equivalent Residential Units attributable to each Tax Parcel.

**"Stormwater Management Service Cost"** means the estimated amount for any Fiscal Year of all expenditures and reasonable reserves that are properly attributable to Stormwater Management Service provided under generally accepted accounting principles. In the event the City also imposes an impact fee upon new growth or development for stormwater related capital improvements, the Stormwater Management Service Cost shall not include costs attributable to capital improvements necessitated by new growth or development which were included in the computation of such impact fee or which are otherwise funded by such impact fee.

**"Stormwater System"** means the appurtenances, facilities, equipment, and services, including Stormwater Management Service and Stormwater Improvements, necessary for the collection, treatment, storage, and conveyance of storm and surface waters.

**"Tax Parcel"** means a parcel of property to which the Pasco County Property Appraiser has assigned a distinct ad valorem property tax identification number.

**"Tax Roll"** means the real property ad valorem tax roll maintained by the Property Appraiser for the purpose of the levy and collection of ad valorem taxes.

**"Technical Memorandum"** means URS Corporation Southern's June 2001 Stormwater Utility Implementation Program, Technical Memorandum Change Order 1 Parcel Characterization.

**"Undeveloped Property"** means Tax Parcels which contain no Impervious Area.

**"Uniform Assessment Collection Act"** means Sections 197.3632 and 197.3635, Florida Statutes, or any successor statutes authorizing the collection of non-ad valorem assessments on the same bill as ad valorem taxes, and any applicable regulations promulgated thereunder.

**SECTION 1.03. INTERPRETATION.** Unless the context indicates otherwise, words importing the singular number include the plural number, and vice versa; the terms "hereof," "hereby," "herein," "hereto," "hereunder" and similar terms refer to this Resolution; and the term "hereafter" means after, and the term "heretofore" means before, the effective

date of this Resolution. Words of any gender include the correlative words of the other gender, unless the sense indicates otherwise.

**SECTION 1.04. FINDINGS.** It is hereby ascertained, determined and declared that:

(A) The City is authorized by Article VIII, Section 2 of the State Constitution, Section 166.021, Florida Statutes, the Assessment Ordinance, the Uniform Assessment Collection Act, and other applicable provisions of law, to provide for the imposition and collection of charges in the form of Assessments.

(B) The Stormwater Management Services contemplated herein are Essential Services which possess a logical relationship to the use and enjoyment of, and relieve a burden created by and provide a special benefit to Assessed Property by treating and controlling Stormwater generated by Assessed Property or contaminated by improvements constructed on Developed Property which resulted in the alteration of such property from its natural state, and the costs associated with such services may be recovered, in whole or in part, through the imposition and collection of Stormwater Service Assessments.

(C) Stormwater Management Services provide for the proper and safe collection, storage, control, management, treatment, and conveyance of the Stormwater burden generated by Assessed Property.

(D) In 2017, the City engaged Ayres Associates to review the City's stormwater assessment program and prepare the Rate Study, a copy of which is attached hereto as

Appendix C and incorporated herein by reference, which provides recommendations regarding the program and the assessment rates necessary to pay for street lighting services and facilities through Fiscal Year 2021-22.

(E) The Rate Study has been considered by the Council in adopting this Resolution. The apportionment methodology and rate classification system described in the Rate Study and based upon the impervious area of Developed Parcels and the square footage of Undeveloped Property is reasonable and equitable, and will continue to be so as properties within the City develop and change; and it is also manageable and capable of being fairly implemented from year to year without wasteful or extraordinary consumption of resources.

(F) The special benefit conveyed to Assessed Property by Stormwater Management Services includes but is not limited to:

- (1) The provision of storm water management services and the availability and use of facilities or improvements by owner and occupants of such property to properly and safely detain, retain, convey or treat storm water discharged from such property;
- (2) Stabilization of or the increase of property values;
- (3) Increased safety and better access to property;
- (4) Improved appearance;

(5) Rendering property more adaptable to a current or reasonably foreseeable new and higher use;

(6) Alleviation of the burdens caused by storm water runoff and accumulation associated with the present or projected use of property; and

(7) Fostering the enhancement of environmentally responsible use and enjoyment of the natural resources within the City such as Pithlachascotee River and Orange Lake.

(G) The Stormwater runoff generated by Assessed Property and sent to the Stormwater System represents that property's proportionate share of the burden of creating and maintaining the Stormwater System. The amount of runoff from a given Tax Parcel is largely determined by the amount of Impervious Area contained on that parcel, and the greater the runoff, the greater the cost of treatment.

(H) The value of a given Tax Parcel does not determine the scope of the required Stormwater Management Services. The potential demand for Stormwater Management Services by Developed Property is driven by the amount of Impervious Area located on such property and by the size of Undeveloped Property.

(I) Accordingly, the apportionment of Stormwater Service Assessments on the basis of ERUs premised upon Impervious Area is a fair and reasonable method for allocating potential demand for Stormwater Management Services and the special benefit conveyed thereby among Assessed Property.

(J) Apportioning the Stormwater Management Service Costs attributable to Single Family Residential Parcels on a per parcel basis is a fair and reasonable method of apportionment based on statistical data contained in the Technical Memorandum.

(K) It is also fair and reasonable to assess all mobile homes on a residential unit basis, such that Tax Parcels assigned a Class Code 28 shall be treated as residential parcels and assigned one (1) ERU per mobile home space.

(L) The Rate Study and Technical Memorandum have been considered by the Council in adopting this Resolution. The apportionment methodology and rate classification system described in the Rate Study and based upon Impervious Area is reasonable and equitable, and will continue to be so as properties within the City develop and change; and it is also manageable and capable of being fairly implemented from year to year without wasteful or extraordinary consumption of resources which could better be expended to address stormwater related issues.

(M) The apportionment method described in the Rate Study and adopted in Section 3.03 hereof bears a reasonable relationship to the cost of providing Stormwater Management Services, including stormwater generated by Government Property.

(N) It is fair and reasonable to impose Stormwater Service Assessments upon Assessed Property, apportioned in the manner set forth in Section 3.03 hereof, to fund the Stormwater Management Service Cost.

**ARTICLE II**

**NOTICE AND PUBLIC HEARING**

**SECTION 2.01. ESTIMATED STORMWATER MANAGEMENT SERVICE COST.**

(A) The estimated Stormwater Management Service Cost to be recovered through Stormwater Service Assessments for Fiscal Year 2017-18 is \$1,300,000. The Stormwater Management Service Cost will be funded through the imposition of Stormwater Service Assessments, as provided herein.

(B) The estimated Stormwater Service Assessments established in this Initial Assessment Resolution shall be the estimated assessment rates applied by the City Manager in the preparation of the preliminary Stormwater Service Assessment Roll as provided in Section 2.02 of this Initial Assessment Resolution.

**SECTION 2.02. STORMWATER ASSESSMENT ROLL.** The City Manager is hereby directed to prepare, or cause to be prepared, a preliminary Stormwater Service Assessment Roll for Fiscal Year 2017-18, in the manner provided in Section 2.04 of the Assessment Ordinance. The Stormwater Service Assessment Roll shall include all Tax Parcels within the City which are not otherwise exempted from payment of the Stormwater Service Assessments hereunder. The City Manager shall apportion the estimated Stormwater Management Service Cost to be recovered through Stormwater Service Assessments in the manner set forth in this Initial Assessment Resolution. A copy of this

Initial Assessment Resolution and the preliminary Stormwater Service Assessment Roll shall be maintained on file in the office of the City Clerk and open to public inspection. The foregoing shall not be construed to require that the preliminary Stormwater Service Assessment Roll be in printed form if the amount of the Stormwater Service Assessment for each parcel of property can be determined by the use of a computer terminal or internet access available to the public.

**SECTION 2.03. PUBLIC HEARING.** There is hereby established a public hearing to be held at 6 p.m. on August 1, 2017, in City Council Chambers of City Hall, 5919 Main Street, New Port Richey, Florida, at which time the Council will receive and consider any comments on the Stormwater Service Assessments from the public and affected property owners and consider imposing Stormwater Service Assessments and authorizing an alternative manner of collection.

**SECTION 2.04. NOTICE BY PUBLICATION.** The City Manager shall direct the publication of a notice of the public hearing authorized by Section 2.03 hereof in the manner and time provided in Section 2.05 of the Ordinance. The notice shall be published at least twenty (20) days prior to the public hearing, in substantially the form attached hereto as Appendix A.

**SECTION 2.05. NOTICE BY MAIL.** The City Manager shall direct the mailing of notice of the public hearing authorized by Section 2.03 hereof in the manner and time

provided in Section 2.06 of the Ordinance. The notice shall be mailed at least twenty (20) days prior to the public hearing, in substantially the form attached hereto as Appendix B.

[Remainder of page intentionally left blank]

**ARTICLE III**  
**ASSESSMENTS**

**SECTION 3.01. STORMWATER ASSESSMENTS TO BE IMPOSED THROUGHOUT CITY.** Pursuant to Section 2.02 of the Assessment Ordinance, Stormwater Service Assessments are to be imposed throughout the entire area within the boundaries of the City.

**SECTION 3.02. IMPOSITION OF ASSESSMENTS.** Stormwater Service Assessments shall be imposed against property located within the City, the annual amount of which shall be computed for each Tax Parcel in accordance with this Article III. When imposed, the Assessment for each Fiscal Year shall constitute a lien upon the Tax Parcels located within the City pursuant to the Assessment Ordinance.

**SECTION 3.03. APPORTIONMENT APPROACH; DETERMINATION OF EQUIVALENT RESIDENTIAL UNITS.**

(A) The Rate Study is hereby approved and adopted. The apportionment method based upon Equivalent Residential Units as described in the Rate Study is fair and reasonable and is hereby approved and adopted as the apportionment method for the Stormwater Service Assessments.

(B) As described in the Rate Study, the typical single family Impervious Area identified in the Rate Study is 2,629 square feet, which shall constitute one (1) ERU (one

ERU = 2,629 square feet) for purposes of calculating the Assessment for each Single Family Residential Parcel and General Parcel.

(C) Each Single Family Residential Parcel shall be assigned one (1) ERU.

(D) The number of ERU's attributed to each General Parcel shall be calculated as follows:

$$\frac{\text{Total Impervious Area (in sq. ft.)}}{1 \text{ ERU (in sq. ft.)}} = \text{Number of ERU's}$$

(E) Mobile home parcels assigned a Class Code 28 shall be attributed one (1) ERU per mobile home space.

(F) As set forth in the Rate Study, the number of ERU's attributed to Undeveloped Property shall be determined by dividing the total area of the parcel by the average size of a Single Family Residential Parcel in the City (7,204 sq. feet), and multiplying the result by .35 (which is the Undeveloped Parcel Runoff Percentage described in the Rate Study).

(G) The determination of whether a Tax Parcel is Developed Property or Undeveloped Property shall be made using best available data prior to adoption of the Final Assessment Resolution or Annual Assessment Resolution (e.g. Property Appraiser information, aerial images or data deemed reliable by the City or its consultants.)

(H) The Assessment rate of \$80.00 per ERU shall be utilized by the City Manager in preparing the Stormwater Service Assessment Roll for Fiscal Year 2017-18.

(I) The maximum rate of assessment which may be used in the preparation of the Stormwater Service Roll for subsequent Fiscal Years is \$80.00 per ERU.

(J) It is hereby ascertained, determined, and declared that the method of determining the Stormwater Service Assessments as set forth in this Initial Assessment Resolution is a fair and reasonable method of apportioning the Stormwater Management Service Cost among Assessed Property.

**SECTION 3.04. APPLICATION OF ASSESSMENT PROCEEDS.** Proceeds derived by the City from the Stormwater Service Assessments shall be utilized for the provision of Stormwater Management Services. In the event there is any fund balance remaining at the end of the Fiscal Year, such balance shall be carried forward and used only to fund stormwater related services, facilities, improvements and programs.

**SECTION 3.05. COLLECTION OF ASSESSMENTS.** Stormwater Service Assessments shall be collected pursuant to the Uniform Assessment Collection Act unless otherwise determined by the Council.

**SECTION 3.06. MITIGATION.** The mitigation credit authorized by Chapter 24, Article V of the City Code shall apply, under the same terms and conditions applicable to stormwater utility fees as set forth therein, to the Stormwater Service Assessments contemplated hereunder.

**SECTION 3.07. EXEMPTION.** The following are Exempt Properties and not subject to the Stormwater Service Assessment:

- (A) Public rights-of-way.
- (B) Lakes and submerged land.

[Remainder of page intentionally left blank]

**ARTICLE IV**

**GENERAL PROVISIONS**

**SECTION 4.01. CONFLICTS.** All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 4.02. SEVERABILITY.** If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are declared to be severable.

**SECTION 4.03. EFFECTIVE DATE.** This Initial Assessment Resolution shall take effect immediately upon its passage and adoption.

**PASSED, ADOPTED AND APPROVED** this 18th day of July, 2017.

**CITY COUNCIL OF  
NEW PORT RICHEY, FLORIDA**

By: \_\_\_\_\_  
Rob Marlowe, Mayor

(SEAL)

Attest:

By: \_\_\_\_\_  
Judy Meyers, City Clerk

## APPENDIX A

### FORM OF NOTICE TO BE PUBLISHED

To be published at least twenty (20) days prior to the public hearing

(Map of New Port Richey)

#### NOTICE OF HEARING TO IMPOSE AND PROVIDE FOR COLLECTION OF NON-AD VALOREM SPECIAL ASSESSMENTS

Notice is hereby given that the City Council of New Port Richey, Florida, will conduct a public hearing to consider adoption of a final assessment resolution related to the City of New Port Richey (the "City") and its stormwater system. The stormwater final assessment resolution will provide for the imposition of special assessments, sometimes characterized as non-ad valorem assessments, against property located within City limits and collection of the assessments by the Pasco County Tax Collector pursuant to the tax bill collection method described in Section 3.01 of City Ordinance No. 2012-1985. The assessment is an annual assessment that will continue from year to year. The hearing will be held at 6 PM on August 1, 2017 at City Council Chambers of City Hall, City Hall, 5919 Main Street, New Port Richey, Florida 34652. All affected property owners have a right to appear at the hearing and to file written objections with the City Council within twenty (20) days of this notice.

The assessments have been proposed to fund stormwater related essential services, facilities, equipment and improvements throughout the City. The assessment will be based upon the number of Equivalent Residential Units ("ERUs") attributable to each tax parcel as of the date the assessments are imposed. If approved by City Council, the stormwater assessment will be imposed at a rate not to exceed \$80.00 per ERU. A more specific description of the stormwater related services and the method of computing the assessment for each parcel of property are set forth in Resolution No. 2017-21 (the "Initial Assessment Resolution") adopted by the City Council on July 18, 2017. Copies of the Initial Assessment Resolution and the preliminary Stormwater Service Assessment Roll are available for inspection at the office of the City Clerk, located at City Hall, 5919 Main Street, New Port Richey, Florida 34652. If you have any questions, please contact the City Clerk's Office at (727) 853-1024.

ANY PERSON WISHING TO ENSURE THAT AN ADEQUATE RECORD OF THE PROCEEDINGS IS MAINTAINED FOR APPELLATE PURPOSES IS ADVISED TO MAKE THE NECESSARY ARRANGEMENTS FOR RECORDING AT HIS OR HER OWN EXPENSE. PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK AT LEAST 48 HOURS IN ADVANCE OF THE MEETING AT (727) 853-1024.

**APPENDIX B**

**FORM OF NOTICE TO BE MAILED**

NEW PORT RICHEY, FLORIDA

[date], 2017

[Property Owner Name]

[Street Address]

[City, State and Zip]

Re: Tax Parcel Number [Insert Number]

Dear City of New Port Richey Property Owner:

As required by Section 197.3632, Florida Statutes, and City Ordinance No. 2012-1985 (the "Assessment Ordinance"), notice is given by the City of New Port Richey that an annual assessment for stormwater services may be levied on your property for Fiscal Year October 1, 2017 - September 30, 2018 and each fiscal year thereafter. **THIS IS NOT A NEW ASSESSMENT PROGRAM; THE STORMWATER ASSESSMENT HAS BEEN IMPOSED SINCE 2001.** In 2001, in response to public demand and increased federal regulations, the City initiated efforts to improve stormwater management services and provide a dedicated funding source for these services by creating a stormwater assessment program to generate revenues. The original stormwater assessments were imposed and collected on the November 2001 tax bill and subsequent years. However, since the City recently updated the stormwater assessment program it must provide this notice to all property owners of the updated assessment program.

Stormwater assessments are based upon the estimated amount of stormwater runoff generated by impervious surface on your property. Impervious surfaces include the rooftop, patios, driveways, parking lots and similar areas. Undeveloped property will also be subject to the stormwater assessments based the size of the parcel. The City has determined that the average single-family residence in the Stormwater Service Area includes 2,629 square feet of impervious surface, which is the value of one "equivalent residential unit" ("ERU"), the unit of measurement to be applied against each parcel to determine the assessment. Single-family residential units, mobile home units and residential condominium units are charged one ERU. For general parcels, such as commercial parcels, the number of ERUs has been calculated individually for each parcel of property by dividing the impervious surface area by 2,629 square feet. A more specific description of the stormwater related services and the method of computing the assessment for each parcel of property are set forth in Resolution No. 2017-21 (the "Initial Assessment Resolution") adopted by the City Council on July 18, 2017.

The annual Stormwater Service Assessment rate for Fiscal Year 2017-18 will be \$80.00 for each ERU which is also the maximum Stormwater Service Assessment rate that can be imposed without further mailed notice for future fiscal years. It is estimated that the City will collect \$1,300,000 from

the Stormwater Service Assessments for Fiscal Year 2017-18. The above-referenced parcel has been assigned the following ERUs and assessment amounts:

Number of Equivalent Residential Units (ERUs): [insert]

The FY 2017-18 annual stormwater assessment for the above parcel is: \$[insert]

The maximum annual stormwater assessment that can be imposed without further notice for future fiscal years is \$[insert]

The City Council will hold a public hearing at 6 p.m., or soon thereafter, on August 1, 2017 in the City Council Chambers located at City Hall, 5919 Main Street, New Port Richey, Florida. Comments will be received on the proposed Stormwater Service Assessments, including their collection on the ad valorem tax bill. You are invited to attend and participate in the hearing. You may also file written objections with the City Council within twenty (20) days of the date of this notice. Please include your name, parcel number, and the reason you object to the assessment on all written objections. Objections should be forwarded as follows: City Clerk; Objections to Stormwater Non-ad Valorem Assessments; 5919 Main Street, New Port Richey, Florida 34652. If you decide to appeal any decision made by the City Council with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made. In accordance with the Americans with Disabilities Act, if you need a special accommodation or an interpreter to participate in this proceeding, please contact the City Clerk at (727) 853-1024 at least 4 days prior to the date of the hearing. If there is a mistake on this notice, it will be corrected. If you have any questions regarding the number of ERUs assigned to your property or the amount of the Stormwater Service Assessment, please contact Customer Service by telephone at (727) 853-1061.

Unless proper steps are initiated in a court of competent jurisdiction to secure relief within 20 days from the date of City Council action at the above hearing (including the method of apportionment, the rate of assessment and the imposition of assessments), such action shall be the final adjudication of the issues presented.

Copies of the Assessment Ordinance, the Initial Assessment Resolution, and the preliminary assessment roll are available for inspection at the City Clerk's office in City Hall, located at 5919 Main Street, New Port Richey, Florida, or on the City website at [cityofnewportrichey.org](http://cityofnewportrichey.org). The Stormwater Service Assessment will be collected by the Tax Collector of Pasco County, pursuant to Chapter 197, Florida Statutes; Florida law provides that failure to pay the Stormwater Service Assessment will cause a tax certificate to be issued against the assessed property which may result in a loss of title.

**\*\*\*\*\*DO NOT SEND PAYMENT - THIS IS NOT A BILL\*\*\*\*\***

**APPENDIX C**

**RATE STUDY**

# Storm Water Assessment Rate Study



**Prepared for:**

**City of New Port Richey  
Florida**

**June 20, 2017**

## Storm Water Assessment Rate Study



**AYRES**  
**ASSOCIATES**

3433 Oakwood Hills Parkway  
Eau Claire, WI 54701-7698  
715.834.3161 • Fax: 715.831.7500  
[www.AyresAssociates.com](http://www.AyresAssociates.com)

# Contents

	<u>Page No.</u>
Introduction .....	1
Scope of Services: Study Update .....	1
Overview of City's Existing Storm Water Rates and Apportionment Methodology.....	2
Existing Storm Water Assessment Rates .....	2
Existing Apportionment Methodology .....	2
Existing Parcel Apportionment.....	2
Existing Rate Classes.....	3
Storm Water Programs in Florida.....	3
Service Description and Cost Calculations.....	4
Assessable Cost Calculations .....	5
Expenditures.....	5
Revenues .....	5
Miscellaneous Assessment Expenditures.....	5
Determination of Storm Water Services Demand.....	10
Special Assessment Benefit Assumptions .....	10
Cost Apportionment Assumptions .....	11
Parcel Apportionment Assumptions .....	11
Proposed Developed Parcel Apportionment.....	11
Proposed Undeveloped Parcel Apportionment .....	12
Proposed Rate Classes.....	13
Preliminary Storm Water Assessment Rates .....	14
Computation of Storm Water Charges.....	15
Methodology Revisions .....	15
Item 1: Acceptance of Undeveloped Parcel Methodology & Use Codes .....	15
Item 2: Treating Use Code 87 Other State as General instead of Not Charged.....	15
Implementation Schedule.....	16
Critical Events Schedule.....	16

## List of Appendices

Appendix A Pasco County Use Codes vs Rate Class Codes

## List of Tables

	<u>Page No.</u>
Table 1 – City Storm Water Utility Operating Fund Fiscal Year 2016-2017 (FY 17) Budget .....	7
Table 1 – City Storm Water Utility Operating Fund Fiscal Year 2016-2017 (FY 17) Budget (Continued)	8
Table 2 – City Five (5) Year Capital Improvement Program Summary .....	9
Table 3 – Storm Water Five – Year Proforma Assessable Budget FY 18 through FY 22 .....	10
Table 4 – Storm Water Runoff Summary.....	13
Table 5 – Total Number of ERU’s by Rate Class.....	14
Table 6 – Preliminary Rates Fiscal Year 2017-18 (FY 18) .....	14
Table 7 – Preliminary Rates 5-Year Average.....	14
Table 8 – Preliminary Rates Fiscal Years 2017-18 (FY 18) through 2021-22 (FY 22) .....	15

## Introduction

---

The City of New Port Richey has retained Ayres Associates to review and update the Storm Water Assessment Study utilized to determine the applicable assessment rates necessary to fund their Storm Water Utility. The previous Storm Water Assessment Rate Study was prepared by Government Services Group in May of 2012. That report covered a 5-year projection through Fiscal Year 2016-17 (FY 17).

### Scope of Services: Study Update

- **Project Initiation** – Evaluate data and information regarding the provision of storm water services and facilities in the City including, but not limited to engineering information, public works data, existing legal documents and reports.
- **Review the Current Methodology** – Review documents and information relative to the current rate structure of the existing storm water assessment program and discuss with staff any problems or concerns with the current methodology; provide recommendations to update the current assessment rate methodology, if applicable.
- **Identify Full Costs (Revenue Requirements) of the Storm Water Program** – Evaluate the full cost of the storm water management system using the City’s most current financial information and the storm water planning documents, which will include (i) the costs of maintaining and operating the City’s storm water system based on the level of funding required by the City, (ii) the costs of capital projects, debt service and required reserves, (iii) indirect and/or administrative costs and (iv) billing and collection costs associated with the Uniform Method of collection; develop projections for annual revenue requirements for the City’s storm water operations and maintenance, capital projects, debt service and required reserve and determine a method of increasing revenue and adjustments of assessment rates on an annual basis or as desired by the City.
- **Evaluate Vacant Lands** – Evaluate the magnitude that storm water generated by vacant lands is contributing to the storm water system. Based on that impact assign ERU’s.
- **Calculate Preliminary Proforma Schedule of Rates** – Using the total units derived from the preliminary assessment roll developed by the City and the inclusion of the additional vacant land units, calculate a proforma schedule of rates based on the apportionment methodology and revenue requirements for the assessment program.
- **Address Issues** – Research and present recommendations on any outstanding issues that may arise from the assessment program.
- **Prepare and Present Assessment Report** – Prepare a draft report that includes documentation of the storm water costs and proforma rates; After City staff review, prepare and present the final version of the Assessment Report.

# Overview of City's Existing Storm Water Rates and Apportionment Methodology

---

## Existing Storm Water Assessment Rates

The City initially implemented a storm water utility fee in 2001 which was collected on the Tax Bill. The fees charged were based on an Equivalent Residential Unit (ERU) whereby an ERU equals an average number of square feet of impervious area.

The storm water assessment rates adopted in 2001 were \$40.32 per ERU. In Fiscal Year 2011-12, the storm water assessments generated approximately \$525,000 in revenue; however, the City's storm water expenditures for that year were approximately \$825,020 thus creating an operating deficit. If 100% of those expenses were funded by the storm water utility, the rate would have been \$61.35 per ERU.

In 2012 the City reviewed the utility rates and costs, and developed a 5 year projection of revenue and expenses, whereby the rate necessary to cover the projected costs was **\$77.36 per ERU**. That rate was adopted and has not changed since that time. In Fiscal Year 2016-17 (FY 17) the revenue expected to be generated by this rate is \$1,047,099. The anticipated expenditures for budget year 2016-17 was \$1,238,380.

In addition to budgeted storm water assessments, additional revenues are sought through outside funding sources in order to be able to do large capital expenditure projects. The existing storm water budgets allocate an average of \$200,000 annually for infrastructure maintenance and betterment projects.

## Existing Apportionment Methodology

The City's existing apportionment methodology consists of an impervious area model which is the most common rate model. The impervious area model is based on the observation that storm water runoff is largely related to the amount of impervious surface on a specific parcel. A given parcel's share of costs is proportionate to the impervious surface of the parcel relative to that generated by a typical base unit (i.e. Equivalent Residential Unit (ERU)). The impervious area model has a solid theoretical base - on most parcels the amount of impervious area is clearly the primary determinant regarding the quantity of runoff generated and, to a lesser degree, the potential amount of non-point source pollutants that could originate on that parcel. This methodology does not take into account that undeveloped parcels, though to a lesser degree than developed parcels, still contribute runoff and non-point source pollutants to the storm water system.

## Existing Parcel Apportionment

The City's parcel apportionment is accomplished through the development of a base-billing unit, called an Equivalent Residential Unit (ERU). Based on URS, Inc.'s June 2001 Storm Water Utility Implementation Program, Technical Memorandum Change Order 1 Parcel Characterization (Technical Memorandum), the **ERU value is equal to 2,629 square feet** which represents the average amount of impervious area for single family parcels in the City.

## Existing Rate Classes

Each property use within the City on the ad valorem tax roll was assigned by the City to a rate class based on its assignment of use by the Pasco County Property Appraiser or verification of use obtained through field research. A listing of Class Codes and associated property use category is provided as Appendix A.

Using the Class Codes, the specific methodology for the parcel apportionment within each category of property use is generally described below.

**Single Family Residential Parcels** – Single family residential parcels, are parcels to which the Property Appraiser assigned a Use Code 01, 02, 04, 09 or 28. All single family residential parcels were assigned one (1) ERU per dwelling unit. Mobile home and RV parks were assigned 1 ERU per individual site within the park.

**General Parcels** – General parcels are all other parcels with improvements which were not classified as single family residential parcels or undeveloped parcels. Impervious areas for all general parcels were computed as the sum of the structure area and the pavement area. The number of ERUs attributable to each General Parcel is determined by dividing the impervious area of the General Parcel by the ERU value identified in the Existing Parcel Apportionment section above.

**Undeveloped Parcels** – Undeveloped parcels are not currently being charged a storm water assessment unless there are impervious areas present on the parcel. If there are impervious surfaces on an undeveloped parcel, the parcel is then treated as a General Parcel for storm water purposes.

## Storm Water Programs in Florida

Source: Florida Storm Water Association 2016 Storm Water Utility Report Narrative

*“In 2016, Florida had 67 counties and over 410 cities. It is difficult to determine exactly how many storm water utilities exist in the state, but FSA’s best estimate is that there were approximately 165 local governments that established storm water utilities pursuant to Chapter 403, Florida Statutes, or their own home rule powers. One hundred and twenty-four storm water utilities responded to the 2016 survey questionnaire. FSA expects the number of storm water utilities to continue to increase for several reasons:*

- *The Florida Supreme Court has consistently upheld the validity of such fees;*
- *There is (generally) more public support for funding programs with user fees as opposed to ad valorem or other general taxes; and,*
- *The process of implementing the multi-billion dollar Total Maximum Daily Loads and Numeric Nutrient Criteria programs in Florida is now beginning to take full effect.*

*Also, to the extent that recently adopted measures reduce the amount of property tax revenues available in the city or county general fund, local governments will be more inclined to consider storm water user fees or increases therein as a way to fund water quality programs. As one might expect, service areas dedicated exclusively to the city constituted a significant majority of storm water utilities in part reflecting the relative ease of attaching a user charge onto an existing billing mechanism. Most storm*

water utilities are located within a department of public works and have used impervious area as the basis for calculating the fee.

*As in earlier surveys, revenue generated from storm water utilities represents a significant source of funds to address storm water pollution and flooding problems, but it still falls short of being able to address long-term, capital needs. Most jurisdictions report that utility charges are adequate to meet most administrative costs but not for needs associated with capital improvement programs. Whether storm water utility fees can be raised at a rate to keep pace with the costs of TMDLs remains to be seen.”*

The City, in order to comply with the new nutrient limitation mandates of the National Pollutant Discharge Elimination System (NPDES) permit, utilizes the storm water utility to administer the policies and ordinances necessary.

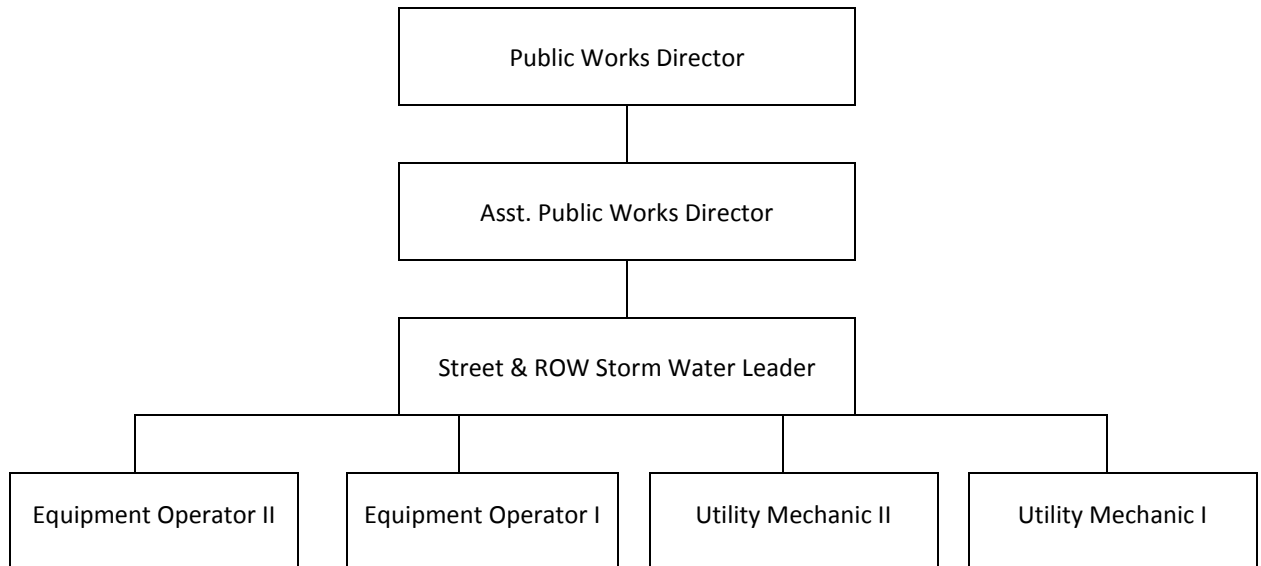
In 2011, approximately 59% of the survey respondents did not charge undeveloped parcels. That percentage is declining. The 2016 survey results showed only approximately 55% of the respondents did not charge undeveloped parcels, meaning that more and more utilities are charging both developed and undeveloped parcels.

## Service Description and Cost Calculations

---

Storm water services are currently provided to residential and non-residential properties within the City. Storm water services are provided through the City's Public Works Department and consists of five full-time employees dedicated to the provision of storm water services throughout the City. The following is an organizational chart for the City's Storm Water Utility.

### City of New Port Richey, Florida Storm Water Utility Organizational Chart



## Assessable Cost Calculations

To develop a 5-year proforma assessable budget, Ayres utilized the City's Fiscal Year 2016-2017 (FY 17) Storm Water Utility Fund Budget as well as the Capital Improvement Program Storm Water Utility Fund 5-year FY 18 – FY 22 Revenue and Expense Model.

The total assessable cost calculations were developed using the following assumptions:

### Expenditures

- Begin with Fiscal Year 2016-17 (FY 17) Storm Water Utility Fund Budget provided by the City.
  - Increase personnel services 2.5% annually.
  - Increase operating expenses 3% annually.
- The infrastructure maintenance and betterment projects are contingent upon the City's ability to obtain additional outside funding to help defray costs. This amount from the utility is budgeted to increase each year for a five year average of \$339,400 annually.
- Indirect Costs are transfers to the General Fund for costs due to administration, legal and other support services provided to the storm water utility by other City departments.
  - This cost is budgeted at \$130,000 annually.
- The City has no existing storm water utility debt service.
- The contingency reserves are set to resume in FY 18 and increase 2.5% annually.
- The Renewal & Replacement (R&R) reserve is based on the Equipment Purchases annualized costs in the Capital Improvement Program (CIP).

### Revenues

- Revenues are shown as a reduction in the total assessable expenditures. Due to current and historic low interest rates, interest revenues are shown as remaining constant.
- The City has no recurring grants. Grants have historically been project specific. The following grants have been utilized to provide funding for capital projects: Penny for Pasco (P4P), and South West Florida Water Management District Cooperative Funding Grant (SWFWMD).

### Miscellaneous Assessment Expenditures

- The Miscellaneous Assessment Expenditures portion of the budget include costs associated with this Rate Study, implementation costs and annual program maintenance. These costs are reimbursable through the assessment program.
- Pursuant to section 197.3632, Florida Statutes, the tax collector and property appraiser may each enter into an agreement with the local government for reimbursement of necessary administrative costs incurred from the collection of the non-ad valorem assessment. Accordingly, if any such fee(s) is charged, the fee may be recouped as an add-on to the total assessable costs for the year.
  - Collection Costs (TC) reflects reimbursement for the collection costs associated with the non-ad valorem assessment incurred by the Tax Collector (TC). Pursuant to section 197.3632, Florida Statutes, a municipal government shall only compensate the tax collector for the actual costs of collecting the non-ad valorem assessments, not to exceed 2%, on the amount of special assessments collected and remitted. The collection cost has been assumed to be 2%.

- Property Appraiser Costs are the costs for services relating to providing notice of the storm water assessment in the annual TRIM notices.
- Statutory Discount reflects a 95% collection of the Storm Water Assessment to cover the 4% statutory discount allowed by the Uniform Method and 1% reserve for under collection. Accordingly, the statutory discount is budgeted at 5% of the total assessable costs.

Table 1 shows the City's Fiscal Year 2016-17 Storm Water Utility Operating Fund Budget.

**Table 1 – City Storm Water Utility Operating Fund Fiscal Year 2016-2017 (FY 17) Budget**

<b>Expenditures</b>		<b>Budget FY 17</b>
<b>Code</b>	<b>Personnel Services</b>	
12-99	Regular Full-Time Wages	137,230
14-11	Overtime Wages	12,160
15-11	Employee Incentives	250
15-16	Health Insurance Waiver Stipend	-
15-22	Education Incentive Pay	600
15-27	Standby Time	7,140
15-29	Meal Allowance	-
21-11	Social Security Matching	12,180
22-11	Florida Retirement System	11,770
23-11	Health Insurance	37,290
23-12	Life Insurance	250
23-13	Accidental Death & Disab Insurance	100
23-15	Net OPEB Obligation Expense	-
24-33	Workers Comp - Irrigation Workers/Oper/Drivers (0251)	8,470
<b>Total Personnel Services</b>		<b>227,440</b>
<b>Operating Expenses</b>		
31-29	Engineering Services - Misc	35,000
31-99	Professional Services - Misc	35,000
34-33	Lawn Maintenance	50,000
34-38	Lab Test	10,000
34-99	Contractual Services - Misc	35,000
40-11	Travel & Training	2,390
41-21	Telephone - Local	1,300
41-34	Data Lines	2,000
41-41	Pager Services	100
42-11	Postage	50
43-11	Electric - City Facilities	14,240
43-31	Trash Removal	12,500
43-73	Street Light Fee	40
43-81	Stormwater Assessment	80
44-19	Rent - Equipment/Software	5,000
45-11	Liability Insurance - Comp. General	3,330
45-21	Building & Contents Insurance	3,300
45-22	Pollution Insurance	4,400
45-23	Automobile & Truck Insurance	750
46-11	Maintenance & Repairs - Bldg & Grounds	15,000

**Table 1 – City Storm Water Utility Operating Fund Fiscal Year 2016-2017 (FY 17) Budget (Continued)**

<b>Operating Expenses</b>		<b>Budget FY 17</b>
46-21	Maintenance & Repairs - Equipment	400
46-31	Maintenance & Repairs - Central Garage	7,500
49-83	Permit Fees	2,500
49-99	Other Current Charges - Misc	2,000
51-11	Office Supplies - General	1,000
51-21	Maps & Charts	300
51-41	Small Tools & Implements	7,000
52-11	Fuel	20,000
52-25	Software License Support	400
52-31	Clothing & Apparel	1,500
52-43	Computer/Operating Supply	1,400
52-47	First Aid Supplies	200
52-89	Automotive Parts	20,000
52-99	Operating Supplies - Misc	13,800
53-21	Signs & Sign Material	5,000
53-31	Pipe/Culvert Material	10,000
53-41	Sod/Seed	10,000
53-99	Road Materials - Misc	10,000
54-11	Dues & Memberships	200
54-61	Books & Publications	200
<b>Total Operating Expenses</b>		<b>342,880</b>
<b>Transfers</b>		
91-51	Transfer to General Fund	329,030
91-52	Transfer to Street Improvement Fund	56,030
91-53	Transfer to Capital Improvement Fund	283,000
<b>Total Transfer</b>		<b>668,060</b>
<b>Total Stormwater Utility Fund</b>		<b>1,238,380</b>

Table 2 shows the City's Five (5) Year Capital Improvement Program Summary for Fiscal Years 2017-18 (FY 18) through 2021-22 (FY 22).

**Table 2 – City Five (5) Year Capital Improvement Program Summary**

	FY 18	FY 19	FY 20	FY 21	FY 22	5-Year
	FY 2017-18	FY 2018-19	FY2019-20	FY2020-21	FY 2021-22	Average
<b>63-XX Flood Control</b>						
Flood Control/Water Quality Projects	317,000	330,000	340,000	350,000	360,000	339,400
<b>TOTAL</b>	<b>317,000</b>	<b>330,000</b>	<b>340,000</b>	<b>350,000</b>	<b>360,000</b>	<b>339,400</b>
<b>64-13 Data Processing Equipment</b>						
Laptop Computer	-	-	-	2,400	-	480
Desktop Computer	-	-	2,800	-	-	560
<b>Total</b>	<b>-</b>	<b>-</b>	<b>2,800</b>	<b>2,400</b>	<b>0</b>	<b>1,040</b>
<b>64-15 Trucks and Trailers</b>						
(#114) Service Truck w/Crane (R&R)	5,000	5,000	5,000	5,000	5,000	5,000
(#110) Service Truck w/ Liftgate (R&R)	5,000	5,000	5,000	5,000	5,000	5,000
(#96) Flatbed (R&R)	5,000	5,000	5,000	5,000	5,000	5,000
Vacuum Line Cleaning Truck (R&R)	50,000	50,000	50,000	50,000	50,000	50,000
(#69) Water Tanker Truck (R&R)	7,000	7,000	7,000	7,000	7,000	7,000
<b>Total</b>	<b>72,000</b>	<b>72,000</b>	<b>72,000</b>	<b>72,000</b>	<b>72,000</b>	<b>72,000</b>
<b>64-16 Heavy Equipment</b>						
(#11) Clam Shell (R&R)	5,000	5,000	5,000	5,000	5,000	5,000
(#102) Street Sweeper (R&R)	17,500	17,500	17,500	17,500	17,500	17,500
<b>Total</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>
<b>64-31 Special Purpose Equipment</b>						
Sand Bag Station (R&R)	10,000	-	-	-	-	2,000
Portable Pumping System (R&R)	3,000	3,000	3,000	3,000	3,000	3,000
<b>Total</b>	<b>13,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>5,000</b>
<b>TOTAL STORMWATER UTILITY CIP</b>	<b>424,500</b>	<b>427,500</b>	<b>440,300</b>	<b>449,900</b>	<b>457,500</b>	<b>439,940</b>

Table 3 shows the five-year proforma assessable budget based on the above stated assumptions for the provision of storm water services in the City.

**Table 3 – Storm Water Five – Year Proforma Assessable Budget FY 18 through FY 22**

	FY 17 Budget FY 2016-17	FY 18 FY 2017-18	FY 19 FY 2018-19	FY 20 FY2019-20	FY 21 FY2020-21	FY 22 FY 2021-22	5-Year Average
<b>Expenditure Summary</b>							
Personal Services	227,440	233,126	238,954	244,928	251,051	257,327	245,077
Operating Expenses	342,880	353,166	363,761	374,674	385,914	397,492	375,002
Infrastructure Maintenance & Betterment	283,000	317,000	330,000	340,000	350,000	360,000	339,400
Indirect Costs	329,030	130,000	130,000	130,000	130,000	130,000	130,000
Existing Debt Service	-	-	-	-	-	-	-
Reserves	-	15,000	15,375	15,759	16,153	16,557	15,769
R&R Reserves	-	107,500	97,500	97,500	97,500	97,500	99,500
<b>TOTAL EXPENDITURES</b>	<b>1,182,350</b>	<b>1,155,792</b>	<b>1,175,591</b>	<b>1,202,862</b>	<b>1,230,619</b>	<b>1,258,877</b>	<b>1,204,748</b>
<b>Revenue</b>							
Interest S.B.A.	500	500	500	500	500	500	500
Interest FMIvt	450	450	450	450	450	450	450
<b>TOTAL REVENUES</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>
<b>TOTAL EXPENDITURES</b>	<b>1,182,350</b>	<b>1,155,792</b>	<b>1,175,591</b>	<b>1,202,862</b>	<b>1,230,619</b>	<b>1,258,877</b>	<b>1,204,748</b>
<b>TOTAL REVENUES</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>950</b>
<b>TOTAL NET EXPENDITURES</b>	<b>1,181,400</b>	<b>1,154,842</b>	<b>1,174,641</b>	<b>1,201,912</b>	<b>1,229,669</b>	<b>1,257,927</b>	<b>1,203,798</b>
<b>Miscellaneous Assessment Expenditures</b>							
Study Costs	19,420	-	-	-	-	-	-
Annual Assessment Roll Maintenance	2,500	2,500	2,500	2,500	2,500	2,500	2,500
First Class Notices	10,000	-	-	-	-	-	-
Collection Costs (TC)	26,096	24,892	25,318	25,905	26,501	27,109	25,945
Property Appraiser Costs	150	150	150	150	150	150	150
Statutory Discount (4% early payment & 1% non-collection)	65,240	62,231	63,295	64,761	66,254	67,773	64,863
<b>Total Misc. Assessment Expenditures</b>	<b>123,406</b>	<b>89,773</b>	<b>91,263</b>	<b>93,316</b>	<b>95,405</b>	<b>97,532</b>	<b>93,458</b>
<b>TOTAL ASSESSABLE COSTS</b>	<b>1,304,806</b>	<b>1,244,615</b>	<b>1,265,904</b>	<b>1,295,228</b>	<b>1,325,074</b>	<b>1,355,459</b>	<b>1,297,256</b>

## Determination of Storm Water Services Demand

### Special Assessment Benefit Assumptions

The following assumptions support a finding that the storm water services provided by the City provide a special benefit to the assessed parcels.

- The provision of storm water management services and the availability and use of facilities or improvements by owner and occupants of such property to properly and safely detain, retain, convey or treat storm water discharged from such property;
- Stabilization of or the increase of property values;
- Increased safety and better access to property;
- Improved appearance;
- Rendering property more adaptable to a current or reasonably foreseeable new and higher use;
- Alleviation of the burdens caused by storm water runoff and accumulation associated with the present or projected use of property; and

- Fostering the enhancement of environmentally responsible use and enjoyment of the natural resources within the City such as Pithlachascotee River and Orange Lake.

## **Cost Apportionment Assumptions**

The cost apportionment exercise addresses two fundamental questions; Who pays; and for what services?

Defining the benefit or service area is a geographically precise process. Based on a parcel specific evaluation, it was determined that the entire geographic area of the City benefits from the storm water management services.

## **Parcel Apportionment Assumptions**

Parcel apportionment focuses on the question, “How is each parcel’s share of recoverable costs to be determined?” The following assumptions support findings that the recommended parcel apportionment is fair, reasonable, and equitable.

- The amount of runoff generated by a parcel and sent to the storm water system represents that parcel’s proportionate share of the burden of creating and maintaining the storm water system.
  - The amount of runoff from a developed parcel is largely determined by the amount of impervious area (hard surfaces through which water does not easily pass) contained on a parcel – the more the impervious area, the more the runoff, the more the cost of treatment and the more the charge to the parcel.
  - The amount of runoff from an undeveloped parcel (though less than a developed parcel) is largely determined by the size of the parcel.
    - the larger the parcel, the more the runoff, the more the cost of treatment and the more the charge to the parcel.
- The value of the parcel does not determine the scope of the required storm water management services. The potential demand for storm water services by developed property is driven by either the amount of impervious area located on a developed parcel or the size of an undeveloped parcel.
- Apportioning the assessed costs for storm water services attributable to the single family residential property use category on a per parcel basis is a fair and reasonable method of parcel apportionment based upon statistical data contained in the Technical Memorandum and in this study.

## **Proposed Developed Parcel Apportionment**

Parcel apportionment is accomplished through the development of a base billing unit, called an Equivalent Residential Unit (ERU). An ERU is a measure that serves as a common index to compare runoff generated by different sized properties with different storm water generation characteristics. The ERU value for developed parcels of 2,629 square feet of impervious area as defined in the Technical Memorandum is still a valid measure and no change is proposed.

## Proposed Undeveloped Parcel Apportionment

The City has recognized that undeveloped parcels also contribute to the storm water systems. This is to a lesser degree since the impervious area is less, but nonetheless, runoff and non-point source pollutants are still generated by undeveloped properties which the storm water utility must account for. A common nationwide recognized storm water software program HydroCAD, developed by HydroCAD Software Solutions, LLC, is based on the United States Department of Agriculture (USDA) Urban Hydrology for Small Watersheds Technical Release 55 (TR55). The following is an excerpt from the preface of this document – *“TR-55 presents simplified procedures to calculate storm runoff volume, peak rate of discharge, hydrographs, and storage volumes required for floodwater reservoirs. These procedures are applicable in small watersheds, especially urbanizing watersheds, in the United States. First issued by the Soil Conservation Service (SCS) in January 1975, TR-55 incorporates current SCS procedures”*. This document has been the standard for estimating runoff volumes and rates.

Utilizing the methodology of TR55, one can estimate the runoff for a typical single family residential parcel as well as from a undeveloped parcel. The following is a summary of that evaluation for the City of New Port Richey.

**Average Residential Parcel Size** – Utilizing the year end 2016 Pasco County tax roll database for the City of New Port Richey, the total number of single family residential parcels (see Rate Class category below for Use Codes) is 5,479 parcels. The tax roll shows that the total square footage of those parcels is 39,470,942 square feet. Dividing these two numbers shows that the average residential parcel size is **7,204 square feet**.

Dividing the average residential impervious area (see Developed Parcel Apportionment above) by the average residential parcel size equals 36.5% impervious.

TR55 developed standard Curve Numbers (CN) for various land covers based on the specific hydrologic soil group (Type A – Type D) developed by the Soil Conservation Service (SCS). According to the SCS Soil Survey for Florida, The City of New Port Richey is predominately dominated by Type A soils. Fully Developed Urban Area Residential Districts with ¼ acre lot size, 38% imperviousness, Type A soils, have a CN of 61. Conversely, Fully Developed Urban Area Open Spaces with grass cover >75%, Type A soils, have a CN of 39.

Time of concentration is defined as the time required for runoff to travel from the most hydrologically distant point of an area to the point of collection. Conservatively assuming an average residential lot is approximately 120 feet deep, the time of concentration for sheet flow through mowed grass is 12 minutes.

Rainfall events typical for the region and storm intensity are then used to predict the runoff. In 2014, the National Oceanic and Atmospheric Association (NOAA) updated the rainfall tables to more accurately reflect the intensity and magnitude of the typical model storm (ATLAS14). For this evaluation, the ATLAS14 rainfall table for Pasco County Florida was used.

These curve numbers along with the time of concentration, the average residential parcel size, and the rainfall table are used in the HydroCAD model to predict the runoff from the average residential parcel and an equivalent size undeveloped parcel for various typical storm event. Table 4 below shows the comparison based on these storm events.

**Table 4 – Storm Water Runoff Summary**

Storm	1-Year	2-Year	5-Year	10-Year	25-Year	50-Year	100-Year	Total
Rainfall (Inches)	4.25	5.00	6.75	8.00	9.00	10.00	11.50	
Average Residential Runoff (cubic feet)	506	742	1386	1904	2343	2800	3511	13192
Average Undeveloped Runoff (cubic feet)	31	94	348	606	850	1122	1576	4627
<b>Percent of Residential</b>	<b>6%</b>	<b>13%</b>	<b>25%</b>	<b>32%</b>	<b>36%</b>	<b>40%</b>	<b>45%</b>	<b>35%</b>

**Undeveloped Parcel Runoff Percentage** – Based on the sum of all the storm events, an equivalent size undeveloped parcel will contribute approximately **35 percent** of the runoff of an average residential parcel.

## Proposed Rate Classes

Using the data from the Pasco County Tax Rolls, there are approximately 7,481 parcels within the City, each with a unique property use code as assigned by the Pasco County Property Appraiser. The City has then assigned a Rate Class Code to each of the parcels based on that use code. A listing of Rate Class Codes and associated property use categories is provided as Appendix A.

Using the Rate Class Codes, the specific methodology for the parcel apportionment within each category of property use is generally described below.

**Single family Residential Parcels** – Single family residential parcels are parcels to which the Property Appraiser has assigned a Use Code 01, 02, 04, 09 or 28. All single family residential parcels are assigned one (1) ERU per dwelling unit. Mobile home and RV parks are charged 1 ERU per individual site within the park.

**General Parcels** – General parcels are all other parcels not classified as single family residential parcel, undeveloped parcels or not charged parcels. Impervious areas for all general parcels are computed as the sum of the structure area and the pavement area. The number of ERUs attributable to each General Parcel is determined by dividing the impervious area of the General Parcel by the ERU value defined in the Proposed Developed Parcel Apportionment section above.

**Undeveloped Parcels** – Undeveloped parcels are vacant parcels to which the Property Appraiser has assigned a Use Code of 00, 10, 40, or 70. The number of ERUs attributable to each Undeveloped Parcel is determined by dividing the total area of the parcel by the Average Residential Parcel size and then multiplying that by the Undeveloped Parcel Runoff Percentage.

**Not Charged** – Not Charged parcels are those parcels to which the Property Appraiser has assigned a Use Code of 94, 95, 96, or 99. These codes will not be utilized in ERU calculations or storm water assessments.

Based on the foregoing methodology, Table 5 provides the total number of ERUs by rate class.

**Table 5 – Total Number of ERU’s by Rate Class**

<b>Rate Class</b>	<b>Parcel Count</b>	<b>ERUs</b>
Single Family Residential Parcels	5,479	6,355
General Parcels	1,319	7,050
Undeveloped Parcels	643	2,812
Not Charged	40	-
<b>Total</b>	<b>7,481</b>	<b>16,216</b>

Source: Utility Assessment Roll and Pasco County Parcel Data Roll

## Preliminary Storm Water Assessment Rates

Based on the costs of providing storm water services and the number of ERUs, Table 6 summarizes the recommended storm water rates after application of the storm water methodology for Fiscal Year 2017-18 at 100 percent of the assessable costs.

**Table 6 – Preliminary Rates Fiscal Year 2017-18 (FY 18)**

**100% of Assessable Costs = \$ 1,244,615**

Total Assessable Costs	\$ 1,244,615
Total Number of ERU's	16,216
<b>Rate Per ERU</b>	<b>\$ 76.75</b>

Table 7 reflects the annual rates at 100 percent of the 5 year average assessable costs.

**Table 7 – Preliminary Rates 5-Year Average**

**100% of Assessable Costs = \$ 1,297,256**

Total Assessable Costs	\$ 1,297,256
Total Number of ERU's	16,216
<b>Rate Per ERU</b>	<b>\$ 80.00</b>

Table 8 reflects the rates at 100 percent of Fiscal Years 2017-18 through 2021-22 assessable costs.

**Table 8 – Preliminary Rates Fiscal Years 2017-18 (FY 18) through 2021-22 (FY 22)**

**100% of Assessable Costs**

	<b>FY 17-18 Proforma Budget</b>	<b>FY 18-19 Proforma Budget</b>	<b>FY 19-20 Proforma Budget</b>	<b>FY 20-21 Proforma Budget</b>	<b>FY 21-22 Proforma Budget</b>	<b>5 Year Average Budget</b>
Total Assessable Costs	\$ 1,244,615	\$ 1,265,904	\$ 1,295,228	\$ 1,325,074	\$ 1,355,459	\$ 1,297,256
Total Number of ERU's	16,216	16,216	16,216	16,216	16,216	16,216
<b>Rate Per ERU</b>	<b>\$ 76.75</b>	<b>\$ 78.06</b>	<b>\$ 79.87</b>	<b>\$ 81.71</b>	<b>\$ 83.59</b>	<b>\$ 80.00</b>
<b>Collections</b>						<b>Total</b>
Over/(Under) @ \$77.36	9,890	(11,399)	(40,722)	(70,569)	(100,953)	(42,751)
Over/(Under) @ \$80.00	52,701.15	31,413	2,089	(27,758)	(58,142)	61

## Computation of Storm Water Charges

Parcel charges are calculated on a two-step basis:

- ERU –
  - The amount of developed impervious area relative to the base-billing unit is calculated by dividing the impervious area on a developed parcel by the ERU impervious value defined in the Proposed Developed Parcel Apportionment above;
  - The undeveloped parcel size relative to the base-billing unit is calculated by dividing the square footage of an undeveloped parcel by the Average Residential Parcel Size and then multiplying that by the Undeveloped Parcel Runoff Percentage.
- Mitigation Credits – This is necessary where simple impervious area or undeveloped parcel size does not adequately account for relative runoff for a give parcel. It is applied as simple factors multiplied against the ERUs.

### Mitigation Credit

Mitigation credits reflect the fact that given two identically situated parcels with identical improvements, the parcel with on-site private storm water treatment facilities will generate less volume of runoff, runoff at a slower rate, and/ or less polluted runoff than the parcel without comparable facilities.

The City's current mitigation policy is outlined in the City's Storm Water Utility Service Charge Credit Technical Manual.

## Methodology Revisions

### Item 1: Acceptance of Undeveloped Parcel Methodology & Use Codes

### Item 2: Treating Use Code 87 Other State as General instead of Not Charged

## Implementation Schedule

---

To implement the updated storm water assessment rates and methodology presented in this Rate Study beginning in Fiscal Year 2017-18, the City of New Port Richey must complete the following tasks:

### Critical Events Schedule

Event	Date
Workshop Re: Methodology and Rates	May 16, 2017
City Provides Direction on Rates	May 16, 2017
City Approves Final Rate Studies	June 20, 2017
City Passes Assessment Resolutions	September 2017
Appear on Residents' Tax Bill	October, 2017

## **Appendix A**

### **Pasco County Use Codes vs Rate Class Codes**

## Pasco County Use Codes vs Rate Class Codes

Use Code	Description	Rate Class Code
00	Vacant Residential	Undeveloped
01	Single Family	Residential
02	Mobile Homes	Residential
03	Multi-Family - 5 or more units	General
04	Condominium	Residential
08	Multi-Family - less than 5 units	General
09	Residential Common Elements/Areas	Residential
10	Vacant Commercial	Undeveloped
11	Retail Stores, One Story, All Types	General
12	Stores, Office, SFR	General
13	Department Stores	General
14	Supermarket	General
16	Shopping Center Community	General
17	1 Story Office	General
18	Multi-Story Office	General
19	Professional Service Building	General
21	Restaurants	General
22	Drive-In Restaurants	General
23	Financial Institutions	General
25	Service Shops Non-Automotive	General
26	Service Stations	General
27	Auto Sales, Service, etc.	General
28	Rental MH/RV Park	Residential
29	Wholesale MFG., etc.	General
30	Florist, Greenhouses	General
32	Theaters, Enclosed	General
33	Night Clubs, Bars, etc.	General
39	Hotels, Motels	General
40	Vacant Industrial	Undeveloped
41	Light Manufacturing	General
48	Warehousing (Block or Metal)	General
70	Vacant Institutional	Undeveloped
71	Churches	General
72	Schools, Colleges, Private	General
73	Hospitals, Private	General
74	Homes for the Aged	General
76	Mortuaries, Cemeteries, etc.	General
77	Clubs, Lodges, Halls	General
78	Out Patient Clinics	General
82	Forests, Parks, etc.	General
83	Schools, Public	General
85	Hospitals, Public	General
86	Other County	General
87	Other State	General
88	Other Federal	General
89	Other Municipal	General
91	Utilities	General
94	Right-of-Way, Streets, Ditch	Not Charged
95	Rivers and Lakes, Submerged Lands	Not Charged
96	Sewage Disposal, Waste Lands, Swamp	Not Charged
99	Acreage not zoned agricultural – with/without extra features	Not Charged