



Gas Systems – 92.0 FTE’s

Mission

To be the energy provider choice.

Our Values

Safety

Responsibility

Professionalism

Integrity

Customer Focus

Innovation

Our Vision

To fulfill the natural and propane gas needs of the customers we serve in the Tampa Bay area. To provide safe, reliable and economical products and services. To exceed our customer's expectations, while delivering a financial return to the City of Clearwater.

The Clearwater Gas System (CGS) budget consists of four gas programs: Gas Administration & Supply, Pinellas Gas Operations, Pasco Gas Operations, and Gas Marketing & Sales. There are currently 87 budgeted positions (full time equivalent) in CGS.

CGS is owned and operated as an enterprise utility by the City of Clearwater. CGS operates over 860 miles of underground gas main and handles the supply and distribution of both natural and propane (LP) gas throughout northern Pinellas County and western Pasco County. As a "full service" gas utility, CGS provides gas appliance sales and service, installation of inside customer gas piping, domestic and commercial gas equipment service, construction and maintenance of underground gas mains and service lines, and 24 hour response to any gas emergency call within the service area. The Florida Public Service Commission and the Federal Department of Transportation regulate CGS for safety.

CGS has been serving customers in the Clearwater area for over 92 years (since 1923) when operations began with a manufactured gas plant operation from coal and coke. In 1959, when natural gas transmission lines were finally extended to peninsular Florida, CGS discontinued the manufacturing of gas and began receiving piped natural gas from Florida Gas Transmission.

Clearwater Gas System serves over 21,000 customers in a 330 square mile service territory, which includes twenty municipalities, as well as, unincorporated areas of Pinellas and Pasco counties. The Pinellas County service territory is 158 square miles and extends generally from Ulmerton and Walsingham Roads on the south to the Pasco County line on the north, and from the Gulf of Mexico on the west to the Hillsborough County line on the east. This includes the entire Pinellas beach communities south to Redington Beach. The Pasco County service territory is 172 square miles. It extends from the Gulf of Mexico on the west, inland about 20 miles to Ehren Cut Off, which is east of State Road 41 and Land O'Lakes and from Pinellas and Hillsborough County lines on the south to generally State Road 52 on the north. The CGS service territory extends 42.3 miles from the southwestern most to the northwestern most point.

Clearwater Gas System prides itself in being a competitive, public service-minded utility providing safe, economical and environmentally-friendly gas, which is made in America, available in our communities for all of the homes and businesses in our service area, with special focus on the residential customers who make up over 89% of our customer base.

DEPARTMENT SUMMARY					
	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Change
Administration & Supply	21,689,202	22,397,765	23,547,790	23,893,060	1%
Pinellas Gas Operations	4,774,278	4,822,738	7,387,730	7,561,590	2%
Pasco Gas Operations	1,626,376	1,912,923	2,765,000	3,636,840	32%
Marketing & Sales	2,776,189	3,061,537	3,815,140	6,531,940	71%
Total Gas System	30,866,045	32,194,963	37,515,660	41,623,430	11%

DEPARTMENT FULL TIME EQUIVALENT POSITIONS				
	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16
Administration & Supply	9.6	9.6	9.6	9.6
Pinellas Gas Operations	49.0	49.0	51.0	52.0
Pasco Gas Operations	16.0	16.0	17.0	21.0
Gas Marketing and Sales	8.4	8.4	9.4	9.4
Total Gas System	83.0	83.0	87.0	92.0

Department Highlights

- ◆ The Gas Fund supports the Gas Administration and Supply program. The Gas Fund is a self-supporting enterprise operation established to fund all operating, maintenance and improvements necessary to maintain the Clearwater Gas System.
- ◆ The Gas Department is supported by 92 full time equivalent positions, an increase of 5.0 FTE's from fiscal year 2014/15. Additional positions include a Gas Program Specialist and four Gas Technicians.
- ◆ Gas supply purchases in this fiscal year are budgeted at approximately \$13.5 million, representing 33% of the total Department operating budget. This is a 7% decrease from the 2014/15 budget.
- ◆ Operating expenditures reflect an administrative charge reimbursing the General Fund for the Gas Fund's portion of City administrative functions, such as the City Manager, Legal, and City Clerk functions. The Gas Fund anticipated portion of this cost is \$1,602,280 in fiscal year 2015/16, an increase of 4% over the 2014/15 budget.
- ◆ Internal Service costs reflect the reimbursement to Clearwater Customer Service operations for billing and customer service support services. This is budgeted at \$936,240 in fiscal year 2015/16, a 5% increase from the 2014/15 budget.
- ◆ Debt service costs estimated at \$1,350,520 in this budget represent debt on outstanding bonds of the Gas Fund.
- ◆ Interfund transfers include the estimated gas dividend to the General Fund of \$2.7 million, a 59% increase from the 2014/15 budget. Transfers to the Capital Improvement Fund are budgeted at \$6,050,000 to support the capital projects of the Gas Fund; this is a 51% increase in funding from the 2014/15 budget.
- ◆ On October 7, 2011, the Gas Department opened up a natural gas vehicle station located at 1020 N. Hercules Avenue in Clearwater. The filling station is currently being used internally by vehicles in the Solid Waste/General Service Department and the Gas Department. Outside customers include Verizon, Inc. Waste Pro and the Jolley Trolley.
- ◆ There are no other significant changes in the Gas Department in this budget. The budget for this Department reflects an increase of 11% from the 2014/15 budget.

Administration & Supply

Program Description

Gas Administration & Supply responsibilities include: overall general management and clerical support for the Clearwater Gas System (CGS); long range planning of gas supplies and securing and transporting these supplies of both natural and LP gas to our bulk transfer points; financial planning and tracking; and storeroom operations to insure the availability of adequate operating, construction and sales materials. Functions of this program include budgeting, payroll, computer systems, facilities/equipment control, environmental, safety training, regulatory contact, legal/risk issues management, contracting and licensing control, purchasing, inventory of all gas parts and fittings, accounting, financial statements and accounts payable.

Department Summary					
	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Change
Personnel	687,577	782,005	765,120	813,310	6%
Operating	16,469,803	17,593,509	18,582,580	18,207,950	-2%
Internal Services	1,088,089	1,072,409	1,103,690	1,091,690	-1%
Capital	391				n/a
Debt Services	665,256	517,425	1,421,170	1,350,520	-5%
Transfers	2,778,086	2,432,417	1,675,230	2,429,590	45%
Total Administration & Supply	21,689,202	22,397,765	23,547,790	23,893,060	1%
Full Time Equivalent Positions	9.6	9.6	9.6	9.6	-

Pinellas Gas Operations

Program Description

Pinellas Gas Operations is responsible for the delivery of natural and LP gas to the end users in Pinellas County; the construction of all gas mains and service lines; the design and engineering of all gas mains and services; the securing of construction permits and attending construction meetings for gas mains and services; the maintenance of all gas main and service lines and setting of all LP tanks and services; system cathodic protection; repairing gas meters and regulators; and assuring compliance with Federal and Florida Public Service Commission and Florida State Natural Gas and LP regulations. Gas Service & Repair is responsible for all commercial and domestic gas service requests including turn-ons and turn-offs of gas meters; high bill inquiries; interior gas leak location and repair; and the service and repair of residential and commercial customer-owned gas appliances. Gas installation is responsible for the installation of customer-owned house piping and appliances; conversion of customer-owned commercial and residential appliances from alternate fuels to natural gas; and the securing of necessary gas permits to install house piping and appliances.

Department Summary					
	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Change
Personnel	2,853,189	2,675,662	3,259,980	3,498,110	7%
Operating	1,228,599	1,480,938	1,215,250	1,404,400	16%
Internal Services	580,553	580,159	656,820	790,960	20%
Capital	13,739	-	-	114,000	n/a
Debt Services	-	-	-	12,220	n/a
Transfers	98,198	85,979	2,255,680	1,741,900	-23%
Total Pinellas Gas Operations	4,774,278	4,822,738	7,387,730	7,561,590	2%
Full Time Equivalent Positions	49.0	50.0	51.0	52.0	1.0

Pasco Gas Operations

Program Description

Pasco Gas Operations is responsible for the delivery of natural and LP gas to the end users in Pasco County; the construction of all gas mains and service lines; the design and engineering of all gas mains and services; the securing of construction permits and attending construction meetings for gas mains and services; the maintenance of all gas main and service lines and setting of all LP tanks and services; system cathodic protection; repairing gas meters and regulators; and assuring compliance with Federal and Florida Public Service Commission and Florida State Natural Gas and LP regulations. Gas Service & Repair is responsible for all commercial and domestic gas service requests including turn-ons and turn-offs of gas meters; high bill inquiries; interior gas leak location and repair; and the service and repair of residential and commercial customer-owned gas appliances. Gas Installation is responsible for the installation of customer-owned house piping and appliances; conversion of customer-owned commercial and residential appliances from alternate fuels to natural gas; and the securing of necessary gas permits to install house piping and appliances.

Department Summary					
	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Change
Personnel	694,598	868,039	1,023,910	1,299,060	27%
Operating	621,442	805,770	799,920	833,510	4%
Internal Services	204,141	230,623	241,170	289,530	20%
Capital	106,195	8,491	-	10,000	n/a
Debt Services	-	-	-	4,740	n/a
Transfers	-	-	700,000	1,200,000	71%
Total Pasco Gas Operations	1,626,376	1,912,923	2,765,000	3,636,840	32%
Full Time Equivalent Positions	16.0	15.0	17.0	21.0	4.0

Program Description

Gas Marketing & Sales is responsible for planning, development and implementation of marketing programs to build load and improve system profitability; designing new systems to make the gas system more effective and responsive to customer needs; advertising strategy to improve the marketing of sales programs; building better governmental relations; measurement of customer satisfaction levels and the design of programs to increase service levels to meet customer expectations; and the applications engineering and sale of large commercial and industrial end-use projects to build load and improve load factor. This program is responsible for sales of natural and LP gas to commercial and residential customers; the sale of natural and LP commercial and industrial gas appliances; the estimating of natural and LP gas house piping installations; deposit collection, appliance invoicing and contract billing; administration of gas sales programs and follow-up advertising programs. The Sales Representatives assist customers in the selection of gas appliances in the showroom, at the customers' premises and at area sales and trade shows.

Department Summary					
	Actual 2012/13	Actual 2013/14	Budget 2014/15	Budget 2015/16	% Change
Personnel	763,024	800,786	685,190	860,260	26%
Operating	1,671,194	1,969,562	1,876,800	2,104,700	12%
Internal Services	175,187	184,503	184,060	188,470	2%
Capital Items	44,936	-	-	-	n/a
Transfers	121,848	106,686	1,069,090	3,378,510	216%
Total Gas Marketing & Sales	2,776,189	3,061,537	3,815,140	6,531,940	71%
Full Time Equivalent Positions	8.4	8.4	8.4	9.4	1.0