



# NEW PORT RICHEY

5919 MAIN STREET • NEW PORT RICHEY, FL 34652 • 727.853.1016

September 5, 2019

To the Honorable Mayor and Members of the City Council:

With this letter, I am pleased to submit the 2019-2020 fiscal year budget for your review and consideration. The budget was developed in accordance with the City Charter, the annual budget calendar, the stated financial management policies and guidelines of the city and City Council's strategic focus areas and direction. This budget, like preceding years' budgets continues to recognize the external economic conditions that demand conservative approaches to managing expenses while delivering high quality services to residents and members of the business community.

In respect to the City Council goals, the budget provides a long-term perspective and commitment to provide the best possible service at the lowest cost. The budget reflects a proactive approach which provides for the City to continue building on the past while providing for its future.

The proposed 2019-2020 budget reflects an overall 7.09%, or \$4,430,020, increase in expenditures over 2018-2019's total Operating Budget.

It pleases me to report that the City Council has been presented with a balanced budget and that revenue growth in 2018 has afforded the City the ability to support modest increases in the coming fiscal year. The additional budgeted expenditures will allow the City to enhance some of our basic services, as well as to focus on the City Council's strategic initiatives and goals.

## Budget Overview

---

The priorities established for the preparation of the FY 2019-2020 Operating Budget are in alignment with the City Council's vision for the City. Highlights are as follows:

- Ensure the continued fiscal health of the City
- Provide a safe environment and maintain a high level of preparedness in order to respond to and recover from emergency or other crisis
- Protect and maintain the City's investment in its infrastructure and emulate a standard of well-maintained properties
- Continue to support the existing business community and encourage new private sector development
- Continue to provide high service levels and quality-of-life amenities
- Employ technology to improve and expand service opportunities and the efficiency of service delivery

The City Council's vision is relied upon to prioritize resources to support the projects, programs and activities that have the greatest potential for achieving their goals and are intended to address the City's most pressing needs.

In order to effectively navigate the City Council's vision, it is essential for the Administration to maintain the appropriate staffing levels. Several staffing changes are proposed in the 2019 -2020 Operating Budget which reflects the funding for 261.04 full-time equivalent employees, an increase of 10.75 employees over the 2019 authorization

level. The majority of these employees will be added to the City's Public Works Department.

The budget also provides for a cost-of-living allowance for all union and non-union with the exception of department and division heads in the amount of 2.5% wage increase. As I am sure you will recall, the department and division heads are on a performance based pay system and as previously stated do not receive a cost-of-living adjustment.

The proposed budget also continues the provision of health insurance coverage to employees and retirees of the City.

## **Governmental Accounting and Budgets**

---

Governmental accounting is based on the principal of accountability and is applied in the form of fund accounting. A fund is a self-contained accounting entity with its own assets, liabilities, revenues, expenditures, and fund balance. The City maintains operating, capital, and trust funds, all of which fall into one of the following three categories:

1. Governmental funds are used to account for tax supported activities. The fund types may be as follows:
  - General
  - Special Revenue
  - Capital Project
  - Debt Service
  - Permanent
2. Proprietary funds are used to account for business activities, including internal service activities, where goods or services are apportioned on a cost-reimbursement basis. The fund types are as follows:
  - Enterprise
  - Internal Service

3. Fiduciary funds are used to account for resources held by the government as a trustee or agent. The fund types are as follows:

- Agency
- Investment
- Pension
- Private Purpose Trust

Budgets are used internally and externally and are a force of law in that funds must be used in accordance with laws and regulations. Budgets include both estimated revenues and expenditures. A budget establishes a spending plan for a year and may only be adjusted during the year to reflect new opportunities or changes in circumstances with approval from the City Council.

## **General Fund Revenue**

---

The FY 2019-2020 General Fund budget is balanced without the use of prior year reserves. The total General Fund Revenue Budget is \$22,931,490, which includes transfers in from other governmental funds of \$1,506,280 and contributions from enterprise funds in the amount of \$4,398,280.

## **Tax Rate and Tax Roll**

---

Approximately 54% of the just value of property in the city is residential. 28% of the total value is commercial property and 8% is attributed to governmental and institutional property. Personal property values equated to 8.5% of the total.

The average taxable value of all properties increased by 8.04%. The total taxable property value of \$573,527,665 in 2018 increased to \$619,654,077 in 2019.

The proposed budget is based on a property tax rate of 8.7500 mills (one mill equals one dollar of tax per one thousand dollars in value), which is a reduction from the rate last year. In an ongoing

effort to reduce the City's overall tax levy, it is also a reduction for the fourth consecutive year in a row.

The total budgeted expenditures from all budgeted funds for FY 2019-2020 are approximately \$64,013,990 compared to \$59,583,390 for FY 2018-2019.

### Capital Improvement Program

---

The total expenditures earmarked as capital expenditures for FY 2019-2020 is \$17,234,000. This amount represents \$2,820,000 more than what was budgeted in the previous fiscal year. Of that total, \$50,000 is dedicated to support general fund capital improvements, \$684,000 is appropriated for stormwater utility projects, \$580,000 is dedicated to parks and recreation, \$4,470,000 is dedicated to support public safety and public facilities, and \$1,235,000 is reserved for transportation. Additionally, \$5,665,000 is being allocated to water and sewer construction projects, \$1,350,000 is dedicated to redevelopment efforts, and \$3,200,000 is dedicated to road and street improvements. The capital budget is a five-year plan for capital expenditures.

### Summary

---

In closing, I wish to thank all the members of the City Council for their direction in establishing the city's strategic plan, their steadfastness in the review and approval of this budget document and for their commitment to fiscal responsibility.

I would also like to thank the staff for their efforts in preparing the budget document. Your service and professionalism are appreciated. The budget is the result of many months of effort from both elected officials and City staff and is a long-term perspective and commitment to provide the best possible service at the lowest cost.

Respectfully submitted,



Debbie L. Manns  
City Manager

## GENERAL FUND

001 REV CODE	CLASSIFICATION	AMENDED				BUDGET AMOUNT FY19-20
		ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	BUDGET FY18-19	
311100	Current Ad Valorem Taxes	4,315,635	4,431,108	4,913,930	4,913,930	5,150,870
311200	Delinquent Ad Valorem Taxes	245,452	242,599	195,000	195,000	175,000
314100	Electric Utility Tax	-	1,356,243	1,325,000	1,325,000	1,325,000
314400	Gas Utility Tax	-	11,001	-	-	-
314800	Propane Utility Tax	36,344	88,065	45,000	50,000	50,000
315250	Communications Services Tax	655,343	609,259	670,310	670,310	641,560
316100	Local Business Tax	126,415	99,173	135,490	150,000	150,000
<b>TOTAL TAXES</b>		<b>5,379,189</b>	<b>6,837,448</b>	<b>7,284,730</b>	<b>7,304,240</b>	<b>7,492,430</b>
321110	Residential Rentals	45,465	56,440	75,705	80,000	80,000
322100	Building Permits	206,780	230,213	232,150	250,000	250,000
322200	Building Code Surcharge	928	658	950	1,000	1,000
323100	Electric Franchise Fees	1,066,926	1,141,588	120,000	1,200,000	1,296,000
323400	Gas Franchise Fees	74,745	39,227	99,589	50,000	110,000
323700	Garbage Hauling Franchise Fees	101,307	120,520	121,654	115,000	125,000
329100	Other Licenses & Permits - Dog Permit	-	850	-	-	-
329210	Development Review Fees	11,396	7,800	11,766	10,000	10,000
329600	Tree Removal/Replacement	-	56,625	-	2,000	2,000
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>1,507,547</b>	<b>1,653,921</b>	<b>661,814</b>	<b>1,708,000</b>	<b>1,874,000</b>
331220	SNAP Grant	275	-	-	-	36,000
331240	Fire House Subgrant	-	-	-	-	20,000
331290	FDOT Aggressive Driving Grant	-	12,630	-	-	-
331300	Pedestrian Safety Grant	-	4,666	-	-	-
331315	2017 JAG Rapid ID of Persons Grant	4,863	-	-	-	-
331320	Tactical Division Task Force Grant	17,753	14,453	15,000	15,000	15,000
331350	FDOT Motorcycle Safety Grant	-	5,713	-	-	-
331531	Blight Removal Program	3,075	-	-	-	-
331540	Community Development Block Grant	147,045	149,444	200,000	200,000	-
331550	School District Reimb. for SRO	146,101	150,493	160,362	152,000	165,000
331580	FEMA Reimbursement	55,887	-	395,000	400,000	-
331680	EBSCO Solar Library Grant	-	-	100,000	100,000	-
334240	Victims of Crime Act Grant	20,832	12,514	15,000	15,000	15,000
334260	AFG SCBA Grant	-	-	-	-	179,530
334270	EMS Matching Grant	8,288	-	-	-	-
334280	EBT SNAP Program	13,099	12,842	13,150	12,000	15,000
334510	State Aid to Libraries Grant	31,179	27,549	32,000	32,000	22,000
334710	ALA Library Grant	1,000	-	-	1,000	-
335120	State Revenue Sharing	680,520	687,758	702,220	702,220	715,360
335140	Mobile Home Licenses	41,973	40,131	50,000	50,000	50,000
335150	Alcoholic Beverage Licenses	36,347	38,786	40,000	40,000	45,000
335180	Half-Cent Sales Tax	991,044	1,051,520	1,093,790	1,093,790	1,103,290
335200	Firefighters Supplemental Comp.	7,664	5,865	3,790	2,000	5,000
335240	State Excise Tax - Police Pension	224,641	236,919	220,931	200,000	200,000
335250	State Excise Tax - Fire Pension	118,621	115,153	125,000	125,000	125,000
335410	Rebate on Municipal Vehicles	20,581	16,652	20,000	20,000	20,000
338200	Mun. Share-County Occ. Licenses	16,090	10,244	15,000	15,000	15,000
<b>TOTAL INTERGOVERNMENTAL</b>		<b>2,586,878</b>	<b>2,593,332</b>	<b>3,201,243</b>	<b>3,175,010</b>	<b>2,746,180</b>

## GENERAL FUND, CONT.

001 REV CODE	CLASSIFICATION	AMENDED				BUDGET
		ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	BUDGET FY18-19	AMOUNT FY19-20
341200	Zoning Fees	3,575	300	5,050	5,000	5,000
341310	Administrative Fees	22,611	19,857	20,160	25,000	25,000
341330	Magistrate/Court Fees	20,400	26,250	26,140	25,000	30,000
341400	Cert., Copying & Record Search	42,506	50,571	51,332	50,000	52,000
341430	Notary Services	160	450	500	500	500
342100	Off-Duty Pay	195,849	281,033	273,580	215,000	280,000
342400	Emergency Service Fees	759	1,250	1,800	1,500	1,800
342510	Fire Inspection Fees	17,377	23,303	24,442	20,000	25,000
342520	Residential Rental Inspection Fees	-	2,800	2,930	1,000	3,000
343950	Street Lights - Eastbury Gardens	12,799	8,551	12,452	15,000	15,000
343960	Street Lights - Hillandale	14,068	16,980	17,490	15,000	18,000
343970	Street Lights - Ridgewood	11,018	11,162	12,332	13,000	13,000
343980	Street Lights - Barbara Ann	550	1,009	2,090	2,000	2,000
347110	Miscellaneous Proceeds - Library	13,534	15,916	19,662	20,000	20,000
347120	Gifts - Library	170	130	2,358	300	300
347130	Memorials - Library	25	25	225	250	50
347190	Book Store - Library	2,918	2,264	2,632	3,000	3,000
347220	Recreation Memberships	96,348	136,658	182,470	140,000	195,000
347230	Concessions - Machines	3,242	1,173	3,126	4,000	3,000
347240	Recreation Daily Fees	135,435	156,844	155,591	155,000	160,000
347250	Rentals	70,848	68,799	75,746	70,000	80,000
347260	Tennis Court Reservations	47	-	-	-	-
347270	Lesson Fees	13,520	10,630	11,110	16,000	15,000
347280	Percentage of Classes	50,657	55,367	60,765	60,000	60,000
347290	Summer Program Fees	39,311	42,970	48,396	50,000	50,000
347300	City Sponsored Programs	22,785	18,931	19,685	25,000	8,000
347-61	Concession Stand	18,218	16,485	1,926	15,000	2,000
347320	Recreational Trips	4,251	4,747	5,488	5,000	5,000
347330	Red Cross Classes	195	3,730	3,878	3,750	3,600
347340	Swim/Recreation Accessories	984	1,229	1,179	1,000	2,000
347370	Camps	1,615	1,425	1,569	2,000	2,000
347390	Park Vending	600	25	-	-	-
347410	Special Events Reimbursement	44,194	36,474	55,702	45,000	60,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>860,569</b>	<b>1,017,338</b>	<b>1,101,806</b>	<b>1,003,300</b>	<b>1,139,250</b>
351100	Court Fines	67,664	61,598	69,841	55,000	75,000
351110	Civil Infraction Fines	-	-	38,000	45,000	90,000
351200	Parking Fines	1,275	10	-	2,000	1,000
351210	Red Light Fines	1,660,390	2,010,801	2,076,480	2,060,600	2,098,000
351300	Police Education	9,736	11,014	10,250	7,000	10,000
352100	Library Fines	13,778	15,042	15,887	15,000	15,000
354100	Code Enforcement Fines/Court Costs	53,479	185,261	455,802	316,214	350,000
354110	Lot Clearing/Mowing Fines	270	-	679	1,000	1,000
354120	Investigations - Recovery	10,265	15,797	4,850	5,000	5,000
354130	Code Enforcement Amnesty	7,956	-	-	10,000	-
358200	Impound Lot	154,011	150,713	121,000	100,000	130,000

## GENERAL FUND, CONT.

001 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
359100	Other Fines and Forfeits	20,655	14,434	16,859	20,000	20,000
359110	Unclaimed Evidence	25,173	20,008	11,616	15,000	15,000
359120	Contraband Forfeitures	4,500	-	9,621	15,000	15,000
359130	Equitable Sharing - DOJ/DEA	26,933	3,894	26,150	30,000	30,000
<b>TOTAL FINES &amp; FORFEITURES</b>		<b>2,056,085</b>	<b>2,488,572</b>	<b>2,857,035</b>	<b>2,696,814</b>	<b>2,855,000</b>
361100	Interest - Investments	837	8,408	1,000	1,000	5,000
361130	Interest - Taxes	13,442	19,683	20,000	20,000	20,000
361140	Interest - Equitable Sharing	-	-	-	1,000	-
361160	Interest - Lot Mowing	-	-	-	500	-
361120	Interest - S.B.A.	7,035	20,557	8,941	7,500	10,000
361250	Interest - FMIvT	914	2,975	31,140	3,140	3,000
361-30	Net Incr(Decr)-Fair Value of Investments	4,087	-	-	-	-
361320	Interest-County Share Occ. Licenses	-	-	100	100	-
362140	Rent - Chamber of Commerce	3,300	4,000	4,800	4,800	4,800
362180	Rent - Cavalaire Square	980	1,960	1,480	1,480	1,480
364410	Surplus Furn., Fix., Equip. Sales	34,150	21,500	64,250	70,000	64,290
364420	Insurance Proceeds	712	822	19,848	-	-
366900	Contributions and Donations	6,130	1,810	1,116	1,116	-
366910	Contributions - Police	5,900	2,113	7,600	7,600	-
366920	Donations - Recreation	3,067	4,000	5,828	3,028	-
366930	Contributions From Friends-Library	-	1,400	-	-	-
366980	Contributions - Fire	-	30	-	-	-
369210	Vacant/Foreclosed Property Registry	12,900	8,700	16,600	20,000	20,000
369300	Refund of Prior Year Expense	8,462	4,201	8,611	5,000	5,000
369710	Returned Check Charge	265	225	650	200	200
369900	Other Miscellaneous Revenue	59,488	11,445	15,460	10,000	10,000
381310	Transfer from Street Improvement Fund	518,200	391,180	350,000	350,000	432,140
381320	Transfer from CRA Fund	375,440	250,000	315,870	315,870	375,620
381600	Transfer from Capital Improvement Fund	250,000	941,080	801,000	801,000	688,840
381700	Transfer from General Debt Service Fund	1,423,750	-	-	-	-
384500	USDA Loan Proceeds - Fire Truck	-	-	-	850,000	886,000
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>2,729,059</b>	<b>1,696,089</b>	<b>1,674,294</b>	<b>2,473,334</b>	<b>2,526,370</b>
382100	Contribution from W & S Fund	3,620,090	3,217,380	3,077,690	3,077,690	3,286,860
382110	Contribution from W & S Fund -TBW Int.	387,970	387,320	328,730	328,730	302,620
382120	Contribution from W & S Fund -PILOFF	560,000	560,000	560,000	560,000	594,100
382200	Contribution from Stormwater Utility Fund	329,030	130,000	130,000	130,000	130,000
<b>TOTAL OTHER</b>		<b>4,897,090</b>	<b>4,294,700</b>	<b>4,096,420</b>	<b>4,096,420</b>	<b>4,313,580</b>
<b>TOTAL REVENUES PRIOR TO FUND BALANCE</b>		<b>20,016,417</b>	<b>20,581,400</b>	<b>20,877,342</b>	<b>22,457,118</b>	<b>22,946,810</b>
389900	Prior Yr Fund Bal-Unassigned	-	-	75,000	180,200	100,620
<b>TOTAL FUND BALANCE</b>		<b>-</b>	<b>-</b>	<b>75,000</b>	<b>180,200</b>	<b>100,620</b>
<b>GENERAL FUND REVENUES</b>		<b>\$ 20,016,417</b>	<b>\$ 20,581,400</b>	<b>\$ 20,952,342</b>	<b>\$ 22,637,318</b>	<b>\$ 23,047,430</b>

---

# CITY COUNCIL

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

provide cohesive leadership that engages stakeholders in the cultivation of the City's vision.

## DESCRIPTION

The City Council is the legislative body that consists of the Mayor, Deputy Mayor, and 3 Council Members. The City Council has the authority to initiate hearings for the purpose of gathering information for ordinance making and airing public problems and to supervise the spending of appropriations.

The City Council's powers consist of:

- Adopting all ordinances and budget
- Authorizing bond issues
- Establishing municipal policy
- Levying taxes
- Making appropriations
- Providing for the internal structure of the local government

## CITY COUNCIL

001011		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41311	Part-Time Wages	18,600	18,600	12,400	18,600	18,600
42111	Social Security Matching	1,408	1,408	949	1,430	1,430
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 20,008</b>	<b>\$ 20,008</b>	<b>\$ 13,349</b>	<b>\$ 20,030</b>	<b>\$ 20,030</b>
43111	City Attorney Services	132,048	134,448	88,000	132,000	92,400
43199	Professional Services - Misc	6,650	4,362	15,000	5,000	10,000
44011	Travel & Training	2,752	5,219	2,102	4,000	15,000
44211	Postage	9,217	1,098	206	8,250	1,000
44511	Liability Insurance - Comp. Gen	-	1,745	-	-	-
44799	Printing & Binding - Misc	10,630	6,481	-	7,250	500
44810	Cultural Affair Events	20,567	13,178	6,123	20,000	20,000
44811	Environmental Committee Events	-	-	-	-	5,000
44961	Special Events	11,515	2,862	182	55,000	65,000
44999	Other Current Charges - Misc	8,559	18,146	6,931	4,500	6,500
45111	Office Supplies - General	1,309	782	908	300	300
45231	Clothing & Apparel	216	534	-	200	200
45243	Computer/Operating Supplies	357	1,387	435	1,500	1,500
45411	Dues & Memberships	5,689	5,434	5,351	5,600	5,600
45461	Books and Publications	-	478	281	-	-
49995	Settlement Agreement	51,765	51,765	1,324	1,770	1,770
49997	Repayment of Unearned Revenue	137,640	-	-	-	-
<b>TOTAL OPERATING</b>		<b>\$ 398,914</b>	<b>\$ 247,919</b>	<b>\$ 126,843</b>	<b>\$ 245,370</b>	<b>\$ 224,770</b>

**TOTAL EXPENDITURES \$ 418,922 \$ 267,927 \$ 140,192 \$ 265,400 \$ 244,800**

---

# ADMINISTRATION - CITY MANAGER

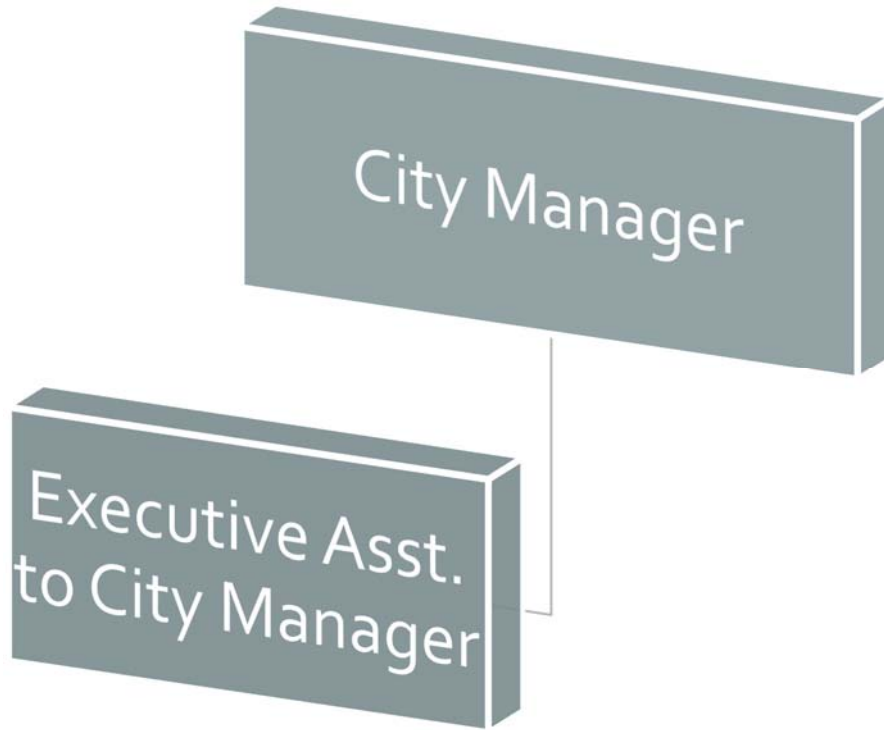
## IT IS THE MISSION OF THE CITY MANAGER'S OFFICE TO

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 policies and goals of the 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.



Authorized Personnel – Full-time Equivalent			
Position/Title	FY16-17	FY17-18	FY18-19
City Manager	1	1	1
Exec. Asst. to City Manager	1	.75	.75
<b>Total</b>	<b>2</b>	<b>1.75</b>	<b>1.75</b>

## CITY MANAGER

001021						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	AMOUNT	
						FY19-20	
41111	Dept Head Salaries	123,874	125,399	92,604	123,010	88,690	
41210	Regular Exempt Salaries	34,668	44,456	34,454	45,090	45,090	
41299	Regular Salaries & Wages	-	-	962	-	-	
41511	Employee Incentives	85	85	-	-	-	
41512	Gas/Car Allowance	6,500	6,000	4,500	6,000	6,000	
41522	Education Incentive Pay	308	140	-	270	100	
41529	Meal Allowance	12	-	-	100	100	
42111	Social Security Matching	11,893	12,592	9,702	13,340	10,700	
42211	Florida Retirement System	28,226	32,866	24,558	31,120	25,470	
42311	Health Insurance	13,249	15,217	12,989	13,850	13,850	
42312	Life Insurance	12	619	299	100	100	
42313	Accidental Death & Disab Insurance	50	54	22	40	40	
42314	Group Term Life Insurance	408	204	119	-	100	
42426	Workers Comp - Clerical (8810)	243	394	275	400	320	
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 219,528</b>	<b>\$ 238,026</b>	<b>\$ 180,484</b>	<b>\$ 233,320</b>	<b>\$ 190,560</b>	
31-99	Professional Services - Misc	-	33,260	-	-	-	
44011	Travel & Training	2,374	4,489	2,934	7,500	7,500	
44121	Telephone - Local	1,170	2,197	1,279	1,500	1,500	
44211	Postage	11	3	28	200	200	
44623	Maintenance & Repairs - Copiers	-	-	-	500	500	
44999	Other Current Charges - Misc	-	578	35	500	200	
45111	Office Supplies - General	12,430	2,571	4,963	1,000	1,000	
45231	Clothing & Apparel	-	-	-	300	300	
45243	Computer/Operating Supply	225	1,752	917	1,000	1,000	
45299	Operating Supplies - Misc	1,201	536	822	2,000	1,500	
45411	Dues & Memberships	2,722	2,285	2,121	2,900	2,700	
45431	Subscriptions/Newspapers	-	-	-	-	-	
45461	Books & Publications	235	261	383	400	400	
<b>TOTAL OPERATING</b>		<b>\$ 20,368</b>	<b>\$ 47,932</b>	<b>\$ 13,482</b>	<b>\$ 17,800</b>	<b>\$ 16,800</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 239,896</b>	<b>\$ 285,958</b>	<b>\$ 193,966</b>	<b>\$ 251,120</b>	<b>\$ 207,360</b>	

---

# ADMINISTRATION - HUMAN RESOURCES

## IT IS THE MISSION OF HUMAN RESOURCES TO

support the respective departments of the City by providing assistance in developing a work environment geared to enhance job satisfaction and, in doing so, ensuring that the services delivered to our internal and external customers are done so in a high quality fashion.

## DESCRIPTION

Human Resources maintains a customer focus for both the internal and external customer, providing services to employees and citizens alike. The specific duties of the Division includes the following:

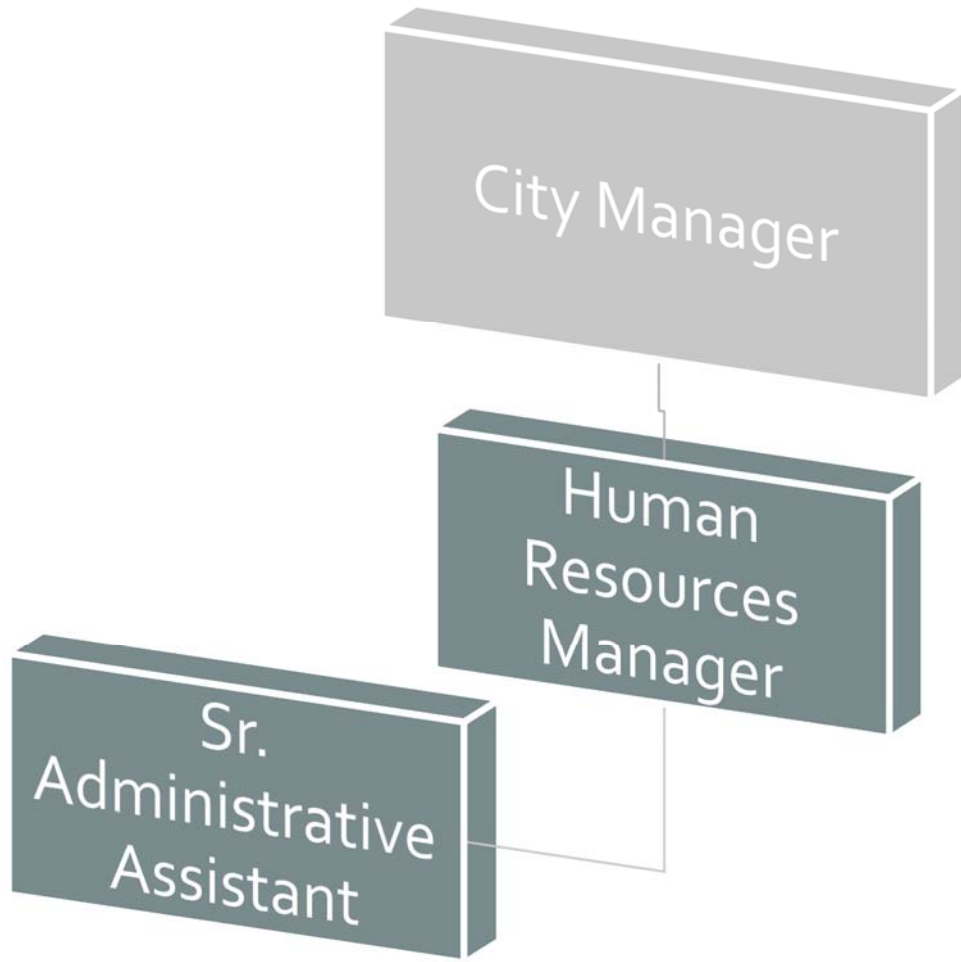
- Recruit, retain and develop the most qualified individuals for employment with the City
- Management of the employee benefits program to include the functions as noted below:
  - Wage and Classification System
  - Group Health, Dental and Optical Care Insurance
  - Holiday and Annual Leave
  - Educational Assistance Program
- Administration of the Workers' Compensation/Disability Leave Program
- Negotiate for public risk management coverage and administer the requisite responsibilities of the program

## ACCOMPLISHMENTS OF FY19

- Provided support which resulted in the ratification of a labor contract between the City and the West Central Florida Benevolent Association
- Launched a Customer Service Standards Best Practice platform that ensures consistency and demonstrates professionalism in our service to external and internal customers
- Worked with the City Manager to effectuate a cost saving to the City in the renewal of healthcare insurance

## FY20 INITIATIVES

- Continue to gather employee support and participation in the Employee Suggestion and Awards Program
- Continue to regularly meet with the City Wellness and Safety Committees
- Advance department competency through continuing education of personnel
- Continue to work with Public Risk Management of Florida on continued employee based training



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Human Resource Manager	1	1	1
Senior Administrative Assistant	.75	1	1
<b>Total</b>	<b>1.75</b>	<b>1.75</b>	<b>2</b>

## HUMAN RESOURCES

001022					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41112	Division Head Salaries	55,714	56,232	40,681	55,890	57,580
41299	Regular Salaries & Wages	-	-	16,574	33,030	33,030
41311	Part-Time Wages	24,328	24,619	6,276	-	-
41511	Employee Incentives	100	100	-	-	-
41529	Meal Allowance	-	-	9	100	100
41531	Education Reimbursement	6,658	4,011	3,960	7,000	5,000
42111	Social Security Matching	6,079	6,146	4,805	6,820	6,950
42211	Florida Retirement System	5,781	6,666	5,248	6,970	7,350
42311	Health Insurance	5,587	6,048	6,247	15,830	15,830
42312	Life Insurance	21	23	23	110	110
42313	Accidental Death & Disab Insurance	3	3	3	50	50
42426	Workers Comp - Clerical (8810)	163	178	144	210	210
42511	Unemployment Compensation Claims	2,934	11,567	6,852	10,000	10,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 107,368</b>	<b>\$ 115,593</b>	<b>\$ 90,822</b>	<b>\$ 136,010</b>	<b>\$ 136,210</b>
43111	Labor Attorney Services	25,209	14,744	1,767	11,900	7,500
43133	Employee Assistance Program	5,250	5,250	5,250	5,250	4,500
43199	Professional Services - Misc	7,772	15,219	6,258	7,500	20,000
43413	Employee Support Program	6,752	8,432	8,206	7,000	7,000
44011	Travel & Training	91	-	592	500	1,000
44121	Telephone - Local	861	1,061	708	800	800
44134	Data Lines	-	-	-	300	300
44211	Postage	6	98	9	80	80
44511	Liability Insurance - Comp. General	119,654	171,468	122,294	119,640	125,960
44521	Building & Contents Insurance	160,851	160,755	195,636	195,170	201,510
44522	Pollution Insurance	4,269	3,952	4,625	4,620	4,760
44523	Automobile & Truck Insurance	58,089	64,813	58,524	57,840	60,280
44590	Insurance - Miscellaneous	1,373	1,073	2,563	2,000	2,000
44623	Maintenance & Repairs - Copiers	-	-	-	500	500
44915	Classified Advertising	4,328	5,293	4,703	4,000	4,000
44966	Employee Incentives	-	-	11,250	11,250	11,250
45111	Office Supplies - General	903	513	1,541	1,000	1,000
45231	Clothing & Apparel	96	-	-	100	100
45243	Computer/Operating Supply	768	874	128	500	3,180
45254	Training Supplies - General	160	-	200	250	250
45411	Dues & Memberships	574	254	240	500	500
45461	Books & Publications	199	211	199	-	-
<b>TOTAL OPERATING</b>		<b>\$ 397,205</b>	<b>\$ 454,010</b>	<b>\$ 424,693</b>	<b>\$ 430,700</b>	<b>\$ 456,470</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 504,573</b>	<b>\$ 569,603</b>	<b>\$ 515,515</b>	<b>\$ 566,710</b>	<b>\$ 592,680</b>

---

# ADMINISTRATION - CITY CLERK

## IT IS THE MISSION OF THE CITY CLERK TO

set a standard of excellence in providing a communications link between New Port Richey citizens and the various city departments and functions; to conduct council meetings, municipal elections, and any other business of the City Clerk's Office with the highest integrity; and to ensure accurate, timely, and thorough record-keeping and records maintenance.

## 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 FY19

- 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
- Established a comprehensive ordinance/resolution database that is accessible to and searchable by City staff
- Created a new procedure for board/committee member re-appointments

## FY20 INITIATIVES

- Continue work on achieving Master Municipal Clerk certification
- Create a searchable database for historic City documents (e.g. – easements, deeds, etc.)
- Ensure continued compliance with Public Records Law
- Serve as the City's Public Information Officer

City Manager

City Clerk

Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
City Clerk	.25	.25	.25
<b>Total</b>	<b>1</b>	<b>.25</b>	<b>.25</b>

## CITY CLERK

001023		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41112	Division Head Salaries	22,948	16,750	11,485	15,030	15,030
41511	Employee Incentives	15	15	-	-	-
41522	Education Incentive Pay	212	60	-	-	-
42111	Social Security Matching	1,756	1,270	853	1,150	1,150
42211	Florida Retirement System	1,692	1,385	949	290	1,240
42311	Health Insurance	2,328	1,658	1,825	1,980	1,980
42312	Life Insurance	9	7	4	20	20
42313	Accidental Death & Disab Insurance	1	1	1	10	10
42426	Workers Comp - Clerical (8810)	100	40	28	40	40
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 29,061</b>	<b>\$ 21,186</b>	<b>\$ 15,145</b>	<b>\$ 18,520</b>	<b>\$ 19,470</b>
43423	Elections	4,667	7,060	8,376	6,000	8,000
44011	Travel & Training	1,608	1,563	1,838	2,000	2,200
44211	Postage	2	110	6	100	100
44623	Maintenance & Repairs - Copiers	-	-	-	150	150
44731	Code Book Update Service	5,335	9,583	3,990	7,000	7,000
44911	Legal Advertising	27,297	20,378	6,312	25,000	23,000
44921	Legal Recordings	7,790	6,524	3,514	6,900	6,900
44981	Flowers	158	602	249	500	700
45111	Office Supplies - General	902	472	166	1,200	1,000
45231	Clothing & Apparel	66	-	-	100	100
45243	Computer/Operating Supplies	-	-	40	250	250
45411	Dues & Memberships	285	465	261	500	300
45461	Books & Publications	-	-	17	50	50
<b>TOTAL OPERATING</b>		<b>\$ 48,110</b>	<b>\$ 46,757</b>	<b>\$ 24,769</b>	<b>\$ 49,750</b>	<b>\$ 49,750</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 77,171</b>	<b>\$ 67,943</b>	<b>\$ 39,914</b>	<b>\$ 68,270</b>	<b>\$ 69,220</b>

---

# ADMINISTRATION - TECHNOLOGY SOLUTIONS

## IT IS THE MISSION OF TECHNOLOGY SOLUTIONS TO

manage the City's information in an 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 up-time 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. Technology Solutions provides assistance for any questions related to desktops, mobile computers, network printers, software and computer applications, and telephone systems. The Division manages the City's network, which includes all city servers, wireless network, and domain controls. The Division also oversees systems that store and manage information and data, such as the city's email system and the Geographic Information System (GIS).

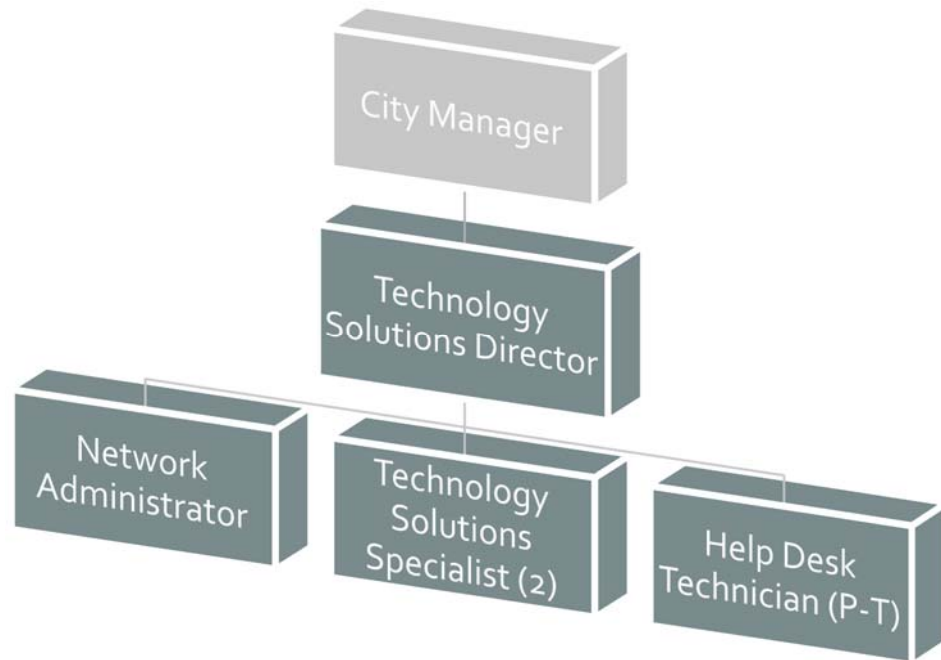
## ACCOMPLISHMENTS OF FY19

- Installed new Storage Array at Rec Center, City Hall and Police Department
- Migrated city servers to the New Storage Environment
- Deployed new Evidence Software at the Police Department
- Installed new CCTV Cameras system at Public Works
- Server and Software Upgrades completed to CAD server supporting Dispatch and Patrol
- Deployed new Mobile Device Management Software for all City Phones and Tablets
- Implemented Social Archiving solution for Website and Media
- Implemented in car routers in first responder vehicles to improve communication
- Replaced Door Access System at Police Department

## FY20 INITIATIVES

- Network Security Enhancements:
  - Expansion of security tools and hardware used to monitor and protect the City network resources and data
  - Update current network and security policies and conduct end user security awareness training
  - Develop two factor authentication sign on solution for all of the City's systems
- Video Enhancements:
  - Installation and configuration of new in car video camera systems and management server for police department
  - Complete hardware upgrades for cameras in Council Chambers for council meetings and presentations
  - Replace outdated security cameras at Fleet
- Software Upgrades:
  - Upgrade Recreation and Aquatic Software

- Upgrade Fire Department Records Management Software
- Closed Caption for City Council Video Feeds
- Network Infrastructure Improvements:
  - Expand City’s Voice Over IP phone system to Public Works Complex
  - Pursue a wireless network for Sims Park and Downtown
  - Continue to migrate network resources to storm hardened facilities



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Technology Solutions Director	1	1	1
Network Administrator	1	1	1
Technology Solutions Technician	0	2	2
Network Assistant	1	0	0
Help Desk Technician	1	.4	.4
<b>Total</b>	<b>4</b>	<b>4.4</b>	<b>4.4</b>

## TECHNOLOGY SOLUTIONS

001024		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	BUDGET
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	AMOUNT
						FY19-20
41112	Division Head Salaries	78,642	79,997	11,953	79,800	82,600
41210	Regular Exempt Salaries	24,368	58,791	86,877	49,590	50,840
41299	Regular Full-Time Wages	68,159	69,483	54,821	72,950	74,780
41311	Part-Time Wages	-	2,460	11,609	15,600	15,600
41411	Overtime Wages	5,075	4,234	3,419	1,910	5,000
41511	Employee Incentives	150	220	-	-	-
42111	Social Security Matching	13,016	16,113	12,704	16,450	17,100
42211	Florida Retirement System	12,740	17,811	13,812	16,820	18,470
42311	Health Insurance	21,025	22,544	16,337	23,740	24,930
42312	Life Insurance	62	87	58	270	290
42313	Accidental Death & Disab Insurance	8	11	8	110	120
42426	Workers Comp - Clerical (8810)	346	483	343	500	510
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 223,591</b>	<b>\$ 272,234</b>	<b>\$ 211,941</b>	<b>\$ 277,740</b>	<b>\$ 290,240</b>
43499	Contractual Services - Misc	19,765	38,346	3,180	20,000	45,000
44011	Travel & Training	6,911	4,743	3,411	4,200	4,200
44121	Telephone - Local	10,886	15,325	5,501	12,200	12,200
44134	Data Lines	15,475	24,755	18,431	26,000	27,000
44211	Postage	16	46	-	50	50
44429	Rent - Software	134,414	268,747	224,816	282,330	369,620
44621	Maintenance & Repairs - Equipment	23,174	13,689	-	11,400	11,400
44625	Maintenance & Repairs- AV Equipment	-	-	-	1,500	1,500
45111	Office Supplies - General	1,265	3,554	15,167	200	200
45211	Fuel	20	-	-	-	-
45231	Clothing & Apparel	-	-	-	300	300
45243	Computer/Operating Supply	12,831	9,788	8,488	10,000	10,000
45253	Operating Supplies - Train Rm	1,105	17	74	500	500
45411	Dues & Memberships	475	-	-	500	500
45431	Subscriptions/Newspapers	46	-	-	-	-
45461	Books & Publications	-	-	-	50	50
<b>TOTAL OPERATING</b>		<b>\$ 226,383</b>	<b>\$ 379,010</b>	<b>\$ 279,068</b>	<b>\$ 369,230</b>	<b>\$ 482,520</b>
46413	Data Processing Equipment	9,193	50,629	94,422	108,500	10,000
46418	Software	178,275	486,265	111,277	138,000	46,990
46431	Special Purpose Equipment	46,604	-	-	-	33,240
<b>TOTAL CAPITAL</b>		<b>\$ 234,072</b>	<b>\$ 536,894</b>	<b>\$ 205,699</b>	<b>\$ 246,500</b>	<b>\$ 90,230</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 684,046</b>	<b>\$ 1,188,138</b>	<b>\$ 696,708</b>	<b>\$ 893,470</b>	<b>\$ 862,990</b>

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM TECHNOLOGY SOLUTIONS

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46413	<i>Data Processing Equipment</i>					
	Server Upgrades and Replacement	10,000	-	-	-	-
	<b>TOTAL</b>	<b>10,000</b>	-	-	-	-
46418	<i>Software</i>					
	Network Monitoring Software	31,990	-	-	-	-
	Installation of ActiveNet software	10,000	-	-	-	-
	Installation of Fireworks software	5,000	-	-	-	-
	<b>TOTAL</b>	<b>46,990</b>	-	-	-	-
46431	<i>Special Purpose Equipment</i>					
	Public Works Voice Connect	33,240	-	-	-	-
	A/V Camera Improvements to Council Chambers	-	28,740	-	-	-
	City Hall Access Control System	-	27,730	-	-	-
	<b>TOTAL</b>	<b>33,240</b>	<b>56,470</b>	-	-	-
<b>DIVISION TOTAL</b>		<b>\$ 90,230</b>	<b>\$ 56,470</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## ADMINISTRATIVE SERVICES

001025						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	AMOUNT	
						FY19-20	
41111	Department Head Salaries	62,621	-	-	-	-	
41112	Division Head Salaries	5,409	-	-	-	-	
41511	Employee Incentives	50	-	-	-	-	
41512	Gas/Car Allowance	2,750	-	-	-	-	
41520	Moving Allowance	3,000	-	-	-	-	
42111	Social Security Matching	5,345	-	-	-	-	
42211	Florida Retirement System	4,971	-	-	-	-	
42311	Health Insurance	9,204	-	-	-	-	
42312	Life Insurance	19	-	-	-	-	
42313	Accidental Death & Disab Insurance	3	-	-	-	-	
42426	Workers Comp - Clerical (8810)	247	-	-	-	-	
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 93,619</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
43199	Professional Services - Misc	45,744	-	-	-	-	
43499	Contractual Services - Misc	-	-	-	-	-	
44011	Travel & Training	50	-	-	-	-	
44121	Telephone - Local	826	-	-	-	-	
44211	Postage	-	-	-	-	-	
44623	Maintenance & Repairs - Copiers	-	-	-	-	-	
44799	Printing & Binding - Misc	-	-	-	-	-	
45111	Office Supplies - General	481	-	-	-	-	
45231	Clothing & Apparel	-	-	-	-	-	
45143	Computer/Operating Supply	-	-	-	-	-	
45411	Dues & Memberships	592	-	-	-	-	
45461	Books & Publications	55	-	-	-	-	
<b>TOTAL OPERATING</b>		<b>\$ 47,748</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 141,367</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

---

# 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 residents we serve and ensures economical and quality governmental service.

## DESCRIPTION

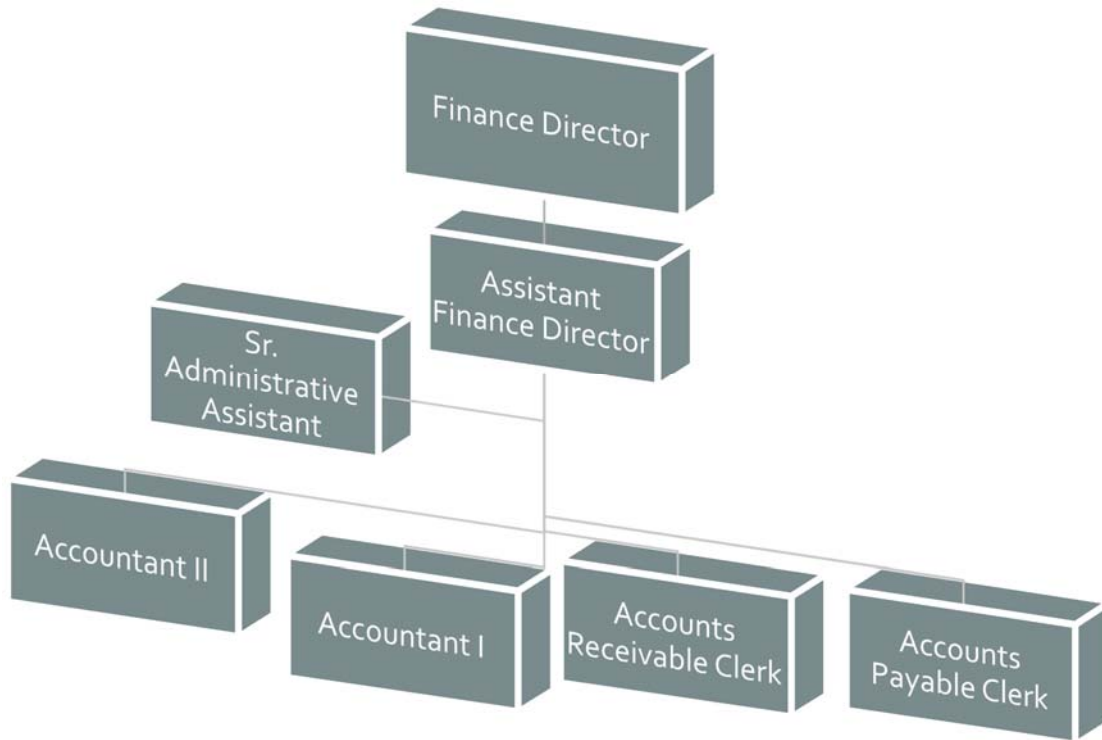
The Finance Department's Accounting & Budgeting Division plays an integral role in all financial transactions, both long and short term within the City of New Port Richey. This Division processes accounts payable and payroll, specialized billing, and provides other accounting related services. In addition, 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 FY19

- Updated the City's Purchasing Policy
- Received the Certificate of Distinguished Budget Presentation from the GFOA for FY19

## FY20 INITIATIVES

- 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 available in the City's ERP software program



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Finance Director	1	1	1
Asst. Finance Director	1	1	1
Senior Administrative Assistant	1	1	1
Sr. Accountant	1	1	1
Accountant I	1	1	1
Accounts Payable Clerk	1	1	1
Accounts Receivable Clerk	1	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>

## ACCOUNTING & BUDGETING

001042		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	84,053	87,691	86,360	86,360	88,090
41112	Division Head Salaries	68,516	70,795	69,720	69,720	71,470
41210	Regular Exempt	-	46,756	93,520	93,520	97,570
41299	Regular Full-Time Wages	160,987	114,961	105,020	105,020	106,700
41411	Overtime Wages	17,897	761	1,500	1,500	1,540
41511	Employee Incentives	300	250	-	-	-
42111	Social Security Matching	24,156	23,388	27,280	27,280	27,980
42211	Florida Retirement System	35,199	40,630	40,460	40,460	44,490
42311	Health Insurance	51,096	56,265	55,390	55,390	58,160
42312	Life Insurance	107	136	380	380	400
42313	Accidental Death & Disab Insurance	13	16	160	160	160
42426	Workers Comp - Clerical (8810)	577	808	820	820	840
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 442,901</b>	<b>\$ 442,457</b>	<b>\$ 480,610</b>	<b>\$ 480,610</b>	<b>\$ 497,400</b>
43199	Professional Services - Misc	10,201	27,988	20,000	20,000	12,500
43211	Annual Audit Services	55,446	94,563	50,000	50,000	50,000
44011	Travel & Training	5,290	1,080	3,000	3,000	5,000
44121	Telephone - Local	2,095	1,959	2,140	2,140	2,140
44211	Postage	2,132	2,534	3,000	3,000	3,000
44419	Rent - Equipment/Software	1,801	1,774	2,000	2,000	1,500
44621	Maintenance & Repairs - Equipment	140	552	250	250	500
44623	Maintenance & Repairs - Copiers	552	-	2,000	2,000	1,500
44721	Printing & Binding - Forms	821	1,312	3,000	3,000	3,000
44799	Printing & Binding - Misc	1,197	208	2,000	2,000	2,000
44999	Other Current Charges - Misc	926	11,811	1,200	1,200	2,000
45111	Office Supplies - General	6,126	9,704	6,000	6,000	6,000
45231	Clothing & Apparel	-	731	750	750	750
45243	Computer/Operating Supplies	3,407	6,608	6,000	6,000	10,350
45298	Inventory Adjustment	(5,427)	(10,031)	-	-	-
45411	Dues & Memberships	590	1,045	700	700	700
45461	Books & Publications	-	-	1,000	1,000	1,000
<b>TOTAL OPERATING</b>		<b>\$ 85,297</b>	<b>\$ 151,838</b>	<b>\$ 103,040</b>	<b>\$ 103,040</b>	<b>\$ 101,940</b>
46411	Office Furniture/Fixtures	-	7,382	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ 7,382</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**TOTAL EXPENDITURES**    **\$ 528,198**    **\$ 601,677**    **\$ 583,650**    **\$ 583,650**    **\$ 599,340**

---

# 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:

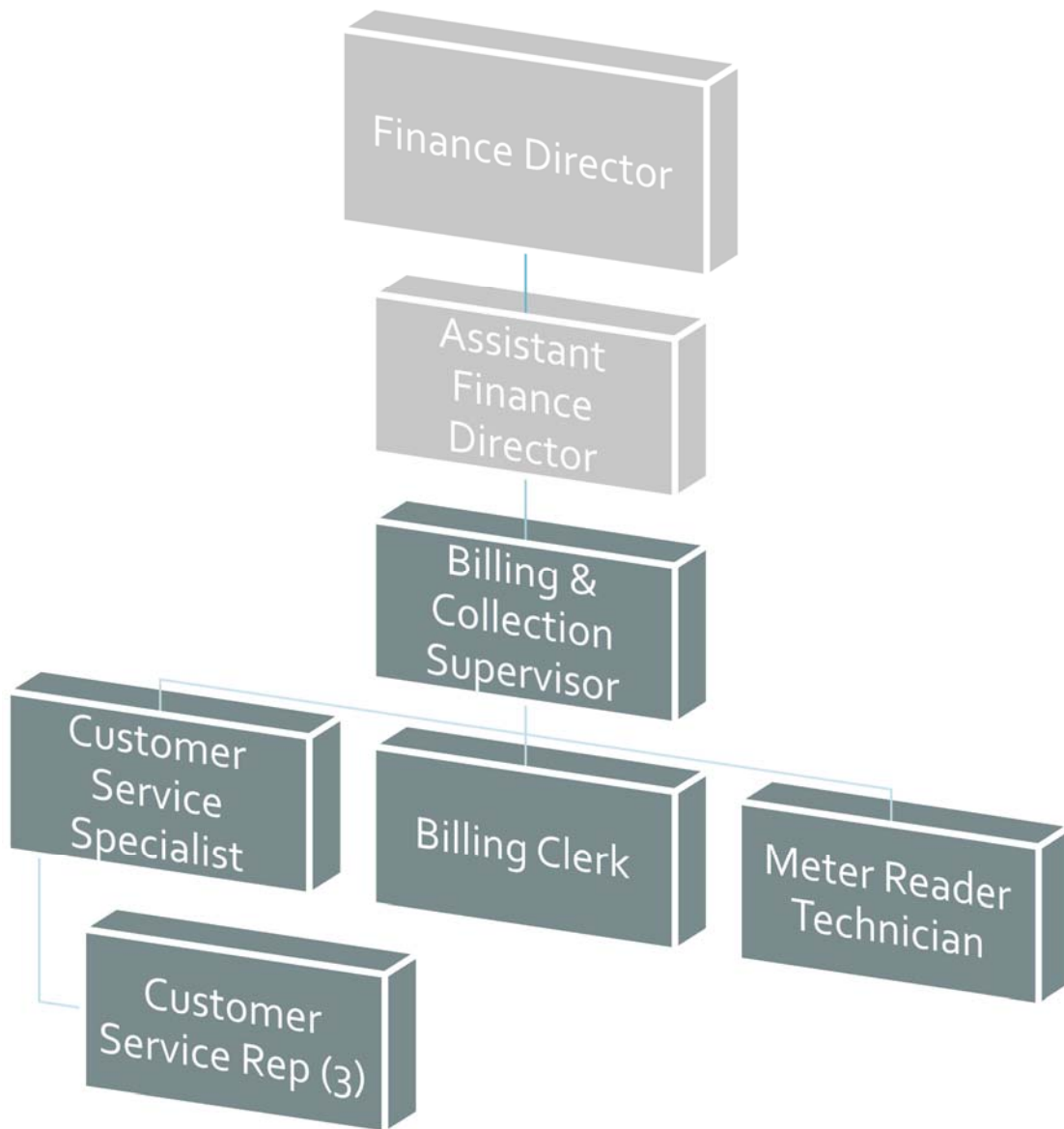
- Establishing and disconnecting water service
- Processing liens and releases of liens
- Processing title searches
- Renewing and processing new applications for business tax receipts and rental permits
- Take payments for city parking fines
- Take utility payments

## ACCOMPLISHMENTS OF FY19

- Completed the conversion and implementation from the City's existing utility billing and cashing program to Tyler Technologies
- Continued efforts to improve perception by incorporating new uniforms for employees and enhancing office space
- Added approximately 750 new customers to the billing system as a result of a new utility system purchase

## FY20 INITIATIVES

- Improve reporting and analytical capabilities in the City's new Utility Billing Software
- Improve efficiencies over the City's Business Tax Receipt program



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Billing & Collection Supervisor	1	1	1
Billing Clerk	1	1	1
Customer Service Specialist	1	2	1
Customer Service Representative	3	3	4
Meter Reader Technician	1	1	1.4
<b>Total</b>	<b>7</b>	<b>8</b>	<b>8.4</b>

## BILLING & COLLECTION

001043		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41112	Division Head Salaries	44,036	44,796	44,120	44,120	45,220
41299	Regular Full-Time Wages	186,992	160,566	197,370	197,370	195,890
41311	Part-Time Wages	-	-	-	-	13,920
41411	Overtime Wages	5,171	8,579	4,000	4,000	3,870
41511	Employee Incentives	400	350	-	-	-
41512	Gas/Car Allowance	65	-	-	-	-
42111	Social Security Matching	16,774	15,869	19,000	19,000	19,840
42211	Florida Retirement System	17,238	17,961	18,640	18,640	21,520
42311	Health Insurance	46,982	43,092	63,300	63,300	66,460
42312	Life Insurance	179	152	420	420	510
42313	Accidental Death & Disab Insurance	22	18	180	180	210
42421	Workers Comp - Waterworks Oper/SLSMN Drivers (7520)	923	1,114	1,230	1,230	1,380
42426	Workers Comp - Clerical (8810)	409	414	430	430	500
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 319,191</b>	<b>\$ 292,911</b>	<b>\$ 348,690</b>	<b>\$ 348,690</b>	<b>\$ 369,320</b>
43199	Professional Services - Misc	1,250	1,140	6,500	6,500	6,500
43425	Debt Recovery	371	518	2,500	5,000	10,000
43426	Contractual Meter Reading	732	-	-	-	-
43435	Outsourced Bills	16,488	15,106	16,500	16,500	16,500
43499	Contractual Services - Misc	3,505	1,642	-	-	250
44011	Travel & Training	15	-	500	500	250
44121	Telephone - Local	878	823	900	900	900
44211	Postage	59,963	55,513	50,000	50,000	50,000
44571	Notary Bond	-	98	-	-	100
44621	Maintenance & Repairs - Equipment	3,028	3,342	2,500	2,500	2,500
44623	Maintenance & Repairs - Copiers	-	-	250	250	250
44631	Central Garage Maintenance	270	1,200	500	500	500
44721	Forms	-	-	1,000	1,000	500
44799	Printing & Binding - Misc	569	667	1,000	1,000	750
44931	Credit Card Charges	73,948	78,317	75,000	45,000	22,500
44952	Other Current Chgs & Oblg/OverShort	428	24	100	100	100
45111	Office Supplies - General	2,898	2,632	2,700	4,000	3,500
45211	Fuel	6,259	4,785	5,000	5,800	5,000
45231	Clothing & Apparel	203	683	697	1,000	1,000
45243	Computer/Operating Supply	209	965	1,000	3,000	8,800
45289	Automotive Parts	507	3,404	3,000	3,000	3,000
45299	Operating Supplies - Misc	726	210	800	800	800
45411	Dues & Memberships	-	-	100	100	100
<b>TOTAL OPERATING</b>		<b>\$ 172,247</b>	<b>\$ 171,069</b>	<b>\$ 170,547</b>	<b>\$ 147,450</b>	<b>\$ 133,800</b>
46411	Office Furniture/Fixtures	-	-	-	2,000	-
46415	Trucks & Trailers	-	-	-	-	23,500
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 23,500</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 491,438</b>	<b>\$ 463,980</b>	<b>\$ 519,237</b>	<b>\$ 498,140</b>	<b>\$ 526,620</b>

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM BILLING & COLLECTION

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46415	<i>Trucks &amp; Trailers</i>					
	Meter Reading Truck	23,500	-	-	-	-
	<b>TOTAL</b>	<b>23,500</b>	-	-	-	-

**DIVISION TOTAL**    \$ 23,500    \$ -    \$ -    \$ -    \$ -

Year of Purchase

---

# LIBRARY

## IT IS THE MISSION OF THE LIBRARY TO

transform lives with a curriculum that improves literacy, engages community, advances knowledge, and sparks creative expression.

## DESCRIPTION

The New Port Richey Library was founded in 1919 and is Florida's first *Library of the Year* recipient. The Library is a popular destination that connects our diverse community to free educational and cultural resources that will enrich their lives.

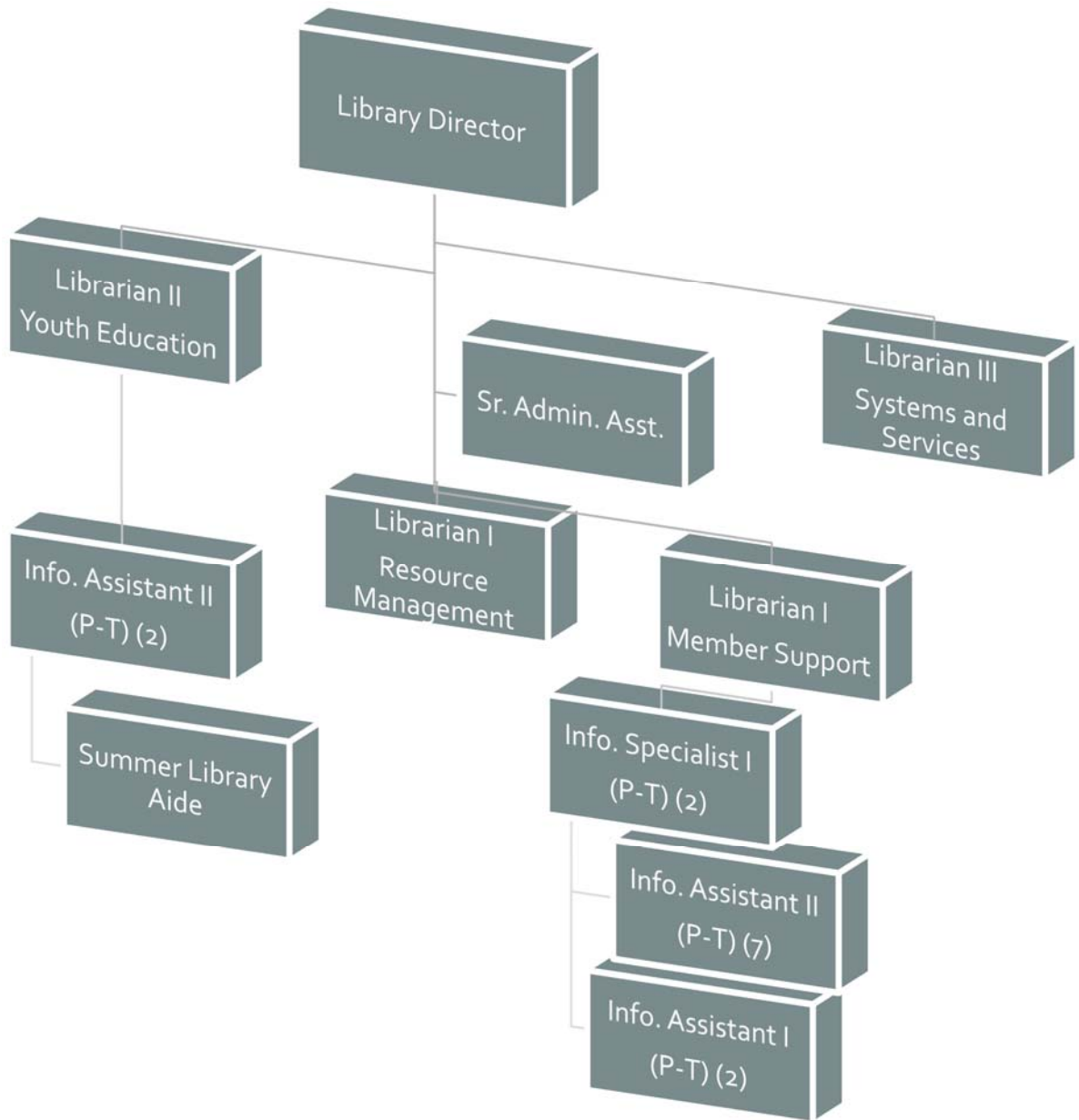
## ACCOMPLISHMENTS OF FY19

- Improved customer service by upgrading to the Biblionix Integrated Library System, which expanded services to library members through the addition of text/chat notifications, automatic renewals, emailed receipts, a children's catalog and the ability to access digital resources directly through the catalog
- Increased public awareness of available opportunities, services, and resources through the specialized skill sets of a new part time marketing specialist, an outdoor digital library sign, two indoor digital screens with revolving announcements, and a new online event management software that allows library members to register for events and reserve meeting rooms with easy-to-use search and filter functionality
- Increased staffing to sustain increased hours by adding a full time Member Support Librarian and equalizing all Member Support staff positions to 29 hours per week. Provided more equitable access to technology for all community members by increasing the number of Wi-Fi hotspots available for loan from 13 to 30 and increasing internet bandwidth from 30 to 200 Mbps
- Expanded access to essential resources by updating the Collection Development Policy, Meeting Room Policy, all member and resource records, and applying for additional funding. Completed a full resource inventory three times to find and resolve inconsistencies in records. Applied for several grant funded opportunities including the Florida Department of State Public Library Construction Grant, Florida Humanities Community Project Grant, City Catalyst Grant, State Aid to Libraries Grant, Library Services and Technology Act Innovation (LSTA) Innovation Grant, and EBSCO Solar Grant. Of which, the last three were awarded to date

## FY20 INITIATIVES

- Provide instructional classes, resources, and services that meet the educational and research needs of all members:
  - Evaluate online curriculum resources and make changes based on current needs and usage at least once per year
  - Teach members to become effective users and producers of information by offering a variety of classes and workshops based on community demand
  - Continue to evaluate the current collection and procure new resources based on the new Collection Dev. Policy
- Provide outstanding customer service from well-trained staff:

- Continue to schedule one professional development training each quarter
- Continue to provide additional training in technology, customer service and ADA compliance through webinar and one-on-one sessions
- Evaluate physical space to best accommodate community needs:
  - Continue to evaluate current shelving and furnishing needs to make changes towards full ADA compliance
  - Continue to work with Williams Architects on library renovation plans designed to meet the needs of the community
  - Apply for grant funding from the state and other foundations



<b>Authorized Personnel – Full-time Equivalent</b>			
<b>Position/Title</b>	<b>FY17-18</b>	<b>FY18-19</b>	<b>FY19-20</b>
Library Director	1	1	1
Asst. Library Director/Events & Community Outreach	0	0	0
Senior Administrative Assistant	1	1	1
Librarian III	1	1	1
Librarian II	2	1	1
Librarian I	.73	2	2
Information Assistant II	4.88	5.61	5.61
Information Assistant I	1.46	1.46	1.46
Information Specialist I	1.46	1.46	1.46
Summer Aide	.25	.25	.25
<b>Total</b>	<b>13.78</b>	<b>14.78</b>	<b>14.78</b>

## LIBRARY

001051					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	89,411	71,021	71,100	71,100	73,950
41112	Division Head Salaries	34,518	-	-	-	-
41210	Regular Exempt Salaries	162,354	167,385	204,000	205,800	210,930
41311	Part-Time Wages	180,372	204,384	205,000	233,390	225,830
41312	Temporary Wages	4,545	5,603	3,000	3,120	3,300
41511	Employee Incentives	850	800	-	-	-
41520	Moving Expense Stipend	3,000	-	-	-	-
42111	Social Security Matching	34,698	33,492	3,800	38,900	39,390
42211	Florida Retirement System	42,601	47,750	39,520	39,520	42,260
42311	Health Insurance	41,965	46,032	47,000	47,470	49,850
42312	Life Insurance	111	105	300	330	340
42313	Accidental Death & Disab Insurance	13	13	130	130	140
42426	Workers Comp - Clerical (8810)	1,186	1,074	1,170	1,170	1,180
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 595,624</b>	<b>\$ 577,659</b>	<b>\$ 575,020</b>	<b>\$ 640,930</b>	<b>\$ 647,170</b>
43428	Internet Reference Service	51,773	43,707	48,720	48,720	48,680
43499	Contractual Services - Misc	8,584	12,730	13,050	13,050	11,530
44011	Travel & Training	4,428	7,166	7,500	7,500	6,000
44121	Telephone - Local	466	338	500	500	500
44134	Data Lines	16,008	16,263	19,290	19,290	23,400
44142	Burglar Alarm Lines	1,670	1,670	1,800	1,800	1,800
44211	Postage	5,634	5,435	6,000	6,000	15,000
44221	Freight Express Charges	767	750	800	800	850
44311	Electric - City Facilities	30,308	34,909	32,000	32,000	32,000
44351	Water & Sewer - City	3,191	3,385	3,300	3,300	3,300
44419	Rent - Equipment/Software	14,056	13,837	14,170	14,170	14,170
44481	Lease - Copier	3,345	3,518	3,600	3,600	3,600
44611	Maintenance & Repairs - Bldg & Grounds	3,129	2,902	3,500	3,500	4,000
44621	Maintenance & Repairs - Equipment	74,216	72,018	76,290	76,290	36,450
44623	Maintenance & Repairs - Copiers	3,839	4,130	3,600	3,600	3,500
44799	Printing & Binding - Misc	3,254	1,234	4,000	4,000	15,000
44931	Credit Card Charges	1,224	1,919	2,550	2,550	2,500
44983	Permit Fees	756	698	900	900	850
45111	Office Supplies - General	4,730	4,001	4,000	4,000	4,000
45231	Clothing & Apparel	495	465	500	500	1,000
45242	Photographic Supplies	485	200	600	600	300
45243	Computer/Operating Supply	13,872	20,422	22,500	22,500	20,900
45247	First Aid Supplies	18	22	40	40	40
45248	Prizes & Awards	981	998	1,000	1,000	1,000
45249	Library Supplies	8,061	7,929	8,500	8,500	8,500
45290	Oper. Supplies/Misc -Snap Prog. Costs	11,650	15,373	8,000	8,000	8,000
45293	Misc Program Costs - Grants	3,920	3,331	10,000	10,000	10,000
45296	Misc Program Costs	13,037	12,937	13,000	13,000	16,000
45299	Operating Supplies - Misc	4,152	2,553	2,500	2,500	2,500
45411	Dues & Memberships	2,651	2,391	3,000	3,000	3,140
<b>TOTAL OPERATING</b>		<b>\$ 290,700</b>	<b>\$ 297,231</b>	<b>\$ 315,210</b>	<b>\$ 315,210</b>	<b>\$ 298,510</b>
46299	Building Improvements	2,620	-	-	-	-
46612	Library Materials	77,435	77,145	76,200	76,200	76,000

## LIBRARY

001051 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
46672	Library Materials - State Aid	3,798	-	22,900	22,900	22,270
	TOTAL CAPITAL	\$ 83,853	\$ 77,145	\$ 99,100	\$ 99,100	\$ 98,270

TOTAL EXPENDITURES \$ 970,177 \$ 952,035 \$ 989,330 \$ 1,055,240 \$ 1,043,950

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM LIBRARY

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46413	<i>Data Processing Equipment</i>					
	Network Printers	-	6,000	-	-	-
	Server Replacements	-	-	40,000	-	20,000
	<b>TOTAL</b>	-	<b>6,000</b>	<b>40,000</b>	-	<b>20,000</b>
46431	<i>Special Purpose Equipment</i>					
	Maker Space Equipment	-	12,000	-	12,000	-
	<b>TOTAL</b>	-	<b>12,000</b>	-	<b>12,000</b>	-
46612	<i>Library Materials</i>					
	Books & Other Reading Material	76,000	75,000	75,000	78,000	80,000
	<b>TOTAL</b>	<b>76,000</b>	<b>75,000</b>	<b>75,000</b>	<b>78,000</b>	<b>80,000</b>
46672	<i>Library Materials - State Aid</i>					
	Books & Other Reading Material	22,270	23,000	23,000	23,000	23,000
	<b>TOTAL</b>	<b>22,270</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>

**DIVISION TOTAL   \$ 98,270   \$ 116,000   \$ 138,000   \$ 113,000   \$ 123,000**

---

# POLICE - SUPERVISION

## IT IS THE MISSION OF POLICE – SUPERVISION TO

be responsive to the needs of our community and deliver quality police services that provide the highest quality of life to our residents, businesses, and guests; to strengthen partnerships with local, state, and federal agencies to expand the department's law enforcement service capabilities; and to establish new partnerships within our residential and business communities.

## DESCRIPTION

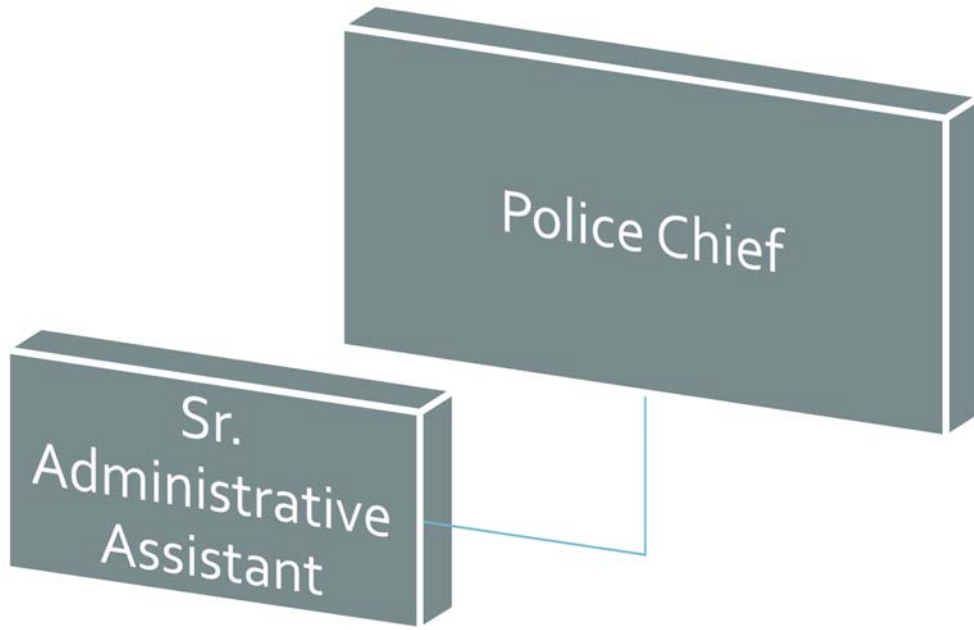
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives.

## ACCOMPLISHMENTS OF FY19

- Audited and updated all state and federal grants
- Worked closely with the City Attorney to develop and amend numerous needed City ordinances to include:
  - Bathhouse Ordinance
  - Amended Golf Cart Ordinance
  - Extended stay Motel Ordinance
  - Amended Dumpster Ordinance
  - Implemented a Civil Citation Program
- Developed a part time police officer program to increase officers' presence in Sims Park and Downtown

## FY20 INITIATIVES

- Reduce Crime and the Fear of Crime:
  - Continue elevating our law enforcement presence in neighborhoods and business areas through focused investigations and collaboration with residents and business owners
  - Continue expanding the use of analytical and investigative techniques to identify and arrest crime perpetrators
  - Increase the Departments analysis and mapping capabilities to better predict potential crime problems and allocate resources more efficiently
  - Continue expansion of the Police Auxiliary/Reserve Officer Programs to increase law enforcement presence
- Strengthen officer/citizen relationships within neighborhoods and identify opportunities for improving the quality of life within those areas:
  - Promote citizen and business-owner involvement utilizing a Community Oriented Policing philosophy
  - Continue collaboration between Uniform Patrol, Code Enforcement, and the Criminal Investigations Bureau to increase positive interactions and investigative results with residents and business owners focusing on chronic nuisance target areas



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Police Chief	1	1	1
Deputy Police Chief	0	0	0
Senior Administrative Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

## POLICE SUPERVISION

001061					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	89,695	92,296	89,860	89,860	92,560
41112	Division Head Salaries	64,934	-	-	-	-
41210	Regular Exempt Salaries	38,853	40,726	38,000	40,420	41,430
41511	Employee Incentives	150	100	-	-	-
41521	Police Incentive Pay	2,650	650	-	-	-
15-22	Education Incentive Pay	-	845	-	-	1,560
41523	Cleaning Allowance	1,000	250	500	500	500
42111	Social Security Matching	14,918	10,179	10,010	10,010	10,300
42211	Florida Retirement System	4,093	5,622	5,310	5,310	5,820
42214	Defined Contribution Plan	25,812	26,276	25,320	25,320	26,070
42311	Health Insurance	9,311	6,054	7,910	7,910	8,310
42312	Life Insurance	55	44	110	110	110
42313	Accidental Death & Disab Insurance	7	6	50	50	50
42424	Workers Comp - Policeman/Chief (7720)	4,853	4,355	2,370	2,370	2,650
42426	Workers Comp - Clerical (8810)	100	99	100	100	100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 256,431</b>	<b>\$ 187,502</b>	<b>\$ 179,540</b>	<b>\$ 181,960</b>	<b>\$ 189,460</b>
43131	Employee Physicals	4,549	4,832	3,000	3,000	11,700
43199	Professional Svcs - Misc	2,022	2,038	-	-	-
43499	Contractual Services - Misc	30,659	12,775	28,000	28,000	50,000
44011	Travel & Training	2,581	375	1,000	1,000	1,000
44121	Telephone - Local	61,661	65,504	60,000	60,000	60,000
44131	Telephone - Long Distance	412	-	-	-	-
44134	Data Lines	4,682	5,695	7,000	7,000	8,000
44211	Postage	334	76	200	200	200
44311	Electric - City Facilities	36,339	35,264	31,000	31,000	36,000
44351	Water & Sewer - City	4,924	5,902	5,000	5,000	5,000
44373	Street Light Fee	329	351	330	330	360
44381	Stormwater Assessment	877	905	880	880	920
44481	Lease - Copier	6,835	9,588	6,000	6,000	5,500
44534	Police-Fire AD & D Insurance	-	2,294	-	-	-
44611	Maintenance & Repairs - Bldg & Grounds	6,114	6,435	5,000	5,000	5,000
44631	Maintenance & Repairs - Central Garage	1,200	1,800	1,200	1,200	1,200
44972	351 - Police Training	13,969	125	7,000	7,000	7,500
45111	Office Supplies - General	5,056	5,542	2,000	2,000	2,000
45211	Fuel	10,654	10,858	6,500	6,500	6,500
45225	Software License Support	-	4,708	12,000	12,000	8,000
45231	Clothing & Apparel	269	1,376	500	500	500
45251	Janitorial Supplies	3,096	3,355	1,000	1,000	1,000
45289	Automotive Parts	5,793	4,197	1,500	1,500	1,500
45299	Operating Supplies - Misc	100	115	-	-	-
45411	Dues & Memberships	885	505	500	500	500
<b>TOTAL OPERATING</b>		<b>\$ 203,340</b>	<b>\$ 184,615</b>	<b>\$ 179,610</b>	<b>\$ 179,610</b>	<b>\$ 212,380</b>
46431	Special Purpose Equipment	-	12,408	129,470	129,470	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ 12,408</b>	<b>\$ 129,470</b>	<b>\$ 129,470</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 459,771</b>	<b>\$ 384,525</b>	<b>\$ 488,620</b>	<b>\$ 491,040</b>	<b>\$ 401,840</b>

---

# POLICE – SUPPORT SERVICES

## IT IS THE MISSION OF POLICE – SUPPORT SERVICES TO

be responsive to the needs of our community and deliver quality police services that provide the highest quality of life to our residents, businesses, and guests; to strengthen partnerships with local, state, and federal agencies to expand the department's law enforcement service capabilities; and to establish new partnerships within our residential and business communities.

## DESCRIPTION

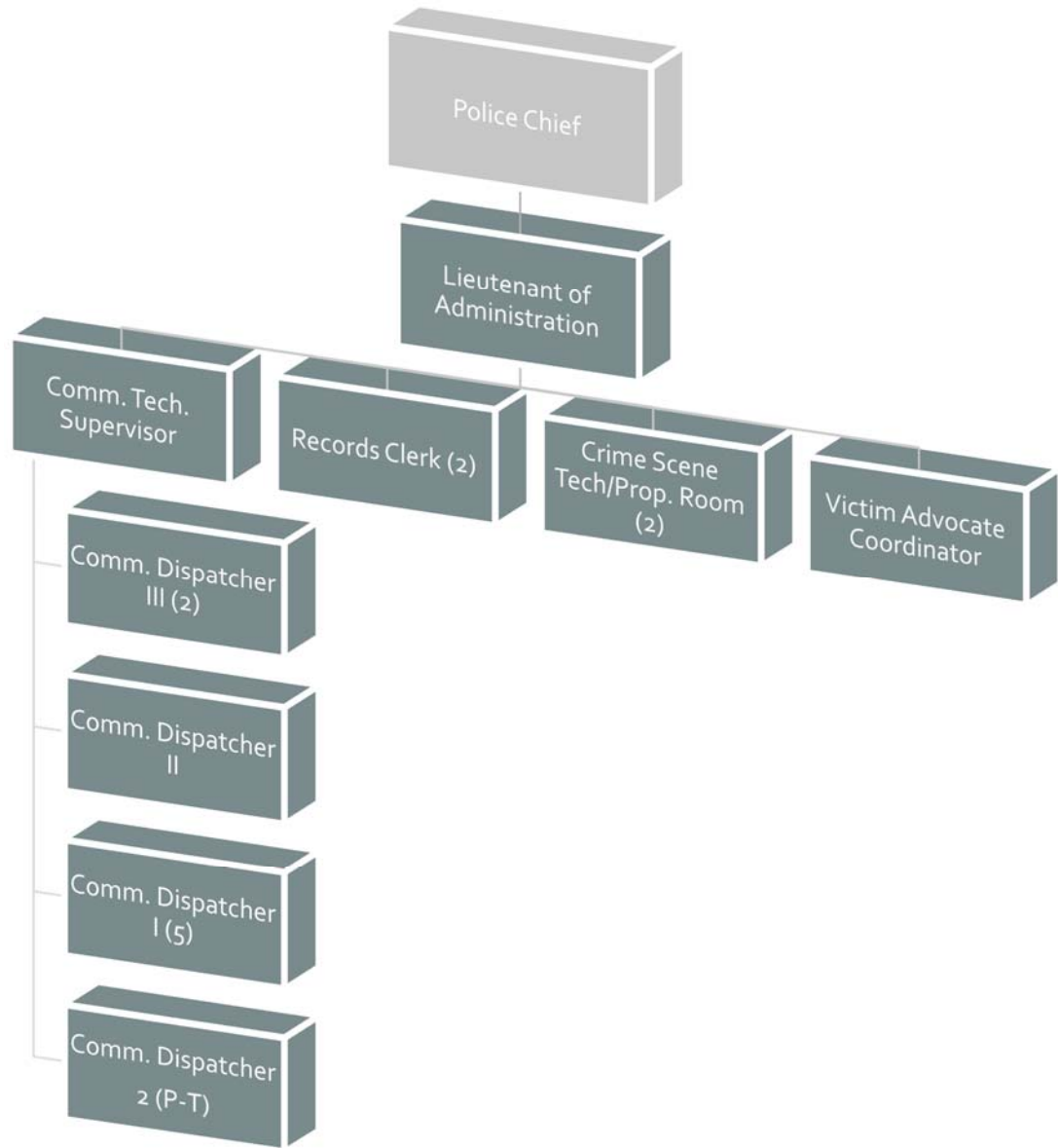
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives.

## ACCOMPLISHMENTS OF FY19

- Established video monitored "Safe Zone" at the front of the P.D.
- Upgraded monitors in Dispatch
- Installed video monitor of the police boat lift
- Crime Scene Technician attended numerous specialized training courses
- Victim Advocate:
  - Provided resources/services to over 1,000 crime victims
  - Designed a victim brochure to comply with new regulations
  - Received Victim Services Practitioner Designation

## FY20 INITIATIVES

- Records Section:
  - Staff members will continue to attend specialized training to keep abreast of changes to the Public Records Law and FDLE crime reporting requirements; will transfer police records from 1996-2006 stored in Fortis onto a new server
- Property and Evidence (P&E) Unit:
  - P&E Technicians will continue converting manual property and evidence data into electronic formats for easier retrieval
- Victim Advocate:
  - Will attempt to recruit volunteers to help with the program
  - Will continue building connections and relationships with community partners
  - Will establish a formal protocol for Victim Advocate response



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Lieutenant of Administration	1	1	1
Communication Technology Supervisor	1	1	1
Records Clerk	2	2	2
Crime Scene Technician/Property Room	1.73	1.73	2
Victim Advocate Coordinator	1	1	1
Communications Dispatcher III	3	3	2
Communications Dispatcher II	1	1	1
Communications Dispatcher I	4	4	5
Communications Dispatcher –Part-time	0	0	1.44
<b>Total</b>	<b>14.73</b>	<b>14.73</b>	<b>16.44</b>

## POLICE SUPPORT SERVICES

001062		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41112	Division Head Salaries	75,557	79,011	77,230	77,230	79,170
41299	Regular Full-Time Wages	446,434	502,843	552,590	552,590	567,470
41311	Part-Time Wages	29,308	32,720	38,790	38,790	40,540
41411	Overtime Wages	52,201	51,208	45,000	45,000	40,000
41511	Employee Incentives	800	750	-	-	-
41514	One-time Lump Sum Payment	1,388	-	-	-	-
41521	Police Incentive Pay	610	350	840	840	840
41522	Education Incentive Pay	670	1,555	-	-	1,800
41523	Cleaning Allowance	4,230	4,417	5,000	5,000	5,000
41527	Standby Time	2,914	1,853	3,120	3,120	3,120
41528	Off-Duty Pay	525	1,287	3,120	3,120	3,500
42111	Social Security Matching	45,170	50,120	56,220	56,220	57,800
42211	Florida Retirement System	38,478	46,952	50,390	50,390	54,770
42212	Police Pension Fund	32,298	25,658	11,090	11,090	11,360
42311	Health Insurance	71,192	82,569	87,030	87,030	99,700
42312	Life Insurance	257	298	920	920	970
42313	Accidental Death & Disab Insurance	31	35	380	380	400
42424	Workers Comp - Policemen/Chief (7720)	4,593	3,283	4,100	4,100	4,720
42426	Workers Comp - Clerical (8810)	844	1,261	1,320	1,320	570
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 807,500</b>	<b>\$ 886,170</b>	<b>\$ 937,140</b>	<b>\$ 937,140</b>	<b>\$ 971,730</b>
44011	Travel & Training	6,772	5,365	2,000	2,000	2,000
44121	Telephone - Local	-	320	-	-	-
44211	Postage	324	889	200	200	300
44621	Maintenance & Repairs - Equipment	135	89	1,000	1,000	1,000
44631	Maintenance & Repairs - Central Garage	540	840	1,500	1,500	1,500
44649	Maintenance - Radio Equipment	-	636	-	-	-
44799	Printing & Binding - Misc	265	888	1,000	1,000	1,000
45111	Office Supplies - General	2,519	2,188	2,000	2,000	2,000
45211	Fuel	3,604	4,754	3,000	3,000	3,000
45225	Software Licenses / Support	-	22,458	-	-	-
45231	Clothing & Apparel	1,487	1,495	3,000	3,000	2,000
45241	Licensing & ID Materials	12,765	8,825	7,000	7,000	9,000
45242	Photographic Supplies	135	-	1,000	1,000	1,500
45243	Computer/Operating Supply	14,787	14,723	11,000	11,000	11,000
45289	Automotive Parts	1,649	1,169	3,500	3,500	3,500
45299	Operating Supplies - Miscellaneous	11,546	9,855	6,000	6,000	6,000
<b>TOTAL OPERATING</b>		<b>\$ 56,528</b>	<b>\$ 74,494</b>	<b>\$ 42,200</b>	<b>\$ 42,200</b>	<b>\$ 43,800</b>
46418	Software	22,640	-	21,719	51,650	-
46431	Special Purpose Equipment	14,234	-	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 36,874</b>	<b>\$ -</b>	<b>\$ 21,719</b>	<b>\$ 51,650</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 900,902</b>	<b>\$ 960,664</b>	<b>\$ 1,001,059</b>	<b>\$ 1,030,990</b>	<b>\$ 1,015,530</b>

---

# POLICE – COMMUNITY SERVICES

## IT IS THE MISSION OF POLICE – COMMUNITY SERVICES TO

be responsive to the needs of our community and deliver quality police services that provide the highest quality of life to our residents, businesses, and guests; to strengthen partnerships with local, state, and federal agencies to expand the department's law enforcement service capabilities; and to establish new partnerships within our residential and business communities.

## DESCRIPTION

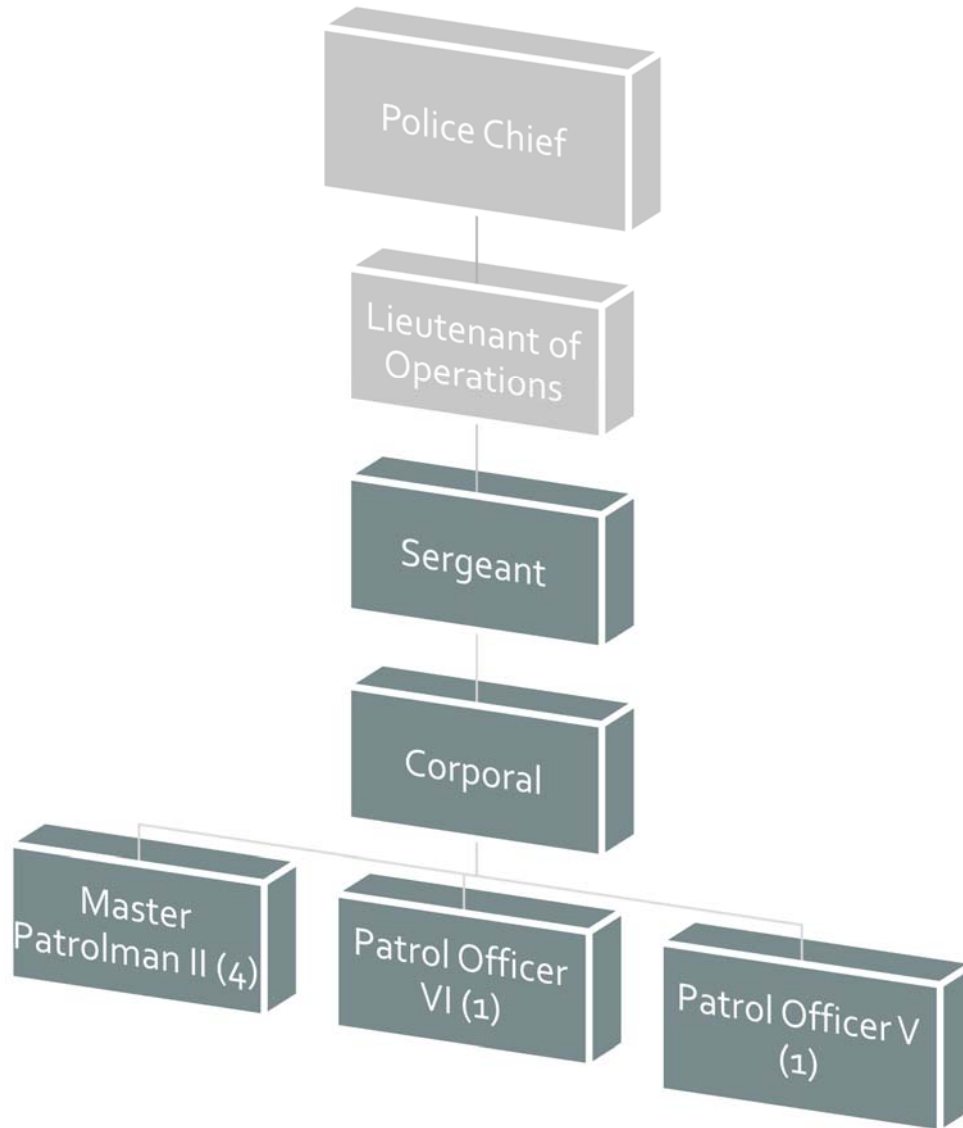
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. These men and women are some of the most dedicated and loyal public servants in this great nation and have vowed to serve with Courage, Pride and Commitment.

## ACCOMPLISHMENTS OF FY19

- Investigators participated in the Financial Investment Strike Team (FIST), Multi-agency Gang Task Force (MAGTF), Organized Drug Enforcement Task Force (OCDEFT), Federal Drug Enforcement Task Force (DEA), Central Florida Internet Crimes Against Children Task Force (ICAC), Child Abductions Response Team (CART), The Alcohol and Substance Abuse Prevention (ASAP) Prescription Drug Drop-off Program, and Multi-agency Warrant Sweeps
- Conducted numerous undercover drug and prostitution investigations; cleared one "Cold Case Homicide" from 2001; closed two bathhouses and one internet gambling operation

## FY20 INITIATIVES

- Continue proactive sting operations to curtail prostitution and other illegal activities
- Continue collaboration with other agencies to address mutual crime issues



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Sergeant	1	1	1
Corporal	1	1	1
Master Patrolman Officer II	4	4	4
Patrol Officer VI	2	1	1
Patrol Officer V	0	1	1
<b>Total</b>	<b>9</b>	<b>8</b>	<b>8</b>

## POLICE COMMUNITY SERVICES

001063		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	BUDGET
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	AMOUNT
						FY19-20
41299	Regular Full-Time Wages	463,027	463,937	400,000	529,050	487,490
41411	Overtime Wages	68,332	39,407	35,000	40,000	50,000
41414	Overtime Wages - Special Events	-	706	10,000	20,000	-
41511	Employee Incentives	500	400	-	-	-
41514	One-Time Lump Sum Payment	5,787	-	-	-	-
41521	Police Incentive Pay	5,440	430	5,520	5,520	5,760
41522	Education Incentive Pay	-	2,145	-	-	-
41523	Cleaning Allowance	4,000	3,500	4,500	4,500	4,000
41524	Clothing Allowance	2,500	2,000	3,000	3,000	2,500
41526	Court Time	591	1,122	2,000	2,000	2,000
41527	Standby Time	5,708	4,686	5,200	5,200	5,200
41528	Off-Duty Pay	41,864	46,025	40,000	40,000	40,000
42111	Social Security Matching	43,489	39,023	49,250	49,250	45,930
42211	Florida Retirement System	-	5	-	-	-
42212	Police Pension Fund	217,400	134,124	84,250	84,250	78,280
42311	Health Insurance	84,849	80,915	71,210	71,210	66,460
42312	Life Insurance	176	155	490	490	460
42313	Accidental Death & Disab Insurance	21	19	200	200	180
42424	Workers Comp - Policemen/Chief (7720)	24,405	14,962	16,870	16,870	17,110
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 968,089</b>	<b>\$ 833,561</b>	<b>\$ 727,490</b>	<b>\$ 871,540</b>	<b>\$ 805,370</b>
43499	Contractual Services - Misc	-	1,037	-	-	-
44011	Travel & Training	8,097	7,789	3,000	3,000	3,000
44211	Postage	-	-	200	200	200
44463	Lease - Automobile	5,705	5,319	-	-	6,000
44621	Maintenance & Repairs - Equipment	237	-	800	800	800
44622	Maintenance & Repairs - Office Equipment	85	-	-	-	-
44631	Maintenance & Repairs - Central Garage	3,090	6,408	3,500	3,500	3,500
44799	Printing & Binding - Misc	220	220	300	300	300
45111	Office Supplies - General	776	1,220	1,500	1,500	1,500
45211	Fuel	25,835	24,939	10,000	10,000	10,000
45231	Clothing & Apparel	908	956	3,000	3,000	2,000
45289	Automotive Parts	10,471	10,422	10,000	10,000	10,000
45299	Operating Supplies - Miscellaneous	2,436	4,056	3,000	3,000	3,000
<b>TOTAL OPERATING</b>		<b>\$ 57,860</b>	<b>\$ 62,366</b>	<b>\$ 35,300</b>	<b>\$ 35,300</b>	<b>\$ 40,300</b>
46414	Automobiles	-	-	16,978	27,000	-
46417	Communications Equipment	69,226	-	3,680	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 69,226</b>	<b>\$ -</b>	<b>\$ 20,658</b>	<b>\$ 27,000</b>	<b>\$ -</b>

**TOTAL EXPENDITURES**    \$ 1,095,175    \$ 895,927    \$ 783,448    \$ 933,840    \$ 845,670

---

# POLICE – PATROL

## IT IS THE MISSION OF POLICE - PATROL TO

be responsive to the needs of our community and deliver quality police services that provide the highest quality of life to our residents, businesses, and guests; to strengthen partnerships with local, state, and federal agencies to expand the department's law enforcement service capabilities; and to establish new partnerships within our residential and business communities.

## DESCRIPTION

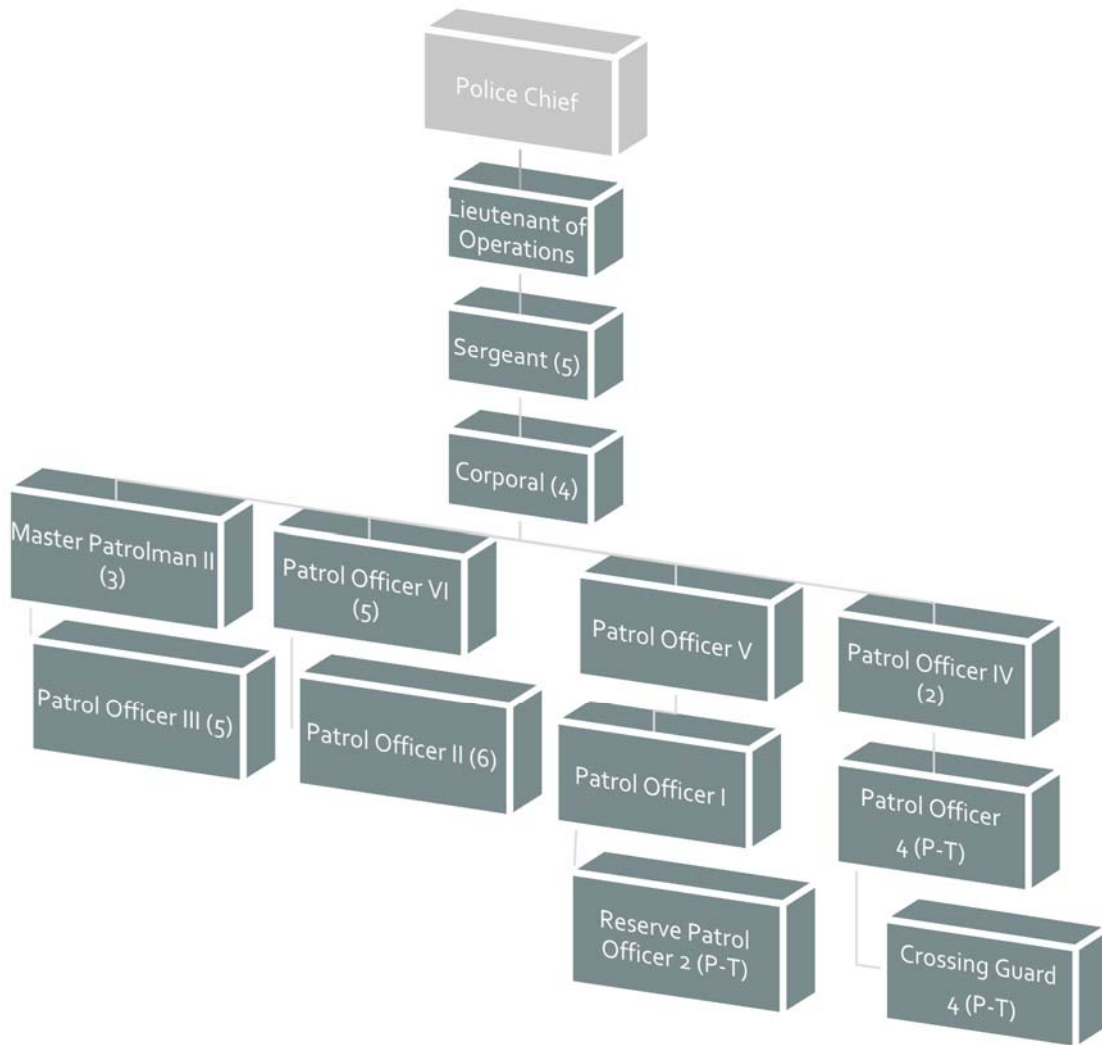
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. These men and women are some of the most dedicated and loyal public servants in this great nation and have vowed to serve with Courage, Pride and Commitment.

## ACCOMPLISHMENTS OF FY19

- Increased patrol visibility around City Hall, Sims Park and the downtown area
- Conducted threat assessments at local schools
- Increased total arrests by 30 percent over the previous year

## FY20 INITIATIVES

- Increase proactive patrols in the Sims Park and downtown area through utilization of "part time" beat officers
- Continue promoting Crime Prevention Through Environmental Design (CPTED) principles in neighborhoods and business areas
- Continue specialized assignments and strike teams on "hot spots" as schedules and workloads permit
- Continue initiatives in school safety zones utilizing speed trailers and traffic officers to address speeding and passing school bus violations
- Conduct city wide traffic crash analysis and assign traffic units accordingly
- Continue traffic enforcement initiatives geared toward aggressive driving, seatbelt violations, red light/stop sign runners, and DUI enforcement
- Increase Marine Unit presence along the river as schedules and workloads permit



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Lieutenant of Operations	1	1	1
Sergeant	4	4	5
Corporal	5	5	4
Master Patrolman II	1	1	3
Master Patrolman I	4	4	0
Patrol Officer VI	1	1	5
Patrol Officer V	0	0	1
Patrol Officer IV	4	4	2
Patrol Officer III	2	2	5
Patrol Officer II	6	6	6
Patrol Officer I	6	6	1
Patrol Officer – Part-Time	0	2.88	2.88
Patrol Officer – Reserve	0	0	1
Crossing Guard	.68	.68	.68
<b>Total</b>	<b>34.68</b>	<b>37.56</b>	<b>37.56</b>

## POLICE PATROL

001064					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41112	Division Head Salaries	82,947	78,210	77,230	77,230	79,170
41299	Regular Full-Time Wages	1,484,963	1,689,300	1,741,210	1,741,210	1,962,100
41311	Part-Time Wages	26,768	23,477	30,700	30,700	211,880
41411	Overtime Wages	235,324	208,359	180,000	180,000	79,500
41414	Overtime Wages - Special Events	-	4,268	40,000	40,000	40,000
41511	Employee Incentives	1,600	1,800	-	-	-
41514	One-Time Lump Sum Payment	11,587	-	-	-	-
41521	Police Incentive Pay	25,280	19,930	18,360	18,360	18,120
15-22	Education Incentive Pay	-	10,890	-	-	-
41523	Cleaning Allowance	14,928	15,980	16,500	16,500	17,000
41524	Clothing Allowance	2,070	868	-	-	-
41526	Court Time	26,085	35,038	30,000	30,000	25,000
41527	Standby Time	6,657	-	-	-	-
41528	Off-Duty Pay	200,008	265,587	160,000	160,000	160,000
41529	Meal Allowance	27	45	-	-	-
41535	Field Training Daily Incentive	1,140	1,939	-	-	-
41536	Traffic Homicide Investigators	1,991	-	-	-	-
42111	Social Security Matching	157,934	177,626	174,800	174,800	195,450
42211	Florida Retirement System	1,930	1,974	2,400	2,400	2,600
42212	Police Pension Fund	780,585	636,652	284,190	284,190	286,930
42216	Police Pension State Funds	224,642	236,919	200,000	200,000	200,000
42311	Health Insurance	186,022	251,509	229,450	229,450	240,930
42312	Life Insurance	602	716	1,780	1,780	1,940
42313	Accidental Death & Disab Insurance	71	85	820	820	780
42424	Workers Comp - Policemen/Chief (7720)	63,981	79,196	59,870	59,870	71,500
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$3,537,142</b>	<b>\$ 3,740,368</b>	<b>\$3,247,310</b>	<b>\$3,247,310</b>	<b>\$ 3,592,900</b>
43472	Car Wash Services	2,495	998	1,500	1,500	1,500
43499	Contractual Services - Misc.	-	-	-	-	30,330
44011	Travel & Training	17,340	9,309	7,000	7,000	7,000
44211	Postage	819	393	500	500	500
44463	Lease - Automobile	35	-	6,000	6,000	-
44621	Maintenance & Repairs - Equipment	9,519	5,947	13,000	13,000	10,000
44631	Maintenance & Repairs - Central Garage	20,660	31,721	8,000	8,000	8,000
44649	Maintenance - Radio Equipmant	57	633	-	-	-
44799	Printing & Binding - Misc	2,481	1,804	2,000	2,000	2,000
44975	K-9 Unit	5,882	3,007	3,000	3,000	6,000
45111	Office Supplies - General	3,031	3,971	4,000	4,000	4,000
45141	Small Tools & Implements	14,047	59,600	85,000	85,000	25,000
45211	Fuel	126,636	135,107	90,000	90,000	90,000
45231	Clothing & Apparel	30,880	34,816	20,000	20,000	20,000
45243	Computer/Operating Supply	19,239	10,332	4,000	4,000	4,000
45244	Ammunition	10,851	-	10,000	10,000	10,000
45247	First Aid Supplies	711	340	200	200	200
45289	Automotive Parts	78,389	86,205	50,000	50,000	50,000
45299	Operating Supplies - Misc	10,293	18,239	10,000	10,000	10,000
45461	Books and Publications	1,015	660	-	-	-
<b>TOTAL OPERATING</b>		<b>\$ 354,380</b>	<b>\$ 403,082</b>	<b>\$ 314,200</b>	<b>\$ 314,200</b>	<b>\$ 278,530</b>
46413	Data Processing Equipment	-	-	-	61,000	52,000
46414	Automobiles	-	256,649	10,040	90,000	50,000
46417	Communications Equipment	3,840	11,884	7,360	-	-
46418	Software	28,997	-	-	-	10,000

## POLICE PATROL

001064 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
46431	Special Purpose Equipment	7,188	72,494	-	-	50,000
	TOTAL CAPITAL	\$ 40,025	\$ 341,027	\$ 17,400	\$ 151,000	\$ 162,000

TOTAL EXPENDITURES \$3,931,547 \$4,484,477 \$3,578,910 \$3,712,510 \$4,033,430

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM POLICE PATROL

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46413	<i>Data Processing Equipment</i>					
	Toughbook Laptops w/ Stands (15)	52,000	-	-	-	-
	<b>TOTAL</b>	<b>52,000</b>	-	-	-	-
46414	<i>Automobiles</i>					
	Ford Interceptor SUV to Replace #117	50,000	-	-	-	-
	<b>TOTAL</b>	<b>50,000</b>	-	-	-	-
46418	<i>Software</i>					
	RMS Software Licenses (5)	10,000	-	-	-	-
	<b>TOTAL</b>	<b>10,000</b>	-	-	-	-
46431	<i>Special Purpose Equipment</i>					
	Watchguard In-Car Cameras (10)	50,000	-	-	-	-
	<b>TOTAL</b>	<b>50,000</b>	-	-	-	-

**DIVISION TOTAL**    \$ 162,000    \$ -    \$ -    \$ -    \$ -

---

# POLICE – CODE ENFORCEMENT

## IT IS THE MISSION OF POLICE – CODE ENFORCEMENT TO

be responsive to the needs of our community and deliver quality police services that provide the highest quality of life to our residents, businesses, and guests; to strengthen partnerships with local, state, and federal agencies to expand the department's law enforcement service capabilities; and to establish new partnerships within our residential and business communities.

## DESCRIPTION

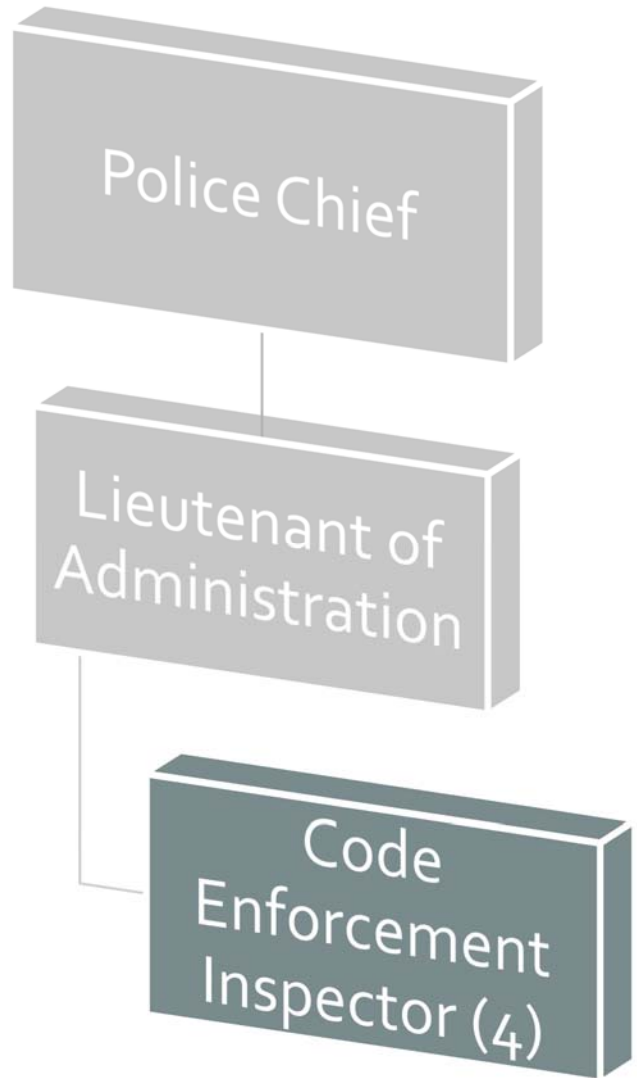
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. These men and women are some of the most dedicated and loyal public servants in this great nation and have vowed to serve with Courage, Pride and Commitment.

## ACCOMPLISHMENTS OF FY19

- Conducted numerous code enforcement operations in collaboration with the Development Department, Fire Department and the Florida Department of Health at all local hotels
- Conducted code operations with the Criminal Investigation Division at selected problematic neighborhoods
- Focused attention on business sign violations
- Served notices on businesses in violation of the new dumpster ordinance
- Focused attention on numerous chronic nuisance landlords within the city
- Instituted civil citation program
- Identified many properties eligible for foreclosure

## FY20 INITIATIVES

- Convert record keeping from a manual process to electronic format through Tyler Technologies and soon as Tyler is functional
- Continue code enforcement sweeps on chronic nuisance properties and landlords
- Streamline the City's civil citation process



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Code Enforcement Inspector	3	3	4
<b>Total</b>	<b>3</b>	<b>3</b>	<b>4</b>

## POLICE CODE ENFORCEMENT

001065		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	114,593	115,538	69,749	116,750	137,910
41411	Overtime Wages	3,945	2,100	3,616	4,000	4,000
41511	Employee Incentives	150	150	-	-	-
41523	Cleaning Allowance	1,032	1,491	500	1,500	2,000
41529	Meal Allowance	-	45	-	-	-
42111	Social Security Matching	8,810	8,792	5,531	9,370	9,480
42211	Florida Retirement System	7,747	8,479	5,926	9,440	11,720
42311	Health Insurance	13,145	15,046	9,311	23,740	29,080
42312	Life Insurance	55	62	36	160	200
42313	Accidental Death & Disab Insurance	7	8	5	70	80
42436	Workers Comp - Inspection of Risks (8720)	2,005	2,965	1,118	1,630	3,390
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 151,489</b>	<b>\$ 154,676</b>	<b>\$ 95,792</b>	<b>\$ 166,660</b>	<b>\$ 197,860</b>
43431	Animal Control Services	92,116	98,705	105,234	102,660	109,450
43439	Lot Mowing/Clearing	1,825	2,495	525	2,500	2,500
43499	Contractual Services - Misc	-	-	1,387	-	-
44011	Travel & Training	1,100	1,031	-	1,500	1,500
44211	Postage	12,569	11,392	2,373	12,000	12,000
44621	Maintenance & Repairs - Equipment	15	-	-	600	600
44631	Maintenance & Repairs - Central Garage	1,650	900	270	1,500	1,500
44799	Printing & Binding - Misc	1,748	526	155	1,500	1,500
45111	Office Supplies - General	1,699	1,929	-	2,000	2,000
45211	Fuel	3,839	4,296	311	4,000	4,000
45231	Clothing & Apparel	517	484	677	500	500
45242	Photographic Supplies	-	180	-	500	500
45243	Computer/Operating Supply	4,867	11,307	748	3,000	3,000
45289	Automotive Parts	2,116	315	770	760	760
45299	Operating Supplies - Miscellaneous	289	644	-	500	500
45411	Dues & Memberships	35	140	-	-	-
<b>TOTAL OPERATING</b>		<b>\$ 124,385</b>	<b>\$ 134,344</b>	<b>\$ 112,450</b>	<b>\$ 133,520</b>	<b>\$ 140,310</b>
46415	Trucks & Trailers	-	-	-	-	23,000
46417	Communications Equipment	-	-	-	-	3,700
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,700</b>

**TOTAL EXPENDITURES \$ 275,874 \$ 289,020 \$ 208,242 \$ 300,180 \$ 364,870**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM POLICE CODE ENFORCEMENT

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46414	<i>Automobiles</i>					
	Ford Ranger	23,000	-	-	-	-
	<b>TOTAL</b>	<b>23,000</b>	-	-	-	-
46417	<i>Communication Equipment</i>					
	In-Car Radios	3,700	-	-	-	-
	<b>TOTAL</b>	<b>3,700</b>	-	-	-	-

**DIVISION TOTAL**    \$    **26,700**    \$    -    \$    -    \$    -    \$    -

---



---

---

# POLICE – SPECIAL TRAFFIC ENFORCEMENT

## IT IS THE MISSION OF POLICE – SPECIAL TRAFFIC ENFORCEMENT TO

be responsive to the needs of our community and deliver quality police services that provide the highest quality of life to our residents, businesses, and guests; to strengthen partnerships with local, state, and federal agencies to expand the department's law enforcement service capabilities; and to establish new partnerships within our residential and business communities.

## DESCRIPTION

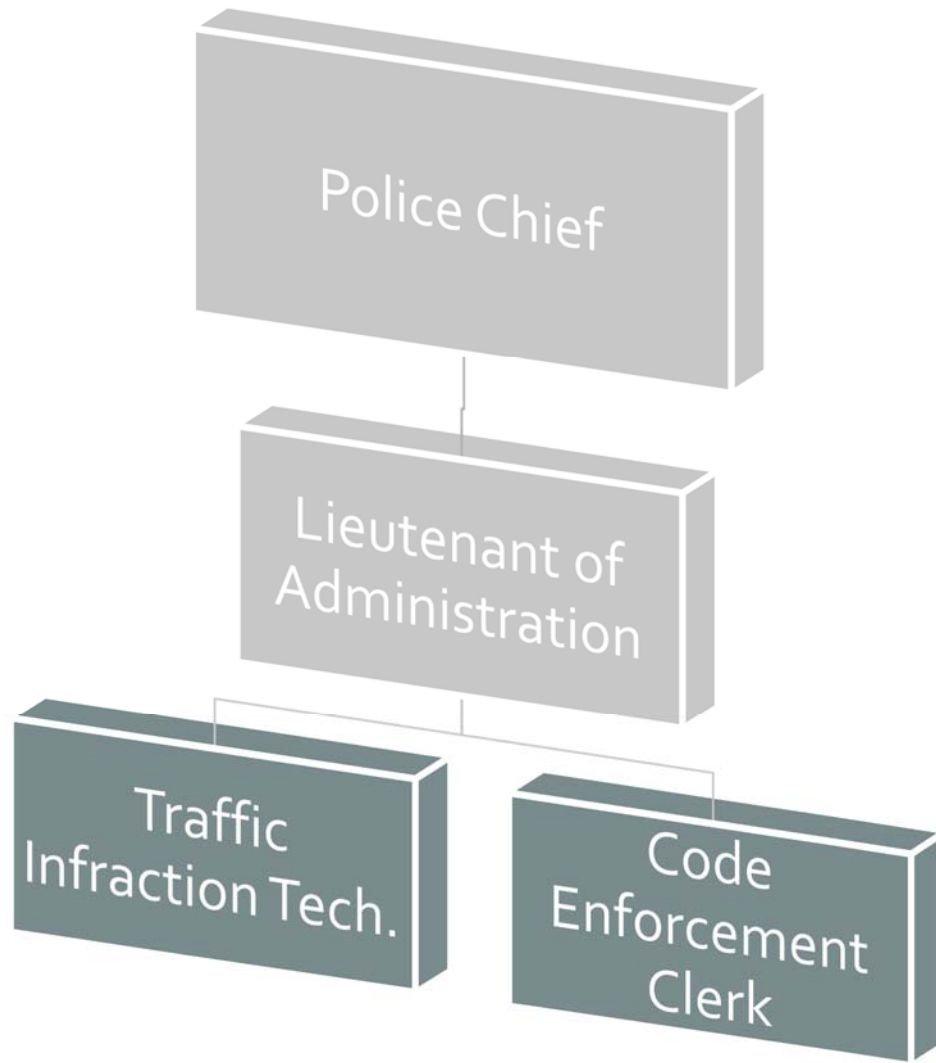
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. These men and women are some of the most dedicated and loyal public servants in this great nation and have vowed to serve with Courage, Pride and Commitment.

## ACCOMPLISHMENTS OF FY19

- From October 1, 2018 thru April 16, 2019, this unit reviewed 11,709 potential red light violations and issued 7,767 Notices of Violation, performed 125 golf cart inspections, and handled 236 motor vehicle impounds

## FY20 INITIATIVES

- Continue public education efforts utilizing social media



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Code Enforcement Clerk	1	1	1
Traffic Infraction Technician	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

## POLICE SPECIAL TRAFFIC ENFORCEMENT

001067		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	54,122	46,437	46,385	59,640	64,770
41311	Part-Time Wages	5,177	-	-	-	-
41411	Overtime Wages	928	342	632	960	1,120
41511	Employee Incentives	150	100	-	-	-
42111	Social Security Matching	4,307	3,326	3,405	4,640	5,050
42211	Florida Retirement System	3,645	3,085	3,191	4,740	5,440
42311	Health Insurance	8,462	9,619	11,418	15,830	16,620
42312	Life Insurance	36	36	29	110	110
42313	Accidental Death & Disab Insurance	5	5	4	50	50
42426	Workers Comp - Clerical (8810)	86	119	96	140	150
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 76,918</b>	<b>\$ 63,069</b>	<b>\$ 65,160</b>	<b>\$ 86,110</b>	<b>\$ 93,310</b>
43199	Professional Services - Misc	49,725	42,686	29,118	25,000	45,000
43429	Red Light Camera Fee	248,082	265,189	275,000	280,000	271,200
43481	State Share - Red Light Cameras	786,484	937,691	740,000	740,000	750,000
44211	Postage	2	183	-	1,880	1,880
44799	Printing & Binding - Misc	1,181	1,670	462	1,000	1,000
45111	Office Supplies - General	1,852	1,317	-	3,000	3,000
45243	Computer/Operating Supply	-	-	1,217	1,200	1,200
45299	Operating Supplies - Misc.	834	-	295	-	-
<b>TOTAL OPERATING</b>		<b>\$ 1,088,160</b>	<b>\$ 1,248,736</b>	<b>\$ 1,046,092</b>	<b>\$ 1,052,080</b>	<b>\$ 1,073,280</b>

**TOTAL EXPENDITURES**    \$ 1,165,078    \$ 1,311,805    \$ 1,111,252    \$ 1,138,190    \$ 1,166,590

---

# 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 prevention, public education, fire suppression, emergency medical services and mitigation of the effects from 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.

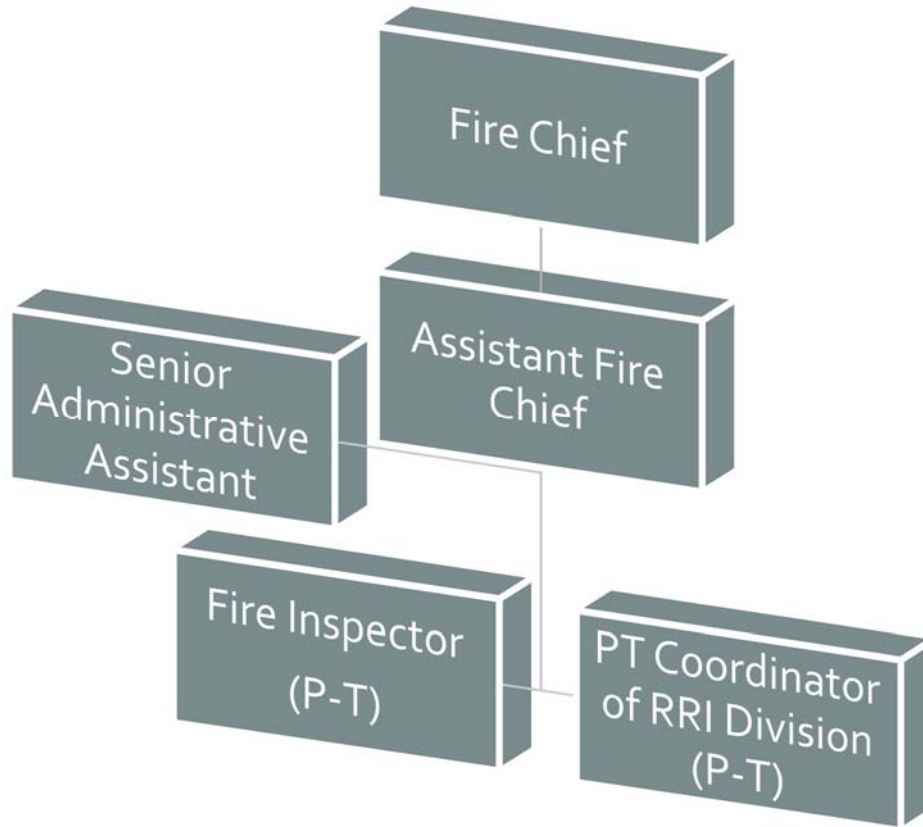
## ACCOMPLISHMENTS OF FY19

- Responded to nearly 5,000 calls for service, completed 1,026 fire safety inspections, 138 plan reviews, over 5,000 training hours and hosted 16 tours at Fire Station #1
- Residential Rental Inspectors conducted 2194 inspections including re-inspections in the city with a 98.3% compliance rate. The procedures and practices have been streamlined by staff resulting in better efficiency
- Completed level III hands-on facility training with neighboring departments at Pasco Co., Training Ctr., ISO requirement
- Completed the fire station study in regards to providing the best service to the community and identified the preferred site to construct the new Fire Station #2
- Completed the specification process and design of the new aerial ladder truck for purchase this fiscal year
- Partnered with the American Red Cross on a free smoke detector campaign
- Re-certification of COPCN Non-Transport ALS Provider for a period of 2 years
- Hired a part time fire inspector which aided our efforts in completing fire safety inspections and re-inspections on all commercial buildings in the city
- Made advancements in the bunker gear (PPE) our firefighters wear
- Applied for Assistance to Firefighters (AFG) grant for the replacement of our Self Contained Breathing Apparatus
- Drafted a mental health maintenance policy for the department in chorus with the new PTSD worker's compensation mandate
- Established Pasco County Fire Chief's quarterly meetings improving communications between agencies

## FY20 INITIATIVES

- Break ground and begin construction on the new Fire Station #2
- Complete renovation of Fire Station #1
- Put the new aerial ladder truck into service

- Put in place the Automatic Aid Agreement with Port Richey providing one engine and personnel on working structure fires. ISO requires three responding fire apparatus on the initial dispatch for our city to receive maximum points
- Continue to provide the highest level of service to the community
  - Fire prevention initiatives including educating City school children in fire safety



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Fire Chief	1	1	1
Asst. Fire Chief	1	1	1
Senior Administrative Assistant	1	1	1
Fire Inspector	0	.73	.73
PT Coordinator of Residential Rental Inspection Division	1	.50	.50
<b>Total</b>	<b>4</b>	<b>4.23</b>	<b>4.23</b>

## FIRE SUPERVISION

001071		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	77,856	82,356	81,580	81,580	84,030
41112	Division Head Salaries	71,212	75,010	75,860	75,860	77,750
41299	Regular Full-Time Wages	42,317	44,604	33,530	33,530	34,360
41311	Part-Time Wages	11,922	2,162	37,460	37,460	32,440
41413	Overtime - Residential Inspection	-	503	-	-	-
41511	Employee Incentives	200	200	-	-	-
41522	Education Incentive Pay	650	575	600	600	1,200
41523	Cleaning Allowance	1,000	1,550	1,300	1,300	1,300
41525	Paramedic Incentive Pay	1,491	1,800	1,800	1,800	1,800
41532	Inspector Incentive Pay	1,344	2,400	2,400	2,400	2,400
41533	USAR Incentive Pay	247	288	300	300	300
42111	Social Security Matching	15,551	16,075	17,990	17,990	18,040
42211	Florida Retirement System	3,949	4,119	2,630	2,630	5,530
42213	Firefighters Pension Fund	29,135	41,376	42,000	42,000	-
42311	Health Insurance	17,395	14,276	15,830	15,830	16,620
42312	Life Insurance	61	74	160	160	170
42313	Accidental Death & Disab Insurance	8	9	70	70	70
42423	Workers Comp - Firemen/Chief (7704)	6,950	5,191	5,640	5,640	6,620
42426	Workers Comp - Clerical (8810)	85	158	170	170	150
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 281,373</b>	<b>\$ 292,726</b>	<b>\$ 319,320</b>	<b>\$ 319,320</b>	<b>\$ 282,780</b>
43499	Contractual Services - Misc	5,148	18,738	20,000	20,000	20,000
44011	Travel & Training	1,843	3,217	4,000	4,000	4,000
44121	Telephone - Local	968	1,175	3,060	3,060	3,060
44134	Data Lines	7,005	7,692	9,000	9,000	9,000
44136	Data Lines - Residential Rental Inspection	37	-	2,000	2,000	2,000
44211	Postage	626	192	400	400	400
44221	Freight Express Charges	-	36	200	200	200
44311	Electric - City Facilities	11,385	12,150	10,000	10,000	12,000
44341	Gas - Natural/Propane	989	1,009	1,000	1,000	1,000
44351	Water & Sewer - City	5,188	4,214	3,300	3,300	7,000
44373	Street Light Fee	64	69	150	150	150
44381	Stormwater Assessment	269	280	470	470	470
44534	Police-Fire AD & D Insurance	-	2,294	-	-	-
44611	Maintenance & Repairs - Bldg & Grounds	765	591	2,000	2,000	2,000
44631	Maintenance & Repairs - Central Garage	450	1,170	300	300	300
44799	Printing & Binding - Misc	2,758	2,745	4,000	4,000	4,000
45111	Office Supplies - General	898	1,526	1,750	1,750	2,000
45211	Fuel	2,803	2,767	3,600	3,600	3,600
45231	Clothing & Apparel	165	231	1,500	1,500	1,000
45243	Computer/Operating Supply	1,318	1,068	2,500	2,500	7,000
45289	Automotive Parts	516	1,435	1,650	1,650	1,650
45411	Dues & Memberships	500	824	800	800	800
45461	Books & Publications	424	331	750	750	500
<b>TOTAL OPERATING</b>		<b>\$ 44,119</b>	<b>\$ 63,754</b>	<b>\$ 72,430</b>	<b>\$ 72,430</b>	<b>\$ 82,130</b>
46299	Building Improvements	-	5,725	-	-	-
46418	Software	11,364	-	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 11,364</b>	<b>\$ 5,725</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 336,856</b>	<b>\$ 362,205</b>	<b>\$ 391,750</b>	<b>\$ 391,750</b>	<b>\$ 364,910</b>

---

# 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 levels of service through fire prevention, public education, fire suppression, emergency medical services and mitigation of the effects from natural and man-made disasters, consistent with resources provided.

## DESCRIPTION

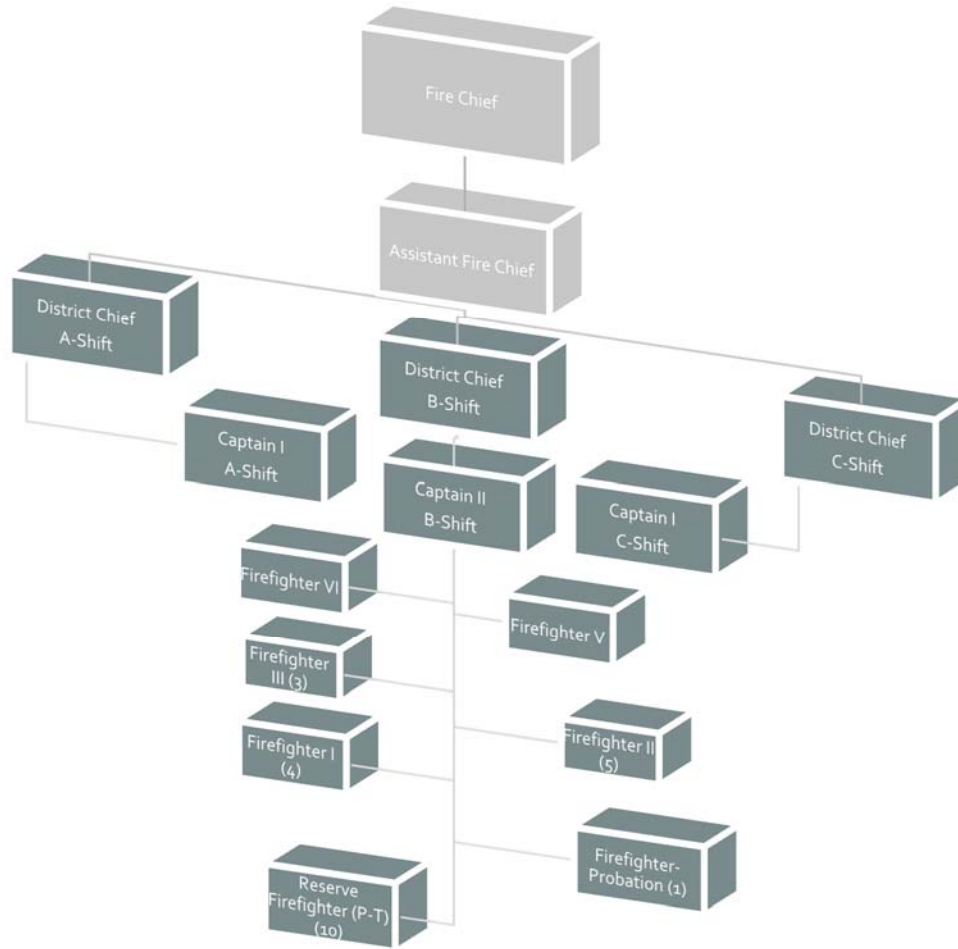
The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and 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 FY19

- Responded to nearly 5,000 calls for service, completed over 5,000 training hours, assisted in the completion of 1,026 fire safety inspections and hosted 16 educational tours of Fire Station #1
- Personnel staffed a successful Residential Rental Inspection Division conducting 2194 inspections resulting in 98.3% compliance
- All personnel completed level III hands-on facility training at Pasco Co. Training Center with neighboring fire departments
- In addition to participating in all City events, the Fire Department successfully completed several community education programs with City schools and businesses in the instruction of fire safety, fire extinguisher use, CPR/AED use and Hurricane Preparedness
- Hose testing was completed on all supply and attack hose certifying it's safe use and reliability
- Ladder testing was completed on all ground ladders and the aerial certifying the safe use and reliability

## FY20 INITIATIVES

- Continue to increase personnel certification levels through continuing education:
  - Paramedic Program
  - Firefighter Certifications
- Continue to participate in level III facility training with other surrounding agencies which builds a strong working relationship
- Operate at a staffing level of 7 per shift meeting OSHA 2 in 2 out rule as well as NFPA guidelines which results in improved firefighter safety and provides a better service to the community
- Continue our mission of providing the highest level of fire and advanced life support service to the residents and visitors of our City



Authorized Personnel – Full-time Equivalent			
Position/Title compare chart to PY	FY17-18	FY18-19	FY19-20
Assistant Fire Chief	0	0	0
District Chief	3	3	3
Fire Captain	3	3	3
Firefighter VI	1	1	1
Firefighter V	1	1	1
Firefighter IV	0	0	0
Firefighter III	3	3	3
Firefighter II	5	5	5
Firefighter I	4	4	4
Firefighter - Probationary	1	1	1
Reserve Firefighters	3	3	3
<b>Total</b>	<b>24</b>	<b>24</b>	<b>24</b>

## FIREFIGHTING

001073						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19		FY19-20
41112	Division Head Salaries	152,883	217,313	212,110	212,110		215,630
41299	Regular Full-Time Wages	888,514	937,204	935,540	935,540		977,190
41314	Part-Time Firefighter Wages	36,024	28,467	49,470	49,470		49,470
41411	Overtime Wages	79,307	27,279	35,000	40,000		60,000
41412	Overtime - SNAP Reimbursement	193	-	-	-		-
41413	Overtime - Residential Rental Inspection	12,426	22,573	15,000	40,000		30,000
41414	Overtime - Special Events	-	699	5,000	5,000		4,000
41511	Employee Incentives	1,400	1,400	-	-		-
41522	Education Incentive Pay	5,550	3,715	4,320	4,320		4,320
41523	Cleaning Allowance	9,750	13,650	13,650	13,650		13,650
41525	Paramedic Incentive Pay	27,535	30,225	32,400	32,400		30,600
41530	Coordinator Incentive	2,250	1,910	2,040	2,040		2,040
41532	Inspector Incentive Pay	9,957	12,150	13,200	13,200		12,000
41533	USAR Incentive Pay	2,904	2,275	2,700	2,700		2,100
42111	Social Security Matching	91,934	94,693	96,690	96,690		100,140
42213	Firefighters Pension Fund	282,512	304,503	280,000	280,000		-
42217	Fire Pensions - State Funds	120,266	115,153	125,000	125,000		125,000
42311	Health Insurance	155,151	191,529	126,590	126,590		132,930
42312	Life Insurance	390	465	870	870		910
42313	Accidental Death & Disab Insurance	46	54	360	360		370
42423	Workers Comp - Firemen/Chief (7704)	54,024	40,480	41,750	41,750		49,360
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 1,933,016</b>	<b>\$ 2,045,737</b>	<b>\$ 1,991,690</b>	<b>\$ 2,021,690</b>		<b>\$ 1,809,710</b>
43132	Physicals - FF & Reserves	13,751	16,670	17,000	17,000		17,000
43499	Contractual Services - Misc	4,800	800	2,400	2,400		2,400
44011	Travel & Training	4,799	1,824	3,000	3,000		3,500
44212	Postage - Residential Rental Inspection	10	1,199	2,800	2,800		3,500
44611	Maintenance & Repairs - Bldg & Grounds	15	-	-	-		-
44621	Maintenance & Repairs - Equipment	7,491	4,468	7,000	7,000		7,000
44624	USAR - Specialized Technical Equip	115	-	2,000	2,000		1,000
44626	Maintenance & Repairs - MSA Equipment	12,223	4,444	2,500	2,500		2,500
44631	Maintenance & Repairs - Central Garage	15,030	28,215	10,800	10,800		10,800
44641	Maintenance & Repairs - EMS First Aid Eq	7,844	6,650	3,700	3,700		3,700
44643	Maintenance & Repairs - Fire Hose	-	4,524	5,000	5,000		5,000
44649	Maintenance & Repairs - Radio Equipment	3,007	-	-	-		-
44998	Other Current Charges - Res. Rental Insp	789	812	1,000	1,000		1,000
45111	Office Supplies - General	2,306	883	1,500	1,500		1,500
45141	Small Tools & Implements	1,241	1,252	8,000	8,000		5,000
45211	Fuel	30,624	30,441	39,000	39,000		39,000
45221	Chemicals	1,000	-	-	-		-
45231	Clothing & Wearing Apparel	12,146	10,084	15,000	15,000		12,500
45233	Clothing - Auxiliary	878	-	-	-		-
45235	Bunker Gear	8,102	8,748	8,000	8,000		8,000
45237	Clothing - Residential Insp	1,322	138	1,000	1,000		1,000
45243	Computer/Operating Supply	1,148	2,201	6,000	6,000		7,670
45247	First Aid Supplies	24,598	20,345	26,500	26,500		25,000
45254	Training Supplies - General	1,524	1,710	3,500	3,500		3,500
45289	Automotive Parts	33,640	44,968	40,000	40,000		37,000
45295	Community Education	892	-	2,000	2,000		1,500
45299	Operating Supplies - Miscellaneous	8,672	3,203	10,000	10,000		8,000
45398	EMT/Medic License Report	1,366	-	-	-		-
45411	Dues & Memberships	100	-	100	100		100
45461	Books & Publications	171	415	500	500		500

## FIREFIGHTING

001073 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
	<b>TOTAL OPERATING</b>	\$ 199,604	\$ 193,994	\$ 218,300	\$ 218,300	\$ 207,670
46415	Trucks & Trailers	-	3,063	-	850,000	886,000
46431	Special Purpose Equipment	3,301	16,404	101,310	101,310	231,530
	<b>TOTAL CAPITAL</b>	\$ 3,301	\$ 19,467	\$ 101,310	\$ 951,310	\$ 1,117,530

TOTAL EXPENDITURES \$ 2,135,921    \$ 2,259,198    \$ 2,311,300    \$ 3,191,300    \$ 3,134,910

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM FIREFIGHTING

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46415	<i>Trucks and Trailers</i>					
	Replacement of Ladder 1 Truck	886,000	-	-	-	-
	<b>TOTAL</b>	<b>886,000</b>	-	-	-	-
46431	<i>Special Purpose Equipment</i>					
	SCBA Equipment	179,530	-	-	-	-
	Defibrillator	32,000	32,000	32,000	-	-
	Auto Extrication Equipment	20,000	-	-	-	-
	<b>TOTAL</b>	<b>231,530</b>	<b>32,000</b>	<b>32,000</b>	-	-

**DIVISION TOTAL**    \$ 1,117,530    \$ 32,000    \$ 32,000    \$ -    \$ -

---

# COMPREHENSIVE PLANNING - ECONOMIC DEVELOPMENT

## IT IS THE MISSION OF ECONOMIC DEVELOPMENT TO

Pursue private sector capital investment to nurture ad valorem growth, job creation and business retention to enhance the quality of life for New Port Richey residents.

## DESCRIPTION

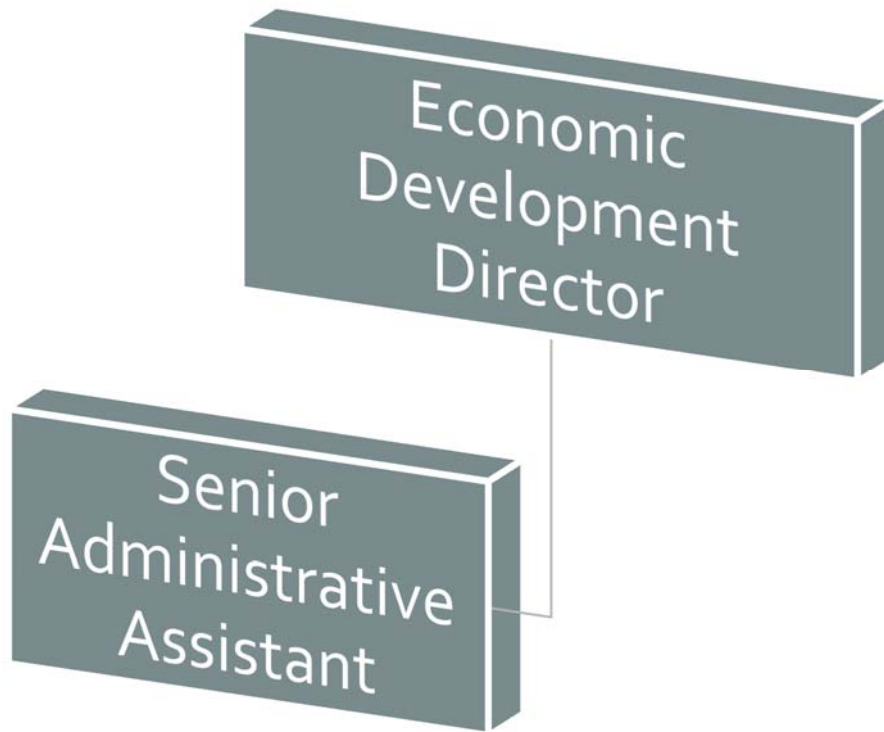
The redevelopment of our community is a central focus of the Economic Development Department. It is the responsibility of the Department to plan, coordinate, and facilitate the City's efforts to attract, retain and grow businesses and jobs.

## ACCOMPLISHMENTS OF FY19

- Completed Hacienda Restoration Special Category & Small-Matching Grant Projects
- Developed a Mid-Level Business Façade, Leasehold and Rent Rebate Grant Program
- CRA Plan Update completed and Sunset Provision Amendment

## FY20 INITIATIVES

- Land assembly for the Rivergate Redevelopment:
  - Secure a Developer for the Rivergate Land Assembly Site
  - Implement Ordinance that will support Improved Design Standards for the Rivergate Site
  - Pursue additional West Main Street Property acquisitions from Cotee River to US-19
  - Consider development projects on the West Side of US-19 North of Main Street to the Gulf of Mexico
- Hacienda Hotel:
  - Transfer of Hacienda Hotel to Lakeside Inn Mt. Dora
  - Opening of the Hacienda Hotel
- Residential Redevelopment:
  - Secure Developer for Residential "For Sale" Housing in City's Opportunity Zones
  - Secure land for Residential Development on former Community Hospital Site
  - Establish Design Standards for New Residential Construction on the Community Hospital Site
  - Residential Housing Development on the Pridgen Site
- Commercial Redevelopment:
  - Davis Plaza Land Assembly Efforts – Secure Developer
  - Construction of two new hotels along US-19
  - Pursue Land Development of River Side Hotel Cotee River Waterfront
  - Plan for possible future redevelopment of the former Bank America building
  - Pursue Downtown Retail Commercial Redevelopment



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Economic Development Director	1	1	1
Senior Administrative Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

## ECONOMIC DEVELOPMENT

001080		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	80,184	82,104	80,315	82,190	83,000
41210	Regular Exempt Salaries	-	-	23,716	-	-
41299	Regular Full-Time Wages	34,155	35,194	26,324	35,200	38,000
41511	Employee Incentives	100	100	-	-	-
41512	Gas/Car Allowance	3,250	3,000	2,250	3,000	3,000
42111	Social Security Matching	8,720	8,920	6,705	9,220	9,490
42211	Florida Retirement System	19,460	22,561	17,580	21,180	23,470
42311	Health Insurance	10,040	10,882	8,005	7,920	8,310
42312	Life Insurance	41	45	29	110	170
42313	Accidental Death & Disab Insurance	5	6	4	50	70
42426	Workers Comp - Clerical (8810)	348	266	186	270	290
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 156,303</b>	<b>\$ 163,078</b>	<b>\$ 165,114</b>	<b>\$ 159,140</b>	<b>\$ 165,800</b>
44011	Travel & Training	-	1,845	735	2,500	-
44134	Data Lines	194	-	-	250	250
44623	Maintenance & Repairs - Copiers	-	-	-	50	50
45111	Office Supplies - General	4,055	1,726	2,233	1,000	1,000
45411	Dues & Memberships	505	45	31	-	1,000
45461	Books & Publications	10	312	-	150	100
<b>TOTAL OPERATING</b>		<b>\$ 4,764</b>	<b>\$ 3,928</b>	<b>\$ 2,999</b>	<b>\$ 3,950</b>	<b>\$ 2,400</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 161,067</b>	<b>\$ 167,006</b>	<b>\$ 168,113</b>	<b>\$ 163,090</b>	<b>\$ 168,200</b>

---

# DEVELOPMENT

## IT IS THE MISSION OF THE DEVELOPMENT DEPARTMENT TO

enhance the City's position as the business, financial, recreation and cultural heart of West Pasco County, by ensuring the safe conditions of existing buildings, making sure new developments are aesthetically pleasing, functionally relevant, and enhancing the residential and commercial core of the city.

## DESCRIPTION

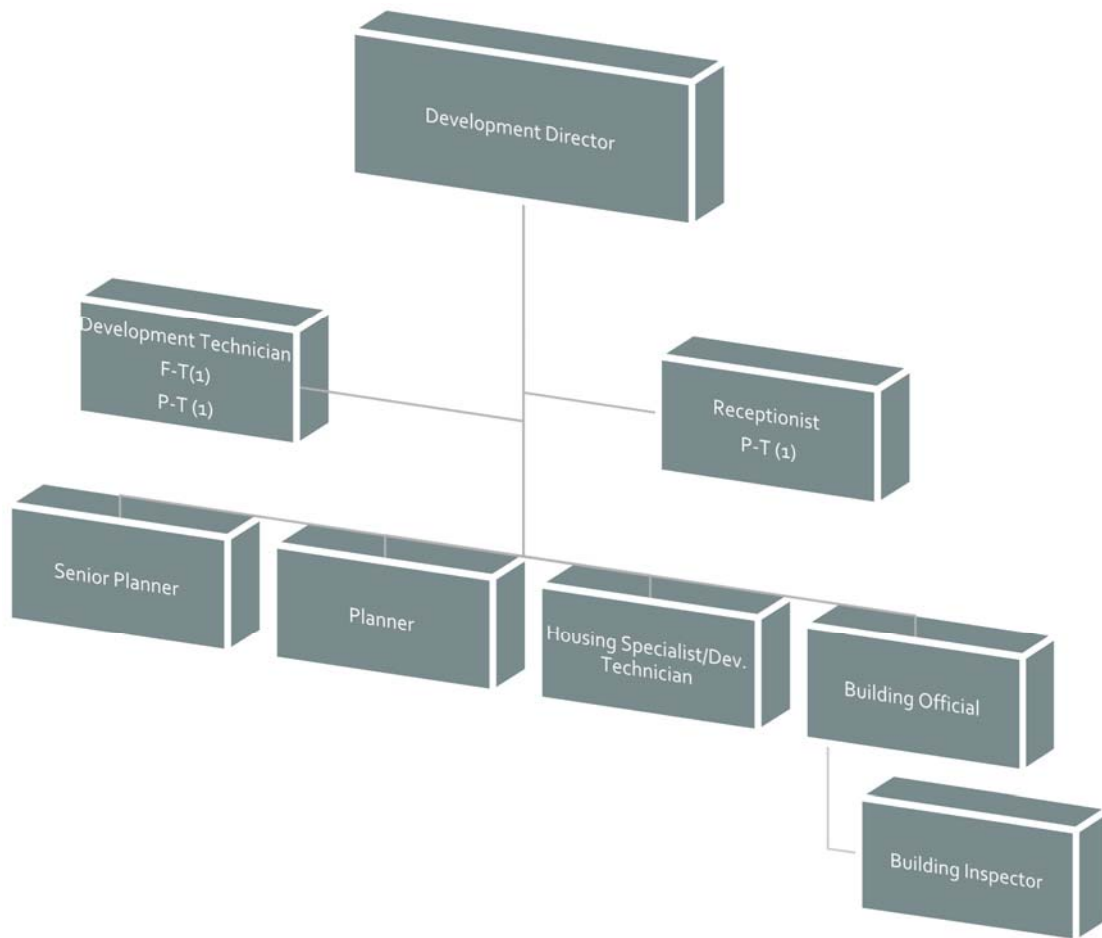
The Development Department coordinates the approval processes for building, planning and zoning, and redevelopment activities in the City. The Department ensures that existing properties and newly constructed buildings meet all applicable codes and regulations. It also provides long-range comprehensive planning services and short-range zoning determinations.

## ACCOMPLISHMENTS OF FY19

- Issued over 1,050 (count through April, final count TBD) building permits valued at over \$23 million (count through April, final count TBD)
- Conducted over 2,300 (count through April, final count TBD) inspections for conformance with the Building Code
- Processed 18 (count through April, final count TBD) development applications through the Development Review Committee and 8 (count through April, final count TBD) applications through the Land Development Review Board
- Greeted over 2,600 (count through April, final count TBD) walk-in customers
- Processed 22 Home Improvement Reimbursement Grants, totaling over \$141,000 in funds (count through April, final count TBD)
- Prepare auto dealer ordinance, Reconstituted Historic Preservation Committee, and had two major Planned Development Districts approved, Oyster Bayou and Sanctuary Manor

## FY20 INITIATIVES

- Amend the Land Development Code:
  - Phase 2 of the Sign Code
  - Revise the Land Development Code to make it streamlined and easier to understand
  - New Fence Code
  - Streamline Public Hearing Process
- Continue public outreach:
  - Develop Historic Board and work to obtain grants in 2020
- Annexations:
  - Develop an annexation marketing plan to annex surrounding parcels
  - Develop housing programs with city funds to improve and enhance the City's neighborhoods



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Development Director	1	1	1
Senior Administrative Assistant	0	0	0
Receptionist	0	.5	.5
Development Technician	2	2	1.73
Senior Planner	1	1	1
Planner	1	1	1
Residential Code Inspector	0	0	0
Housing Specialist/Dev. Technician	.73	1	1
Building Official	1	1	1
Building Inspector	1	1	1
<b>Total</b>	<b>7.73</b>	<b>8.50</b>	<b>8.23</b>

## DEVELOPMENT

001081		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	85,394	75,105	82,000	82,000	82,000
41112	Division Head Salaries	75,503	76,524	-	-	79,000
41210	Regular Exempt Salaries	-	-	66,000	76,520	-
41299	Regular Full-Time Wages	287,109	181,736	235,000	248,730	220,400
41311	Part-Time Wages	4,816	-	13,400	13,400	38,850
41411	Overtime Wages	583	6,181	2,140	2,140	3,550
41511	Employee Incentives	500	300	-	-	-
41512	Gas/Car Allowance	-	750	3,000	3,000	3,000
42111	Social Security Matching	33,280	24,867	34,170	34,170	32,650
42211	Florida Retirement System	48,678	43,936	46,670	46,670	47,380
42311	Health Insurance	62,474	47,332	63,300	63,300	58,160
42312	Life Insurance	182	129	430	430	460
42313	Accidental Death & Disab Insurance	22	16	180	180	180
42426	Workers Comp - Clerical (8810)	85	50	50	50	30
42432	Workers Comp - Municipal Class (9410)	6,272	6,019	6,150	6,150	10,180
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 604,898</b>	<b>\$ 462,945</b>	<b>\$ 552,490</b>	<b>\$ 576,740</b>	<b>\$ 575,840</b>
43121	City Engineer Services	36,094	21,372	40,000	40,000	36,000
43181	Professional Servcies - Planning	12,719	34,316	35,000	35,000	40,000
43199	Professional Services - Misc	10,435	2,567	5,000	5,000	5,000
43499	Contractual Services - Misc	15,729	29,965	65,000	65,000	60,000
44011	Travel & Training	8,111	2,515	9,660	9,660	7,000
44121	Telephone - Local	3,489	3,357	2,500	2,500	3,250
44211	Postage	1,981	891	1,900	1,900	1,500
44429	Rent - Software	-	55	-	-	-
44481	Lease - Copier	4,605	2,843	5,600	5,600	5,600
44571	Notary Bond	138	142	100	100	150
44611	Maintenance & Repairs - Bldg & Grounds	1,088	-	250	250	250
44623	Maintenance & Repairs - Copier	-	-	200	200	200
44631	Maintenance & Repairs - Central Garage	1,230	840	780	780	1,000
44799	Printing & Binding - Misc	-	3	500	500	500
44953	Housing Incentives	39,672	15,929	25,000	25,000	10,000
44954	Housing Incentives - CDBG	96,178	101,042	125,000	125,000	-
45111	Office Supplies - General	1,979	1,749	2,200	2,200	1,900
45211	Fuel	4,186	3,907	3,500	3,500	3,500
45231	Clothing & Apparel	323	609	600	600	600
45243	Computer/Operating Supply	1,319	3,845	3,800	3,800	9,000
45289	Automotive Parts	1,610	2,625	2,500	2,500	3,000
45299	Operating Supplies - Miscellaneous	2,548	595	3,000	3,000	2,000
45411	Dues & Memberships	1,635	498	2,000	2,000	2,000
45431	Subscriptions/Newspapers	265	-	-	-	-
45461	Books & Publications	1,330	-	-	800	500
<b>TOTAL OPERATING</b>		<b>\$ 246,664</b>	<b>\$ 229,665</b>	<b>\$ 334,090</b>	<b>\$ 334,890</b>	<b>\$ 192,950</b>
46299	Building Improvements	105,558	-	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 105,558</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**TOTAL EXPENDITURES \$ 957,120 \$ 692,610 \$ 886,580 \$ 911,630 \$ 768,790**

---

# PARKS & RECREATION - RECREATION

## IT IS THE MISSION OF RECREATION TO

create memorable recreational parks and aquatic experiences to enhance the quality of life. Connecting people and parks for life.

## DESCRIPTION

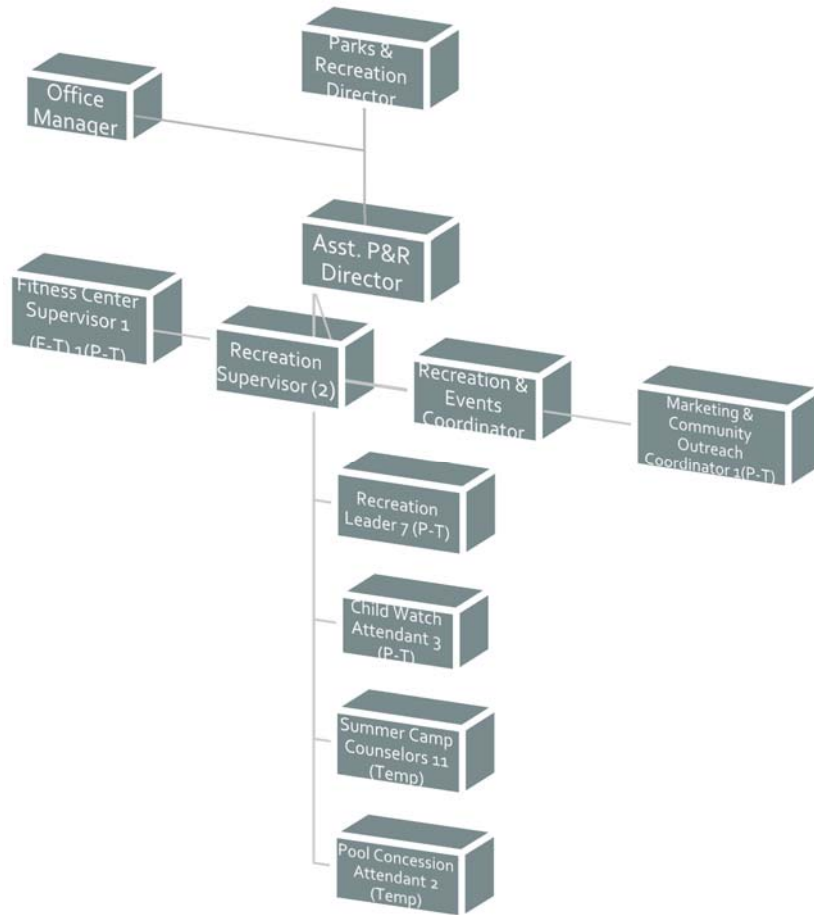
The New Port Richey Recreation & Aquatic Center is a state-of-the-art facility, which offers a variety of affordable recreational activities and athletic training opportunities for everyone. With programs for children, seniors, and adults, the facility has become an integral part of the fabric of the community.

## ACCOMPLISHMENTS OF FY19

- \$10,000 in grants from the Florida Humanities Council to host the Speaker Series and the Smithsonian Traveling Museum Exhibition
- Received AARP Age-Friendly Community Designation
- Added new recreational programming at the Recreation & Aquatic Center:
  - Toddler Time
  - Learn and Play
  - Low Impact Dumbbell
  - Zumba
  - Self Defense
- A 22% increase in memberships was realized in October 2018 compared to the prior October

## FY20 INITIATIVES

- Increase memberships to the Recreation and Aquatic Center:
  - Expand the Fitness Programming
  - Market the Child Watch service
  - Promote group reservations
- Provide recreational opportunities in City Parks:
  - Continue to Concert Series and the Monthly Family Movies
  - Offer nature programming in the Grey Preserve
  - Expand Fitness in the Park Programming
- Improve the marketing of the Recreation & Aquatic Center:
  - Develop a user friendly and functional web page
  - Add wayfinding signage to direct patrons to the Recreation & Aquatic Center



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Parks & Recreation Director	1	1	1
Assistant Parks & Recreation Director	1	1	1
Recreation Manager	1	0	0
Office Administrator	1	1	1
Recreation & Events Coordinator	0	1	1
Marketing & Community Outreach Coordinator	.5	.5	.75
Recreation Supervisor	2	2	2
Summer Camp Supervisor	.17	.17	.17
Child Watch Attendant	1.46	2.19	2.19
Fitness Center Supervisor	1.73	1.73	1.73
Recreation Leader	5.11	5.11	5.11
Summer Counselor	1.60	1.60	1.60
Pool Concession Attendant	0	.62	.62
<b>Total</b>	<b>16.57</b>	<b>17.92</b>	<b>18.17</b>

## RECREATION

001092						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19		FY19-20
41111	Dept Head Salaries	82,321	84,776	83,500	83,500		85,990
41112	Division Head Salaries	94,898	66,757	54,520	54,520		55,890
41210	Regular Exempt Salaries	25,025	24,349	-	-		-
41299	Regular Full-Time Wages	91,027	117,650	160,620	160,620		162,070
41311	Part-Time Wages	128,531	165,873	228,830	228,830		242,310
41321	Temporary Wages	36,453	49,451	55,000	55,000		52,580
41411	Overtime Wages	1,417	2,315	2,320	2,320		2,340
41511	Employee Incentives	750	605	-	-		-
41522	Education Incentive Pay	1,040	260	-	-		-
42111	Social Security Matching	34,727	38,842	45,030	45,030		45,910
42211	Florida Retirement System	35,833	43,073	45,250	45,250		50,190
42311	Health Insurance	41,240	46,136	59,340	59,340		66,460
42312	Life Insurance	135	140	410	410		460
42313	Accidental Death & Disab Insurance	16	17	170	170		180
42426	Workers Comp - Clerical (8810)	81	79	80	80		80
42428	Workers Comp - Parks (9102)	9,959	14,217	15,740	15,740		18,400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 583,453</b>	<b>\$ 654,540</b>	<b>\$ 750,810</b>	<b>\$ 750,810</b>		<b>\$ 782,860</b>
43443	Contractual Services - Instructors	32,045	32,586	30,000	30,000		35,000
43474	Security Services	434	645	400	400		1,800
43499	Contractual Services - Misc	78,658	1,039	-	-		-
44011	Travel & Training	2,715	3,571	3,000	3,000		2,500
44121	Telephone - Local	4,777	7,198	7,000	7,000		7,000
44134	Data Lines	5,817	4,446	5,000	5,000		5,000
44143	Cable	-	-	1,800	1,800		6,800
44211	Postage	188	263	300	300		300
44221	Freight Express Charges	45	-	100	100		100
44311	Electric - City Facilities	119,421	125,807	125,000	125,000		125,000
44341	Gas - Natural/Propane	1,443	1,890	1,500	1,500		1,500
44351	Water & Sewer - City	4,924	7,293	6,240	6,240		6,240
44373	Street Light Fee	776	749	760	760		760
44381	Stormwater Assessment	4,365	3,341	4,400	4,400		4,400
44419	Rent - Equipment/Software	4,259	2,613	2,800	2,800		7,000
44463	Lease - Automobile	-	1,947	7,500	7,500		7,500
44611	Maintenance & Repairs - Bldg & Grounds	638	621	2,000	2,000		2,000
44621	Maintenance & Repairs - Equipment	574	654	4,030	4,030		4,000
44623	Maintenance & Repairs - Copiers	1,420	1,562	3,800	3,800		3,800
44631	Maintenance & Repairs - Central Garage	330	330	720	720		720
44961	Special Events - City Hosted	9,365	22,404	13,000	13,000		8,000
44962	Recreation - Donation	-	-	1,000	1,000		-
44963	Recreation Trips	4,554	6,121	5,000	5,000		5,000
44965	City Sponsored Programs	29,731	32,880	35,000	35,000		38,000
44999	Other Current Charges - Misc	5,888	4,029	6,000	6,000		5,000
45111	Office Supplies - General	23,512	1,906	1,200	1,200		1,200
45141	Small Tools & Implements	1,618	168	6,999	6,999		1,000
45211	Fuel	3,113	2,760	2,000	2,000		2,000
45231	Clothing & Apparel	1,339	1,863	2,300	2,300		2,500
45234	Swim/Recreation Accessories	964	1,370	2,000	2,000		1,000
45236	Concession Stand Supplies	4,189	7,223	5,000	5,000		-

## RECREATION

001092						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	AMOUNT	
						FY19-20	
45241	Licensing & ID Materials	4,007	7,043	6,500	6,500	6,500	
45243	Computer/Operating Supply	6,268	8,941	7,500	7,500	8,900	
45245	Recreation Supplies	8,917	10,797	12,028	12,028	12,000	
45246	Advertising/Marketing Supplies	23,476	29,744	30,000	30,000	28,000	
45247	First Aid Supplies	106	82	400	400	400	
45248	Prizes & Awards	319	1,396	2,000	2,000	2,000	
45251	Janitorial Supplies	270	676	1,000	1,000	1,000	
45289	Automotive Parts	963	56	1,000	1,000	1,000	
45299	Operating Supplies - Misc	7,273	8,665	8,000	8,000	7,000	
45411	Dues & Memberships	544	853	850	850	850	
<b>TOTAL OPERATING</b>		<b>\$ 399,245</b>	<b>\$ 345,532</b>	<b>\$ 355,127</b>	<b>\$ 355,127</b>	<b>\$ 352,770</b>	
46299	Building Improvements	-	6,875	45,000	45,000	68,500	
46399	Improvements Other Than Bldg - Misc	28,693	98,917	415,878	417,661	-	
46418	Software	-	2,910	-	-	-	
46431	Special Purpose Equipment	-	33,486	-	-	25,000	
<b>TOTAL CAPITAL</b>		<b>\$ 28,693</b>	<b>\$ 142,188</b>	<b>\$ 460,878</b>	<b>\$ 462,661</b>	<b>\$ 93,500</b>	

**TOTAL EXPENDITURES    \$ 1,011,391    \$ 1,142,260    \$ 1,566,815    \$ 1,568,598    \$ 1,229,130**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM RECREATION

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46299	<i>Building Improvements</i>					
	Interior Basketball Court - Sand-down & Stripe	22,000	-	-	-	-
	Bird Netting at RAC	-	13,000	-	-	-
	Sound System - Palm Room	6,500	-	-	-	-
	Gym Sports Lighting Replacement	40,000	-	-	-	-
	Painting of Interior Gym Walls	-	15,000	-	-	-
	<b>TOTAL</b>	<b>68,500</b>	<b>28,000</b>	-	-	-
46415	<i>Trucks and Trailers</i>					
	Panel Van	-	30,000	-	-	-
	<b>TOTAL</b>	-	<b>30,000</b>	-	-	-
46431	<i>Special Purpose Equipment</i>					
	Park Trash Cans, Tables & Benches - Grey Preserve & Grand Blvd. Park	25,000	-	-	-	-
	Gym Scoreboards (2)	-	40,000	-	-	-
	<b>TOTAL</b>	<b>25,000</b>	<b>40,000</b>	-	-	-

**DIVISION TOTAL    \$    93,500    \$    98,000    \$    -    \$    -    \$    -**

---

# PARKS & RECREATION - AQUATICS

## IT IS THE MISSION OF AQUATICS TO

create memorable recreational parks and aquatic experiences for all.

## DESCRIPTION

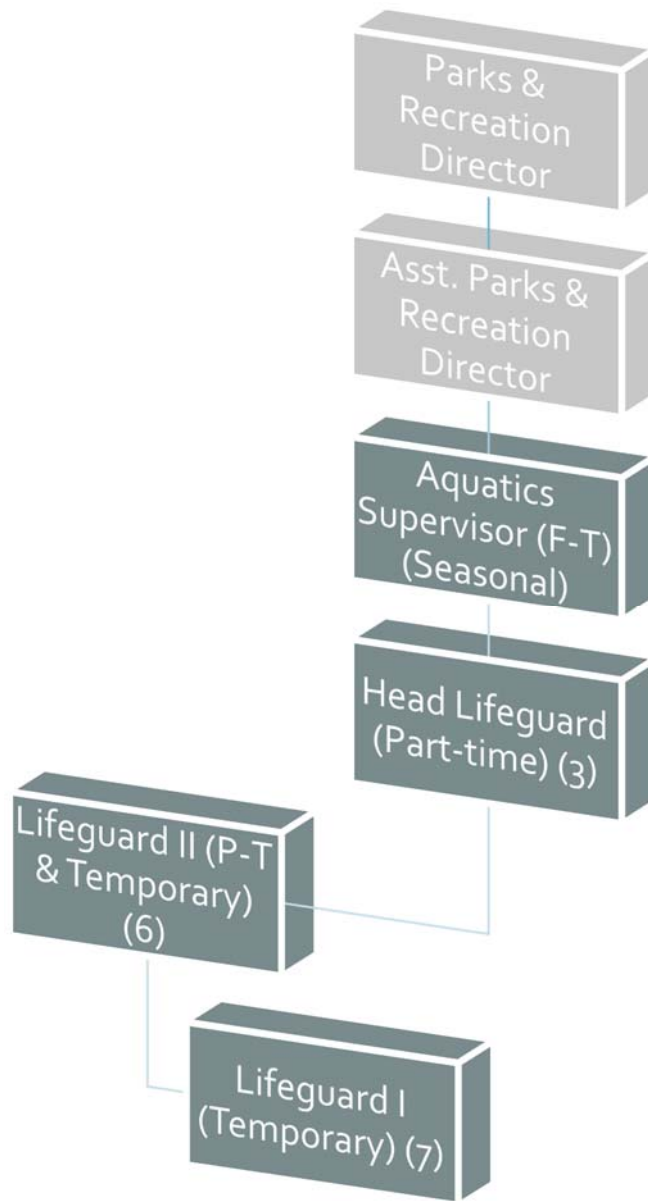
The New Port Richey Recreation & Aquatic Center is a state-of-the-art facility, which offers a variety of affordable recreational activities and athletic training opportunities for everyone. With programs for children, seniors, and adults, the facility has become an integral part of the fabric of the community.

## ACCOMPLISHMENTS OF FY19

- Successfully executed our Aquatic Center pool deck renovation project which included the addition of new sun shades, new netting for our island areas, new speakers for our fourth pool deck zone, new portable ADA aquatic lift, new drink filling stations, and repaired both the Kiddie and Plunge Pool slides to improve the functionality, safety, and aesthetics of our Aquatic facility
- Successfully executed our Recreation and Aquatic Center's locker room improvement project which included the painting of each of the three areas, the installation of our three swim suit dryers, and soon to be completed installation of epoxy flooring
- Successfully executed the Jasmin Park improvement project which included the addition of new stained sidewalk, walkway, sod, picnic table, park benches, and trash cans
- Successfully secured Rose's Bistro Off Main to provide healthy food options in our facility's concession stand for our patrons and guests to improve on our quality customer service and overall guest experience. Also successfully secured the Tampa Bay Aquatic Club swim team to provide a quality, competitive age group swim team and Master's swimming program for our swimmers

## FY20 INITIATIVES

- Continue to expand and improve our Recreation and Aquatic Center program offerings which include group swim lessons, private swim lessons, CPR certification courses, Whales Tales Water Safety Lessons, potential programming, and partnerships with local schools/athletic teams, and special events
- Continue to improve our Recreation and Aquatic Center facility through upcoming projects such as facility lighting improvements, gymnasium flooring improvements, pump room and pool deck upgrades, etc.
- Successfully execute the Frances Avenue Park shelter improvement project, and also continue making progress on both Phases I and II of the James E. Gray Preserve improvement project
- Become a Certified Parks and Recreational Professional



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Aquatics Supervisor	.5	.5	.5
Aquatics Manager	0	0	0
Head Lifeguard	2.19	2.19	2.19
Lifeguard II	2.86	2.86	2.86
Lifeguard I	2.45	2.45	2.45
<b>Total</b>	<b>8</b>	<b>8</b>	<b>8</b>

# AQUATICS

001094		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	8,511	24,321	23,770	23,770	24,360
41311	Part-Time Wages	53,875	87,279	57,830	57,830	69,070
41312	Temporary Wages	90,213	54,116	104,300	104,300	94,300
41411	Overtime Wages	147	49	-	-	-
41511	Employee Incentives	150	350	-	-	-
42111	Social Security Matching	11,662	12,672	14,250	14,250	14,390
42211	Florida Retirement System	4,483	11,144	7,160	7,160	7,720
42311	Health Insurance	2,328	3,144	7,910	7,910	7,910
42312	Life Insurance	9	16	-	-	50
42313	Accidental Death & Disab Insurance	1	2	-	-	20
42428	Workers Comp - Parks (9102)	4,956	8,205	6,040	8,380	6,130
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 176,335</b>	<b>\$ 201,298</b>	<b>\$ 221,260</b>	<b>\$ 223,600</b>	<b>\$ 223,950</b>
43441	Water Safety Instruction	626	1,663	600	600	600
43499	Contractual Services - Misc	3,970	4,240	6,840	6,840	6,840
44121	Telephone - Local	269	497	600	600	600
44311	Electric - City Facilities	24,238	19,266	32,000	32,000	32,000
44341	Gas - Natural/Propane	7,828	13,325	15,750	15,750	15,750
44351	Water & Sewer - City	27,281	26,120	11,500	11,500	11,500
44373	Street Light Fee	-	-	50	50	50
44381	Stormwater Assessment	5,491	5,680	5,500	5,500	5,500
44611	Maintenance & Repairs - Bldg & Grounds	17,094	23,437	19,610	19,610	25,000
44621	Maintenance & Repairs - Equipment	199	823	200	200	200
44623	Maintenance & Repairs - Copiers	360	-	-	-	-
45111	Office Supplies - General	3,482	95	200	200	200
45141	Small Tools & Implements	96	165	100	100	100
45221	Chemicals	30,864	28,345	24,000	24,000	24,000
45222	Laboratory Supplies	104	103	100	100	100
45231	Clothing & Apparel	1,078	1,503	1,100	1,100	1,300
45234	Swim/Recreation Accessories	975	-	-	-	1,000
45241	Licensing & ID Materials	1,464	2,305	2,500	2,500	2,500
45243	Computer/Operating Supply	3,121	-	-	-	1,000
45245	Recreation Supplies	308	326	400	400	400
45247	First Aid Supplies	842	439	600	600	600
45248	Prizes & Awards	300	567	300	300	300
45251	Janitorial Supplies	447	255	600	600	600
45289	Automotive Parts	4	-	-	-	-
45299	Operating Supplies - Misc	4,012	5,381	5,000	5,000	5,000
45321	Signs & Sign Material	58	200	200	200	200
45411	Dues & Memberships	160	160	160	160	160
<b>TOTAL OPERATING</b>		<b>\$ 134,671</b>	<b>\$ 134,895</b>	<b>\$ 127,910</b>	<b>\$ 127,910</b>	<b>\$ 135,500</b>
46399	Improvements Other Than Bldg - Misc	19,575	-	20,019	63,000	50,000
46431	Special Purpose Equipment	28,254	-	5,390	5,390	14,500
<b>TOTAL CAPITAL</b>		<b>\$ 47,829</b>	<b>\$ -</b>	<b>\$ 25,409</b>	<b>\$ 68,390</b>	<b>\$ 64,500</b>

**TOTAL EXPENDITURES**    **\$ 358,835**    **\$ 336,193**    **\$ 374,579**    **\$ 419,900**    **\$ 423,950**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM AQUATICS

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46399	<i>Improvements Other than Buildings - Misc.</i>					
	Pool Deck Improvements - Lighting Upgrades	50,000	-	-	-	-
	Pool Deck Improvements - Geothermal Heating/Cooling System	-	115,000	-	-	-
	RAC Restrooms/Locker Room Upgrades	-	50,000	-	-	-
	Pool Resurfacing	-	-	250,000	-	-
	Outdoor Basketball Court Resurfacing	-	-	-	50,000	-
	<b>TOTAL</b>	<b>50,000</b>	<b>165,000</b>	<b>250,000</b>	<b>50,000</b>	-
64-31	<i>Special Purpose Equipment</i>					
	Automatic Water Level Control Package (4)	8,000	-	-	-	-
	Diving Boards (2)	6,500	-	-	-	-
	<b>TOTAL</b>	<b>14,500</b>	-	-	-	-

**DIVISION TOTAL**    \$ 64,500    \$ 165,000    \$ 250,000    \$ 50,000    \$ -

---

# PUBLIC WORKS - SUPERVISION

## IT IS THE MISSION OF PUBLIC WORKS – SUPERVISION TO

provide responsive, professional, and courteous services to the Public.

## DESCRIPTION

The Public Works Department provides 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 consultants, contractors and developers.

## ACCOMPLISHMENTS OF FY19

- Utility System Expansion/Operational Improvements:
  - Orangewood Lakes Services Acquisition
  - FGUA Acquisition Feasibility Analysis
  - Lakewood Villas
  - Barbara Ann Acres
  - Silver Oaks smart meter conversions
- Program Review and Implementation:
  - Streetlight guidelines and standards
  - NPDES permit annual report
  - Utility standards review and update
  - Veteran’s memorial brick program review and update
  - Memorial tree program review and update
  - Departmental web page review and update
- Department Sustainability:
  - Water and Sewer Sufficiency Analysis
  - Water and Sewer Cost Allocation Analysis
  - Water and Sewer revenue bond for capital program

## FY20 INITIATIVES

- Utility System Expansion/Operational Improvements:
  - Conduct system unaccounted water loss audit
  - Complete bulk water and wastewater rate analysis
  - Create and execute an addendum to the existing Pasco and NPR U.T. Service inter-local agreement
- Program Review and Implementation:
  - Alley management program implementation
  - Existing yard debris ordinance review and update
  - Inter-local agreement between Highway Maintenance Organization and Private Maintenance Contractor
- Department Sustainability:

- o Water and Sewer Sufficiency Analysis
- o Create and execute and addendum to the bulk water and wastewater agreements with Port Richey



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Public Works Director	1	1	1
Assistant Public Works Director	1	1	1
Administrative Office Manager	1	1	1
Data Support/GIS Mapping Technician	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

## PUBLIC WORKS SUPERVISION

001101		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	87,132	89,740	88,050	88,050	91,560
41112	Division Head Salaries	50,980	53,990	53,710	53,710	55,060
41299	Regular Full-Time Wages	73,820	75,112	75,110	75,110	77,000
41411	Overtime Wages	3,211	127	1,080	1,080	1,110
41511	Employee Incentives	200	200	-	-	-
41522	Education Incentive Pay	1,300	1,150	1,200	1,200	1,200
42111	Social Security Matching	15,927	16,239	16,780	16,780	17,300
42211	Florida Retirement System	27,452	31,564	29,900	29,900	33,430
42311	Health Insurance	30,469	33,699	31,650	31,650	33,230
42312	Life Insurance	82	89	220	220	230
42313	Accidental Death & Disab Insurance	10	11	90	90	90
42426	Workers Comp - Clerical (8810)	167	178	180	180	180
42432	Workers Comp - Municipal Class (9410)	6,451	1,931	10,660	10,660	3,610
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 297,201</b>	<b>\$ 304,030</b>	<b>\$ 308,630</b>	<b>\$ 308,630</b>	<b>\$ 314,000</b>
43499	Contractual Services - Misc	1,185	1,353	750	750	750
44011	Travel & Training	104	171	3,000	3,000	3,000
44121	Telephone - Local	5,901	6,307	6,500	6,500	6,500
44134	Data Lines	9,480	9,175	9,500	9,500	10,000
44141	Pager Services	38	39	40	40	40
44211	Postage	223	420	350	350	350
44311	Electric - City Facilities	31,350	30,113	33,000	33,000	33,000
44351	Water & Sewer - City	14,261	14,717	10,000	10,000	15,000
44373	Street Light Fee	572	379	600	600	630
44381	Stormwater Assessment	5,769	1,053	5,800	5,800	6,050
44571	Notary Bond	105	-	150	150	150
44621	Maintenance & Repairs - Equipment	5,733	4,616	3,000	3,000	4,400
44623	Maintenance & Repairs - Copiers	5,117	4,132	1,000	1,000	2,000
44631	Maintenance & Repairs - Central Garage	390	720	1,300	1,300	1,300
45111	Office Supplies - General	2,704	1,442	2,080	2,080	2,500
45141	Small Tools & Implements	-	-	300	300	300
45211	Fuel	1,031	2,031	3,000	3,000	2,800
45225	Software License Support	2,782	1,570	5,000	5,000	3,500
45231	Clothing & Apparel	391	499	400	400	400
45243	Computer/Operating Supply	2,549	5,232	2,000	2,000	2,500
45247	First Aid Supplies	175	376	200	200	200
45289	Automotive Parts	392	897	2,500	2,500	2,500
45299	Operating Supplies - Misc	3,824	887	3,000	3,000	2,500
45411	Dues & Memberships	2,629	2,129	1,800	1,800	1,800
45461	Books & Publications	345	186	300	300	300
<b>TOTAL OPERATING</b>		<b>\$ 97,050</b>	<b>\$ 88,444</b>	<b>\$ 95,570</b>	<b>\$ 95,570</b>	<b>\$ 102,470</b>
46299	Building Improvements	-	-	2,385	-	-
46413	Data Processing Equipment	28,548	-	2,414	4,420	-
46431	Special Purpose Equipment	-	-	-	25,000	-
<b>TOTAL CAPITAL</b>		<b>\$ 28,548</b>	<b>\$ -</b>	<b>\$ 4,799</b>	<b>\$ 29,420</b>	<b>\$ -</b>

**TOTAL EXPENDITURES \$ 422,799 \$ 392,474 \$ 408,999 \$ 433,620 \$ 416,470**

---

# 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 our City a safer place for residents and the general public. The Division also maintains all traffic signs, roadway markings, sidewalks, streetlights and performs the setup of all road closures and detours in association with special events and emergency situations.

## 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.

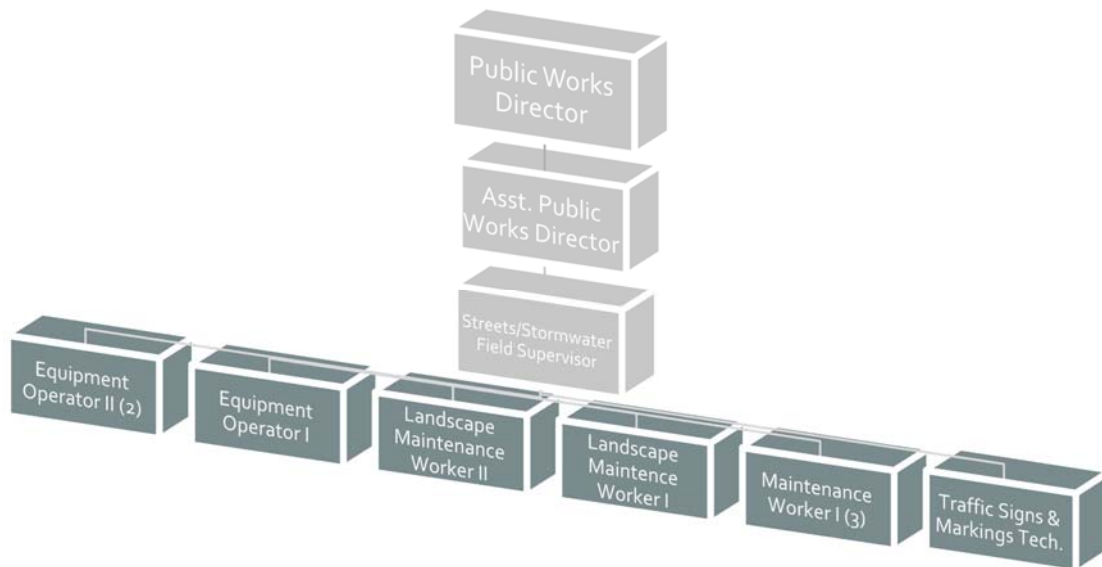
## ACCOMPLISHMENTS OF FY19

- Traffic Signs & Markings Upgrades:
  - Installed LED crosswalk system at Madison Street and School Road
  - Installed a speed feedback on Main Street, East of Van Buren Street
- Road Program:
  - Performed a seven day traffic study on North River Road, Congress Street, Indiana Avenue and on Madison Street
- Tree Program:
  - Tree City USA Certification 29<sup>th</sup> Year Renewal
  - Trimmed trees around Orange Lake and Sims Park
  - Trimmed palm trees in the Palm District as well as planted several new trees in our Downtown Landscape Project
  - Expanded and promoted the City's "Adopt A Tree" program
- Pressure washed sidewalks downtown and along Cotee River Park seawall
- Set up of over 100 detours and road closures due to several special events downtown, emergencies, and construction projects

## FY20 INITIATIVES

- Traffic Signs and Markings:
  - Install LED crosswalk system on Louisiana Avenue by Gulf Middle School
  - Decorative sign and sign post removal and replacements on Madison Street
  - Begin a regular pressure washing schedule on downtown sidewalks and apply sealant
- Road Program:
  - Continue maintenance of all City owned roads including pot hole repair, patch work etc.
  - Start the grading and leveling of alleys
  - Complete improvements to the Main Street bridge
  - Install solar powered speed feedback signs on Congress Street

- Tree Program:
  - Continue certification for Tree City USA to renew certification for the 30<sup>th</sup> year
  - Trim tree branches blocking streetlights as part of the LED Street light Dark Spot Project
  - Trim trees and bushes in alleyways for safer vehicle access
- Job Safety:
  - Send employees to the State stormwater inspector class
  - Continue training of staff that cover safety protocols, policies, and expectations
  - Review and improve safety tail gate meetings prior to daily field work



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Equipment Operator II	2	2	2
Equipment Operator I	1	1	1
Landscape Maintenance Worker II	1	1	1
Landscape Maintenance Worker I	0	0	1
Maintenance Worker I	3	3	3
Traffic Signs & Markings Technician	1	1	1
<b>Total</b>	<b>8</b>	<b>8</b>	<b>9</b>

## STREET & RIGHT OF WAY MAINTENANCE

001102		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	185,151	173,750	199,220	199,220	247,310
41411	Overtime Wages	16,739	9,117	15,410	15,410	18,960
41511	Employee Incentives	400	350	-	-	-
41527	Standby Time	6,102	4,041	5,180	5,180	5,620
42111	Social Security Matching	15,267	13,705	16,850	16,850	20,830
42211	Florida Retirement System	14,619	15,830	17,190	17,190	22,460
42311	Health Insurance	37,156	34,407	55,380	55,380	74,770
42312	Life Insurance	140	152	430	430	510
42313	Accidental Death & Disab Insurance	17	18	180	180	210
42431	Workers Comp - Street Maint/Trash (5509)	8,217	16,876	14,640	14,640	22,030
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 283,808</b>	<b>\$ 268,246</b>	<b>\$ 324,480</b>	<b>\$ 324,480</b>	<b>\$ 412,700</b>
43129	Engineering Services - Misc	808	-	4,500	4,500	4,500
43430	Parking Lot Maintenance	411	-	1,000	1,000	1,000
43428	Lab Test	-	-	250	250	250
43485	Trash Grinding Service	4,463	83,467	15,000	15,000	15,000
43499	Contractual Services - Misc	30,885	30,081	25,000	25,000	57,210
44011	Travel & Training	482	1,346	2,660	2,660	2,790
44121	Telephone - Local	-	-	1,000	1,000	1,000
44134	Data Lines	306	281	1,000	1,000	1,000
44211	Postage	13	64	50	50	50
44311	Electric - City Facilities	1,317	1,330	1,400	1,400	1,400
44312	Electric - Traffic Lights	3,648	3,836	5,000	5,000	5,000
44321	Eastbury Garden - Street Lights	2,456	2,424	2,500	2,500	2,500
44322	Hillandale - Street Lights	15,760	15,919	17,500	17,500	17,500
44323	Ridgewood - Street Lights	6,895	7,609	8,500	8,500	8,500
44324	Barbara Ann - Street Lights	577	810	900	900	900
44331	Trash Removal	15,112	63,599	13,000	13,000	15,000
44351	Water & Sewer - City	37,049	24,886	40,000	40,000	35,000
44381	Stormwater Assessment	2,271	2,346	2,400	2,400	2,400
44419	Rent - Equipment/Software	250	2,413	1,000	1,000	1,000
44611	Maintenance & Repairs - Bldg & Grounds	13,041	7,210	10,000	10,000	10,000
44621	Maintenance & Repairs - Equipment	-	41	100	100	-
44631	Maintenance & Repairs - Central Garage	16,940	24,615	10,000	10,000	10,000
44983	Permit Fees	-	-	70	70	-
45111	Office Supplies - General	794	77	200	200	200
45141	Small Tools & Implements	669	2,529	1,500	1,500	1,500
45211	Fuel	49,612	36,470	40,000	40,000	40,000
45231	Clothing & Apparel	2,315	1,908	2,400	2,400	2,700
45243	Computer/Operating Supply	-	19	500	500	500
45247	First Aid Supplies	106	43	100	100	100
45262	Trees	970	699	1,000	1,000	1,000
45289	Automotive Parts	58,750	37,295	38,000	38,000	38,000
45299	Operating Supplies - Misc	13,211	13,453	10,000	10,000	10,000
45321	Signs & Sign Material	11,101	17,084	25,000	25,000	25,000
45331	Pipe/Culvert Material	428	-	-	-	-
45341	Sod/Seed	1,242	106	1,600	1,600	1,600
45399	Road Materials - Misc	15,187	9,612	25,000	25,000	20,000
45411	Dues & Memberships	-	-	300	300	300

## STREET & RIGHT OF WAY MAINTENANCE

001102 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
45461	Books & Publications	80	89	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 307,149</b>	<b>\$ 391,661</b>	<b>\$ 308,630</b>	<b>\$ 308,630</b>	<b>\$ 333,100</b>
46399	Improvements Other Than Buildings	-	3,900	-	-	-
46431	Special Purpose Equipment	-	9,961	26,118	25,000	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ 13,861</b>	<b>\$ 26,118</b>	<b>\$ 25,000</b>	<b>\$ -</b>

**TOTAL EXPENDITURES**    \$ 590,957    \$ 673,768    \$ 659,228    \$ 658,110    \$ 745,800

---

# 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.

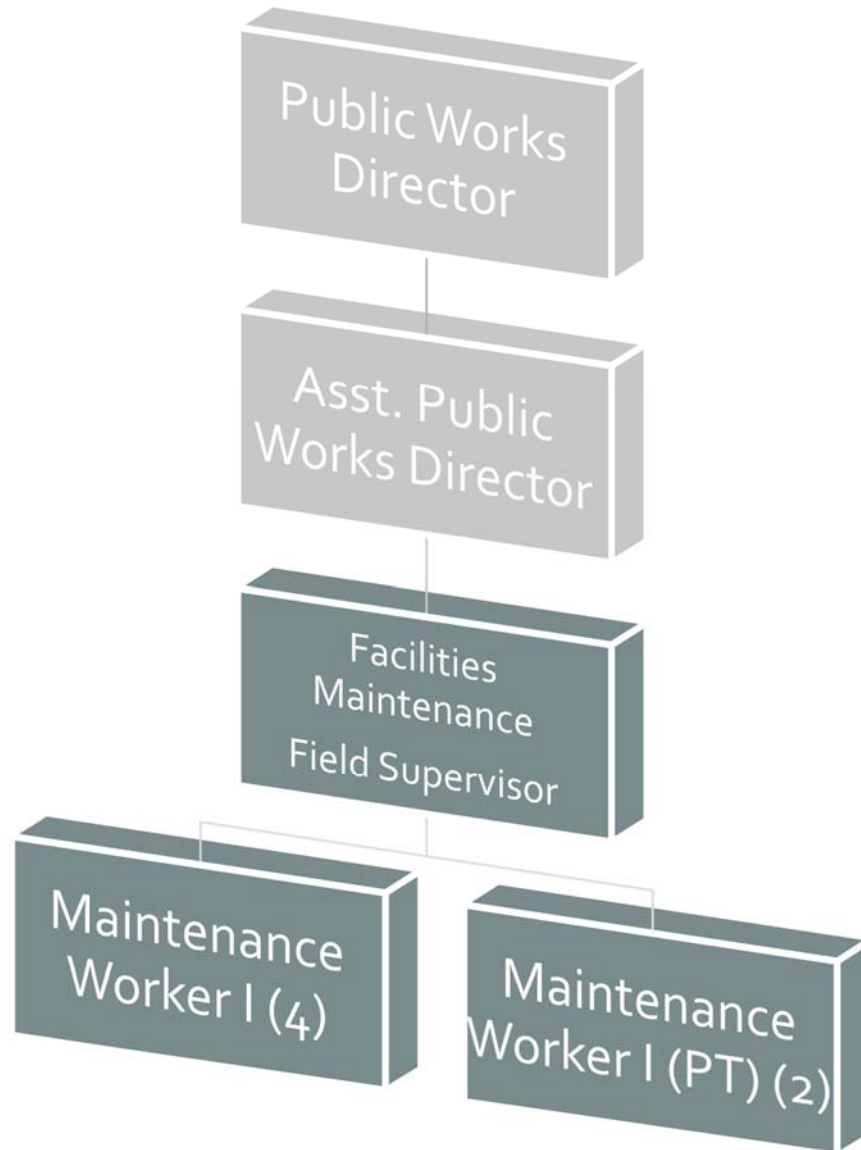
## ACCOMPLISHMENTS OF FY19

- Facilities Management Program:
  - Identified existing facility deficiencies in all our executive buildings
  - Prioritized the deficiencies in each building and corrected them in accordance with documentation and results
- Parking Lot LED Conversion Program:
  - Fire Station 1 & 2 installed new LED Lighting in engine bay areas
  - Installed LED Lighting all around the outside of Claude Pepper Senior Center
  - Conversion of some of the lights at the Recreation and Aquatics Center
- Accomplishments:
  - Gym floors at the Recreation Center have been finished
  - The drywall has been completed in the restrooms of the Claude Pepper Senior Center
  - Landscaping and lighting have all been completed at the Claude Pepper Senior Center
  - All new crosswalks and EV Charging stations throughout the City have been installed
  - New lighting under Main Street Bridge
- Personnel Efficiency Review:
  - Janitor/Maintenance activity review and function adjustments completed
  - Identified maintenance activities to be performed in-house

## FY20 INITIATIVES

- Recreation and Aquatic Center:
  - Lights for skate park
  - Finish LED Conversions of lighting in all surrounding parking lots
- Claude Pepper Senior Center:
  - Have floors waxed
  - Replace the two small AC units
- LED Lighting Upgrades:
  - Get bids for conversion of Streetlights on US Hwy 19
  - Convert Public Works Operations building to all LED
- City Hall:
  - Installation of new back-up power generator for Information Technology Department

- Recycle Program:
  - Implement a recycle program for all buildings
  - Regular trips to recycling center to dispose of all recyclables from all our buildings
  - Try to go as paperless as possible



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Streets/Stormwater/Facilities Section Leader	1	0	0
Facilities Maintenance Field Supervisor	0	1	1
Maintenance Worker III	0	1	0
Maintenance Worker I	5.16	5.46	5.46
<b>Total</b>	<b>6.16</b>	<b>7.46</b>	<b>6.46</b>

## FACILITIES MAINTENANCE

001106					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	91,998	93,110	121,060	121,060	140,400
41311	Part-Time Wages	40,692	35,551	33,200	33,200	36,190
41411	Overtime Wages	5,925	3,769	8,730	8,730	22,950
41511	Employee Incentives	300	300	-	-	-
42111	Social Security Matching	10,418	9,542	12,500	12,500	15,290
42211	Florida Retirement System	10,177	10,218	12,750	12,750	16,480
42311	Health Insurance	11,513	17,278	31,650	31,650	41,540
42312	Life Insurance	67	80	380	380	400
42313	Accidental Death & Disab Insurance	8	10	160	160	160
42427	Workers Comp - Building (NOC) (9015)	5,960	5,870	7,890	7,890	8,720
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 177,058</b>	<b>\$ 175,728</b>	<b>\$ 228,320</b>	<b>\$ 228,320</b>	<b>\$ 282,130</b>
43411	Custodial/Janitorial Services	1,044	1,081	1,500	1,500	1,500
43412	Pest Control Services	6,420	4,978	7,700	7,700	7,700
43451	Contractual Electrical	2,480	-	-	-	-
43453	Contractual Mechanical Services	1,555	6,317	-	-	-
43454	Contractual HVAC/Air	44,210	106,639	70,000	70,000	90,000
43455	Contractual Fire Monitoring	-	-	1,960	1,960	1,960
43474	Security Services	-	2,040	1,700	1,700	1,700
43499	Contractual Services - Misc	44,688	63,387	48,000	48,000	60,000
44011	Travel & Training	226	917	300	300	300
44121	Telephone - Local	2,067	2,100	600	600	600
44134	Data Lines	306	281	400	400	400
44311	Electric - City Facilities	38,355	44,220	38,000	38,000	38,000
44331	Trash Removal	18,411	20,114	18,000	18,000	20,000
44351	Water & Sewer - City	8,453	8,903	7,490	7,490	7,490
44373	Street Light Fee	942	1,007	1,010	1,010	1,020
44381	Stormwater Assessment	2,252	2,327	2,400	2,400	2,400
44419	Rent - Equipment/Software	-	-	1,000	1,000	1,000
44611	Maintenance & Repairs - Bldg & Grounds	37,361	34,700	40,000	40,000	40,000
44631	Maintenance & Repairs - Central Garage	2,535	1,800	1,000	1,000	1,000
44655	Maintenance & Repairs - Senior Center	1,095	71	4,000	4,000	4,000
44983	Permit Fees	75	-	50	50	50
45111	Office Supplies - General	176	104	200	200	200
45141	Small Tools & Implements	3,208	2,511	3,500	3,500	3,500
45211	Fuel	8,416	5,329	3,000	3,000	3,000
45231	Clothing & Apparel	1,494	1,932	2,100	2,100	2,100
45243	Computer/Operating Supply	-	-	1,000	1,000	1,000
45247	First Aid Supplies	-	317	300	300	300
45251	Janitorial Supplies	25,078	24,930	17,000	17,000	24,000
45289	Automotive Parts	5,419	1,575	1,000	1,000	1,000
45299	Operating Supplies - Misc	3,126	6,295	1,500	1,500	1,500
<b>TOTAL OPERATING</b>		<b>\$ 259,392</b>	<b>\$ 343,875</b>	<b>\$ 274,710</b>	<b>\$ 274,710</b>	<b>\$ 315,720</b>
46431	Special Purpose Equipment	-	-	22,150	34,500	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,150</b>	<b>\$ 34,500</b>	<b>\$ -</b>

**TOTAL EXPENDITURES \$ 436,450 \$ 519,603 \$ 525,180 \$ 537,530 \$ 597,850**

---

# 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

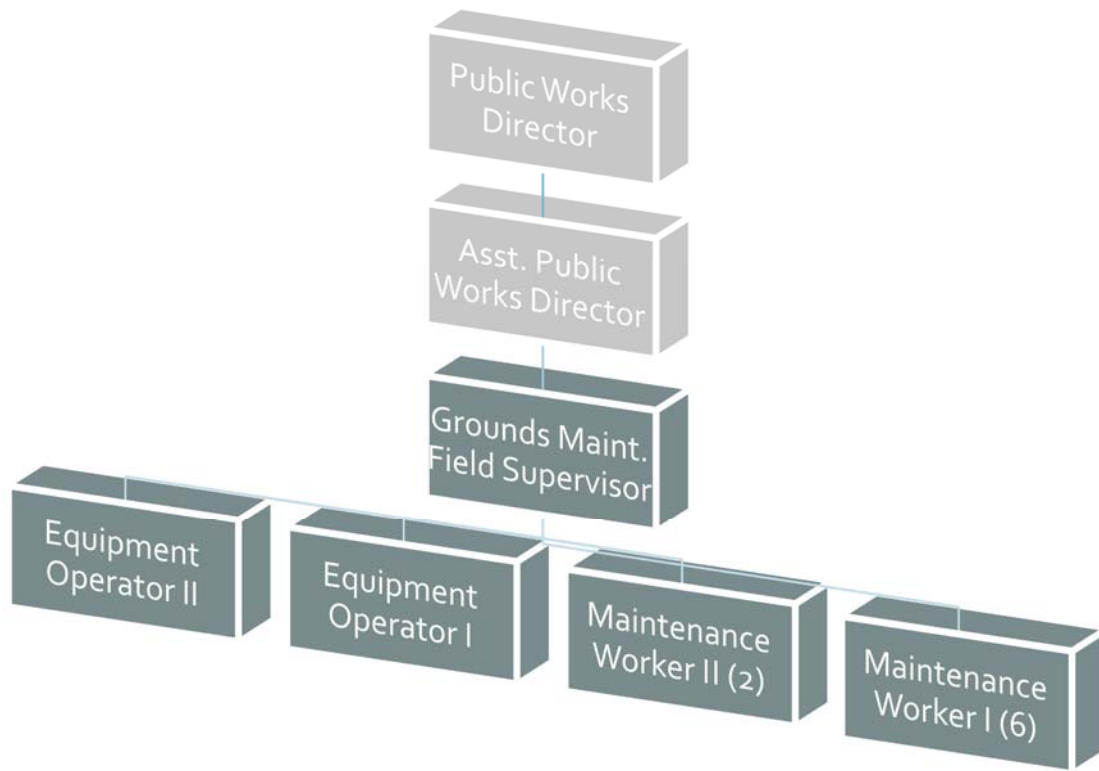
The Public Works – Grounds Maintenance Division performs routine and specialized grounds maintenance for all of the City's parks, preserves, and athletic fields.

## ACCOMPLISHMENTS OF FY19

- Completed upgrades to Jasmine Park
- Removed and replaced landscaping and sod at Sims Park
- Removed and replaced benches, tables and trash cans at Cotee River Park
- Replaced motor and pump at Orange Lake

## FY20 INITIATIVES

- Maintenance Programs:
  - Identify current facility deficits, prioritize, and determine corrective measures
  - Identify current conditions of trees, remove and replace where needed and/or perform maintenance
  - Identify pedestrian hazards and determine corrective measure
- Park Amenity Improvements:
  - Re-landscape Sims Park where needed
  - Replace playground equipment at Russ Park
  - Replace aging boardwalk wood slats at the Grey Preserve
- Personnel Training:
  - Fertilizer and Herbicide Application Certification
  - Stormwater Operator Site Inspector Certification
  - Train all staff on proper operating procedures for the splash pad
  - Train all staff on the proper way for load in and load out for events
- Special Events:
  - Continue to staff all load in and load out of events to make sure minimal damage is done to the parks
  - Coordinate Volunteer Groups to assist existing staff with maintenance activities
  - Continue to staff all events at all times
  - Continue to work with event organizers with set up of events to ensure proper placement of vendors with power needs



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Grounds Maintenance Field Supervisor	1	1	1
Equipment Operator II	1	1	1
Equipment Operator I	1	1	1
Maintenance Worker II	0	0	2
Maintenance Worker I	6.46	6.46	6
<b>Total</b>	<b>9.46</b>	<b>9.46</b>	<b>11</b>

## GROUNDS MAINTENANCE

001110					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41210	Regular Exempt Salaries	-	25,682	47,700	47,700	48,880
41299	Regular Full-Time Wages	209,084	184,769	178,800	178,800	268,010
41311	Part-Time Wages	20,818	18,647	33,210	33,210	-
41411	Overtime Wages	25,275	12,417	14,180	14,180	21,260
41511	Employee Incentives	400	450	-	-	-
41529	Meal Allowance	-	-	80	80	80
42111	Social Security Matching	19,031	18,073	21,000	21,000	25,920
42211	Florida Retirement System	21,127	21,317	24,670	24,670	30,750
42311	Health Insurance	37,079	39,743	55,390	55,390	91,390
42312	Life Insurance	143	136	540	540	630
42313	Accidental Death & Disab Insurance	17	17	220	220	250
42428	Workers Comp - Parks (9102)	6,949	7,595	9,350	9,350	11,040
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 339,923</b>	<b>\$ 328,846</b>	<b>\$ 385,140</b>	<b>\$ 385,140</b>	<b>\$ 498,210</b>
43430	Parking Lot Maintenance	-	-	2,000	2,000	2,000
43433	Lawn Maintenance	121,807	111,051	100,000	100,000	125,000
43499	Contractual Services - Misc	19,191	10,833	19,340	19,340	22,000
44011	Travel & Training	187	1,131	3,000	3,000	3,000
44121	Telephone - Local	1,282	1,158	1,200	1,200	1,200
44134	Data Lines	306	281	480	480	480
44311	Electric - City Facilities	16,577	16,798	14,000	14,000	18,000
44331	Trash Removal	1,753	2,376	8,000	8,000	8,000
44351	Water & Sewer - City	27,728	37,985	36,480	9,000	37,000
44373	Street Light Fee	109	136	140	140	140
44381	Stormwater Assessment	3,658	3,625	3,650	3,650	3,650
44419	Rent - Equipment/Software	-	753	1,000	1,000	1,000
44611	Maintenance & Repairs - Bldg & Grounds	43,399	33,040	41,500	41,500	50,000
44631	Maintenance & Repairs - Central Garage	3,840	13,080	6,480	6,480	6,480
44997	Other Charges - Memorial Items	-	-	4,000	4,000	4,000
44999	Other Current Charges - Misc	-	145	500	500	500
45111	Office Supplies - General	113	122	100	100	100
45141	Small Tools & Implements	1,766	1,760	4,000	4,000	4,000
45211	Fuel	30,830	19,155	20,000	20,000	22,000
45221	Chemicals	4,314	3,954	4,000	4,000	4,000
45231	Clothing & Apparel	2,485	3,535	2,700	2,700	3,000
45243	Computer/Operating Supply	-	-	300	300	300
45247	First Aid Supplies	-	-	100	100	100
45251	Janitorial Supplies	20,096	17,469	15,000	15,000	15,000
45289	Automotive Parts	18,540	12,305	7,000	7,000	7,000
45299	Operating Supplies - Misc	10,275	3,636	8,000	8,000	8,000
45321	Signs & Sign Material	1,809	1,130	3,000	3,000	3,000
45341	Sod/Seed	6,222	13,707	29,000	29,000	29,000
45411	Dues & Memberships	-	-	300	300	300
<b>TOTAL OPERATING</b>		<b>\$ 336,287</b>	<b>\$ 309,165</b>	<b>\$ 335,270</b>	<b>\$ 307,790</b>	<b>\$ 378,250</b>
46415	Trucks & Trailers	25,251	-	35,164	37,000	86,000
46431	Special Purpose Equipment	-	8,634	-	-	15,000
<b>TOTAL CAPITAL</b>		<b>\$ 25,251</b>	<b>\$ 8,634</b>	<b>\$ 35,164</b>	<b>\$ 37,000</b>	<b>\$ 101,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 701,461</b>	<b>\$ 646,645</b>	<b>\$ 755,574</b>	<b>\$ 729,930</b>	<b>\$ 977,460</b>

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM GROUNDS MAINTENANCE

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46415	<i>Trucks and Trailers</i>					
	2020 Ford F250 3/4 Ton w/ Lift Gate	43,000	-	-	-	-
	2020 Ford F250 3/4 Ton w/ Lift Gate	43,000	-	-	-	-
	<b>TOTAL</b>	<b>86,000</b>	-	-	-	-
46431	<i>Special Purpose Equipment</i>					
	Club Utility Cart	15,000	-	-	-	-
	<b>TOTAL</b>	<b>15,000</b>	-	-	-	-

DIVISION TOTAL    \$ 101,000    \$ -    \$ -    \$ -    \$ -

## NON-EXPENDITURE DISBURSEMENTS

001581 EXP CODE CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
581					
49161 Transfer to Street Improvement	-	300,000	300,000	300,000	325,000
49163 Transfer to CRA - Tax Increment	865,715	994,084	1,338,110	1,338,110	1,710,070
<b>TOTAL TRANSFERS</b>	<b>\$ 865,715</b>	<b>\$ 1,294,084</b>	<b>\$ 1,638,110</b>	<b>\$ 1,638,110</b>	<b>\$ 2,035,070</b>
584					
49421 Reserves - Contingency	121,519	147,450	165,264	150,000	150,000
49424 Reserves - Sick Leave	55,371	46,518	48,000	50,000	50,000
49495 Reserves - Public Art Fund	1,000	5,000	5,000	5,000	10,000
<b>TOTAL RESERVES</b>	<b>\$ 177,890</b>	<b>\$ 198,968</b>	<b>\$ 218,264</b>	<b>\$ 205,000</b>	<b>\$ 210,000</b>
<b>TOTAL NON- EXPENDITURES</b>	<b>\$ 1,043,605</b>	<b>\$ 1,493,052</b>	<b>\$ 1,856,374</b>	<b>\$ 1,843,110</b>	<b>\$ 2,245,070</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 20,040,597</b>	<b>\$ 21,408,693</b>	<b>\$ 20,754,535</b>	<b>\$ 22,637,318</b>	<b>\$ 23,047,430</b>

---

# PUBLIC WORKS - STREET LIGHTING FUND

## IT IS THE MISSION OF THE STREET LIGHTING FUND TO

administer the City's street lighting assessment program within the guidelines of Ordinance No. 1704, Street Lighting Assessment Act.

## DESCRIPTION

On August 21, 2003, the City Council approved the implementation of a street lighting assessment as a way to fund the costs of street lighting services for residential and commercial properties within the City of New Port Richey. This assessment is becoming more common in local municipalities as it is a more equitable way to pay for street lighting services.

# STREET LIGHTING FUND

121 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
334500	St Hwy Lighting & Maint Agreement	36,715	37,817	38,000	38,000	38,000
343910	Street Light Assessment	364,229	401,008	397,710	397,710	413,920
361100	Interest on Investments	132	3	350	250	250
361150	Interest-Street Lighting	4,088	1,521	1,000	1,000	1,000
<b>STREET LIGHTING FUND REVENUES</b>		<b>\$ 405,164</b>	<b>\$ 440,349</b>	<b>\$ 437,060</b>	<b>\$ 436,960</b>	<b>\$ 453,170</b>

## STREET LIGHTING

121104 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
43129	Engineering Services	14,550	-	-	1,000	500
43199	Professional Services	4,779	-	-	1,000	500
43498	Administrative Fees	7,195	7,998	8,000	-	8,000
44211	Postage	-	79	-	-	100
44371	Electric - City Facilities	32,827	31,219	77,790	77,790	78,000
44372	Street Light Rental & Maint	276,286	369,158	285,000	281,320	292,570
44374	US-19 Street Lighting O & M	48,673	43,379	53,850	53,850	54,000
44999	Miscellaneous Expenses	-	530	2,250	5,000	2,500
45252	Operating Supplies	297	6,296	7,000	7,000	7,000
<b>TOTAL OPERATING</b>		<b>\$ 384,607</b>	<b>\$ 458,659</b>	<b>\$ 433,890</b>	<b>\$ 426,960</b>	<b>\$ 443,170</b>
49421	Reserves - Contingency	-	-	-	10,000	10,000
<b>TOTAL RESERVES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

**TOTAL EXPENDITURES**    \$ 384,607    \$ 458,659    \$ 433,890    \$ 436,960    \$ 453,170

---

# PUBLIC WORKS - STORMWATER UTILITY

## IT IS THE MISSION OF STORMWATER UTILITY TO

have a proactive inspection program that identifies flood prone areas, remediates those 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. This mission includes unfunded mandates and requirements of the Florida Department of Environmental Protection's National Pollution Discharge Elimination System Permit.

## 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.

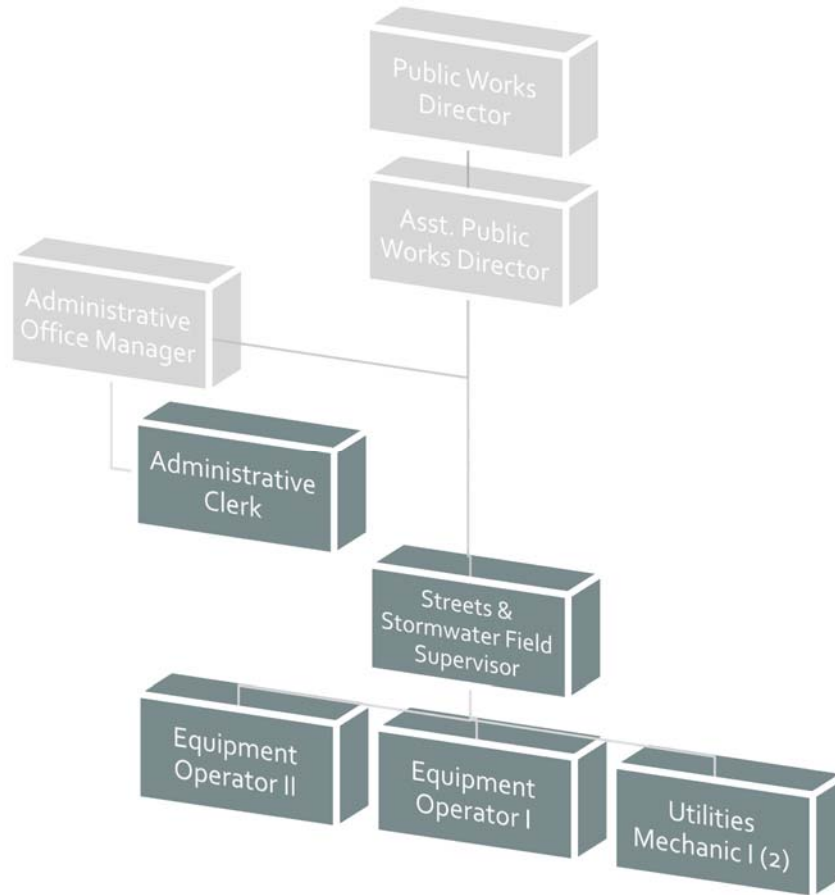
## ACCOMPLISHMENTS OF FY19

- Completed Russ Park drainage project
- NPDES Maintenance Activities:
  - Continued facility inspection and maintenance of CDS units, pipe, catch basins, and outfalls
  - Continued catch basin tag identification and "No Dumping" stencil installations
  - Continued street sweeping program on all curbed streets
  - Continued sediment removal and re-grading of stormwater ponds, existing ditches and swales
- Emergency Work:
  - Immediate remediation of damaged stormwater pipes that have been damaged from uprooted trees from storms
- Repaired and restructured sand bag area at the Fleet Warehouse
- Fenced the area, concrete pad for sand bag machine and made it safer for the public to access and our workers to feed sand to the pile

## FY20 INITIATIVES

- Storm Pipe Maintenance:
  - Continue to remove/replace and repair storm drain lids where identified
  - Remove sediments from Maplewood retention pond
  - Identify and repair stormwater pipe failures
- Stormwater Permit:
  - Continue stormwater inspections for our stormwater permit. Ex: ditches, swales, catch basins and pipes
  - Start regular route of stormwater drain cleaning and inspections
  - Make adjustments to City's stormwater infrastructure to be in compliance with stormwater permit
- Flood Control/Storm Situations:
  - Keeping all drain grates cleared and flowing during rain events

- Continue being proactive during weather events like closing flooded streets and/or pedestrian safety concerns
- Continue working safe and effectively during weather events
- Job Safety:
  - Send employees to stormwater classes and CDL classes



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Streets & Stormwater Field Supervisor	1	1	1
Administrative Clerk	.72	.72	1
Equipment Operator II	1	1	1
Equipment Operator I	1	1	1
Utilities Mechanic II	1	0	0
Utilities Mechanic I	1	2	2
<b>Total</b>	<b>5.72</b>	<b>5.72</b>	<b>6</b>

## STORMWATER UTILITY FUND

002 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
331620	NOAA Gulf of Mexico Alliance Grant	33,334	-	-	-	-
334290	FDOT Street Sweeper Grant	2,000	-	-	-	-
337310	SWFWMD Grant	20,000	-	-	20,000	-
343710	Stormwater Utility Fee	1,002,623	1,054,456	1,019,170	1,019,170	1,084,890
361100	Interest on Investments	-	10,761	5,600	-	5,000
361150	Interest-Stormwater Utility Fee	3,257	3,692	3,104	700	3,000
361250	Interest - FMIvT	3,221	5,950	7,500	1,500	7,500
361300	Net Increase(Decrease) FV of Invest.	5,255	-	-	-	-
364410	Disposition of Fixed Assets	-	12,800	-	-	-
369900	Other Misc. Revenue	3,172	-	-	-	-
389900	Prior Yr Fund Bal-Unassigned	-	-	307,207	589,120	495,000
<b>STORMWATER UTILITY FUND REVENUES</b>		<b>\$ 1,072,862</b>	<b>\$ 1,087,659</b>	<b>\$ 1,342,581</b>	<b>\$ 1,630,490</b>	<b>\$ 1,595,390</b>

## STORMWATER UTILITY

002103						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19		FY19-20
41299	Regular Full-Time Wages	126,652	98,277	134,910	134,910		180,190
41311	Part-Time Wages	-	12,594	18,730	18,730		-
41411	Overtime Wages	16,324	14,498	27,130	27,130		31,720
41511	Employee Incentives	250	250	-	-		-
41522	Education Incentive Pay	200	-	-	-		-
41527	Standby Time	3,997	7,286	5,080	5,080		5,820
41529	Meal Allowance	156	18	-	-		-
42111	Social Security Matching	10,807	9,860	14,240	14,240		16,680
42211	Florida Retirement System	33,593	11,221	14,530	14,530		13,980
42214	Defined Contribution Plan	-	-	-	-		4,850
42311	Health Insurance	23,486	22,048	39,560	39,560		45,980
42312	Life Insurance	94	73	320	320		340
42313	Accidental Death & Disab Insurance	11	9	130	130		140
42426	Workers Comp - Clerical (8810)	-	30	40	40		60
42433	Workers Comp - Irrigation Workers/Oper/Drivers (0251)	6,798	5,605	8,900	8,900		9,810
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 222,368</b>	<b>\$ 181,769</b>	<b>\$ 263,570</b>	<b>\$ 263,570</b>		<b>\$ 309,570</b>
43129	Engineering Services - Misc	24,970	850	35,000	35,000		30,000
43199	Professional Services - Misc	28,257	4,968	35,000	35,000		30,000
43433	Lawn Maintenance	4,940	9,643	50,000	50,000		45,000
43438	Lab Test	-	-	10,000	10,000		10,000
43499	Contractual Services - Misc	10,411	89,365	35,000	35,000		35,000
44011	Travel & Training	279	726	1,780	1,780		1,780
44121	Telephone - Local	1,531	1,302	1,300	1,300		1,300
44134	Data Lines	306	280	2,000	2,000		2,000
44141	Pager Services	70	70	100	100		100
44211	Postage	3	202	50	50		50
44311	Electric - City Facilities	8,674	14,875	12,000	12,000		12,000
44331	Trash Removal	9,083	48,250	11,000	11,000		11,000
44373	Street Light Fee	139	124	140	140		140
44381	Stormwater Assessment	1,046	413	1,100	1,100		1,100
44419	Rent - Equipment/Software	88	13,739	5,000	5,000		5,000
44511	Liability Insurance - Comp. General	3,520	10,373	8,220	9,000		9,000
44521	Building & Contents Insurance	3,045	3,170	3,095	3,100		3,100
44522	Pollution Insurance	4,366	3,763	4,405	4,400		4,400
44523	Automobile & Truck Insurance	829	908	759	750		750
44611	Maintenance & Repairs - Bldg & Grounds	11,826	2,383	15,000	15,000		15,000
44621	Maintenance & Repairs - Equipment	-	42	400	400		400
44631	Maintenance & Repairs - Central Garage	3,075	11,040	7,500	7,500		7,500
44983	Permit Fees	1,006	1,076	2,500	2,500		2,500
44999	Other Current Charges - Misc	1,035	1,251	2,000	2,000		2,000
45111	Office Supplies - General	460	655	1,500	1,500		1,000
45121	Maps & Charts	248	118	300	300		300
45141	Small Tools & Implements	2,422	1,107	7,000	7,000		7,000
45211	Fuel	27,679	16,661	25,000	25,000		25,000
45225	Software License Support	-	-	400	400		400
45231	Clothing & Apparel	1,383	783	1,600	1,600		1,600
45243	Computer/Operating Supply	-	879	2,900	2,900		2,900

## STORMWATER UTILITY

002103 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
45247	First Aid Supplies	12	42	200	200	200
45289	Automotive Parts	21,474	11,726	20,000	20,000	20,000
45299	Operating Supplies - Misc	7,607	7,121	12,000	12,000	12,000
45321	Signs & Sign Material	-	229	5,000	5,000	5,000
45331	Pipe/Culvert Material	8,242	2,915	10,000	10,000	10,000
45341	Sod/Seed	3,065	1,691	10,000	10,000	10,000
45399	Road Materials - Misc	3,518	3,910	10,000	10,000	10,000
45411	Dues & Memberships	30	30	200	200	200
45461	Books & Publications	-	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 194,639</b>	<b>\$ 266,680</b>	<b>\$ 349,649</b>	<b>\$ 350,420</b>	<b>\$ 334,920</b>
46399	Improvements Other Than Bldg - Misc	-	-	192,584	463,000	684,000
46415	Trucks & Trailers	-	-	-	-	43,000
46431	Special Purpose Equipment	-	-	53,778	55,000	63,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 246,362</b>	<b>\$ 518,000</b>	<b>\$ 790,000</b>
49151	Transfer to General Fund	329,030	130,000	130,000	130,000	130,000
49152	Transfer to Street Improvement Fund	56,030	-	-	-	-
49153	Transfer to Capital Improvement Fund	283,000	403,000	353,000	353,000	-
49154	Transfer to W&S Construction Fund	-	10,000	-	-	30,900
49421	Reserves	-	-	-	15,500	-
<b>TOTAL TRANSFERS</b>		<b>\$ 668,060</b>	<b>\$ 543,000</b>	<b>\$ 483,000</b>	<b>\$ 498,500</b>	<b>\$ 160,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,085,067</b>	<b>\$ 991,449</b>	<b>\$ 1,342,581</b>	<b>\$ 1,630,490</b>	<b>\$ 1,595,390</b>

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM STORMWATER UTILITY

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46399	<i>Improvements Other than Buildings - Misc.</i>					
	Misc. Flood Control/Water Quality Projects	200,000	200,000	200,000	200,000	200,000
	2018 Beach St. Stormwater Improvements (Engineering)	84,000	-	-	-	-
	2018 Beach St. Stormwater Improvements (Construction)	400,000	200,000	200,000	-	-
	2019 Carlton Rd., Dartmouth Rd., Berkley Ave. Drainage Improvements (Engineering)	-	15,000	30,000	-	-
	2019 Carlton Rd., Dartmouth Rd., Berkley Ave. Drainage Improvements (Construction)	-	-	250,000	200,000	150,000
	2020 Aspen St. Drainage Project (Engineering)	-	3,000	63,000	-	-
	2020 Aspen St. Drainage Project (Construction)	-	-	-	200,000	200,000
	<b>TOTAL</b>	<b>684,000</b>	<b>418,000</b>	<b>743,000</b>	<b>600,000</b>	<b>550,000</b>
46413	<i>Data Processing Equipment</i>					
	Computer	-	-	2,800	-	-
	Laptop	-	2,400	-	-	2,400
	<b>TOTAL</b>	<b>-</b>	<b>2,400</b>	<b>2,800</b>	<b>-</b>	<b>2,400</b>
46415	<i>Trucks and Trailers</i>					
	2020 Ford F250 3/4 Ton w/ Lift Gate	43,000	-	-	-	-
	Ford F550 Service Truck w/ Crane #114 (R&R)	-	-	-	5,000	5,000
	Service Truck 1 Ton Pick-up w/ Liftgate #110 (R&R)	-	-	-	5,000	5,000
	Ford F450 Flatbed #96 (R&R)	-	-	-	5,000	5,000
	Vacuum Line Cleaning Truck (R&R)	-	-	-	50,000	50,000
	GMC C6500 Water Tanker Truck #69	-	-	80,000	7,000	7,000
	<b>TOTAL</b>	<b>43,000</b>	<b>-</b>	<b>145,000</b>	<b>72,000</b>	<b>72,000</b>
46416	<i>Heavy Equipment</i>					
	New Holland Flail Mower #11 (R&R)	-	-	-	5,000	5,000
	TYMCO 600 Street Sweeper #102 (R&R)	-	-	-	17,500	17,500
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,500</b>	<b>22,500</b>
46431	<i>Special Purpose Equipment</i>					
	S30 Mid-Size Rider Sweeper	48,000	-	-	-	-
	Hydraulic Pump - Water Tanker Truck	15,000	-	-	-	-
	Portable Pumping System (R&R)	-	-	-	3,000	3,000
	<b>TOTAL</b>	<b>63,000</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>3,000</b>

**DIVISION TOTAL**    \$ 790,000    \$ 420,400    \$ 890,800    \$ 697,500    \$ 649,900

---

# GENERAL DEBT SERVICE

## DESCRIPTION

The General Debt Service Fund is used to accumulate financial resources for the payment of interest and principal on all general obligation debt of the City. Currently, the City has 1 general debt obligation that is reported in this fund – Redevelopment Revenue Note, Series 2016.

Currently, the largest revenue source for the General Debt Service Fund is the Community Redevelopment Fund, which transfers a portion of Tax Increment Funds (TIF) to cover debt service requirements.

## GENERAL DEBT SERVICE FUND

201 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
314100	Electric Utility Tax	1,311,041	-	-	-	-
314800	Propane Utility Tax	41,138	-	-	-	-
361100	Interest on Investments	688	-	-	-	-
381731	Transfer from CRA Fund	887,230	887,760	886,890	886,890	887,640
<b>GENERAL DEBT SERVICE REVENUES</b>		<b>\$ 2,240,097</b>	<b>\$ 887,760</b>	<b>\$ 886,890</b>	<b>\$ 886,890</b>	<b>\$ 887,640</b>

## GENERAL DEBT SERVICE

201201 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
201201						
47138	Principal - 2016 Note	609,000	625,000	640,000	640,000	657,000
47238	Interest - 2016 Note	278,385	262,763	247,417	246,890	230,640
47341	Debt Service Issuance Costs	6,490	-	-	-	-
	<b>TOTAL DEBT SERVICE</b>	<b>\$ 893,875</b>	<b>\$ 887,763</b>	<b>\$ 887,417</b>	<b>\$ 886,890</b>	<b>\$ 887,640</b>
201581						
49151	Transfer to General Fund	1,423,750	-	-	-	-
	<b>TOTAL TRANSFERS</b>	<b>1,423,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,317,625</b>	<b>\$ 887,763</b>	<b>\$ 887,417</b>	<b>\$ 886,890</b>	<b>\$ 887,640</b>

---

# CAPITAL IMPROVEMENT

## DESCRIPTION

The Capital Improvement Fund is used to account for all the governmental capital projects throughout the City. The fund's primary revenue source is the "Penny for Pasco" local discretionary sales surtax. These funds may be used for the following:

1. Finance, plan, and construct infrastructure
2. Acquire land for public recreation, conservation, or protection of natural resources
3. To finance the closure of county or municipal-owned solid waste landfills that have been closed or are required to be closed by order of the DEP.

Capital projects budgeted for in the Capital Improvement Fund are included in the City's Capital Improvement Program (CIP).

## CAPITAL IMPROVEMENT FUND

301 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
312610	1-Cent Infrastructure Surtax	2,262,698	2,413,236	2,760,470	2,760,470	2,744,450
331540	Community Development Block Grant	-	131,273	-	-	-
334100	Florida Department of Transportation	475,645	197,398	-	-	-
334360	SWFWMD	-	197,000	23,500	22,000	-
334740	FDEP Recreation Trails Grant	-	-	-	200,000	-
337760	Restore Act Funds (BP)	-	100,000	-	-	-
361100	Interest On Investments	553	21,517	-	1,000	2,500
361200	Interest - S.B.A.	13,019	27,409	12,918	2,500	5,000
361250	Interest - FMIvT	12,853	23,799	9,545	5,000	7,500
361300	Net Incr(Decr) FV of Investments	10,509	-	-	-	-
366900	Contributions & Donations	-	2,100	-	-	-
381330	Transfer from Stormwater Utility Fund	283,000	403,000	353,000	353,000	-
384500	USDA Loan Proceeds	-	-	-	1,800,000	3,800,000
389900	Prior Yr Fund Bal-Unassigned	-	-	619,156	1,623,030	614,390
<b>CAPITAL IMPROVEMENT FUND REVENUES</b>		<b>\$ 3,058,277</b>	<b>\$ 3,516,732</b>	<b>\$ 3,778,589</b>	<b>\$ 6,767,000</b>	<b>\$ 7,173,840</b>

## CAPITAL IMPROVEMENT

301301 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
301519						
46299	City Hall Improvements	-	165,877	350,000	175,000	210,000
46299-5001	Library Upgrades	-	-	4,963	5,000	2,000,000
46299-5002	2020 HVAC Control System & Server Upgrades	-	-	-	-	60,000
46299-5003	ITC Standby Generator Project	-	-	-	-	40,000
46299-5004	Fleet Fuel Pump Canopy	-	-	-	-	50,000
<b>TOTAL OTHER GENERAL GOVERNMENT</b>		<b>\$ -</b>	<b>\$ 165,877</b>	<b>\$ 354,963</b>	<b>\$ 180,000</b>	<b>\$ 2,360,000</b>
301522						
46299	Central Fire Station Relocation	-	512	-	1,800,000	1,800,000
46299-7001	Fire Station No. 1 Roof Replacement	-	-	37,650	37,650	-
<b>TOTAL FIRE CONTROL</b>		<b>\$ -</b>	<b>\$ 512</b>	<b>\$ 37,650</b>	<b>\$ 1,837,650</b>	<b>\$ 1,800,000</b>
301541						
46320	Grey Preserve Entrance Paving Project					
46322	Downtown Landscaping Improvements	290,269	87,990	-	-	-
46323	US Hwy 19 Beautification Project	588,583	160,112	-	-	-
46327	Downtown Parking Lot Improvements	23,450	33,325	30,000	30,000	-
46332	Main Street Bridge Improvements	11,097	20,146	205,000	205,000	-
46342	Way Finding Signage Upgrades	38,157	40,670	200,000	600,000	400,000
46354	2016-2017 Seawall Stabilization Project, Phase I-IV	9,840	22,025	410,000	410,000	-
46355	2019 Seawall Stabilization Project, Phase V	-	-	-	-	275,000
46360	Grand Blvd. Multi-Use Path Phase I (Delaware Ave. S. to Grand Blvd. Bridge)	-	-	130,000	130,000	-
46399-2001	Parking Lot Improvements/Expansions	-	-	5,000	100,000	660,000
46399-2002	Parking Lot Solar Canopies	-	-	-	-	-
46399-3001	2018 Central Ave. Median & ROW Improv.	-	-	-	75,000	75,000
46399-3002	Marine Parkway Pedestrian Bridge Project	-	-	10,659	190,350	100,000
<b>TOTAL ROAD AND STREET</b>		<b>\$ 961,396</b>	<b>\$ 364,268</b>	<b>\$ 990,659</b>	<b>\$ 1,740,350</b>	<b>\$ 1,510,000</b>
301572						
46299	Fitness Center Expansion Project	958,274	1,030,488	-	-	-
46320	James Grey Preserve Phase I- West Entrance	71,950	33,760	2,500	576,000	70,000
463231	Rec Center Tennis Court Improvements	7,080	7,197	6,376	10,000	220,000
46324	Peace Hall Window & Door Upgrades	8,983	12,557	-	-	-
46325	Frances Ave. Park Restroom Upgrades	48,650	138,555	-	-	-
46399-9001	Frances Ave. Park Improvements	-	-	2,659	25,000	240,000
46326	Sims Park Improvement Project, Phase I	283,848	11,750	-	-	-
463261	Sims Park Boat Ramp Improvements	-	44,136	200,000	215,000	35,000
46361	Meadows Dog Park Upgrades	-	-	-	-	50,000
46349	Orange Lake Restoration Project	23,848	775,890	1,145,000	1,145,000	-
46356	Plummer Field Parking Lot Expansion	35,900	-	-	-	-

46359	Jasmin Park Improvements	-	5,179	20,424	21,000	-
46431-9002	Sims Park Toddler Swing Set	-	-	20,017	21,000	-
<b>TOTAL PARKS AND RECREATION</b>		<b>\$ 1,438,533</b>	<b>\$ 2,059,512</b>	<b>\$ 1,396,976</b>	<b>\$ 2,013,000</b>	<b>\$ 615,000</b>
301581						
49151	Transfer to General Fund	250,000	941,080	801,000	801,000	688,840
49161	Transfer to Street Improvement Fund	-	330,000	200,000	200,000	200,000
49164	Transfer to CRA Fund	-	774,400	-	-	-
<b>TOTAL TRANSFERS</b>		<b>\$ 250,000</b>	<b>\$ 2,045,480</b>	<b>\$ 1,001,000</b>	<b>\$ 1,001,000</b>	<b>\$ 888,840</b>

**TOTAL EXPENDITURES** \$ 2,649,929 \$ 4,635,649 \$ 3,781,248 \$ 6,772,000 \$ 7,173,840

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM CAPITAL IMPROVEMENT

CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
<i>Parks &amp; Recreation Facilities</i>					
2019/2020 The Meadows Dog Park Upgrades	50,000	260,000	250,000	-	-
James E Grey Preserve Improvements - Phase I	70,000	700,000	-	-	-
Rec Center (Tennis Courts) Improvements	220,000	-	-	-	-
2019 Frances Ave. Park Improvements	240,000	200,000	-	-	-
James E Grey Preserve Improvements - Phase II	-	65,000	415,000	400,000	-
James E. Grey Preserve Improvements - Phase III	-	-	-	465,000	415,000
Skate Park Project	-	30,000	200,000	100,000	-
Pickleball Courts Upgrades	-	-	15,000	85,000	-
Grand Blvd. Park Renovations	-	220,000	-	-	-
<b>TOTAL</b>	<b>580,000</b>	<b>1,475,000</b>	<b>880,000</b>	<b>1,050,000</b>	<b>415,000</b>
<i>Public Safety/Public Facilities</i>					
Fire Stations Improvements	1,800,000	830,000	-	-	-
2020 HVAC Control System & Server Upgrades	60,000	-	-	-	-
Seawall Stabilization Project, Phase V	275,000	-	-	-	-
Fleet Fuel Pumps Canopy	50,000	-	-	-	-
2019 Sims Park Boat Ramp Improvements	35,000	310,000	300,000	-	-
City Hall Facility Renovations	210,000	220,000	-	-	-
Library Facility Improvements	2,000,000	-	-	-	-
ITC Standby Generator Project	40,000	-	-	-	-
<b>TOTAL</b>	<b>4,470,000</b>	<b>1,360,000</b>	<b>300,000</b>	<b>-</b>	<b>-</b>
<i>Community Redevelopment</i>					
Downtown Parking, Needs Assessment/Implementation Plan	-	-	-	50,000	-
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>-</b>
<i>Transportation</i>					
Parking Lot Improvements - Gloria Swanson	660,000	-	-	-	-
Wayfinding Signage Upgrades - Phase II	400,000	-	-	-	-
Parking Lot Solar Canopies Feasibility Study	-	25,000	-	-	-
2018 Central Ave. Center Median & ROW Improvements	75,000	-	-	-	-
Marine Parkway Pedestrian Bridge	100,000	220,000	250,000	250,000	250,000
Grand Blvd. Multi-Use Path Project	-	490,000	1,120,000	800,000	-
Plummer Field Parking Lot Expansion	-	55,000	-	-	-
<b>TOTAL</b>	<b>1,235,000</b>	<b>790,000</b>	<b>1,370,000</b>	<b>1,050,000</b>	<b>250,000</b>
<b>TOTAL</b>	<b>\$ 6,285,000</b>	<b>\$ 3,625,000</b>	<b>\$ 2,550,000</b>	<b>\$ 2,150,000</b>	<b>\$ 665,000</b>

## WATER & SEWER FUND

401 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
329500	Sewer Permits	334	217	400	400	400
337310	SWFWMD Grant-Rebate Program	2,461	2,517	2,535	3,000	2,500
<b>TOTAL PERMIT/INTERGOVERNMENTAL</b>		<b>2,795</b>	<b>2,734</b>	<b>2,935</b>	<b>3,400</b>	<b>2,900</b>
343310	Water Sales - Retail	5,212,298	5,559,555	5,899,000	5,568,220	6,134,000
343330	Water Sales - Reclaimed Water	235,756	250,506	269,931	245,000	280,000
343340	Water Sales - Lindrick	36,827	80,486	68,885	40,000	71,640
343350	Bulk Water - Port Richey	172,247	10,235	15,442	120,000	16,060
343360	Surplus Water - TBW	431,682	425,394	426,676	325,000	440,000
343510	Sewer Sales - Retail	4,623,284	4,972,794	5,302,976	5,155,000	5,515,000
343530	Bulk Sewer - Port Richey	412,577	430,630	319,789	410,000	332,500
343560	Bulk Sewer - Lindrick	776,533	1,079,198	1,099,672	780,000	1,143,000
349600	Water Connection Fees	7,450	11,385	11,614	10,000	12,000
349610	Reclaimed Water Connection Fee	1,675	238	980	1,750	1,750
349700	Meter Turn On/Off Fee	22,331	43,351	40,775	25,000	40,000
349710	Sprinkler Charge	46,296	48,046	50,297	50,000	52,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>11,978,956</b>	<b>12,911,818</b>	<b>13,506,037</b>	<b>12,729,970</b>	<b>14,037,950</b>
361100	Interest On Investments	-	80	2	750	750
361110	Interest - Note Receivable	376,333	353,195	328,720	328,720	302,620
361200	Interest - S.B.A.	6,500	13,705	6,459	-	7,500
361250	Interest - FMIvT	4,018	5,950	6,541	7,500	5,000
364410	Surplus Furn., Fix., Equip. Sales	-	14,015	19,450	10,000	20,000
364420	Insurance Proceeds	124,451	1,014	1,000	1,000	1,000
369300	Refund of Prior Year Expense	3,887	552	1,162	500	500
369700	Late Payment Penalties	230,829	228,897	253,400	250,000	260,000
369710	Return Check Charge	3,435	4,206	3,465	3,500	3,500
369720	Other Miscellaneous Revenue	118,432	5,177	6,085	10,000	10,000
369730	County Share of Operations	684,221	795,996	870,000	870,000	890,000
369940	County Share of Reclaimed Water	237,500	275,526	275,000	255,000	285,000
369950	Water Impact Fees	68,322	20,744	67,164	50,000	50,000
369970	Sewer Impact Fees	136,878	33,930	133,458	90,000	50,000
369990	Sewer Impact Fees - Port Richey	49,298	49,743	32,000	50,000	30,000
369991	Sewer Impact Fees - Lindrick	193,288	193,288	193,288	193,280	193,280
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>2,237,392</b>	<b>1,996,018</b>	<b>2,197,194</b>	<b>2,120,250</b>	<b>2,109,150</b>
389900	Prior Yr Fund Bal-Unassigned	617,720	306,763	-	-	446,370
<b>TOTAL FUND BALANCE</b>		<b>617,720</b>	<b>306,763</b>	<b>-</b>	<b>-</b>	<b>446,370</b>
<b>TOTAL WATER &amp; SEWER FUND REVENUES</b>		<b>\$ 14,836,863</b>	<b>\$ 15,217,333</b>	<b>\$ 15,706,166</b>	<b>\$ 14,853,620</b>	<b>\$ 16,596,370</b>

---

# PUBLIC WORKS – WATER PRODUCTION

## IT IS THE MISSION OF WATER PRODUCTION TO

operate, maintain, and manage the City of New Port Richey's Joseph A. Maytum Water Treatment Plant in the professional manner required to deliver a reliable and adequate supply of safe drinking water, at a pressure that meets the safety and needs of all our customers throughout the distribution system.

## DESCRIPTION

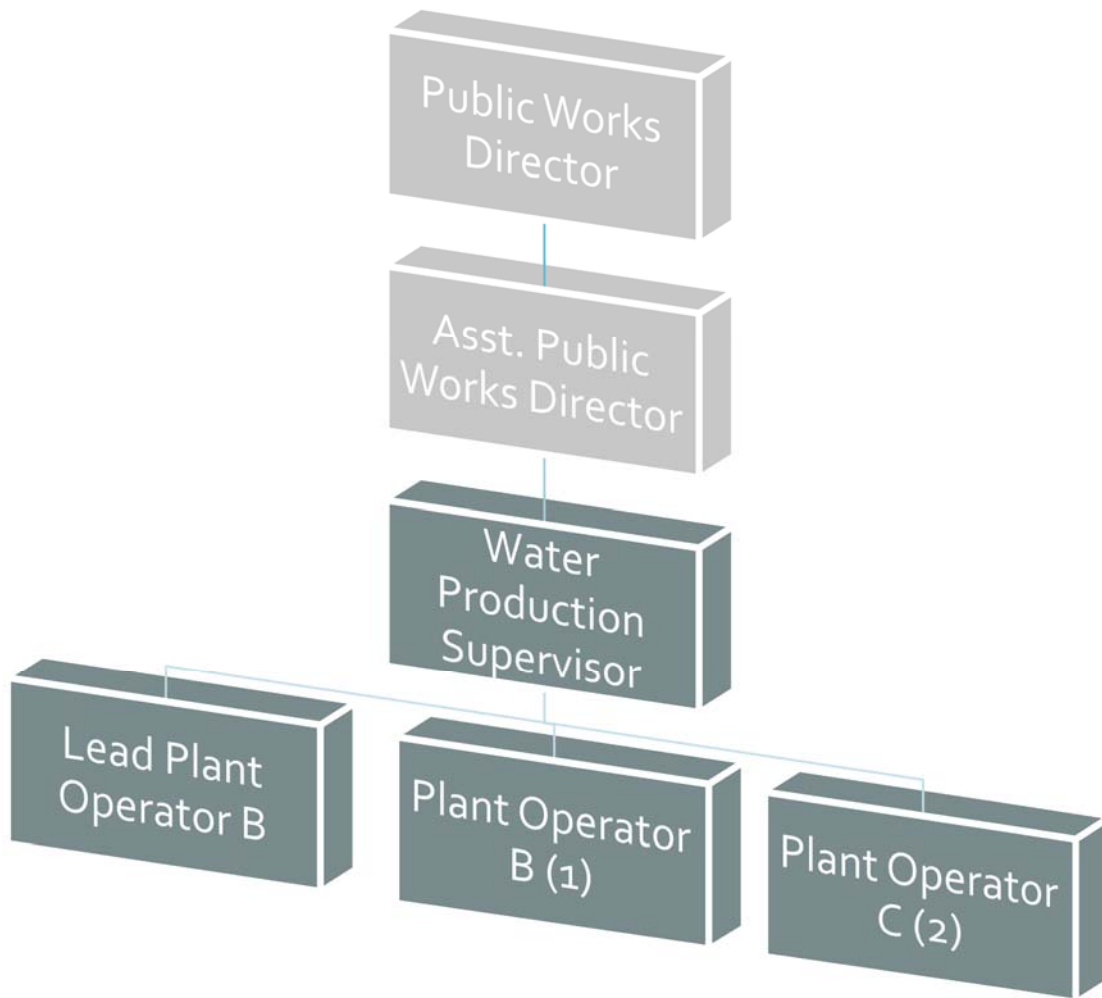
The Water Production Division is responsible for providing residents with water that meets or is better than standards set by the Environmental Protection Agency (EPA).

## ACCOMPLISHMENTS OF FY19

- Produced a quality drinking water for delivery to City and Region on a consistent basis
- Maintained proper system pressure and disinfectant and fluoride levels throughout the distribution system
- Replaced Bleach Tank #1 and Ammonia Day Tank
- Installed new bleach feed line
- Installed conduit between fluoride building and pump room and through pump room into PLC room to prepare for fiber cable installation to complete Phase II of SCADA System replacement
- Incorporated Orangewood Lakes Estates Water System into the City of New Port Richey's water system
- Completed elevated tank inspection and determined it was still in serviceable condition
- Replaced pH benchtop meter in lab and began testing new calibration standards with our current Fluoride benchtop meter to see if we could continue to keep it in service

## FY20 INITIATIVES

- Monitor legislation impacting the rules and regulations of the water treatment industry
- Adjust and complete UCMR 4 Sampling
- Replace Fluoride Tank and piping
- Replace impellers and repack transfer pumps
- Complete Water Plant grounds enhancements – new sign and landscaping
- Replace furniture and flooring in offices and replace chairs at console
- Replace fence around elevated storage tank
- Replace telephones
- Rescreen Aerators



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Water Productions Supervisor	1	1	1
Lead Plant Operator B	1	1	1
Plant Operator B	2	2	1
Plant Operator C	2	2	2
<b>Total</b>	<b>6</b>	<b>6</b>	<b>5</b>

## W&S WATER PRODUCTION

401105		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41112	Division Head Salaries	57,616	56,543	55,120	55,120	58,240
12-10	Regular Exempt Salaries	-	2,120	-	-	-
41299	Regular Full-Time Wages	164,111	133,234	170,810	170,810	156,440
41411	Overtime Wages	4,309	4,264	6,160	6,160	5,640
41511	Employee Incentives	250	250	-	-	-
41527	Standby Time	15,491	15,682	17,730	17,730	15,460
42111	Social Security Matching	17,641	15,280	19,130	19,130	18,060
42211	Florida Retirement System	22,450	20,576	19,540	19,540	19,480
42311	Health Insurance	28,662	25,005	39,560	39,560	41,540
42312	Life Insurance	102	91	270	270	290
42313	Accidental Death & Disab Insurance	12	11	110	110	120
42421	Workers Comp - Waterworks Oper/SLSMN Drivers (7520)	8,445	11,870	10,560	10,560	10,770
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 319,089</b>	<b>\$ 284,926</b>	<b>\$ 338,990</b>	<b>\$ 338,990</b>	<b>\$ 326,040</b>
43129	Engineering Services - Misc	3,333	21,965	10,000	10,000	10,000
43412	Pest Control Services	466	409	440	440	440
43438	Lab Test	1,807	1,472	5,350	5,350	6,000
43474	Security Services	2,251	2,374	4,510	4,510	3,000
43499	Contractual Services - Misc	17,441	35,839	20,000	20,000	20,000
44011	Travel & Training	128	-	1,470	1,470	1,470
44121	Telephone - Local	1,690	1,452	5,380	5,380	3,000
44134	Data Lines	4,586	4,446	7,400	7,400	6,000
44141	Pager Services	46	96	160	160	160
44211	Postage	2,166	2,230	4,000	4,000	4,000
44221	Freight Express Charges	-	-	30	30	30
44311	Electric - City Facilities	97,396	99,588	124,290	124,290	124,290
44331	Trash Removal	771	809	1,500	1,500	1,500
44373	Street Light Fee	38	38	50	50	50
44381	Stormwater Assessment	171	282	300	300	300
44611	Maintenance & Repairs - Bldg & Grounds	8,909	19,027	47,990	47,990	50,000
44621	Maintenance & Repairs - Equipment	75	717	1,000	1,000	2,000
44631	Maintenance & Repairs - Central Garage	630	810	8,030	8,030	3,000
44983	Permit Fees	6,025	6,000	6,030	6,030	6,030
44999	Other Current Charges - Misc	-	15,572	110	110	110
45111	Office Supplies - General	348	382	2,150	2,150	2,150
45121	Maps & Charts	-	-	520	520	500
45141	Small Tools & Implements	351	145	500	500	500
45211	Fuel	7,931	7,438	10,000	10,000	10,000
45221	Chemicals	96,305	84,840	129,170	129,170	129,170
45222	Laboratory Supplies	4,976	4,997	7,000	7,000	7,000
45231	Clothing & Apparel	1,230	1,310	1,500	1,500	1,500
45243	Computer/Operating Supply	-	523	3,000	3,000	3,000
45247	First Aid Supplies	130	122	250	250	250
45251	Janitorial Supplies	765	-	800	800	800
45261	Raw Water	2,742,486	2,585,962	3,087,700	3,087,700	3,087,700
45289	Automotive Parts	1,183	2,091	3,380	3,380	3,000
45294	Conservation Kits & Materials	9,921	8,408	12,000	12,000	12,000
45299	Operating Supplies - Misc	1,417	2,684	2,420	2,420	2,500

## W&S WATER PRODUCTION

401105 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
45411	Dues & Memberships	665	320	840	840	840
45461	Books & Publications	-	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 3,015,637</b>	<b>\$ 2,912,348</b>	<b>\$ 3,509,470</b>	<b>\$ 3,509,470</b>	<b>\$ 3,502,490</b>
46341	Elevated Storage Tank	-	-	-	-	20,000
46344	City Well Repairs	-	-	-	-	10,000
46345	Ground Storage Reservoirs	-	-	-	-	10,000
46399	Improvements Other Than Bldg - Misc	-	-	12,146	12,010	81,000
46413	Data Processing Equipment	-	-	-	4,800	-
46415	Trucks & Trailers	-	-	-	-	4,500
46417	Communication Equipment	-	-	-	-	50,000
46431	Special Purpose Equipment	-	-	14,500	14,500	25,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,646</b>	<b>\$ 31,310</b>	<b>\$ 200,500</b>

**TOTAL EXPENDITURES**    \$ 3,334,726    \$ 3,197,274    \$ 3,875,106    \$ 3,879,770    \$ 4,029,030

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S WATER PRODUCTION

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46341	<i>Elevated Storage Tank</i>					
	Clean/Paint Elevated Storage Tank	-	150,000	-	-	-
	Elevated Storage Tank (R&R)	20,000	30,000	20,000	20,000	20,000
	<b>TOTAL</b>	<b>20,000</b>	<b>180,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
46344	<i>City Well Repairs</i>					
	City Well Repairs (R&R)	10,000	10,000	10,000	10,000	10,000
	<b>TOTAL</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
46345	<i>Ground Storage Reservoirs</i>					
	Ground Storage Reservoirs (R&R)	10,000	60,000	10,000	10,000	10,000
	<b>TOTAL</b>	<b>10,000</b>	<b>60,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
43699	<i>Improvements Other than Buildings</i>					
	Equipment Maintenance & Repair	10,000	100,000	100,000	10,000	10,000
	Stand-by Power Equipment (R&R)	10,000	10,000	10,000	10,000	10,000
	Process Equipment (R&R)	10,000	10,000	10,000	10,000	10,000
	Office Furniture, Chairs, and Flooring	6,000	-	-	-	-
	Landscaping and Sign for Water Plant	10,000	-	-	-	-
	Fence for Elevated Tank	15,000	-	-	-	-
	Impellers and Packing for Transfer Pumps	10,000	10,000	-	-	-
	Rescreen Aerators	10,000	-	-	-	-
	High Service Pump at Elevated Storage Tank (R&R)	-	100,000	100,000	100,000 (a)	-
	100HP High Service Pump	-	-	200,000	75,000	-
	<b>TOTAL</b>	<b>81,000</b>	<b>230,000</b>	<b>420,000</b>	<b>205,000</b>	<b>30,000</b>
46415	<i>Trucks and Trailers</i>					
	Ford F150 Reg Cab to Replace #129 (R&R)	1,500	1,500	1,500	1,500	1,500
	Ford F250 Reg Cab to Replace #109 (R&R)	1,600	1,600	1,600	1,600	1,600
	Ford F150 Reg Cab to Replace #115 (R&R)	1,400	1,400	1,400	1,400	1,400
	<b>TOTAL</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
46417	<i>Communication Equipment</i>					
	SCADA Improvements, Phase II	50,000	-	-	-	-
	<b>TOTAL</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
46434	<i>Special Purpose Equipment</i>					
	Flouride Storage Tank and Piping	15,000	-	-	-	-
	NaOCl Metering Pump	5,000	-	-	-	-
	NH <sub>3</sub> Metering Pump	5,000	-	-	-	-
	Emergency Shower w/ Eye Wash - Chemical Bldg	-	4,200	-	-	-
	On-line Free Ammonia Analyzer	-	36,000	-	38,000	-
	Chlorine Bulk Storage Tank	-	16,000	-	-	16,000
	Lawn Equipment Trailer	-	-	2,500	-	-
	Commercial Lawn Tractor	-	-	10,000	-	-
	3 Depoloxes	-	-	-	-	20,000

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S WATER PRODUCTION

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
	Emergency Shower w/ Eye Wash - Flouride Area	-	-	-	-	4,000
	Variable Frequency Drive	-	-	-	16,000	-
	<b>TOTAL</b>	<b>25,000</b>	<b>56,200</b>	<b>12,500</b>	<b>54,000</b>	<b>40,000</b>

**DIVISION TOTAL**    \$ 200,500    \$ 540,700    \$ 477,000    \$ 303,500    \$ 114,500

(a) Year of Acquisition (\$200,000 from R&R)

---

# 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. To demonstrate a high level of service that includes, but is not limited to, proactive maintenance activities, expansion of the water system where possible monitor and evaluate all current regulatory requirements, a one hour response to emergency water breaks, a 24 hour response to all internal and external inquiries, and finally to demonstrate a high level of professionalism to all City residents and Utility customers.

## 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.

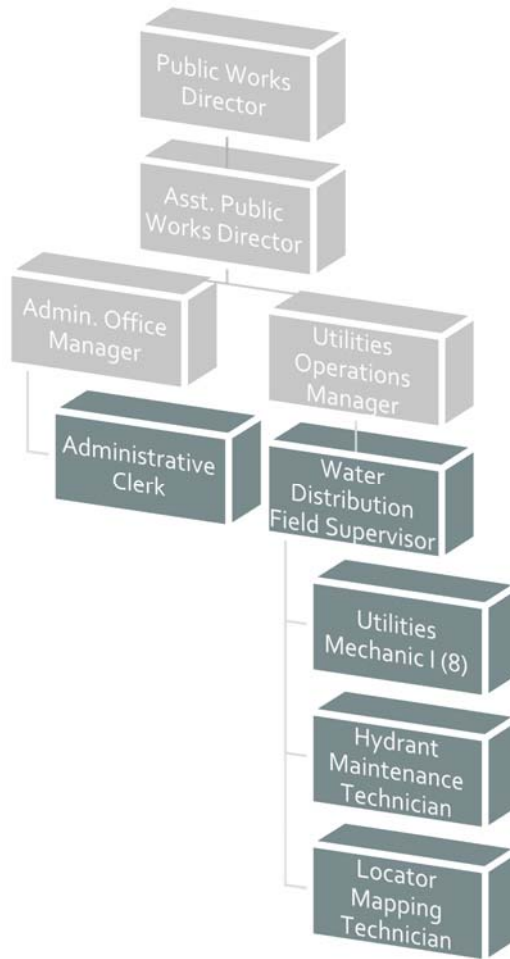
## ACCOMPLISHMENTS OF FY19

- System Acquisitions:
  - Completed installing meters and meter boxes in Lakewood Villas
- Continued with the proactive valve and hydrant maintenance and mapping:
  - Repaired, replaced and raised hydrants where needed
  - Replaced valves as needed
  - Mapped and record measurements for work done or facilities located
- Continued Training:
  - Completed backflow training and certification for two employees
  - Completed water distribution classes and State certifications
  - Equipment and machinery training for all personnel completed

## FY20 INITIATIVES

- Complete Orangewood Lakes Meter Transition:
  - Replace all meters with our water distribution system's lpearl meters in a smooth and timely manner
  - Replace meter boxes and move them into their correct spots on the property
  - Replace leaking or broken main valves
  - GPS pin pointing of valves, blow-offs and watermains for City maps
- Watermain Valves:
  - Test valves in pre-planned areas throughout the city to see which need replacement
  - Put together a "problem valves" list to strategically repair/replace valves
  - Get a list together for valves that need to be raised/lowered and need valve pads per City specs

- Fire Hydrant Technician / Backflow Testing:
  - Implement improvements to the fire hydrant technician and back flow testing job description
  - Give that person the proper training that they will need to be efficient and thorough
  - Combine backflow testing and fire hydrant testing



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Water Distribution Field Supervisor	1	1	1
Utilities Mechanic I	7	6	8
Hydrant Maintenance Technician	1	1	1
Administrative Assistant	1	1	1
Locator Mapping Technician	0	1	1
<b>Total</b>	<b>10</b>	<b>10</b>	<b>12</b>

## W&S WATER & RECLAIMED WATER DISTRIBUTION

401107		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	232,675	225,603	249,250	249,250	346,550
41411	Overtime Wages	31,810	15,484	34,040	34,040	52,790
41511	Employee Incentives	500	450	-	-	-
41516	Health Insurance Waiver Stipend					
41527	Standby Time	9,658	9,535	10,070	10,070	11,820
41529	Meal Allowance	135	45	-	-	-
42111	Social Security Matching	20,058	18,507	23,250	23,250	32,250
42211	Florida Retirement System	19,692	21,050	22,940	22,940	33,960
42221	Accrued FRS - Vacation	21	7	-	-	-
42311	Health Insurance	40,246	42,505	76,820	76,820	91,390
42312	Life Insurance	175	177	520	520	680
42313	Accidental Death & Disab Insurance	21	22	210	210	280
42421	Workers Comp - Waterworks Oper/SLSMN Drivers (7520)	9,632	11,740	11,660	11,660	12,940
42426	Workers Comp - Clerical (8810)	80	69	70	70	70
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 364,703</b>	<b>\$ 345,194</b>	<b>\$ 428,830</b>	<b>\$ 428,830</b>	<b>\$ 582,730</b>
43199	Professional Services - Misc	556	16,146	75,000	75,000	75,000
43442	Call Candy Services	2,584	2,111	4,000	4,000	4,000
43499	Contractual Services - Misc	32,683	8,167	20,000	20,000	20,000
44011	Travel & Training	1,396	1,508	3,600	3,600	4,140
44121	Telephone - Local	5,276	2,753	6,000	6,000	6,000
44134	Data Lines	900	1,049	2,000	2,000	2,000
44141	Pager Services	70	70	160	160	160
44211	Postage	723	48	750	750	750
44331	Trash Removal	9,634	7,569	7,500	7,500	7,500
44419	Rent - Equipment/Software	-	-	500	500	500
44571	Notary Bond	-	-	150	150	150
44611	Maintenance & Repairs - Bldg & Grounds	2,140	789	6,900	6,900	6,900
44621	Maintenance & Repairs - Equipment	105	34	2,000	2,000	2,000
44631	Maintenance & Repairs - Central Garage	15,825	13,815	10,000	10,000	10,000
45111	Office Supplies - General	712	641	800	800	800
45141	Small Tools & Implements	3,868	4,887	7,700	7,700	7,700
45211	Fuel	41,460	52,780	37,000	37,000	50,000
45225	Software License Support	2,426	25,920	5,000	5,000	5,000
45231	Clothing & Apparel	2,610	2,826	3,000	3,000	3,400
45243	Computer/Operating Supply	-	1,296	1,400	1,400	1,400
45247	First Aid Supplies	37	43	200	200	200
45271	Meters	37,504	42,129	33,000	33,000	33,000
45272	Pipe	7,971	1,852	10,000	10,000	10,000
45273	Hydrants	7,219	9,838	10,000	10,000	10,000
45274	Valves & Clamps	57,367	30,296	70,000	70,000	70,000
45279	Water & Sewer Supplies - Misc	16,967	-	5,000	5,000	5,000
45289	Automotive Parts	31,108	65,981	30,000	30,000	30,000
45298	Inventory Adjustments	-	6,050	-	-	-
45299	Operating Supplies - Misc	32,126	36,207	15,000	15,000	15,000
45311	Asphalt/Concrete	-	786	-	-	-
45341	Sod/Seed	2,688	1,897	4,500	4,500	4,500
45399	Road Materials - Misc	6,369	3,115	10,000	10,000	10,000

## W&S WATER & RECLAIMED WATER DISTRIBUTION

401107 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
45411	Dues & Memberships	30	30	400	400	400
45461	Books & Publications	-	-	240	240	240
<b>TOTAL OPERATING</b>		<b>\$ 322,354</b>	<b>\$ 340,633</b>	<b>\$ 381,800</b>	<b>\$ 381,800</b>	<b>\$ 395,740</b>
46399	Improvements Other Than Bldg - Misc	-	-	-	10,000	10,000
46415	Trucks & Trailers	-	-	-	-	183,500
46416	Heavy Equipment	-	-	-	-	70,500
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 264,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 687,057</b>	<b>\$ 685,827</b>	<b>\$ 810,630</b>	<b>\$ 820,630</b>	<b>\$ 1,242,470</b>

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S WATER & RECLAIMED WATER DISTRIBUTION

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46399	<i>Improvements Other Than Buildings - Misc.</i>					
	Equipment Maintenance & Repair	10,000	10,000	10,000	10,000	10,000
	<b>TOTAL</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
46415	<i>Trucks and Trailers</i>					
	Ford F550 Service Truck w/ Liftgate to Replace #119 (R&R)	4,000	4,000	4,000	4,000	4,000
	Ford F550 Service Truck w/ Liftgate to Replace #120 (R&R)	4,000	4,000	4,000	4,000	4,000
	Ford F450 Flat Bed Dump Truck to Replace #107 (R&R)	3,000	3,000	3,000	3,000	3,000
	Ford F450 Flat Bed Dump Truck to Replace #63 (R&R)	20,000	85,000 (a)	4,000	4,000	4,000
	Ford F450 Service Truck w/ Utility Body and Lift Gate #66 (R&R)	13,000	13,000	13,000	85,000 (d)	4,000
	Ford F450 Service Truck w/ Utility Body and Lift Gate to Replace #101 (R&R)	4,000	4,000	4,000	4,000	4,000
	Ford F550 Service Truck w/ Crane to Replace #121 (R&R)	4,500	4,500	4,500	4,500	4,500
	Ford T-250 Transit Cargo Van to Replace #123 (R&R)	3,000	3,000	3,000	3,000	3,000
	#304 SE7302 202 VacTon Trailer (R&R)	60,000	120,000 (b)	-	-	-
	Ford F550 Service Truck with Lift Gate	68,000	4,500	4,500	4,500	4,500
	<b>TOTAL</b>	<b>183,500</b>	<b>245,000</b>	<b>44,000</b>	<b>116,000</b>	<b>35,000</b>
46416	<i>Heavy Equipment</i>					
	John Deere Payloader #7 (R&R)	30,000	30,000	30,000	30,000	30,000
	CAT Backhoe #14 (R&R)	16,000	16,000	16,000	16,000	16,000
	Bobcat Track Loader T-190 #70 (R&R)	10,000	10,000	10,000	10,000	10,000
	Dump F700 Truck #18 (R&R)	13,000	13,000	13,000	75,000 (c)	8,000
	Horizontal Boring Missile - Pneumatic	1,500	1,500	1,500	1,500	1,500
	<b>TOTAL</b>	<b>70,500</b>	<b>70,500</b>	<b>70,500</b>	<b>132,500</b>	<b>65,500</b>

**DIVISION TOTAL**    \$ 254,000    \$ 315,500    \$ 114,500    \$ 248,500    \$ 100,500

- (a) Year of Acquisition (\$20,000 in R&R)
- (b) Year of Acquisition (\$60,000 in R&R)
- (c) Year of Acquisition (\$26,000 in R&R)
- (d) Year of Acquisition (\$39,000 in R&R)

## W&S NON-CLASSIFIED

401108						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	AMOUNT	
						FY19-20	
43111	City Attorney Services	10,362	-	-	5,000	5,000	
43199	Professional Services - Misc	-	1,968	2,750	10,000	10,000	
43211	Annual Audit Services	17,482	31,521	16,288	25,000	25,000	
43221	Rate Study	9,930	-	-	-	-	
44511	Liability Insurance - Comp. General	28,917	33,923	50,353	30,000	50,000	
44521	Buildings & Contents Insurance	20,920	21,554	24,962	25,000	25,000	
44522	Pollution Insurance	4,269	856	1,001	1,000	1,000	
44523	Automobile and Truck Insurance	23,943	25,417	30,355	30,000	30,000	
44590	Insurance - Misc	-	-	-	1,000	1,000	
44999	Other Current Charges - Misc	14,762	15,946	4,612	15,000	15,000	
<b>TOTAL OPERATING</b>		<b>\$ 130,585</b>	<b>\$ 131,185</b>	<b>\$ 130,321</b>	<b>\$ 142,000</b>	<b>\$ 162,000</b>	

**TOTAL EXPENDITURES**    \$ 130,585    \$ 131,185    \$ 130,321    \$ 142,000    \$ 162,000

---

# PUBLIC WORKS – CONSTRUCTION SERVICES

## IT IS THE MISSION OF CONSTRUCTION SERVICES TO

to design and construct capital projects in accordance with Capital Improvement Programs and Master Plans; to support the City with all private project construction; to display a high level of professionalism and transparency and finally, to 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.

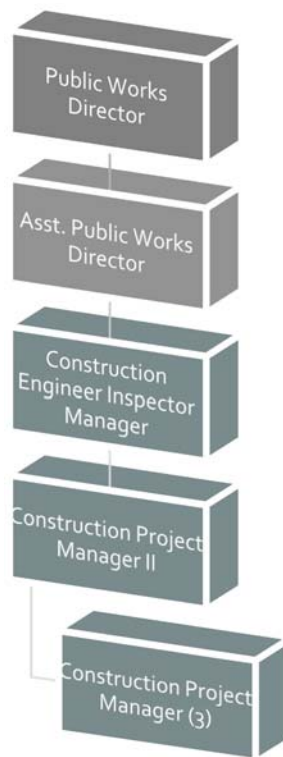
## ACCOMPLISHMENTS OF FY19

- Projects:
  - 2017-Way Finding Construction Project (Phase 1)
  - 2015-2016-Sewer Utility Improvements Construction Project
  - 2017-Hemlock Drive Stormwater Improvement Construction Project
  - 2017-Grand Blvd Stormwater Improvement Design Phase
  - 2018-Russ Park Stormwater Improvements Construction Project
  - 2014-Orange Lake Restoration Improvements Construction Project
  - 2016-River Walk and Sims Park Seawall Repair Construction Project
  - 2015-Streetscape on Madison from Main to Massachusetts Construction Project
  - 2017-2018-Street Improvements Design Phase
  - 2015-2016-Street Improvement Construction Project
  - City Hall Glass Block Improvement Construction Project
  - Grey Preserve Berm Removal Construction Project
  - Frances Avenue Park Restroom Construction Project
  - 2018-RAC Chiller Replacement Construction Project
  - Beach Street Stormwater Improvements Design Phase
  - Oranewood Lift Station and FM Design Phase
- Development Review Committee:
  - Develop and implement standard operating procedures for utility reviews
  - Process all Development Department's permit application for the City

## FY20 INITIATIVES

- Provide Construction Management Support for the following City CIP Projects:
  - 2018-Fleet Warehouse Storage Improvement Design & Construction Project
  - 2018-2019-Sewer System Improvements Design Phase
  - 2017-Grand Blvd Stormwater Improvement Construction Project
  - 2018-James Grey Preserve Improvements (Phase 1) Design
  - 2019-Seawall Repair Design and Construction

- 2017-2018-Street Improvements Construction Project
- 2018-Grand Blvd MUP Design Project
- 2016-Sims Park Boat Ramp Improvement Design
- 2019-Gloria Swanson Parking Lot Improvement Design and Construction Project
- 2019-Orangewood Lift Station and FM Construction Project
- Provide Construction Management Support for the following private projects:
  - 2017-Main Street Landings (private) Construction Project
  - 2016-The Central Construction Project
- Update the City's Construction Standards and Details:
  - Continue with meeting Public Works Staff for information reviews and updates
  - Continue to update City's Construction Standards and Materials Specification
  - Continue to update the City's Details using AutoCAD



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Construction Engineer Inspector Manger	1	1	1
Construction Project Manager II	1	1	1
Construction Project Manager	2	2	3
<b>Total</b>	<b>3</b>	<b>3</b>	<b>4</b>

## W&S CONSTRUCTION SERVICES

401109		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41210	Regular Exempt Salaries	56,348	58,428	57,330	57,330	58,760
41299	Regular Full-Time Wages	123,745	127,541	125,090	125,090	173,390
41411	Overtime Wages	5,260	4,300	11,280	11,280	15,630
41511	Employee Incentives	200	200	-	-	-
41529	Meal Allowance	-	75	-	-	-
41711	Accrued Vacation	2,166	267	-	-	-
42111	Social Security Matching	13,143	13,407	14,840	14,840	18,970
42121	Accrued FICA - Vac. & Sick	158	35	-	-	-
42211	Florida Retirement System	13,482	15,842	15,150	15,150	20,470
42221	Accrued FRS - Vacation	27	10	-	-	-
42311	Health Insurance	38,847	42,651	31,650	31,650	41,540
42312	Life Insurance	75	85	220	220	290
42313	Accidental Death & Disab Insurance	9	10	90	90	120
42315	Net OPEB Obligation Expense	5,661	-	-	-	-
42432	Workers Comp - Municipal Class (9410)	8,199	14,046	14,500	14,500	15,080
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 267,320</b>	<b>\$ 276,897</b>	<b>\$ 270,150</b>	<b>\$ 270,150</b>	<b>\$ 344,250</b>
43499	Contractual Services - Misc	1,392	1,409	1,500	1,500	1,500
44011	Travel & Training	637	2,102	1,800	1,800	1,800
44121	Telephone - Local	1,726	1,827	2,000	2,000	2,500
44134	Data Lines	306	281	1,800	1,800	1,800
44211	Postage	62	3	150	150	150
44611	Maintenance & Repairs - Bldg & Grounds	-	-	500	500	500
44623	Maintenance & Repairs - Copiers	726	494	3,300	3,300	2,000
44631	Maintenance & Repairs - Central Garage	300	630	1,000	1,000	1,000
45111	Office Supplies - General	72	285	400	400	400
45141	Small Tools & Implements	-	48	300	300	300
45211	Fuel	8,533	6,385	7,800	7,800	9,000
45225	Software License Support	3,101	2,993	6,000	6,000	6,000
45231	Clothing & Apparel	477	361	1,000	1,000	500
45243	Computer/Operating Supply	166	1,068	1,000	1,000	500
45289	Automotive Parts	2,196	1,155	5,000	5,000	5,000
45299	Operating Supplies - Misc	1,587	2,245	1,200	1,200	1,200
45411	Dues & Memberships	175	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 21,456</b>	<b>\$ 21,286</b>	<b>\$ 34,950</b>	<b>\$ 34,950</b>	<b>\$ 34,350</b>
46413	Data Processing Equipment	-	-	-	-	2,800
46415	Trucks & Trailers	-	-	-	-	36,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,800</b>

**TOTAL EXPENDITURES**    **\$ 288,776**    **\$ 298,183**    **\$ 305,100**    **\$ 305,100**    **\$ 417,400**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S CONSTRUCTION SERVICES

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46413	<i>Data Processing Equipment</i>					
	Desktop Computer	2,800	-	-	-	2,800
	Laptop Computer	-	1,600	-	-	-
	<b>TOTAL</b>	<b>2,800</b>	<b>1,600</b>	<b>-</b>	<b>-</b>	<b>2,800</b>
46415	<i>Trucks and Trailers</i>					
	Ford F250 3/4 Ton Supercab #103 (R&R)	-	2,000	2,000	2,000	2,000
	Ford F250 3/4 Ton Reg Cab #104 (R&R)	-	2,000	2,000	2,000	2,000
	Ford F250 3/4 Ton Supercab #68 (R&R)	-	35,000	1,750	1,750	1,750
	Ford F250 3/4 Ton Pick Up #122 (R&R)	-	2,500	2,500	2,500	2,500
	Ford F250 3/4 Ton Pick Up	36,000	2,400	2,400	2,400	2,400
	<b>TOTAL</b>	<b>36,000</b>	<b>245,000</b>	<b>10,650</b>	<b>116,000</b>	<b>10,650</b>

**DIVISION TOTAL**    \$ 38,800    \$ 246,600    \$ 10,650    \$ 116,000    \$ 13,450

---

# PUBLIC WORKS – RECLAIMED WATER PRODUCTION

## IT IS THE MISSION OF RECLAIMED WATER PRODUCTION TO

protect health and the environment by operating and maintaining the reclaim water production facility at its highest efficiency. Comply with regulatory requirements and produce high quality water for beneficial reuse. Be innovative and creative to hold cost to a minimum.

## DESCRIPTION

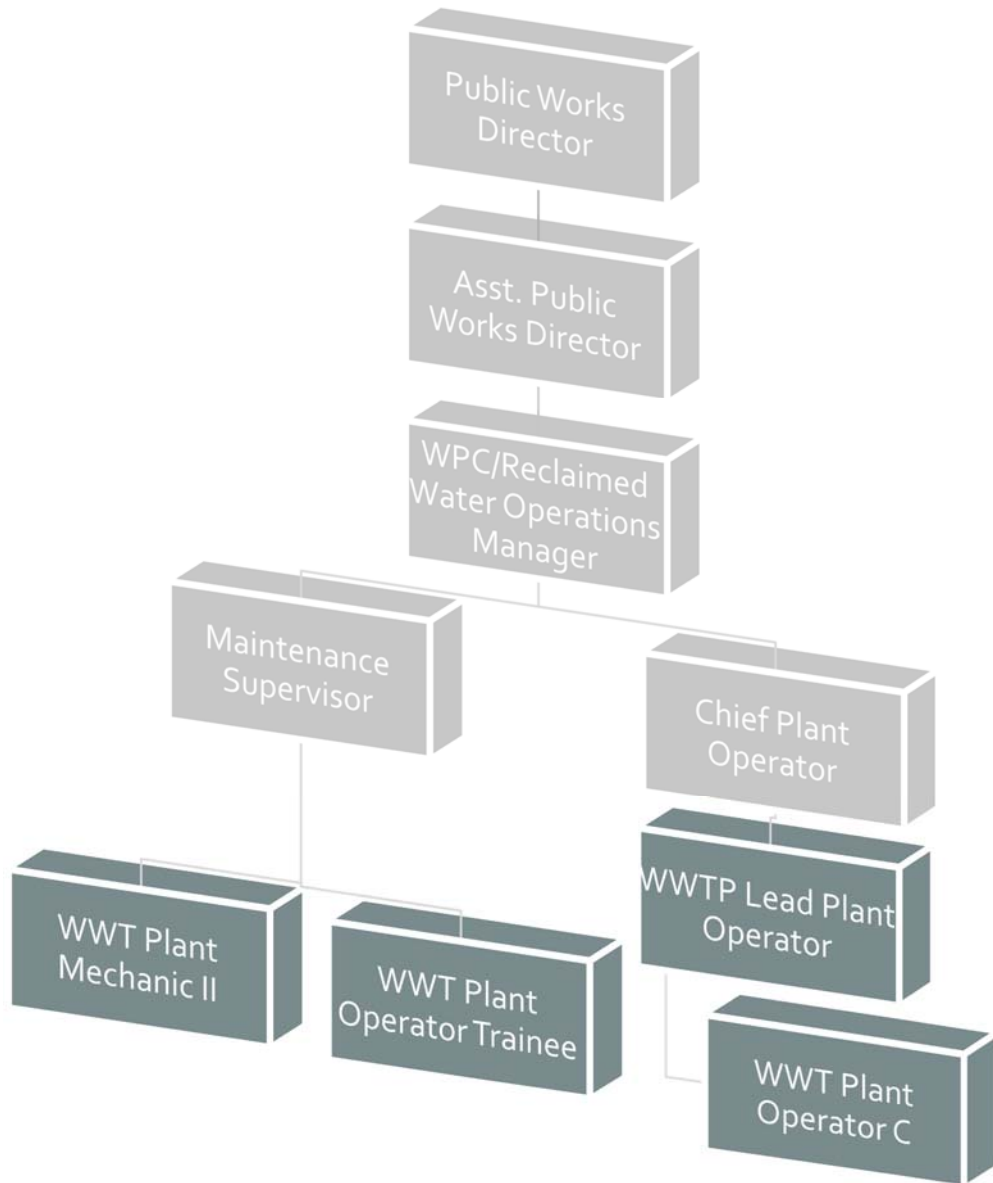
The Reclaimed Water Production Division is responsible for the operation of the wastewater treatment plant and producing and providing reclaimed water for beneficial reuse.

## ACCOMPLISHMENTS OF FY19

- Produced and distributed 1.9 billion gallons for beneficial reuse
- Continue to seek out ways to be more energy efficient
- Continue to learn about the latest technology for reclaimed water treatment, use and production
- Continue to coordinate with Pasco County's reuse operations personnel for efficient integration into their system

## FY20 INITIATIVES

- Continue to provide high quality reuse water for beneficial reuse
- Continue to seek out ways to be more energy efficient
- Permits:
  - Complete reuse section for the WWTP's operating permit
  - Identify guidelines, procedures, capital, and operating costs associated with reuse discharging



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
WWTP Lead Plant Operator	1	1	1
WWT Plant Operator C	1	1	1
WWT Plant Mechanic II	1	1	1
WWT Plant Operator Trainee	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

## W&S RECLAIMED WATER PRODUCTION

401111		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	150,362	163,018	148,240	148,240	153,690
41411	Overtime Wages	6,397	9,638	6,320	6,320	6,520
41511	Employee Incentives	200	250	-	-	-
41527	Standby Time	9,489	9,590	9,750	9,750	9,990
41529	Meal Allowance	-	-	150	150	150
42111	Social Security Matching	12,273	13,291	12,600	12,600	13,050
42211	Florida Retirement System	11,936	15,520	12,850	12,850	14,060
42311	Health Insurance	32,583	40,652	31,650	31,650	33,230
42312	Life Insurance	82	96	220	220	230
42313	Accidental Death & Disab Insurance	10	12	90	90	90
42422	Workers Comp - Sewage Disp/Plant/Oper/Drivers (7580)	4,427	6,582	6,000	6,000	8,100
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 227,759</b>	<b>\$ 258,649</b>	<b>\$ 227,870</b>	<b>\$ 227,870</b>	<b>\$ 239,110</b>
43438	Lab Test	10,167	8,282	125,000	125,000	60,000
43499	Contractual Services - Misc	178	359	270	270	270
44011	Travel & Training	659	1,268	1,790	1,790	1,790
44211	Postage	-	-	30	30	30
44311	Electric - City Facilities	227,385	262,217	225,000	225,000	225,000
44599	Insurance	-	-	1,000	1,000	1,000
44611	Maintenance & Repairs - Bldg & Grounds	39,197	40,555	35,620	35,620	41,000
44621	Maintenance & Repairs - Equipment	4,198	2,983	3,800	3,800	3,800
44951	Excess Reclaimed Water Expense	-	-	50,000	50,000	50,000
45111	Office Supplies - General	86	500	100	100	100
45221	Chemicals	71,925	77,277	90,640	90,640	90,640
45222	Laboratory Supplies	127	242	200	200	200
45231	Clothing & Apparel	1,288	1,212	1,450	1,450	1,450
45251	Janitorial Supplies	120	215	220	220	220
45299	Operating Supplies - Misc	351	398	500	500	500
45411	Dues & Memberships	150	-	300	300	300
<b>TOTAL OPERATING</b>		<b>\$ 355,831</b>	<b>\$ 395,508</b>	<b>\$ 535,920</b>	<b>\$ 535,920</b>	<b>\$ 476,300</b>
46299	Building Improvements	-	-	-	10,000	210,000
46399	Improvements Other than Buildings	-	-	110,562	125,000	20,000
46431	Special Purpose Equipment	-	-	10,067	5,380	13,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,629</b>	<b>\$ 140,380</b>	<b>\$ 243,000</b>

**TOTAL EXPENDITURES    \$ 583,590    \$ 654,157    \$ 884,419    \$ 904,170    \$ 958,410**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S RECLAIMED WATER PRODUCTION

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46299	<i>Building Improvements</i>					
	Structural Maintenance & Repair (R&R)	10,000	10,000	10,000	10,000	10,000
	Painting of Reclaim Tanks (2)	200,000	-	-	-	-
	Painting of Reject Tanks (2)	-	250,000	-	-	-
	<b>TOTAL</b>	<b>210,000</b>	<b>210,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
46399	<i>Improvements Other than Buildings</i>					
	Equipment Maintenance & Repair	10,000	10,000	10,000	10,000	10,000
	Equipment Upgrades (R&R)	10,000	10,000	10,000	10,000	10,000
	Replace Reclaim Transfer Pumps (3)	-	60,000	60,000	60,000	-
	<b>TOTAL</b>	<b>20,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>20,000</b>
46431	<i>Special Purpose Equipment</i>					
	Golf Cart/Utility Vehicle	13,000	-	-	-	-
	<b>TOTAL</b>	<b>13,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DIVISION TOTAL**    \$ 243,000    \$ 290,000    \$ 90,000    \$ 90,000    \$ 30,000

---

# PUBLIC WORKS – WATER POLLUTION CONTROL

## IT IS THE MISSION OF WATER POLLUTION CONTROL TO

protect public health and the environment by operating and maintaining the wastewater treatment plant at its highest efficiency. Comply with regulatory requirements and produce high quality water for beneficial reuse. Be innovative and creative to hold cost to a minimum.

## DESCRIPTION

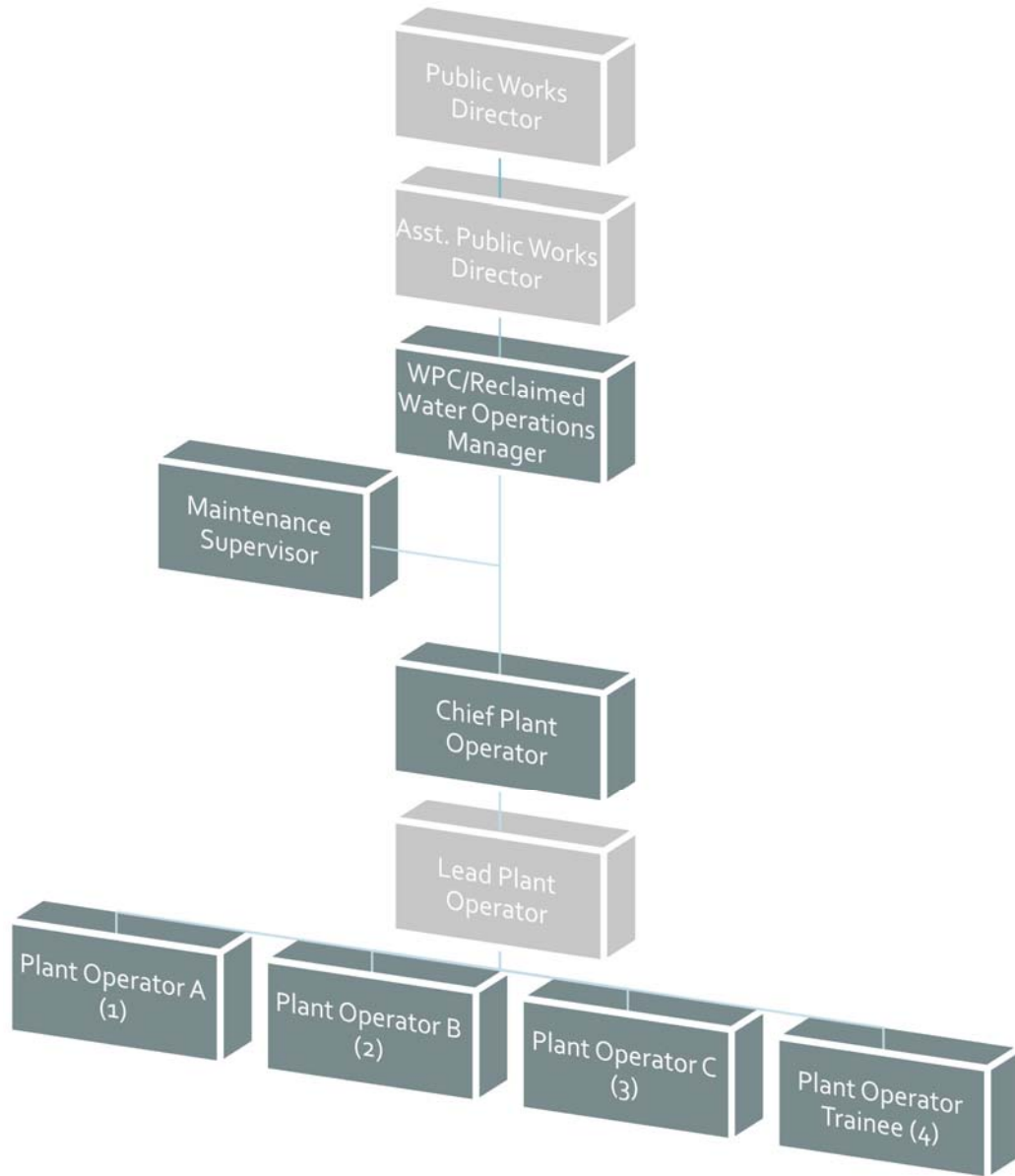
The Reclaimed Water Production Division is responsible for the operation of the wastewater treatment plant and producing and providing reclaimed water for beneficial reuse.

## ACCOMPLISHMENTS OF FY19

- Staff completed numerous CIP projects and upgrades to improve plant performance and reliability
- Treated 1.9 billion gallons of wastewater to near drinking water standards for beneficial reuse
- Over 99% efficiency with no permit violations
- Completed over 3000 work orders

## FY20 INITIATIVES

- To supply and produce high quality reclaimed water for beneficial reuse in accordance with DEP rules:
  - 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
- Permits:
  - Compliance with the Administrative Order in accordance with our DEP Operating permit
- Capital Projects:
  - Continue upgrades to plants 480 volt distribution centers
  - Install additional high service pump for reclaimed water distribution



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
WPC/Reclaimed Water Operations Manager	1	1	1
Chief Plant Operator	1	1	1
Plant Operator A	2	1	1
Plant Operator B	3	2	2
Plant Operator C	2	3	3
Plant Operator Trainee	3	4	4
Maintenance Supervisor	1	1	1
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>

## W&S WATER POLLUTION CONTROL

401112		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41112	Division Head Salaries	71,339	72,043	71,220	71,220	73,010
41299	Regular Full-Time Wages	456,294	433,093	454,050	454,050	483,870
41411	Overtime Wages	28,863	31,910	24,890	24,890	26,520
41511	Employee Incentives	650	600	-	-	-
41522	Education Incentive Pay	650	575	600	600	600
41527	Standby Time	11,995	11,871	12,180	12,180	12,490
41529	Meal Allowance	-	90	270	270	360
42111	Social Security Matching	42,062	40,777	43,140	43,140	45,710
42211	Florida Retirement System	36,983	38,287	37,320	37,320	41,610
42214	Defined Contribution Plan	8,320	8,534	8,520	8,520	9,230
42311	Health Insurance	70,505	86,826	102,860	102,860	108,000
42312	Life Insurance	250	251	700	700	740
42313	Accidental Death & Disab Insurance	30	31	290	290	300
42315	Net OPEB Obligation Expense	17,364	-	-	-	-
42422	Workers Comp - Sewage Disp/Plant/Oper/Drivers (7580)	1,252	22,742	20,630	18,630	24,910
42432	Workers Comp - Municipal Class (9410)	4,179	5,162	5,240	5,240	1,790
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 750,736</b>	<b>\$ 752,792</b>	<b>\$ 781,910</b>	<b>\$ 779,910</b>	<b>\$ 829,140</b>
43129	Engineering Services - Misc	23,345	10,536	70,000	70,000	70,000
43199	Professional Services - Misc	-	-	5,000	5,000	5,000
43412	Pest Control Services	466	904	420	420	420
43438	Lab Test	5,477	1,343	12,000	12,000	12,000
43497	Contractual Services - Orangewood	-	-	-	-	30,000
43499	Contractual Services - Misc	3,978	14,855	6,500	6,500	6,500
44011	Travel & Training	3,512	2,125	2,400	2,400	3,200
44121	Telephone - Local	1,657	1,435	1,100	1,100	1,100
44134	Data Lines	4,586	4,446	4,680	4,680	4,680
44141	Pager Services	140	140	140	140	140
44211	Postage	97	65	130	130	130
44221	Freight Express Charges	-	-	300	300	300
44311	Electric - City Facilities	206,736	203,854	315,000	315,000	315,000
43316	Electric - Orangewood	-	-	-	-	7,000
44331	Trash Removal	7,291	7,759	10,000	10,000	10,000
44351	Water & Sewer - City	31,328	42,713	27,500	27,500	27,500
44361	Sludge Removal	360,553	347,886	410,000	410,000	430,000
44362	Sludge Removal - Orangewood	-	-	-	-	14,000
44373	Street Light Fee	253	270	280	280	280
44381	Stormwater Assessment	2,632	2,721	2,750	2,750	2,750
44419	Rent - Equipment/Software	899	-	2,000	2,000	2,000
44511	Liability Insurance - Comp. General	10,817	9,098	10,850	10,850	10,850
44521	Building & Contents Insurance	125,109	129,269	138,340	138,340	138,340
44522	Pollution Insurance	4,269	8,553	7,000	7,000	7,000
44523	Automobile & Truck Insurance	3,042	3,232	3,200	3,200	3,200
44525	Flood Insurance	12,510	11,637	13,900	13,900	13,900
44611	Maintenance & Repairs - Bldg & Grounds	97,792	72,852	95,150	95,150	98,250
44621	Maintenance & Repairs - Equipment	8,529	9,471	12,280	12,280	12,280
44623	Maintenance & Repairs - Copiers	-	-	510	510	510
44631	Maintenance & Repairs - Central Garage	2,535	5,010	4,700	4,700	4,700

## W&S WATER POLLUTION CONTROL

401112 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
44983	Permit Fees	1,050	14,028	12,000	12,000	12,000
45111	Office Supplies - General	1,206	1,492	1,500	1,500	1,500
45141	Small Tools & Implements	2,289	2,026	2,000	2,000	2,000
45142	Small Tools & Implements - Ins Reimb	33,989	-	-	-	-
45211	Fuel	24,314	16,540	25,000	25,000	25,000
45221	Chemicals	104,470	108,957	120,000	120,000	120,000
45222	Laboratory Supplies	9,994	8,479	10,000	10,000	10,000
45223	Chemicals - Orangewood	-	-	-	-	13,000
45231	Clothing & Apparel	3,481	3,354	3,480	3,480	3,480
45243	Computer/Operating Supply	3,824	7,388	5,600	5,600	5,600
45247	First Aid Supplies	296	204	400	400	400
45251	Janitorial Supplies	3,483	3,192	3,800	3,800	3,800
45289	Automotive Parts	10,019	10,810	10,000	10,000	10,000
45299	Operating Supplies - Misc	3,082	3,439	3,000	3,000	3,000
45411	Dues & Memberships	875	229	1,300	1,300	1,300
45461	Books & Publications	-	365	150	150	150
<b>TOTAL OPERATING</b>		<b>\$ 1,119,925</b>	<b>\$ 1,070,677</b>	<b>\$ 1,354,360</b>	<b>\$ 1,354,360</b>	<b>\$ 1,442,260</b>
46299	Building Improvements	-	-	-	20,000	20,000
46399	Improvements Other Than Bldg - Misc	-	-	14,543	28,500	303,000
46415	Trucks & Trailers	-	-	30,099	41,000	15,700
46431	Special Purpose Equipment	-	-	9,467	3,100	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,109</b>	<b>\$ 92,600</b>	<b>\$ 338,700</b>

**TOTAL EXPENDITURES**    **\$ 1,870,661**    **\$ 1,823,469**    **\$ 2,190,379**    **\$ 2,226,870**    **\$ 2,610,100**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S WATER POLLUTION CONTROL

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46299	<i>Building Improvements</i>					
	Structural Maintenance & Repair (R&R)	20,000	20,000	20,000	20,000	20,000
	<b>TOTAL</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
46399	<i>Improvements Other than Buildings</i>					
	Standby Power Equipment (R&R)	20,000	20,000	20,000	20,000	20,000
	Equipment Maintenance & Repair	15,000	15,000	15,000	15,000	15,000
	Process Equipment (R&R)	40,000	40,000	40,000	20,000	20,000
	Replace Scum Pumps (2)	21,000	-	-	-	-
	Lift Station Pump	7,000	-	-	-	-
	Paint Aeration Tanks (4)	200,000	-	-	-	-
	Replace Clarifiers (2)	-	80,000	80,000	-	-
	Replace Aerator Gear Boxes (1)	-	160,000	120,000	-	-
	<b>TOTAL</b>	<b>303,000</b>	<b>315,000</b>	<b>275,000</b>	<b>55,000</b>	<b>55,000</b>
46415	<i>Trucks &amp; Trailers</i>					
	Ford F250 3/4 Ton Supercab #128 (R&R)	3,000	3,000	3,000	3,000	3,000
	Mack Truck Tractor Trailer #9 (R&R)	3,000	3,000	3,000	3,000	3,000
	Ford F550 Flat Bed w/ Knuckle Crane #46 (R&R)	6,500	6,500	6,500	6,500	6,500
	Ford F250 3/4 Ton Supercab Pick-up #112 (R&R)	3,200	3,200	3,200	3,200	3,200
	Ford F250 3/4 Ton Pick Up Diesel #133 (R&R)	3,000	3,000	3,000	3,000	3,000
	<b>TOTAL</b>	<b>18,700</b>	<b>18,700</b>	<b>18,700</b>	<b>18,700</b>	<b>18,700</b>

**DIVISION TOTAL    \$ 341,700    \$ 353,700    \$ 313,700    \$ 93,700    \$ 93,700**

---

# PUBLIC WORKS – SEWER COLLECTION

## IT IS THE MISSION OF SEWER COLLECTION TO

maintain and upgrade the City's sewer collection system whenever and wherever possible. This division strives to remain current with today's technology and to implement that technology into our system and everyday routine. Most importantly, great effort is made to ensure that all staff are trained and prepared for any event that might jeopardize the integrity of the City's sewer collection system. The highest level of service and professionalism is expected and shall be maintained.

## DESCRIPTION

The Sewer Collection 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.

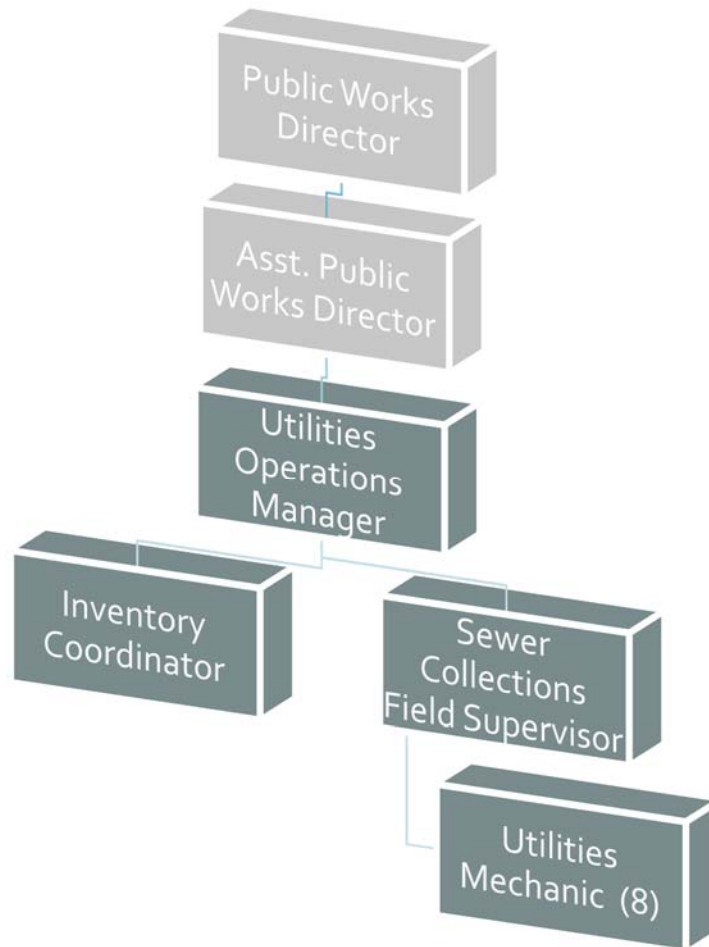
## ACCOMPLISHMENTS OF FY19

- Completed annual gravity sewer system inspection and lining \$300,000.00 annually to control/prevent deterioration of our sewer system. Sewer crews will continue to clean, inspect and record our sewer system to find areas in need of lining.
- Completion of the inflow/infiltration (smoke testing) project. This project identified areas of inflow/infiltration of stormwater in to the sanitary sewer system. System deficiencies and ranking were included in a report for staff to schedule and perform corrective measures. Phase 2 included the installation of over 100 manhole inserts in an effort to reduce stormwater inflow and reduce treatment costs.
- To repair and replace pumps in the lift stations. We were able to talk to a couple pump manufacturers to see which pump(s) will best suit the City financially and mechanically. Created a pump test between Wilo and Flygt to add to City standard
- Continue training/education. We were able to have Bucket Truck Training, Asbestos, and collections training this year that will prove to be useful to City staff.
- Hurricane Irma: During the hurricane the City had total power loss. Crews were running generators back and forth from lift station to lift station.

## FY20 INITIATIVES

- Complete Communication Upgrades:
  - SCADA Upgrades
  - Install antenna towers at each lift station
  - Lift station panel upgrades with new PLC's
  - SCADA Room "Command Center" computer and monitor set up
- Complete Inflow / Infiltration Phase 2:
  - Repair broken cleanouts
  - Complete the installation of manhole pans to prevent inflow
  - Remove storm lines that have been connected to the system
- Continue Sanitary Sewer Pipe Lining:

- Cleaning and camera work of the lines will be done in coordination with this project
  - Identify deficient sanitary sewer lines
  - Prioritize deficient sanitary sewer lines and create a data base
  - Complete bid documents, specification sheets, and oversee the project implementation
- Complete Submersible Pump Tests:
    - Wilo and Flygt pump lift station pilot test first year conclusion
    - Monitor the power usage for efficiency
    - Keep a very detailed log of the pumps performance and issues
    - Make an informed decision for the city specs for future use



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Utilities Operations Manager	1	1	1
Sewer Collections Field Supervisor	1	1	1
Utilities Mechanic I	6	6	8
Inventory Coordinator	1	1	1
<b>Total</b>	<b>9</b>	<b>9</b>	<b>11</b>

## W&S SEWER COLLECTION

401113		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41210	Regular Exempt Salaries	46,069	40,426	41,600	41,600	44,720
41299	Regular Full-Time Wages	155,295	175,491	200,310	200,310	291,200
41411	Overtime Wages	24,806	21,226	43,340	43,340	63,000
41511	Employee Incentives	400	350	-	-	-
41522	Education Incentive Pay	650	575	-	-	-
41527	Standby Time	9,952	10,457	12,730	12,730	11,900
41529	Meal Allowance	156	30	-	-	-
42111	Social Security Matching	17,696	17,939	22,830	22,830	28,770
42211	Florida Retirement System	17,259	20,456	23,300	23,300	33,930
42311	Health Insurance	37,819	50,874	71,210	71,210	91,390
42312	Life Insurance	150	167	490	490	630
42313	Accidental Death & Disab Insurance	18	20	200	200	250
42422	Workers Comp - Sewage Disp/Plant/Oper/Drivers (7580)	15,283	11,255	9,670	9,670	14,770
42435	Workers Comp - Storage Warehouse Inventory (8292)	1,104	1,104	1,358	1,810	1,420
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 326,657</b>	<b>\$ 350,370</b>	<b>\$ 427,038</b>	<b>\$ 427,490</b>	<b>\$ 581,980</b>
43199	Professional Services - Misc	2,794	-	50,000	50,000	35,000
43432	Inspector Services	-	-	800	800	800
43499	Contractual Services - Misc	11,559	10,646	22,000	22,000	22,000
44011	Travel & Training	1,173	1,648	3,050	3,050	4,050
44121	Telephone - Local	5,184	5,705	3,000	3,000	3,240
44134	Data Lines	2,851	3,034	5,000	5,000	5,000
44141	Pager Services	94	177	80	80	80
44211	Postage	60	80	350	350	350
44311	Electric - City Facilities	73,793	87,053	80,000	80,000	80,000
44331	Trash Removal	9,453	7,569	12,000	12,000	12,000
44381	Stormwater Assessment	48	51	60	60	60
44419	Rent - Equipment/Software	-	581	2,000	2,000	2,000
44611	Maintenance & Repairs - Bldg & Grounds	35,223	26,154	140,000	140,000	140,000
44621	Maintenance & Repairs - Equipment	8,030	184	14,000	14,000	14,000
44631	Maintenance & Repairs - Central Garage	12,100	18,240	20,000	20,000	20,000
45111	Office Supplies - General	1,051	540	900	900	900
45141	Small Tools & Implements	2,768	3,789	6,850	6,850	6,850
45211	Fuel	35,716	32,419	30,000	30,000	40,000
45221	Chemicals	(1)	-	5,000	5,000	5,000
45225	Software License Support	3,635	3,410	5,000	5,000	5,000
45231	Clothing & Apparel	2,694	2,714	2,400	2,400	3,300
45243	Computer/Operating Supply	1,023	69	1,500	1,500	1,500
45247	First Aid Supplies	-	85	300	300	300
45272	Pipe	1,964	1,393	7,000	7,000	7,000
45274	Valves & Clamps	467	1,388	20,000	20,000	20,000
45289	Automotive Parts	49,220	22,770	17,000	17,000	17,000
42599	Operating Supplies - Misc	11,092	13,245	15,000	15,000	15,000
45311	Asphalt / Concrete	-	-	-	-	-
45312	Limestone / Crushed Concrete	-	-	-	-	-
45341	Sod/Seed	393	35	3,000	3,000	3,000
45399	Road Materials - Misc	2,476	1,120	6,000	6,000	6,000

## W&S SEWER COLLECTION

401113 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
45411	Dues & Memberships	60	260	300	300	300
45461	Books & Publications	50	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 274,970</b>	<b>\$ 244,359</b>	<b>\$ 472,790</b>	<b>\$ 472,790</b>	<b>\$ 469,930</b>
46399	Improvements Other Than Bldg - Misc	-	-	53,463	40,000	40,000
46415	Trucks & Trailers	-	-	80,973	177,380	222,380
46416	Heavy Equipment	-	-	-	-	111,000
46417	Communications Equipment	-	-	100,000	100,000	85,000
46431	Special Purpose Equipment	-	4,553	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ 4,553</b>	<b>\$ 234,436</b>	<b>\$ 317,380</b>	<b>\$ 458,380</b>

**TOTAL EXPENDITURES**    \$ 601,627    \$ 599,282    \$ 1,134,264    \$ 1,217,660    \$ 1,510,290

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S SEWER COLLECTION

EXP CODE	CLASSIFICATION	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
46399	<i>Improvements Other than Buildings</i>					
	Lift Stations Control Panel Upgrades (2)	25,000	25,000	25,000	25,000	25,000
	Equipment Maintenance & Repairs	15,000	15,000	15,000	15,000	15,000
	<b>TOTAL</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
46413	<i>Data Processing Equipment</i>					
	Laptop	-	1,600	-	-	-
	Desktop	-	-	2,800	-	2,800
	<b>TOTAL</b>	<b>-</b>	<b>1,600</b>	<b>2,800</b>	<b>-</b>	<b>2,800</b>
46415	<i>Trucks and Trailers</i>					
	Vacuum Sewer Cleaner to Replace #127 (Lease Payment)	89,380	89,380	89,380	50,000	50,000
	Utility Line CCTV Inspection Truck (R&R)	5,000	5,000	5,000	5,000	5,000
	Service Truck w/ Utility Body/Crane to Replace #108 (R&R)	6,200	6,200	6,200	6,200	6,200
	Ford F250 Service Truck to Replace #113 (R&R)	4,500	4,500	4,500	4,500	4,500
	Service Truck w/ Utility Body/Crane to Replace #129 (R&R)	4,400	4,400	4,400	4,400	4,400
	Ford F550 Service Truck w/ Utility Body to Replace #82 (R&R)	10,000	10,000	90,000 (a)	4,400	4,400
	F550 Service Truck w/ Utility Body/Crane (R&R)	4,400	4,400	4,400	4,400	4,400
	F550 Service Truck w/ Utility Body/Crane	98,500	4,400	4,400	4,400	4,400
	<b>TOTAL</b>	<b>222,380</b>	<b>128,280</b>	<b>208,280</b>	<b>83,300</b>	<b>83,300</b>
46416	<i>Heavy Equipment</i>					
	Backhoe to Replace #27 (R&R)	26,000	26,000	26,000	26,000	26,000
	Standby Power Equipment (R&R)	6,500	6,500	6,500	6,500	6,500
	480V Mobile Standby Generator Trailer (R&R)	11,000	11,000	11,000	11,000	11,000
	Mid-size Excavator to Replace #105 (R&R)	7,500	7,500	7,500	7,500	7,500
	Compact Excavator to Replace #74 (R&R)	60,000	9,000	9,000	9,000	9,000
	<b>TOTAL</b>	<b>111,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
46417	<i>Communication Equipment</i>					
	SCADA Comm. System Upgrades	85,000	-	-	-	-
	<b>TOTAL</b>	<b>85,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DIVISION TOTAL    \$ 458,380    \$ 229,880    \$ 311,080    \$ 183,300    \$ 186,100**

## NON-EXPENDITURE DISBURSEMENTS

401580 EXP CODE CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
401581					
49150 Transfer to General Fund - TBW Interest	387,970	387,320	328,730	328,730	302,620
49151 Transfer to General Fund	3,620,090	3,217,380	3,077,690	3,077,690	3,286,860
49154 Transfer to General Fund - PILOFF	560,000	560,000	560,000	560,000	594,100
49155 Transfer to W&S Debt Service Fund	731,400	797,180	723,750	723,750	1,328,090
49156 Transfer to W&S R&R Fund	596,922	708,400	-	-	-
49157 Transfer to W&S Construction Fund	364,105	300,000	300,000	300,000	-
<b>TOTAL TRANSFERS</b>	<b>\$ 6,260,487</b>	<b>\$ 5,970,280</b>	<b>\$ 4,990,170</b>	<b>\$ 4,990,170</b>	<b>\$ 5,511,670</b>
401584					
49421 Reserves - Contingency	-	-	-	300,000	100,000
49424 Reserves - Sick Leave	45,000	50,000	65,000	65,000	55,000
<b>TOTAL RESERVES</b>	<b>\$ 45,000</b>	<b>\$ 50,000</b>	<b>\$ 65,000</b>	<b>\$ 365,000</b>	<b>\$ 155,000</b>
<b>TOTAL NON- EXPENDITURES</b>	<b>\$ 6,305,487</b>	<b>\$ -</b>	<b>\$ 5,055,170</b>	<b>\$ 5,355,170</b>	<b>\$ 5,666,670</b>
<b>TOTAL WATER &amp; SEWER EXPENDITURES</b>	<b>\$ 13,802,509</b>	<b>\$ 7,389,377</b>	<b>\$ 14,385,389</b>	<b>\$ 14,851,370</b>	<b>\$ 16,596,370</b>

---

# WATER & SEWER – RENEWAL & REPLACEMENT

## WATER & SEWER RENEWAL & REPLACEMENT FUND

402 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
361100	Interest On Investments	-	8,368	300	300	300
361200	Interest - S.B.A.	2	-	-	1,000	1,000
361250	Interest - FMIVT	10,661	17,849	7,158	1,500	1,500
361260	Interest - Adjustable Rate Mortgages	(174)	(209)	-	-	-
361-30	Net Incr(Decr)-Fair Value of Investments	4,087	-	-	-	-
381200	Transfer From W & S Revenue	596,921	708,400	-	-	-
389900	Prior Yr Fund Bal-Unassigned	1,965,088	1,664,100	-	-	-
<b>W&amp;S RENEWAL &amp; REPLACEMENT REVENUES</b>		<b>\$ 2,576,585</b>	<b>\$ 2,398,508</b>	<b>\$ 7,458</b>	<b>\$ 2,800</b>	<b>\$ 2,800</b>

## W & S RENEWAL & REPLACEMENT

402402 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
402581						
49157	Transfer to W & S Construction Fund	2,435,000	2,375,000	2,800	2,800	2,800
	<b>TOTAL TRANSFERS</b>	<b>\$ 2,435,000</b>	<b>\$ 2,375,000</b>	<b>\$ 2,800</b>	<b>\$ 2,800</b>	<b>\$ 2,800</b>

**TOTAL EXPENDITURES**    \$ 2,435,000    \$ 2,375,000    \$ 2,800    \$ 2,800    \$ 2,800

---

# WATER & SEWER – DEBT SERVICE

## WATER & SEWER DEBT SERVICE FUND

403 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
361120	Interest On Investments - S.F.	-	125			-
361200	Interest - S.B.A.	-	-			-
381200	Transfer From W & S Revenue	731,400	797,180	723,750	723,750	1,328,090
384100	Loan Proceeds	787,000	-	-	-	-
<b>W &amp; S DEBT SERVICE REVENUES</b>		<b>\$ 1,518,400</b>	<b>\$ 797,305</b>	<b>\$ 723,750</b>	<b>\$ 723,750</b>	<b>\$ 1,328,090</b>

## W & S DEBT SERVICE

403403 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
403582						
47131	Principal - 2017A Bond	29,000	46,000	47,000	47,000	50,000
47134	Principal - 2012 Bond	551,939	621,880	479,700	479,700	596,120
47135	Principal - Vacuum Truck Lease	-	82,632	82,632	82,630	82,630
47136	Principal - 2019 Bond	-	-	-	-	345,000
403536						
47234	Interest - 2012 Bond	180,024	165,633	179,030	179,030	135,890
47240	Interest - 2017A Bond	12,776	9,589	18,020	18,020	16,830
47250	Interest - Vacuum Truck Lease	-	6,747	6,747	6,750	6,750
47260	Interest - 2019 Bond	-	-	-	-	94,870
47335	Agent Fees - 2017A Bond	41,295	-	-	-	-
49157	Transfer to W & S Construction Fund	746,000	-	-	-	-
<b>TOTAL DEBT SERVICE</b>		<b>1,561,034</b>	<b>932,481</b>	<b>813,129</b>	<b>813,130</b>	<b>1,328,090</b>

**TOTAL EXPENDITURES    \$ 1,561,034    \$ 932,481    \$ 813,129    \$ 813,130    \$ 1,328,090**

---

# WATER & SEWER – SEWER ASSESSMENT

## WATER & SEWER SEWER ASSESSMENT FUND

404 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
361250	Interest - FMIvT	200	-	-	-	-
363100	Assessment Income	-	9,661	-	-	-
363200	Interest On Assessments	497	9,226	-	-	-
363300	Penalties On Assessments	1,537	5,553	-	-	-
<b>W &amp; S SEWER ASSESSMENT REVENUES</b>		<b>\$ 2,234</b>	<b>\$ 24,440</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## W & S SEWER ASSESSMENT

404404

EXP

CODE

CLASSIFICATION

	ACTUAL	ACTUAL	ESTIMATE	AMENDED BUDGET	BUDGET AMOUNT
	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
404535					
463XX Lakewood Villa	-	-	-	-	-
463XX Treasure Island	-	-	-	-	-
<b>TOTAL W &amp; S SEWER ASSESSMENT</b>	-	-	-	-	-

TOTAL EXPENDITURES    \$    -    \$    -    \$    -    \$    -    \$    -

---

---

# WATER & SEWER – CONSTRUCTION

## WATER & SEWER CONSTRUCTION FUND

405 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
381200	Transfer from W & S Revenue	364,105	300,000	300,000	300,000	300,000
383300	Transfer from W & S - R & R	2,435,000	2,375,000	2,800	2,800	2,800
381220	Transfer from W & S Debt Service Fund	746,000	-	-	-	-
381330	Transfer from Stormwater Utility Fund	-	10,000	-	-	30,900
382000	Bond Proceeds	-	-	-	-	2,659,330
389900	Prior Yr Fund Bal-Unassigned	-	-	1,109,321	3,812,200	2,671,970
<b>W &amp; S CONSTRUCTION FUND REVENUES</b>		<b>\$ 3,545,105</b>	<b>\$ 2,685,000</b>	<b>\$ 1,412,121</b>	<b>\$ 4,115,000</b>	<b>\$ 5,665,000</b>

## W & S CONSTRUCTION

405-0405					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
952-533						
46381	Contractor Payments	-	50,000	-	50,000	65,000
<b>TOTAL BULK METER BACKFLOW UPGRADE</b>		<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 65,000</b>
953-533						
63-99	Fleet Warehouse	-	-	4,500	102,000	920,000
<b>TOTAL BUILDING IMPROVEMENTS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,500</b>	<b>\$ 102,000</b>	<b>\$ 920,000</b>
953-533						
63-81	Contractor Payments	-	3,933	-	-	-
63-91	Engineering Services	-	-	-	-	-
<b>TOTAL WATER MAIN EXTENSION</b>		<b>\$ -</b>	<b>\$ 3,933</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
955-533						
63-81	Contractor Payments	245,135	40,000	-	200,000	200,000
63-91	Engineering Services	5,968	25,000	-	30,000	30,000
<b>TOTAL POTABLE &amp; RECLAIMED WATER EXTENSION</b>		<b>\$ 251,103</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 230,000</b>	<b>\$ 230,000</b>
956-533						
63-81	Contractor Payments	-	-	-	-	-
<b>TOTAL WATER METER UPGRADE</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
960-535						
63-81	Contractor Payments	-	-	1,389	-	-
63-91	Engineering Services	12,975	-	-	-	-
<b>TOTAL</b>		<b>\$ 12,975</b>	<b>\$ -</b>	<b>\$ 1,389</b>	<b>\$ -</b>	<b>\$ -</b>
960-535						
63-81	Contractor Payments	-	-	-	-	600,000
63-91	Engineering Services	12,975	-	-	-	100,000
<b>TOTAL SEWER UTILITY IMPROVEMENT</b>		<b>\$ 12,975</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,000</b>
961-535						
63-81	Contractor Payments	-	25,000	-	25,000	25,000
63-91	Engineering Services	-	-	-	-	-
<b>TOTAL IRRIGATION EXPANSION</b>		<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
964-535						
63-81	Contractor Payments	-	-	173,347	-	-
63-91	Engineering Services	-	-	17,746	-	-
<b>TOTAL REJECT STORAGE SITE RECLAIMED</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 173,347</b>	<b>\$ -</b>	<b>\$ -</b>
965-533						
63-81	Contractor Payments	79,988	-	-	-	-
63-91	Engineering Services	-	-	-	-	-
<b>TOTAL</b>		<b>\$ 79,988</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
963-535						
63-81	Contractor Payments	-	-	-	1,150,000	1,150,000
63-91	Engineering Services	4,325	15,000	61,091	130,000	55,000
<b>TOTAL SEWER IMPROVEMENTS</b>		<b>\$ 4,325</b>	<b>\$ 15,000</b>	<b>\$ 61,091</b>	<b>\$ 1,280,000</b>	<b>\$ 1,205,000</b>
965-535						

## W & S CONSTRUCTION

405-0405 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
63-81	Contractor Payments	-	-	-	200,000	200,000
<b>TOTAL GRAVITY SEWER MAIN REHAB</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>
405535						
46381	Contractor Payments	18,000	-	-	-	-
<b>TOTAL UTILITY FACILITIES</b>		<b>\$ 18,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
405535						
46381	Contractor Payments	-	-	8,386	300,000	300,000
46391	Engineering Services	-	-	-	30,000	30,000
<b>TOTAL POTABLE &amp; RECLAIMED WATER SYSTEM IMPROVEMENTS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,386</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>
953-535						
46381	Contractor Payments	-	-	-	820,000	-
46391	Engineering Services	-	-	-	-	-
967-535						
46381	Contractor Payments	-	-	-	-	200,000
46391	Engineering Services	-	-	275	30,000	30,000
968-535						
46381	Contractor Payments	-	-	-	-	1,000,000
46391	Engineering Services	-	-	21,155	62,000	100,000
<b>TOTAL SEWER SYSTEM EXTENSION</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,430</b>	<b>\$ 912,000</b>	<b>\$ 1,330,000</b>
405533						
46381	Contractor Payments	754,693	-	1,141,978	986,000	600,000
46391	Engineering Services	21,953	-	-	-	60,000
<b>TOTAL WATER SYSTEM IMPROVEMENTS</b>		<b>\$ 776,646</b>	<b>\$ -</b>	<b>\$ 1,141,978</b>	<b>\$ 986,000</b>	<b>\$ 660,000</b>

**TOTAL EXPENDITURES**    **\$ 1,156,012**    **\$ 158,933**    **\$ 1,412,121**    **\$ 4,115,000**    **\$ 5,665,000**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S CONSTRUCTION

CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
<i>Building Improvements</i>					
Fleet Purchasing Warehouse (Engineering)	120,000	120,000	-	-	-
Fleet Purchasing Warehouse (Construction)	800,000	800,000	-	-	-
<b>TOTAL</b>	<b>920,000</b>	<b>920,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>City Facility Irrigation Expansion</i>					
Misc. ROW & Facility Irrigation	25,000	25,000	25,000	25,000	25,000
Grey Preserve Reclaimed Expansion (Engineering)	-	30,000	-	-	-
Grey Preserve Reclaimed Expansion (Construction)	-	-	300,000	-	-
<b>TOTAL</b>	<b>25,000</b>	<b>55,000</b>	<b>325,000</b>	<b>25,000</b>	<b>25,000</b>
<i>Potable &amp; Reclaimed Water Extensions</i>					
Potable & Reclaimed Water Extension (Engineering)	30,000	30,000	30,000	30,000	30,000
Potable & Reclaimed Water System Extension (Construction)	200,000	300,000	300,000	300,000	300,000
Bulk Meter Backflow Prevention Upgrades	65,000	50,000	50,000	50,000	50,000
2019 Orangewood Lakes Water System Improvements (Engineering)	60,000	-	-	-	-
2019 Orangewood Lakes Water System Improvements (Construction)	600,000	-	-	-	-
<b>TOTAL</b>	<b>955,000</b>	<b>380,000</b>	<b>380,000</b>	<b>380,000</b>	<b>380,000</b>
<i>Potable &amp; Reclaimed Water System Improvements</i>					
Potable & Reclaimed Water System Improvements (Engineering)	30,000	30,000	30,000	30,000	30,000
Potable & Reclaimed Water System Improvements (Construction)	300,000	300,000	300,000	300,000	300,000
2020/2021 Water Utility System Improvements (Engineering)	-	70,000	-	-	-
2020/2021 Water Utility System Improvements (Construction)	-	-	750,000	-	-
2021/2022 Water Utility System Improvements (Engineering)	-	-	-	70,000	-
2021/2022 Water Utility System Improvements (Construction)	-	-	-	-	750,000
<b>TOTAL</b>	<b>330,000</b>	<b>400,000</b>	<b>1,080,000</b>	<b>400,000</b>	<b>1,080,000</b>
<i>Rehabilitation Programs</i>					
Sewer Main & Manhole Rehab/Lining Project	200,000	300,000	300,000	300,000	300,000
<b>TOTAL</b>	<b>200,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>
<i>Sewer Improvements</i>					
2019 WWTP Aeration Basin Influent Permanent Piping (Engineering)	100,000	-	-	-	-
2019 WWTP Aeration Basin Influent Permanent Piping (Construction)	600,000	-	-	-	-
2015/2016 Sewer Utility Improv. (Engineering)	30,000	-	-	-	-
2015/2016 Sewer Utility Improv. (Construction)	1,150,000	-	-	-	-
2018/2019 Sewer Utility Improv. (Engineering)	25,000	-	-	-	-
2018/2019 Sewer Utility Improv. (Construction)	-	1,200,000	-	-	-

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM W&S CONSTRUCTION

CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
2020/2021 Sewer Utility Improv. (Engineering)	-	-	100,000	-	-
2020/2021 Sewer Utility Improv. (Construction)	-	-	-	1,200,000	-
2022/2023 Sewer Utility Improv. (Engineering)	-	-	-	-	100,000
<b>TOTAL</b>	<b>1,905,000</b>	<b>1,200,000</b>	<b>100,000</b>	<b>1,200,000</b>	<b>100,000</b>
<i>Sewer System Extensions</i>					
Sewer System Extensions (Engineering)	30,000	30,000	30,000	30,000	30,000
Sewer System Extensions (Construction)	200,000	300,000	300,000	300,000	300,000
2018 Orangewood Lakes Force Main Interconnect Project (Engineering)	100,000	-	-	-	-
2018 Orangewood Lakes Force Main Interconnect Project (Construction)	1,000,000	-	-	-	-
<b>TOTAL</b>	<b>1,330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>

**DIVISION TOTAL**    \$ 5,665,000    \$ 3,585,000    \$ 2,515,000    \$ 2,635,000    \$ 2,215,000

---

# PUBLIC WORKS - CENTRAL GARAGE

## IT IS THE MISSION OF CENTRAL GARAGE TO

maintain the City's Fleet of vehicles and equipment in a dependable, safe, and environmentally sound condition. All of which includes a scheduled maintenance program to create a proactive approach in keeping maintenance cost down in an attempt to avoid major repairs.

## 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.

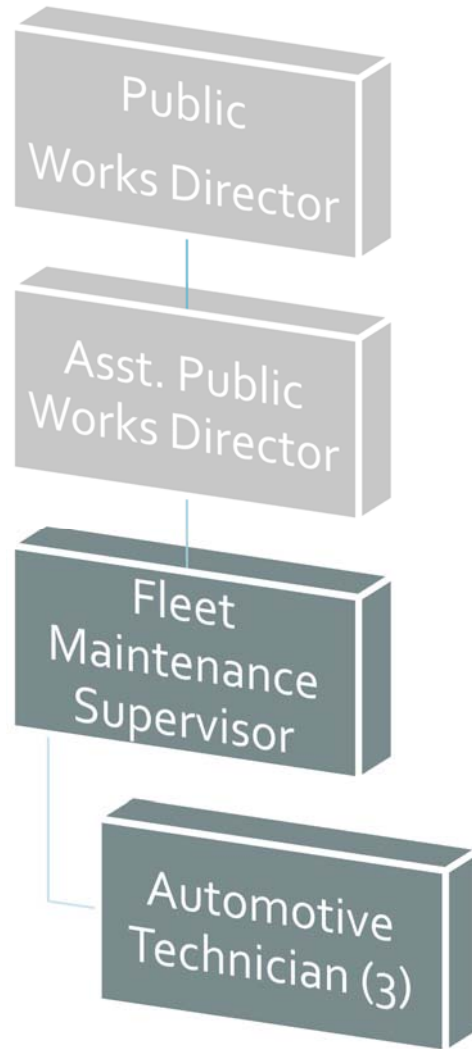
## ACCOMPLISHMENTS OF FY19

- Created a welding section in the shop, built a frame and installed a welding curtain for the safety of our employees and others coming into the shop
- Purchased 150 gallon Diesel Fuel tank that is kept on one of the fleet trucks. This way we can spend more efficient time fueling equipment during a storm. Instead of running back to the shop to fill a 55 gallon drum for each piece of equipment. We can now fill up to three pieces of equipment at a time.
- Training & Schooling: Employees obtained additional training for various equipment in an effort to remain up to date with the latest repair technology and to improve on testing techniques.
- Spent a lot of time preparing each Impound Auction to keep the City impound auction sales moving. This included but not limited to, the inspection vehicle's and condition evaluation of the vehicle's worth, so the City could get the maximum revenue at auction.

## FY20 INITIATIVES

- Capital Building Improvements:
  - Complete Building Needs Assessment
  - Assist in identifying building deficiencies and proposed upgrades / improvements
  - Assist in identifying proposed yard set up for vehicles, materials, and equipment storage
  - Assist in the purchase of two new fire trucks
- Training:
  - FEMA training for all personnel
  - Supervisory 101, 102, in accordance with the City's Human Resources and Risk Management Department
  - ASE testing and recertification for personnel
  - Emergency vehicle training and certification for personnel
- Fleet Operational Improvements:
  - Preparing for the new Tyler system to be implemented
  - Clear out all the old clutter that has been stored here for years on top of the offices
  - Install a few more LED lights to light up the dark areas of the shop for safety reasons

- Environmental Improvements:
  - Switched to as many environmentally friendly chemicals as possible
  - Converting the Fleet, when possible, to efficient Environmentally Friendly vehicles



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Fleet Maintenance Supervisor	1	1	1
Automotive Technician	3	3	3
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

## CENTRAL GARAGE FUND

501 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
369300	Refund of Prior Year Expense	-	-	3,082	-	-
369900	Other Miscellaneous Revenue	179	215	61	-	-
399110	Garage - Labor and Overhead	106,100	167,043	119,700	119,700	135,000
399120	Garage - Parts	358,865	336,752	250,000	250,000	276,280
399130	Garage - Fuel	446,811	421,845	347,000	347,000	365,000
<b>CENTRAL GARAGE REVENUES</b>		<b>\$ 911,955</b>	<b>\$ 925,855</b>	<b>\$ 719,843</b>	<b>\$ 716,700</b>	<b>\$ 776,280</b>

## CENTRAL GARAGE

501591					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41299	Regular Full-Time Wages	153,931	162,249	115,439	162,620	180,690
41411	Overtime Wages	4,413	142	1,170	940	1,040
41511	Employee Incentives	200	200	-	200	200
41529	Meal Allowance	-	-	-	250	250
42111	Social Security Matching	11,783	12,031	8,714	12,550	13,940
42211	Florida Retirement System	(13,260)	13,665	9,477	12,790	15,010
42311	Health Insurance	24,888	30,713	16,534	31,650	33,230
42312	Life Insurance	75	85	49	220	230
42313	Accidental Death & Disab Insurance	9	11	6	90	90
42425	Workers Comp - Auto Repair Shop/Parts Dept (8391)	5,825	24,096	4,213	5,860	4,570
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 187,864</b>	<b>\$ 243,192</b>	<b>\$ 155,602</b>	<b>\$ 227,170</b>	<b>\$ 249,250</b>
43434	Wrecker Services	3,364	2,853	1,620	3,000	3,000
43436	Paint & Body Work	17,693	7,716	9,651	10,000	10,000
43437	Auto Repair & Testing	51,734	32,021	27,291	40,000	40,000
43438	Paint & Body Work - PD	-	32,948	23,215	5,000	40,000
43446	Parts Resale	-	-	11,543	-	-
43499	Contractual Services - Misc	2,356	2,336	1,410	1,500	1,500
44011	Travel & Training	-	-	-	5,500	5,500
44121	Telephone - Local	2,238	1,890	1,109	2,150	2,150
44211	Postage	18	178	24	550	550
44419	Rent - Equipment/Software	-	-	-	200	200
44611	Maintenance & Repairs - Bldg & Grounds	8,769	759	1,002	10,000	10,000
44621	Maintenance & Repairs - Equipment	2,891	1,757	1,851	3,500	3,500
44631	Maintenance & Repairs - Central Garage	360	300	120	4,000	4,000
44983	Permit Fees	25	-	-	180	180
44999	Other Current Charges - Misc	-	531	153	-	-
45111	Office Supplies - General	697	160	9,589	500	500
45141	Small Tools & Implements	5,179	8,039	2,180	5,000	5,000
45211	Fuel	208,775	250,345	148,970	195,000	195,000
45225	Software License Support	950	950	950	1,000	2,000
45231	Clothing & Apparel	-	-	-	150	150
45232	Laundry Service	3,669	4,052	812	2,700	2,700
45234	Computer/Operating Supply	1,235	214	200	1,500	3,000
45247	First Aid Supplies	24	315	50	150	150
45251	Janitorial Supplies	456	1,098	512	250	250
45289	Automotive Parts	230,988	203,756	113,882	165,000	165,000
45298	Inventory Adjustments	(9,308)	(11,989)	7,522	1,000	1,000
45299	Operating Supplies - Misc	10,543	5,642	1,172	6,000	6,000
45411	Dues & Memberships	50	50	-	200	200

## CENTRAL GARAGE

501591 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
45461	Books & Publications	-	-	-	500	500
<b>TOTAL OPERATING</b>		<b>\$ 542,706</b>	<b>\$ 545,921</b>	<b>\$ 364,828</b>	<b>\$ 464,530</b>	<b>\$ 502,030</b>
46415	Trucks & Trailers	-	-	-	15,000	15,000
46431	Special Purpose Equipment	-	-	8,914	10,000	10,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,914</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>

**TOTAL EXPENDITURES**    \$ 730,570    \$ 789,113    \$ 529,344    \$ 716,700    \$ 776,280

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM CENTRAL GARAGE

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46415	<i>Trucks and Trailers</i>					
	Chevy HHR Wagon to Replace #50 (R&R)	5,000	5,000	5,000	5,000	25,000
	3/4 Ton Pick-up w/ Svc. Body/Liftgate/Crane to Replace #22 (R&R)	10,000	40,000 (a)	2,000	2,000	2,000
	<b>TOTAL</b>	<b>15,000</b>	<b>45,000</b>	<b>7,000</b>	<b>7,000</b>	<b>27,000</b>
46431	<i>Special Purpose Equipment</i>					
	Gas Powered Kawasaki Mule Vehicle	10,000	-	-	-	-
	Containment Tank Basins (2)	-	3,000	-	-	-
	Waste Oile Heater	-	-	7,000	-	-
	Compressor #1 - Main Shop	-	-	-	5,000	-
	Compressor #2 - Back-up	-	-	-	-	5,000
	Hot Hi-Pressure Washer	-	-	-	-	5,000
	Waste Oil Fuel Tank	-	-	-	-	3,500
	<b>TOTAL</b>	<b>10,000</b>	<b>3,000</b>	<b>7,000</b>	<b>5,000</b>	<b>13,500</b>

**DIVISION TOTAL**    \$ 25,000    \$ 48,000    \$ 14,000    \$ 12,000    \$ 40,500

(a) Year of Acquisition (\$10,000 from R&R)

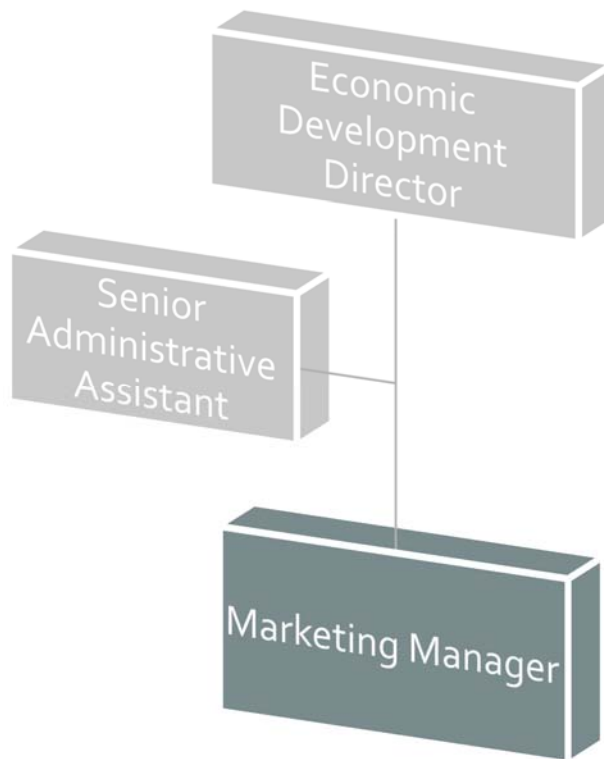
# COMMUNITY REDEVELOPMENT AGENCY

## IT IS THE MISSION OF THE COMMUNITY REDEVELOPMENT AGENCY TO

nurture an environment that supports the growth and retention of businesses, increases property values, and enhances the quality of life for New Port Richey residents.

## DESCRIPTION

The redevelopment of our community is a central focus of the Community Redevelopment Agency. It is the responsibility of the Agency to plan, coordinate, and facilitate the City's efforts to attract, retain and grow businesses and jobs.



Authorized Personnel – Full-time Equivalent			
Position/Title	FY17-18	FY18-19	FY19-20
Main Street Director	1	0	0
Marketing Manager	0	0	1
Marketing & Community Outreach Specialist	.5	.5	0
<b>Total</b>	<b>1.5</b>	<b>.5</b>	<b>1.0</b>

## COMMUNITY REDEVELOPMENT AGENCY

630 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
311100	Tax Increment - County	681,080	840,755	1,133,053	1,133,050	1,486,600
334700	Florida Historic Preservation Grant	125,000	125,000	300,000	300,000	-
334705	State Small Matching Grant	-	50,000	-	-	-
354100	Code Enforcement Fines	-	2,507	-	-	-
361200	Interest - SBA	19,194	47,971	22,606	-	-
362160	Rent - River Rd. Property Parking Lot	-	900	6,532	900	-
362190	Rent - Business Incubator	33,000	20,800	27,260	-	42,000
364220	Surplus Land Sales	-	300,000	-	-	75,000
364420	Insurance Proceeds	-	43,826	-	-	-
366900	Contributions & Donations	360	3,091	-	-	-
369300	Refund of PY Expenses	8	-	-	-	-
369900	Other Miscellaneous Revenue	10,541	30,828	22,350	5,000	25,000
381100	Transfer from Gen Fund - Tax Increment	865,715	994,084	1,338,110	1,338,110	1,710,070
381600	Transfer from Capital Imprv. Fund	-	774,400	-	-	-
389870	Unused Redev. Incentives from PY	-	-	200,000	200,000	-
389900	Carryover of Unused Funding from PY	-	-	-	774,400	1,374,400
<b>TOTAL CRA REVENUE</b>		<b>\$ 1,734,898</b>	<b>\$ 3,234,162</b>	<b>\$ 3,049,911</b>	<b>\$ 3,751,460</b>	<b>\$ 4,713,070</b>

## COMMUNITY REDEVELOPMENT AGENCY

630080		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
41111	Dept Head Salaries	-	-	-	-	38,000
41210	Regular Exempt Salaries	26,029	19,885	19,890	19,890	42,430
41511	Employee Incentives	50	25	-	-	-
42111	Social Security Matching	1,893	1,279	1,220	1,250	7,860
42211	Florida Retirement System	1,917	1,430	1,210	1,210	11,500
42311	Health Insurance	4,131	2,613	3,960	3,960	10,800
42312	Life Insurance	15	10	30	30	120
42313	Accidental Death & Disab Insurance	2	1	10	10	70
42426	Workers Comp - Clerical (8810)	83	39	40	40	400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 34,120</b>	<b>\$ 25,282</b>	<b>\$ 26,360</b>	<b>\$ 26,390</b>	<b>\$ 111,180</b>
43111	City Attorney Services	-	-	-	-	39,600
43181	Professional Servcies - Planning	37,223	48,951	38,320	35,000	30,000
43199	Professional Services - Misc	19,362	30,211	13,500	13,500	15,000
43422	Advertising & Marketing	3,401	4,118	7,500	7,500	25,000
43461	Main Street Activities	-	7,500	15,000	15,000	15,000
43499	Contractual Services - Misc	-	12,070	12,220	12,220	11,700
44011	Travel & Training	75	163	-	-	6,000
44134	Data Lines	124	252	650	-	1,000
44211	Postage	16	96	237	50	5,000
44311	Electric - City Facilities	9,498	5,994	8,000	8,000	8,000
44331	Trash Removal	1,946	127	2,000	2,000	2,000
44351	Water & Sewer - City	5,482	7,154	5,500	5,500	5,500
44373	Street Light Fee	769	821	770	770	770
44381	Stormwater Assessment	3,524	3,643	2,750	3,530	3,260
44382	Sewer Impact Fees - The Central	-	-	389,880	163,940	-
44521	Building & Contents Insurance	16,005	14,657	16,974	17,000	17,000
44611	Maintenance & Repairs - Bldg & Grounds	9,615	7,005	6,500	6,500	6,500
44612	Maintenance & Repairs - Hacienda Hotel	4,863	1,257	3,500	3,500	2,000
44613	Maintenance & Repairs - Bus Incubator	5,375	-	2,997	2,500	3,000
44799	Printing & Binding - Misc.	-	307	-	-	5,000
44952	Redevelopment Incentives	74,647	268,056	200,000	200,000	200,000
44953	Residential Incentives	70,313	43,931	50,000	50,000	100,000
44999	Other Current Charges - Misc	8,900	9,214	12,379	5,000	10,000
45111	Office Supplies - General	-	-	375	50	1,000
45411	Dues & Memberships	1,685	-	159	750	1,300
<b>TOTAL OPERATING</b>		<b>\$ 272,823</b>	<b>\$ 465,527</b>	<b>\$ 789,211</b>	<b>\$ 552,310</b>	<b>\$ 513,630</b>
46113	Land - Rio Vista Park Parcel	1,500	-	-	-	-
46233	Building Improvements - Hacienda Hotel	-	-	475,000	475,000	20,000
46299	Building Improvements - Bus. Incubator	93,498	-	-	-	30,000
46343	Neighborhood Improvements	-	-	-	20,000	100,000
46344	Neighborhood Revitalization Program	-	-	-	-	150,000
46345	Parking Lot Improvements - Nebraska Ave.	-	-	-	-	600,000
46346	Redevelopment Projects	-	-	-	-	1,187,500
46353	Main Street Landings Incentives Program	-	-	-	1,475,000	737,500
<b>TOTAL CAPITAL</b>		<b>\$ 94,998</b>	<b>\$ -</b>	<b>\$ 475,000</b>	<b>\$ 1,970,000</b>	<b>\$ 2,825,000</b>

## COMMUNITY REDEVELOPMENT AGENCY

630080 EXP CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
49151	Transfer to General Fund - Administrative	375,440	250,000	315,870	315,870	375,620
49152	Transfer to General Debt Service Fund	887,230	887,760	886,890	886,890	887,640
<b>TOTAL TRANSFERS</b>		<b>\$ 1,262,670</b>	<b>\$ 1,137,760</b>	<b>\$ 1,202,760</b>	<b>\$ 1,202,760</b>	<b>\$ 1,263,260</b>
		<b>\$ 1,664,611</b>	<b>\$ 1,628,569</b>	<b>\$ 2,493,331</b>	<b>\$ 3,751,460</b>	<b>\$ 4,713,070</b>

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM COMMUNITY REDEVELOPMENT AGENCY

EXP CODE	CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
46233	<i>Building Improvements</i>					
	Hacienda Hotel	20,000	-	-	-	-
	<b>TOTAL</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
46299	<i>Building Improvements</i>					
	Business Incubator	30,000	-	-	-	-
	<b>TOTAL</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
46343	<i>Improvement Other Than Buildings</i>					
	Neighborhood Improvements	100,000	100,000	100,000	100,000	100,000
	<b>TOTAL</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
46344	<i>Neighborhood Revitalization Program</i>					
	Neighborhood Revitalization Program	150,000	150,000	150,000	150,000	150,000
	<b>TOTAL</b>	<b>150,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>
46345	<i>Parking Lot Improvements</i>					
	Parking Lot Improvements - Nebraska Ave.	600,000	-	-	-	-
	Parking Lot Improvements	-	300,000	300,000	300,000	300,000
	<b>TOTAL</b>	<b>600,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>
46346	<i>Redevelopment Projects</i>					
	Property Assemblage	887,500	100,000	100,000	100,000	100,000
	Streetscape Enhancements	50,000	200,000	200,000	200,000	200,000
	Cotee River Underpass Project	-	50,000	50,000	50,000	-
	Network Upgrades in Downtown Area	-	50,000	50,000	50,000	-
	U.S Hwy 19/Main St. Gateway Project	-	35,000	-	-	-
	Railroad Square Improvements	75,000	100,000	-	-	-
	Boat Ramp Expansion	75,000	100,000	100,000	100,000	100,000
	Neighborhood Alley Improvements	75,000	100,000	100,000	100,000	100,000
	Bicycle Trail Improvements	25,000	150,000	150,000	150,000	150,000
	<b>TOTAL</b>	<b>1,187,500</b>	<b>885,000</b>	<b>750,000</b>	<b>750,000</b>	<b>650,000</b>
46353	<i>Incentive Programs</i>					
	Main Street Landings Incentive Program	737,500	737,500	-	-	-
	<b>TOTAL</b>	<b>737,500</b>	<b>737,500</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DIVISION TOTAL**    \$ 2,825,000    \$ 2,372,500    \$ 1,500,000    \$ 1,500,000    \$ 1,400,000

---

# STREET IMPROVEMENT

## DESCRIPTION

The Street Improvement Fund is a special revenue fund, required by Florida Statute 336.02, to account for revenues and expenditures used for the operation and maintenance of transportation facilities and associated drainage infrastructure. Activities include road and right-of-way maintenance (e.g. patching, mowing), bridge maintenance and operation, traffic engineering, traffic signal operation, traffic control signage and striping, sidewalk repair and construction, and maintenance of ditches, culverts, and other drainage facilities. Resources to support these activities are provided from Local Option Gas Taxes (LOGT), a 6 cent per gallon local option gas tax revenue.

Projects budgeted for in the Street Improvement Fund are included in the City's Capital Improvement Program.

## STREET IMPROVEMENT FUND

701 REV CODE	CLASSIFICATION	ACTUAL FY16-17	ACTUAL FY17-18	ESTIMATE FY18-19	AMENDED BUDGET FY18-19	BUDGET AMOUNT FY19-20
312410	Local Option Gas Tax - 1st	446,130	470,338	468,920	468,920	491,760
312420	Local Option Gas Tax - 2nd	327,134	341,046	338,740	338,740	357,920
361100	Interest On Investments	8,174	16,735	10,000	550	1,000
361200	Interest - S. B. A.	13,042	27,409	15,000	750	3,500
361250	Interest - FMIvT	1,617	2,975	2,500	5,000	5,000
363100	Special Assessment - Streets (Old)	50,013	29,855	35,000	35,000	30,000
363110	Special Assessment - Paving	-	636,243	649,830	649,830	733,960
363200	Interest on Assessments	9,549	9,813	20,000	20,000	17,000
363300	Penalties on Assessments	4,700	5,283	7,500	7,500	6,000
369900	Miscellaneous Revenue	-	-	-	-	-
381100	Transfer from General Fund	-	300,000	300,000	300,000	325,000
381500	Transfer from Stormwater Utility Fund	56,030	-	-	-	-
381600	Transfer From Capital Improvement Fund	-	330,000	200,000	200,000	200,000
389900	Prior Yr Fund Bal-Unassigned	-	-	-	1,323,710	1,475,000
<b>STREET IMPROVEMENT FUND REVENUE</b>		<b>\$ 916,389</b>	<b>\$ 2,169,697</b>	<b>\$ 2,047,490</b>	<b>\$ 3,350,000</b>	<b>\$ 3,646,140</b>

## STREET IMPROVEMENT

701701					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY16-17	FY17-18	FY18-19	FY18-19	FY19-20
43498	Administrative Fees	-	12,724	12,500	-	13,000
44211	Postage	-	126	200	-	200
44999	Other Current Charges - Misc	-	790	790	-	800
<b>TOTAL OPERATING</b>		<b>\$ -</b>	<b>\$ 13,640</b>	<b>\$ 13,490</b>	<b>\$ -</b>	<b>\$ 14,000</b>
46321	Streetscape Improvements - Madison St., Main St. to Massachusetts Ave.	12,715	237,564	710,000	710,000	-
46333	Multi - Use Trail Marine Parkway	572,766	-	-	-	-
46334	2017/2018 Strete Improv. Project	-	-	-	-	1,525,000
46334	2018/2019 Street Improv. Project	7,398	1,558,114	280,644	2,010,000	1,240,000
46334	2019/2020 Street Improv. Project	-	-	-	-	170,000
46335	LED Crosswalk Sign & LT	41,643	22,364	29,716	35,000	40,000
46338	Misc Neighborhood Improvements	-	-	-	115,000	115,000
46351	Roadway Striping	55,265	-	-	60,000	40,000
46352	Circle Blvd Rd & Sidewalk	224,035	-	-	-	-
46355	Traffic Sign Upgrades	-	20,748	25,000	30,000	30,000
46357	Alley Needs Assessment Program	-	-	9,358	40,000	40,000
46358	Public Charging Stations Program	-	25,789	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 913,822</b>	<b>\$ 1,864,579</b>	<b>\$ 1,054,718</b>	<b>\$ 3,000,000</b>	<b>\$ 3,200,000</b>
49151	Transfer to General Fund	518,200	391,180	350,000	350,000	432,140
<b>TOTAL TRANSFERS</b>		<b>\$ 518,200</b>	<b>\$ 391,180</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ 432,140</b>

**TOTAL EXPENDITURES**    \$ 1,432,022    \$ 2,269,399    \$ 1,418,208    \$ 3,350,000    \$ 3,646,140

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM STREET IMPROVEMENT

CLASSIFICATION	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
<i>Road Paving &amp; Reconstruction</i>					
2017/2018 Street Improvements	1,525,000	-	-	-	-
Traffic Sign Upgrades	30,000	30,000	30,000	30,000	30,000
2018/2019 Neighborhood Improvements	115,000	15,000	100,000	15,000	100,000
LED Crosswalk Signaage & Lighting	40,000	40,000	-	-	-
Alley Improvements	40,000	-	-	-	-
2018/2019 Street Improvements	1,240,000	500,000	-	-	-
Roadway Striping Project	40,000	40,000	40,000	40,000	40,000
2019/2020 Street Improvements	170,000	1,200,000	500,000	-	-
2020/2021 Street Improvements	-	170,000	1,200,000	500,000	-
2021/2022 Street Improvements	-	-	190,000	1,700,000	-
2022/2023 Street Improvements	-	-	-	190,000	1,700,000
<b>TOTAL</b>	<b>3,200,000</b>	<b>1,995,000</b>	<b>2,060,000</b>	<b>2,475,000</b>	<b>1,870,000</b>

**DIVISION TOTAL    \$ 3,200,000    \$ 1,995,000    \$ 2,060,000    \$ 2,475,000    \$ 1,870,000**

-