

**CITY OF**



**NEW PORT**  
**RICHEY**  
**FLORIDA**

**2<sup>ND</sup> PROPOSED ANNUAL BUDGET**

**FY 2022 – 2023**

***SEPTEMBER 26, 2022***



# CITY OF NEW PORT RICHEY

## ANNUAL OPERATING BUDGET

**FY 2022 – 2023**



**CITY COUNCIL**

ROBERT MARLOWE, MAYOR

MIKE PETERS, DEPUTY MAYOR

PETER ALTMAN, COUNCIL MEMBER

MATT MURPHY, COUNCIL MEMBER

KELLY MOTHERSHEAD, COUNCIL MEMBER

**CITY MANAGER**

DEBBIE L. MANNS

**FINANCE DIRECTOR**

CRYSTAL S. FEAST

CRYSTAL M. DUNN



**September 9, 2022**

To the Honorable Mayor and Members of the City Council:

With this letter, I am pleased to present the City of New Port Richey's Annual Operating Budget and Five – Year Capital Improvement Program for the 2022-2023 fiscal year for your 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.

### **Budget Overview & Economic Outlook**

---

During the last two years, humanity has faced significant and daunting challenges as a result of the COVID-19 pandemic. Although strides continue towards full recovery, the economic outlook for the future remains cloudy. Record inflation, supply chain disruptions, labor shortages, and the conceivable risk of another recession are a few challenges that continue to impact the City and its community. Looking forward, it is more important than ever to continue making sound and thoughtful fiscal decisions that best position the City for those unknowns that may still lie ahead.

The FY 2022/23 proposed budget was prepared by using a concerted and proactive approach. It continues to support the long-term vision of City Council and appropriately aligns available resources to meet strategic objectives. The proposed budget funds those programs and projects that create a lasting impact on the lives of New Port Richey residents and businesses. The proposed budget reflects a careful balancing act between economic unknowns and the organization's need for addressing personnel compensation, achieving capital improvement goals, and maintaining service levels and programs, all while decreasing the millage rate.

The proposed FY 2022-2023 budget reflects an overall increase of 13.2% in expenditures over 2021-2022's total Operating Budget. The total budgeted expenditures from all budgeted funds for FY 2022-2023 are approximately \$82,902,330, compared to \$73,239,890 for FY 2021-2022.

As the City continues to realize forward momentum and economic growth, we must maintain a balance of fiscal realities with the collective expectations of our municipal services and associated costs. As done in the past, it is important to contemplate and plan for future considerations, such as, funding for additional positions, capital needs, and the credible risk of economic decline. The proposed budget acknowledges these considerations and maintains a judicious path forward to accomplish many of the goals and objectives set by City Council.



## 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 2022-2023 General Fund budget is balanced without the use of prior year reserves. The total General Fund Revenue Budget is \$28,730,720, which includes transfers in from other governmental funds of \$2,799,150 and contributions from enterprise funds in the amount of \$5,143,180.

## Tax Rate and Tax Roll

---

On July 1, 2022, the Pasco County Property Appraiser provided estimated municipal gross taxable values to cities under its jurisdiction. The average taxable value of all properties increased by 16.40%. The total taxable property value of \$724,944,078 in 2021 increased to \$843,852,476 in 2022.

Approximately 56% of the just value of property in the city is residential. 28% of the total value is commercial property and 7% is attributed to governmental and institutional property. Personal property values equated to 9% of the total.

The proposed budget is based on a property tax rate of 8.4500 mills (one mill equals one dollar of tax per one thousand dollars in value), which is a decrease of .0500 mills from last year.

## Staffing Levels

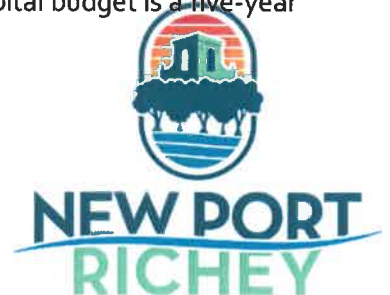
---

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 2022 -2023 Operating Budget which, in total, reflects an increase of 3 full-time and 1 part-time positions for the fiscal year. The proposed budget also continues the provision of health insurance coverage to employees and retirees of the City.

## Capital Improvement Program

---

The total expenditures earmarked as capital expenditures for FY 2022-2023 is \$24,395,900. This amount represents \$5,893,400 more than what was budgeted in the previous fiscal year. Of that total, \$635,000 is dedicated to support general fund capital improvements, \$710,000 is appropriated for stormwater utility projects, \$1,180,000 is dedicated to parks and recreation, \$4,355,000 is dedicated to support public safety and public facilities, and \$1,765,000 is reserved for transportation. Additionally, \$6,745,000 is being allocated to water and sewer construction projects, \$3,380,000 is dedicated to redevelopment efforts, and \$5,625,900 is dedicated to road and street improvements. The capital budget is a five-year plan for capital expenditures.



## Summary

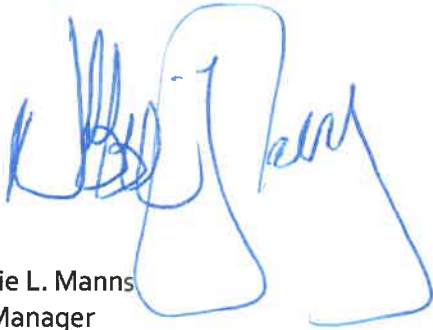
---

Overall, the FY 2022-2023 Operating Budget presents a spending plan that reflects the priorities, policies, and goals of the City Council and the citizens it represents. The proposed plan continues to move the City towards achieving many of the priorities of the City Council in the areas of fiscal sustainability, preservation of infrastructure, and conservation.

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.

Preparation of the FY 2022/23 budget is a team endeavor facilitated by the combined efforts of City Council, all departments, and many staff members. As always, I sincerely appreciate the Mayor and City Council for their continued leadership and support.

Respectfully Submitted,



Debbie L. Manns  
City Manager



## GENERAL FUND

001 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
311100	Current Ad Valorem Taxes	5,282,194	5,640,949	5,844,570	5,844,570	6,774,020
311200	Delinquent Ad Valorem Taxes	10,340	12,648	40,000	40,000	40,000
314100	Electric Utility Tax	1,580,380	1,638,534	1,643,000	1,485,000	1,650,000
314400	Gas Utility Tax	14,036	44,571	50,000	-	50,000
314800	Propane Utility Tax	44,268	49,248	50,000	50,000	50,000
315250	Communications Services Tax	716,503	836,490	806,120	806,120	808,000
316100	Local Business Tax	166,580	123,544	160,000	160,000	175,000
<b>TOTAL TAXES</b>		<b>7,814,301</b>	<b>8,345,984</b>	<b>8,593,690</b>	<b>8,385,690</b>	<b>9,547,020</b>
321110	Residential Rentals	72,235	76,765	75,355	70,000	85,000
322100	Building Permits	286,193	403,826	405,000	300,000	425,000
322200	Building Code Surcharge	1,689	1,523	975	1,500	1,500
322300	Certificate of Use Program	-	-	-	35,000	35,000
323100	Electric Franchise Fees	1,222,218	1,247,795	1,261,000	1,240,000	1,275,000
323400	Gas Franchise Fees	74,354	44,426	71,254	110,000	110,000
323700	Garbage Hauling Franchise Fees	184,586	243,918	225,000	130,000	225,000
329100	Other Licenses & Permits	-	1,484	1,695	1,000	2,000
329210	Development Review Fees	15,016	16,388	15,000	10,000	15,000
329600	Tree Removal/Replacement	12,750	-	-	10,000	10,000
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>1,869,041</b>	<b>2,036,125</b>	<b>2,055,279</b>	<b>1,907,500</b>	<b>2,183,500</b>
331280	Identity Theft & Fraud Grant	6,657	2,664	10,000	-	10,000
331540	Community Development Block Grant	-	-	-	275,000	250,000
331550	School District Reimb. for SRO	145,952	149,900	123,410	70,900	127,120
331580	FEMA Reimbursement	31,025	-	-	-	-
331590	CARES Act Funding	165,307	54,826	-	-	-
331591	ARPA Funding	-	-	-	1,005,550	2,500,000
334240	Victims of Crime Act Grant	-	10,659	33,907	30,960	38,140
334270	FF Cancer Decontamination Grant	-	10,013	-	-	-
334280	EBT SNAP Program	4,808	13,005	15,000	10,000	15,000
334510	State Aid to Libraries Grant	21,980	15,443	13,000	13,000	17,800
334600	FL Humanities Council Grant	-	1,000	-	-	-
334730	Electrify America	-	-	1,879	-	-
335120	State Revenue Sharing	690,089	755,180	831,830	831,830	834,900
335140	Mobile Home Licenses	38,884	38,528	50,000	50,000	50,000
335150	Alcoholic Beverage Licenses	36,278	45,080	45,000	45,000	50,000
335180	Half-Cent Sales Tax	1,089,177	1,302,161	1,237,160	1,237,160	1,236,820
335200	Firefighters Supplemental Comp.	10,742	5,433	4,040	5,000	5,000
335240	State Excise Tax - Police Pension	220,931	229,821	229,820	229,820	217,600
335250	State Excise Tax - Fire Pension	114,779	114,576	125,000	125,000	114,580
335410	Rebate on Municipal Vehicles	16,991	16,654	20,000	20,000	20,000
338200	Mun. Share-County Occ. Licenses	14,184	10,863	18,000	18,000	18,000
<b>TOTAL INTERGOVERNMENTAL</b>		<b>2,607,784</b>	<b>2,775,806</b>	<b>2,758,046</b>	<b>3,967,220</b>	<b>5,504,960</b>

## GENERAL FUND, CONT.

001 REV CODE	CLASSIFICATION	AMENDED				BUDGET
		ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	BUDGET FY21-22	AMOUNT FY22-23
341200	Zoning Fees	200	-	60,000	5,000	75,000
341310	Administrative Fees	26,924	19,238	25,000	25,000	25,000
341330	Magistrate/Court Fees	1,950	7,276	15,000	30,000	30,000
341400	Cert., Copying & Record Search	59,704	66,893	70,000	55,000	75,000
341430	Notary Services	480	430	500	500	500
342100	Off-Duty Pay	174,784	188,892	180,000	180,000	205,140
342400	Emergency Service Fees	4,400	-	4,215	5,000	5,000
342510	Fire Inspection Fees	17,294	19,820	17,000	17,000	17,000
342520	Residential Rental Inspection Fees	1,450	50	3,000	3,000	2,000
343940	Street Lights - Lakewood Vila	-	2,310	5,000	-	5,000
343950	Street Lights - Eastbury Gardens	3,632	3,313	3,500	15,000	4,000
343960	Street Lights - Hillandale	17,342	17,313	17,000	20,000	18,000
343970	Street Lights - Ridgewood	10,666	11,176	12,000	15,000	15,000
343980	Street Lights - Barbara Ann	1,920	970	1,000	4,000	1,500
347110	Miscellaneous Proceeds - Library	8,977	10,444	10,000	10,000	10,000
347120	Gifts - Library	375	101	165	300	300
347130	Memorials - Library	40	100	50	50	50
347190	Book Store - Library	1,120	10	1,000	2,000	1,000
347220	Recreation Memberships	107,970	134,331	160,000	170,000	170,000
347230	Concessions - Machines	2,211	2,880	2,000	2,500	2,500
347240	Recreation Daily Fees	71,344	153,228	150,000	150,000	160,000
347250	Rentals	30,619	91,691	60,000	60,000	80,000
347270	Lesson Fees	225	9,150	9,000	10,000	9,000
347280	Percentage of Classes	40,406	42,551	22,000	60,000	25,000
347290	Summer Program Fees	25,734	42,675	53,000	50,000	60,000
347300	City Sponsored Programs	4,578	1,566	15,000	15,000	15,000
347310	Concession Stand	-	4	4,900	2,000	5,000
347320	Recreational Trips	-	6,145	8,415	5,000	10,000
347330	Red Cross Classes	528	1,938	2,000	2,000	2,000
347340	Swim/Recreation Accessories	276	837	2,000	2,000	2,000
347370	Camps	730	2,475	3,500	2,000	4,000
347390	Park Vending	-	200	-	-	-
347400	Instructor Class Percentages	-	15,545	29,000	-	30,000
347410	Special Events Reimbursement	24,030	3,991	25,000	45,000	30,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>639,909</b>	<b>857,543</b>	<b>970,245</b>	<b>962,350</b>	<b>1,093,990</b>
351100	Court Fines	67,725	46,316	59,650	70,000	70,000
351110	Civil Infraction Fines	41,178	51,215	102,000	90,000	130,000
351200	Parking Fines	30	-	100	-	100
351210	Red Light Fines	1,569,649	1,733,136	1,600,000	1,800,000	1,700,000
351300	Police Education	7,799	7,911	10,000	10,000	10,000
352100	Library Fines	3,502	1,094	1,068	5,000	2,000
354100	Code Enforcement Fines/Court Costs	236,102	75,770	71,000	200,000	75,000
354110	Lot Clearing/Mowing Fines	460	1,045	2,500	1,000	3,000
354120	Investigations - Recovery	30,925	28,250	15,000	15,000	15,000

## GENERAL FUND, CONT.

001 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
358200	Impound Lot	69,733	132,261	150,000	150,000	150,000
359100	Other Fines and Forfeits	48,412	3,660	4,500	10,000	5,000
359110	Unclaimed Evidence	17,559	238	1,000	5,000	1,000
359120	Contraband Forfeitures	-	48,749	5,000	10,000	5,000
359130	Equitable Sharing - DOJ/DEA	181,340	9,884	15,000	15,000	-
<b>TOTAL FINES &amp; FORFEITURES</b>		<b>2,274,414</b>	<b>2,139,529</b>	<b>2,036,818</b>	<b>2,381,000</b>	<b>2,166,100</b>
361100	Interest - Investments	11,537	731	10,000	15,000	10,000
361130	Interest - Taxes	16,137	22,792	20,000	25,000	20,000
361160	Interest - Lot Mowing	-	77	-	-	-
361200	Interest - S.B.A.	9,298	1,229	10,000	30,000	10,000
361250	Interest - FMIvT	4,878	22	5,000	5,000	5,000
362100	Rents & Royalties - Miscellaneous	-	250	-	-	-
362140	Rent - Chamber of Commerce	5,750	4,900	5,400	5,400	5,400
364220	Surplus Land Sales	-	17,885	818,290	850,000	-
364410	Disposition of Fixed Assets	-	209,120	100,000	-	100,000
364420	Insurance Proceeds	65,991	28,115	15,379	-	-
366900	Contributions and Donations	3,568	6,549	2,654	-	-
366910	Contributions - Police	1,650	-	10,080	-	-
366920	Donations - Recreation	3,500	3,300	-	-	-
366930	Contributions From Friends-Library	2,971	3,110	10,742	7,900	-
366980	Contributions - Fire	500	-	-	-	-
369210	Vacant/Foreclosed Property Registry	10,050	-	-	9,000	-
369300	Refund of Prior Year Expense	53,407	8,189	7,067	5,000	5,000
369710	Returned Check Charge	108	-	280	-	-
369900	Other Miscellaneous Revenue	12,265	8,440	16,216	15,000	15,000
381310	Transfer from Street Improv. Fund	432,140	484,760	421,820	421,820	463,170
381320	Transfer from CRA Fund - Admin. Serv.	375,620	376,110	276,790	276,790	499,520
381370	Transfer from CRA Fund - Loan Repayment	-	-	619,310	619,310	619,310
381600	Transfer from Capital Improv. Fund	688,840	573,290	880,930	880,930	1,217,150
381700	Transfer from Gen Debt Service Fund	-	849,917	-	-	-
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>1,698,210</b>	<b>2,598,786</b>	<b>3,229,958</b>	<b>3,166,150</b>	<b>2,969,550</b>
382100	Contribution from W & S Fund	3,286,860	3,598,290	3,384,960	3,384,960	4,117,310
382110	Contribution from W & S Fund -TBW Int	302,620	275,200	246,420	246,420	216,180
382120	Contribution from W & S Fund -PILOFF	594,100	611,930	630,280	630,280	649,190
382200	Contrib. from Stormwater Utility Fund	130,000	130,000	130,000	130,000	160,500
<b>TOTAL OTHER</b>		<b>4,313,580</b>	<b>4,615,420</b>	<b>4,391,660</b>	<b>4,391,660</b>	<b>5,143,180</b>
<b>TOTAL REVENUES PRIOR TO FUND BALANCE</b>		<b>21,217,239</b>	<b>23,369,193</b>	<b>24,035,696</b>	<b>25,161,570</b>	<b>28,608,300</b>
389900	Prior Yr Fund Bal-Unassigned	310,405	166,112	-	-	122,420
<b>TOTAL FUND BALANCE</b>		<b>310,405</b>	<b>166,112</b>	<b>-</b>	<b>-</b>	<b>122,420</b>
<b>GENERAL FUND REVENUES</b>		<b>\$ 21,527,644</b>	<b>\$ 23,535,305</b>	<b>\$ 24,035,696</b>	<b>\$ 25,161,570</b>	<b>\$ 28,730,720</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		
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23	AMOUNT
41311	Part-Time Wages	18,600	18,600	29,088	18,600	39,600	
42111	Social Security Matching	1,423	1,423	2,225	1,430	3,030	
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 20,023</b>	<b>\$ 20,023</b>	<b>\$ 31,313</b>	<b>\$ 20,030</b>	<b>\$ 42,630</b>	
43111	City Attorney Services	96,287	98,318	92,400	92,400	92,400	
43199	Professional Services - Misc.	24,787	15,135	6,969	5,000	8,000	
44011	Travel & Training	2,789	10,553	10,000	10,000	12,000	
44134	Data Lines	-	-	2,540	-	2,800	
44211	Postage	1,127	419	416	500	500	
44810	Cultural Affairs	12,055	500	10,000	15,000	12,000	
44811	Environmental Comm. Events	800	-	-	-	-	
44812	West Pasco Historical Society	-	20,000	10,000	20,000	18,000	
44961	Special Events	30,000	50,000	60,000	60,000	58,000	
44965	Program Expense - Citizens Academy	-	-	-	-	5,000	
44999	Other Charges - Misc	17,369	17,318	9,500	12,000	10,000	
45111	Office Supplies - General	720	1,942	200	200	200	
45225	Software Licenses / Support	100	-	-	-	-	
45231	Clothing & Wearing Apparel	267	648	-	500	500	
45243	Computer Supplies	1,774	1,787	1,000	1,500	1,000	
45291	Operating Supplies - Disaster	1,681	-	-	500	-	
45411	Dues and Memberships	5,053	5,254	6,361	5,500	6,500	
45461	Books and Publications	642	1,054	618	700	800	
49995	Settlement Agreement	1,764	294	-	-	-	
<b>TOTAL OPERATING</b>		<b>\$ 197,215</b>	<b>\$ 223,222</b>	<b>\$ 210,004</b>	<b>\$ 223,800</b>	<b>\$ 227,700</b>	

**TOTAL EXPENDITURES**    **\$ 217,238**    **\$ 243,245**    **\$ 241,317**    **\$ 243,830**    **\$ 270,330**

---

# CITY MANAGER

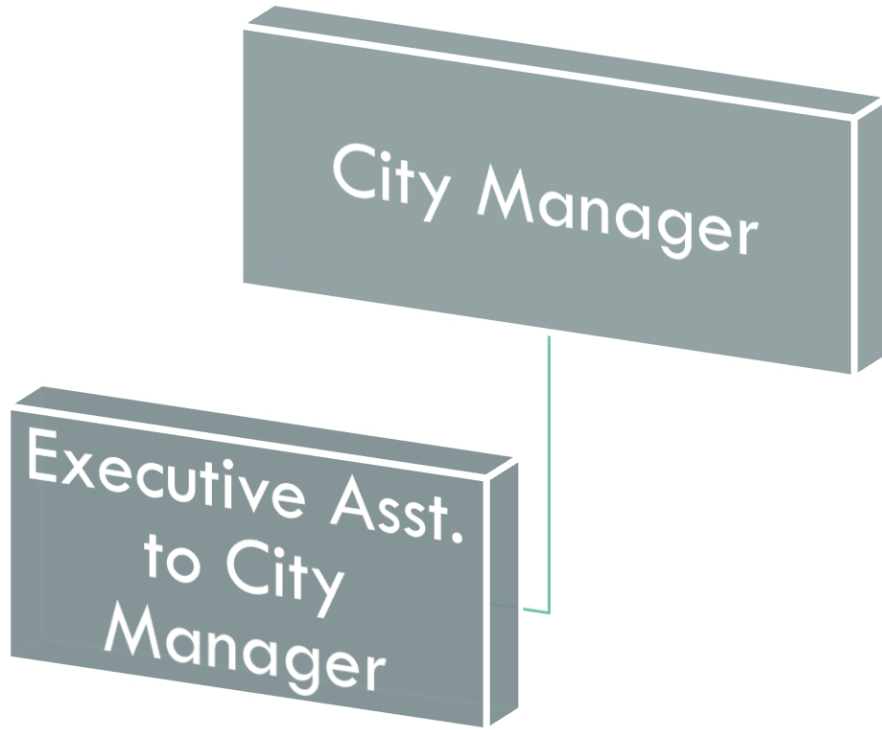
## IT IS THE MISSION OF THE CITY MANAGER'S OFFICE TO

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	FY20-21	FY21-22	FY22-23
City Manager	.75	.75	.75
Exec. Asst. to City Manager	.75	.75	.75
<b>Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

## CITY MANAGER

001021		ACTUAL	ACTUAL	ESTIMATE	AMENDED	BUDGET
EXP	CLASSIFICATION	FY19-20	FY20-21	FY21-22	BUDGET	AMOUNT
CODE		FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	93,138	105,098	97,830	97,830	105,820
41210	Regular Exempt Salaries	49,852	50,983	51,530	51,530	52,250
41512	Gas / Car Allowance	6,000	5,679	6,000	6,000	6,000
42111	Social Security Matching	10,953	12,020	11,790	11,790	12,550
42211	Florida Retirement System	28,167	33,667	23,450	23,450	45,860
42311	Health Insurance - Reg.	15,580	16,841	12,470	12,470	13,760
42312	Group Life Insurance	77	81	90	90	90
42313	Accidental Death AD&D	10	11	40	40	40
42426	Workers Comp - Clerical (8810)	275	279	275	350	280
<b>TOTAL PERSONNEL SERVICES</b>		<b>204,052</b>	<b>224,659</b>	<b>203,475</b>	<b>203,550</b>	<b>\$ 236,650</b>
43199	Professional Services - Misc.	-	30,136	-	-	48,000
44011	Travel & Training	3,092	3,159	7,500	7,500	7,500
44121	Telephone - Local	3,242	2,800	2,500	2,500	2,500
44134	Data Lines	-	-	1,000	1,000	1,000
44211	Postage	177	91	100	100	100
44481	Lease - Copier	1,341	1,276	986	500	1,000
44799	Printing & Binding	1,632	1,787	250	250	1,000
44999	Other Charges - Misc	29	4,576	238	450	200
45111	Office Supplies - General	2,507	6,937	955	2,000	2,000
45231	Clothing & Wearing Apparel	184	126	200	200	200
45243	Computer Supplies	422	1,517	500	500	500
45291	Operating Supplies - Disaster	-	18	-	-	-
45299	Operating Supplies - Misc.	1,577	1,755	1,861	2,000	1,500
45411	Dues and Memberships	2,202	1,664	1,124	2,700	2,000
45461	Books and Publications	192	150	121	300	200
<b>TOTAL OPERATING</b>		<b>\$ 16,597</b>	<b>\$ 55,992</b>	<b>\$ 17,335</b>	<b>\$ 20,000</b>	<b>\$ 67,700</b>

**TOTAL EXPENDITURES    \$ 220,649    \$ 280,651    \$ 220,810    \$ 223,550    \$ 304,350**



---

# HUMAN RESOURCES

## IT IS THE MISSION OF HUMAN RESOURCES TO

provide city employees peace of mind in their compensation, benefits, and well-being, while enhancing the outstanding services and opportunities for the citizens of New Port Richey; provide capacity to the City to effectively forecast human capital requirements and strategically recruit, retain, and promote the highest quality candidates and employees; plan for recruitment and retention through workplace culture initiatives that are meaningful, inclusive and rewarding; provide a conduit for employee resources, training, and organizational development; and ensure employees are provided the best possible services for their efforts while being a good steward of tax payer's dollars.

## 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 Department include 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 FY22

- Instituted performance-based pay increase and evaluations
- Completed second salary survey for Fire Department employees ensuring competitive compensation
- Established employee engagement programs: diversity committee, rewarding referrals, and Access Perks savings
- Recruited and hired 4 of 10 Department Directors providing leadership to city staff

## FY23 INITIATIVES

- Provide more targeted employee engagement programs focusing on surveys, suggestion program, and labor management committee
- Become a *HireVets Gold Medallion* Employer
- Complete compensation to minimum wage increase planning project
- Host an employee cultural day and health fair



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
HR & Organizational Development Director	0	1	1
Human Resource Manager	1	1	1
Senior Administrative Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>3</b>	<b>3</b>

## HUMAN RESOURCES

001022					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	BUDGET
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT
						FY22-23
41111	Department Head Salaries	-	-	44,450	73,000	87,510
41112	Division Head Salaries	59,946	61,468	60,780	60,780	62,610
41299	Regular Salaries & Wages	34,381	35,058	35,460	35,460	35,970
41531	Education Reimbursement	3,130	3,889	8,000	8,000	7,000
42111	Social Security Matching	7,009	7,182	11,500	13,890	14,240
42211	Florida Retirement System	8,389	9,830	20,000	25,760	36,050
42311	Health Insurance - Reg.	16,280	16,001	18,500	22,300	18,340
42312	Group Life Insurance	36	34	50	180	100
42313	Accidental Death AD&D	4	5	1	60	20
42426	W/C Clerical	181	197	300	320	320
42511	Unemployment Comp. Claims	20,970	24,895	14,980	20,000	15,000
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 150,326</b>	<b>\$ 158,559</b>	<b>\$ 214,021</b>	<b>\$ 259,750</b>	<b>\$ 277,160</b>
43112	Labor Attorney Services	5,435	12,396	12,000	12,000	6,500
43199	Professional Services - Misc.	10,924	31,269	18,008	17,000	58,000
43413	Employee Support Programs	7,004	5,036	15,000	15,000	25,000
44011	Travel & Training	157	100	2,000	2,000	1,500
44121	Telephone - Local	1,340	980	836	800	950
44134	Data Lines	-	-	300	300	300
44211	Postage	107	49	60	80	60
44481	Lease - Copier	792	906	1,000	500	1,000
44511	Liability Insurance - Comp. Ge	122,368	160,770	131,050	131,050	144,160
44521	Buildings & Contents Insurance	250,667	303,053	304,760	304,760	335,240
44522	Pollution Insurance	4,774	4,896	5,000	5,000	5,500
44523	Automobile & Truck Insurance	73,448	65,893	66,850	66,850	73,540
44590	Insurance Miscellaneous	3,529	643	2,000	2,000	2,000
44799	Printing & Binding	723	1,332	500	500	500
44915	Classified Advertising	8,348	8,287	8,000	8,000	8,000
44966	Employee Incentives	11,925	12,125	12,125	15,130	12,200
44967	Employee Engagement	-	-	3,000	3,000	3,000
44999	Other Charges - Misc	-	1,183	-	-	-
45111	Office Supplies - General	1,661	678	7,604	6,600	600
45231	Clothing & Wearing Apparel	99	-	-	200	200
45243	Computer Supplies	3,686	1,401	398	2,760	1,500
45254	Training Supplies - General	-	250	-	250	300
45291	Operating Supplies - Disaster	-	19	-	-	-
45411	Dues and Memberships	251	259	219	500	1,000
45431	Subscriptions/Newspapers	-	542	317	150	500
<b>TOTAL OPERATING</b>		<b>\$ 507,238</b>	<b>\$ 612,067</b>	<b>\$ 591,027</b>	<b>\$ 594,430</b>	<b>\$ 681,550</b>

**TOTAL EXPENDITURES \$ 657,564 \$ 770,626 \$ 805,048 \$ 854,180 \$ 958,710**



---

# 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

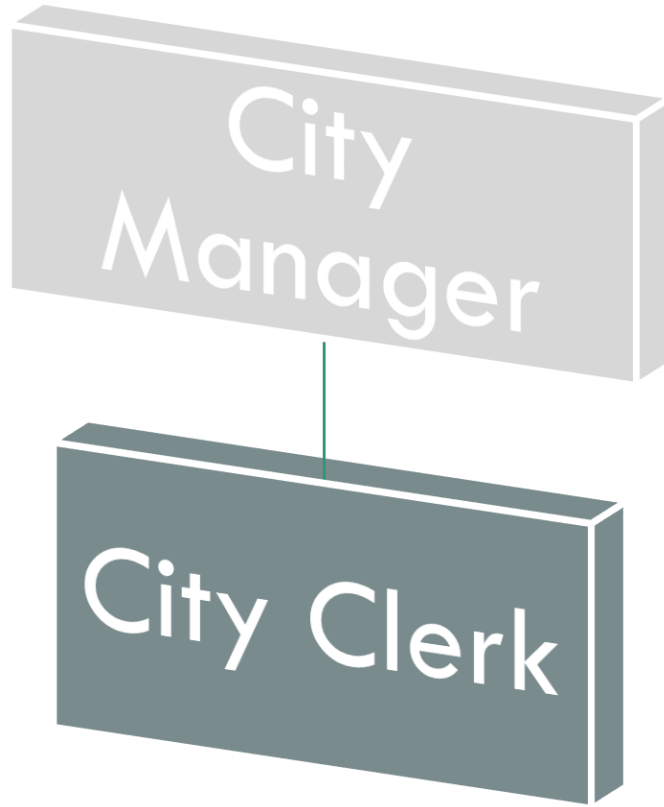
The City Clerk is known as the “keeper of the records”. The City Clerk prepares and maintains official city records, including City Council agendas and minutes, and serves as the Records Management Liaison Officer to the state archives - maintaining, storing, and disposing of the City’s public records 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 FY22

- 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

## FY23 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



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
City Clerk	.25	.25	.25
<b>Total</b>	<b>.25</b>	<b>.25</b>	<b>.25</b>

## CITY CLERK

001023		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41112	Division Head Salaries	16,617	16,716	16,740	16,740	17,420
42111	Social Security Matching	1,236	1,242	1,280	1,280	1,340
42211	Florida Retirement System	1,472	1,708	1,520	1,520	5,060
42311	Health Insurance - Reg.	2,282	2,642	2,300	3,380	2,300
42312	Group Life Insurance	4	5	20	20	20
42313	Accidental Death AD&D	1	1	10	10	10
42426	W/C Clerical	34	33	30	40	30
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 21,646</b>	<b>\$ 22,347</b>	<b>\$ 21,900</b>	<b>\$ 22,990</b>	<b>\$ 26,180</b>
43423	Elections	-	11,060	10,524	8,000	12,000
44011	Travel & Training	537	1,372	2,200	2,200	2,200
44121	Telephone - Local	-	-	500	500	500
44211	Postage	72	28	80	80	80
44481	Lease - Copier	326	59	500	500	500
44731	Code Book Update Service	6,069	7,406	7,409	7,000	5,000
44799	Printing & Binding	266	76	350	350	350
44911	Legal Advertising	27,971	16,338	20,000	28,000	25,000
44921	Legal Recordings	5,072	3,396	6,500	6,900	6,500
44981	Flowers	674	247	700	700	700
45111	Office Supplies - General	1,593	194	1,000	2,000	1,000
45231	Clothing & Wearing Apparel	28	155	100	100	100
45243	Computer Supplies	4,655	971	250	250	250
45291	Operating Supplies - Disaster	423	-	-	-	-
45411	Dues and Memberships	427	475	630	400	630
45461	Books and Publications	-	-	50	50	50
<b>TOTAL OPERATING</b>		<b>\$ 48,113</b>	<b>\$ 41,777</b>	<b>\$ 50,793</b>	<b>\$ 57,030</b>	<b>\$ 54,860</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 69,759</b>	<b>\$ 64,124</b>	<b>\$ 72,693</b>	<b>\$ 80,020</b>	<b>\$ 81,040</b>



---

# 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

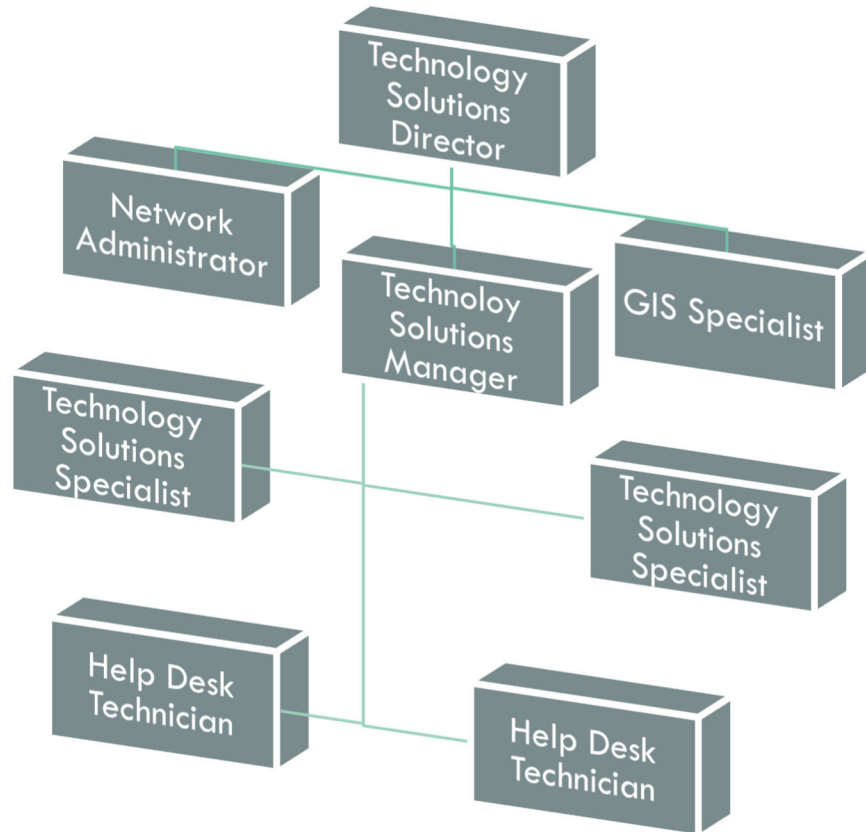
Technology Solutions oversee the administration and management of all the city telecommunication and data systems. Technology Solutions provides assistance for any questions related to desktops, mobile computers, network printers, software and computer applications, and telephone systems. The Division 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 FY22

- Reorganized the organizational structure of the Technology Solutions Department
- Completed city-wide Office 365 Migration
- Completed Council Chambers AV equipment improvement project
- Implemented Fresh Service Help Desk ticketing system
- Completed Police dispatch relocation and renovation
- Completed Police body camera equipment upgrades
- Upgraded network cabling throughout Technology Solutions Department
- Consolidated Verizon Wireless billing and equipment

## FY23 INITIATIVES

- Elan network migration
- Technology bill consolidation
- Network backup and data center implementation
- Internet provider consolidation
- Citywide wireless implementation
- GAAP Analysis
- Public Works phone system upgrade
- City Hall, Library and Rec Center Door Access Control implementation
- ID badge management implantation
- Network Security consolidation



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Technology Solutions Director	0	1	1
Technology Solutions Manager	0	1	1
Network Administrator	1	1	1
Technology Solutions Specialist	2	2	2
Technology Solutions GIS Specialist	0	0	1
Help Desk Technician	1	3	2
<b>Total</b>	<b>5</b>	<b>7</b>	<b>8</b>

## TECHNOLOGY SOLUTIONS

001024					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	-	-	27,100	92,000	96,500
41112	Division Head Salaries	87,424	89,576	87,550	87,650	-
41210	Regular Exempt Salaries	52,678	53,680	35,000	52,900	109,990
41299	Regular Salaries & Wages	48,288	70,493	120,000	159,600	261,020
41311	Part Time Wages	7,501	-	-	-	-
41411	Overtime	6,973	8,013	9,000	6,000	12,000
41527	Stand-By Time	-	-	2,000	2,000	5,000
42111	Social Security Matching	15,106	16,489	21,000	22,780	24,730
42211	Florida Retirement System	18,022	22,557	26,000	27,100	69,750
42311	Health Insurance - Reg.	21,544	27,120	35,000	52,260	73,360
42312	Group Life Insurance	59	62	100	360	120
42313	Accidental Death AD&D	8	8	30	180	100
42426	W/C Clerical	890	1,102	520	540	650
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 258,493</b>	<b>\$ 289,100</b>	<b>\$ 363,300</b>	<b>\$ 503,370</b>	<b>\$ 653,220</b>
43199	Professional Svcs - Misc	-	-	18,729	15,000	-
43499	Contractual Svcs - Misc	47,273	44,671	26,805	36,000	20,000
44011	Travel & Training	4,069	-	1,552	4,200	3,500
44121	Telephone - Local	11,967	11,642	11,500	12,900	12,000
44134	Data Lines	27,812	25,396	29,500	29,540	29,500
44211	Postage	-	71	50	50	50
44481	Lease - Copier	52	9	50	70	50
44621	Maintenance - Equipment	6,478	11,896	9,780	8,000	10,000
44625	Maintenance - AV Equipment	1,164	2,671	-	2,000	1,000
44631	Central Garage Maint. Svc	-	-	-	-	1,000
44799	Printing & Binding	46	10	50	50	50
45111	Office Supplies - General	1,561	1,910	1,000	1,000	1,000
45211	Fuel	-	-	200	-	1,000
45225	Software Licenses / Support	454,697	441,940	484,790	473,260	425,000
45231	Clothing & Wearing Apparel	-	-	550	550	550
45243	Computer Supplies	13,442	15,102	15,000	15,000	15,000
45253	Oper Sup/Training Room	1,066	308	300	500	300
45291	Operating Supplies - Disaster	151	-	1,000	-	1,000
45411	Dues and Memberships	200	200	500	500	250
<b>TOTAL OPERATING</b>		<b>\$ 569,978</b>	<b>\$ 555,826</b>	<b>\$ 601,356</b>	<b>\$ 598,620</b>	<b>\$ 521,250</b>
46399	Improvements OT Buildings	-	-	-	-	75,000
46413	Data Processing Equipment	12,800	-	54,870	54,870	10,000
46414	Communication Equipment	-	-	-	-	20,000
46418	Software	103,852	32,353	48,870	48,870	218,000
46431	Special Purpose Equipment	26,907	24,200	60,000	60,000	30,000
<b>TOTAL CAPITAL</b>		<b>\$ 143,559</b>	<b>\$ 56,553</b>	<b>\$ 163,740</b>	<b>\$ 163,740</b>	<b>\$ 353,000</b>

**TOTAL EXPENDITURES \$ 972,030 \$ 901,479 \$ 1,128,396 \$ 1,265,730 \$ 1,527,470**



---

# ADMINISTRATION – ADMINISTRATIVE SERVICES

## IT IS THE MISSION OF ADMINISTRATIVE SERVICES TO

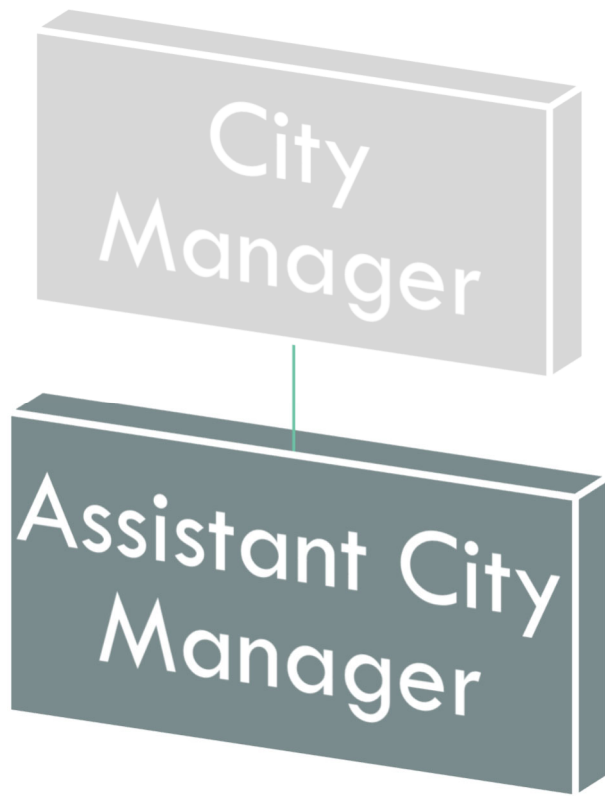
provide assistance to the City Manager, as needed, while focusing on special assigned projects; provide the City Manager with appropriate research, summarized and presented in a professional manner, that will enhance the effective discharge of the administrative responsibilities of the City Manager's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

## DESCRIPTION

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

## ACCOMPLISHMENTS OF FY21

- Reviewed and updated the City's Personnel and Regulations Manual



Authorized Personnel – Full-time Equivalent			
Position/Title	FY19-20	FY20-21	FY21-22
Assistant City Manager	0	1	0
<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</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

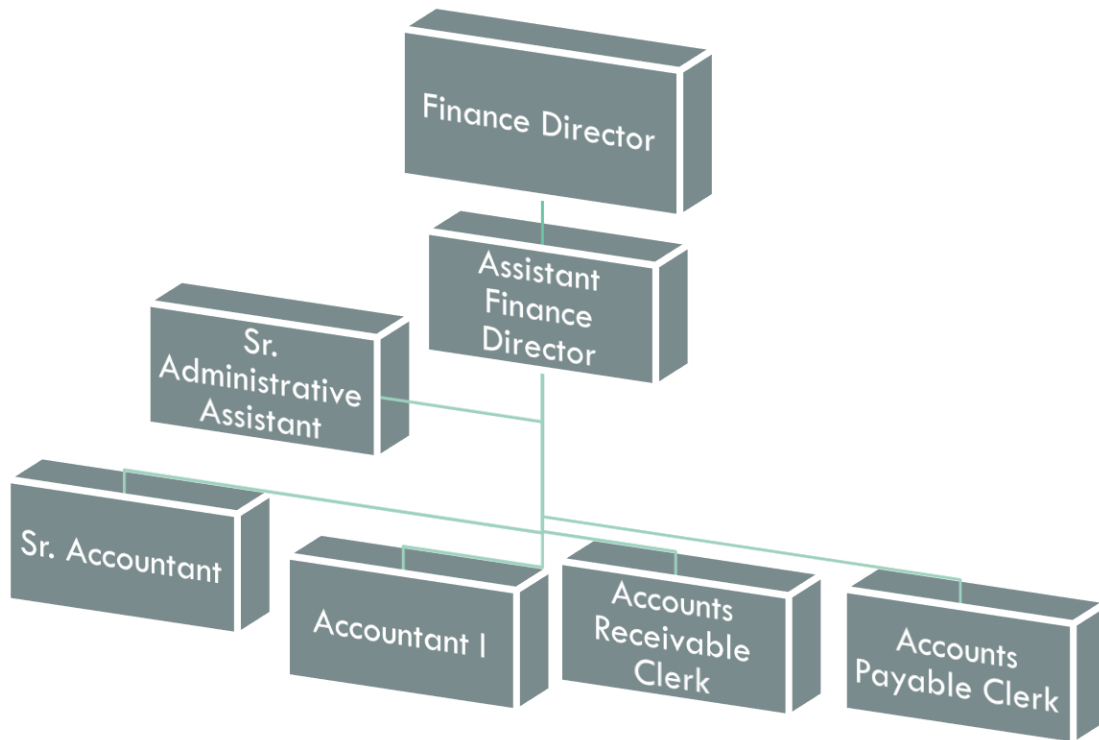
The Finance Department's Accounting & Budgeting Division plays an integral role in all financial transactions, both long and short term within the City of New Port Richey. This Division processes accounts payable and payroll, specialized billing, and provides other accounting related services. In addition, 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 FY22

- Received the Certificate of Distinguished Budget Presentation from the GFOA for FY21
- Updated the City's Purchasing Policy
- Updated the City's Investment Policy

## FY23 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	FY20-21	FY21-22	FY22-23
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	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	93,909	96,053	93,890	93,890	98,600
41112	Division Head Salaries	77,033	77,687	78,060	78,060	80,420
41210	Regular Exempt Salaries	100,268	102,845	103,750	103,750	106,290
41299	Regular Salaries & Wages	101,713	81,319	111,470	111,470	117,650
41411	Overtime	6	-	600	600	600
42111	Social Security Matching	27,506	26,007	29,740	29,740	30,870
42211	Florida Retirement System	50,722	55,859	52,460	52,460	61,600
42311	Health Insurance - Reg.	56,648	59,761	60,970	60,970	64,190
42312	Group Life Insurance	119	102	110	420	200
42313	Accidental Death AD&D	16	14	100	210	100
42426	W/C Clerical	723	739	660	900	690
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 508,663</b>	<b>\$ 500,386</b>	<b>\$ 531,810</b>	<b>\$ 532,470</b>	<b>\$ 561,210</b>
43199	Professional Services - Misc.	42,311	17,413	45,000	45,000	40,000
43211	Annual Audit Services	48,750	47,250	50,000	50,000	50,000
44011	Travel & Training	1,488	1,449	4,500	4,500	5,600
44121	Telephone - Local	2,612	2,525	2,140	2,140	2,140
44211	Postage	3,341	2,862	3,000	3,000	3,000
44419	Rent - Equipment	1,773	1,773	1,800	1,800	1,800
44481	Lease - Copier	880	670	1,500	1,500	1,500
44621	Maintenance - Equipment	552	552	600	600	600
44721	Forms	917	1,661	1,400	1,400	1,400
44799	Printing & Binding	969	2,099	1,500	1,500	1,500
44999	Other Charges - Misc	2,229	2,643	1,500	1,500	1,500
45111	Office Supplies - General	5,821	5,091	7,000	7,000	6,000
45225	Software Licenses / Support	-	1,202	2,000	2,000	2,000
45231	Clothing & Wearing Apparel	603	498	750	750	750
45243	Computer Supplies	11,168	8,318	3,000	3,000	3,000
45291	Operating Supplies - Disaster	157	326	-	-	-
45298	Inventory Adjustments	11,036	4,552	-	-	-
45411	Dues and Memberships	472	823	700	700	700
45431	Subscriptions/Newspapers	180	-	-	-	-
45461	Books and Publications	449	-	500	500	500
<b>TOTAL OPERATING</b>		<b>\$ 135,708</b>	<b>\$ 101,707</b>	<b>\$ 126,890</b>	<b>\$ 126,890</b>	<b>\$ 121,990</b>

**TOTAL EXPENDITURES    \$ 644,371    \$ 602,093    \$ 658,700    \$ 659,360    \$ 683,200**



---

# 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:

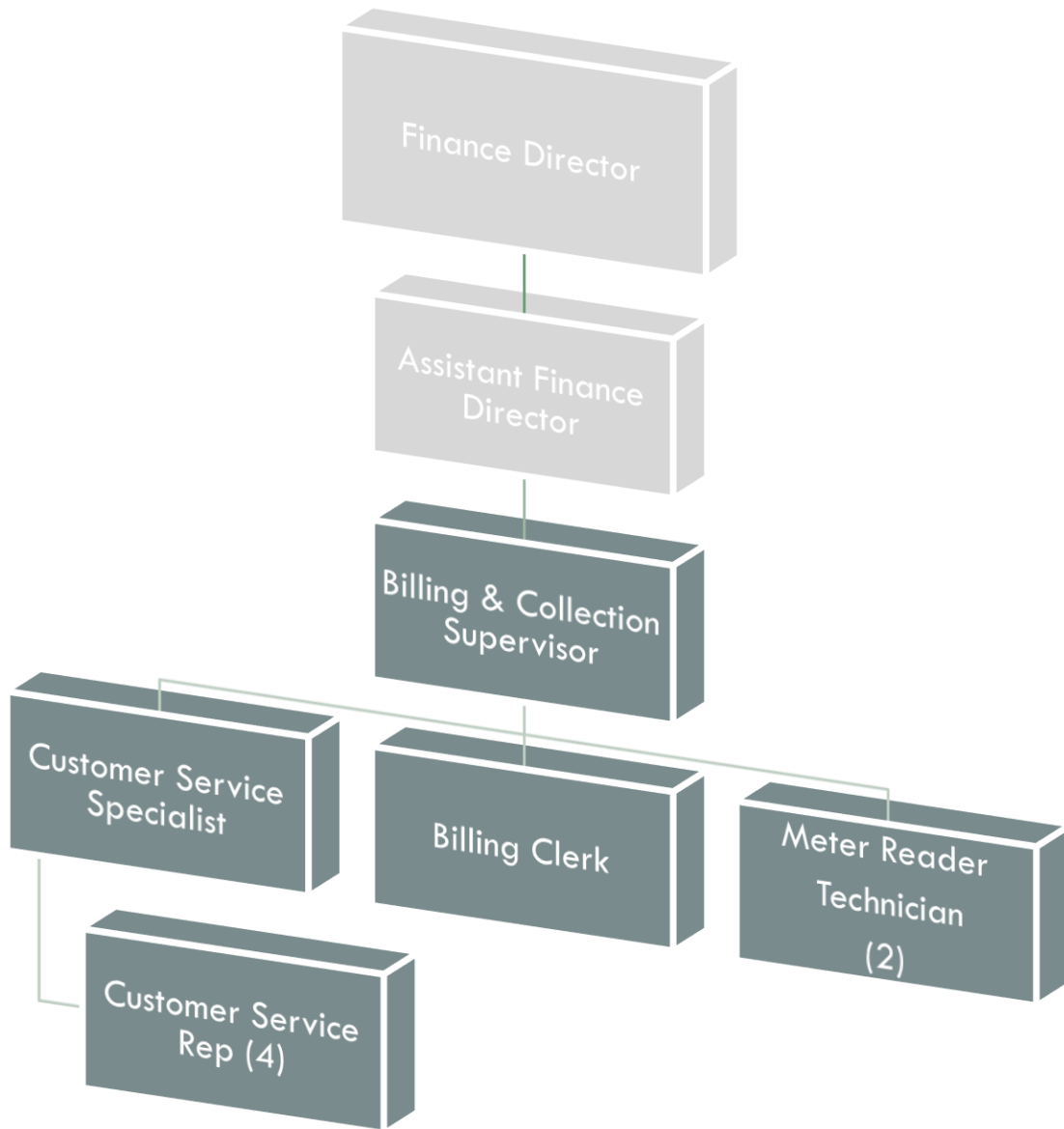
- Establishing and disconnecting water service
- Processing liens and releases of liens
- Processing title searches
- Renewing and processing new applications for business tax receipts and rental permits
- Take payments for city parking fines
- Take utility payments

## ACCOMPLISHMENTS OF FY22

- Converted BTR program from legacy software into Tyler Technologies software.
- Continued efforts to improve perception by incorporating new uniforms for employees and enhancing office space.

## FY23 INITIATIVES

- Work with credit card processing company to pass through credit charges.
- Implement Sensus App that will allow customers to detect leaks, etc.
- Implement IVR platform
- Amen Water & Sewer Ordinance to improve efficiencies and services provided.



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Billing & Collection Supervisor	1	1	1
Billing Clerk	1	1	1
Customer Service Specialist	1	1	1
Customer Service Representative	4.7	4.7	4.7
Meter Reader Technician	2	2	2
<b>Total</b>	<b>9.7</b>	<b>9.7</b>	<b>9.7</b>

## BILLING & COLLECTION

001043					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41112	Division Head Salaries	47,743	50,101	50,000	50,000	51,500
41299	Regular Salaries & Wages	176,587	205,750	229,740	229,740	242,800
41311	Part-Time Wages	17,118	9,022	-	-	-
41411	Overtime	14,138	11,918	6,240	6,240	6,240
42111	Social Security Matching	18,941	20,173	21,880	21,880	22,760
42211	Florida Retirement System	25,659	31,689	24,220	24,220	32,190
42311	Health Insurance - Reg.	50,075	61,209	78,390	78,390	82,530
42312	Group Life Insurance	127	135	140	240	200
42313	Accidental Death AD&D	16	18	30	40	100
42421	W/C Waterworks Operations	1,188	1,659	2,880	2,880	2,350
42426	W/C Clerical	430	476	600	600	400
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 352,022</b>	<b>\$ 392,150</b>	<b>\$ 414,120</b>	<b>\$ 414,230</b>	<b>\$ 441,070</b>
43199	Professional Services-Misc	289	4,368	3,000	5,000	3,000
43425	Debt Recovery	608	825	2,500	4,680	4,000
43435	Outsourced Bills	14,235	14,783	20,000	20,000	20,000
43499	Contractual Svcs - Misc	2,968	536	-	5,500	500
44011	Travel & Training	-	-	-	500	250
44121	Telephone - Local	1,015	973	900	900	900
44211	Postage	51,447	55,498	54,500	54,500	58,000
44463	Lease - Automobile(s)	-	10,875	12,720	12,720	12,720
44481	Lease - Copier	239	187	250	250	250
44571	Notary Bond	-	110	100	100	100
44621	Maintenance - Equipment	1,772	1,445	2,500	2,500	2,500
44631	Central Garage Maint. Svc	810	510	500	500	500
44721	Forms	-	822	500	500	500
44799	Printing & Binding	450	737	750	750	750
44931	Credit Card Charges	84,993	109,111	75,000	75,000	27,000
44952	Over / Short Account	32	22	-	100	100
44999	Other Charges - Misc	659	743	300	300	300
45111	Office Supplies - General	2,763	4,230	3,500	3,500	3,500
45211	Fuel	5,139	6,648	6,000	6,000	7,000
45225	Software Licenses / Support	-	-	10,838	-	10,840
45231	Clothing & Wearing Apparel	1,778	1,814	1,000	1,000	1,000
45243	Computer Supplies	8,850	6,652	5,000	5,000	5,000
45289	Automotive Parts	1,327	920	1,000	1,500	1,000
45291	Operating Supplies - Disaster	85	326	-	-	-
45299	Operating Supplies - Misc.	76	97	500	500	500
45411	Dues and Memberships	-	-	-	100	-
<b>TOTAL OPERATING</b>		<b>\$ 179,535</b>	<b>\$ 222,232</b>	<b>\$ 201,358</b>	<b>\$ 201,400</b>	<b>\$ 160,210</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 531,557</b>	<b>\$ 614,382</b>	<b>\$ 615,478</b>	<b>\$ 615,630</b>	<b>\$ 601,280</b>



---

# 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

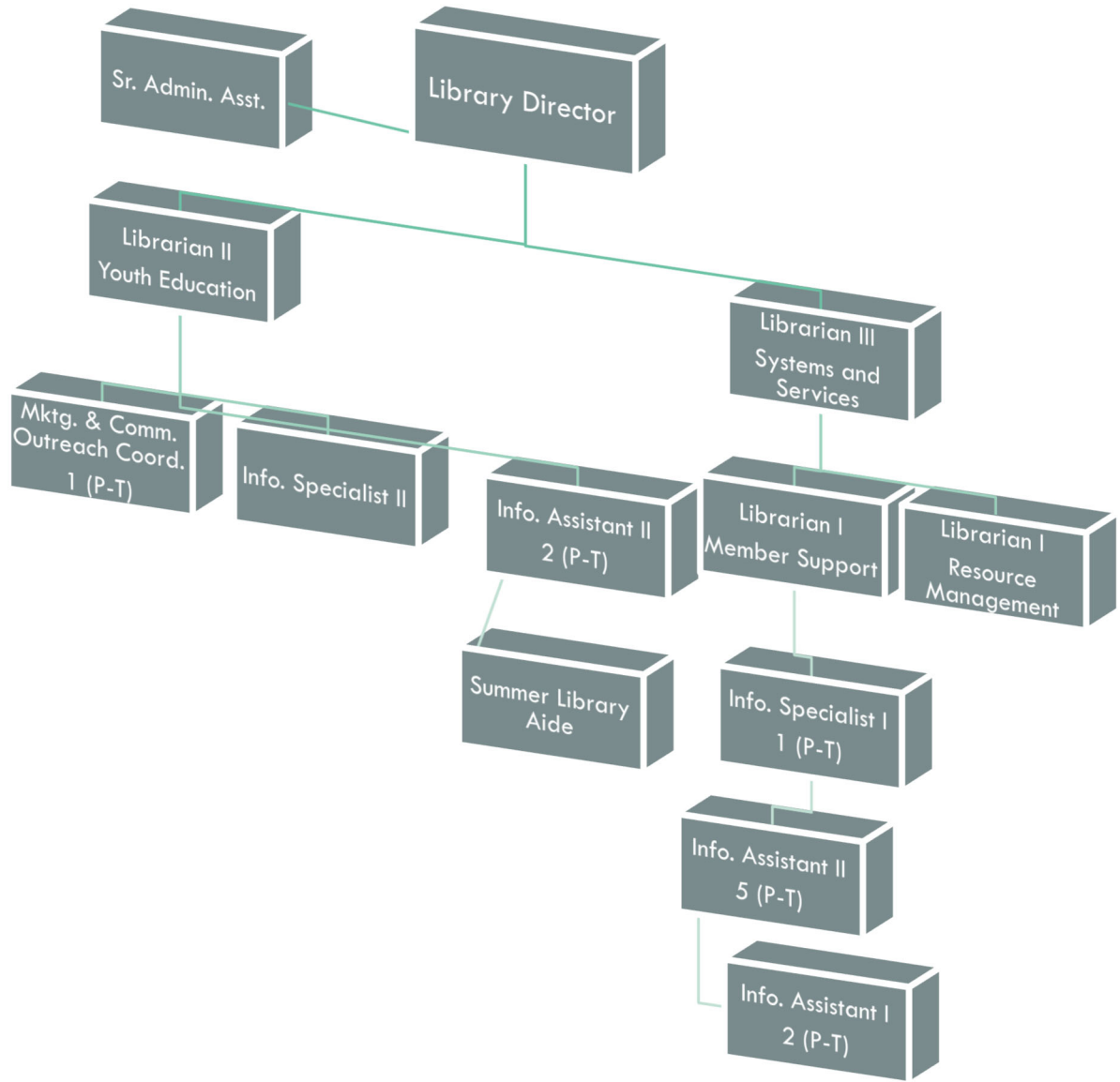
The New Port Richey Library was founded in 1919 and is Florida's first *Library of the Year* recipient. The Library is a popular destination that connects our diverse community to free educational and cultural resources that will enrich their lives.

## ACCOMPLISHMENTS OF FY22

- Maintained uninterrupted access to library services and resources during the library's continued renovation. While there were partial closures in certain areas of the library, staff quickly and effectively transitioned to offer service adjustments while the project continued, unhampered, to meet the renovation goals and timelines.
- Celebrated the Library Rededication and Ribbon cutting with a ceremony, tours of the updated spaces and resources, and other special happenings scheduled throughout the day
- Updated technology upgrades in the community meeting rooms to increase technology literacy by making virtual meetings and on-line learning classes possible
- Supported digital equity and inclusion for the community by offering Chromebook Laptops and Wi-Fi Hotspots for all library members with cards in good standing
- Increased safety measures for the public and staff by adding up-dated security cameras, access badges, and a PA system throughout the facility
- Offered educational resources and classes in addition to those financial supported by the City through grand awards:
  - Emergency Connectivity Fund Chromebook Kit Project which funded 75 laptops and Wi-Fi Hotspots for the public to borrow
  - Florida Humanities Council's English for Families Grant to provide two eight week English Class Series for families
  - Tampa Bay Library Consortium Funding to support hiring a Strategic Planning Firm
  - Department of State's Division of Library and Information Services continued funding of the Career Online High School Program
  - Department of State's Division of Library and Information Services awarded LTSA grant funding for added technologies (From Room to Zoom) in the community meeting rooms
  - Friends of the Library financial support for literacy initiatives such as the Little Free Libraries, Book Benches, and Buddy Benches in the Parks that promote lifelong learning and the love of reading
- Executed the RFQ, planning, community dialogues, and creation of the Library's new Strategic Plan

## FY23 INITIATIVES

- Support the community's financial health by continuing to apply for grants and seek alternative funding sources
- Create and strengthen community partnerships by working with more local organizations by having staff serve on their boards, attend more outreach and community –events, and coordinate efforts to maximize resources and ensure strong community participation in co-sponsored events
- Increase overall visits, usage, and satisfaction levels as well as the percentage of households using Library services annually by way of enhanced collections, effective technologies, and purposeful efforts to offer responsive and friendly customer service
- Continue to purchase unbiased materials for the collection that fit the needs of our community while conducting educational awareness classes, workshops, programs, and events that promote accessibility, improve access, and promote inclusion
- Use the priorities of the Library's new Strategic Plan and Annual Plan of Service to refocus services and offerings to position the Library in such a way as to better address evolving community needs by coordination a variety of learning opportunities that address issues such as early literacy, student success, technology equitability, workforce development, and more
- Advanced Educational Classes with certifications, such as GED and Citizenship (American Recovery Funding)



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Library Director	1	1	1
Senior Administrative Assistant	1	1	1
Librarian III	1	1	1
Librarian II	1	1	1
Librarian I	2	2	2
Marketing & Community Outreach Coordinator	.73	.73	.73
Information Assistant II	5.11	5.11	5.11
Information Assistant I	1.46	1.46	1.46
Information Specialist II	0	0	1
Information Specialist I	1.46	1.46	.73
Summer Aide	.25	.25	.25
<b>Total</b>	<b>15.01</b>	<b>15.01</b>	<b>15.28</b>

## LIBRARY

001051					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	78,360	83,306	79,210	79,210	83,160
41210	Regular Exempt Salaries	182,382	164,019	155,840	182,080	190,530
41299	Regular Salaries & Wages	26,710	37,919	37,520	37,520	70,310
41311	Part-Time Wages	163,937	159,203	157,200	243,790	231,870
41312	Temporary Wages	-	-	2,850	3,000	5,910
42111	Social Security Matching	33,569	33,004	32,280	41,960	44,510
42211	Florida Retirement System	53,253	59,050	60,428	49,380	77,440
42311	Health Insurance - Reg.	42,687	43,227	41,354	45,750	47,850
42312	Group Life Insurance	101	94	85	300	320
42313	Accidental Death AD&D	13	13	12	530	550
42426	W/C Clerical	1,016	1,035	1,150	1,450	990
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 582,028</b>	<b>\$ 580,870</b>	<b>\$ 567,929</b>	<b>\$ 684,970</b>	<b>\$ 753,440</b>
43428	Internet Ref. Service	45,301	40,500	50,950	50,950	52,500
43499	Contractual Svcs - Misc	7,784	9,603	23,000	24,900	23,350
44011	Travel & Training	247	740	4,500	4,500	4,500
44121	Telephone - Local	409	486	500	500	500
44134	Data Lines	23,552	21,879	24,000	24,000	24,000
44142	Burglar Alarm Lines	1,809	1,669	1,800	1,800	1,800
44211	Postage	7,915	8,910	15,000	15,000	15,000
44221	Freight Express Charges	1,714	1,400	1,200	1,200	1,000
44311	Electric - City Facilities	31,116	38,418	29,000	32,000	29,000
44351	Water & Sewer - City	3,477	3,292	3,300	3,300	3,300
44419	Rent - Equipment	14,170	440	3,000	5,000	3,000
44481	Lease - Copier	3,719	3,532	3,600	3,600	3,600
44611	Maintenance Buildings & Ground	2,753	2,659	2,000	3,500	2,000
44621	Maintenance - Equipment	32,423	26,968	8,600	8,600	8,600
44623	Maintenance - Copiers	2,181	877	1,750	1,750	1,750
44799	Printing & Binding	7,493	10,059	15,900	17,750	16,750
44931	Credit Card Charges	-	3	1,000	2,000	1,000
44983	Permit Fees	733	733	900	900	900
45111	Office Supplies - General	3,962	17,920	2,000	3,000	2,000
45225	Software Licenses / Support	454	-	10,500	10,500	10,500
45231	Clothing & Wearing Apparel	1,167	308	1,000	1,000	1,000
45242	Photographic Supplies	245	191	200	200	200
45243	Computer Supplies	14,763	11,105	15,200	15,200	15,200
45247	First Aid Supplies	22	-	-	30	-
45248	Prizes and Awards	980	922	1,000	1,000	1,000
45249	Library Supplies	5,930	40,505	25,780	25,780	10,000
45290	Misc SNAP Program Costs	6,272	15,311	8,000	8,000	8,000
45291	Operating Supplies - Disaster	5,893	1,594	-	-	-
45293	Misc. Program Costs - Grants	-	1,024	5,000	5,000	15,750
45296	Misc. Program Costs	12,684	7,610	15,000	15,000	15,000

## LIBRARY

001051 EXP		ACTUAL	ACTUAL	ESTIMATE	AMENDED	BUDGET
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT
						FY22-23
45299	Operating Supplies - Misc.	2,776	1,801	3,000	4,000	3,500
45411	Dues and Memberships	2,823	2,128	1,792	3,150	2,730
<b>TOTAL OPERATING</b>		<b>\$ 244,767</b>	<b>\$ 272,587</b>	<b>\$ 278,472</b>	<b>\$ 293,110</b>	<b>\$ 277,430</b>
46431	Special Purpose Equipment	5,109	-	-	-	-
46612	Library Materials	73,469	60,688	75,000	80,000	75,000
46672	Library Materials - State Aid	1,594	-	-	73,560	15,000
46673	Library Materials LSTA	-	-	4,500	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 80,172</b>	<b>\$ 60,688</b>	<b>\$ 79,500</b>	<b>\$ 153,560</b>	<b>\$ 90,000</b>

**TOTAL EXPENDITURES**    \$ 906,967    \$ 914,145    \$ 925,901    \$ 1,131,640    \$ 1,120,870

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM LIBRARY

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46612	<i>Library Materials</i>					
	Books & Other Reading Material	75,000	75,000	75,000	75,000	75,000
	<b>TOTAL</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
46672	<i>Library Materials - State Aid</i>					
	Books & Other Reading Material	15,000	20,000	20,000	20,000	20,000
	<b>TOTAL</b>	<b>15,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>

**DIVISION TOTAL**    \$ 90,000    \$ 95,000    \$ 95,000    \$ 95,000    \$ 95,000

---

# 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

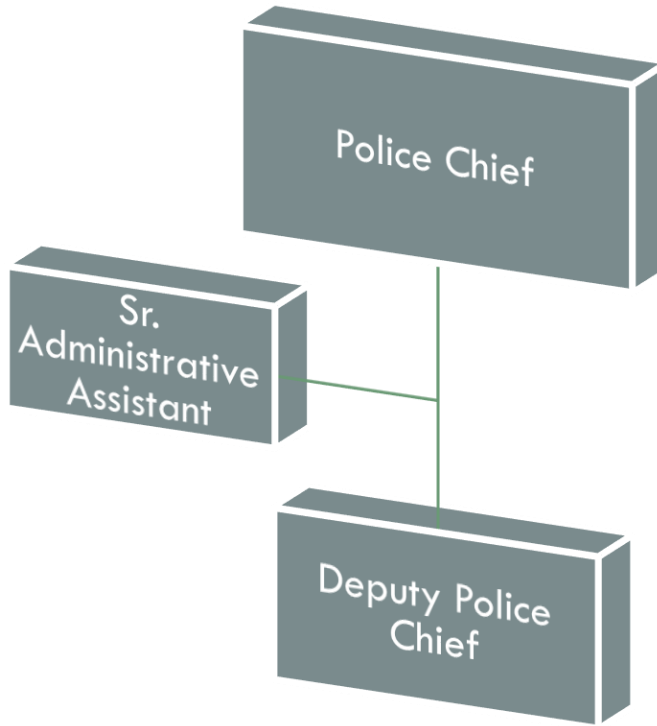
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. To achieve our mission, we are committed to delivering services in a responsive, productive and professional manner, in a work environment built on honesty, trust, and loyalty to the community we serve.

## ACCOMPLISHMENTS OF FY22

- Although, the Department was short five to seven officers for most of this year, officer's responded to, or self-initiated, approximately 31,000 calls for service.
- Expanded use of technology:
  - Suspect interview room was equipped with WatchGuard cameras and recording equipment which allows real time monitoring from within the Detective Division office
  - Replaced 20-year old Dispatch Consoles
  - Completely replaced outdated computer wiring throughout the department.
- Activated department-wide WI-FI system

## FY23 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 wherever possible to identify and arrest crime perpetrators
- 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 target chronic nuisance properties
  - Maximize available resources to continue elevating officers' training in all areas



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Police Chief	1	1	1
Deputy Police Chief	1	1	1
Senior Administrative Assistant	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

## POLICE SUPERVISION

001061						AMENDED	BUDGET
EXP	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT	
CODE		FY19-20	FY20-21	FY21-22	FY21-22	FY22-23	
41111	Department Head Salaries	97,436	103,293	98,450	98,450	102,380	
41112	Division Head Salaries	14,105	85,357	86,800	86,800	89,400	
41210	Regular Exempt Salaries	42,942	43,242	43,120	43,120	40,630	
41522	Education Incentive Pay	1,729	2,307	3,900	3,900	3,900	
41523	Uniform Cleaning Allowance	750	1,000	1,000	1,000	1,000	
42111	Social Security Matching	12,030	17,762	17,730	17,730	18,040	
42211	Florida Retirement System	4,152	4,425	3,920	3,920	11,340	
42212	Police Pension Fund	2,182	11,506	11,020	11,020	4,400	
42214	Defined Contribution Plan	27,724	28,288	28,140	28,140	29,250	
42311	Health Insurance - Reg.	4,548	5,924	2,694	9,180	-	
42312	Group Life Insurance	33	45	180	180	180	
42313	Accidental Death AD&D	6	6	90	90	90	
42424	W/C Police Officers	2,281	3,992	7,230	7,230	7,660	
42426	W/C Clerical	86	82	80	80	80	
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 212,288</b>	<b>\$ 307,229</b>	<b>\$ 304,354</b>	<b>\$ 310,840</b>	<b>\$ 308,350</b>	
43131	Employee Physicals	8,746	18,841	8,500	12,250	16,000	
43199	Professional Svcs - Misc	3,479	2,157	2,500	2,500	2,500	
43499	Contractual Svcs - Misc	44,240	20,340	2,161	1,640	6,000	
44011	Travel & Training	1,177	1,180	1,178	1,500	2,500	
44121	Telephone - Local	89,929	79,682	51,286	66,000	70,000	
44134	Data Lines	13,415	26,578	39,310	23,000	35,000	
44211	Postage	211	219	200	200	200	
44311	Electric - City Facilities	39,006	37,508	37,000	37,000	37,000	
44351	Water & Sewer - City	6,770	5,769	67,000	6,700	6,700	
44373	Street Light Fee	-	365	360	360	360	
44381	Stormwater Assessment	-	943	920	920	920	
44481	Lease - Copier	8,409	6,834	8,240	8,240	8,240	
44534	Police/Fire AD&D Insurance	-	1,562	-	-	3,800	
44611	Maintenance Buildings & Ground	5,492	13,360	6,000	6,500	6,000	
44631	Central Garage Maint. Svc	4,380	3,180	1,200	1,200	1,200	
44799	Printing & Binding	434	2,026	1,000	1,000	1,000	
44972	351 - Police Training	7,610	9,442	10,000	10,000	10,000	
44999	Other Current Charges - Misc	-	2,294	-	-	-	
45111	Office Supplies - General	2,236	1,949	3,000	2,500	3,000	
45211	Fuel	3,128	2,566	6,906	6,000	6,000	
45225	Software Licenses / Support	22,992	44,410	54,307	54,390	54,000	
45231	Clothing & Wearing Apparel	584	465	1,165	500	1,000	
45243	Computer Supplies	4,462	4,355	2,870	2,870	3,000	
45251	Janitorial Supplies	4,064	4,014	470	3,500	500	
45289	Automotive Parts	6,725	6,385	500	1,500	500	
45291	Operating Supplies - Disaster	5,401	1,279	-	1,000	1,000	
45299	Operating Supplies - Misc.	3,008	4,387	2,984	1,000	3,000	
45411	Dues and Memberships	719	1,185	480	1,070	1,000	
<b>TOTAL OPERATING</b>		<b>\$ 286,617</b>	<b>\$ 303,275</b>	<b>\$ 309,537</b>	<b>\$ 253,340</b>	<b>\$ 280,420</b>	
46299	Building Improvements	9,740	-	-	-	-	

## POLICE SUPERVISION

001061 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
46399	Impr.Other Than Bldg-Misc	-	6,474	-	-	-
	TOTAL CAPITAL	\$ 9,740	\$ 6,474	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		<b>\$ 508,645</b>	<b>\$ 616,978</b>	<b>\$ 613,891</b>	<b>\$ 564,180</b>	<b>\$ 588,770</b>

---

# POLICE – SUPPORT SERVICES

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

provide high-quality and timely administrative support to all operational components of the police department.

## DESCRIPTION

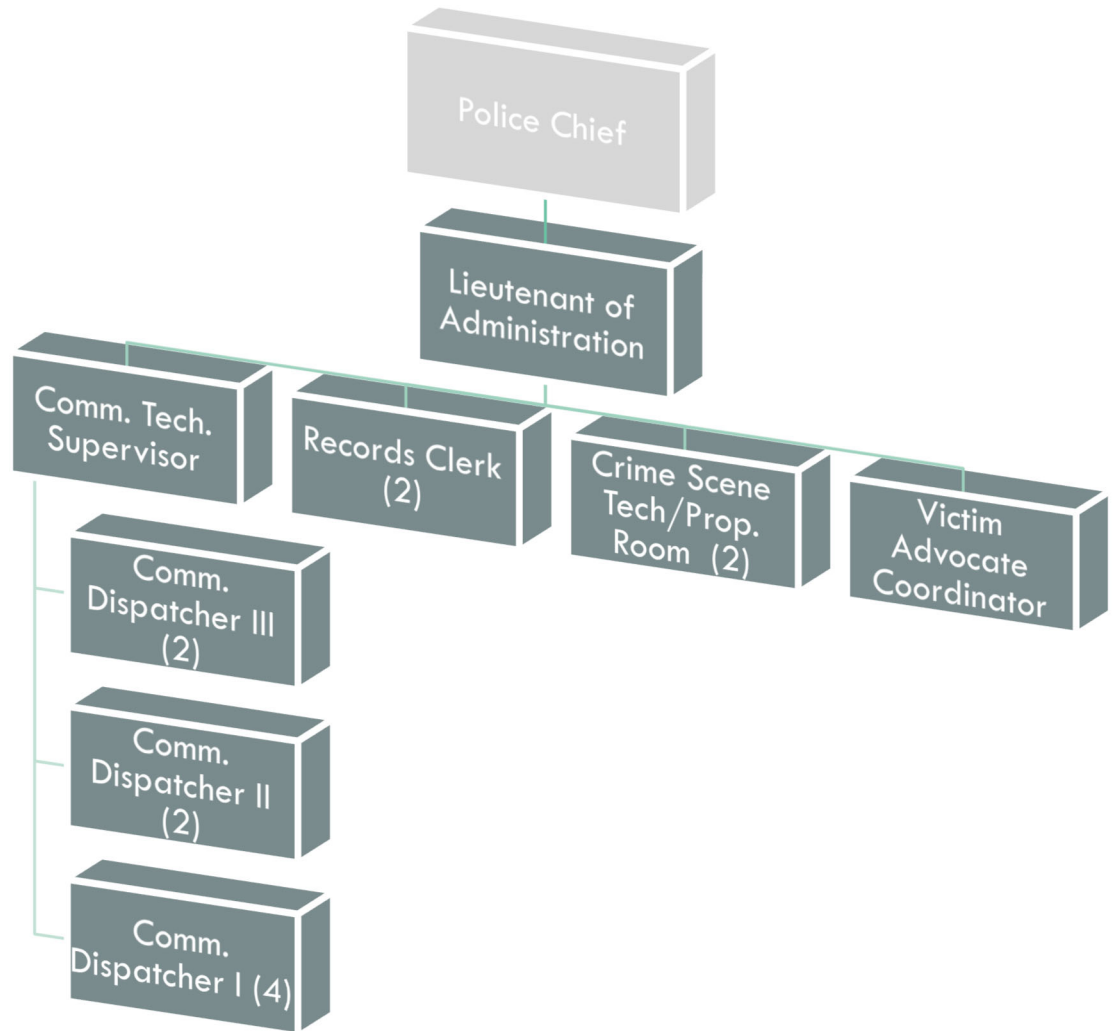
This Division is comprised of the Records Section, Communications Section, Professional Standards (Internal Affairs), Training, Purchasing, the Intra-departmental Management Information Systems (M.I.S.) and the Department's Victim's Advocate.

## ACCOMPLISHMENTS OF FY22

- Communications:
  - Dispatched and serviced approximately 31,000 police and 6,000 fire related calls
- Records:
  - Implemented special software and trained staff to properly redact public requests of documents and voluminous quantities of police body-camera video footage
  - Staff attended specialized refresher training to keep abreast of changes to the Public Records Law and FDLE crime reporting requirements
- Crime Scene Technicians intensified their efforts to identify property and evidence meeting criteria for destruction to free up much needed storage space
- Victim Advocate:
  - Provided resources/services to 885 victims of crime; responded to 10 death investigations scenes and assisted with next of kin notifications; provided resources/information to the next of kin of approximately 40 death investigation cases
  - Concluded three years as Chairperson of the Pasco County Domestic Violence Task Force and continues to serve on the Batterer's Intervention Program Subcommittee assisting with sourcing batterer intervention service providers
  - Created an Amazon "wish list" for donations of basic victims' needs, including clothing and hygiene products and senior resource packets for distribution as needed by the City's Fire Department

## FY23 INITIATIVES

- Communications:
  - Dispatchers will continue to professionally process citizen calls for service and disseminate critical information to police and fire units in a timely fashion
- Records Section:
  - Staff members will continue to attend specialized training to expand their skills and adopt protocols to meet newly established State and Federal crime reporting requirements
- Property and Evidence (P&E) Unit:
  - P&E Technicians will continue converting decades of manual property and evidence data into electronic formats for easier retrieval
- Victim Advocate will continue building connections and relationships with community partners



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Lieutenant of Administration	1	1	1
Communication Technology Supervisor	1	1	1
Records Clerk	2	2	2
Crime Scene Technician/Property Room	2	2	2
Victim Advocate Coordinator	1	1	1
Communications Dispatcher III	4	2	2
Communications Dispatcher II	4	4	2
Communications Dispatcher I	0	2	3
Communications Dispatcher – Prob.	0	0	1
Communications Dispatcher –Part-time	1.46	0	0
<b>Total</b>	<b>16.46</b>	<b>15</b>	<b>15</b>

## POLICE SUPPORT SERVICES

001062					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	BUDGET
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT
						FY22-23
41112	Division Head Salaries	78,290	76,744	77,625	82,370	84,850
41299	Regular Salaries & Wages	545,834	535,646	555,030	555,030	593,140
41311	Part-Time Wages	35,491	18,238	-	-	-
41411	Overtime	34,327	37,426	50,000	31,600	50,000
41414	Overtime - Special Events	-	-	1,058	-	1,500
41415	Overtime - Downtown Beat	-	420	-	-	-
41511	Employee Incentives	-	156	-	-	-
41522	Education Incentive Pay	1,364	1,039	480	840	480
41523	Uniform Cleaning Allowance	4,971	5,664	6,500	6,500	6,500
41527	Stand-By Time	2,320	2,080	2,080	3,120	2,080
41528	Off-Duty Pay	280	420	1,523	-	500
42111	Social Security Matching	51,969	49,777	57,200	57,200	58,770
42211	Florida Retirement System	54,136	59,280	59,560	55,530	67,680
42212	Police Pension Fund	12,796	10,832	10,450	14,570	15,960
42311	Health Insurance - Reg.	97,720	101,115	104,520	104,520	110,040
42312	Group Life Insurance	252	234	346	840	400
42313	Accidental Death AD&D	34	31	31	80	60
42424	W/C Police Officers	4,063	3,368	3,100	3,600	3,200
42426	W/C Clerical	491	1,388	780	1,010	820
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 924,338</b>	<b>\$ 903,858</b>	<b>\$ 930,283</b>	<b>\$ 916,810</b>	<b>\$ 995,980</b>
44011	Travel & Training	2,644	1,004	1,199	2,000	3,000
44121	Telephone - Local	-	202	-	-	-
44211	Postage	295	314	300	250	300
44463	Lease - Automobile(s)	-	-	2,917	5,450	5,000
44621	Maintenance Equipment	480	830	13,750	13,750	13,750
44631	Central Garage Maint. Svc	1,740	120	500	1,000	500
44799	Printing & Binding	2,691	2,187	1,200	1,200	1,500
45111	Office Supplies - General	2,683	2,801	2,500	1,800	2,500
45211	Fuel	6,152	6,453	4,000	4,000	4,000
45225	Software Licenses / Support	-	14,933	12,800	37,240	12,800
45231	Clothing & Wearing Apparel	2,459	1,733	1,800	1,800	2,000
45241	Licensing & ID Materials	10,828	1,630	1,750	1,300	1,750
45242	Photographic Supplies	763	1,445	-	-	500
45243	Computer Supplies	13,264	14,073	3,350	16,450	16,450
45289	Automotive Parts	1,743	258	736	1,000	1,000
45299	Operating Supplies - Misc.	10,264	10,040	4,272	8,000	10,000
<b>TOTAL OPERATING</b>		<b>\$ 56,006</b>	<b>\$ 58,023</b>	<b>\$ 51,074</b>	<b>\$ 95,240</b>	<b>\$ 75,050</b>
46413	Data Processing Equipment	24,473	-	-	-	-
46431	Special Purpose Equipment	24,941	-	-	-	9,000
<b>TOTAL CAPITAL</b>		<b>\$ 49,414</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,000</b>

**TOTAL EXPENDITURES \$ 1,029,758 \$ 961,881 \$ 981,357 \$ 1,012,050 \$ 1,080,030**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM POLICE SUPPORT SERVICES

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46431	<i>Special Purpose Equipment</i>					
	Evidence Drying Chamber	4,500	-	-	-	-
	Fuming Chamber	4,500	-	-	-	-
	<b>TOTAL</b>	<b>9,000</b>	-	-	-	-

**DIVISION TOTAL**    \$    9,000    \$    -    \$    -    \$    -    \$    -

---

# POLICE – CRIMINAL INVESTIGATIONS DIVISION

## IT IS THE MISSION OF POLICE – CRIMINAL INVESTIGATIONS DIVISION TO

conduct thorough follow-up investigations on various crimes that occur within the City. These types of crimes include: crimes against property, crimes against persons, cyber-crimes, economic crimes, and homicides. The detectives represent the Department on various county-wide and regional task forces targeting drug enforcement, financial crimes, human trafficking and computer related solicitation of children for sex.

## DESCRIPTION

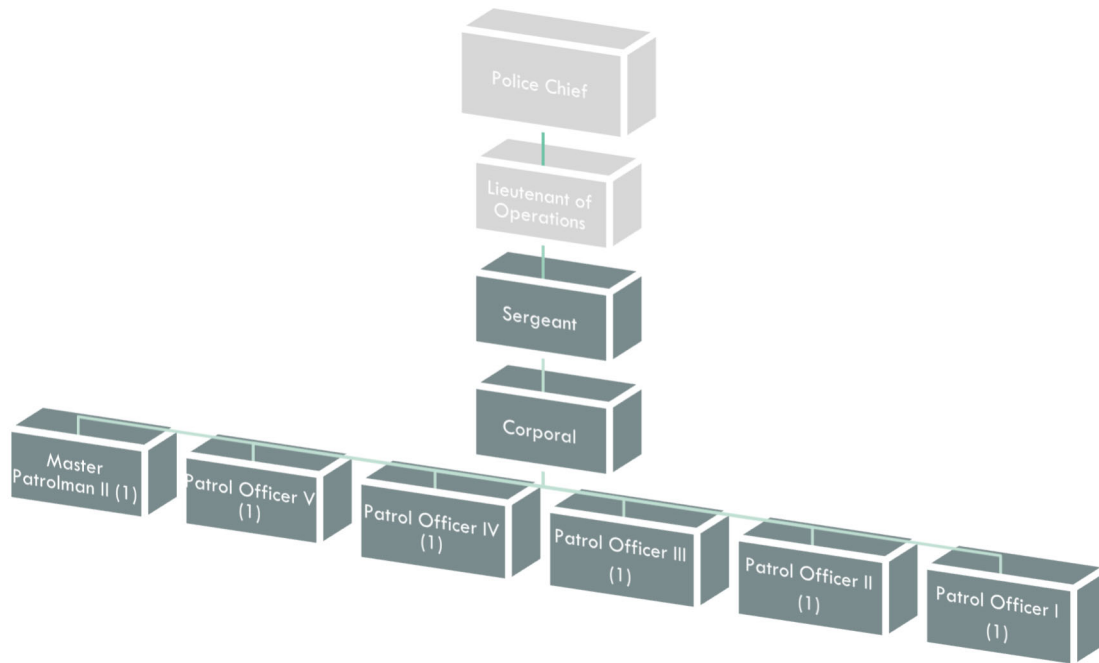
This section consists of three Detectives and two School Resource Officers.

## ACCOMPLISHMENTS OF FY22

- Investigators participated in Multi-agency Gang Task Force (MAGTF), Central Florida Internet Crimes Against Children Task Force (ICAC), Child Abductions Response Team (CART), and Alcohol and Substance Abuse Prevention (ASAP) Prescription Drug Drop-off Program
- Detectives worked in concert with the Sheriff's Office to keep abreast of potential criminal activities

## FY23 INITIATIVES

- Conduct proactive sting operations when feasible to curtail illegal narcotics and prostitution within the City
- Continue collaborating with other agencies to share criminal intelligence information and address mutual crime issues
- Continue specialized training to increase skills of Investigators



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Sergeant II	1	1	1
Corporal II	1	1	1
Master Patrolman Officer II	3	1	1
Patrol Officer V	2	1	0
Patrol Officer IV	1	1	0
Patrol Officer III	0	1	1
Patrol Officer II	0	1	1
Patrol Officer I	0	1	0
Patrol Officer – Probationary	0	0	2
<b>Total</b>	<b>8</b>	<b>8</b>	<b>7</b>

## POLICE CRIMINAL INVESTIGATIONS DIVISION

001063		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41299	Regular Salaries & Wages	471,895	358,095	333,230	460,470	466,560
41411	Overtime	28,078	15,037	30,000	35,000	30,000
41414	Overtime - Special Events	13,005	2,137	7,000	8,000	7,000
41415	Overtime - Downtown Beat	34,090	50,005	31,950	25,000	25,000
41521	Incentive Pay - Police	1,065	-	-	2,500	-
41522	Education Incentive Pay	5,084	2,684	3,630	4,840	4,380
41523	Uniform Cleaning Allowance	3,750	2,250	1,250	4,000	4,000
41524	Clothing Allowance	1,154	1,558	2,000	2,000	2,000
41526	Court Time	737	387	350	1,500	1,000
41527	Stand-By Time	2,400	3,240	2,400	4,160	3,000
41528	Off-Duty Pay	36,035	27,058	35,000	35,000	35,000
42111	Social Security Matching	43,826	33,518	37,950	45,320	39,820
42212	Police Pension Fund	68,585	52,799	53,650	68,560	59,980
42311	Health Insurance - Reg.	67,131	75,000	65,980	69,680	73,360
42312	Group Life Insurance	134	100	100	480	160
42313	Accidental Death AD&D	18	14	14	240	100
42424	W/C Police Officers	14,728	19,674	14,250	18,020	16,800
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 791,715</b>	<b>\$ 643,556</b>	<b>\$ 618,754</b>	<b>\$ 784,770</b>	<b>\$ 768,160</b>
44011	Travel & Training	602	8,051	2,342	3,000	7,000
44211	Postage	275	110	180	180	250
44463	Lease - Automobile(s)	-	3,726	8,520	8,520	13,000
44621	Maintenance Equipment	-	397	250	700	250
44631	Central Garage Maint. Svc	5,460	2,580	950	2,000	1,000
44799	Printing & Binding	127	281	250	250	250
44999	Other Current Charges - Misc	-	598	-	-	-
45111	Office Supplies - General	1,442	923	1,000	1,000	1,000
45211	Fuel	17,451	12,945	9,240	9,000	10,000
45225	Software Licenses / Support	-	319	2,000	1,980	2,000
45231	Clothing & Wearing Apparel	1,007	1,553	2,000	1,500	2,000
45243	Computer Supplies	-	-	3,750	8,120	4,000
45289	Automotive Parts	7,624	9,266	1,772	2,500	2,000
45299	Operating Supplies - Misc.	2,456	1,366	1,500	2,000	1,500
<b>TOTAL OPERATING</b>		<b>\$ 36,444</b>	<b>\$ 42,115</b>	<b>\$ 33,754</b>	<b>\$ 40,750</b>	<b>\$ 44,250</b>
46431	Special Purpose Equipment	3,112	9,471	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 3,112</b>	<b>\$ 9,471</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**TOTAL EXPENDITURES**    **\$ 831,271**    **\$ 695,142**    **\$ 652,508**    **\$ 825,520**    **\$ 812,410**



---

# POLICE – PATROL

## IT IS THE MISSION OF POLICE - PATROL TO

provide professional responses to urgent calls for service and emergencies at all times; to vigilantly patrol neighborhoods and business areas to prevent crimes and provide timely responses when crime do occur; and to conduct thorough investigations.

## DESCRIPTION

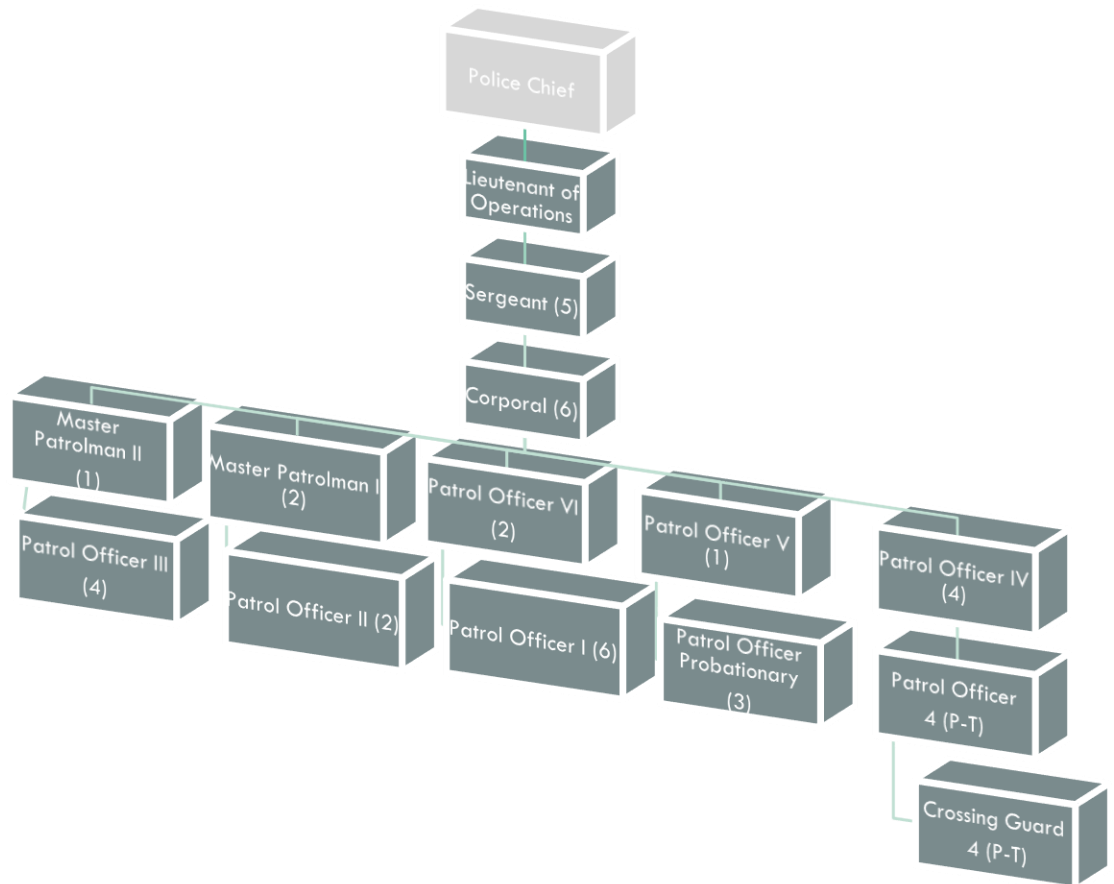
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. These men and women are some of the most dedicated and loyal public servants in this great nation and have vowed to serve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

## ACCOMPLISHMENTS OF FY22

- Conducted highly visible patrols around City Hall, Sims Park, and the Downtown area, including extra attention to downtown restaurants and bars during peak activity times
- Performed specialized assignments and strike teams on “hot spots”, schedules permitted
- Continued initiatives in school safety zones, utilizing speed trailers and traffic officers to address speeding and passing school bus violations
- Continued traffic enforcement initiatives geared toward aggressive driving, seatbelt violations, red light/stop sign runners, and DUI enforcement
- Conducted marine patrols along the river, as schedules permitted

## FY22 INITIATIVES

- Continue special patrols in Sims Park and Downtown area
- 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
- Continue traffic enforcement initiatives on major thoroughfares and in neighborhoods to address aggressive driving, seatbelt violations, red light/stop sign runners, and DUI’s
- Expand K-9 Patrol Unit through training and acquisition of an additional dog
- Expand the Police Reserve Officer Program to increase law enforcement presence



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Lieutenant of Operations	1	1	1
Sergeants	5	5	5
Corporals	4	6	5
Master Patrolman II	2	1	1
Master Patrolman I	1	2	1
Patrol Officer VI	6	2	2
Patrol Officer V	0	1	2
Patrol Officer IV	3	4	1
Patrol Officer III	7	4	3
Patrol Officer II	2	2	2
Patrol Officer I	4	6	2
Patrol Officer – Probationary	0	3	12
Patrol Officer – Part-Time	2.92	2.92	2.92
Crossing Guard	.85	.85	.85
<b>Total</b>	<b>38.77</b>	<b>40.77</b>	<b>40.77</b>

## POLICE PATROL

001064		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	BUDGET
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT
						FY22-23
41112	Division Head Salaries	82,035	83,080	79,541	82,370	84,840
41299	Regular Salaries & Wages	1,956,214	2,024,465	1,938,531	2,169,750	2,202,080
41311	Part-Time Wages	96,984	93,060	81,084	174,460	173,620
41411	Overtime	146,042	131,198	110,000	110,000	110,000
41414	Overtime - Special Events	36,022	8,989	25,000	30,000	25,000
41415	Overtime - Downtown Beat	74,190	133,310	80,000	115,000	80,000
41416	Overtime - Sims Park Detail	57,445	-	-	-	-
41521	Incentive Pay - Police	7,213	8,170	2,750	3,250	3,250
41522	Education Incentive Pay	17,156	18,443	18,650	19,920	19,920
41523	Uniform Cleaning Allowance	15,539	16,914	16,450	18,500	18,500
41524	Clothing Allowance	827	106	-	-	-
41526	Court Time	26,728	35,015	40,000	30,000	40,000
41527	Stand-By Time	1,720	220	-	4,160	2,000
41528	Off-Duty Pay	146,829	121,340	150,000	180,000	200,000
41529	Meal Allowance	-	69	-	-	-
41535	Field Training Daily Incentive	2,997	2,800	7,500	2,750	9,000
41536	Traffic Homicide Investigators	-	300	-	4,160	5,200
42111	Social Security Matching	195,367	197,306	189,260	215,660	219,540
42211	Florida Retirement System	1,903	3,240	4,800	3,170	7,120
42212	Police Pension Fund	343,272	291,375	275,000	302,060	295,810
42214	Defined Contribution Plan	3,174	2,878	7,500	13,960	14,370
42216	Police Pens.-State Funds	234,184	217,595	230,000	230,000	217,600
42311	Health Insurance - Reg.	262,862	297,764	275,000	332,270	311,780
42312	Group Life Insurance	578	567	575	2,220	2,700
42313	Accidental Death AD&D	77	76	75	1,110	1,350
42424	W/C Police Officers	89,098	118,079	75,000	85,700	86,440
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 3,798,456</b>	<b>\$ 3,806,359</b>	<b>\$ 3,606,716</b>	<b>\$ 4,130,470</b>	<b>\$ 4,130,120</b>
43472	Car Wash Services	680	-	-	1,000	-
43499	Contractual Svcs - Misc	11,893	2,625	-	10,000	5,000
44011	Travel & Training	4,373	8,098	6,000	6,000	6,000
44211	Postage	553	735	300	450	300
44463	Lease - Automobile(s)	3,177	94,351	225,000	275,720	225,000
44481	Lease - Copier	-	654	-	840	-
44621	Maintenance - Equipment	4,408	5,988	4,000	5,000	4,000
44624	Maintenance - Technical Equip	-	225	2,000	8,400	2,000
44626	Maintenance - Marine Equipment	1,090	24	1,000	1,500	1,000
44631	Central Garage Maint. Svc	31,227	24,011	5,000	5,000	5,000
44649	Maintenance - Radio Equipment	1,070	1,970	1,000	1,200	1,000
44799	Printing & Binding	1,874	1,318	1,500	1,800	1,500
44975	K-9 Unit	24,699	10,383	10,000	10,000	10,000
44999	Other Current Charges - Misc	-	1,810	-	-	-
45111	Office Supplies - General	1,998	3,841	4,000	4,000	4,000
45141	Small Tools & Implements	45,857	56,228	32,000	30,000	35,000
45211	Fuel	118,378	135,054	130,000	120,000	130,000
45225	Software Licenses / Support	-	3,555	2,630	21,430	2,630
45231	Clothing & Wearing Apparel	23,052	16,033	18,000	20,000	20,000

## POLICE PATROL

001064		ACTUAL	ACTUAL	ESTIMATE	AMENDED	BUDGET
EXP	CLASSIFICATION	FY19-20	FY20-21	FY21-22	BUDGET	AMOUNT
CODE		FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
45243	Computer Supplies	37,477	130,057	9,500	19,920	10,000
45244	Ammunition	9,943	8,737	10,000	10,000	10,000
45247	First Aid Supplies	-	622	650	1,200	650
45289	Automotive Parts	59,634	56,045	7,500	15,000	7,500
45291	Operating Supplies - Disaster	1,167	326	-	-	1,000
45299	Operating Supplies - Misc.	10,788	6,730	6,000	8,000	6,000
45411	Dues and Memberships	50	224	200	200	200
45461	Books and Publications	-	-	-	2,500	-
<b>TOTAL OPERATING</b>		<b>\$ 393,388</b>	<b>\$ 569,644</b>	<b>\$ 476,280</b>	<b>\$ 579,160</b>	<b>\$ 487,780</b>
46413	Data Processing Equipment	24,873	-	-	-	-
46417	Communication Equipment	-	-	53,896	99,480	-
46431	Special Purpose Equipment	77,203	-	35,650	91,730	110,730
<b>TOTAL CAPITAL</b>		<b>\$ 102,076</b>	<b>\$ -</b>	<b>\$ 89,546</b>	<b>\$ 191,210</b>	<b>\$ 110,730</b>

**TOTAL EXPENDITURES**    **\$ 4,293,920**    **\$ 4,376,003**    **\$ 4,172,542**    **\$ 4,900,840**    **\$ 4,728,630**

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46431	<i>Special Purpose Equipment</i>					
	Body Cameras (40)	52,910	52,910	52,910	-	-
	In Car Cameras (15)	22,820	22,820	22,820	22,820	-
	Tasers (50)	35,000	35,000	35,000	35,000	-
	<b>TOTAL</b>	<b>110,730</b>	<b>110,730</b>	<b>110,730</b>	<b>57,820</b>	<b>-</b>

**DIVISION TOTAL**    \$ 110,730    \$ 110,730    \$ 110,730    \$ 57,820    \$ -



---

# POLICE – CODE ENFORCEMENT

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

ensure compliance with City ordinances and zoning regulations, while providing for the overall health, safety and quality of life issues in the community. The most common violations encountered include trash and debris, illegal dumping, lawn maintenance, and junk vehicles.

## DESCRIPTION

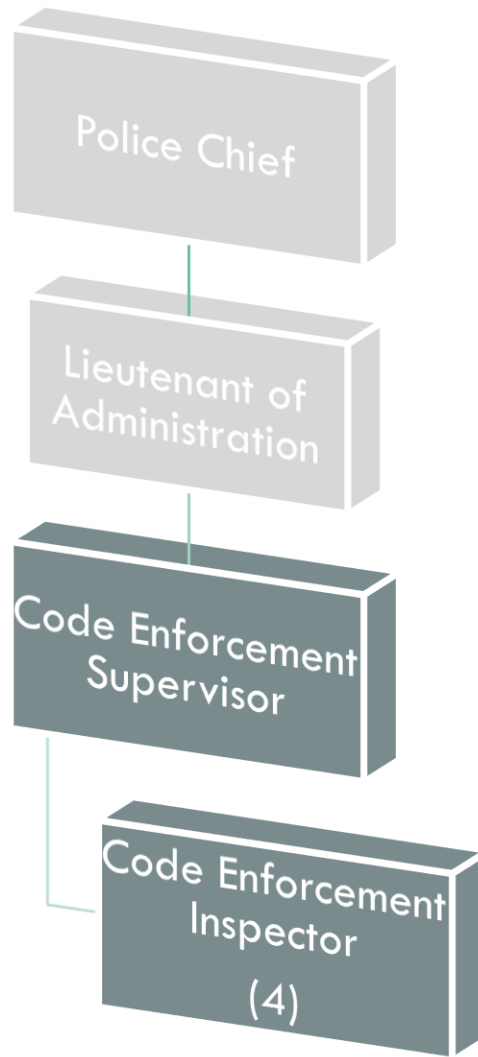
This unit consists of four Code Inspectors and a supervisor. The inspectors: conduct on-going patrols of all areas of the city to identify and address violations; respond to citizen code violation complaints; prepare extensive reports; testify at City Magistrate and County Court hearings, and coordinate comprehensive reviews of repeat non-compliance issues in residential and business areas to identify chronic nuisance violators.

## ACCOMPLISHMENTS OF FY22

- Conducted numerous code enforcement operations at local hotels/motels in collaboration with the Development Department, Fire Department, the Florida Department of Health, and the Division of Professional Regulations
- Conducted code sweeps in problematic areas
- Focused attention on business sign and outdoor display violations
- Focused attention on numerous chronic nuisance landlords within the City
- Identified many dilapidated properties eligible for foreclosure

## FY23 INITIATIVES

- Continue code enforcement sweeps on chronic nuisance properties and landlords
- Continue efforts to ensure compliance with business tax receipts requirements
- Implement body-camera use by Code Officers



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY21-22
Code Enforcement Supervisor	0	1	1
Code Enforcement Inspector	4	4	4
<b>Total</b>	<b>4</b>	<b>5</b>	<b>5</b>

## POLICE CODE ENFORCEMENT

001065 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
41210	Regular Exempt Salaries	-	-	36,000	43,000	52,000
41299	Regular Salaries & Wages	146,989	167,067	167,990	165,980	170,980
41411	Overtime	413	509	1,000	1,500	1,000
41523	Uniform Cleaning Allowance	1,827	2,000	1,750	2,000	2,500
42111	Social Security Matching	11,142	12,670	14,350	10,140	17,370
42211	Florida Retirement System	13,169	17,083	21,050	15,640	24,290
42311	Health Insurance - Reg.	20,496	23,978	30,000	31,840	36,680
42312	Group Life Insurance	66	68	70	160	120
42313	Accidental Death AD&D	9	9	12	50	50
42436	W/C Inspection of Risks	2,918	4,263	2,150	3,350	3,770
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 197,029</b>	<b>\$ 227,647</b>	<b>\$ 274,372</b>	<b>\$ 273,660</b>	<b>\$ 308,760</b>
43431	Animal Control Services	103,629	118,224	140,918	138,980	165,220
43439	Lot Mowing / Clearing	4,385	150	3,000	4,500	4,500
43499	Contractual Svcs - Misc	835	10	150	6,600	1,500
44011	Travel & Training	199	2,475	2,000	1,500	2,000
44211	Postage	4,393	5,029	3,000	4,000	4,000
44463	Lease - Automobile(s)	-	4,291	13,000	6,340	13,000
44621	Maintenance - Equipment	450	-	-	600	-
44631	Central Garage Maint. Svc	960	1,710	250	750	750
44799	Printing & Binding	445	939	500	1,200	1,200
44999	Other Current Charges - Misc	-	120	200	-	200
45111	Office Supplies - General	940	1,078	1,000	1,200	1,000
45211	Fuel	1,674	2,107	3,200	3,000	3,500
45231	Clothing & Wearing Apparel	700	668	1,000	1,000	1,000
45242	Photographic Supplies	149	-	-	-	-
45243	Computer Supplies	7,914	1,687	750	1,500	750
45289	Automotive Parts	1,474	2,472	750	750	750
45299	Operating Supplies - Misc.	2,973	11,171	4,643	3,500	5,000
45411	Dues and Memberships	100	350	350	100	350
<b>TOTAL OPERATING</b>		<b>\$ 131,220</b>	<b>\$ 152,481</b>	<b>\$ 174,711</b>	<b>\$ 175,520</b>	<b>\$ 204,720</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 328,249</b>	<b>\$ 380,128</b>	<b>\$ 449,083</b>	<b>\$ 449,180</b>	<b>\$ 513,480</b>



---

# POLICE – SPECIAL TRAFFIC ENFORCEMENT

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

manage the Department's Red Light Camera Program and perform support functions related to traffic enforcement.

### DESCRIPTION

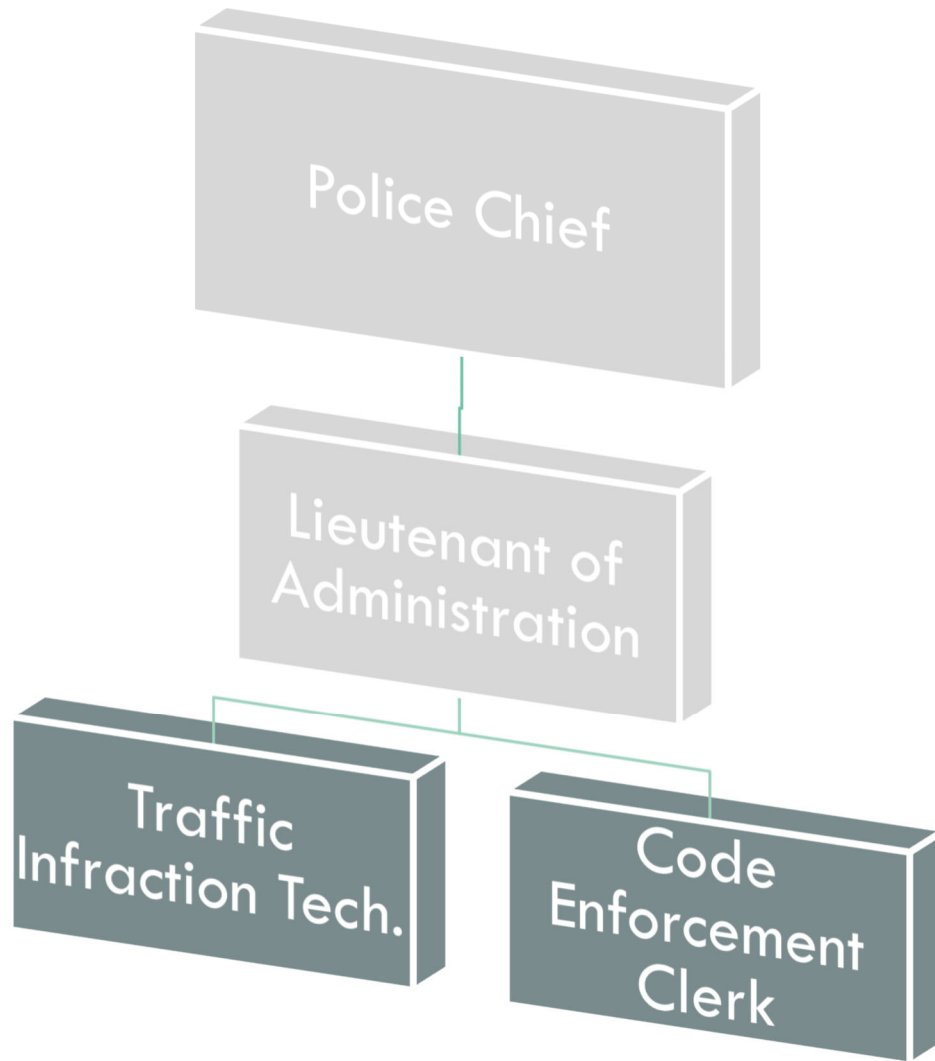
The incumbent in this position manages all of the processes related to the City's Red Light Camera Enforcement Program. Additional responsibilities include: upon request, track down red light camera footage with evidentiary value to criminal investigations, maintain all traffic crash investigation equipment, and perform redactions of body camera video pursuant to public records requests.

### ACCOMPLISHMENTS OF FY22

- From October 1, 2021 thru May 30, 2022, the solo incumbent in this unit reviewed 13,495 potential red light violations and issued 8,574 Notices of Violation
- Assisted with 9 criminal/civil investigations by obtaining video and reviewing footage to identify suspect vehicles
- Tested 77 civil hearings before the City's Special Magistrate and 93 Uniform Traffic Citation Red Light Camera county court hearings
- Processed 188 vehicle impounds
- Assisted in the programming and deployment of the Department's electronic message boards, as needed
- Coordinated all maintenance of the Department's specialty vehicles
- The incumbent has performed body camera video redaction responsibilities to assist the Records Section with public records requests

### FY23 INITIATIVES

- It is anticipated that this unit will assume additional responsibilities, such as:
  - Initiate incident reports not requiring criminal follow-up (i.e. stolen property, stolen tags, etc.)



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
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	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	BUDGET		
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT	
						FY22-23	
41299	Regular Salaries & Wages	69,345	66,810	67,390	67,390	71,510	
41411	Overtime	355	-	-	1,160	-	
42111	Social Security Matching	5,201	4,788	5,240	5,240	5,470	
42211	Florida Retirement System	5,093	6,831	6,240	6,240	73,740	
42311	Health Insurance - Reg.	15,672	22,303	19,080	19,080	20,340	
42312	Group Life Insurance	36	34	32	80	80	
42313	Accidental Death AD&D	4	5	5	20	20	
42426	W/C Clerical	129	148	148	200	120	
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 95,835</b>	<b>\$ 100,919</b>	<b>\$ 98,135</b>	<b>\$ 99,410</b>	<b>\$ 171,280</b>	
43199	Professional Services - Misc.	29,219	34,068	20,326	46,000	25,000	
43429	Red Light Camera Fee	267,633	252,943	274,000	274,000	274,000	
43481	State Share - Red Light Camera	689,938	789,447	750,000	800,000	800,000	
44011	Travel & Training	-	303	-	-	500	
44211	Postage	-	1,584	500	500	500	
44799	Printing & Binding	1,265	-	500	900	500	
45111	Office Supplies - General	165	1,634	878	1,000	1,000	
45243	Computer Supplies	11	-	1,192	2,000	1,000	
45299	Operating Supplies - Misc.	258	2,496	253	500	500	
<b>TOTAL OPERATING</b>		<b>\$ 988,489</b>	<b>\$ 1,082,475</b>	<b>\$ 1,047,649</b>	<b>\$ 1,124,900</b>	<b>\$ 1,103,000</b>	

**TOTAL EXPENDITURES    \$ 1,084,324    \$ 1,183,394    \$ 1,145,784    \$ 1,224,310    \$ 1,274,280**



---

# 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

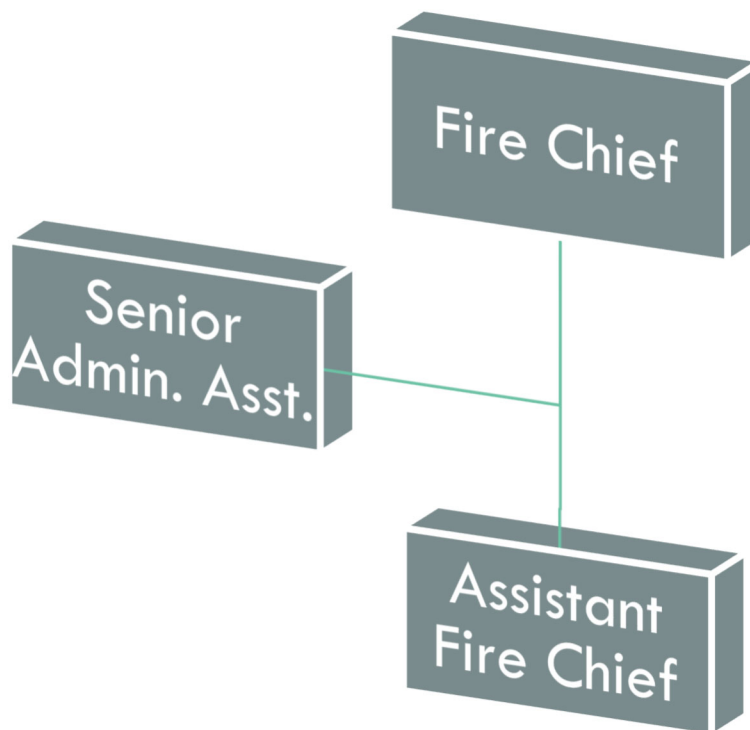
The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and 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 fire safety inspections on all commercial businesses to ensure they are in compliance with the Florida Fire Prevention Code, NFPA 1 & 101.

## ACCOMPLISHMENTS OF FY22

- Built and conducted two promotional assessment processes for the rank of Captain. Promoted four Captains from said process.
- Completed the Insurances Services Office (ISO) preparation and survey which is a comprehensive process that is conducted every five years.
- Received delivery of our new ladder truck, and it was placed in-service in traditional fashion which consisted of the City's first ever push-in ceremony.
- Organized and established a two day company officer development training for our newly promoted Captains as well as our existing officers in partnership with Pasco County Fire and Port Richey Fire.
- Sent three officers to an internal investigations training course to educate key staff in the legalities involved with disciplinary investigation process.
- Prepared for and participated in the City's first ever Citizen Academy.
- Collaborated with other Fire Chief's in creating the Nature Coast Fire Chiefs Association, which encompasses Pasco, Hernando, Sumter, and Citrus counties.
- Updated the City Disaster Guidelines and then conducted Emergency Management tabletop Exercises with Department Heads to prepare for the hurricane season.
- A new Residential Home Knox Box Campaign is being organized with an expected kick –off this fiscal year.
- Updated City staff National Incident Management System (NIMS) required training database, and assisted in guiding staff to sign up and complete training. Ongoing.
- Continuously updated the City COVID guidelines as necessary to align with the CDC guidelines.
- Completed 103 plan reviews, 71 Business Tax Receipt inspections as well as a large number of fire safety inspections for a combined total of 947 with Division 073.
- The Residential Rental Division performed 1,137 inspections on rental properties and continue to identify new rental properties.

## FY23 INITIATIVES

- Bolster recruitment efforts to attract more qualified applicants.
- Continue to work on mental health and cancer initiatives for staff in alignment with the focus of the fire service industry.
- Enhance emergency management outreach to city employees and residents through training, communication and education.
- Begin the specification process for a new fire engine with the apparatus committee.
- Proudly honor and celebrate the 100 year anniversary of the Department in September.
- Advance community relations initiatives; Home Knox Box program, smoke detector program, fire prevention education.
- Achieve full staffing levels.



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Fire Chief	1	1	1
Asst. Fire Chief	1	1	1
Senior Administrative Assistant	1	1	1
Fire Inspector	0	.73	0
PT Coordinator of Residential Rental Inspection Division	0	0	0
<b>Total</b>	<b>3.00</b>	<b>3.73</b>	<b>3.00</b>

## FIRE SUPERVISION

001071		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	89,582	91,532	89,570	89,570	93,150
41112	Division Head Salaries	79,949	78,919	80,870	80,870	82,500
41299	Regular Salaries & Wages	37,143	39,444	35,740	35,740	39,020
41311	Part-Time Wages	12,815	65	-	19,620	-
41411	Overtime	102	-	500	500	480
41522	Education Incentive Pay	1,214	1,154	1,200	1,200	1,200
41523	Uniform Cleaning Allowance	1,300	1,300	1,300	1,300	1,300
41525	Paramedic Incentive Pay	1,821	1,730	1,800	1,800	1,800
41532	Inspector Incentive Pay	2,429	2,307	2,400	2,400	2,400
41533	USAR Incentive Pay	304	288	300	300	300
42111	Social Security Matching	16,628	16,036	15,500	19,240	17,000
42211	Florida Retirement System	3,770	3,687	3,250	3,250	4,230
42213	Firemens Pension Fund	-	-	7,690	7,690	23,240
42311	Health Insurance - Reg.	9,537	10,715	17,420	17,420	12,300
42312	Group Life Insurance	55	51	180	180	180
42313	Accidental Death AD&D	8	6	90	90	90
42423	W/C Firefighters / Drivers	5,698	8,872	9,030	9,030	9,480
42426	W/C Clerical	129	74	130	130	70
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 262,484</b>	<b>\$ 256,180</b>	<b>\$ 266,970</b>	<b>\$ 256,430</b>	<b>\$ 288,740</b>
43499	Contractual Svcs - Misc	23,252	14,261	360	360	360
44011	Travel & Training	274	1,745	3,000	3,000	3,000
44121	Telephone - Local	1,619	1,193	2,000	2,000	1,200
44134	Data Lines	7,349	8,771	7,200	7,200	8,800
44211	Postage	32	150	400	400	200
44221	Freight Express Charges	-	-	200	200	50
44311	Electric - City Facilities	11,334	11,069	12,000	12,000	12,000
44341	Gas (Propane/Natural)	829	977	1,000	1,000	1,000
44351	Water & Sewer - City	12,847	9,649	10,000	10,000	10,000
44373	Street Light Fee	-	71	100	100	100
44381	Stormwater Assessment	-	291	300	300	300
44429	Rent - Software	1,928	-	-	-	-
44463	Lease - Automobile(s)	644	13,488	22,470	22,470	22,470
44481	Lease - Copier	273	1,178	2,000	2,500	2,000
44534	Fire AD&D Insurance	-	1,562	2,000	4,000	2,000
44535	Fire Cancer Insurance	8,329	-	4,710	4,710	4,710
44611	Maintenance Buildings & Ground	46	44	1,250	1,000	1,250
44631	Central Garage Maint. Svc	120	1,230	300	300	300
44799	Printing & Binding	1,372	875	1,000	1,000	1,000
44999	Other Current Charges - Misc	97	2,864	-	-	-
45111	Office Supplies - General	1,458	949	1,500	1,500	1,500
45211	Fuel	4,364	6,499	5,000	3,000	5,000
45225	Software Licenses / Support	-	15,177	20,430	20,430	20,500
45231	Clothing & Wearing Apparel	829	490	900	1,000	900

## FIRE SUPERVISION

001071						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT	
						FY22-23	
45243	Computer Supplies	4,742	6,869	2,500	5,000	2,500	
45289	Automotive Parts	68	544	500	500	500	
45291	Operating Supplies - Disaster	673	18	-	-	-	
45411	Dues and Memberships	409	655	1,000	500	1,800	
45461	Books and Publications	307	740	700	700	500	
<b>TOTAL OPERATING</b>		<b>\$ 83,195</b>	<b>\$ 101,359</b>	<b>\$ 102,820</b>	<b>\$ 102,840</b>	<b>\$ 103,940</b>	

**TOTAL EXPENDITURES**    **\$ 345,679**    **\$ 357,539**    **\$ 369,790**    **\$ 359,270**    **\$ 392,680**

---

# 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

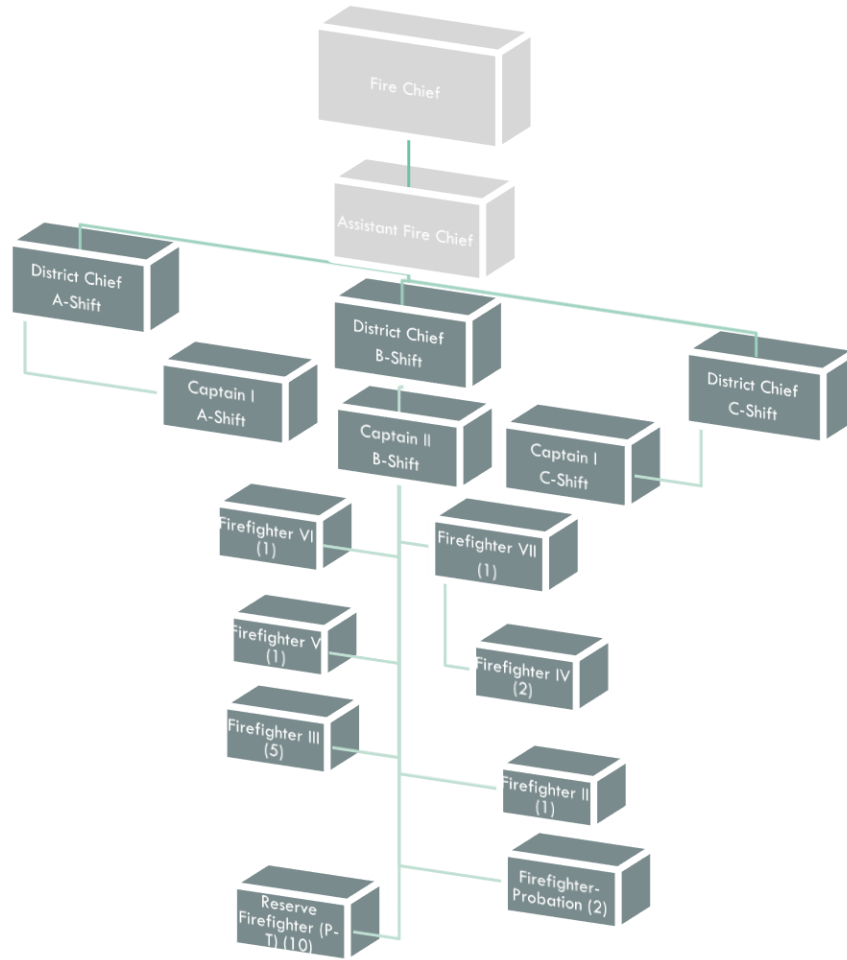
The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and 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 fire safety inspections on all commercial businesses to ensure they are in compliance with the Florida Fire Prevention Code, NFPA 1 & 101.

## ACCOMPLISHMENTS OF FY22

- New bunker gear storage room was constructed at Fire Station #1 which will enable firefighters to properly store bunker gear in accordance with National Fire Protection Association standards.
- Conducted a testing process to establish an eligibility list for new hires as vacancies occur.
- Hired and trained up three new full-time firefighter in 2021.
- Hired and trained up two new part-time firefighter to augment staffing levels in 2021
- Firefighter Paramedics conducted AED and CPR training to City staff that needed such training.
- We are projected to respond to a record number of calls for service nearing 6,000 for 2022. The Division also performed 947 fire safety inspections of commercial properties and completed 6891 training hours.

## FY23 INITIATIVES

- Begin the scope of work to Fire Station #1 in accordance with the CDBG DEO critical hardening grant.
- Increase staffing levels by filling the current vacancies with qualified candidates.
- Break ground on the new Fire Station #2.
- Continue to provide and bolster community relations initiatives.
- Continue to implement operational improvements to advance the Department and help provide a better service to the community.



Authorized Personnel – Full-time Equivalent			
Position/Title compare chart to PY	FY20-21	FY21-22	FY22-23
District Chief	3	3	3
Fire Captain	3	6	6
Firefighter VII	0	1	1
Firefighter VI	2	1	1
Firefighter V	0	1	1
Firefighter IV	4	2	2
Firefighter III	4	5	5
Firefighter II	3	1	1
Firefighter I	1	0	0
Firefighter - Probationary	1	2	2
Reserve Firefighters	1.4	1.4	1.4
<b>Total</b>	<b>22.4</b>	<b>23.4</b>	<b>23.4</b>

## FIREFIGHTING

001073						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT	
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23	
41112	Division Head Salaries	230,318	233,680	199,419	237,000	244,090	
41299	Regular Salaries & Wages	1,080,192	1,092,236	940,640	1,188,630	1,235,790	
41314	Reserve Firefighter Wages	33,988	23,347	5,282	52,050	49,120	
41411	Overtime	24,364	28,846	30,092	40,000	40,000	
41413	Overtime - Residential Inspec	25,982	43,566	33,620	30,000	30,000	
41414	Overtime - Special Events	1,507	1,825	5,870	3,000	5,000	
41522	Education Incentive Pay	5,004	4,471	3,128	4,920	4,920	
41523	Uniform Cleaning Allowance	13,325	13,325	14,300	14,300	14,300	
41525	Paramedic Incentive Pay	32,786	30,820	24,100	32,400	32,400	
41530	Coordinator Incentive Pay	2,064	1,961	1,560	1,560	1,560	
41532	Inspector Incentive Pay	12,271	13,611	12,100	14,400	18,000	
41533	USAR Incentive Pay	2,126	2,018	1,430	2,100	1,500	
41537	Reporting Software Admin	486	461	480	480	480	
42111	Social Security Matching	106,350	108,573	93,320	118,230	123,220	
42213	Firemens Pension Fund	-	-	92,310	92,310	206,580	
42217	Fire Pension - State Funds	114,779	114,576	125,000	125,000	114,580	
42311	Health Insurance - Reg.	208,366	241,145	199,820	219,510	210,910	
42312	Group Life Insurance	374	351	350	1,320	500	
42313	Accidental Death AD&D	49	46	50	120	100	
42423	W/C Firefighters / Drivers	41,627	42,724	41,240	63,840	81,040	
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 1,935,958</b>	<b>\$ 1,997,582</b>	<b>\$ 1,824,111</b>	<b>\$ 2,241,170</b>	<b>\$ 2,414,090</b>	
43132	Physicals - FF & Reserves	17,494	15,655	18,000	18,000	18,000	
43499	Contractual Svcs - Misc	2,200	2,240	2,520	2,520	2,520	
44011	Travel & Training	3,316	1,180	3,000	3,000	2,500	
44212	Postage - Residential Inspec	1,884	1,406	3,000	3,000	2,000	
44463	Lease - Automobile(s)	-	8,353	22,950	22,950	22,950	
44621	Maintenance - Equipment	526	3,632	4,000	4,000	4,000	
44624	Maintenance - Technical Equip	195	-	500	1,000	500	
44626	Maintenance - M.S.A. Equipment	2,128	2,230	1,750	2,700	1,750	
44631	Central Garage Maint. Svc	12,310	9,240	5,000	5,800	5,000	
44641	First Aid Equipment	166	3,633	9,500	4,100	10,000	
44643	Fire Hose	4,856	4,073	5,000	5,000	5,000	
44998	OCC - Residential Inspections	415	9	500	500	500	
45111	Office Supplies - General	943	1,030	1,000	1,000	1,000	
45141	Small Tools & Implements	1,322	2,836	2,500	2,500	2,500	
45211	Fuel	21,316	21,818	27,000	25,000	30,000	
45231	Clothing & Wearing Apparel	9,781	11,061	10,000	10,000	9,500	
45235	Bunker Gear	9,825	8,475	9,000	9,000	9,500	
45237	Clothing - Residential Inspec	-	390	300	400	300	
45243	Computer Supplies	9,826	22,300	5,000	10,000	5,000	
45247	First Aid Supplies	24,324	34,150	35,000	28,500	40,000	
45254	Training Supplies - General	3,494	5,019	4,500	4,500	4,500	

## FIREFIGHTING

001073		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
45289	Automotive Parts	24,043	35,442	15,000	20,000	15,000
45291	Operating Supplies - Disaster	9,283	20,574	2,000	3,000	2,000
45295	Community Education	604	1,180	4,000	4,000	4,000
45299	Operating Supplies - Misc.	7,936	5,139	5,000	5,000	6,000
45411	Dues and Memberships	-	1,270	100	100	100
45461	Books and Publications	-	485	500	500	500
<b>TOTAL OPERATING</b>		<b>\$ 168,187</b>	<b>\$ 222,820</b>	<b>\$ 196,620</b>	<b>\$ 196,070</b>	<b>\$ 204,620</b>
46415	Trucks And Trailers	-	863,108	-	-	15,000
46431	Special Purpose Equipment	217,873	45,348	35,119	32,000	-
<b>TOTAL CAPITAL</b>		<b>\$ 217,873</b>	<b>\$ 908,456</b>	<b>\$ 35,119</b>	<b>\$ 32,000</b>	<b>\$ 15,000</b>

**TOTAL EXPENDITURES**    \$ 2,322,018    \$ 3,128,858    \$ 2,055,850    \$ 2,469,240    \$ 2,633,710

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM FIREFIGHTING

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46415	<i>Trucks &amp; Trailers</i>					
	Boat for Water Rescue/Fire Suppresstion	15,000	-	-	-	-
	ATV for Special Events	-	15,000	-	-	-
	<b>TOTAL</b>	<b>15,000</b>	<b>15,000</b>	-	-	-
46431	<i>Special Purpose Equipment</i>					
	Extrication Tools	-	32,000	-	-	-
	<b>TOTAL</b>	-	<b>32,000</b>	-	-	-

**DIVISION TOTAL**    \$    15,000    \$    47,000    \$    -    \$    -    \$    -

---



---

# 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.

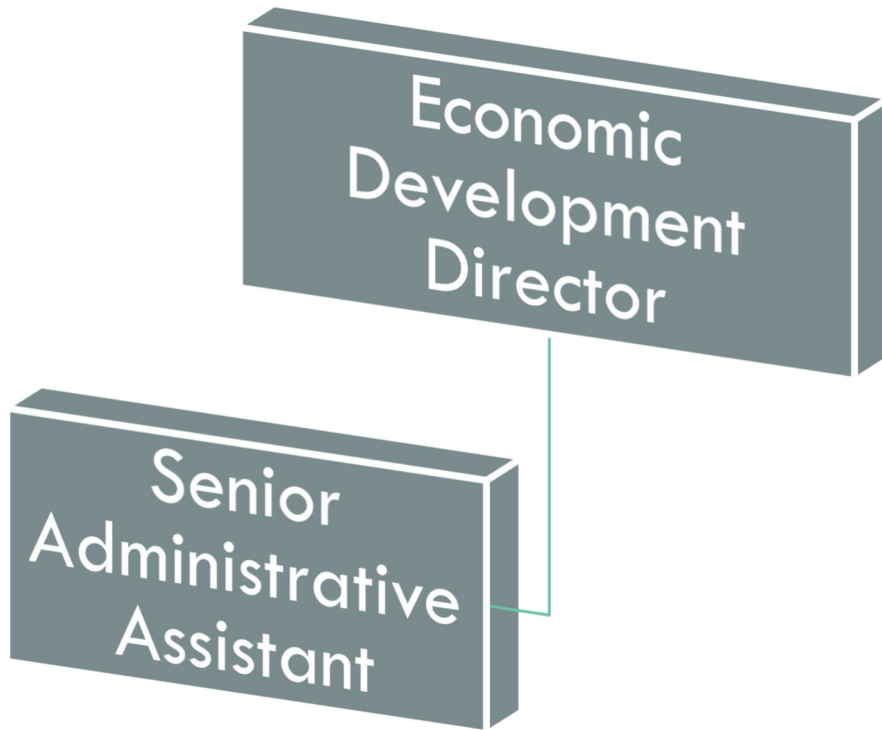
## ACCOMPLISHMENTS OF FY22

- Developed entrance into downtown, on Main St. off U.S. 19, with a 360 stall parking structure, Keiser University, and the construction has begun on a five-story, 89 room hotel
- Completed Hacienda Hotel renovations, which has added an additional 40 tourist room/accommodation to downtown
- Issued over \$580,000 in business assistance and incentive grants
- Engaged a consultant to update the CRA Plan

## FY23 INITIATIVES

- Increase U.S. 19 Taxable value up to 30% of the City's total
  - Gateway Project as an entry point to attract more people to stop and shop in the New Port Richey area
  - Commercial enhancements with hotels and restaurants, multi-family housing, and homeownership with condo style housing
  - Target industries considered a part of the "High Tech Corridor" to market to corporate headquarters & Research and Development
  - Market available redevelopment along U.S. 19
- Public Private Partnerships
  - Develop and market sites available for Public Private Partnerships in line with our comprehensive and CRA plans
  - Develop site plans and market public property purchased for redevelopment
  - Coordinate the redevelopment of Grand Blvd and adjacent properties to create an enhanced neighborhood district
  - Create a commercial center to support growing residential development
- GIS enhancements as a Marketing tool and Support during the development process
  - Public access to information on our Future Land Use/Panning Maps
  - Information on Planning/Permitting/ and Under Construction
  - Information on Demographics for site selection
- Encourage Business Attraction

- Manage the RFP 22-015 to determine areas in need of improvement including Railroad Square, Grand Blvd, US 19 and vacancies
- Facilitate commercial development with a strong relationship with interested parties and incentives



<b>Authorized Personnel – Full-time Equivalent</b>			
<b>Position/Title</b>	<b>FY20-21</b>	<b>FY21-22</b>	<b>FY22-23</b>
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						
EXP		ACTUAL	ACTUAL	ESTIMATE	AMENDED	BUDGET
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT
						FY22-23
41111	Department Head Salaries	85,999	80,009	63,000	85,070	91,000
41210	Regular Exempt Salaries	-	5,725	-	-	-
41299	Regular Full Time Wages	37,280	29,562	31,602	44,850	44,850
41512	Gas / Car Allowance	3,000	2,500	27,000	3,000	3,000
42111	Social Security Matching	9,623	8,693	7,500	10,170	10,620
42211	Florida Retirement System	33,319	25,797	23,000	27,980	31,250
42311	Health Insurance - Reg.	14,017	15,646	16,900	18,300	18,340
42312	Group Life Insurance	35	27	30	120	100
42313	Accidental Death AD&D	4	4	10	60	20
42426	W/C Clerical	250	271	300	330	240
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 183,527</b>	<b>\$ 168,234</b>	<b>\$ 169,342</b>	<b>\$ 189,880</b>	<b>\$ 199,420</b>
43199	Professional Svcs - Misc	630	-	-	-	-
44011	Travel & Training	-	744	1,856	750	750
44134	Data Lines	61	736	577	500	750
44999	Other Charges - Misc	159	17	109	-	100
45111	Office Supplies - General	2,184	391	500	500	500
45231	Clothing & Wearing Apparel	176	158	-	-	200
45411	Dues and Memberships	-	3,178	1,000	1,000	1,000
45461	Books and Publications	206	-	100	100	100
<b>TOTAL OPERATING</b>		<b>\$ 3,416</b>	<b>\$ 5,224</b>	<b>\$ 4,142</b>	<b>\$ 2,850</b>	<b>\$ 3,400</b>

**TOTAL EXPENDITURES**    **\$ 186,943**    **\$ 173,458**    **\$ 173,484**    **\$ 192,730**    **\$ 202,820**



---

# DEVELOPMENT SERVICES

## 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

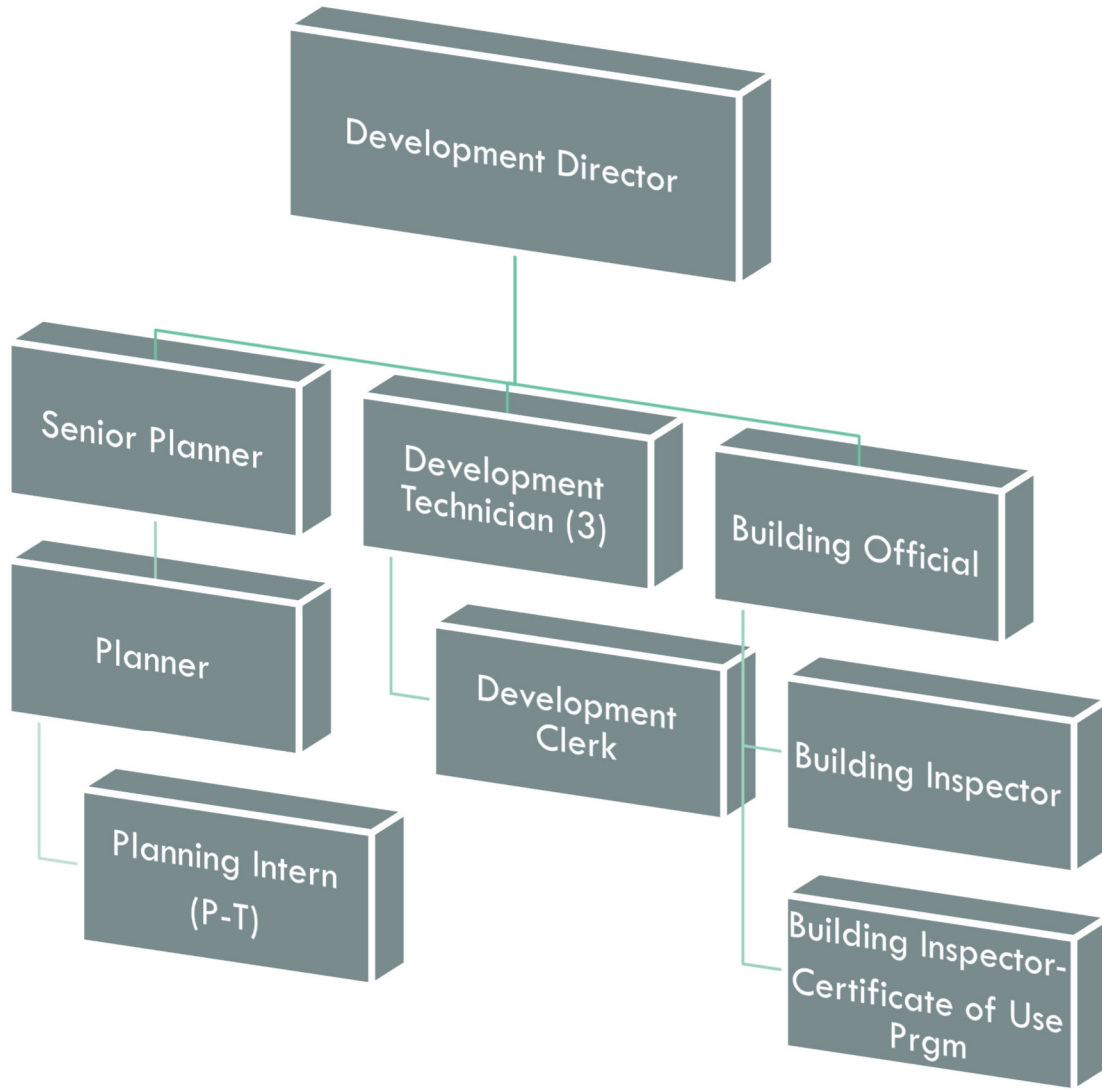
The Development Department coordinates the approval processes for building, planning and zoning, and redevelopment activities in the City. The Department ensures that existing properties and newly constructed buildings meet all applicable codes and regulations. It also provides long-range comprehensive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

## ACCOMPLISHMENTS OF FY22 (TO BE UPDATED CLOSER TO YE)

- Processed and issued the following:
  - Approved XX building permits valued at over \$\$\$
  - Completed over XX building inspections
  - Processed over XX development applications through the DRC and XX through the LDRB
  - Greeted over XX walk-in customers

## FY22 INITIATIVES

- Update the Comprehensive Plan for the City
- Review, analyze, and update the Land Development Code, as needed
- Implement appropriate software programs and cross-train staff on proper usage



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Development Director	1	1	1
Receptionist	.73	.73	0
Senior Planner	1	1	1
Planner	1	1	1
Planning Intern – Part-time	0	0	.73
Development Technician	2.73	3	3
Development Clerk	0	0	1
Building Official	1	1	1
Building Inspector	1	1	1
Building Inspector (Certificate of Use Prgm)	.73	.73	.73
<b>Total</b>	<b>9.19</b>	<b>9.46</b>	<b>10.46</b>

## DEVELOPMENT

001081					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	73,712	-	42,390	89,000	97,850
41112	Division Head Salaries	36,638	-	-	-	-
41210	Regular Exempt Salaries & Wages	-	-	38,370	76,520	83,200
41299	Regular Salaries & Wages	228,729	199,330	222,993	255,470	332,890
41311	Part-Time Wages	26,847	39,404	26,799	33,150	7,860
41411	Overtime	1,448	166	85	2,990	2,000
41512	Gas / Car Allowance	1,875	-	-	-	-
42111	Social Security Matching	27,403	17,472	23,708	33,490	40,640
42211	Florida Retirement System	37,951	24,196	44,104	48,430	75,270
42311	Health Insurance - Reg.	48,194	41,498	69,349	59,400	82,530
42312	Group Life Insurance	106	68	99	600	200
42313	Accidental Death AD&D	14	9	13	300	100
42426	W/C Clerical	26	49	23	30	-
42432	W/C Municipal Class	8,763	9,184	8,293	11,190	20,670
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 491,706</b>	<b>\$ 331,376</b>	<b>\$ 476,226</b>	<b>\$ 610,570</b>	<b>\$ 743,210</b>
43121	City Engineer Services	25,174	19,894	40,000	40,000	40,000
43181	Professional Services -Plannin	70,230	188,889	100,000	40,000	175,000
43199	Professional Services - Misc.	72,242	12,150	10,000	10,000	20,000
43499	Contractual Svcs - Misc	89,078	231,074	100,000	60,000	125,000
44011	Travel & Training	1,859	1,494	3,500	3,500	9,000
44121	Telephone - Local	5,142	1,134	36,000	3,600	3,600
44211	Postage	1,195	626	1,000	1,500	1,000
44463	Lease - Automobile(s)	-	11,154	11,400	11,400	11,400
44481	Lease - Copier	4,137	2,108	2,200	4,000	2,200
44571	Notary Bond	-	132	100	150	100
44611	Maintenance Buildings & Ground	-	-	250	250	250
44631	Central Garage Maint. Svc	840	60	500	500	500
44799	Printing & Binding	2,832	3,054	2,000	3,000	2,000
44953	Housing Incentives	8,279	-	-	-	-
44954	Housing Incentive - CDBG	-	-	-	237,000	275,000
44999	Other Charges - Misc	59	-	-	-	-
45111	Office Supplies - General	1,276	1,617	1,500	1,500	1,500
45211	Fuel	1,826	-	-	500	-
45225	Software Licenses / Support	294	3,961	9,000	3,000	9,000
45231	Clothing & Wearing Apparel	619	597	561	600	900
45243	Computer Supplies	9,978	7,205	9,000	9,000	10,000
45289	Automotive Parts	1,122	-	500	750	500
45291	Operating Supplies - Disaster	-	45	-	-	-
45299	Operating Supplies - Misc.	1,305	1,072	1,000	1,500	1,000
45411	Dues and Memberships	1,727	838	1,500	1,500	3,000
45461	Books and Publications	1,988	941	500	750	500
<b>TOTAL OPERATING</b>		<b>\$ 301,202</b>	<b>\$ 488,045</b>	<b>\$ 330,511</b>	<b>\$ 434,000</b>	<b>\$ 691,450</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 792,908</b>	<b>\$ 819,421</b>	<b>\$ 806,737</b>	<b>\$ 1,044,570</b>	<b>\$ 1,434,660</b>



---

# PARKS & RECREATION - RECREATION

## IT IS THE MISSION OF RECREATION TO

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

## DESCRIPTION

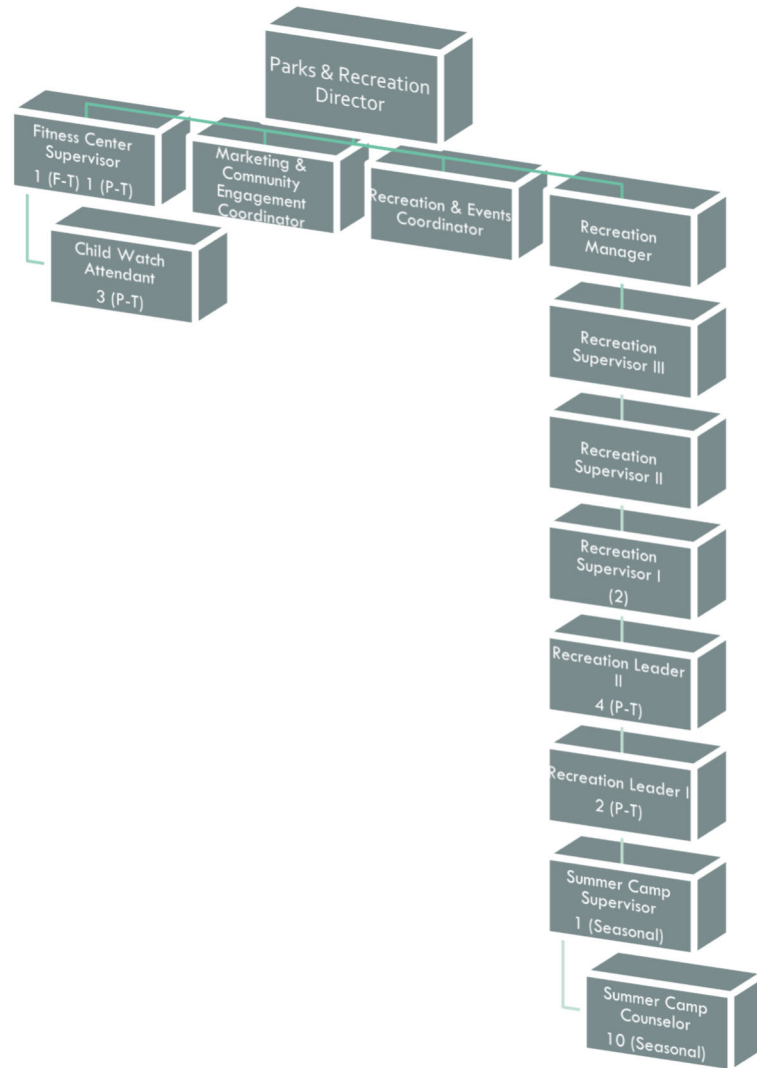
The New Port Richey Recreation & Aquatic Center is a state-of-the-art facility, which offers a variety of affordable recreational activities and athletic training opportunities for everyone. With programs for children, seniors, and adults, the facility has become an integral part of the fabric of the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

## ACCOMPLISHMENTS OF FY22

- Provided additional Teen Programming by re-establishing the Youth Advisory Council, holding teen special nights (end of summer pool party, teen pumpkin carving, and teen movie nights)
- Successfully scheduled Customer Service Training, Staff and Facility Safety Training, and certified/re-certified all staff in CPR and first aid.
- Established a presence on social media outlets that resulted in a 99% increase in traffic on the department's Facebook page.
- Created and filled new positions in the Recreation Staff – Recreation Manager, Recreation Supervisor II

## FY23 INITIATIVES

- Increase department revenue by 10%; targeted goals include focused membership campaign, pursuing business and corporate membership options, adding youth and adult athletic programs
- Develop and implement a Strategic Marketing Plan that potential customers find relevant and timely, measurable vehicles (Social Media, Activenet, etc. for disseminating material and a method(s) that convert prospects into customers
- Identify skill gaps and training needs for staff development by adding CPRE/CPRP (Certification Parks and recreation Professional) certifications
- Use the New Port Richey Brand Touch Manual to guide the Recreation and Aquatic Center facility improvements by adding the logo to all facility signage, gymnasium floor, uniforms, etc.
- Develop and implement a Parks and Recreation Inclusion Policy using the National Recreation and Parks Associations guidelines and recommended best practice
- Expand on city sponsored events offered during the year
- Obtain grants to assist with the implementation of park improvement projects
- Expand on the quality and quantity of promotional materials generated from the department



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Parks & Recreation Director	1	1	1
Recreation Manager	0	1	1
Office Administrator	1	1	1
Recreation & Events Coordinator	1	1	1
Mktg & Comm. Engagement Coordinator	.73	.73	.73
Recreation Supervisor III	0	0	1
Recreation Supervisor II	0	1	1
Recreation Supervisor I	2	2	2
Recreation Leader II	0	2.92	2.92
Recreation Leader I	5.11	1.46	1.46
Summer Camp Supervisor	.17	.17	.17
Child Watch Attendant	2.19	2.19	2.19
Fitness Center Supervisor	1.73	1.73	1.73
Summer Counselor	1.60	1.60	1.60
Pool Concession Attendant	.62	0	0
<b>Total</b>	<b>17.15</b>	<b>17.80</b>	<b>18.80</b>

## RECREATION

001092					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	91,233	83,381	75,000	81,020	81,020
41112	Division Head Salaries	59,015	15,006	-	-	-
41210	Regular Exempt Salaries	78	-	25,000	41,600	101,490
41299	Regular Salaries & Wages	169,242	185,047	185,000	199,680	214,620
41311	Part-Time Wages	181,049	158,022	175,000	201,940	223,670
41312	Temporary Wages	23,140	29,903	27,500	39,960	46,080
41411	Overtime	1,484	2,763	5,000	2,500	2,500
42111	Social Security Matching	39,494	35,626	35,000	41,480	43,250
42211	Florida Retirement System	51,315	60,222	60,000	54,940	81,910
42311	Health Insurance - Reg.	42,819	45,988	65,000	68,790	73,360
42312	Group Life Insurance	127	108	120	320	200
42313	Accidental Death AD&D	16	15	13	60	60
42426	W/C Clerical	69	82	75	100	100
42428	W/C Park Operators/Maint.	15,838	18,431	18,000	22,670	17,680
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 674,919</b>	<b>\$ 634,594</b>	<b>\$ 670,708</b>	<b>\$ 755,060</b>	<b>\$ 885,940</b>
43443	Contractual Svcs - Instructors	22,928	28,495	31,144	30,000	33,000
43474	Security Services	562	464	650	650	650
43499	Contractual Svcs - Misc	1,039	1,564	1,636	1,700	1,700
44011	Travel & Training	200	594	2,100	2,100	3,500
44121	Telephone - Local	7,888	7,786	7,500	7,500	7,500
44134	Data Lines	8,085	9,703	11,854	10,000	12,000
44143	Cable	477	-	700	700	700
44211	Postage	181	66	80	300	200
44221	Freight Express Charges	66	61	70	100	100
44311	Electric - City Facilities	109,129	114,415	114,500	115,000	115,000
44341	Gas (Propane/Natural)	1,846	2,484	2,341	1,900	2,400
44351	Water & Sewer - City	11,438	9,322	11,000	8,000	11,000
44373	Street Light Fee	-	843	809	800	820
44381	Stormwater Assessment	-	4,702	4,514	4,000	4,600
44419	Rent - Equipment	3,515	4,790	3,500	3,500	3,500
44463	Lease - Automobile(s)	7,788	11,972	13,970	13,970	13,970
44481	Lease - Copier	2,432	1,592	1,375	2,110	1,400
44611	Maintenance Buildings & Ground	1,114	1,040	464	1,000	1,000
44621	Maintenance - Equipment	2,728	2,967	2,031	3,500	3,000
44631	Central Garage Maint. Svc	690	360	265	750	500
44799	Printing & Binding	-	-	2,000	3,940	2,000
44961	Special Events	3,032	4,781	15,000	15,000	15,000
44963	Recreation Trips	525	7,281	6,900	6,000	7,000
44965	City Sponsored Prog. Expense	43,837	35,871	38,085	40,000	40,000
44999	Other Charges - Misc	4,713	1,336	4,000	5,000	4,000
45111	Office Supplies - General	629	972	1,200	1,200	1,200
45141	Small Tools & Implements	788	972	1,000	1,000	1,000

## RECREATION

001092						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT	
							FY22-23
45211	Fuel	1,388	853	1,320	1,200	1,600	
45225	Software Licenses / Support	10,206	8,819	10,000	12,720	10,000	
45231	Clothing & Wearing Apparel	2,490	1,015	1,500	1,500	2,000	
45234	Swim / Rec Accessories	319	429	1,000	1,000	1,000	
45241	Licensing & ID Materials	3,626	3,387	3,000	3,000	3,000	
45243	Computer Supplies	9,267	10,311	2,500	3,600	2,500	
45245	Recreation Supplies	15,048	9,976	10,500	11,000	10,500	
45246	Ads / Marketing Supplies	21,504	13,688	15,000	25,950	25,000	
45247	First Aid Supplies	347	445	500	750	500	
45248	Prizes and Awards	965	1,225	1,500	1,500	1,500	
45251	Janitorial Supplies	785	920	750	750	750	
45289	Automotive Parts	380	314	375	500	500	
45291	Operating Supplies - Disaster	6,629	465	1,000	2,000	1,000	
45299	Operating Supplies - Misc.	5,404	4,889	4,000	5,000	4,000	
45411	Dues and Memberships	845	1,049	1,000	1,500	1,000	
<b>TOTAL OPERATING</b>		<b>\$ 314,833</b>	<b>\$ 312,218</b>	<b>\$ 332,633</b>	<b>\$ 351,690</b>	<b>\$ 351,590</b>	
46299	Building Improvements	72,788	10,824	48,985	230,000	490,000	
46399	Impr.Other Than Bldg-Misc	2,450	-	-	-	-	
46431	Special Purpose Equipment	28,637	-	-	-	35,000	
<b>TOTAL CAPITAL</b>		<b>\$ 103,875</b>	<b>\$ 10,824</b>	<b>\$ 48,985</b>	<b>\$ 230,000</b>	<b>\$ 525,000</b>	

**TOTAL EXPENDITURES    \$ 1,093,627    \$ 957,636    \$ 1,052,326    \$ 1,336,750    \$ 1,762,530**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM RECREATION

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46299	<i>Building Improvements</i>					
	2021 Recreation & Aquatic Center Improvements	490,000	-	-	-	-
	Outdoor Basketball Court Resurfacing	-	60,000	-	-	-
	Concession Kitchen Area Renovation	-	-	-	100,000	100,000
	<b>TOTAL</b>	<b>490,000</b>	<b>60,000</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>
46431	<i>Special Purpose Equipment</i>					
	Fitness Equipment Replacement	15,000	15,000	15,000	15,000	15,000
	Access Control System Upgrades	20,000	-	-	-	-
	<b>TOTAL</b>	<b>35,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>

**DIVISION TOTAL**    \$ 525,000    \$ 75,000    \$ 15,000    \$ 115,000    \$ 115,000



---

# PARKS & RECREATION - AQUATICS

## IT IS THE MISSION OF AQUATICS TO

improve the quality of life for residents of New Port Richey through, timely, courteous, and cost effective services by creating memorable experiences for all.

## DESCRIPTION

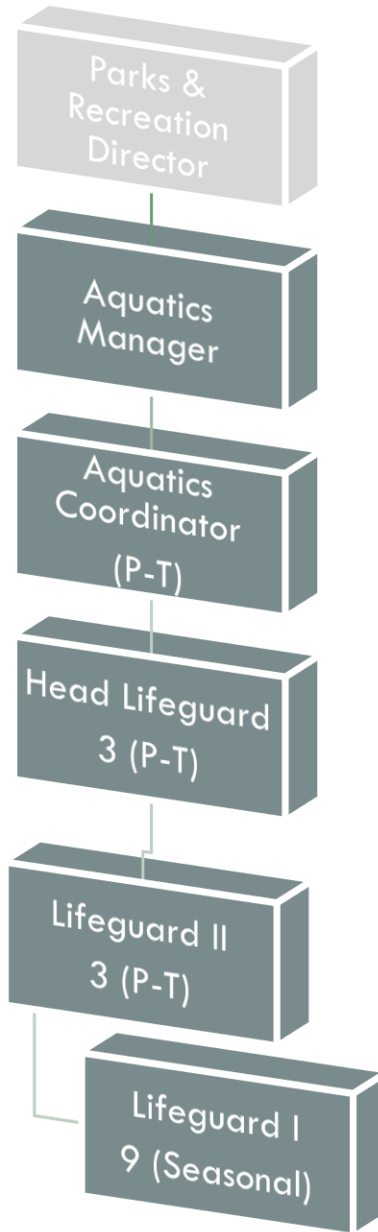
The New Port Richey Recreation & Aquatic Center is a state-of-the-art facility, which offers a variety of affordable recreational activities and athletic training opportunities for everyone. With programs for children, seniors, and adults, the facility has become an integral part of the fabric of the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

## ACCOMPLISHMENTS OF FY22

- Re-opened the facility to full capacity after COVID-19 pandemic
- Hired a New Aquatics Manager who is certified to teach multiple trainings for staff in both Aquatics and Recreation
- Expanded and improved program offering such as Swim Lessons, Teen Pool Party, Puppy Paddle, Dash and Splash, etc.
- Made improvements to the Activity Pool and enhanced features for the Activity Pool

## FY23 INITIATIVES

- Rebuild and restructure the aquatics program from a new perspective by reviewing every aspect as a means to make changes for the betterment of all members, guest, and staff that utilize Recreation and Aquatic Center
- Create and implement a new on-boarding process for newly hired and promoted lifeguards while creating a plan for staff retention
- Work to create a relationship between the aquatic and recreation staff by building a sense of community amongst all staff at the Recreation and Aquatic Center
- Incorporate three key elements of a successful aquatics program: Safety, Customer Service, and Cleanliness
- Fully program pools for special events



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Aquatics Manager	0	1	1
Aquatics Supervisor	.5	0	0
Aquatics Coordinator	0	0	.73
Head Lifeguard	2.19	2.19	2.19
Lifeguard II	2.19	2.19	2.19
Lifeguard I	2.45	2.45	3.15
<b>Total</b>	<b>7.33</b>	<b>7.83</b>	<b>9.26</b>

## AQUATICS

001094					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41210	Regular Exempt Salaries	-	34,565	31,500	51,170	53,770
41299	Regular Salaries & Wages	14,898	3,970	-	-	-
41311	Part-Time Wages	61,341	76,345	80,953	116,750	105,380
41312	Temporary Wages	60,687	86,232	43,500	59,910	77,020
42111	Social Security Matching	10,354	15,237	16,450	17,430	14,140
42211	Florida Retirement System	6,805	11,819	14,650	15,280	17,070
42311	Health Insurance - Reg.	2,761	4,508	7,840	8,340	9,170
42312	Group Life Insurance	17	11	10	60	40
42313	Accidental Death AD&D	2	2	3	30	20
42428	W/C Park Operators/Maint.	5,277	6,374	6,490	9,590	9,750
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 162,142</b>	<b>\$ 239,063</b>	<b>\$ 201,396</b>	<b>\$ 278,560</b>	<b>\$ 286,360</b>
43441	Water Safety Instruction	418	1,367	1,250	600	1,750
43499	Contractual Svcs - Misc	6,295	6,644	4,102	5,800	5,000
44121	Telephone - Local	458	558	1,000	1,080	1,000
44311	Electric - City Facilities	19,592	19,718	20,000	20,000	20,000
44341	Gas (Propane/Natural)	8,078	12,867	15,000	15,750	15,000
44351	Water & Sewer - City	28,024	38,813	29,500	27,000	30,000
44381	Stormwater Assessment	-	5,916	5,800	5,800	5,800
44611	Maintenance Buildings & Ground	14,504	25,413	17,500	12,970	35,000
44621	Maintenance - Equipment	188	194	200	200	7,000
45111	Office Supplies - General	37	70	200	200	200
45141	Small Tools & Implements	80	66	100	100	100
45221	Chemicals	30,621	31,490	31,400	28,000	32,000
45222	Laboratory Supplies	92	85	50	100	50
45231	Clothing & Wearing Apparel	1,129	1,153	1,200	1,200	1,600
45234	Swim / Rec Accessories	638	-	1,000	750	1,000
45241	Licensing & ID Materials	2,400	2,120	2,500	2,300	2,500
45243	Computer Supplies	2,227	92	800	1,800	800
45245	Recreation Supplies	390	334	750	400	750
45247	First Aid Supplies	516	755	500	500	500
45248	Prizes and Awards	170	167	300	300	300
45251	Janitorial Supplies	362	404	600	600	600
45299	Operating Supplies - Misc.	4,443	3,601	3,500	4,000	3,500
45321	Signs & Sign Materials	131	-	1,000	200	1,000
45411	Dues and Memberships	160	160	1,200	160	1,200
<b>TOTAL OPERATING</b>		<b>\$ 120,953</b>	<b>\$ 151,987</b>	<b>\$ 139,452</b>	<b>\$ 129,810</b>	<b>\$ 166,650</b>
46399	Impr. Other Than Bldg-Misc	6,545	82,554	-	50,000	100,000
46431	Special Purpose Equipment	14,213	-	5,024	5,030	45,000
<b>TOTAL CAPITAL</b>		<b>\$ 20,758</b>	<b>\$ 82,554</b>	<b>\$ 5,024</b>	<b>\$ 55,030</b>	<b>\$ 145,000</b>

**TOTAL EXPENDITURES \$ 303,853 \$ 473,604 \$ 345,872 \$ 463,400 \$ 598,010**

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM AQUATICS

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46399	<i>Improvements Other than Buildings - Misc.</i>					
	Pool Resurfacing	100,000	120,000	-	-	-
	Plunge Pool Slides Resurfacing (2)	-	96,000	-	-	-
	<b>TOTAL</b>	<b>100,000</b>	<b>216,000</b>	-	-	-
64-31	<i>Special Purpose Equipment</i>					
	Geothermal Heating/Cooling System	-	116,000	-	-	-
	Canopy and Shade Replacement	45,000	-	-	-	-
	<b>TOTAL</b>	<b>45,000</b>	<b>116,000</b>	-	-	-

**DIVISION TOTAL**    \$ 145,000    \$ 332,000    \$ -    \$ -    \$ -

---

# PUBLIC WORKS - SUPERVISION

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

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

## DESCRIPTION

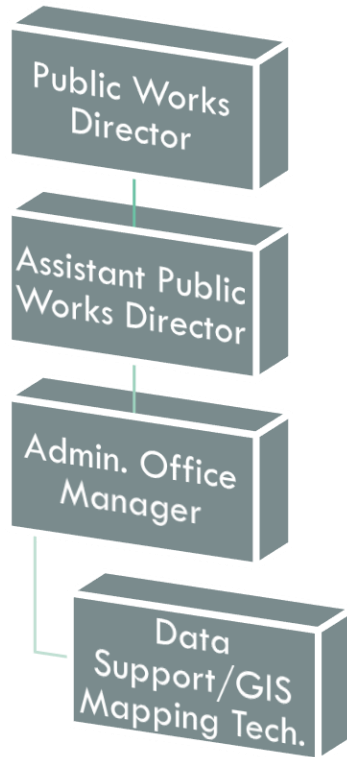
The Public Works Department provides design, construction and maintenance of right-of-ways, maintenance of parks, city properties and parking structures. The Department includes several divisions, which are overseen by Public Works – Supervision. Work is completed by city staff, as well as consultants,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

## ACCOMPLISHMENTS OF FY22

- Analysis:
  - Water loss remediation action plan completed and implemented
  - Wastewater Treatment Plant Pipe Deficiency Analysis completed and implemented
  - Public Works Standard Operation Procedures and Policies Review completed
  - Utility System Master Plan Analysis – 50% completed
- Training
  - Completed Federal & State Traffic Certifications, as well as other required utility certifications: ICMA High Performance Leadership Academy, IMSA Signs and Marking Level 1, Maintenance of Traffic Intermediate Training
  - Completed training of new Utilities Operations Manager
- Grant Applications
  - Safe Routes to School grant submission
  - Solar Panel System for the Library grant submission and approval
  - Tampa Bay Water Wise grand/rebate submission and approval

## FY23 INITIATIVES

- Analysis
  - Complete the Utility Master Plan Analysis
  - Complete the GIS transition to new server and implementation
  - Complete the FDEP Wastewater Treatment Plant O&M permit application, including treatment analysis
  - HB 53 and 64 completion and submissions to include 20 year analysis for O&M
- Training
  - Obtain Certified Arborist License by the PW Assistant Director
  - Hire and train new Utilities Operations Manager
  - Training on new GIS system for utility office and field personnel once implemented



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
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	FY19-20	FY20-21	FY21-22	FY21-22		FY22-23
41111	Department Head Salaries	98,086	100,267	98,070	98,070		102,980
41112	Division Head Salaries	58,490	64,141	65,230	65,230		67,190
41299	Regular Salaries & Wages	80,622	83,028	83,510	83,510		86,010
41411	Overtime	-	56	500	500		500
41522	Education Incentive Pay	1,214	1,154	1,200	1,200		1,200
41529	Meal Allowance	30	9	-	-		-
42111	Social Security Matching	17,601	18,200	19,070	19,070		19,730
42211	Florida Retirement System	37,359	33,544	38,410	38,410		46,510
42311	Health Insurance - Reg.	24,988	53,595	34,840	34,840		36,680
42312	Group Life Insurance	72	68	120	120		240
42313	Accidental Death AD&D	10	9	30	30		120
42426	Workers Comp - Clerical (8810)	155	172	180	180		150
42432	Workers Comp - Municipal Class (9410)	2,247	3,294	4,000	4,000		4,460
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 320,874</b>	<b>\$ 357,537</b>	<b>\$ 345,160</b>	<b>\$ 345,160</b>		<b>\$ 365,770</b>
43499	Contractual Svcs - Misc	1,222	3,005	700	700		700
44011	Travel & Training	534	1,019	2,000	2,000		2,000
44121	Telephone - Local	5,500	5,754	6,500	6,500		6,500
44134	Data Lines	10,096	10,340	10,500	10,500		10,500
44211	Postage	252	136	350	350		350
44311	Electric - City Facilities	30,989	31,147	36,000	33,000		39,000
44351	Water & Sewer - City	10,274	5,593	9,850	15,000		10,000
44373	Street Light Fee	-	635	630	630		630
44381	Stormwater Assessment	-	6,213	6,050	6,050		6,050
44481	Lease - Copier	5,402	2,791	2,400	2,400		2,400
44571	Notary Bond	-	113	150	150		150
44611	Maintenance Buildings & Ground	-	-	-	-		450
44621	Maintenance - Equipment	2,191	-	2,000	2,000		2,000
44631	Central Garage Maint. Svc	330	-	1,000	1,000		1,000
44799	Printing & Binding	765	2,576	3,000	3,000		3,000
45111	Office Supplies - General	1,151	756	2,000	2,000		2,000
45141	Small Tools & Implements	-	80	300	300		300
45211	Fuel	3,051	3,279	2,800	2,800		3,500
45225	Software Licenses / Support	883	1,745	2,000	2,000		2,000
45231	Clothing & Wearing Apparel	403	621	600	600		600
45243	Computer Supplies	3,965	5,926	2,450	3,900		2,500
45247	First Aid Supplies	68	201	200	200		200
45289	Automotive Parts	1,167	288	750	1,000		750
45291	Operating Supplies - Disaster	1,559	-	500	500		500
45299	Operating Supplies - Misc.	1,649	3,494	1,500	1,500		1,500
45411	Dues and Memberships	1,566	1,825	1,800	1,800		1,800
45461	Books and Publications	37	384	300	300		300

## PUBLIC WORKS SUPERVISION

001101 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
	TOTAL OPERATING	\$ 83,054	\$ 87,921	\$ 96,330	\$ 100,180	\$ 100,680
46399	Impr.Other Than Bldg-Misc	-	12,250	18,735	18,000	-
	TOTAL CAPITAL	\$ -	\$ 12,250	\$ 18,735	\$ 18,000	\$ -

TOTAL EXPENDITURES    \$ 403,928    \$ 457,708    \$ 460,225    \$ 463,340    \$ 466,450

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM PUBLIC WORKS SUPERVISION

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46299	<i>Building Improvements</i>					
	HVAC System (R&R)	-	10,000	10,000	10,000	10,000
	Generator (R&R)	-	5,000	5,000	5,000	5,000
	<b>TOTAL</b>	-	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
46418	<i>Software</i>					
	ESRI Online Module	-	-	-	-	15,000
	<b>TOTAL</b>	-	-	-	-	<b>15,000</b>

**DIVISION TOTAL   \$   -   \$ 15,000   \$ 15,000   \$ 15,000   \$ 30,000**



---

# 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

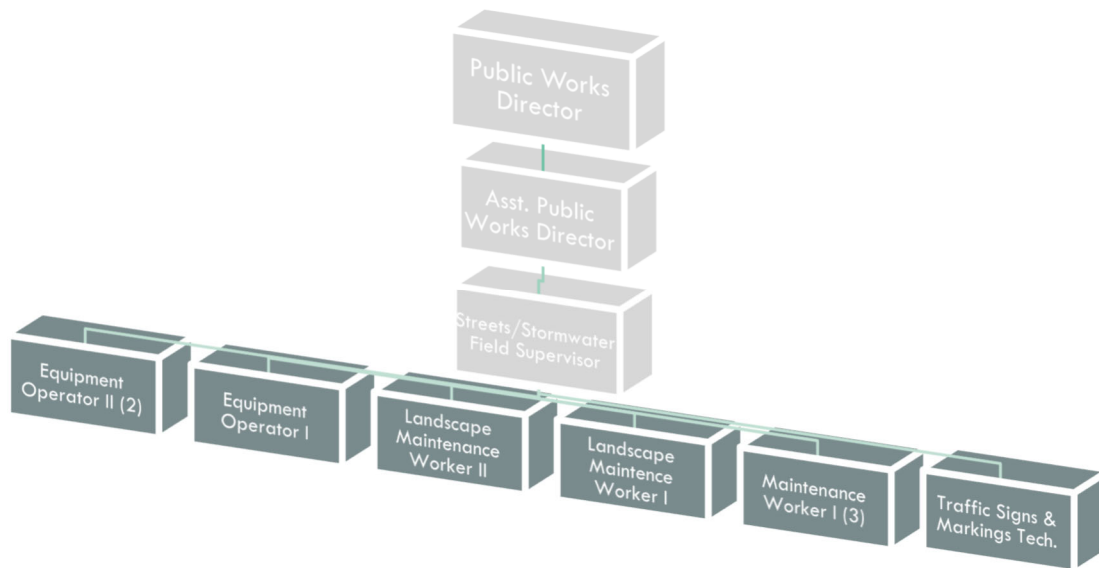
The Street & Right of Way Division is responsible for maintaining 35 miles of roadway marking, 40 acres of mowable land, 65 miles of paved road, and 80 miles of curbing. In addition, this Division also sets up all road closures, detours, and planning for special events.

## ACCOMPLISHMENTS OF FY22

- Traffic Sign and Markings:
  - Inspected & replaced stop signs as a proactive activity
  - Continued to upgrade street name blades to meet MUTCD requirements
  - Installed decorative sign post, devices in downtown overlay area around Sims Park
- Road Program:
  - Continued to assist with the implementation of the Paving Management Plan
  - Conducted 7-day traffic studies in areas, as requested
  - Maintained all city R.O.W.'s
  - Maintained Way Finding Management Plan
- Tree Program:
  - Renewed certification for the Tree City USA certification
  - Inspected and cleared vision zones, as needed
  - Elevated tree canopies to meet the City's minimum overhead requirements in all city maintained alleyways
- Residential Programs:
  - Conducted two (2) city-wide Cleanup Day Activities
  - Improved efficiencies to the vegetation program, including reduction in route cycles and grinding of debris

## FY23 INITIATIVES

- Traffic Signs and Markings:
  - Install decorative traffic sign poles with signage along North River Road
  - Install LED crosswalk at Gulf Drive and North River Road
  - Install Golf Cart Crossing Intersections on collector roads
- Road Program:
  - Assist in the identification of roadways for cycle eight (8) of the Pavement Management Plan



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Equipment Operator II	2	2	2
Equipment Operator I	1	1	1
Landscape Maintenance Worker II	1	1	1
Landscape Maintenance Worker I	1	1	1
Maintenance Worker I	3	3	3
Traffic Signs & Markings Technician	1	1	1
<b>Total</b>	<b>9</b>	<b>9</b>	<b>9</b>

## STREET & RIGHT OF WAY MAINTENANCE

001102		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41299	Regular Salaries & Wages	184,322	197,508	206,100	259,940	263,910
41411	Overtime	7,207	9,437	10,759	10,000	10,000
41527	Stand-By Time	4,567	9,748	6,704	4,500	6,420
42111	Social Security Matching	14,585	16,144	16,490	21,660	21,450
42211	Florida Retirement System	17,552	22,259	24,170	25,760	30,340
42311	Health Insurance - Reg.	30,267	27,837	45,100	78,390	82,530
42312	Group Life Insurance	119	107	120	540	200
42313	Accidental Death AD&D	16	14	20	210	100
42431	Workers Comp - Street Maint/Trash (5509)	20,281	23,244	20,670	27,880	28,520
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 278,916</b>	<b>\$ 306,298</b>	<b>\$ 330,133</b>	<b>\$ 428,880</b>	<b>\$ 443,470</b>
43129	Engineering Services - Misc	-	2,000	4,500	4,500	4,000
43430	Parking Lot Maintenance	678	711	1,000	1,000	1,000
43438	Lab Tests	-	-	250	250	250
43485	Trash Grinding Service	15,125	11,875	17,450	15,000	20,000
43499	Contractual Services - Misc	65,224	30,398	57,210	57,210	57,210
44011	Travel & Training	843	1,580	1,500	1,500	2,000
44134	Data Lines	339	269	380	380	380
44211	Postage	168	27	50	50	50
44311	Electric - City Facilities	1,720	1,789	1,940	1,400	2,640
44312	Electric - Traffic Lights	3,922	4,386	5,000	5,000	5,000
44321	Eastbury Garden St Lights	2,431	2,430	2,750	2,500	3,200
44322	Hillendale Street Lights	16,343	16,304	19,980	17,500	22,000
44323	Ridgewood Street Lights	6,907	7,536	9,000	8,500	9,000
44324	Electricity - Barbara Ann Acre	673	672	900	900	1,000
44325	Str Lights - Orangewood	-	-	7,500	7,500	7,500
44331	Trash Removal	19,851	22,670	18,560	15,000	20,000
44351	Water & Sewer - City	28,299	48,090	36,450	35,000	40,000
44381	Stormwater Assessment	-	2,447	2,400	2,400	2,400
44419	Rent - Equipment	-	81	640	1,000	700
44463	Lease - Automobile(s)	-	17,195	29,910	55,060	55,060
44481	Lease - Copier	-	763	750	750	600
44611	Maintenance Buildings & Ground	7,296	9,591	10,000	10,000	10,000
44631	Central Garage Maint. Svc	19,050	10,800	10,000	10,000	10,000
44799	Printing & Binding	-	180	400	400	200
45111	Office Supplies - General	91	53	200	200	200
45141	Small Tools & Implements	1,452	1,514	1,500	1,500	1,500
45211	Fuel	27,978	30,254	35,000	35,000	35,000
45231	Clothing & Wearing Apparel	2,416	2,638	2,700	2,700	2,700
45243	Computer Supplies	1,413	1,982	500	500	500
45247	First Aid Supplies	66	91	100	100	100
45262	Trees	1,950	2,465	1,250	1,000	1,300
45289	Automotive Parts	55,455	48,245	20,000	20,000	20,000

## STREET & RIGHT OF WAY MAINTENANCE

001102		AMENDED				BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
45291	Operating Supplies - Disaster	13	106	500	500	500
45299	Operating Supplies - Misc.	13,852	10,098	14,000	14,000	14,000
45321	Signs & Sign Materials	24,277	25,095	30,000	30,000	30,000
45341	Sod - Seed	1,067	234	1,600	1,600	1,600
45399	Road Materials - Misc	9,618	3,341	12,000	12,000	10,000
45411	Dues and Memberships	-	-	300	300	300
45461	Books and Publications	-	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 328,517</b>	<b>\$ 317,910</b>	<b>\$ 358,370</b>	<b>\$ 372,400</b>	<b>\$ 392,090</b>
46399	Impr.Other Than Bldg-Misc	-	-	-	18,000	-
46415	Trucks And Trailers	-	157,707	-	-	-
46416	Heavy Equipment	16,492	93,882	-	-	-
46431	Special Purpose Equipment	4,972	-	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 21,464</b>	<b>\$ 251,589</b>	<b>\$ -</b>	<b>\$ 18,000</b>	<b>\$ -</b>

**TOTAL EXPENDITURES**    \$ 628,897    \$ 875,797    \$ 688,503    \$ 819,280    \$ 835,560

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM STREETS & RIGHT OF WAY MAINTENANCE

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46416	<i>Heavy Equipment</i>					
	Pay Loader w/ Root Rake-#8 (R&R)	-	12,500	12,500	12,500	12,500
	Case INT Broom Tractor-#5 (R&R)	-	2,000	2,000	2,000	2,000
	Case Tractor c/s 570XLT-#3 (R&R)	-	5,000	5,000	69,000 (a)	6,900
	Kubota Tractor-#10 (R&R)	-	3,250	3,250	3,250	3,250
	JD244 Loader w/ Clam Shell-#12 (R&R)	-	8,750	8,750	8,750	8,750
	Ingersol Rand Steam Roller-#67 (R&R)	-	7,000	7,000	7,000	7,000
	Altec Bucket Truck -#138 (R&R)	-	8,000	8,000	8,000	8,000
	John Deere Loader w/ Clam Shell-#140 (R&R)	-	5,000	5,000	5,000	5,000
	<b>TOTAL</b>	-	<b>51,500</b>	<b>51,500</b>	<b>115,500</b>	<b>53,400</b>
46431	<i>Special Purpose Equipment</i>					
	Vermeer Stump Grinder SE9084 (R&R)	-	1,200	1,200	1,200	1,200
	<b>TOTAL</b>	-	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>

**DIVISION TOTAL \$ - \$ 52,700 \$ 52,700 \$ 116,700 \$ 54,600**

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



---

# 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

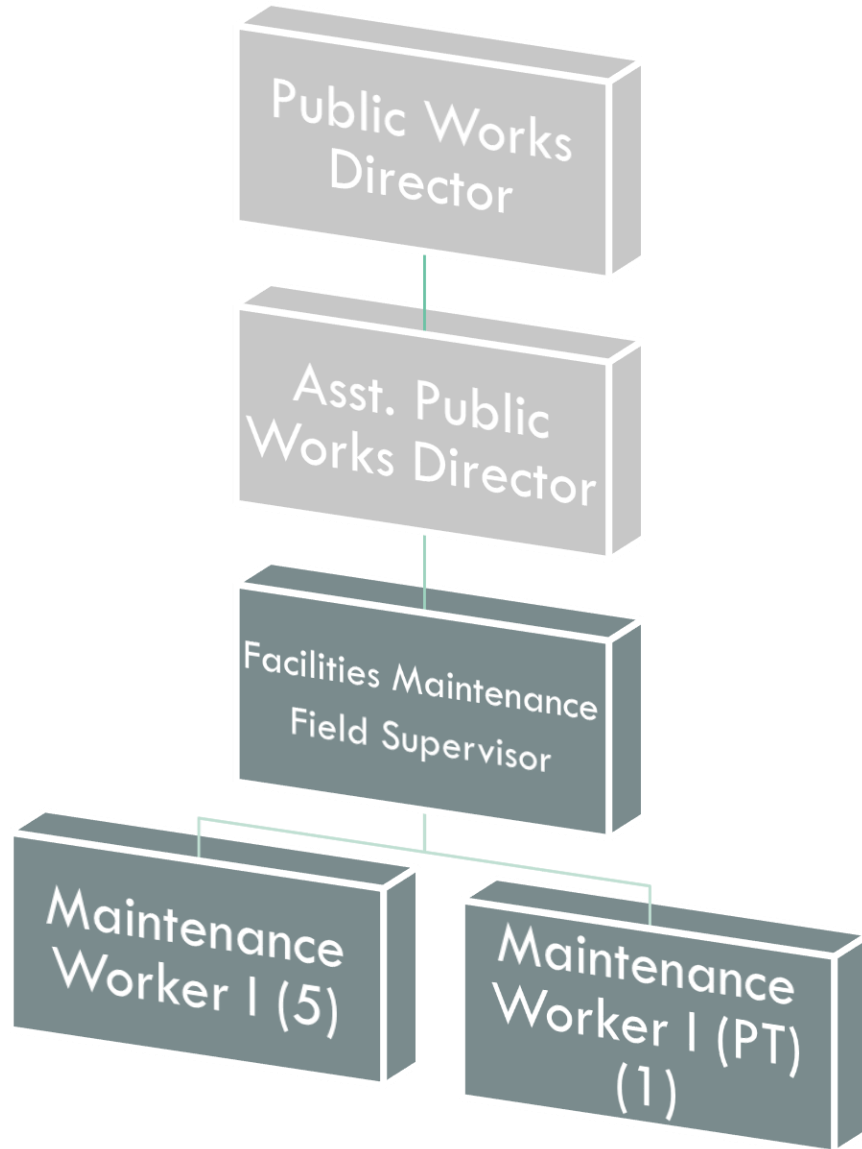
The Public Works – Facilities Maintenance Division is responsible for the maintenance and repair of New Port Richey's public buildings.

## ACCOMPLISHMENTS OF FY22

- Recreation and Aquatic Center:
  - Replaced skate park equipment
  - Installed new storage building at the Rec Center
- Claude Pepper Senior Center:
  - Replaced 7 ton A/C unit
  - Replaced front portion of roof
  - Initiated Preventive Maintenance Program for A/C units
- LED Lighting Upgrades:
  - Converted streetlights on US Hwy 19, between Trouble Creek Road & Lark Lane
  - Converted parking lot lighting around the Recreational and Aquatic Center
- Recycle Program:
  - Placed a new 2 yard dumpster at the Recreational Center for recycling for city facilities

## FY23 INITIATIVES

- Police Department:
  - Installation of new EV charging station
- Library:
  - New book bench installation
  - New interior door installation
- LED Lighting Upgrades:
  - City Hall outside lighting LED upgrades
- City Hall:
  - Complete the installation of new HVAC controls & server upgrades
  - Tile replacement project
  - Roof leak repair
  - Generator plug installation/transfer switch project
- Department of Health Building:
  - Initiation of Department of Health Maintenance Program



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Facilities Maintenance Field Supervisor	1	1	1
Maintenance Worker I	5.46	5.72	5.72
<b>Total</b>	<b>6.46</b>	<b>6.72</b>	<b>6.72</b>

## FACILITIES MAINTENANCE

001106					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41299	Regular Full Time Wages	144,369	140,828	164,820	171,140	173,720
41311	Part Time Wages	24,042	35,817	18,340	18,370	18,930
41411	Overtime	7,652	6,312	7,030	10,000	10,340
42111	Social Security Matching	13,000	13,544	14,190	15,760	15,760
42211	Fla. Retirement System	15,460	17,726	19,020	18,740	21,970
42311	Health Insurance - Reg.	34,039	26,496	32,628	43,550	45,850
42312	Group Life Insurance	85	79	99	120	200
42313	Accidental Death AD&D	11	11	13	110	110
42427	W/C Buildings - NOC	7,506	15,344	8,551	11,370	7,900
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 246,164</b>	<b>\$ 256,157</b>	<b>\$ 264,691</b>	<b>\$ 289,160</b>	<b>\$ 294,780</b>
43411	Custodial Services	3,547	2,647	4,130	3,800	5,100
43412	Pest Control Services	5,200	4,800	5,490	7,000	6,000
43454	HVAC	109,820	101,877	110,000	110,000	110,000
43455	Contractual Fire Monitoring	1,000	1,246	1,960	1,960	1,960
43474	Security Services	479	3,350	1,700	1,700	1,700
43499	Contractual Svcs - Misc	40,649	78,966	60,000	60,000	60,000
44011	Travel & Training	1,314	395	430	430	430
44121	Telephone - Local	2,352	2,227	2,300	2,300	2,300
44134	Data Lines	340	270	900	900	900
44311	Electric - City Facilities	53,587	53,912	53,000	53,000	53,000
44331	Trash Removal	20,358	24,326	25,940	25,000	26,300
44351	Water & Sewer - City	11,540	11,577	11,460	9,600	13,000
44373	Street Light Fee	-	1,048	1,020	1,020	1,020
44381	Stormwater Assessment	-	2,424	2,400	2,400	2,400
44419	Rent - Equipment	394	-	1,000	1,000	1,000
44463	Lease - Automobile(s)	-	5,037	8,430	8,430	8,430
44611	Maintenance Buildings & Ground	20,772	23,126	30,000	30,000	30,000
44631	Central Garage Maint. Svc	1,230	540	1,000	1,000	1,000
44655	Rep & Maint - Senior Center	1,607	2,465	3,000	3,000	3,000
44983	Permit Fees	50	200	50	50	200
45111	Office Supplies	102	56	200	200	200
45141	Small Tools & Implements	3,030	4,846	3,500	3,500	3,500
45211	Fuel	7,292	7,337	6,140	5,000	7,000
45231	Clothing & Wearing Apparel	2,053	2,532	2,100	2,100	2,100
45243	Computer Supplies	1,025	975	480	1,600	500
45247	First Aid Supplies	187	210	200	200	200
45251	Janitorial Supplies	25,358	21,611	29,140	28,000	30,000
45289	Automotive Parts	6,772	956	1,000	1,000	1,000
45291	Operating Supplies - Disaster	17,477	16,318	-	-	-
45299	Operating Supplies - Misc.	3,993	3,775	4,000	4,000	4,000
<b>TOTAL OPERATING</b>		<b>\$ 341,528</b>	<b>\$ 379,049</b>	<b>\$ 370,970</b>	<b>\$ 368,190</b>	<b>\$ 376,240</b>
46399	Impr.Other Than Bldg-Misc	-	-	8,925	-	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,925</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 587,692</b>	<b>\$ 635,206</b>	<b>\$ 644,586</b>	<b>\$ 657,350</b>	<b>\$ 671,020</b>



---

# 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

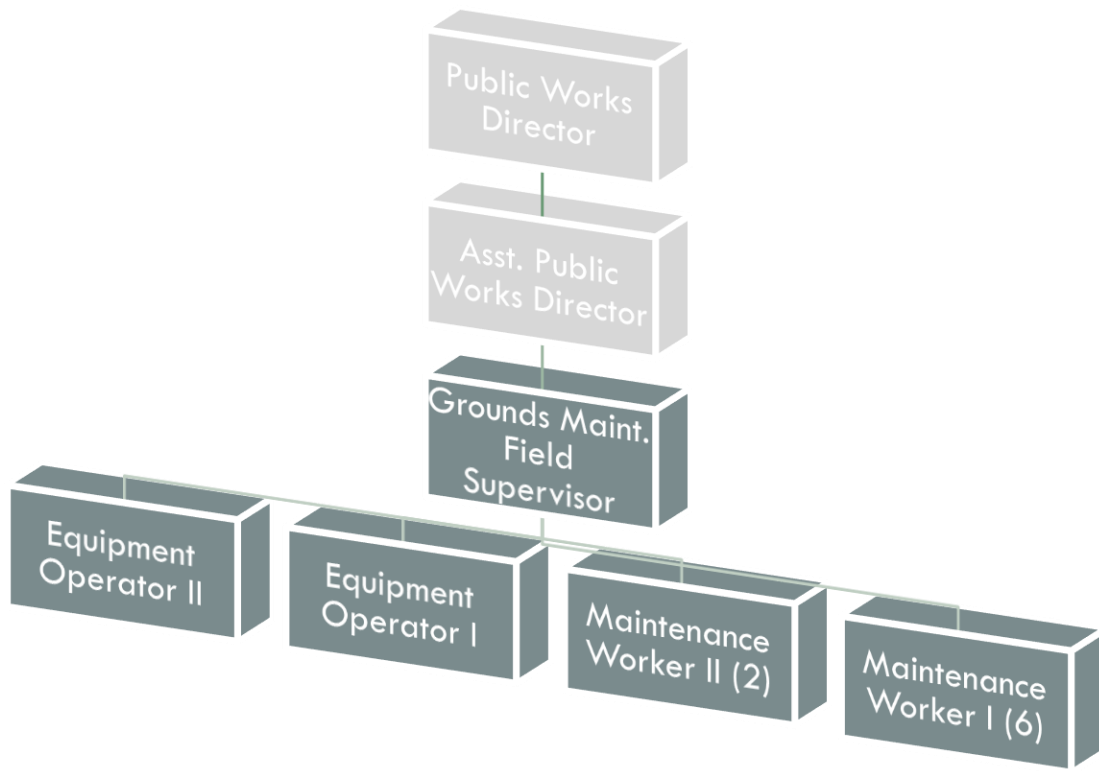
The Public Works – Grounds Maintenance Division performs routine and specialized grounds maintenance for all of the City's parks, preserves, and athletic fields.

## ACCOMPLISHMENTS OF FY22

- Maintenance Programs:
  - Investigated electrical system at the Splash Pad, including start up and shut down activities
  - Maintained landscaping along Madison St., US Hwy 19 medians, and Marine Pkwy, along with all city parks
  - Painted Sims Park Band Shelter
  - Pressure washed and maintained all playground equipment, shelters, and restrooms at all city parks
- Park Amenity Improvements:
  - Re-landscaped Sims Park, where needed
  - Replaced playground equipment at the Meadows Dog Park
  - Replaced aging boardwalk wood slats at the Grey Preserve

## FY23 INITIATIVES

- Maintenance Programs:
  - Pressure wash, repair, and/or replace perimeter fencing at all city parks
  - Paint decorative lighting around Sims Park
  - Identify tree hazards and perform remediation at Sims Park and Orange Lake
- Park Amenity Improvements:
  - Restripe outside basketball courts at Frances Avenue Park
  - Complete Russ Park perimeter fencing, park sign, and lighting improvements
  - Complete upgrades to the sanitary system upgrades to the Sims Park Splash Pad and lift station
- Personnel Training:
  - Fertilizer and Herbicide Application Certification
  - Stormwater Operator Site Inspector Certification
  - FEMA certification for all employees
  - Train all staff on the proper way to load in and load out for events



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Grounds Maintenance Field Supervisor	1	1	1
Equipment Operator II	1	1	1
Equipment Operator I	1	1	1
Maintenance Worker II	2	2	2
Maintenance Worker I	6	6	6
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

## GROUNDS MAINTENANCE

001110					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41210	Regular Exempt Salaries	51,622	51,002	27,268	43,180	37,960
41299	Regular Full Time Wages	188,884	172,424	147,452	272,040	272,960
41411	Overtime	28,077	24,704	35,296	25,500	29,150
41527	Stand-By Time	74	50	-	170	140
42111	Social Security Matching	20,145	18,557	15,625	26,670	26,030
42211	Fla. Retirement System	26,989	28,974	23,875	35,580	36,810
42311	Health Insurance - Reg.	40,577	41,214	34,971	95,810	100,870
42312	Group Life Insurance	136	117	92	660	200
42313	Accidental Death AD&D	18	15	12	250	100
42428	W/C Park Operators/Maint.	9,503	11,574	11,297	14,670	14,050
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 366,025</b>	<b>\$ 348,631</b>	<b>\$ 295,888</b>	<b>\$ 514,530</b>	<b>\$ 518,270</b>
43430	Parking Lot Maintenance	933	-	2,000	2,000	2,000
43433	Lawn Maintenance	152,109	150,367	150,800	150,800	150,800
43499	Contractual Svcs - Misc	27,928	20,279	25,000	25,000	25,000
44011	Travel & Training	750	675	1,250	2,500	1,750
44121	Telephone - Local	588	540	500	600	500
44134	Data Lines	340	270	350	350	350
44311	Electric - City Facilities	16,969	17,005	2,150	20,000	22,000
44331	Trash Removal	2,734	3,498	5,000	5,000	5,000
44351	Water & Sewer - City	37,387	41,057	37,000	37,000	38,000
44373	Street Light Fee	271	272	264	140	270
44381	Stormwater Assessment	4,325	4,569	4,400	3,650	4,400
44419	Rent - Equipment	240	241	800	1,000	800
44463	Lease - Automobile(s)	-	20,985	46,240	46,240	46,240
44611	Maintenance Buildings & Ground	51,915	72,172	30,000	55,000	45,000
44631	Central Garage Maint. Svc	4,790	2,970	4,000	4,000	4,000
44997	Other Charges - Memorial Items	313	4,723	2,000	2,000	2,000
44999	Other Charges - Misc	145	6,540	500	500	500
45111	Office Supplies	432	157	100	100	100
45141	Small Tools & Implements	4,072	2,543	3,000	3,000	3,000
45211	Fuel	13,148	14,068	16,000	16,000	17,000
45221	Chemicals	1,123	1,223	4,150	3,000	5,000
45231	Clothing & Wearing Apparel	2,037	2,688	4,000	4,000	4,000
45243	Computer Supplies	230	1,054	250	250	250
45247	First Aid Supplies	57	116	100	100	200
45251	Janitorial Supplies	13,203	13,845	19,500	18,000	20,000
45289	Automotive Parts	12,544	6,869	5,000	5,000	5,000
45291	Operating Supplies - Disaster	4,258	7,155	5,000	5,000	5,000
45299	Operating Supplies - Misc.	12,670	6,629	10,000	10,000	10,000
45321	Signs & Sign Materials	3,057	3,783	3,000	3,000	3,000
45341	Sod - Seed	30,584	25,023	35,000	27,000	50,000
45411	Dues and Memberships	1,680	2,098	2,200	2,200	2,800

## GROUNDS MAINTENANCE

001110 EXP CODE CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
<b>TOTAL OPERATING</b>	<b>\$ 400,832</b>	<b>\$ 433,414</b>	<b>\$ 419,554</b>	<b>\$ 452,430</b>	<b>\$ 473,960</b>
46399 Impr.Other Than Bldg-Misc	8,524	13,519	25,740	-	-
46431 Special Purpose Equipment	12,498	13,195	-	-	-
<b>TOTAL CAPITAL</b>	<b>\$ 21,022</b>	<b>\$ 26,714</b>	<b>\$ 25,740</b>	<b>\$ -</b>	<b>\$ -</b>

**TOTAL EXPENDITURES**    \$ 787,879    \$ 808,759    \$ 741,182    \$ 966,960    \$ 992,230

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46416	<i>Heavy Equipment</i>					
	John Deere Tractor-#34 (R&R)	-	3,200	3,200	3,200	3,200
	Kubota Clambucket Bush Hog-#33 (R&R)	-	3,350	3,350	3,350	3,350
	<b>TOTAL</b>	-	<b>6,550</b>	<b>6,550</b>	<b>6,550</b>	<b>6,550</b>
46431	<i>Special Purpose Equipment</i>					
	Case Scout 4x4 Utility Vehicle (R&R)	-	1,200	1,200	1,200	1,200
	Club Cart Utility (R&R)	-	2,600	2,600	2,600	2,600
	<b>TOTAL</b>	-	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>

**DIVISION TOTAL \$ - \$ 10,350 \$ 10,350 \$ 10,350 \$ 10,350**



## PARKING GARAGE MAINTENANCE

001114 EXP CODE CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
41299 Regular Full Time Wages	-	-	-	-	27,720
41311 Part-time Wages	-	-	-	-	24,960
41411 Overtime	-	-	-	-	3,000
41527 Stand-By Time	-	-	-	-	200
42111 Social Security Matching	-	-	-	-	4,030
42211 Fla. Retirement System	-	-	-	-	5,700
42311 Health Insurance - Reg.	-	-	-	-	9,170
42312 Group Life Insurance	-	-	-	-	60
42313 Accidental Death AD&D	-	-	-	-	30
42428 W/C Park Operators/Maint.	-	-	-	-	2,180
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 77,050</b>
43430 Parking Lot Maintenance	-	-	-	-	5,000
43433 Security	-	-	-	-	80,000
43499 Contractual Svcs - Misc	-	-	-	-	10,000
44134 Data Lines	-	-	-	-	6,800
44311 Electric - City Facilities	-	-	-	-	8,000
44419 Rent - Equipment	-	-	-	-	1,000
44611 Maintenance Buildings & Ground	-	-	-	-	3,000
44631 Central Garage Maint. Svc	-	-	-	-	1,000
44983 Permit Fees	-	-	-	-	100
45141 Small Tools & Implements	-	-	-	-	500
45225 Computer Licenses & Support	-	-	-	-	2,000
45231 Clothing & Wearing Apparel	-	-	-	-	500
45289 Automotive Parts	-	-	-	-	500
45299 Operating Supplies - Misc.	-	-	-	-	250
45321 Signs & Sign Materials	-	-	-	-	300
<b>TOTAL OPERATING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 118,950</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 196,000</b>

## NON-EXPENDITURE DISBURSEMENTS

001581 EXP CODE CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
581					
49161 Transfer to Street Improvement	300,000	325,000	325,000	325,000	200,000
49163 Transfer to CRA - Tax Increment	1,338,110	1,710,070	2,031,037	1,858,660	3,185,340
<b>TOTAL TRANSFERS</b>	<b>\$ 1,638,110</b>	<b>\$ 2,035,070</b>	<b>\$ 2,356,037</b>	<b>\$ 2,183,660</b>	<b>\$ 3,385,340</b>
584					
49421 Reserves - Contingency	57,000	59,450	94,120	100,000	75,000
49424 Reserves - Sick Leave	65,000	50,000	50,000	50,000	50,000
49495 Reserves - Public Art Fund	5,000	10,000	5,000	5,000	5,000
49496 Reserves -Salary Adjustments	-	-	-	-	484,860
<b>TOTAL RESERVES</b>	<b>\$ 127,000</b>	<b>\$ 119,450</b>	<b>\$ 149,120</b>	<b>\$ 155,000</b>	<b>\$ 614,860</b>
<b>TOTAL NON- EXPENDITURES</b>	<b>\$ 1,765,110</b>	<b>\$ 2,154,520</b>	<b>\$ 2,505,157</b>	<b>\$ 2,338,660</b>	<b>\$ 4,000,200</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 21,527,644</b>	<b>\$ 23,535,305</b>	<b>\$ 22,527,220</b>	<b>\$ 25,161,570</b>	<b>\$ 28,730,720</b>

---

# 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

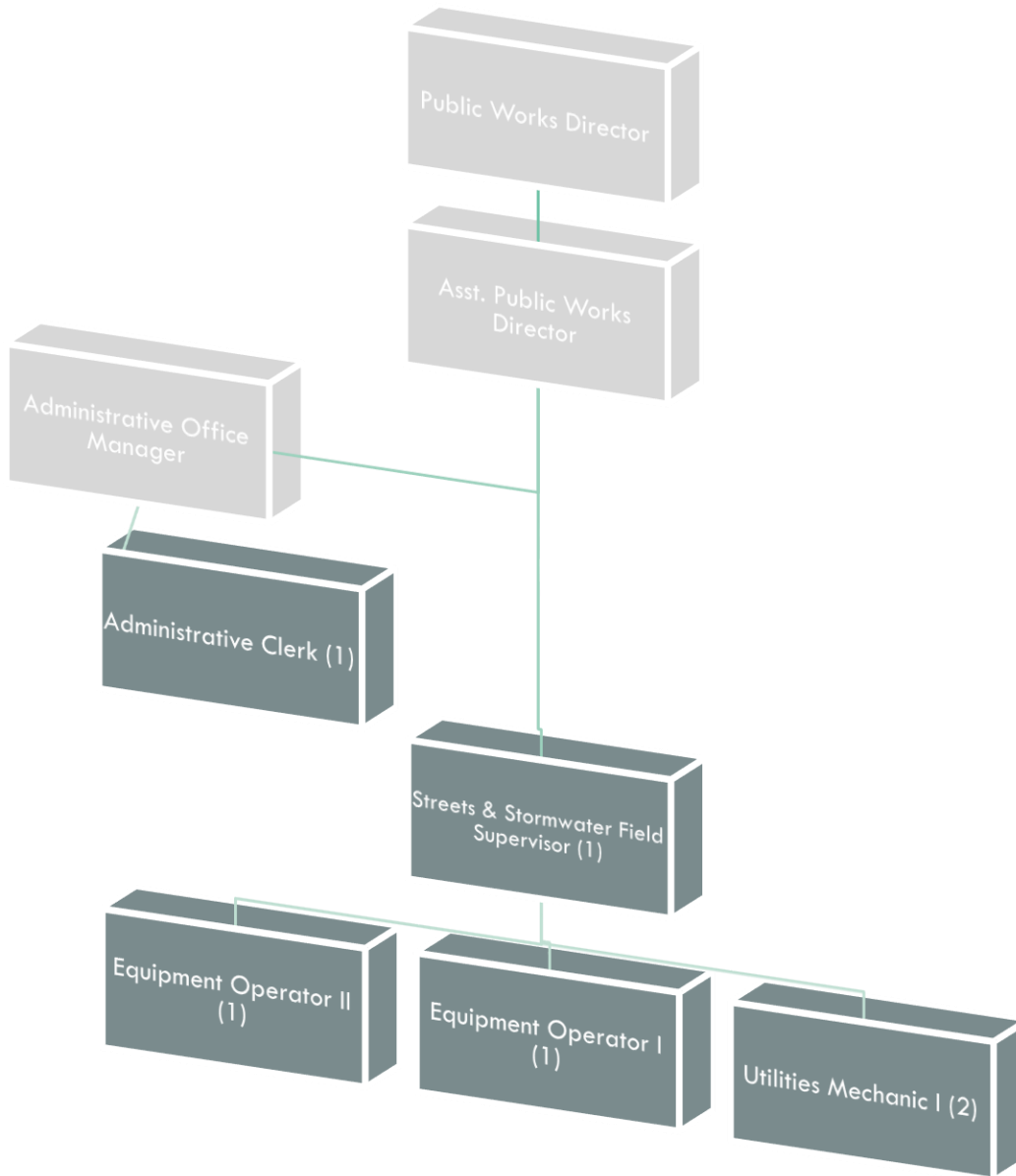
The Stormwater Utility Division is a special purpose service unit within city government that provides stormwater management, as required by the Environmental Protection Agency. This Division maintains 5 miles of ditches/ canals and 40 miles of stormwater pipes. In addition, this Division cleans and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

## ACCOMPLISHMENTS OF FY22

- Storm Pipe Maintenance:
  - Removed sediments from Public Works Operation Center detention pond
  - Removed sediments from Grand Blvd Park stormwater system
  - Removed storm drain lids and stormwater pipe failures
- NPDES Maintenance Activities:
  - Cycle 5 reapplication requirements, including evaluation of SWMP effectiveness and annual Water Quality Monitoring Program
  - Surpassed the minimum frequency inspections of stormwater system and maintained the litter control and street sweeping programs
- Flood Control:
  - Removed debris from grates prior and during events while continuing to work safely and effectively
- Job Safety:
  - State stormwater inspector classes completed
  - Safety protocols and FEMA requirements completed

## FY23 INITIATIVES

- Storm Pipe Maintenance:
  - Remove identified debris and sediments from stormwater inspections
  - Tag and stencil remaining catch basins in Cycle 4
  - Ensure all major outfalls are fully operational and free and clear of debris
- Stormwater Permit:
  - Inspect remaining pipes and catch basins in Cycle 4
  - Quarterly water quality sampling at Sims Park outfall
  - Complete review of Cycle 5 permit and annual report form



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Streets & Stormwater Field Supervisor	1	1	1
Administrative Clerk	1	1	1
Equipment Operator II	1	1	1
Equipment Operator I	1	1	1
Utilities Mechanic I	2	2	2
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

## STORMWATER UTILITY FUND

002 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
343710	Stormwater Utility Fee	1,040,345	1,044,227	1,046,890	1,054,620	1,049,580
361100	Interest on Investments	14,833	934	2,500	5,000	2,500
361150	Interest-Stormwater Utility Fee	3,586	2,594	3,000	3,000	3,000
361250	Interest - FMIvT	14,634	65	1,000	7,500	1,500
364420	Insurance Proceeds	-	2,376	-	-	-
389900	Prior Yr Fund Bal-Unassigned	-	-	-	348,390	661,490
<b>STORMWATER UTILITY FUND REVENUES</b>		<b>\$ 1,073,398</b>	<b>\$ 1,050,196</b>	<b>\$ 1,053,390</b>	<b>\$ 1,418,510</b>	<b>\$ 1,718,070</b>

## STORMWATER UTILITY

002103						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22		FY22-23
41299	Regular Salaries & Wages	177,747	154,591	161,339	189,610		197,960
41311	Part Time Wages	2,399	-	-	-		-
41411	Overtime	12,788	5,799	12,207	15,000		15,600
41527	Stand-By Time	7,220	3,107	4,303	6,720		7,040
42111	Social Security Matching	14,889	12,180	13,253	17,580		16,880
42211	Florida Retirement System	(59,488)	12,087	13,285	16,130		18,180
42214	Defined Contribution Plan	4,378	4,399	4,864	5,240		5,260
42311	Health Insurance - Reg.	34,993	17,300	19,563	51,980		55,020
42312	Group Life Insurance	99	84	85	360		200
42313	Accidental Death AD&D	13	11	12	140		100
42426	W/C Clerical	52	58	52	70		70
42433	W/C Irrigation Wks Operation	8,444	8,687	7,931	10,700		15,180
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 203,534</b>	<b>\$ 218,303</b>	<b>\$ 236,894</b>	<b>\$ 313,530</b>		<b>\$ 331,490</b>
43129	Engineering Services - Misc	4,646	1,050	9,000	40,000		10,000
43199	Professional Services - Misc.	3,748	3,452	15,000	15,000		195,000
43433	Lawn Maintenance	6,208	23,060	43,000	43,000		43,000
43438	Lab Tests	556	673	2,200	5,000		2,500
43498	Administrative Fees	20,722	20,853	22,000	22,000		22,000
43499	Contractual Svcs - Misc	23,472	18,093	35,000	35,000		35,000
44011	Travel & Training	1,367	1,345	1,740	1,740		1,740
44121	Telephone - Local	1,864	1,594	1,800	1,800		1,800
44134	Data Lines	339	269	350	350		350
44211	Postage	180	1	50	50		50
44311	Electric - City Facilities	15,660	15,682	17,900	12,000		18,000
44331	Trash Removal	18,146	16,038	17,500	13,000		18,000
44373	Street Light Fee	-	130	140	140		140
44381	Stormwater Assessment	748	430	1,100	1,100		1,100
44419	Rent - Equipment	-	100	2,100	5,000		2,500
44463	Lease - Automobile(s)	-	-	25,000	33,720		33,720
44481	Lease - Copier	-	597	600	600		600
44511	Liability Insurance - Comp. Ge	7,180	7,341	9,000	9,000		9,000
44521	Buildings & Contents Insurance	3,629	4,058	3,380	3,380		3,380
44522	Pollution Insurance	4,413	4,433	4,400	4,400		4,400
44523	Automobile & Truck Insurance	746	725	750	750		750
44611	Maintenance Buildings & Ground	5,070	3,116	13,000	13,000		13,000
44631	Central Garage Maint. Svc	7,050	5,190	5,000	5,000		5,000
44799	Printing & Binding	-	181	400	400		400
44983	Permit Fees	1,006	1,006	1,500	2,500		1,500
44999	Other Charges - Misc	418	808	1,000	1,000		1,000
45111	Office Supplies - General	499	231	600	1,000		600
45121	Maps and Charts	-	90	300	300		300
45141	Small Tools & Implements	7,096	3,287	5,000	5,000		5,000

## STORMWATER UTILITY

002103		ACTUAL	ACTUAL	ESTIMATE	AMENDED	BUDGET
EXP	CLASSIFICATION	FY19-20	FY20-21	FY21-22	BUDGET	AMOUNT
CODE		FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
45211	Fuel	19,946	25,464	23,650	20,000	27,000
45225	Software Licenses / Support	295	295	300	300	300
45231	Clothing & Wearing Apparel	2,092	1,815	1,600	1,600	1,600
45243	Computer Supplies	2,229	2,924	2,300	4,300	2,300
45247	First Aid Supplies	75	200	200	200	200
45289	Automotive Parts	19,539	15,900	15,000	15,000	15,000
45291	Operating Supplies - Disaster	128	-	500	500	500
45299	Operating Supplies - Misc.	10,088	7,169	9,000	9,000	9,000
45321	Signs & Sign Materials	4,306	4,735	4,000	4,000	4,000
45331	Pipe / Culvert Material	16,712	10,677	10,000	10,000	10,000
45341	Sod - Seed	2,294	227	5,000	5,000	5,000
45399	Road Materials - Misc	3,118	4,797	5,000	5,000	5,000
45411	Dues and Memberships	1,203	650	650	650	650
45461	Books and Publications	-	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 216,788</b>	<b>\$ 208,686</b>	<b>\$ 316,210</b>	<b>\$ 350,980</b>	<b>\$ 510,580</b>
46399	Impr. Other Than Bldg-Misc	-	-	100,000	606,000	710,000
46431	Special Purpose Equipment	-	-	-	18,000	36,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 624,000</b>	<b>\$ 746,000</b>
581						
49151	Transfer to General Fund - Svc	130,000	130,000	130,000	130,000	130,000
49157	Transfer To W&S Const Fund	30,900	-	-	-	-
<b>TOTAL TRANSFERS</b>		<b>\$ 160,900</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>

**TOTAL EXPENDITURES**    **\$ 581,222**    **\$ 556,989**    **\$ 783,104**    **\$ 1,418,510**    **\$ 1,718,070**

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46399	<i>Improvements Other than Buildings - Misc.</i>					
	Misc. Flood Control/ Water Quality Projects	100,000	100,000	100,000	100,000	100,000
	2018 Beach St. Stormwater Improv. (Engineering)	10,000	-	-	-	-
	2018 Beach St. Stormwater Improv. (Construction)	600,000	600,000	-	-	-
	2024 Carlton Rd., Dartmouth Rd., Berkley Ave. Drainage Improv. (Engineering)	-	5,000	100,000	10,000	10,000
	2023 Carlton Rd., Dartmouth Rd., Berkley Ave. Drainage Improv. (Construction)	-	-	-	600,000	600,000
	2024 Downtown Resiliency Improvements - Phase I (Engineering)	-	100,000	-	-	-
	2024 Downtown Resiliency Improvements - Phase I (Construction)	-	-	500,000	500,000	-
	2026 Aspen St. Drainage Project (Engineering)	-	-	-	3,000	50,000
	2026 Aspen St. Drainage Project (Construction)	-	-	-	-	250,000
	<b>TOTAL</b>	<b>710,000</b>	<b>805,000</b>	<b>700,000</b>	<b>1,213,000</b>	<b>1,010,000</b>
46415	<i>Trucks and Trailers</i>					
	Vacuum Line Cleaning Truck (R&R)	-	50,000	50,000	50,000	50,000
	GMC C6500 Water Tanker Truck #69	-	25,000	80,000 (a)	7,000	7,000
	<b>TOTAL</b>	<b>-</b>	<b>75,000</b>	<b>130,000</b>	<b>57,000</b>	<b>57,000</b>
46416	<i>Heavy Equipment</i>					
	New Holland Flail Mower #11 (R&R)	-	5,000	5,000	5,000	5,000
	John Deere Slope Mower #41 (R&R)	-	2,500	2,500	2,500	2,500
	TYMCO 600 Street Sweeper #102 (R&R)	-	17,500	17,500	17,500	17,500
	<b>TOTAL</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
46431	<i>Special Purpose Equipment</i>					
	S30 Mid-Size Rider Sweeper (R&R)	-	2,000	2,000	2,000	2,000
	Portable Pumping System (R&R)	-	3,000	3,000	3,000	3,000
	Slope Mower Attachment	36,000	-	-	-	-
	<b>TOTAL</b>	<b>36,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>DIVISION TOTAL</b>		<b>\$ 746,000</b>	<b>\$ 910,000</b>	<b>\$ 860,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,097,000</b>

(a) Year of Acquisition (\$25,000 in R&R)

---

# 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 FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
334500	St Hwy Lighting & Maint Agreement	40,120	41,325	44,928	42,000	45,000
343910	Street Light Assessment	409,708	409,184	406,000	414,860	415,310
361150	Interest-Street Lighting	1,300	967	1,000	1,000	1,000
364-42	Insurance Proceeds	-	33,844	9,971	-	-
389900	Prior Yr Fund Bal-Unassigned	-	17,796	-	-	-
<b>STREET LIGHTING FUND REVENUES</b>		<b>\$ 451,128</b>	<b>\$ 503,116</b>	<b>\$ 461,899</b>	<b>\$ 457,860</b>	<b>\$ 461,310</b>

## STREET LIGHTING

121104 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
43129	Engineering Services	-	-	-	500	500
43199	Professional Services	-	-	-	500	500
43498	Administrative Fees	8,143	8,143	9,000	9,000	9,000
44211	Postage	71	-	100	100	100
44371	Electric - City Facilities	33,183	31,608	102,000	55,000	110,000
44372	Street Light Rental & Maint	306,956	292,114	203,000	300,000	256,210
44374	US-19 Street Lighting O & M	32,734	55,471	62,000	60,000	65,000
44999	Miscellaneous Expenses	45	3,323	-	5,000	5,000
45252	Operating Supplies	3,640	2,006	1,000	15,000	15,000
<b>TOTAL OPERATING</b>		<b>\$ 384,772</b>	<b>\$ 392,665</b>	<b>\$ 377,100</b>	<b>\$ 445,100</b>	<b>\$ 461,310</b>
46399-3004	Duke Energy Underground Conversion	-	110,451	-	-	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ 110,451</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
49421	Reserves - Contingency	-	-	-	12,760	-
<b>TOTAL RESERVES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,760</b>	<b>\$ -</b>

**TOTAL EXPENDITURES \$ 384,772 \$ 503,116 \$ 377,100 \$ 457,860 \$ 461,310**



---

# 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 the following obligations reported in this fund:

- Redevelopment Non-Ad Valorem Revenue Note, Series 2016
- BB&T Revenue Note – Fire Truck
- Non-Ad Valorem Revenue Note, Series 2020A
- Non-Ad Valorem Revenue Note, Series 2020B

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 FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
	Transfer from Capital Improv.					
381600	Fund	-	118,044	138,020	138,020	364,270
381731	Transfer from CRA Fund	887,640	1,911,844	1,904,810	1,904,810	1,796,220
384300	Net Proceeds from Loan Issuance	890,000	10,972,501	-	-	-
<b>GENERAL DEBT SERVICE REVENUES</b>		<b>\$ 1,777,640</b>	<b>\$ 13,002,389</b>	<b>\$ 2,042,830</b>	<b>\$ 2,042,830</b>	<b>\$ 2,160,490</b>

## GENERAL DEBT SERVICE

201201 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
201201						
47138	Principal - 2016 Note	657,000	673,000	691,000	691,000	708,000
47140	Principal - Fire Truck	-	49,942	51,148	51,150	52,390
47143	Principal - 2020A Note	-	931,304	1,054,791	931,310	631,200
47144	Principial - 2020B Note	-	-	-	-	435,300
47238	Interest - 2016 Note	230,858	214,130	196,850	196,850	179,300
47242	Interest - Fire Truck	-	21,062	19,857	19,960	18,620
47243	Interest - 2020A Note	-	25,905	18,714	152,560	7,010
47244	Interest - 2020B Note	-	114,731	128,670	-	128,670
47341	Debt Service Issuance Costs	-	66,012	-	-	-
<b>TOTAL DEBT SERVICE</b>		<b>\$ 887,858</b>	<b>\$ 2,096,086</b>	<b>\$ 2,161,030</b>	<b>\$ 2,042,830</b>	<b>\$ 2,160,490</b>
201581						
49151	Transfer to General Fund	-	849,917	-	-	-
49153	Transfer to Capital Imprv Fund	-	4,472,501	-	-	-
49167	Transfer to CRA Fund	-	6,500,000	-	-	-
<b>TOTAL TRANSFERS</b>		<b>-</b>	<b>11,822,418</b>	<b>-</b>	<b>-</b>	<b>-</b>

**TOTAL EXPENDITURES \$ 887,858 \$ 13,918,504 \$ 2,161,030 \$ 2,042,830 \$ 2,160,490**



---

# 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 FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
312610	1-Cent Infrastructure Surtax	2,722,954	3,218,730	3,145,930	3,145,930	2,931,810
331540	CDBG	-	-	-	572,000	572,000
331591	ARPA Grant	-	-	-	-	350,000
334740	FDEP Recreation Trails Grant	-	-	-	200,000	200,000
334750	Other Grant Funding	-	-	-	-	728,000
361100	Interest On Investments	29,660	2,248	2,500	5,000	2,500
361200	Interest - S.B.A.	18,504	2,458	5,000	10,000	5,000
361250	Interest - FMIvT	24,390	109	5,000	10,000	5,000
384500	Bond Proceeds	-	4,472,501	-	-	-
389900	Prior Yr Fund Bal-Unassigned	242,444	-	-	4,270,520	4,287,110
<b>CAPITAL IMPROVEMENT FUND REVENUES</b>		<b>\$ 3,037,952</b>	<b>\$ 7,696,046</b>	<b>\$ 3,158,430</b>	<b>\$ 8,213,450</b>	<b>\$ 9,081,420</b>

## CAPITAL IMPROVEMENT

301301 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
301519						
46299	City Hall Improvements	-	-	614,775	614,780	220,000
46299-5001	Library Upgrades	483,467	1,257,161	907,747	917,650	-
46299-5002	2020 HVAC Control System & Server Upgrades	57,471	-	15,000	15,000	-
46299-5003	ITC Standby Generator Project	39,611	-	-	-	-
46299-5005	2021 HVAC Control System & Server Upgrades - Police	-	33,505	-	-	-
46299-5006	HVAC Control System & Server Upgrades - City Hall	-	-	-	-	400,000
<b>TOTAL OTHER GENERAL GOVERNMENT</b>		<b>\$ 580,549</b>	<b>\$ 1,290,666</b>	<b>\$ 1,537,522</b>	<b>\$ 1,547,430</b>	<b>\$ 620,000</b>
301522						
46299	Fire Station No. 2 Construction	95,625	120,770	-	2,775,000	3,235,000
46299-7001	Fire Station No. 1 Renovations	-	-	-	969,500	-
<b>TOTAL FIRE CONTROL</b>		<b>\$ 95,625</b>	<b>\$ 120,770</b>	<b>\$ -</b>	<b>\$ 3,744,500</b>	<b>\$ 3,235,000</b>
301541						
46321	Streetscape Improvements	25,193	-	-	-	-
46322	Grand Blvd. Bridge Replacement	-	-	-	-	165,000
46342	Way Finding Signage Upgrades	294,621	-	-	-	-
46354	Seawall Stabilization Project, Phase I-IV	106,525	-	-	-	-
46360	Grand Blvd. Multi-Use Path Phase I	3,235,000	48,655	38,145	100,000	1,594,000
46399-2001	Parking Lot Imprv.- Gloria Swanson	917,604	229,445	-	-	-
46399-2003	Parking Lot Imprv.-Nebraska Ave	-	829,025	-	-	-
46399-3001	2018 Central Ave. Median & ROW Improv.	92,625	-	-	-	-
46399-3003	Seawall Stabilization Project, Phase V	2,475	179,050	175,823	-	-
<b>TOTAL ROAD AND STREET</b>		<b>\$ 4,674,043</b>	<b>\$ 1,286,175</b>	<b>\$ 213,968</b>	<b>\$ 100,000</b>	<b>\$ 1,759,000</b>
301572						
46320	James Grey Preserve Phase I- West Entrance	21,997	1,490	-	-	40,000
46361	Meadows Dog Park Upgrades	-	23,800	28,725	282,570	915,000
46399-9001	Frances Ave. Park Improvements, Phase I	10,089	12,908	300,000	540,000	-
46399-9003	Rec Center Tennis Court Improv.	1,809	527,576	-	-	-
46399-9004	Sims Park Boat Ramp Improv.	-	-	1,053	650,000	500,000
46399-9005	James Grey Preserve Phase II- Restrooms	-	-	40,000	40,000	-
46399-9006	Cotee River Park Improvements	-	-	13,915	-	-
46399-9007	Skate Park Project	-	17,267	-	40,000	40,000
46399-9008	Grand Blvd. Park Improvements	1,544,000	-	15,000	15,000	191,000

## CAPITAL IMPROVEMENT

301301 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
46399-9009	Russ Park Upgrades			30,103	35,000	
<b>TOTAL PARKS AND RECREATION</b>		<b>\$ 1,577,895</b>	<b>\$ 583,041</b>	<b>\$ 428,796</b>	<b>\$ 1,602,570</b>	<b>\$ 1,686,000</b>
301581						
49151	Transfer to General Fund	688,840	573,290	880,930	880,930	1,217,150
49152	Transfer to General Debt Service Fund	-	118,044	138,020	138,020	364,270
49161	Transfer to Street Improv. Fund	200,000	200,000	200,000	200,000	200,000
<b>TOTAL TRANSFERS</b>		<b>\$ 888,840</b>	<b>\$ 891,334</b>	<b>\$ 1,218,950</b>	<b>\$ 1,218,950</b>	<b>\$ 1,781,420</b>

**TOTAL EXPENDITURES**    \$ 7,816,952    \$ 4,171,986    \$ 3,399,236    \$ 8,213,450    \$ 9,081,420

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

CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
<i>Parks &amp; Recreation Facilities</i>					
2020 The Meadows Dog Park Upgrades	915,000	-	-	-	-
2024 The Meadows Dog Park - Parking Lot Improvements	-	350,000	-	-	-
James E. Grey Preserve Imprv. - Phase I	40,000	715,000	710,000	-	-
James E. Grey Preserve Imprv. - Phase II	-	-	650,000	530,000	-
Beach Volleyball Courts at Sims Park	-	-	25,000	-	-
Peace Hall Renovations - Flooring, Painting, Tables & Chairs	-	-	125,000	108,000	108,000
Skate Park Project	40,000	310,000	310,000	-	-
Pickleball Courts Upgrades	-	15,000	85,000	-	-
Downtown Dog Park	-	78,000	-	-	-
Frances Park Imprv. - Phase II	-	60,000	250,000	250,000	-
Frances Park Imprv. - Phase III	-	-	50,000	200,000	-
Grand Blvd. Park Improvements - Shade Structures	191,000	-	-	-	-
<b>TOTAL</b>	<b>1,186,000</b>	<b>1,528,000</b>	<b>2,205,000</b>	<b>1,088,000</b>	<b>108,000</b>
<i>Public Safety/Public Facilities</i>					
Fire Station #2 Construction	3,235,000	300,000	-	-	-
HVAC Control System Replacement - City Hall	400,000	-	-	-	-
Sims Park Boat Ramp Improvements	500,000	200,000	620,000	310,000	300,000
City Hall Facility Renovations	220,000	220,000	220,000	220,000	-
Fire Station #1 Renovations	-	969,500	-	-	-
City Hall Campus Building Resiliency - Phase I	-	-	20,000	400,000	-
<b>TOTAL</b>	<b>4,355,000</b>	<b>1,689,500</b>	<b>860,000</b>	<b>930,000</b>	<b>300,000</b>
<i>Transportation</i>					
Grand Blvd. Bridge Replacement/UT Regrade	165,000	375,000	375,000	250,000	-
Grand Blvd. Multi-Use Path (North) Project - Feasibility Study	50,000	-	-	-	-
Grand Blvd. Multi-Use Path Project-Phase I-South	1,544,000	-	-	-	-
Grand Blvd. Multi-Use Path Project-Phase II-South	-	1,350,000	-	-	-
Grand Blvd. Multi-Use Path Project-Phase III-South	-	-	1,350,000	-	-
Grand Blvd. Multi-Use Path Project-Phase IV-South	-	-	25,000	200,000	1,200,000
<b>TOTAL</b>	<b>1,759,000</b>	<b>1,725,000</b>	<b>1,750,000</b>	<b>450,000</b>	<b>1,200,000</b>

**TOTAL    \$ 7,300,000    \$ 4,942,500    \$ 4,815,000    \$ 2,468,000    \$ 1,608,000**



## WATER & SEWER FUND

401 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
329500	Sewer Permits	152	-	-	400	400
337310	SWFWMD Rebate Program	1,040	-	-	-	-
<b>TOTAL PERMIT/INTERGOVERNMENTAL</b>		<b>1,192</b>	<b>-</b>	<b>-</b>	<b>400</b>	<b>400</b>
343310	Water Sales - Retail	6,084,873	6,259,424	6,142,726	6,590,800	6,388,430
343330	Water Sales - Reclaimed	274,990	304,029	322,412	303,710	335,310
343340	Bulk Water - Lindrick	18,835	28,966	149,703	49,160	-
343350	Bulk Water - Port Richey	50,977	48,671	57,834	53,010	65,000
343351	Bulk Water - Pasco County	-	-	25,000	-	200,000
343360	Surplus Water - TBW	463,130	573,252	725,000	493,600	750,000
343510	Sewer Sales - Retail	5,835,919	6,036,525	6,085,023	6,275,070	6,328,420
343530	Bulk Sewer - Port Richey	119,290	136,650	212,841	185,000	225,000
343560	Bulk Sewer - FGUA	1,149,373	844,387	818,689	1,150,000	-
349600	Water Connect Fees - Meters	9,840	10,900	9,608	10,000	10,000
349610	Reclmd Wtr-Conct.Fees-Meters	150	-	-	150	-
349700	Meter Turn On & Off Fee	10,285	37,892	49,110	40,000	75,000
349710	Sprinkler Charge	70,381	55,622	57,882	50,000	60,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>14,088,043</b>	<b>14,336,318</b>	<b>14,655,828</b>	<b>15,200,500</b>	<b>14,437,160</b>
361100	Interest on Investments	-	-	-	100	100
361110	Interest on Note Receivable	302,625	275,214	246,420	246,420	216,180
361200	Interest - S.B.A.	23,130	3,073	3,200	15,000	15,000
361250	Interest - FMIvT	14,634	65	500	10,000	10,000
364410	Disposition of Fixed Assets	-	3,314	50,000	25,000	100,000
364420	Insurance Proceeds	6,401	13,000	3,743	-	-
364430	Litigation Proceeds	-	6,477	-	-	-
366900	Contributions & Donations	-	1,000	-	-	-
369300	Refund of Prior Year Exp.	2,261	4,242	631	500	500
369700	Late Payment Penalties	38,428	131,215	210,150	125,000	225,000
369710	Returned Check Charge	4,845	5,801	5,505	3,500	5,000
369900	Other Miscellaneous Revenue	861	571	716	3,490	1,000
369930	County Share - Plant Operation	973,343	1,060,748	916,755	992,000	2,142,000
369940	County Share - Reclaimed Wtr	300,860	307,039	296,491	300,000	350,000
369950	Water Impact Fees	52,110	9,264	25,000	25,000	25,000
369970	Sewer Impact Fees	97,191	13,572	25,000	25,000	25,000
369990	Impact Fee Port Richey	-	52,937	30,000	30,000	30,000
369991	Impact Fee FGUA	193,288	193,288	193,288	193,280	-
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>2,009,977</b>	<b>2,080,820</b>	<b>2,007,399</b>	<b>1,994,290</b>	<b>3,144,780</b>
381340	Transfer from CRA	1,750,000	-	-	-	-
389900	Prior Yr Fund Bal-Unassigned	-	-	-	-	491,970
<b>TOTAL TRANSFERS AND FUND BALANCE</b>		<b>1,750,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>491,970</b>
<b>TOTAL WATER &amp; SEWER FUND REVENUES</b>		<b>\$ 17,849,212</b>	<b>\$ 16,417,138</b>	<b>\$ 16,663,227</b>	<b>\$ 17,195,190</b>	<b>\$ 18,074,310</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 Plan 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

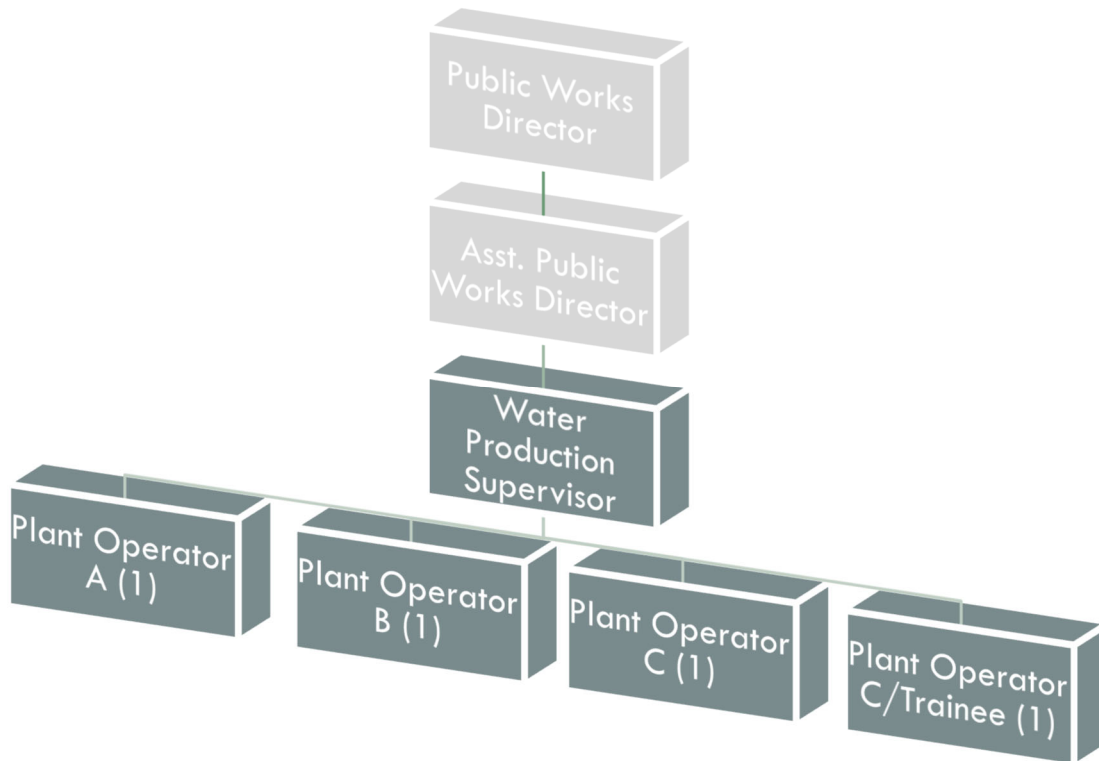
The Water Production Division is responsible for providing residents with water that meets or is better than standards set by the Environmental Protection Agency (EPA).

## ACCOMPLISHMENTS OF FY22

- Produced a quality drinking water for delivery to the City and region on a consistent basis
- Maintained proper system pressure and disinfectant and fluoride levels throughout the distribution system
- Replaced both ammonia bulk storage tanks
- Completed painting inside and outside of elevated storage tank
- Painted all the yard piping at the Water Plant
- Replaced roofs on pump room and workshop
- Replaced incoming 480-volt three phase commercial power line providing power to the Water Plant
- Began engineering studies and design work on booster pumps for elevated storage tank

## FY23 INITIATIVES

- Monitor legislation impacting the rules and regulation of the water treatment industry and adjust and modify plant operations accordingly
- Prepare for new lead and copper rule which will take effect in October 2024
- Repair and paint grounds storage tanks and aerators
- Begin work on booster pumps for elevated storage tank
- Purchase and install new on-line free ammonia analyzer at water plant for monitoring finished water
- Replace 3 Depoloxs at the Water Plant
- Replace multi parameter field meter and benchtop fluoride analyzer
- Replace ammonia feed line and injection point
- Continue SCADA improvements at the Water Plant



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Water Productions Supervisor	1	1	1
Lead Plant Operator B	1	1	1
Plant Operator B	1	1	1
Plant Operator C	1	1	1
Plant Operator C/Trainee	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

## W&S WATER PRODUCTION

401105						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET		AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22		FY22-23
41112	Division Head Salaries	60,353	62,134	60,970	60,970		62,800
41299	Regular Full Time Wages	137,816	118,554	86,352	164,740		166,340
41411	Overtime	4,362	5,488	5,703	5,940		5,940
41527	Stand-By Time	18,294	18,473	16,715	17,400		17,410
42111	Social Security Matching	16,384	15,156	12,619	19,060		19,320
42211	Fla. Retirement System	20,302	19,669	18,087	22,660		27,310
42311	Health Insurance - Reg.	16,099	18,859	28,269	43,550		45,850
42312	Group Life Insurance	77	62	55	300		300
42313	Accidental Death AD&D	10	8	7	120		150
42421	W/C Waterworks Operations	9,271	9,972	7,256	9,790		9,040
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 282,968</b>	<b>\$ 268,375</b>	<b>\$ 236,033</b>	<b>\$ 344,530</b>		<b>\$ 354,460</b>
43129	Engineering Services - Misc	230	2,875	5,850	10,000		5,000
43199	Professional Svcs - Misc	-	38,157	50,000	100,000		75,000
43412	Pest Control Services	520	480	440	440		440
43438	Lab Tests	7,922	5,200	15,000	15,000		40,000
43474	Security Services	2,743	3,033	3,300	3,300		3,300
43499	Contractual Svcs - Misc	9,914	24,992	45,000	45,000		45,000
44011	Travel & Training	341	840	1,640	1,640		1,640
44121	Telephone - Local	2,229	2,464	3,000	3,000		3,000
44134	Data Lines	4,878	4,869	6,000	6,000		6,000
44211	Postage	2,410	2,350	3,000	3,000		3,000
44311	Electric - City Facilities	96,859	95,685	98,000	124,290		100,000
44331	Trash Removal	1,094	1,094	1,500	1,500		1,500
44373	Street Light Fee	53	48	60	60		60
44381	Stormwater Assessment	328	309	330	330		330
44611	Maintenance Buildings & Ground	16,992	26,306	30,000	35,000		30,000
44621	Maintenance - Equipment	2,411	1,757	2,000	2,000		2,000
44631	Central Garage Maint. Svc	240	600	2,000	2,000		2,000
44983	Permit Fees	6,025	6,025	6,030	6,030		6,030
44999	Other Charges - Misc	1,139	-	1,300	1,300		1,300
45111	Office Supplies	7,190	517	500	500		500
45141	Small Tools & Implements	344	726	750	750		750
45211	Fuel	5,189	4,560	8,000	10,000		8,000
45221	Chemicals	103,743	103,499	129,170	129,170		129,170
45222	Laboratory Supplies	7,092	7,272	8,000	8,000		8,000
45225	Software License/Support	-	-	-	-		5,000
45231	Clothing & Wearing Apparel	1,283	1,574	1,500	1,500		1,500
45243	Computer Supplies	471	608	1,500	1,500		1,500
45247	First Aid Supplies	154	312	250	250		250
45251	Janitorial Supplies	383	112	800	800		800
45261	Raw Water	2,773,714	2,967,736	3,050,000	3,050,000		3,067,390
45289	Automotive Parts	787	1,688	2,000	2,000		1,500

## W&S WATER PRODUCTION

401105 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
45291	Operating Supplies - Disaster	617	-	500	500	500
45294	Conservation Kits & Materials	2,240	11,688	6,000	6,000	6,000
45299	Operating Supplies - Misc.	1,946	3,233	2,500	2,500	2,500
45411	Dues and Memberships	270	495	840	840	840
45461	Books and Publications	-	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 3,061,751</b>	<b>\$ 3,321,104</b>	<b>\$ 3,486,960</b>	<b>\$ 3,574,400</b>	<b>\$ 3,560,000</b>
46341	Elevated Storage Tank	-	-	210,000	210,000	-
46399	Improvements Other Than Buildings	-	-	-	-	310,000
46417	Communication Equipment	-	-	-	50,000	50,000
46431	Special Purpose Equipment	-	-	74,089	156,000	49,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 284,089</b>	<b>\$ 416,000</b>	<b>\$ 409,000</b>

**TOTAL EXPENDITURES**    \$ 3,344,719    \$ 3,589,479    \$ 4,007,082    \$ 4,334,930    \$ 4,323,460

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46341	<i>Elevated Storage Tank</i>					
	Elevated Storage Tank (R&R)	-	30,000	20,000	20,000	20,000
	<b>TOTAL</b>	-	<b>30,000</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
	<b>TOTAL</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	10,000	10,000	10,000
	Cleaning and Inspection	-	160,000	-	-	-
	<b>TOTAL</b>	-	<b>170,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
43699	<i>Improvements Other than Buildings</i>					
	Stand-by Power Equipment (R&R)	-	10,000	10,000	10,000	10,000
	Process Equipment (R&R)	-	10,000	10,000	10,000	10,000
	Capital Maintenance & Repairs	10,000	-	-	-	-
	High Service Pump at Elevated Storage Tank (Engineering & Construction)	300,000	10,000	10,000	10,000	10,000
	<b>TOTAL</b>	<b>310,000</b>	<b>30,000</b>	<b>30,000</b>	<b>205,000</b>	<b>30,000</b>
46417	<i>Communication Equipment</i>					
	Pump Room SCADA PLC & Components	50,000	-	-	-	-
	<b>TOTAL</b>	<b>50,000</b>	-	-	-	-
46434	<i>Special Purpose Equipment</i>					
	Depolox On-Line Free Chlorine Analyzer	7,000	-	-	21,000	-
	Depolox On-Line Total Chlorine and Fluoride Analyser	7,000	-	-	-	22,000
	Depolox On-Line pH Analyzer	-	7,000	-	-	-
	Replace Ammonia Feed Line	30,000	-	-	-	-
	Portable Multi Parameter Field Meter	-	7,000	-	-	-
	Benchtop Fluoride Analyzer	5,000	-	-	-	-
	Replace/Rebuild Transfer Pump #1	-	120,000	-	-	-
	On-Line Free Ammonia Analyzer	-	42,000	-	-	-
	Variable Frequency Drive	-	16,000	-	-	-
	Chlorine Bulk Storage Tank #3	-	20,000	-	-	-
	Commercial Lawn Tractor	-	15,000	-	-	-
	Replace/Rebuild Transfer Pump #2	-	-	125,000	-	-
	Bleach and Ammonia Transfer Pumps	-	-	12,000	-	-
	Chlorine Bulk Storage Tank #1	-	-	21,000	-	-
	Replace/Rebuild Transfer Pump #3	-	-	-	130,000	-
	Replace/Rebuild Transfer Pump #4	-	-	-	-	135,000

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
	Chlorine Bulk Storage Tank # 2	-	-	-	-	22,000
	Bleach, Fluoride and Ammonia Metering Pumps	-	-	-	-	15,000
	<b>TOTAL</b>	<b>49,000</b>	<b>227,000</b>	<b>158,000</b>	<b>151,000</b>	<b>194,000</b>

**DIVISION TOTAL**    \$ 409,000    \$ 467,000    \$ 228,000    \$ 396,000    \$ 264,000

---

# 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

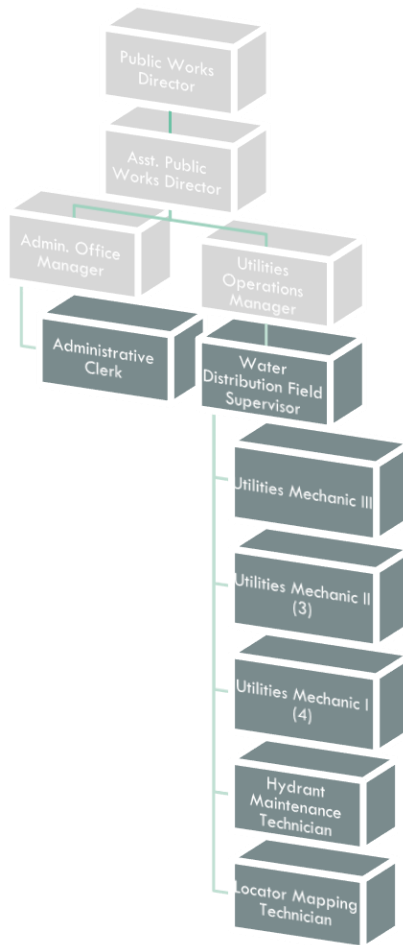
The City of New Port Richey has in excess of 11,000 water services, ranging in meter size from 3/4 inch to 10 inches. These services provide water to businesses, trailer parks, offices, restaurants, medical facilities, and individual and bulk customers. The Water Distribution Division oversees these water lines, which total over 131 miles, and range in size from 1 1/2 inches to 30 inches in diameter.

## ACCOMPLISHMENTS OF FY22

- Potable Water Meters/Reclaimed Water Meters:
  - Completed most of the large bulk meter repairs/replacements, with only 7 bulk meters remaining that need to be changed out to become AMI compatible
  - Installed 24 new water connections and 3 new reclaimed water connections
- Fire hydrant:
  - Hired a full time fire hydrant technician, who has reinstated our hydrant testing, inspection, and flushing program
- Promoted and retained a new water distribution section leader, who is backflow assembly tester and repair certified

## FY23 INITIATIVES

- Potable water Meters/Reclaimed Waters Meters:
  - Change out the remaining bulk meters within the water distribution system
  - Replace all retrofit SRII potable water meters with new IPERL water meters
  - Inspect & identify all municipal water & reclaimed water connections
- Distribution System:
  - Identify areas within the distribution system where SUE is needed and add maps to GIS database
  - Have the new utility locator begin mapping areas of the distribution system where needed
  - Establish SOPs, policies, and practices in preparation for the lead & copper regulations
- Fire Hydrant Technician/Backflow Testing & Cross-Connection Control/DEP Certification:
  - Complete one full cycle of all hydrant testing, inspection, and flushing
  - Initiate reclaimed water side inspection/cross-connection training for water distribution staff
  - Have all eligible water distribution staff obtain their DEP water distribution certifications



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Utilities Manager	0	1	1
Water Distribution Section Leader	1	1	1
Utilities Mechanic III	0	1	1
Utilities Mechanic II	0	3	3
Utilities Mechanic I	8	4	4
Hydrant Maintenance Technician	1	1	1
Administrative Assistant	1	1	1
Locator Mapping Technician	1	1	1
<b>Total</b>	<b>12</b>	<b>13</b>	<b>13</b>

## W&S WATER & RECLAIMED WATER DISTRIBUTION

401107						AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT	
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22		FY22-23
41112	Division Head Salaries	-	-	-	65,230		65,230
41299	Regular Full Time Wages	240,528	226,625	153,985	359,970		377,270
41411	Overtime	32,012	39,871	18,081	54,830		40,050
41527	Stand-By Time	12,019	12,137	10,197	12,280		12,900
41529	Meal Allowance	-	9	80	-		-
42111	Social Security Matching	21,201	20,710	13,093	33,450		38,730
42211	Fla. Retirement System	401,436	28,409	19,509	38,860		53,610
42311	Health Insurance - Reg.	38,763	33,677	34,872	95,810		110,040
42312	Group Life Insurance	123	107	68	720		780
42313	Accidental Death AD&D	18	15	11	280		390
42421	W/C Waterworks Operations	11,998	12,728	11,880	16,030		16,450
42426	W/C Clerical	60	66	37	50		50
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 758,158</b>	<b>\$ 374,354</b>	<b>\$ 261,813</b>	<b>\$ 677,510</b>		<b>\$ 715,500</b>
43199	Professional Services-Misc	43,754	7,992	45,000	100,000		75,000
43442	Call Candy Service	2,149	2,328	3,000	3,000		3,000
43499	Contractual Svcs - Misc	73,953	31,480	35,000	35,000		35,000
44011	Travel & Training	974	1,374	4,350	4,500		4,350
44121	Telephone - Local	1,816	1,388	4,000	4,000		4,000
44134	Data Lines	1,106	270	2,000	2,000		2,000
44141	Pager Services	140	10	-	-		-
44211	Postage	316	104	750	750		750
44331	Trash Removal	13,820	15,579	13,000	13,000		13,000
44419	Rent - Equipment	-	-	500	500		500
44463	Lease - Automobile(s)	793	-	58,090	58,090		58,090
44481	Lease - Copier	160	505	600	600		600
44611	Maintenance Buildings & Ground	3,820	-	4,000	5,000		4,000
44621	Maintenance - Equipment	567	238	2,000	2,000		2,000
44631	Central Garage Maint. Svc	12,480	6,950	7,000	10,000		7,000
44799	Printing & Binding	34	148	300	300		300
44999	Other Current Charges - Misc	125	464	100	100		100
45111	Office Supplies	717	929	800	800		800
45141	Small Tools & Implements	3,944	2,999	6,000	11,190		6,000
45211	Fuel	45,066	41,939	46,000	45,000		47,000
45225	Software Licenses / Support	25,860	23,798	32,000	32,000		32,000
45231	Clothing & Wearing Apparel	3,322	3,153	3,400	3,400		3,400
45243	Computer Supplies	288	1,949	3,400	3,400		3,400
45247	First Aid Supplies	357	237	200	200		200
45271	Meters	54,237	82,449	70,000	70,000		70,000
45272	Pipe	3,922	7,522	12,000	12,000		12,000
45273	Hydrants	14,579	7,672	10,000	10,000		10,000
45274	Valves and Clamps	47,809	50,861	60,000	70,000		60,000
45279	Water & Sewer Sup. Misc	112	298	2,500	5,000		2,500

## W&S WATER & RECLAIMED WATER DISTRIBUTION

401107 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
45289	Automotive Parts	32,343	25,860	25,000	25,000	25,000
45291	Operating Supplies - Disaster	9	10	500	1,500	500
45299	Operating Supplies - Misc.	32,845	35,925	22,000	15,000	25,000
45311	Asphalt / Concrete	448	553	-	-	-
45341	Sod - Seed	902	1,266	4,000	4,000	4,000
45399	Road Materials - Misc	2,900	7,037	8,000	8,000	8,000
45411	Dues and Memberships	-	-	230	400	230
45461	Books and Publications	299	-	240	240	240
<b>TOTAL OPERATING</b>		<b>\$ 425,966</b>	<b>\$ 363,287</b>	<b>\$ 485,960</b>	<b>\$ 555,970</b>	<b>\$ 519,960</b>
46399	Impr. Other Than Bldg-Misc	-	-	-	15,000	15,000
46415	Trucks And Trailers	-	-	-	8,000	8,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,000</b>	<b>\$ 23,000</b>

**TOTAL EXPENDITURES**    \$ 1,184,124    \$ 737,641    \$ 747,773    \$ 1,256,480    \$ 1,258,460

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46399	<i>Improvements Other Than Buildings - Misc.</i>					
	Capital Maintenance & Repairs	15,000	15,000	15,000	15,000	15,000
	<b>TOTAL</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
46415	<i>Trucks and Trailers</i>					
	#356 2021 VacTron Trailer	8,000	8,000	8,000	8,000	8,000
	<b>TOTAL</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
46416	<i>Heavy Equipment</i>					
	Pipe Hunter Vac Truck Mounted #77 (R&R)	-	5,000	5,000	5,000	5,000
	John Deere Payloader #7 (R&R)	-	180,000 (a)	10,000	10,000	10,000
	CAT Backhoe #14 (R&R)	-	16,000	96,000 (b)	10,000	10,000
	Bobcat Track Loader T-190 #70 (R&R)	-	8,000	8,000	8,000	8,000
	<b>TOTAL</b>	<b>-</b>	<b>179,000</b>	<b>103,000</b>	<b>33,000</b>	<b>33,000</b>

**DIVISION TOTAL**    \$ 23,000    \$ 202,000    \$ 126,000    \$ 56,000    \$ 56,000

(a) Year of Acquisition

(b) Year of Acquisition (\$16,000 in R&R)

## W&S NON-CLASSIFIED

401108 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
43111	City Attorney Services	-	-	-	5,000	5,000
43199	Professional Services - Misc	6,545	12,037	-	10,000	40,000
43211	Annual Audit Services	16,250	15,750	11,225	20,000	20,000
44511	Liability Insurance - Comp. General	52,140	62,891	50,000	50,000	50,000
44521	Buildings & Contents Insurance	34,390	96,513	64,622	54,000	70,000
44522	Pollution Insurance	1,003	1,007	1,000	1,000	1,000
44523	Automobile and Truck Insurance	35,378	47,275	35,000	35,000	35,000
44590	Insurance - Misc	-	-	-	1,000	1,000
44999	Other Current Charges - Misc	3,325	10,383	-	5,000	5,000
<b>TOTAL OPERATING</b>		<b>\$ 149,031</b>	<b>\$ 245,856</b>	<b>\$ 161,847</b>	<b>\$ 181,000</b>	<b>\$ 227,000</b>

**TOTAL EXPENDITURES    \$ 149,031    \$ 245,856    \$ 161,847    \$ 181,000    \$ 227,000**

---

# 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.

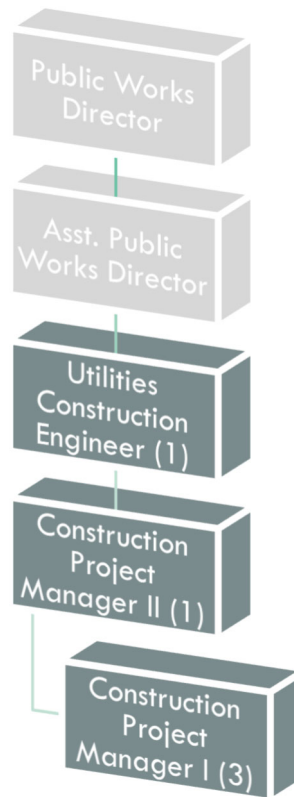
## ACCOMPLISHMENTS OF FY22

- Projects
  - 2020 Orangewood Water System Improvements Construction Phase
  - 2020 WWTP Process Piping Condition Assessment Phase II Construction Phase
  - 2020 Frances Ave. Park Shelter Improvements Construction Phase
  - 2020 Library Facility Improvements Construction Phase
  - 2020-2021 Street Improvement Project Construction Phase
  - US 19 2 Inch Sewer Main Extension
  - 2019 RAC Tennis Courts
  - 2018 Elevated Water Tank Painting
  - 2021 –WWTF 24in. Effluent Pipe Replacement Project
  - Hacienda Landscape Project
- Development Review Committee:
  - Develop and implement standard operating procedures for utility reviews
  - Process all Development Department's Permit Application for the City

## FY23 INITIATIVES

- Provide Construction Management support for the following City CIP Projects:
  - 2019 fleet warehouse & storage improvement construction phase
  - 2019 Beach Street stormwater improvement construction phase
  - 2020 James Grey Preserve improvements (phase1) design
  - 2020 Fire Station #2 construction phase
  - 2020 Sims Park boat ramp improvements construction phase
  - 2020 WWTP headwork containment berm construction phase
  - 2020 Beach Street stormwater improvements design & construction phase
  - 2020 Russ Park upgrades
  - 2020 Main Street sidewalk
  - 2020 Meadow Dog park improvements

- 2021 Sims Park boat ramp improvements engineering phase
- 2021 City Hall facility renovations
- 2021 Grand Blvd multi-use path south & north side design & construction phase
- 2022 Fire Station #1 upgrades design phase
- 2021 Elevated storage tank pump station improvement design & construction phase
- 2021 Little Road – Massachusetts Ave WM interconnect design & construction phase
- 2021-2022 Street improvement project design & construction phase
- Provide construction management support for the following private projects
  - 2021- 6218 US Highway 19 – Choice Hotels
  - 2021 – Residents at Orange Lake phase II
- Update the City’s construction standards and details
  - Continue with meeting Public Works Staff for information reviews and updates.



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Utilities Construction Engineer	1	1	1
Construction Project Manager II	1	1	1
Construction Project Manager I	2	2	3
<b>Total</b>	<b>4</b>	<b>4</b>	<b>5</b>

## W&S CONSTRUCTION SERVICES

401109					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41210	Regular Exempt Salaries	44,735	66,114	60,572	70,010	61,360
41299	Regular Full Time Wages	134,324	142,224	113,577	139,050	173,830
41411	Overtime	2,622	3,654	3,151	10,000	8,900
42111	Social Security Matching	13,580	15,821	13,548	16,960	18,680
42211	Fla. Retirement System	15,773	23,071	18,732	20,170	26,410
42311	Health Insurance - Reg.	40,054	30,832	6,769	34,840	45,850
42312	Group Life Insurance	57	59	57	120	120
42313	Accidental Death AD&D	8	8	8	90	20
42432	W/C Municipal Class	12,981	7,064	6,975	9,410	6,380
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 264,134</b>	<b>\$ 288,847</b>	<b>\$ 223,389</b>	<b>\$ 300,650</b>	<b>\$ 341,550</b>
43199	Professional Svcs - Misc	36,090	37,410	-	-	-
43499	Contractual Svcs - Misc	1,385	1,385	1,500	1,500	1,500
44011	Travel & Training	-	270	1,910	1,910	1,910
44121	Telephone - Local	2,145	1,978	2,200	2,200	2,200
44134	Data Lines	340	270	500	500	500
44211	Postage	1	5	150	150	150
44463	Lease - Automobile(s)	-	-	14,800	14,800	14,800
44481	Lease - Copier	288	24	1,000	1,000	1,000
44611	Maintenance Buildings & Ground	-	-	-	800	-
44631	Central Garage Maint. Svc	420	600	1,000	1,000	1,000
44799	Printing & Binding	183	700	800	800	800
44999	Other Current Charges - Misc	-	120	-	-	-
45111	Office Supplies	386	345	600	600	1,000
45141	Small Tools & Implements	25	40	300	300	300
45211	Fuel	4,275	5,562	7,000	7,000	7,000
45225	Software Licenses / Support	1,491	4,920	6,000	6,000	6,000
45231	Clothing & Wearing Apparel	485	1,201	500	500	500
45243	Computer Supplies	2,143	6,812	1,000	1,000	500
45289	Automotive Parts	1,105	520	2,000	2,000	2,000
45291	Operating Supplies - Disaster	12	-	-	500	-
45299	Operating Supplies - Misc.	1,797	1,443	1,500	1,200	1,600
45411	Dues and Memberships	-	125	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 52,571</b>	<b>\$ 63,730</b>	<b>\$ 42,960</b>	<b>\$ 43,960</b>	<b>\$ 42,960</b>

**TOTAL EXPENDITURES**    **\$ 316,705**    **\$ 352,577**    **\$ 266,349**    **\$ 344,610**    **\$ 384,510**



---

# 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

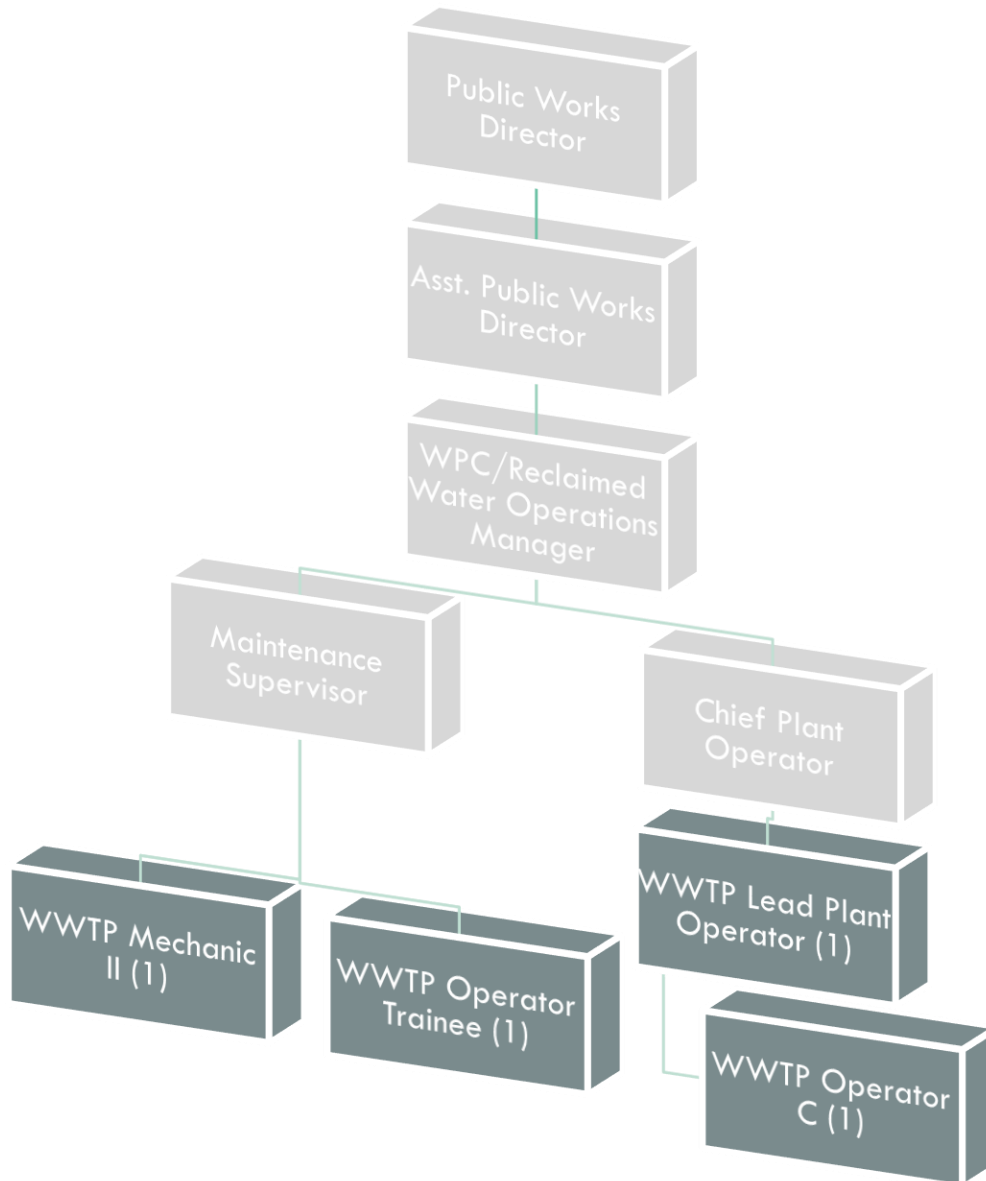
The Reclaimed Water Production Division is responsible for the operation of the wastewater treatment plant and producing and providing reclaimed water for beneficial reuse.

## ACCOMPLISHMENTS OF FY22

- Produced and distributed 1.9 billion gallons for beneficial reuse
- Installed numerous LED lights, 2-Aluminum Sulfate pumps
- Manufactured/installed 3 new PLC's: Pasco Reuse, High Service pump 2-5, aluminum sulfate controls
- Rebuilt of 3 reclaim transfer pump installed 3 reclaim transfer pump VFD, new wires & emergency backup chart

## FY23 INITIATIVES

- Continue to provide high quality reuse water for beneficial reuse
- Continue to seek out ways to be more energy efficient and cost effective
- Capital Projects:
  - Install 30" Rotork MOV gearbox
  - Install High Service VFD
- Install sodium bisulfite chemical pump
- Install SCADA System Software update, virtual Machine
- Emergency Composite Sampler



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
WWTP Lead Plant Operator	1	1	1
WWTP Operator C	1	1	1
WWTP Mechanic II	1	1	1
WWTP 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	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41299	Regular Full Time Wages	166,546	164,886	167,263	164,490	168,440
41411	Overtime	8,634	5,314	9,770	7,020	7,180
41527	Stand-By Time	10,963	9,373	7,221	10,960	11,090
42111	Social Security Matching	13,738	13,150	13,694	13,960	14,290
42211	Fla. Retirement System	16,342	18,080	19,953	16,600	20,210
42311	Health Insurance - Reg.	46,387	42,752	33,663	34,840	36,680
42312	Group Life Insurance	72	68	72	140	120
42313	Accidental Death AD&D	10	9	9	90	20
42422	W/C Sewage Disp. Oper./Driver	6,972	5,824	5,811	7,840	4,620
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 269,664</b>	<b>\$ 259,456</b>	<b>\$ 257,456</b>	<b>\$ 255,940</b>	<b>\$ 262,650</b>
43438	Lab Tests	89,040	10,049	20,000	20,000	20,000
43499	Contractual Svcs - Misc	285	-	270	270	270
44011	Travel & Training	755	150	2,200	2,200	2,200
44211	Postage	-	-	30	30	30
44311	Electric - City Facilities	337,035	255,720	280,000	280,000	280,000
44599	Insurance - Misc.	-	-	1,000	1,000	1,000
44611	Maintenance Buildings & Ground	13,273	31,136	41,000	41,000	41,000
44621	Maintenance - Equipment	3,448	4,262	5,200	5,200	5,200
45111	Office Supplies	90	21	100	100	100
45221	Chemicals	85,534	104,401	115,000	115,000	145,000
45222	Laboratory Supplies	212	98	200	200	200
45231	Clothing & Wearing Apparel	1,219	1,441	1,450	1,450	1,450
45251	Janitorial Supplies	189	216	220	220	220
45299	Operating Supplies - Misc.	-	532	500	500	500
45411	Dues and Memberships	-	150	300	300	300
<b>TOTAL OPERATING</b>		<b>\$ 531,080</b>	<b>\$ 408,176</b>	<b>\$ 467,470</b>	<b>\$ 467,470</b>	<b>\$ 497,470</b>
46399	Impr.Other Than Bldg-Misc	-	-	34,573	48,000	57,700
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 34,573</b>	<b>\$ 48,000</b>	<b>\$ 57,700</b>

**TOTAL EXPENDITURES    \$ 800,744    \$ 667,632    \$ 759,499    \$ 771,410    \$ 817,820**

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46299	<i>Building Improvements</i>					
	Structural Maintenance & Repair (R&R)	-	10,000	10,000	10,000	10,000
	<b>TOTAL</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
46399	<i>Improvements Other than Buildings</i>					
	Capital Maintenance & Repair	10,000	10,000	10,000	10,000	10,000
	Equipment Upgrades (R&R)	-	10,000	10,000	10,000	10,000
	Sodium Bisulfite Chemical Pump	6,200	-	-	-	-
	Composite Sampler	8,500	-	-	-	-
	High Service VFD	11,000	-	1,100	-	-
	30" Rotork MOV gearbox	10,000	-	-	-	-
	SCADA System Software update, Virtual Mach	12,000	-	-	-	-
	High Service Split Case Pump	-	30,000	-	-	60,000
	Sodium Hypochlorite Chemical Pump M-4	-	-	10,000	-	-
	Sodium Hypochlorite storage tanks 8,000 gallon	-	-	-	50,000	-
	Sand Filter expansion seal rehabilitation	-	-	-	-	5,200
	<b>TOTAL</b>	<b>57,700</b>	<b>50,000</b>	<b>31,100</b>	<b>70,000</b>	<b>85,200</b>

**DIVISION TOTAL    \$ 57,700    \$ 60,000    \$ 41,100    \$ 80,000    \$ 95,200**

---

# 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

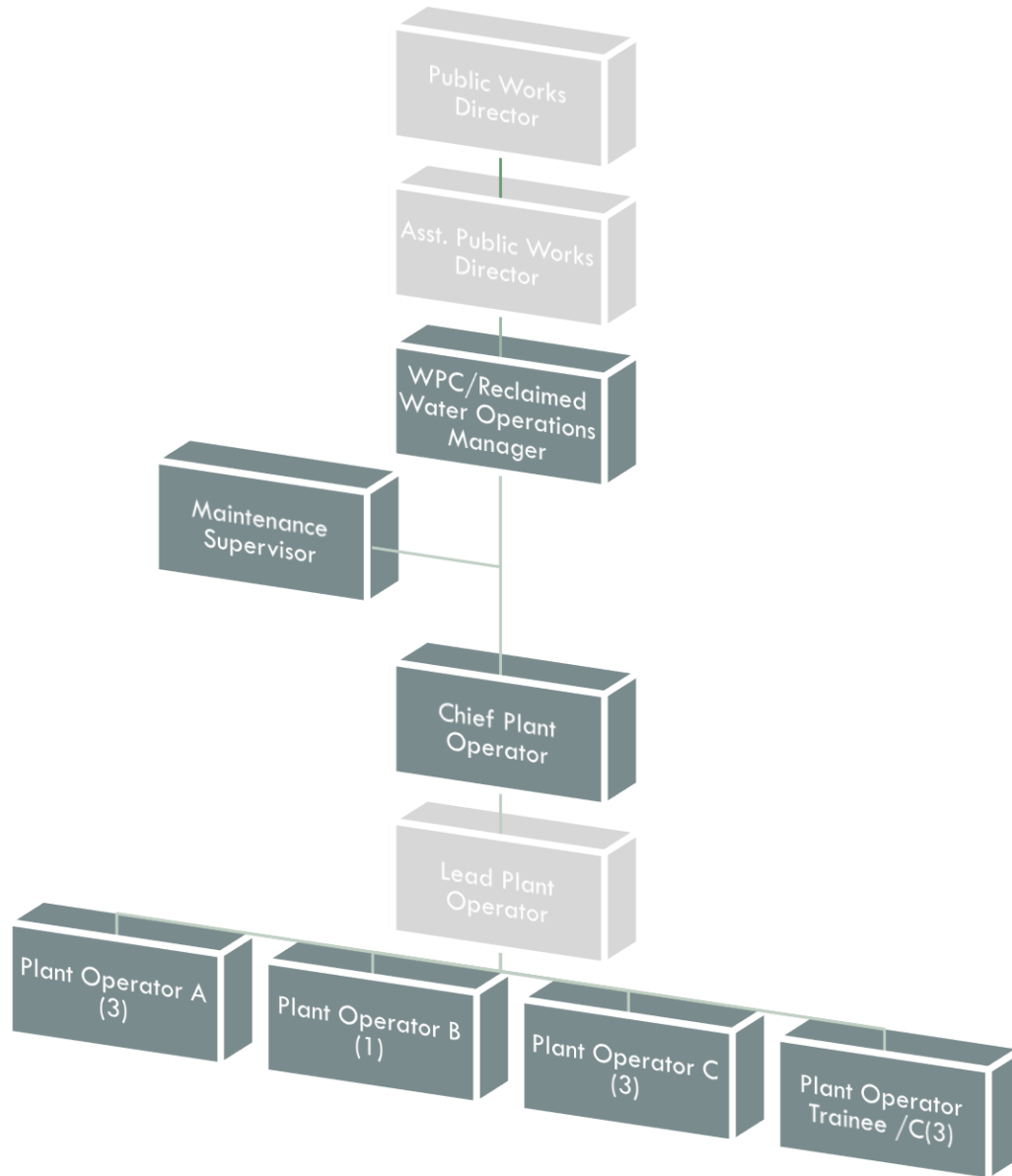
The Reclaimed Water Production Division is responsible for the operation of the wastewater treatment plant and producing and providing reclaimed water for beneficial reuse.

## ACCOMPLISHMENTS OF FY22

- Staff completed numerous in house 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, completed over 3,500 work orders
- Remote connection at PW complex for lift stations, manufactured/installed 1 – sodium hydroxide pump
- Manufactured/installed new PLC on Bayou discharge controls, installed numerous LED lights

## FY23 INITIATIVES

- Supply and produce high quality reclaimed water for beneficial reuse in accordance DEP rules:
  - Continue to seek out energy saving technologies
  - Be creative and innovative in implementing process improvements



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
WPC/Reclaimed Water Operations Manager	1	1	1
Chief Plant Operator	1	1	1
Plant Operator A	2	3	3
Plant Operator B	1	1	1
Plant Operator C	3	3	3
Plant Operator Trainee	4	3	3
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	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22		FY22-23
41112	Division Head Salaries	76,739	74,043	71,910	70,600		72,720
41299	Regular Full Time Wages	479,452	481,945	465,912	497,250		486,560
41411	Overtime	44,753	50,403	34,504	27,250		26,670
41522	Education Incentive Pay	607	577	600	600		600
41527	Stand-By Time	12,344	13,106	10,680	11,780		12,740
42111	Social Security Matching	45,845	45,748	44,075	46,500		45,870
42211	Fla. Retirement System	49,190	56,824	54,117	46,500		58,930
42214	Defined Contribution Plan	9,253	9,127	5,068	9,590		5,410
42311	Health Insurance - Reg.	104,432	112,716	110,519	113,230		119,210
42312	Group Life Insurance	222	214	211	780		400
42313	Accidental Death AD&D	29	29	28	300		100
42422	W/C Sewage Disp. Oper./Driver	21,779	17,073	14,986	20,220		13,000
42432	W/C Municipal Class	1,541	1,577	1,289	1,740		1,920
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 846,186</b>	<b>\$ 863,382</b>	<b>\$ 813,899</b>	<b>\$ 846,340</b>		<b>\$ 844,130</b>
43129	Engineering Services - Misc	460	19,941	85,000	85,000		106,000
43199	Professional Services-Misc	-	-	5,000	5,000		5,000
43412	Pest Control Services	1,105	1,020	1,000	1,000		1,000
43438	Lab Tests	1,098	1,083	5,000	5,000		3,000
43497	Contractual Serv - Orangewood	42,576	38,914	-	40,000		-
43499	Contractual Svcs - Misc	17,097	15,513	10,000	10,000		10,000
44011	Travel & Training	1,568	288	6,200	6,200		6,200
44121	Telephone - Local	1,840	2,162	3,500	3,500		3,500
44134	Data Lines	4,878	4,872	5,000	5,000		5,000
44211	Postage	65	40	130	130		130
44311	Electric - City Facilities	153,422	211,332	300,000	300,000		280,000
44316	Electric - Orangewood	9,955	8,866	-	9,000		-
44331	Trash Removal	2,971	6,643	10,000	10,000		10,000
44351	Water & Sewer - City	46,144	43,651	48,000	48,000		48,000
44361	Sludge Removal	466,224	466,702	495,000	475,000		525,000
44362	Sludge Removal - Orangewood	13,920	20,056	14,000	14,000		-
44373	Street Light Fee	-	281	280	280		280
44381	Stormwater Assessment	-	2,834	2,750	2,750		2,750
44419	Rent - Equipment	1,050	1,050	2,000	2,000		2,000
44463	Lease - Automobile(s)	-	-	8,520	8,520		8,520
44481	Lease - Copier	850	-	510	510		510
44511	Liability Insurance - Comp. Ge	8,656	15,055	10,850	10,850		11,940
44521	Buildings & Contents Insurance	168,336	181,094	138,340	138,340		162,180
44522	Pollution Insurance	7,021	7,052	7,000	7,000		7,700
44523	Automobile & Truck Insurance	6,773	3,093	3,200	3,200		3,520
44525	Flood Insurance	12,730	6,441	13,900	13,900		15,290
44611	Maintenance Buildings & Ground	93,236	95,738	103,000	103,000		103,000
44621	Maintenance - Equipment	25,335	14,784	12,280	12,280		12,280

## W&S WATER POLLUTION CONTROL

401112					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
44631	Central Garage Maint. Svc	780	1,590	4,200	4,700	4,200
44799	Printing & Binding	-	-	100	100	100
44983	Permit Fees	10,731	7,350	12,000	12,000	12,000
45111	Office Supplies	892	1,419	1,500	1,500	1,500
45141	Small Tools & Implements	4,027	1,679	3,500	3,500	3,500
45211	Fuel	11,207	10,815	20,000	20,000	20,000
45221	Chemicals	123,335	116,398	127,000	120,000	135,000
45222	Laboratory Supplies	13,641	10,566	12,000	12,000	12,000
45223	Chemicals - Orangewood	9,910	13,674	-	13,000	-
45225	Software Licenses/Support	-	-	-	-	5,000
45231	Clothing & Wearing Apparel	3,639	4,136	4,000	4,000	4,000
45243	Computer Supplies	7,164	5,559	4,000	4,000	4,000
45247	First Aid Supplies	143	336	400	400	400
45251	Janitorial Supplies	3,529	3,402	5,000	5,000	5,000
45289	Automotive Parts	5,187	7,905	6,000	8,000	6,000
45291	Operating Supplies - Disaster	652	460	1,500	1,500	1,500
45299	Operating Supplies - Misc.	2,969	3,087	3,000	3,000	3,000
45411	Dues and Memberships	-	725	1,500	1,500	1,500
45461	Books and Publications	-	-	150	150	150
<b>TOTAL OPERATING</b>		<b>\$ 1,285,116</b>	<b>\$ 1,357,606</b>	<b>\$ 1,496,310</b>	<b>\$ 1,533,810</b>	<b>\$ 1,551,650</b>
46299	Building Improvements	-	-	-	-	25,000
46399	Impr.Other Than Bldg-Misc	-	-	168,966	178,000	192,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 168,966</b>	<b>\$ 178,000</b>	<b>\$ 217,000</b>

**TOTAL EXPENDITURES    \$ 2,131,302    \$ 2,220,988    \$ 2,479,175    \$ 2,558,150    \$ 2,612,780**

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46299	<i>Building Improvements</i>					
	Structural Maintenance & Repair (R&R)	-	20,000	20,000	20,000	20,000
	Storage Building - SW Corner of Plant	25,000	-	-	-	-
	Administrative Building Roof Repairs	-	-	85,000	-	-
	<b>TOTAL</b>	<b>25,000</b>	<b>20,000</b>	<b>105,000</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
	Capital Maintenance & Repair	15,000	15,000	15,000	15,000	15,000
	Process Equipment (R&R)	-	40,000	40,000	20,000	20,000
	Seepex Model BN 52-6LSA1-C1-L8-FO-GA	15,000	-	-	-	-
	Schreiber Blower	35,000	-	35,000	-	-
	Clarifier rake and plow structure rehabilitation	106,000	106,000	106,000	106,000	-
	Base Station RUGGEDCOM	11,000	-	-	-	-
	Asphalt Pad for Sludge Trailer, Tanker, and Dump Trailer	10,000	-	-	-	-
	Zero Turn Lawn Mower	-	15,000	-	-	-
	Replace (1) Aerator Motor/Gear Box	-	-	-	150,000	150,000
	<b>TOTAL</b>	<b>192,000</b>	<b>196,000</b>	<b>216,000</b>	<b>311,000</b>	<b>205,000</b>
46415	<i>Trucks &amp; Trailers</i>					
	Mack Truck Tractor Trailer #9 (R&R)	-	8,000	8,000	8,000	8,000
	Ford F550 Flat Bed w/ Knuckle Crane #46 (R&R)	-	4,500	4,500	4,500	4,500
	<b>TOTAL</b>	<b>-</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>

**DIVISION TOTAL**    \$ 217,000    \$ 228,500    \$ 333,500    \$ 343,500    \$ 237,500



---

# 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

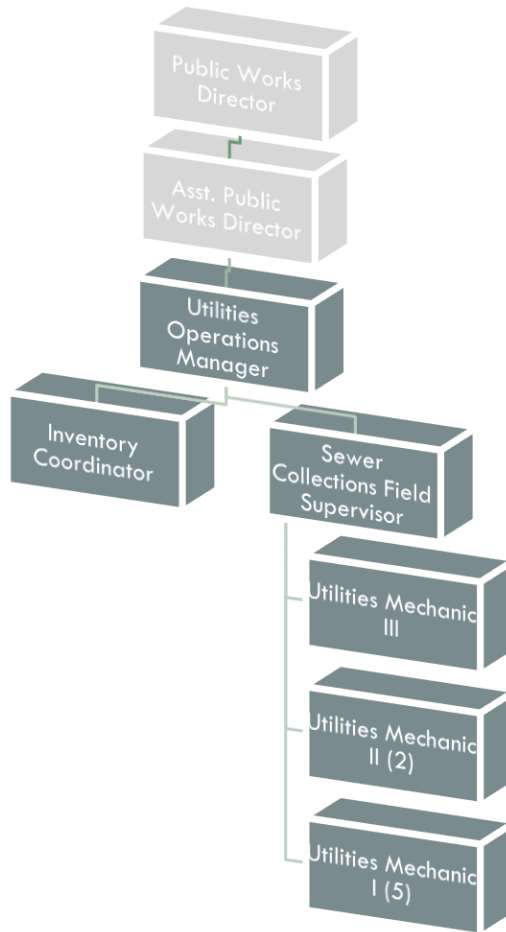
The Sewer Collection Division maintains and repairs over 8,000 sewer services, including clearing of blockages and repair and replacement of defective sewer services. Sewer collections is also responsible for the maintenance of sewer force mains, ranging in size from 4-16 inches long, and 65 lift stations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

## ACCOMPLISHMENTS OF FY22

- Completed annual gravity sewer system inspection and lining to control/prevent deterioration of our sewer system
- Completed upgrade project for the Division's camera truck, which included new software, computers, monitors, and wiring
- All but 4 of the City's lift stations have been switched to the new SCADA software system; 68 lift stations have been converted and are up and running.
- Continued training, division related education, and performance evaluations

## FY23 INITIATIVES

- Complete Communication/Lift Station Upgrades:
  - Continue the lift station inspection and maintenance program
  - Complete lift station antenna tower installation
  - Complete lift station panel upgrades with new PLC's
- Complete Inflow/Infiltration Phase 2:
  - Complete repair of broken cleanouts
  - Continue the installation of manhole pans to prevent inflow
  - Complete removal of storm lines that have been connected to the system
- Continue Sanitary Sewer Pipe Lining:
  - Cleaning and camera work of sewer lines will be done in coordination with this project
  - Identify deficient sanitary sewer lines
  - Prioritize deficient sanitary sewer lines and create a data base



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
Utilities Operations Manager	1	1	1
Sewer Collections Field Supervisor	1	1	1
Utilities Mechanic III	0	1	1
Utilities Mechanic II	0	2	2
Utilities Mechanic I	8	5	5
Inventory Coordinator	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

## W&S SEWER COLLECTION

401113						
EXP		ACTUAL	ACTUAL	ESTIMATE	AMENDED	BUDGET
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	AMOUNT
						FY22-23
41210	Regular Exempt Salaries	44,585	39,485	46,510	59,180	46,510
41299	Regular Full Time Wages	217,559	218,641	192,215	301,140	319,280
41411	Overtime	34,510	37,596	36,853	50,000	45,000
41522	Education Incentive Pay	607	577	600	600	600
41527	Stand-By Time	13,268	13,088	15,320	12,310	13,050
42111	Social Security Matching	23,110	22,754	21,305	30,750	30,100
42211	Fla. Retirement System	27,416	31,491	30,701	39,840	46,430
42311	Health Insurance - Reg.	45,680	55,000	42,814	95,810	100,870
42312	Group Life Insurance	137	127	115	660	200
42313	Accidental Death AD&D	19	17	15	260	100
42422	W/C Sewage Disp. Oper./Driver	13,201	12,305	10,851	14,640	9,740
42435	W/C Storage Warehouse-Invent.	1,222	1,640	1,505	2,030	1,390
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 421,314</b>	<b>\$ 432,721</b>	<b>\$ 398,804</b>	<b>\$ 607,220</b>	<b>\$ 613,270</b>
43199	Professional Services-Misc	497	28,701	110,000	160,000	140,000
43499	Contractual Svcs - Misc	17,924	26,298	30,000	22,000	30,000
44011	Travel & Training	573	675	4,670	4,670	4,670
44121	Telephone - Local	5,395	5,694	5,500	5,500	5,500
44134	Data Lines	3,100	3,254	4,000	4,000	4,000
44211	Postage	25	26	350	350	350
44311	Electric - City Facilities	92,577	91,813	95,000	95,000	95,000
44331	Trash Removal	14,344	15,649	12,000	12,000	12,000
44351	Water & Sewer - City	-	576	6,100	6,100	6,500
44381	Stormwater Assessment	-	53	60	60	60
44419	Rent - Equipment	232	398	1,500	2,000	1,500
44463	Lease - Automobile(s)	331	-	52,670	52,670	52,670
44481	Lease - Copier	68	505	600	600	600
44482	Lease - Land	36,000	34,600	-	36,000	-
44611	Maintenance Buildings & Ground	48,716	69,192	80,000	100,000	80,000
44621	Maintenance - Equipment	-	8,782	10,000	14,000	10,000
44631	Central Garage Maint. Svc	10,080	8,735	15,000	20,000	15,000
44799	Printing & Binding	15	148	300	300	300
44999	Other Current Charges - Misc	-	99	100	100	100
45111	Office Supplies	202	565	500	500	500
45141	Small Tools & Implements	7,279	4,484	6,850	6,850	6,850
45211	Fuel	17,529	19,450	35,000	35,000	35,000
45221	Chemicals	343	4,895	5,000	5,000	5,000
45225	Software Licenses / Support	3,895	2,095	6,490	5,000	10,000
45231	Clothing & Wearing Apparel	2,804	3,018	3,000	3,300	3,000
45243	Computer Supplies	3,069	45	500	500	500
45247	First Aid Supplies	142	258	300	300	300
45272	Pipe	1,222	3,106	5,000	7,000	5,000
45274	Valves and Clamps	2,514	5,051	15,000	20,000	15,000

## W&S SEWER COLLECTION

401113 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
45289	Automotive Parts	28,954	34,748	17,000	17,000	17,000
45291	Operating Supplies - Disaster	-	48	500	500	500
45299	Operating Supplies - Misc.	19,795	15,004	15,000	15,000	15,000
45311	Asphalt / Concrete	-	807	-	-	-
45341	Sod - Seed	733	430	3,000	3,000	3,000
45399	Road Materials - Misc	1,389	2,607	5,000	6,000	5,000
45411	Dues and Memberships	30	30	300	300	300
45461	Books and Publications	-	-	200	200	200
<b>TOTAL OPERATING</b>		<b>\$ 319,777</b>	<b>\$ 391,839</b>	<b>\$ 546,490</b>	<b>\$ 660,800</b>	<b>\$ 580,400</b>
46399	Improvements Other Than Bldg - Misc	-	-	30,954	15,000	15,000
46417	Communications Equipment	-	-	9,250	50,000	70,000
46431	Special Purpose Equipment	-	-	59,198	55,000	-
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 99,402</b>	<b>\$ 120,000</b>	<b>\$ 85,000</b>

**TOTAL EXPENDITURES**    \$ 741,091    \$ 824,560    \$ 1,044,696    \$ 1,388,020    \$ 1,278,670

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46399	<i>Improvements Other than Buildings</i>					
	Capital Maintenance & Repairs	15,000	15,000	15,000	15,000	15,000
	<b>TOTAL</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
46415	<i>Trucks and Trailers</i>					
	Vacuum Sewer Cleaner to Replace #127 (R&R)	-	25,000	25,000	25,000	25,000
	<b>TOTAL</b>	<b>-</b>	<b>25,000</b>	<b>208,280</b>	<b>25,000</b>	<b>25,000</b>
46416	<i>Heavy Equipment</i>					
	Standby Power Equipment (R&R)	-	6,500	6,500	6,500	6,500
	New Holland Backhoe #27 (R&R)	-	106,000 (a)	5,000	5,000	5,000
	480V Mobile Standby Generator Trailer (R&R)	-	11,000	11,000	11,000	11,000
	Mid-size Excavator to Replace #105 (R&R)	-	7,500	7,500	7,500	7,500
	JCB Mid-Excavator 55Z #SE9149 (R&R)	-	9,000	9,000	9,000	9,000
	<b>TOTAL</b>	<b>-</b>	<b>114,000</b>	<b>39,000</b>	<b>39,000</b>	<b>39,000</b>
46417	<i>Communication Equipment</i>					
	SCADA Comm. System Upgrades	25,000	-	-	-	-
	Siemens Remote Server and Programming	45,000	-	-	-	-
	<b>TOTAL</b>	<b>70,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DIVISION TOTAL**    \$ 85,000    \$ 154,000    \$ 262,280    \$ 79,000    \$ 79,000

(a) Year of Acquisition

## NON-EXPENDITURE DISBURSEMENTS

401580 EXP CODE CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
401581					
49150 Transfer to Gen Fund - TBW Int.	302,620	275,220	246,420	246,420	216,180
49151 Transfer to General Fund	3,286,860	3,598,290	3,384,960	3,384,960	4,117,310
49154 Transfer to General Fund - PILOFF	594,100	611,930	630,280	630,280	649,190
49155 Transfer to W&S Debt Serv. Fund	1,328,090	1,943,690	1,943,930	1,943,930	1,943,930
49164 Transfer to CRA Fund	1,750,000	-	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 7,261,670</b>	<b>\$ 6,429,130</b>	<b>\$ 6,205,590</b>	<b>\$ 6,205,590</b>	<b>\$ 6,926,610</b>
401584					
49421 Reserves - Contingency	-	-	-	100,000	-
49424 Reserves - Sick Leave	65,000	55,000	45,000	55,000	45,000
49425 Reserves - Salary Adjustments	-	-	-	-	200,000
<b>TOTAL RESERVES</b>	<b>\$ 65,000</b>	<b>\$ 55,000</b>	<b>\$ 45,000</b>	<b>\$ 155,000</b>	<b>\$ 245,000</b>
<b>TOTAL NON- EXPENDITURES</b>	<b>\$ 7,326,670</b>	<b>\$ 6,484,130</b>	<b>\$ 6,250,590</b>	<b>\$ 6,360,590</b>	<b>\$ 7,171,610</b>
<b>TOTAL WATER &amp; SEWER EXPENDITURES</b>	<b>\$ 15,994,386</b>	<b>\$ 15,122,863</b>	<b>\$ 15,717,011</b>	<b>\$ 17,195,190</b>	<b>\$ 18,074,310</b>

---

# **WATER & SEWER – RENEWAL & REPLACEMENT**

## WATER & SEWER RENEWAL & REPLACEMENT FUND

402 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
361100	Interest On Investments	11,537	723	1,000	1,000	1,000
<b>W&amp;S RENEWAL &amp; REPLACEMENT REVENUES</b>		<b>\$ 11,537</b>	<b>\$ 723</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>

## W & S RENEWAL & REPLACEMENT

402402 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
402581						
49157	Transfer to W & S Construction Fund	2,800	-	-	-	-
49493	Reserve - Sewer System	-	-	-	1,000	1,000
<b>TOTAL TRANSFERS &amp; RESERVES</b>		<b>\$ 2,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>

**TOTAL EXPENDITURES**    \$ 2,800    \$ -    \$ -    \$ 1,000    \$ 1,000



---

# WATER & SEWER – DEBT SERVICE

## WATER & SEWER DEBT SERVICE FUND

403 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
381200	Transfer From W & S Revenue	1,328,090	1,943,690	1,943,930	1,943,690	1,943,930
<b>W &amp; S DEBT SERVICE REVENUES</b>		<b>\$ 1,328,090</b>	<b>\$ 1,943,690</b>	<b>\$ 1,943,930</b>	<b>\$ 1,943,690</b>	<b>\$ 1,943,930</b>

## W & S DEBT SERVICE

403403 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
403582						
47131	Principal - 2017A Bond	47,000	48,000	50,000	50,000	51,000
47134	Principal - 2012 Bond	479,700	596,120	611,620	611,620	627,530
47135	Principal - Vacuum Truck Lease	78,704	81,247	83,880	83,880	86,580
47141	Principal - 2019 Bond	345,000	838,000	838,000	838,000	860,000
403536						
47234	Interest - 2012 Bond	150,989	135,882	120,390	120,390	104,490
47240	Interest - 2017A Bond	18,014	16,824	15,620	15,620	14,730
47250	Interest - Vacuum Truck Lease	10,676	8,133	5,508	5,510	2,800
47241	Interest - 2019 Bond	94,863	218,691	218,670	218,670	196,800
47336	Agent Fees - 2019 Bond	50,828	-	-	-	-
<b>TOTAL DEBT SERVICE</b>		<b>1,275,774</b>	<b>1,942,897</b>	<b>1,943,688</b>	<b>1,943,690</b>	<b>1,943,930</b>

**TOTAL EXPENDITURES**    **\$ 1,275,774**    **\$ 1,942,897**    **\$ 1,943,688**    **\$ 1,943,690**    **\$ 1,943,930**



---

# **WATER & SEWER – SEWER ASSESSMENT**

## WATER & SEWER SEWER ASSESSMENT FUND

404 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
361250	Interest - FMIvT	2,439	11	10	-	-
363100	Assessment Income	-	2,000	2,000	-	-
363200	Interest On Assessments	-	56	50	-	-
363300	Penalties On Assessments	468	1,472	1,200	-	-
<b>W &amp; S SEWER ASSESSMENT REVENUES</b>		<b>\$ 2,907</b>	<b>\$ 3,539</b>	<b>\$ 3,260</b>	<b>\$ -</b>	<b>\$ -</b>

# W & S SEWER ASSESSMENT

404404 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
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 FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
361200	Interest - SBA	47,450	81,473	50,000	15,000	-
361250	Interest - FMIvt	-	24,390	10,000	-	-
381200	Transfer from W & S Revenue	300,000	556,407	300,000	-	-
383300	Transfer from W & S - R & R	2,800	2,800	2,800	-	-
381330	Transfer from Stormwater Utility Fund	-	30,900	-	-	-
389900	Prior Yr Fund Bal-Unassigned	-	-	2,420,200	6,455,000	5,162,000
<b>W &amp; S CONSTRUCTION FUND REVENUES</b>		<b>\$ 350,250</b>	<b>\$ 695,970</b>	<b>\$ 2,783,000</b>	<b>\$ 6,470,000</b>	<b>\$ 5,162,000</b>

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

CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
<i>Building Improvements</i>					
Fleet Purchasing Warehouse (Engineering)	260,000	-	-	-	-
Fleet Purchasing Warehouse (Construction)	2,200,000	-	-	-	-
<b>TOTAL</b>	<b>2,460,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Potable &amp; Reclaimed Water Extensions</i>					
Potable & Reclaimed Water Extension (Engineering)	20,000	20,000	20,000	20,000	20,000
Potable & Reclaimed Water System Extension (Construction)	200,000	200,000	200,000	200,000	200,000
NPR & Pasco County Interconnect-Little Rd Backflow Prevention Upgrades (Engineering)	20,000	-	-	-	-
NPR & Pasco County Interconnect-Little Rd Backflow Prevention Upgrades (Construction)	400,000	-	-	-	-
<b>TOTAL</b>	<b>640,000</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>
<i>Potable &amp; Reclaimed Water System Improvements</i>					
Potable & Reclaimed Water System Improvements (Engineering)	20,000	20,000	20,000	20,000	20,000
2023 Advanced Metering Infrastructure System (AMI) Project (Construction)	500,000	-	-	-	-
Potable & Reclaimed Water System Improvements (Construction)	200,000	200,000	200,000	200,000	200,000
2020/2021 Water Utility System Improvements (Engineering)	25,000	10,000	-	-	-
2020/2021 Water Utility System Improvements (Construction)	400,000	400,000	-	-	-
2023/2024 Water Utility System Improvements (Engineering)	-	60,000	25,000	-	-
2023/2024 Water Utility System Improvements (Construction)	-	-	750,000	-	-
2025/2026 Water Utility System Improvements (Engineering)	-	-	-	60,000	20,000
2025/2026 Water Utility System Improvements (Construction)	-	-	-	-	750,000
<b>TOTAL</b>	<b>1,145,000</b>	<b>690,000</b>	<b>995,000</b>	<b>280,000</b>	<b>990,000</b>
<i>Rehabilitation Programs</i>					
Sewer Main & Manhole Rehab/Lining Project	200,000	200,000	200,000	200,000	200,000
<b>TOTAL</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<i>Sewer Improvements</i>					
2022/2023 Sewer Utility Improv. (Engineering)	80,000	20,000	-	-	-
2022/2023 Sewer Utility Improv. (Construction)	-	1,000,000	-	-	-
2024/2025 Sewer Utility Improv. (Engineering)	-	-	80,000	20,000	-
2024/2025 Sewer Utility Improv. (Construction)	-	-	-	1,000,000	-
2025/2026 Sewer Utility Improv. (Engineering)	-	-	-	-	80,000
<b>TOTAL</b>	<b>80,000</b>	<b>1,020,000</b>	<b>80,000</b>	<b>1,020,000</b>	<b>80,000</b>
<i>Sewer System Extensions</i>					
Sewer System Extensions (Engineering)	20,000	20,000	30,000	20,000	20,000

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

CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Sewer System Extensions (Construction)	200,000	200,000	200,000	200,000	200,000
Town & County - Leisure Lane (Construction)	2,000,000	-	-	-	-
<b>TOTAL</b>	<b>2,220,000</b>	<b>220,000</b>	<b>230,000</b>	<b>220,000</b>	<b>220,000</b>

**DIVISION TOTAL**    \$ 6,745,000    \$ 2,350,000    \$ 1,725,000    \$ 1,940,000    \$ 1,710,000

---

# 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.

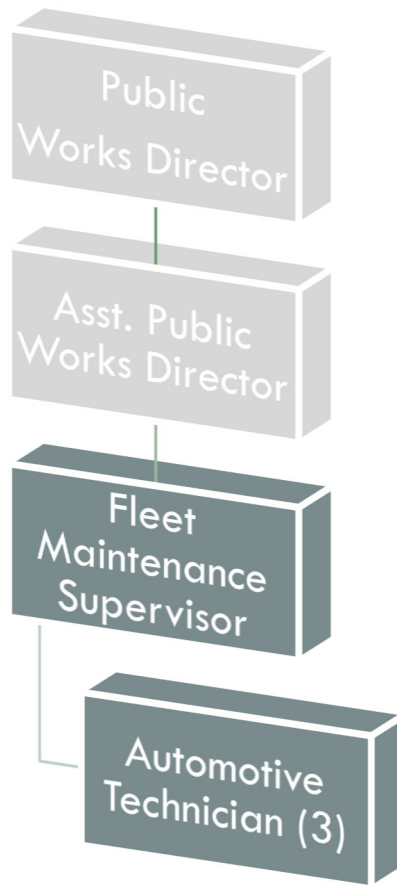
## ACCOMPLISHMENTS OF FY22

- Fleet Inventory:
  - Completed cycle 3 of the fleet leasing program
  - Completed outfitting of all fleet leasing delivered vehicles
  - Completed hybrid vehicle technology reviews to determine placement classifications within the departments
  - Identified all auxiliary equipment in need of replacement for future CIP purchase replacements
  - Performed two impounded and City owned surplus vehicle auctions
- Training:
  - Recertified ASE certifications with personnel and obtained ASE certification with new personnel
  - Completed CPR and defibrillator system operation training
  - Completed FDEP operating permit training for all above ground fuel tanks
  - Completed FEMA training for two of the three mechanics
- Fleet Operational Improvements:
  - New Tyler system was implemented with work orders
  - Purchased and installed large vehicle lift
  - Purchased and installed fluid dispensers for vehicle maintenance activities
- Environmental Improvements:
  - Switched to as many environmentally friendly chemicals as possible
  - Converted the Fleet, when possible, to efficient Environmentally Friendly vehicles

## FY23 INITIATIVES

- Fleet Inventory:
  - Leasing cycle 4 implementation
  - Complete two impounded and city owned surplus vehicle auctions
- Training:
  - FEMA training for one mechanic and new fleet supervisor
  - Electric and Hybrid Vehicles training
  - ASE testing and recertification for remaining personnel

- Emergency vehicle training and certification for personnel
- Fleet Operational Improvements:
  - Fuel system software upgrade installation and training
  - Existing work order software system upgrades and training
  - Tire inventory analysis
- Environmental Improvements:
  - Switch to as many environmentally friendly chemicals as possible
  - Convert the Fleet, when possible, to efficient Environmentally Friendly vehicles



Authorized Personnel – Full-time Equivalent			
Position/Title	FY20-21	FY21-22	FY22-23
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 FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
361100	Interest On Investments	-	352	-	-	-
369300	Refund of Prior Year Expense	3,186	-	-	-	-
369900	Other Miscellaneous Revenue	346	2,052	-	-	-
399110	Garage - Labor and Overhead	106,285	157,305	130,440	130,440	175,000
399120	Garage - Parts	295,942	398,418	302,141	285,000	325,000
399130	Garage - Fuel	399,411	334,124	316,589	338,520	393,330
<b>CENTRAL GARAGE REVENUES</b>		<b>\$ 805,170</b>	<b>\$ 892,251</b>	<b>\$ 749,170</b>	<b>\$ 753,960</b>	<b>\$ 893,330</b>

## CENTRAL GARAGE

501591					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY19-20	FY20-21	FY21-22	FY21-22	FY22-23
41299	Regular Full Time Wages	169,499	150,299	179,440	179,440	189,220
41411	Overtime	2,732	8,189	1,500	1,500	1,550
42111	Social Security Matching	12,818	11,806	13,930	13,930	14,600
42211	Fla. Retirement System	13,048	16,193	16,570	16,570	20,640
42311	Health Insurance - Reg.	27,276	23,170	22,687	34,840	36,680
42312	Group Life Insurance	65	53	75	240	100
42313	Accidental Death AD&D	9	7	18	100	20
42425	W/C Auto Repair/Parts Dep.	8,200	6,005	5,260	8,500	5,360
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 233,647</b>	<b>\$ 215,722</b>	<b>\$ 239,480</b>	<b>\$ 255,120</b>	<b>\$ 268,170</b>
43434	Wrecker Services	5,329	2,005	3,500	3,500	3,500
43436	Paint and Body Work	23,342	10,491	10,000	10,000	10,000
43437	Auto Repair and Testing	27,651	38,699	30,000	30,000	30,000
43440	Paint & Body - PD Vehicles	10,893	1,488	15,000	20,000	15,000
43446	Parts - Resale	36,378	168,459	136,736	140,000	140,000
43447	Fuel - Resale	208,828	225,380	240,260	180,000	300,000
43499	Contractual Svcs - Misc	1,827	5,365	5,000	5,000	5,000
44011	Travel & Training	261	324	2,500	2,500	2,500
44121	Telephone - Local	2,272	2,663	2,150	2,150	2,150
44211	Postage	389	22	700	700	700
44351	Water & Sewer - City	-	1,277	4,000	-	4,000
44419	Rent - Equipment	-	-	200	200	200
44463	Lease - Automobile(s)	664	-	32,460	32,460	32,460
44481	Lease - Copier	-	-	600	600	600
44611	Maintenance Buildings & Ground	2,390	1,781	6,000	6,000	6,000
44621	Maintenance - Equipment	515	286	3,000	3,000	3,000
44631	Central Garage Maint. Svc	960	1,440	1,000	1,000	1,000
44983	Permit Fees	25	25	180	180	100
44999	Other Charges - Misc	591	685	-	-	-
45111	Office Supplies	532	49	400	600	400
45141	Small Tools & Implements	6,337	8,644	6,000	6,000	6,000
45211	Fuel	6,344	1,582	5,000	5,000	5,000
45225	Software Licenses / Support	1,500	1,500	1,500	11,300	8,000
45231	Clothing & Wearing Apparel	-	126	150	150	150
45232	Laundry Service	3,843	3,993	4,000	4,000	4,000
45243	Computer Supplies	1,828	77	500	500	500
45247	First Aid Supplies	171	202	221	200	200
45251	Janitorial Supplies	1,248	899	1,000	1,000	1,000
45289	Automotive Parts	294,166	25,196	8,424	8,000	8,000
45299	Operating Supplies - Misc.	18,636	25,449	15,199	8,000	15,000
45411	Dues and Memberships	50	-	200	200	200

## CENTRAL GARAGE

501591 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
45461	Books and Publications	500	-	500	500	500
<b>TOTAL OPERATING</b>		<b>\$ 657,470</b>	<b>\$ 528,107</b>	<b>\$ 536,380</b>	<b>\$ 482,740</b>	<b>\$ 605,160</b>
46431	Special Purpose Equipment	-	-	51,162	56,000	20,000
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,162</b>	<b>\$ 56,000</b>	<b>\$ 20,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 891,117</b>	<b>\$ 743,829</b>	<b>\$ 827,022</b>	<b>\$ 793,860</b>	<b>\$ 893,330</b>

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46431	<i>Special Purpose Equipment</i>					
	Brake Lathe Machine	20,000	-	-	-	-
	TOTAL	20,000	-	-	-	-

DIVISION TOTAL    \$ 20,000    \$ -    \$ -    \$ -    \$ -

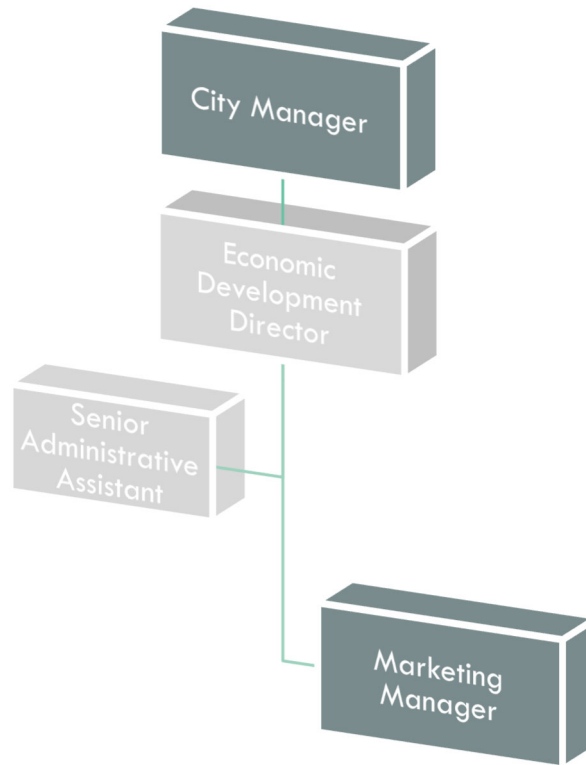
# COMMUNITY REDEVELOPMENT AGENCY

## 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	FY20-21	FY21-22	FY22-23
City Manager	.25	.25	.25
Marketing Manager	1	1	1
Part-Time Shuttle Driver	0	1.46	0
<b>Total</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>

## COMMUNITY REDEVELOPMENT AGENCY

630 REV CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
311100	Tax Increment - County	1,477,319	1,765,865	2,022,241	2,160,370	2,867,870
334701	American Rescue Plan Act Funds	-	-	400,000	1,175,000	2,203,000
334705	State Small Matching Grant	-	39,725	25,000	25,000	-
361100	Interest on Investments	-	514	-	-	-
361200	Interest - SBA	23,130	3,073	2,500	-	-
362100	Rents & Royalites	32,967	-	-	-	-
364220	Surplus Land Sales	29,801	-	-	-	200,000
366900	Contributions & Donations	-	-	8,000	-	-
369900	Other Miscellaneous Revenue	1,838	6,776	22,900	-	-
381100	Trans. from Gen Fund-TIF	1,710,070	2,031,037	2,259,458	2,413,790	3,204,280
381200	Transfer from Water & Sewer Fund	1,750,000	-	-	-	-
381700	Transfer from Street Imprv. Fund	-	40,000	-	-	-
382100	Bond Proceeds - Parking Garage	-	6,500,000	-	-	-
389900	Carryover-Unused Funding from PY	25,716	1,802,671	-	104,050	94,830
392100	Revaluation Surplus	-	52,920	-	-	-
<b>TOTAL CRA REVENUE</b>		<b>\$ 5,050,841</b>	<b>\$ 12,242,581</b>	<b>\$ 4,740,099</b>	<b>\$ 5,878,210</b>	<b>\$ 8,569,980</b>

## COMMUNITY REDEVELOPMENT AGENCY

EXP CODE	CLASSIFICATION	ACTUAL	ACTUAL	ESTIMATE	AMENDED	BUDGET
		FY19-20	FY20-21	FY21-22	BUDGET	AMOUNT
		FY21-22	FY21-22	FY21-22	FY21-22	FY22-23
41111	Department Head Salaries	386,123	29,529	40,490	41,150	43,750
41210	Regular Exempt Salaries	23,068	32,160	61,930	63,100	64,420
41311	Part Time Wages	-	-	12,810	34,200	-
42111	Social Security Matching	4,447	4,618	8,290	8,570	8,770
42211	Fla. Retirement System	11,658	11,471	21,770	17,250	22,460
42311	Health Insurance - Reg.	3,238	2,411	20,920	12,450	21,470
42312	Group Life Insurance	36	29	45	90	60
42313	Accidental Death AD&D	5	4	9	50	20
42426	W/C Clerical	344	172	133	1,680	200
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 428,919</b>	<b>\$ 80,394</b>	<b>\$ 166,397</b>	<b>\$ 178,540</b>	<b>\$ 161,150</b>
43111	City Attorney	41,781	39,600	40,000	40,000	40,000
43181	Professional Services -Plannin	44,400	99,960	7,000	40,000	60,000
43199	Professional Services-Misc	54,868	11,070	10,000	10,000	-
43211	Annual Audit Services	-	-	5,500	-	5,500
43422	Ads / Marketing	24,580	51,778	50,000	50,000	110,000
43461	Main Street Grant Award	13,125	18,750	25,000	25,000	25,000
43499	Contractual Svcs - Misc	86,152	1,442	10,000	10,000	10,000
44011	Travel & Training	240	3,325	5,000	5,000	7,500
44134	Data Lines	2,518	2,823	2,750	2,500	2,750
44211	Postage	690	-	250	750	500
44311	Electric - City Facilities	3,788	1,079	-	250	-
44331	Trash Removal	12,506	155	577	-	750
44351	Water & Sewer - City	6,436	8,570	9,656	10,000	10,000
44373	Street Light Fee	-	777	269	270	270
44381	Stormwater Assessment	-	3,052	2,183	2,200	2,200
44382	Paving Assessment	-	185	403	410	410
44521	Buildings & Contents Insurance	19,900	13,091	4,500	3,000	5,000
44611	Maintenance Buildings & Ground	5,077	300	3,750	1,000	4,000
44799	Printing & Binding	-	1,292	750	2,000	1,500
44953	Redevelopment Incentives	885,204	2,909,989	750,000	1,226,750	1,000,000
44954	Property Assemblage	-	-	-	122,150	800,000
44999	Other Charges - Misc	12,821	25,630	4,180	10,000	5,000
45111	Office Supplies	151	66	32	500	500
45225	Software Licenses / Support	200	1,444	1,646	500	20,000
45231	Clothing & Wearing Apparel	-	29	118	-	500
45296	Program Costs-Parking Garage	-	-	45,000	75,000	-
45411	Dues and Memberships	670	620	2,356	1,000	2,400
<b>TOTAL OPERATING</b>		<b>\$ 1,314,442</b>	<b>\$ 3,195,128</b>	<b>\$ 980,919</b>	<b>\$ 1,638,280</b>	<b>\$ 2,113,780</b>
46399-1	Downtown Area Improvements	3,848	43,934	25,000	775,000	2,925,000
46399-2	Boat Ramp Improvements	3,850	-	-	-	-
46399-4	Bicycle Trail Improvements	18,180	1,620	-	-	-
46399-5	Streetscape Improvements	-	24,998	-	-	75,000
46399-9	US Hwy 19/Main St Gateway Proj	11,066	-	20,000	280,000	380,000
46399-10	Sims Park Perimeter Landscaping	16,576	-	150,000	150,000	-

## COMMUNITY REDEVELOPMENT AGENCY

EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
46399-11	Parking Garage Structure	240,700	6,566,703	-	-	-
46399-12	Marine Pkwy Pedestrian Bridge	-	-	100,000	100,000	-
46399-13	Cotee River Boat Ramp	-	-	-	-	-
46414	Automobiles	-	41,850	49,799	37,360	-
<b>TOTAL CAPITAL</b>		<b>\$ 294,220</b>	<b>\$ 6,679,105</b>	<b>\$ 344,799</b>	<b>\$ 1,342,360</b>	<b>\$ 3,380,000</b>
49151	Transfer to Gen Fund - Admin. Svc	375,620	376,110	267,790	267,790	303,520
49151	Transfer to Gen Fund-Pkg Garage Maint.	-	-	-	-	196,000
49152	Transfer to General Debt Svc.	887,640	1,911,844	1,904,810	1,904,810	1,796,220
49159	Transfer To W&S Revenue	1,750,000	-	-	-	-
49170	Transfer To Gen - CRA Loan	-	-	619,310	619,310	619,310
<b>TOTAL TRANSFERS</b>		<b>\$ 3,013,260</b>	<b>\$ 2,287,954</b>	<b>\$ 2,791,910</b>	<b>\$ 2,791,910</b>	<b>\$ 2,915,050</b>
		<b>\$ 5,050,841</b>	<b>\$ 12,242,581</b>	<b>\$ 4,284,025</b>	<b>\$ 5,951,090</b>	<b>\$ 8,569,980</b>

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

EXP CODE	CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
46399	<i>Improvement Other Than Buildings</i>					
4001	Downtown Area Improvements, Phase I	2,925,000	-	-	-	-
4001	Downtown Area Improvements, Phase II	-	700,000	600,000	-	-
4004	Bicycle Trail Improvements	-	100,000	100,000	100,000	100,000
4005	Streetscape Improvements	75,000	125,000	125,000	125,000	125,000
4009	U.S Hwy 19/Main St. Gateway Project	380,000	-	-	-	-
4012	Marine Parkway Pedestrian Bridge	-	2,500,000	700,000	4,300,000	4,300,000
4013	Cotee River Boat Ramp	-	50,000	300,000	300,000	300,000
4014	Cotee River Underpass Project	-	50,000	50,000	-	-
4015	Network Upgrades in Downtown Area	-	50,000	50,000	50,000	50,000
4016	Neighborhood Improvements	-	100,000	100,000	100,000	100,000
<b>TOTAL</b>		<b>3,380,000</b>	<b>3,675,000</b>	<b>2,025,000</b>	<b>4,975,000</b>	<b>4,975,000</b>

**DIVISION TOTAL    \$ 3,380,000    \$ 3,675,000    \$ 2,025,000    \$ 4,975,000    \$ 4,975,000**



---

# 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 FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
312410	Local Option Gas Tax - 1st	604,350	716,151	688,980	688,980	773,010
312420	Local Option Gas Tax - 2nd	440,166	519,343	501,230	501,230	561,490
331540	CDBG Grant	-	-	-	-	1,200,000
355400	FDOT Grant	-	-	-	1,150,000	-
361100	Interest On Investments	23,074	1,439	2,000	20,000	5,000
361200	Interest - S. B. A.	18,504	2,458	5,000	18,000	5,000
361250	Interest - FMLvT	9,756	44	1,000	7,500	1,000
363100	Special Assessment - Streets	8,998	6,992	7,000	15,000	10,000
363120	Special Assessment - Paving	700,742	735,236	786,000	865,290	792,870
363200	Interest on Assessments	4,571	8,237	5,000	5,000	5,000
363300	Penalties on Assessments	1,914	3,886	4,000	4,000	4,000
364420	Insurance Proceeds	12,251	-	-	-	-
381100	Transfer From General Fund	325,000	325,000	330,000	330,000	200,000
381600	Transfer From Capital Improv. Fund	200,000	200,000	200,000	200,000	200,000
389900	Prior Yr Fund Bal-Unassigned	32,222	-	-	636,820	2,348,400
<b>STREET IMPROVEMENT FUND REVENUE</b>		<b>\$ 2,381,548</b>	<b>\$ 2,518,786</b>	<b>\$ 2,530,210</b>	<b>\$ 4,441,820</b>	<b>\$ 6,105,770</b>

## STREET IMPROVEMENT

701701 EXP CODE	CLASSIFICATION	ACTUAL FY19-20	ACTUAL FY20-21	ESTIMATE FY21-22	AMENDED BUDGET FY21-22	BUDGET AMOUNT FY22-23
43498	Administrative Fees	13,930	14,569	15,000	14,000	15,500
44211	Postage	121	-	2,100	200	200
44999	Other Current Charges - Misc	-	1,490	1,307	800	1,000
<b>TOTAL OPERATING</b>		<b>\$ 14,051</b>	<b>\$ 16,059</b>	<b>\$ 18,407</b>	<b>\$ 15,000</b>	<b>\$ 16,700</b>
46334	2017/2018 Strete Improv. Project	422,510	-	-	-	-
46334	2018/2019 Street Improv. Project	1,367,009	2,888	-	-	-
46334	2019/2020 Street Improv. Project	118,842	1,144,565	134,636	-	-
46334	2020/2021 Street Improv. Project	-	178,407	1,065,926	1,740,000	-
46334	2021/2022 Street Improv. Project	-	-	67,491	190,000	1,740,000
46334	2022/2023 Street Improv. Project	-	-	-	-	190,000
46343	2021/2022 Neighborhood Improvements - N. River Rd.	-	-	90,825	600,000	1,580,000
46364	Safe Route to School Project	-	-	-	1,150,000	-
46365	Madison St. Sidewalk Relocation	-	-	-	125,000	250,000
46335	LED Crosswalk Sign & LT	2,650	20,376	25,000	50,000	150,000
46337	20/21 W. Main St. Sidewalk Impov.	-	1,275	32,820	50,000	335,900
46351	Roadway Striping	-	-	-	25,000	35,000
46352	W. Grand Neighborhood Sidewalk	-	-	-	-	1,200,000
46355	Traffic Sign Upgrades	11,150	-	20,000	50,000	50,000
46363	Neighborhood Alley Improvements	-	25,000	-	25,000	95,000
46357	Alley Needs Assessment Program	11,366	-	-	-	-
46358	Public Charging Stations Program	1,830	16,646	1,307	-	-
<b>TOTAL CAPITAL</b>		<b>\$ 1,935,357</b>	<b>\$ 1,389,157</b>	<b>\$ 1,438,005</b>	<b>\$ 4,005,000</b>	<b>\$ 5,625,900</b>
581						
49151	Transfer to General Fund	432,140	484,760	421,820	421,820	463,170
49152	Transfer to CRA Fund	-	40,000	-	-	-
<b>TOTAL TRANSFERS</b>		<b>\$ 432,140</b>	<b>\$ 524,760</b>	<b>\$ 421,820</b>	<b>\$ 421,820</b>	<b>\$ 463,170</b>

**TOTAL EXPENDITURES    \$ 2,381,548    \$ 1,929,976    \$ 1,878,232    \$ 4,441,820    \$ 6,105,770**

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

CLASSIFICATION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
<i>Road Paving &amp; Reconstruction</i>					
2021/2022 Street Improv. Project	1,740,000	-	-	-	-
2022/2023 Street Improv. Project	190,000	1,740,000	-	-	-
LED Crosswalk Sign & LT	150,000	50,000	50,000	50,000	50,000
2020/2021 W. Main St. Sidewalk Improv.	335,900	300,000	-	-	-
Roadway Striping	35,000	35,000	35,000	35,000	35,000
Traffic Sign Upgrades	50,000	30,000	30,000	30,000	30,000
W. Grand Neighborhood Sidewalk Project	1,200,000	-	-	-	-
Madison St. Sidewalk Relocation	250,000	210,000	-	-	-
Neighborhood Alley Improvements	95,000	95,000	95,000	95,000	95,000
2021/2022 Neighborhood Imprv. - N. River Neighborhood	1,580,000	615,000	115,000	115,000	115,000
2023/2024 Street Improvement Project	-	190,000	1,740,000	-	-
2024/2025 Street Improvement Project	-	-	190,000	1,740,000	-
2025/2026 Street Improvement Project	-	-	-	190,000	1,740,000
2026/2027 Street Improvement Project	-	-	-	-	190,000
	<b>5,625,900</b>	<b>3,265,000</b>	<b>2,255,000</b>	<b>2,255,000</b>	<b>2,255,000</b>

**DIVISION TOTAL    \$   5,625,900    \$ 3,265,000    \$ 2,255,000    \$ 2,255,000    \$ 2,255,000**