

# PROPOSED BUDGET FY 2024-2025



CITY OF  
NEW PORT  
RICHEY

100<sup>th</sup>  
ANNIVERSARY

1924 - 2024

A circular graphic with a teal background. At the top, it reads "CITY OF NEW PORT RICHEY". Below that, in large white letters, is "100<sup>th</sup> ANNIVERSARY". The center features a stylized illustration of a city building with a red roof and white walls, flanked by palm trees. At the bottom, a white banner with a teal border contains the text "1924 - 2024".

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# City of New Port Richey

## Annual Operating Budget

### FY 2024 - 2025



#### **City Council**

Chopper Davis, Mayor  
Kelly Mothershead, Deputy Mayor  
Matt Murphy, Council Member  
Peter Altman, Council Member  
Bertell Butler IV, Council Member

#### **City Manager**

Debbie L. Manns, ICMA-CM

#### **Finance Director**

Crystal M. Dunn

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# Introduction

FISCAL YEAR  
2024-2025

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# **About New Port Richey**

## **General Information**

Description

Geography

Transportation

Media

Recreation and Aquatic Center

Public Works

Police Department

Fire Department

Library

Electoral Districts

## **City Council**

Council-Manager Form of Government

Council Meetings

Calendar of Meetings

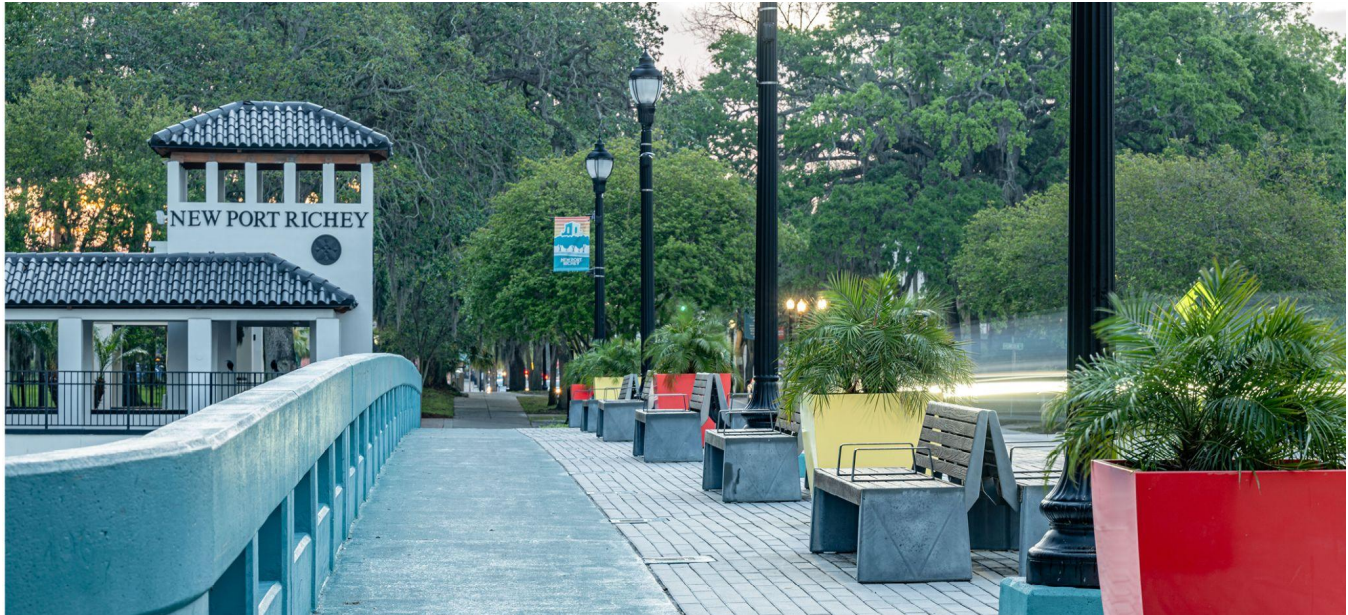
Communications

Elected Officials

Administrative Services and Department Contact Information

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## About New Port Richey

New Port Richey is a residential community with a strong local government and an attractive historical downtown and Main Street. The City has a broad array of business and retail services. Since its incorporation in 1924 and founded by Captain Aaron M. Richey, the city is most recognized for its cultural heritage and unique riverfront landscape. Located in western Pasco County, New Port Richey is approximately 30 miles northwest of greater Tampa. New Port Richey's geography blends nature, beaches, and great shopping with restaurants, culture and business - all with a small-town feel. Major attractions are located nearby. New Port Richey is rich in history, and alive with festivals and special events. In 1995, New Port Richey became sister cities with Cavalaire-sur-Mer on the French Riviera. Downtown's Cavalaire Square (home to arts and cultural performances) was named in honor of that very special relationship.

The City of New Port Richey is poised to attract new residents and visitors at an increasing rate each year. New Port Richey's geography blends nature, waterfront and great shopping with restaurants, culture and business, all with a small-town feel. Major attractions are nearby. New Port Richey is rich in history and alive with happenings.

Located in the West Central part of Pasco, the City of New Port Richey has a total area of 4.6 miles. The Gulf of Mexico coastline borders the west side and

the Pithlachascotee River runs through the City. New Port Richey is considered part of the Tampa Bay area, a mecca filled with major attractions and hot spots for recreation, sports and culture.

New Port Richey is a city in Pasco County, Florida, United States. It is a suburban city included in the Tampa - St. Petersburg - Clearwater, Florida Metropolitan Statistical Area (MSA) and is the largest city in Pasco County.

Pasco County is a county located in the State of Florida. The population estimate, according to the U.S. Census Bureau for the County is 553,947, as of 2020. Its county seat is Dade City, Florida. Pasco, along with Hernando, Hillsborough, and Pinellas counties, comprise the Tampa - St. Petersburg - Clearwater, Florida Metropolitan Statistical Area.

The Tampa Bay Area, or Tampa Bay, after the body of water it surrounds, is the second most populous metropolitan area in the State of Florida (after the South Florida metropolitan area), the second most populous on the Gulf Coast (behind Houston), the fourth most populous in the Southeast (after Miami, Atlanta and Washington), and the 19th-largest in the United States.

The U.S Census Bureau currently estimates 17,213 as the population for the City of New Port Richey as of 2023. The U.S Census Bureau currently estimates the



population for the Tampa - St. Petersburg - Clearwater, Florida Metropolitan Statistical Area (MSA) at 3.19 million, as of 2020. The Tampa Bay Partnership and U.S. Census data showed an average annual growth of 2.0 percent, or a gain of approximately 63,896 residents per year between 2015 and 2019. The combined Greater Tampa Bay region experienced a combined growth rate of 14.8 percent, growing from 3.9 million to 4.2 million. In 2008 the area’s construction-based boom was brought to a sudden halt by the financial crisis of 2007-2010, and by 2009 it was ranked as the fourth worst performing housing market in the United States. According to the U.S. Census Bureau, the County of Pasco has a total area of 868 square miles of which 747 square miles of it is land and 122 square miles of it is water.

The City of New Port Richey was frequented by famous silent film stars before the depression and “talking pictures”. Silent film stars, Gloria Swanson and Thomas Meighan, were frequent visitors of the town. Famous early Golf Champion, Gene Sarazen, invented the Sand Wedge in New Port Richey during the same early years of the City when the Hacienda was a central feature of the riverside fledgling city.

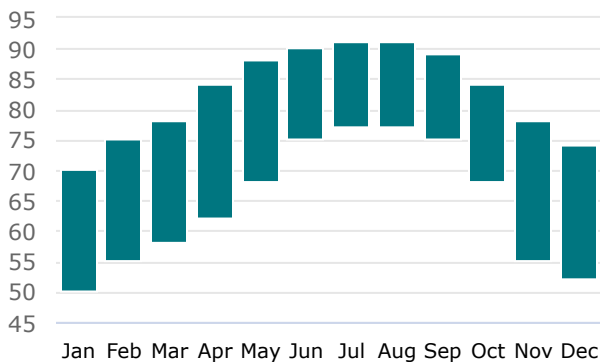
**Local Weather**

It’s no secret that Florida’s climate is an attraction for tourists. In New Port Richey, winters are mild and summers are very warm.

**Monthly Temperature Averages**

**Weather history for New Port Richey, Florida**

**Average Temperature**

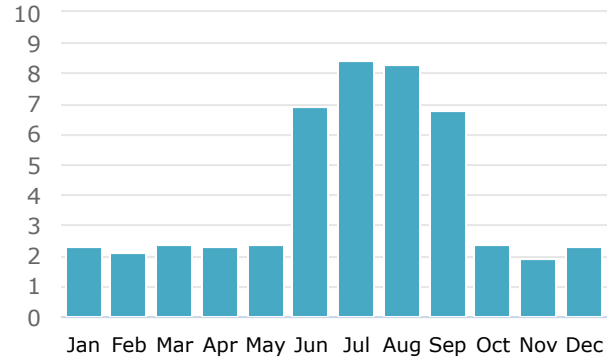


Data from Weather Trends

**Annual Rainfall Averages**

**Weather history for New Port Richey, Florida**

**Average Rainfalls in inches**



Data from Weather Trends

**Surrounding counties**

- ▶ Hernando County, Florida - North
- ▶ Sumter County, Florida - Northeast
- ▶ Polk County, Florida - Southeast
- ▶ Hillsborough County, Florida - South
- ▶ Pinellas County, Florida - Southwest

**Area Sports**

- ▶ Tampa Bay is home to NFL’s Tampa Bay Buccaneers,
- ▶ MLB’s Tampa Bay Rays,
- ▶ NHL’s Tampa Bay Lightning
- ▶ Spring training for the Philadelphia Phillies, Toronto Blue Jays, and NY Yankees.

**Major Economic Engines in the Area**

- ▶ Hospitality
- ▶ Retail
- ▶ Healthcare

**Major Employers**

- ▶ School District
- ▶ Government
- ▶ Hospital
- ▶ Primary Utilities

## Schools in New Port Richey Area

- ▶ Richey Elementary
- ▶ Cotee River Elementary School
- ▶ Gulf Middle School
- ▶ Gulf High School
- ▶ River Ridge High School

## College

Pasco-Hernando State College - New Port Richey location

## Hospital

Morton Plant North Bay Hospital

The City also provides a full range of modern, municipal services and events such as:

- ▶ Police, Fire, and emergency medical protection
- ▶ Community planning and economic development
- ▶ Zoning and code enforcement
- ▶ Building permit and inspection services
- ▶ Concerts and other events
- ▶ Parks, recreational, and sports programs
- ▶ Potable water and sanitary sewer services
- ▶ Stormwater management and street maintenance
- ▶ Local library

## Transportation

Interstate 75 runs north and south across the eastern part of the County. Once a major connecting point with Tampa, I-75 has been made obsolete for western residents of the County by the Suncoast Parkway.

Suncoast Parkway enters the County in the south halfway between Gunn Highway and US 41, and ends in the far northern part of the County at County Line Road (Exit 37). The Suncoast Parkway is a recently-constructed toll road that connects Pasco County with Hillsborough County, where it becomes the Veterans Expressway and heads directly into Tampa International Airport before reaching Interstate 275.

SR 589 has four Pasco County exits: SR 54 (Exit 19), Ridge Road Extension (Future Exit 24), SR 52 (Exit 27), and County Line Road (Exit 37).

U.S. Route 19 is a major commercial center running beside the Gulf of Mexico on the western edge of the County and is used as a primary connecting route to cities down the west coast of Florida, including Tarpon Springs, Dunedin, Clearwater, and St. Petersburg, as well as Spring Hill, Weeki Wachee, Homosassa and Crystal River to the north. Alternate 19 is a former section of US 19 that runs closer to the Gulf of Mexico in Pinellas and southern Pasco County than US 19.

State Road 52 (Colonel Schrader Memorial Highway) - an east-west route that runs primarily through the center of the County from US 19 in Bayonet Point to US 98-301 in Dade City.

State Road 54 (Gunn Highway/Fifth Avenue) - another east-west road that runs through southern Pasco County, from US 19 near Holiday to US 301 in Zephyrhills.

State Road 54 and SR 56 - link the Southwestern area of the county to the east and to the City of Zephyrhills whose municipal population approached New Port Richey's.

Little Road (CR 1) - major four to six lane county road in western Pasco County, bypassing US 19 between southeast of Aripeka and Trinity.

## Major City Roads

- ▶ North/South Roads
  - ▶ US Hwy 19
  - ▶ Grand Blvd.
  - ▶ Madison St.
  - ▶ Congress St.
  - ▶ Rowan Rd.
- ▶ East/West Roads
  - ▶ Massachusetts Ave
  - ▶ Main St
  - ▶ Gulf Dr.
  - ▶ Marine Pkwy

## Major Pasco County Roads

- ▶ SR 54
- ▶ SR 52
- ▶ Suncoast Highway
- ▶ US Hwy 19
- ▶ I-75,
- ▶ US Hwy 41
- ▶ County Rd
- ▶ Little Road
- ▶ Trinity Boulevard - CR 996

## Major Airports

- ▶ Tampa International Airport
- ▶ St. Petersburg-Clearwater Airport

## Minor Air Strips

- ▶ Zephyrhills Municipal Airport (ZPH)
- ▶ Pilot Country Airport (X05)
- ▶ Tampa North Aero Park (X39)
- ▶ Hidden Lake Estates Airport (FA40, private airport near Moon Lake)

## Bus Service



**GOPASCO** transportation services are provided by the Pasco County Board of County

Commissioners through Pasco County Public Transportation (GOPASCO). Bus service times vary per route, but in general fixed-route and paratransit services run from 5:30 a.m. through 8 p.m. Monday – Friday and 6:00 a.m. to 7 p.m. on Saturday. For accurate times, please see their individual route schedules.

For information on their fares, please refer to their web site at [pascocountyfl.net](http://pascocountyfl.net), call GOPASCO at (727) 834-3322 or email them at [info@gopasco.com](mailto:info@gopasco.com).

## News and current events

To keep up with area news and events, several metropolitan daily newspapers are circulated in New Port Richey. These include the Tampa Bay Times, Tampa Tribune, USA Today and the Wall Street Journal. Other periodic newspapers are also available such as the Suncoast News and West Pasco Press.

For local events you can visit the City's official website at [www.cityofnewportrichey.org](http://www.cityofnewportrichey.org), Facebook at [www.facebook.com/CityNPR/](http://www.facebook.com/CityNPR/) or [www.downtownnewportrichey.com](http://www.downtownnewportrichey.com). They include City events, local news as well as meeting minutes and information on city facilities and services.

## Local Utility Services

The City of New Port Richey provides water and sewer services within the City and some areas outside of the City limits. Other providers may include Pasco County Utilities and Florida Government Utility Authority. Electricity is provided by Duke Energy and in other areas by Withlacoochee River Electric.





6630 Van Buren Street  
 New Port Richey, FL 34653  
 (727) 841-4560  
 AARP Age Friendly Community Award  
 FRPA Agency Excellence Award  
 for Economic Impact  
 Healthy Weight Community Champion Award



Monday - Friday - 6:00AM - 8:00PM  
 Saturday - Sunday - 10:00AM - 5:00PM  
 Annual Members enjoy additional hours in the  
 fitness center; two hours prior to opening and two  
 hours after close each day.  
 For questions or information, please contact:

[juliena@cityofnewportrichey.org](mailto:juliena@cityofnewportrichey.org)

## City Parks



## Sims Park

George R. Sims, one of New Port Richey's earliest promoters, donated Sims Park (then named Enchantment Park) to the City in 1924. He died in 1954, and in accordance with his instructions, he was buried about 50 feet from Orange Lake without a tombstone - just a redbud tree to mark the spot. (However, his remains were moved to a cemetery some years later.) Sims Park is protected by New Port Richey's very first ordinance, and because of Ordinance One, the park will remain the people's park forever. Dogs are welcome in the park and around Orange Lake on a leash.

## Amenities & Features

- ▶ Boat dock
- ▶ Bandshell/Amphitheater
- ▶ Riverfront walk
- ▶ ADA Accessible Kayak/Canoe launch
- ▶ Children's playground
- ▶ Open green space
- ▶ Public restrooms
- ▶ Free parking
- ▶ 5 Pavilions (2 with grills)
- ▶ Paved paths
- ▶ Wheelchair-accessible
- ▶ Dog friendly

## Splash Pad

The splash pad located at Sims Park is open daily from 9:00AM until 30 minutes before sunset. Before the splash pad opens on Mondays & Fridays, City crews drain and refill the pad to maintain safe levels in the water, along with testing (3) three times daily. Keep in mind when visiting the Splash Pad, weather changes such as lightning, within a 10 mile radius, and outside temperatures dropping below 55° may cause it to open later or close early that day. State requirements for unforeseen sanitation issues and accidents, may cause the pad to close early also. You may review the Florida Health Department Chapter 64E-9 for Public Swimming Pools and Bathing Places for precise details.

## Other attractive parks to visit around the City:

- ▶ Cotee River Park
- ▶ Recreation Center Skate Park
- ▶ Orange Lake - Located in Sims Park
- ▶ Frances Avenue Park
- ▶ Meadows Dog Park
- ▶ Grand Boulevard Park
- ▶ James E. Grey Preserve
- ▶ Russ Park
- ▶ Jasmine Park

## Fishing & Boating

A Florida fishing license is required. Licenses are available at many local fishing supplies retailers or go to [www.gooutdoorsflorida.com](http://www.gooutdoorsflorida.com). The popular Fish Rules App has been updated to include freshwater regulations! Look for it in the App Store and Google Play for iOS and Android. Enable Location Services to see site-specific regulations for your location.



6132 Pine Hill Road  
Port Richey, FL 34668  
Tel: (727) 841-4536



Message from the Public Works Director

**COMMITTED TO SERVICE**  
**OUR MISSION:**  
**TO PROVIDE RESPONSIVE,**  
**PROFESSIONAL, AND**  
**COURTEOUS SERVICE TO THE PUBLIC**

## Public Works has many divisions

- ▶ Fleet
- ▶ Grounds and Facilities Maintenance
- ▶ Project Management
- ▶ Reclaimed Water
- ▶ Sewer Collection
- ▶ Stormwater Utility
- ▶ Streets and Right of Way Maintenance
- ▶ Water Distribution
- ▶ Water Production
- ▶ Water Reclamation Facility

The Department to contact for water breaks, sewer backups, street signs that are missing or down and street flooding.

Services also provided: yard debris pickup, free mulch to residents, minor street repair & flood control.



## POLICE DEPARTMENT

THE CITY OF NEW PORT RICHEY

6739 Adams Street  
 New Port Richey, FL 34652  
 Dispatch 727-841-4550  
 Records 727-841-4553

[www.nprpolice.org](http://www.nprpolice.org)



The City of New Port Richey Police Department is a progressive agency that currently employs 44 sworn officers, as well as auxiliary and part-time officers. The Department has 26 civilian employees, which includes dispatchers, crime scene technicians, victim advocate, code enforcement, records clerks, and other personnel. The City of New Port Richey city limits cover five square miles with a population of approximately 15,100 residents. New Port Richey is the hub of west Pasco County and is surrounded by an unincorporated population of approximately 240,000 Pasco County residents. The New Port Richey Police Department is the largest municipal law enforcement agency in Pasco County.



## NEW PORT RICHEY FIRE DEPARTMENT

5919 Main Street  
 New Port Richey, FL 34652  
 Administration: (727) 853-1032



The Fire Department currently operates out of 2 fire stations fully staffed with 24 career Firefighter-Paramedics augmented by 1 part-time Firefighter EMTs working 3 shifts on a 24-48-hour schedule. In addition to providing fire protection services, the fire department responds to many other emergencies including emergency medical service calls, hazardous material spills or releases, auto accidents with injuries, severe weather-related emergencies, water rescue and recovery, technical rescue and any other natural or man-made emergency. In addition to emergency services, the fire department provides a number of nonemergency services to ensure the safety of our community including inspections of all new buildings, buildings under renovation, and local businesses to make sure they meet the Florida Fire Prevention Code. The fire department also has a very popular fire safety education program not just during fire prevention week but year round. The fire department operates under the direction of Fire Chief Chris Fitch.





# CITY COUNCIL



5939 Main Street  
New Port Richey, FL 34652

[www.facebook.com/NPRPublicLibrary/](https://www.facebook.com/NPRPublicLibrary/)

[www.nprlibrary.org](http://www.nprlibrary.org)

Monday - Thursday - 10:00AM - 7:00PM  
Friday - 10:00AM - 5:00PM  
Saturday - 10am-2pm  
Sunday - Closed  
(727) 853-1279

**Founded in 1919**  
**Florida's Original Library of the Year**

**No charge for: Memberships, Internet Access, Wi-Fi, Classes and Programs**

The New Port Richey Public Library continues to grow in service to the community. The downtown Library on Main Street, recently renovated and beautifully welcoming, serves City residents as well as residents of Pasco County and unincorporated areas.

We transform lives with a curriculum that improves literacy, engages community, advances knowledge and sparks creative expression. Our curriculum includes participatory classes, individualized research assistance, innovative technology, relevant resources, and inspiring experiences that measurably empower our community.

## Electoral Districts

The City of New Port Richey is located in the following electoral districts:

- ▶ Congressional - 9
- ▶ State Senatorial - 11
- ▶ State House - 46
- ▶ County Commission - 4 or 5
- ▶ School Board - 4 or 5



City of New Port Richey  
Government Center  
5919 Main Street  
New Port Richey, FL 34652  
General: 727-853-1016

## About the Council-Manager Form of Government

- The Council-Manager form is the system of local government that combines the strong political leadership of elected officials in the form of a council, with the strong managerial experience of an appointed professional government manager. The form establishes a representative system where all power is concentrated in the elected council and where the council hires a professionally trained manager to oversee the delivery of public services.

## Council Makeup

The City Council is the legislative body. This consists of the Mayor, Deputy Mayor and three Council members. The City Council serves part-time for a small salary.

## What is the City Council's function?

The Council is the legislative body; its members are the community's decision-makers. Power is centralized in the elected council, which establishes policy through the enactment of ordinances which become a part of the City's Code of Ordinances, resolutions and motions of the City Council. They approve the budget and determine the tax rate. The Council focuses on the community's goals, major projects and such long-term considerations as community growth, land use development, capital improvement plans, capital financing and strategic planning. The Council hires a professional manager to carry out the administrative responsibilities and supervises the manager's performance.

## City Council Meetings

All meetings of the City Council are open to the public. Meetings are held in the City Council Chambers in City Hall at 5919 Main Street, New Port Richey. The calendar providing the dates and times of the meetings are posted on the City's website, [www.cityofnewportrichey.org](http://www.cityofnewportrichey.org).

Regular meetings of the City Council are held on the first and third Tuesday of each month (excepting holidays).

As needed, Special Meetings and City Council Workshops are held.

**Council Powers** - The Council's powers consist of: adopting all ordinances; reviewing and revising and adopting the budget; making appropriations; levying taxes; authorizing bond issues; providing for the internal structure of the local government; and establishing municipal policy.

The 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.

**Vox Pop** - The Vox Pop item at regular meetings of the City Council is an opportunity for citizens in the audience to address the City Council on matters that are not specifically listed on the agenda for that meeting. A person who wishes to speak to the City Council will be limited to a maximum of three (3) minutes. Speakers must identify themselves prior to speaking by stating their name and address for the record.

## Council Meeting Protocol

- A. The City Council will take action only on those items listed on the agenda. Copies are available to the public and are located on the table outside of Council Chambers.



- B. The Mayor is Chairperson of the meeting. The Deputy Mayor assumes the chair in the absence of the Mayor.
- C. Items listed on the agenda after the roll call, pledge of allegiance to the flag, and moment of silence/invocation are: Council Business; Consent Agenda; Public Hearings; and Council Business.
- D. Manner of addressing the Council: Upon recognition by the Chair, the person shall proceed to give his/her name and address in an audible tone of voice for the record. Statements shall be addressed to the Council as a body. No person, other than the person having the floor,

shall be permitted to enter into any discussion without recognition by the Chair.

- E. Personal and Slanderous Remarks: Any person making personal, impertinent or slanderous remarks, or who shall become boisterous, while addressing the Council, shall be asked by the Chair to cease or be asked to leave unless permission to continue be granted by a majority of the Council.

## City Council

The City Charter provides for a City Council that is vested with all legislative powers of the City. The Mayor and four Council members are elected at large to a staggered 3 year terms, all expiring in April.



**Chopper Davis,  
Mayor**

[davisc@cityofnewportrichey.org](mailto:davisc@cityofnewportrichey.org)

(727) 255-9135

Next election: April 2026



**Kelly Mothershead,  
Deputy Mayor**

[Mothersheadk@cityofnewportrichey.org](mailto:Mothersheadk@cityofnewportrichey.org)

(813) 843-2354

Next election: April 2025



**Peter Altman,  
Councilman**

[Altmanp@cityofnewportrichey.org](mailto:Altmanp@cityofnewportrichey.org)

(727) 277-4734

Next election: April 2025



**Bertell Butler IV,  
Councilman**

[ButlerB@CityofNewPortRichey.org](mailto:ButlerB@CityofNewPortRichey.org)

(727) 247-6901

Next election: April 2027



**Matt Murphy,  
Councilman**

[murphyrm@cityofnewportrichey.org](mailto:murphyrm@cityofnewportrichey.org)

(727) 514-6577

Next election: April 2026

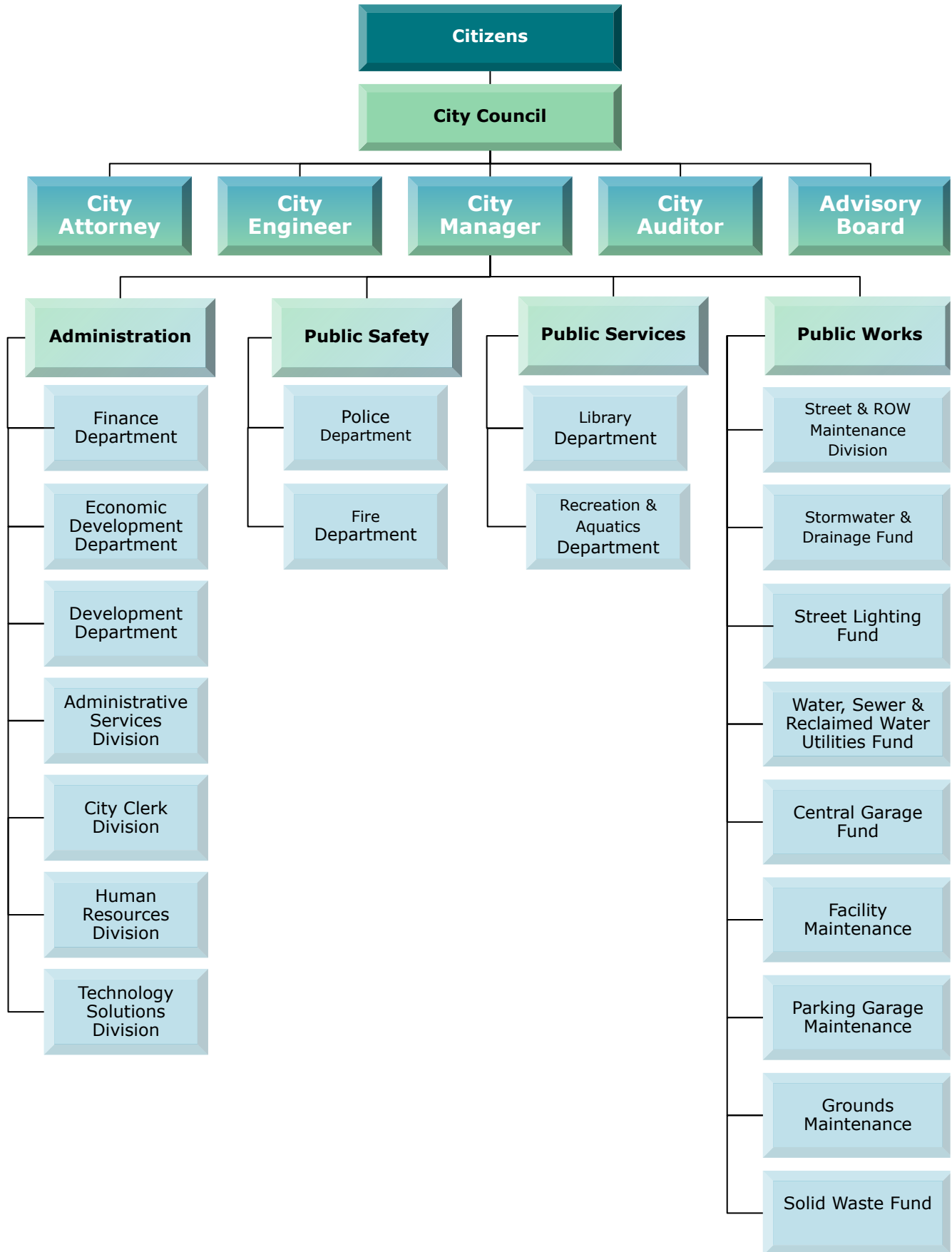


## Contact Information

**City's Official Website**  
[www.cityofnewportrichey.org](http://www.cityofnewportrichey.org)

Administrative Services and Department phone numbers:

City Manager	727.853.1021
City Clerk	727.853.1024
Development	727.853.1047
Finance	727.853.1055
Billing & Collection	727.853.1061
Technology Services	727.853.1252
Library	727.853.1279
Police	727.841.4550
Code Enforcement	727.841.4550
Fire	727.853.1032
Public Works	727.841.4536
Recreation/Aquatics Ctr	727.841.4560





# Budget Message

FISCAL YEAR  
2024-2025



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## September 18, 2024

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 2024-2025 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

There are many factors causing concern for the future stability of the economy. The pace of inflation has continued to accelerate, and the federal government has maintained higher interest rates, and labor shortages remain a challenge. The effects of wild and unprecedented weather patterns are damaging and have intensified the focus on ways to mitigate climate change. As a result, 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 2024/25 proposed budget was prepared by using a determined and practical 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 2024-2025 budget reflects an overall increase of 6.0% in expenditures over 2023-2024's total Operating Budget. The total budgeted expenditures from all budgeted funds for FY 2024-2025 are approximately \$105,561,130, compared to \$98,361,930 for FY 2023-2024.

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 principle 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:

- A. 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

- B. 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
- C. 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 2024-2025 General Fund budget is balanced without the use of prior year reserves. The total General Fund Revenue Budget is \$34,596,450, which includes transfers in from other governmental funds of \$4,040,180 and contributions from enterprise funds in the amount of \$4,907,170.

## Tax Rate and Tax Roll

On July 1, 2024, 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 11.54%. The total taxable property value of \$947,326,905 in 2023 increased to \$1,056,693,312 in 2024.

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 8.3000 mills (one mill equals one dollar of tax per one thousand dollars in value), which is a decrease of .1000 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. Staffing level changes proposed in the 2024-2025 Operating Budget consist of the following in the General Fund: the addition of one full-time human resource business partner, one full-time financial procurement analyst budgeted for one half of the fiscal year, and one full-time firefighter budgeted for one half of the fiscal year. Four full-time patrol officer positions were frozen in the new 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 2024-2025 is \$29,355,000. This amount represents \$1,646,240 more than what was budgeted in the previous fiscal year. Of that total, \$650,000 is dedicated to support general fund capital improvements, \$1,710,000 is dedicated to parks and recreation, \$1,420,000 is dedicated to



support public safety and public facilities, and \$1,695,000 is reserved for transportation. Additionally, \$1,690,000 is appropriated for stormwater utility projects, \$6,985,000 is being allocated to water and sewer construction projects, \$11,370,000 is dedicated to redevelopment efforts, and \$3,835,000 is dedicated to road and street improvements. The capital budget is a five-year plan for capital expenditures.

### Summary

Overall, the FY 2024-2025 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 2024/25 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, ICMA-CM  
City Manager

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# Financial Policies

FISCAL YEAR  
2024-2025



## Purpose

The broad purpose of the following financial management policy statement is to enable the City to achieve and maintain a long-term stable and positive financial condition. More specifically, it is to provide guidelines to the Finance Director in planning and directing the City's day-to-day financial affairs so recommendations can be made to the City Manager.

The scope of these policies includes accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, asset management, debt management and planning concepts. The financial policy statements define objectives, establish rules with parameters and express guidelines for fiscal conduct by the City in connection with the operating budget and capital improvement program. Financial policies will be reviewed annually as part of the budget process.

## Accounting System and Budgetary Control

The City utilizes a computerized financial accounting system, which incorporates a system of internal accounting controls. Such controls have been designed and are continually being reevaluated to provide reasonable, but not absolute, assurance regarding:

- ▶ The safeguarding of assets against loss from unauthorized use or disposition, and
- ▶ The reliability of financial records for preparing financial statements and monitoring accountability for assets.

The concept of reasonable assurance recognizes that:

- ▶ The cost of control should not exceed the benefits likely to be derived, and
- ▶ The evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the framework, and are believed to adequately

safeguarded and provide reasonable assurance of proper recording of financial transactions.

Accounting and budgeting records for governmental fund types and similar trust and agency funds are maintained on a modified accrual basis. Under the modified accrual basis, revenues are recognized and recorded when measurable and available, and expenditures are recorded when services or goods are received and the liabilities are incurred. Budgets for the governmental fund types are adopted on a basis consistent with generally accepted accounting principles (GAAP).

Accounting and budgeting records for proprietary fund types and similar trust funds are maintained on the accrual basis. Under the accrual basis, revenues are recognized when they are earned and expenses are recognized when incurred.

For proprietary funds, accounting and budget records differ to the extent that depreciation and certain other items are not budgeted for, but are a factor in determining fund balance revenues available for appropriation. Budgets for proprietary funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).

In accordance with the City Charter, the annual operating budget is proposed by the City Manager and enacted by the City Council after public participation. Although budgets are legally controlled at the fund level, management control of the operating budget is additionally maintained at the department level.

## Fiscal Year

The fiscal year of the City is from October 1 through September 30 of the following calendar year. Such fiscal year also constitutes the annual budget and accounting year.

## Financial Reporting Entity

The City is the primary reporting entity and also has a Community Redevelopment Agency (CRA) component unit that falls within its governance.

## Operating Budget

### Preparation

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The “operating budget” is the City’s annual financial operating plan, which includes all of the operating departments of the general fund, special revenue funds, and enterprise funds. The City Manager and the Finance Director prepare the budget with the participation of all department heads on a basis that is consistent with generally accepted accounting principles (GAAP). In accordance with Article III, Section 3.04(7) of the City Charter, the City Manager shall “prepare and submit the annual budget and capital program to the City Council”. The budget shall be adopted annually before September 30th by ordinance or resolution, in accordance with the City Charter, Article V, Section 5.03, and Florida State Statute 200.065. A copy is filed in the City Clerk’s office.

The budget is the single most valuable document for assisting the City Manager and the City Council in guiding the growth of the City. It receives careful thought and attention in its development. Therefore, in the City of New Port Richey, the budget process begins about 9 months prior to the start of the fiscal year.

**January - March:** The City Council is notified of the beginning of the budget process. Departments are requested to submit requests for any new and/or changes to personnel, along with capital and support data. Responses are due by the beginning of March. Department Heads, with the assistance of Human Resources and Finance, will calculate the costs of existing personnel.

**March:** Human Resources and Finance calculate and review the costs of all new and existing personnel. First draft of all personnel and capital expenditures are entered into the budget module.

**March - April:** Budget modules open for department entry of operational expenses. The Finance Department uses 6-7 months of actual data for the current year to project revenues. These are then compared to the requested expenses for next year

along with any other relevant information and cuts are made.

**June:** The Property Appraiser delivers an estimate of taxable value by June 1.

**July:** The Property Appraiser delivers the certificate of taxable value in accordance with Florida Statute 200.065 (also known as TRIM). Revisions are made to the preliminary budget document to balance the General Fund. The budget is presented to the City Council on the first Tuesday in July. No action by the City Council is taken at the first meeting. On the third Tuesday in July, the City Council is asked to set the proposed millage rate and state the percentage (if any) over the rollback rate. In addition, the City Council must set the date, time, and place for the first public hearing in September on the budget to comply with TRIM. The public hearing cannot conflict with the dates selected by the Pasco County School Board or Pasco County Government. The City must notify the Tax Collector and Property Appraiser within a specific time frame set by State Statute of the proposed millage rate. While the City can reduce the millage rate throughout the remainder of the budget process, the rate cannot be increased without individual notification to each property owner.

**August:** The Property Appraiser mails the TRIM notices to all the property owners notifying them of the proposed tax rate and the valuation of each parcel of property. Once the millage rate is certified, it may not be increased without re-mailing the notices. TRIM notices also include the date, time, and place of the first public hearing. These notices are mailed within fifty-five (55) days after certification of the assessed values. The City continues to work out any budget changes during this period.

**September:** The first public hearing is held on the date set on the notice mailed out by the Property Appraiser. This is at least sixty-five (65) days and within eighty (80) days after certification of the assessed values. All public hearings concerning the budget must be held after 5 P.M. The tentative millage and budget rates are set at the first public hearing. Advertisement in a newspaper of general circulation is required three (3) to five (5) days before the second public hearing. The advertisement must also be within fifteen (15) days of the first public hearing. The advertisement must

contain a summary of the budget, all millage rates, and tax increase percentages over the rolled back rate millage. The final millage and budget levies are adopted at the second public hearing.

**October:** Not later than thirty (30) days following the adoption of the ad valorem tax rates and budget, the City must certify to the State of Florida Division of Ad Valorem Tax that they have complied with the provisions of Chapter 200, Florida Statutes.

### Balanced Budget

The operating budget will be balanced with current revenues, which may include beginning fund balances less required reserves as established by the City Council or City Ordinance. A budget is balanced when the sum of estimated net revenues and appropriated fund balance is equal to appropriations.

### Planning

The budget process will be scheduled to allow the City Council to identify major policy issues several months before the budget approval date. This will allow adequate time for appropriate decisions and analysis of financial impacts.

### Reporting

Monthly expenditure reports will be made available to enable department heads to manage their budgets and enable the Finance Director to monitor and control the budget, as authorized by the City Council. The Finance Director will prepare a quarterly summary of revenues and expenditures for the City Council to assist in the understanding of the overall budget and the City's financial status.

### Control and Accountability

Each department head shall be solely responsible for insuring their department budgets will not exceed budgeted overall amounts. Failure to achieve budgetary control of their individual expenditure and revenue budgets will be evaluated and investigated by the City Manager or designee.

### Expenditure Requests

The Finance Director will evaluate expenditure requests from departments to insure that the requests are in the amounts and category originally budgeted in those departments and that adequate funds are available. The Finance Director shall make every effort to assist departments in making the purchases to accomplish the goals and objectives outlined in the budget information for each department.

### Contingencies

Reasonable appropriations may be made for contingencies, but only within spending categories.

### Amendment Process

Amendments to the original budget that alter the total revenues, expenses, or reserves of any fund must be approved by the City Council.

## Revenues

### Revenue Policies

The City will try to maintain a diversified and stable revenue system to shelter from unforeseeable short term fluctuations in any one revenue source. The City will estimate its revenues on an objective, analytical basis, where and when practical. Each existing and potential revenue source will be re-examined annually. User fees will also be reviewed to recover costs and to adjust for the effects of inflation.

The following considerations and issues will guide the Finance Director in the development of revenue and expenditure policies concerning specific sources of funds:

- A. **Non-Recurring Revenues** - One time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues should be used only for non-recurring expenditures and not for budget balancing purposes.
- B. **Ad Valorem Taxes** - Ad valorem taxes will be anticipated for purposes of operating budget preparation at:



1. 95% of the projected taxable value of current assessments and new construction
  2. Current millage rates, unless otherwise specified
- C. **Sales Tax** - The use of sales tax revenues is limited to the General Fund and/or Capital Improvement Fund.
- D. **State Revenue Sharing** - The use of state revenue sharing monies is included in the General Fund, with a portion earmarked for street improvements.
- E. **Local Option Gas Tax** - The use of local option gas tax revenues is limited to public transportation expenditures.
- F. **Pledged Revenues** - The use of revenues, which have been pledged to bond or note holders, will conform in every respect to those bond or note covenants.
- G. **Interest Earnings** - Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which the monies were provided for investing.
- H. **User-Based Fees and Service Charges** - User-based fees and service charges will be reviewed annually by Department Heads to ensure that fees provide adequate coverage of cost of services for their respective departments.
- I. **Enterprise Fund Rates** - The Finance Director and Public Works Director will review utility rates annually to ensure sufficient revenues are generated to cover operating expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.
- J. **Enterprise Activity Rates** - Other legal funds of the City include transfers and contributions from other funds as follows:
1. General and Administrative Charges -Administrative costs should be charged to all funds for services of general overhead, such as administration, finance, personnel, information technology, police, purchasing, facility maintenance, fleet maintenance, community development, and grounds maintenance, as appropriate. Following accepted practices, the Finance Director allocates indirect costs to determine the charges and procedures intended to recover up to 100% of said costs.
  2. Payment in-lieu-of ad valorem tax - Rates are calculated so as to include a fee equal to the estimated ad valorem taxes lost as a result of municipal ownership of the various utility and other enterprise activities owned by the City. Not-for-profit organizations may also be considered for a payment in-lieu-of ad valorem tax, subject to City Council approval.
- K. **Intergovernmental Revenues** - All potential grants are examined for matching requirements, including the required source of matching requirements, if applicable. These revenue sources will be expended only for the intended purpose of the grant program or aid. It must be clearly understood that operational requirements set up as a result of a grant or aid may be discontinued once the term and conditions of the program or aid has been satisfied.
- L. **Revenue Monitoring** - The Finance Director will compare revenues actually received to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report. Any variances considered to be material will be investigated. The Finance Director will report results of that investigation to the City Manager.

## Expenditures

- A. **Supplemental Appropriations** - The point of budgetary control is at the department level for all funds. If the City Manager certifies that there are available projected revenues for appropriations in excess of those estimated in the budget, the City Council may authorize supplemental appropriations, in accordance with Article V, Section 5.08 of the City Charter.

## B. Central Control/Transfers and Adjustments

1. Any budget transfer between funds or between departments must have the approval of the City Council.
2. The City Manager or designee may authorize the transfer of funds within a department, should the need arise.
3. Budget adjustments are normal occurrences during any given fiscal year. With the approval of the City Manager or designee, a Department Head may request to move funds within his or her department or division.

This control will realize budget savings each year that will be recognized in the approved budget as contingency accounts. These transfers may be made on a line item basis and not on a transaction basis. Adjustments requested by the Department Heads will be made twice a year or as often as determined by the City Manager and Finance Director.

## C. Purchasing - All purchases of goods or services will be made in accordance with the City's current purchasing policy, as revised 10/2011. The Purchasing Policy and Procedures Manual establishes approval levels at:

1. Department Heads - \$0 to \$2,499
2. Finance Director - \$2,500 to \$9,999
3. City Manager - \$10,000 to \$24,999
4. City Council - \$25,000 and above

## D. Recurring Transactions - Recurring Transactions are those that are on-going by their very nature. Examples of recurring transactions are the monthly electric bill, services provided by another governmental agency by agreement, monthly telephone service, fuel agreements, or contractual agreements already approved by the City Council at a regular council meeting, etc. These recurring transactions have already been approved by the City Council through the adoption of the budget or approval of contracts and or agreements. Therefore, no additional approval by the City Council is necessary unless the contract or agreement is to be modified or

a payment would exceed the original approved amount.

All contracts or agreements must be approved by the City Council before they can be considered recurring transactions. Any construction contract that has reached its final payment and where there is a "Final Change Order" also requires City Council approval.

However, recurring contract transactions in an amount of \$10,000 or more will be submitted to Council for informational purposes only (i.e. not as a prerequisite for payment).

## E. Purchasing Cards - The City's purchasing card program consists of Visa credit cards issued by the City's current treasury service provider. The program began in April 2001 and the purpose was to allow an alternative to the traditional purchase order system for the procurement of items. With many companies doing business on the internet and discounting their products if purchased through an online account the use of Purchasing Cards can provide opportunities for departments to save city resources. The City reaps the benefit of its streamline procedures and reduced cost.

The overall control consists primarily of the Department Heads being responsible for these purchases. The receipts for these purchases will be kept in the finance department and should be attached to the monthly statements from the bank. Overall limits for each Purchasing Card are set by the Finance Director based on the demand placed on the card and the need to safeguard the city resources.

## F. Prompt Payment - All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within forty-five (45) calendar days of receipt in accordance with the provisions of Florida Statutes 218.70.

The Finance Director shall establish and maintain proper procedures that will enable the City to take advantage of all purchase discounts, when possible, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

## Fund Balance/Reserves

Fund balance is generally defined as the difference between a fund's assets and liabilities. An adequate fund balance is necessary for numerous reasons, such as to have funds available in case of an emergency or unexpected events, to maintain or enhance the City's financial position and related bond ratings, to provide cash for operations prior to receipt of property tax revenues, and to maximize investment earnings.

- A. **General Fund** - To assure that a minimum amount is available when needed, a portion of the Fund Balance shall be set aside for emergency purposes. The term Undesignated or Unreserved includes all uncommitted balances, such as those sometimes referred to as carryover, fund balance, contingency funds, surplus, etc. The minimum amount reserved in the General Fund should not be less than 15% of the prior year General Fund operating budget not including any amendments. Chapter Two Section 2.1(a) states "A four fifths vote of the City Council shall be required in order to authorize the spending of any of these reserve funds for any reason." Any undesignated or unreserved fund balance over the required 15% may be used for any lawful purpose.
- B. **Special Revenue Funds** - Reserves will be forecasted such that they are positive balances. They may only be designated for the allowable uses of the applicable source of funding. Large balances may be accumulated and designated for future projects.
- C. **Enterprise Fund Reserves** - Reserves will be forecasted to be no less than 10% of the prior year operating budget. Additional funds will be reserved for capital expenses for properly funding the renewal and replacement fund; and for providing the required sinking and debt service reserves.

## Accounting, Auditing and Financial Reporting

- A. **Accounting** - The City Finance Department is responsible for the reporting of the financial affairs, both internally and externally. The Finance

Director is the City's Chief Financial Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.

- B. **Auditing** - The City will be audited annually by outside independent accountants ("auditor"). The auditor must be a CPA firm that can demonstrate that it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor's report on the City's financial statement should be completed within 180 days of the City's fiscal year end.

The auditor is retained by and is accountable directly to the City Council and will have access to direct communication with the City Council if the City Manager is unresponsive to auditor recommendations, requests for information, or if the auditor considers such communication necessary to fulfill its legal and professional responsibilities.

- C. **Financial Reporting** - The Finance Department shall be responsible for the information that is contained in the Comprehensive Annual Financial Report (CAFR), which may be prepared by the City's auditor or other designated governmental accounting professional. The accuracy and timeliness of the CAFR is the responsibility of the City staff. The CAFR will be prepared in accordance with generally accepted accounting principles (GAAP). Upon the completion and acceptance of the CAFR, the audited CAFR is presented to the City Council within 180 days of the City's fiscal year end unless an approved extension has been obtained from GFOA or the State of Florida.

The Finance Department will prepare internal financial reports, sufficient to plan, monitor, and control the City's financial affairs. Monthly revenue and expenditure reports will be made available to Department Heads and the City Manager. Quarterly revenue and expenditure reports will be provided to the City Council.

## Asset Management

- A. **Investments** - The Finance Director shall promptly deposit all city funds with the City's Depository Bank in accordance with the provisions of the current Bank Depository Agreement. The Finance Director will then promptly invest all funds in any negotiable instrument that the City Council has authorized under the provisions of the City Investment Policy.
- B. **Cash Management** - The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections, where feasible, resulting in limited cash collection points throughout the City.

All checks issued by the City shall bear the signature of the City Manager. For wire transfers the Finance Director shall establish written procedures stipulating the conditions and control procedures related to such activity. Any wire transfers are subject to the same requirements in the Purchasing Policy.

- C. **Cash/Treasury Management** - Periodic review of each cash flow position will be performed to determine performance of cash management and investment policies. Idle cash will be invested with the intent to (1) safeguard assets, (2) maintain liquidity, and (3) maximize return. Where legally permitted, pooling of investments will be done.

On March 5, 2002 the City Council adopted Resolution No. 02-09, which established the City's Investment Policy in accordance with FS 218.415.

## Debt Management

- A. **Purpose** - The City recognizes the primary purpose of capital facilities is to support provision of services to its residents. Using debt financing to meet the capital needs of the community must be evaluated according to efficiency and equity. Efficiency equates to the highest rate of return for a given investment of resources. Equity requires a determination of who should pay for the cost of capital improvements. In meeting the demand for additional capital facilities, the City will strive

to balance the load between debt financing and "pay as you go" methods. Through evaluation of the need for additional debt financed facilities and the means by which the debt will be repaid, the Finance Director will strike an appropriate balance between service demands and the amount of debt.

There are no statutory or charter limitations on debt. Debt is used for a variety of purposes and in a variety of ways. The principal use of debt by the City has been for making capital expenditures.

## Debt Financing

- A. **General Obligation Bonds (GO's)** - General obligation bonds will only be used to fund capital assets of the general government, are not to be used to fund operating needs of the City and are backed by the full faith and credit of the City as well as the ad valorem taxing authority of the City as prescribed by law. The term of a bond issue will not exceed the useful life of the asset(s) funded by the bond issue and will generally be limited to no more than thirty (30) years. General obligation bonds must be authorized by a vote of the citizens of the City of New Port Richey.
- B. **Revenue Bonds** - Revenue bonds will be issued to provide for the capital needs of any activities where the capital requirements are necessary for continuation or expansion of a service which produces revenue and for which the asset may reasonably be expected to provide for a revenue stream to fund the debt service requirements. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the bond issue and will generally be limited to no more than thirty (30) years.
- C. **Revenue Notes** - Revenue notes will be used to fund capital requirements, which are not otherwise funded by either Revenue Bonds or General Obligation Bonds. Debt service for Revenue Notes may be either from general revenue or backed by specific revenue stream or streams or by a combination of both. Generally, Revenue Notes will be used to fund capital assets where full bond issues are not warranted as a result of cost of the asset(s) to be funded



through the instrument or the costs associated with a bond issue. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the proceeds of the debt issue and will generally be limited to no more than thirty (30) years.

- D. **Method of Sale** - The Finance Director will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the Finance Director will publicly present the reasons why, and the Finance Director will participate with the financial advisor in the selection of the underwriter or direct purchaser.
- E. **Financing Alternatives** - The Finance Director shall explore alternatives to the issuance of debt for capital acquisitions and construction projects. The alternatives will include, but not be limited to, (1) grant funding, (2) use of reserves/designations, (3) use of current revenues, (4) contributions from developers and others, (5) leases, and (6) impact fees.
1. The Finance Department will maintain procedures to comply with arbitrage rebate and other Federal requirements.
  2. The City will ensure that the debt is soundly financed.
  3. The City will conservatively project the revenue sources that will be used to pay the debt.
  4. Financing of the improvement over a period of time will not be greater than the useful life of the improvement being financed.
  5. It will be determined that the benefits of the improvement exceed the costs, including interest costs.
  6. Maintaining a debt service coverage ratio, which ensures that combined debt service requirements will not exceed revenues pledged for the payment of debt.
  7. Evaluating proposed debt against the target debt indicators.

F. **Financing Methods** - The City maintains the following policies in relation to methods of financing used to issue debt:

1. Where possible, the City will use revenue or other self-supporting bonds in lieu of General Obligation Bonds.
2. When appropriate, the City will issue non-obligation debt, for example, Industrial Development Revenue bonds, to promote community stability and economic growth.
3. The Finance Department will maintain open communications with bond rating agencies about its financial condition and whenever possible, issue rated securities.

## Internal Controls

- A. **Written Procedures** - Wherever possible, written procedures will be established and maintained by the Finance Director for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.
- B. **Department Heads' Responsibilities** - Each Department Head is responsible to ensure that good internal controls are followed throughout their department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

## Staffing and Training

- A. **Adequate Staffing** - Staffing levels will be adequate for the fiscal functions of the City to operate effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload allocation alternatives will be explored before adding staff.
- B. **Training** - The City will support the continuing education efforts of all financial staff members including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff will be held accountable for communicating, teaching, and sharing with other staff members all information and training

materials acquired from seminars, conferences, and related education efforts.

- C. **Awards, Credentials. Recognition** - The Finance Department will support efforts and involvement, which result in meeting standards and receiving exemplary recitations on behalf of any of the City's fiscal policies, practices, processes, products, or personnel. Staff certifications may include Certified Public Accountant (CPA), Certified Government Finance Officer (CGFO) or Certified Public Finance Officer (CPFO).

The Finance Department will strive to maintain a high level of excellence in its accounting policies and practices as it prepares the annual CAFR. The CAFR will be presented annually to the Governmental Finance Officers Association for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting Award. The Certificate of Achievement for Excellence in Financial Reporting Award has been received by the City of New Port Richey for 29 consecutive years.

Additionally, it is the future goal of the Finance Department to submit the annual budget on a yearly basis to the GFOA for evaluation and consideration of the Distinguished Budget Presentation Award.

## Fund Types

### Governmental Funds

**General Fund** - The General Fund serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund.

**Special Revenue Funds** - Special revenue funds are used when legal requirements restrict specific resources to be expended for specific purposes, with the exception of trusts, capital projects or debt service. The Community Redevelopment Fund accounts for the revenues and expenditures of the tax increment district.

### Proprietary Funds

**Enterprise Funds** - Enterprise funds are used to account for operations that are financed and operated in a manner similar to a business. The cost of providing goods or services to the general public on a continuing basis should be financed or recovered through user charges. Currently there are two enterprise funds, which consist of the Water and Sewer Revenue and Stormwater Utility Fund.

### Fiduciary Funds

**Trust and Agency Funds** - Trust Funds are used to account for assets held by the government in a trustee capacity. Currently there are three pension trust funds, which consists of the General Employees', Police Officers', and Firefighters' Retirement Trust Funds. Agency funds are used to account for assets held as an agent for individuals, private organizations, other governments and/or other funds. Currently there are no agency funds.

### Non- Budgeted Funds

The City has additional funds that are audited, but not included in the budget. The law enforcement trust funds (Federal and State) contain funds from the confiscation of illegal drug money or assets and the disbursement of monies for drug enforcement and related purposes. These dollars are considered minor. The City also records the dollars for the Police, Fire, and General Employee's pension funds respectively. The City does not hold these dollars and there is a separate board for each pension fund that controls the distribution of the funds.

## Basis of Budgeting

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's Finances on the basis of "generally accepted accounting principles" (GAAP). In most cases, this conforms to the way the City prepares its budget. Exceptions are as follows:

Compensated absences liabilities expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget basis). Principal payments on long-term

debt within the Enterprise Funds are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis. Capital outlays within the Proprietary Funds are recorded as assets on a GAAP basis and expended on a Budget basis.

## Revenue Explanations

**Ad valorem Tax:** Property tax is based on the value of real and personal property. Each year the county property appraiser determines the total assessed value of each parcel of property in the City of New Port Richey. After subtracting lawful exemptions, the remaining amount becomes the taxable value. Ad valorem property taxes are based on the taxable value. Multiplying the taxable value by the millage rate generates the amount of the property tax. As an example, the taxable value of \$1,000 times a millage rate of 1 would yield an ad valorem tax of \$1.

**Franchise Tax:** A franchise tax is charged for the privilege of doing business within the City's jurisdiction and/or for utilizing the City's rights-of-way to transact their business. Franchise fees are levied on electricity, natural gas, and cable TV.

**Local Communications Tax:** This tax is collected and distributed by the State. It replaced the franchise fee and utility tax that previously were charged for telephone and cable television services.

**Intergovernmental Revenue:** These revenues are received by the City from other governmental units. They include State Revenue Sharing, Half Cent Sales Tax, grants and various other state taxes, licenses and reimbursements programs. In addition, the City recoups some funds from the county school board for providing police liaison services in the schools.

**Charges for Services:** These are also called "user fees." They are defined as "payments based on specific goods and/or services provided." These fees

are charged on a range of products and/or services, such as library memberships and related library fees, recreation memberships and passes, rental income, concession stand income, emergency service fees, etc.

**Fines and Forfeitures:** This revenue comes from the settlement of criminal cases taken to court and/or fines for the violation of local codes. Some of the types of fines and forfeitures are code enforcement fines, library fines, court fines, parking fines, contraband forfeitures, etc.

**Interest Revenue:** Revenue derived from the investment of idle cash is an important source of revenue. The City of New Port Richey recognizes the importance of establishing effective cash management and works diligently to promote aggressive collections and maximize cash flow.

**Miscellaneous Revenue:** These are revenues that do not fit into one of the other revenue categories.

**Non-Revenues:** These are revenues derived from other City funds that are transferred from one fund to another for various reasons. Some transfers are simply contributions and others are based on services provided by another fund. Carry over or prior year fund balance appropriations, indicates a decision by the City to use some of the City's undesignated fund balance.

**Transfer from Other Funds:** Transfers are made from one fund to another for various reasons. Some transfers are simply contributions and some are based on services provided by another fund. Transfers can be required as a result of debt service.

**Other Financing Sources:** The most common type of other financing sources are appropriations of previous surplus or planned outside financing such as bank loans or leases of capital items.

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# General Fund

FISCAL YEAR  
2024-2025

# General Fund Revenue

001 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
311100	Current Ad Valorem	5,945,352	6,806,449	7,563,250	7,563,250	8,332,020
311200	Delinquent Ad Valorem	13,881	(3,152)	30,000	30,000	30,000
314100	Electric Utility Tax	1,709,552	1,886,544	1,750,000	1,750,000	1,750,000
314400	Gas Utility Tax	41,086	35,678	30,000	30,000	50,000
314800	Propane Utility Tax	66,278	70,478	50,000	50,000	50,000
315250	Local Communication Svc Tax	861,394	1,038,494	995,840	995,840	1,198,560
316100	Local Business Tax	115,994	125,903	175,000	175,000	140,000
<b>Total Taxes</b>		<b>8,753,537</b>	<b>9,960,394</b>	<b>10,594,090</b>	<b>10,594,090</b>	<b>11,550,580</b>
321110	Residential Rentals	71,695	87,170	115,000	115,000	115,000
322100	Building Permits	708,771	809,825	925,000	925,000	875,000
322200	Building Code Surcharge	-	198	1,500	1,500	1,500
322300	Certificate of Use Permits	-	-	35,000	35,000	10,000
323100	Electric Franchise Fee	1,347,580	1,481,249	1,275,000	1,275,000	1,350,000
323400	Gas Franchise Fee	45,565	50,868	50,000	50,000	50,000
323700	Garbage Hauling	155,557	242,145	119,000	-	120,640
329100	Other Licenses & Permits	2,463	137	2,000	2,000	1,000
329210	Development Review Fees	12,635	28,325	35,000	35,000	40,000
329600	Tree Removal/Replacement	-	2,000	10,000	10,000	10,000
<b>Total Licenses &amp; Permits</b>		<b>2,344,266</b>	<b>2,701,917</b>	<b>2,567,500</b>	<b>2,448,500</b>	<b>2,573,140</b>
331200	Bullet Proof Vest Prtshp	-	-	1,405	-	-
331225	USDA-Pandemic Resp & Safety Gr	6,565	-	-	-	-
331280	Identity Theft & Fraud Grant	9,626	-	10,000	10,000	(10,000)
331300	Pedestrian Safety Grant	-	-	2,510	-	-
331361	USDOJ Reducing Violent Crime	-	-	111,795	111,795	-
331371	FDLE - SAFE Grant	-	-	50,000	50,000	-
331531	Blight Removal Program	-	-	4,329	-	-
331540	Community Develop. Block Grant	10,417	21,667	750,000	750,000	698,000
331550	School Dist. Reimb For SRO	102,268	77,310	-	-	-
331580	FEMA Reimbursement	-	126,435	-	-	-
331591	ARPA Grant	420,770	580,698	1,900,000	1,900,000	2,173,430
334240	Victims of Crime Act Grant	32,306	31,907	38,000	38,000	32,000
334280	State EBT SNAP Program	14,951	14,946	20,000	20,000	18,000
334510	State Aid To Libraries	17,805	18,793	18,790	26,790	14,870
334520	Library Serv & Tech Act Inno	-	68,701	-	-	-
334600	FL Humanities Council Grant	4,500	500	-	-	-
334730	Electrify America	1,879	-	-	-	-
334750	Other Grant Funding	-	-	-	-	15,000
335125	Municipal Revenue Sharing	972,770	992,541	913,830	913,830	923,930
335140	State Mobile Home Licenses	39,576	37,573	50,000	50,000	45,000
335150	Alcoholic Beverage Lic.	36,182	42,331	50,000	50,000	45,000
335180	Half-Cent Sales Tax - Ord	1,468,905	1,457,377	1,390,750	1,390,750	1,373,500
335200	Firefighters Supp. Comp.	5,270	4,920	5,000	5,000	40,000
335240	St.Excise Tax -Police Pension	225,052	259,111	225,000	225,000	260,650
335250	St.Excise Tax -Fire Pension	125,946	138,787	115,000	115,000	160,100

## General Fund Revenue (cont.)

001 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
335410	Rebate on Municipal Vehicle	14,851	14,565	15,000	15,000	14,000
338200	Mun.Share - County Occ. Lic	10,410	12,813	15,000	15,000	10,000
339100	Other Intergovernmental Revenue	-	-	-	2,000,000	-
<b>Total Intergovernmental</b>		<b>3,520,049</b>	<b>3,900,975</b>	<b>5,686,409</b>	<b>7,686,165</b>	<b>5,813,480</b>
341200	Zoning Fees	72,420	67,822	75,000	75,000	90,000
341310	Administrative Fees	17,507	19,668	25,000	25,000	30,000
341330	Magistrate / Court Fees	(7,470)	(275)	-	30,000	-
341400	Cert. Copying & Record Search	67,762	54,622	75,000	75,000	60,000
341430	Notary Services	470	340	500	500	500
342100	Off-Duty Pay	121,975	116,620	175,000	175,000	150,000
342400	Emergency Service Fees	425	875	5,000	5,000	12,000
342510	Fire Inspection Fees	16,596	8,939	115,000	115,000	54,000
343940	Street Lights - Lakewood Villa	3,961	3,961	5,000	5,000	4,000
343950	Street Lights - Eastbury Garde	3,312	3,316	4,000	4,000	4,000
343960	Street Lights - Hillandale	18,209	18,202	18,000	18,000	18,000
343970	Street Lights - Ridgewood	11,172	11,167	15,000	15,000	12,000
343980	Street Lights - Barbara Ann	972	972	1,500	1,500	1,000
347100	Library Memberships	-	-	890	-	-
347110	Misc. Proceeds - Library	10,301	13,772	13,000	13,000	10,000
347120	Gifts - Library	171	103	300	300	200
347130	Memorials - Library	50	20	100	100	100
347140	Bus Passes	-	1,106	2,000	2,000	6,500
347150	Passport Services	-	-	-	-	1,000
347200	Library Classes	-	-	400	-	-
347220	Recreation Memberships	183,617	203,251	200,000	200,000	210,000
347230	Concessions - Machine	3,434	6,061	5,000	5,000	5,500
347240	Recreation Daily Fees	196,440	223,804	195,000	195,000	220,000
347250	Rentals	113,527	118,354	160,000	160,000	170,000
347270	Lesson Fees	7,470	-	12,000	12,000	8,500
347280	Percentage of Classes	20,154	18,816	35,000	35,000	25,000
347290	Summer Program	63,428	62,423	115,000	65,000	115,000
347300	Team Sports	9,031	10,555	15,000	15,000	15,000
347310	Concession - Stand	1,059	2,085	5,000	5,000	3,000
347320	Recreational Trips	7,917	8,273	10,000	10,000	12,000
347330	Red Cross Classes	1,620	2,450	3,500	3,500	3,000
347340	Swim/Rec Accessories	817	772	2,000	2,000	500
347370	Camps	4,395	3,845	4,500	4,500	10,000
347390	Park Vending	8	130	750	-	1,000
347400	Instructor Class Percentages	45,366	66,864	60,000	60,000	55,000
347410	Special Events - Reimbursement	18,948	35,505	30,000	30,000	50,000
<b>Total Charges For Services</b>		<b>1,015,064</b>	<b>1,084,418</b>	<b>1,383,440</b>	<b>1,361,400</b>	<b>1,356,800</b>

## General Fund Revenue (cont.)

001 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
351100	Court Fines	61,039	1,128	70,000	70,000	1,000
351110	Civil Infraction Fines	90,456	118,298	130,000	130,000	550,000
351200	Parking Fines	275	380	2,000	2,000	1,500
351210	Red Light Fines	1,685,751	1,738,445	1,650,000	1,650,000	1,600,000
351300	Police Education	9,578	9,866	8,000	8,000	9,000
352100	Library Fines	171	163	300	3,000	100
354100	Code Enforcement Fines	(35,083)	339,805	80,000	97,000	550,000
354110	Lot Clearing/Mowing Fines	2,290	450	3,000	3,000	1,000
354120	Investigations - Recovery	27,774	27,596	25,000	25,000	25,000
354140	Residential Rental Insp Fines	8,535	1,780	2,000	2,000	1,000
358200	Impound Lot	153,165	149,379	150,000	150,000	40,000
359100	Other Fines & Forfeitures	6,426	6,281	5,000	5,000	2,000
359110	Unclaimed Evidence	-	20,978	5,000	5,000	5,000
359120	Contraband Forfeitures	-	-	5,000	5,000	2,000
359130	Equitable Sharing - DOJ/DEA	-	88,917	-	-	-
<b>Total Fines &amp; Forfeitures</b>		<b>2,010,377</b>	<b>2,503,466</b>	<b>2,135,300</b>	<b>2,155,000</b>	<b>2,787,600</b>
361100	Interest on Investments	20,606	253,291	10,000	10,000	25,000
361110	Interest on Note Receivable	371,988	-	-	-	-
361130	Interest on Taxes	18,010	23,115	20,000	20,000	20,000
361160	Interest - Lot Mowing	137	36	-	-	-
361200	Interest - S.B.A.	6,730	39,195	10,000	10,000	20,000
361250	Interest - FMLvT	(1,418)	7,892	5,000	5,000	7,000
362100	Rents & Royalties - Misc.	2,250	5,888	9,343	-	-
362140	Rent - Chamber of Commerce	5,500	6,600	5,400	5,400	5,400
364220	Surplus Land Sales	-	-	-	-	1,400,000
364410	Disposition of Fixed Assets	(5,637)	(86)	50,000	50,000	10,000
364420	Insurance Proceeds	15,379	32,327	-	-	25,000
364430	Litigation Proceeds	-	5,651	-	-	-
366900	Contributions & Donations	3,102	11,284	2,663	-	2,500
366910	Contributions - PD	10,080	500	-	-	-
366920	Donations - Recreation	4,926	20,770	1,639	-	1,000
366930	Contributions - Library	15,742	(4,434)	500	990	50,500
366980	Contributions - Fire Dept	-	2,000	-	-	-
369210	Vacant/Forclsd Property Reg.	3,675	3,750	-	-	2,000
369300	Refund of Prior Year Exp.	7,067	2,657	5,000	5,000	5,000
369310	Opioid Settlements	-	-	-	106,900	90,000
369710	Returned Check Charge	280	30	100	-	100
369900	Other Miscellaneous Revenue	18,799	50,697	15,000	15,000	10,000
381200	Trans From W&S Rev	-	25,293	77,667	-	-
381310	Trans From Street Improvmt	473,429	479,503	488,110	488,110	544,270
381320	Trans From CRA - Administrativ	267,790	457,893	649,230	649,230	676,610
381370	Trans From CRA - Loan	-	-	525,090	525,090	2,119,300
381600	Trans From Cap Imprvmnt	1,018,950	1,217,150	1,524,040	1,524,040	700,000
<b>Total Miscellaneous</b>		<b>2,257,385</b>	<b>2,641,002</b>	<b>3,398,782</b>	<b>3,414,760</b>	<b>5,713,680</b>



## General Fund Revenue (cont.)

001 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
382100	Contr. From W&S Svcs Costs	3,384,960	4,117,310	3,669,000	3,669,000	3,852,940
382110	Contr. From W&S TBW Assets	246,420	216,180	184,420	184,420	151,060
382120	Contr. From W&S PILOFF	630,280	649,190	668,660	668,660	688,720
382200	Contr. From Stormwater Utility	130,000	130,000	130,000	130,000	130,000
382300	Contributions from Solid Waste	-	-	165,560	165,560	84,450
383200	Capital Lease Proceeds	193,813	-	-	-	-
<b>Total Other</b>		<b>4,585,473</b>	<b>5,112,680</b>	<b>4,817,640</b>	<b>4,817,640</b>	<b>4,907,170</b>
<b>Revenues Prior to Fund Balance</b>		<b>24,486,151</b>	<b>27,904,852</b>	<b>30,583,161</b>	<b>32,477,555</b>	<b>34,702,450</b>
389900	Prior Year Fund Bal.-Undesigna	-	-	132,500	132,500	-
<b>Total Fund Balance</b>		<b>-</b>	<b>-</b>	<b>132,500</b>	<b>132,500</b>	<b>-</b>
<b>General Fund Revenues</b>		<b>\$ 24,486,151</b>	<b>\$ 27,904,852</b>	<b>\$ 30,715,661</b>	<b>\$ 32,610,055</b>	<b>\$ 34,702,450</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 - Non-classified Expenditures

001011 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41311	Part Time Wages	29,088	39,600	39,600	39,600	30,000
42111	Social Security Matching	2,225	3,029	3,030	3,030	2,300
<b>Total Personnel Services</b>		<b>\$ 31,313</b>	<b>\$ 42,629</b>	<b>\$ 42,630</b>	<b>\$ 42,630</b>	<b>\$ 32,300</b>
43111	City Attorney	96,679	96,715	92,400	92,400	92,400
43199	Professional Svcs - Misc	6,969	10,964	35,000	35,000	65,000
44011	Travel & Training	11,856	10,281	14,000	14,000	16,300
44134	Data Lines	3,323	2,301	2,800	2,800	2,800
44211	Postage	982	4,613	500	500	350
44810	Cultural Affairs	4,610	11,175	10,000	10,775	10,000
44812	West Pasco Historical Society	20,000	-	18,000	18,000	16,000
44961	Special Events	-	10,200	85,000	85,000	85,000
44965	City Sponsored Prog. Expense	-	3,980	3,500	3,500	2,000
44999	Other Current Charges - Misc	31,315	13,111	10,000	10,000	9,000
45111	Office Supplies	2,192	1,795	500	1,200	800
45231	Clothing & Wearing Apparel	367	455	500	500	500
45243	Computer Supplies	69	(450)	1,000	1,000	800
45248	Prizes and Awards	-	229	-	-	-
45411	Dues and Memberships	6,861	9,633	8,500	8,500	8,500
45461	Books and Publications	418	1,185	800	800	1,200
<b>Total Operating</b>		<b>\$ 185,641</b>	<b>\$ 176,187</b>	<b>\$ 282,500</b>	<b>\$ 283,975</b>	<b>\$ 310,650</b>
<b>Total Expenditures</b>		<b>\$ 216,954</b>	<b>\$ 218,816</b>	<b>\$ 325,130</b>	<b>\$ 326,605</b>	<b>\$ 342,950</b>

General Fund

## 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.

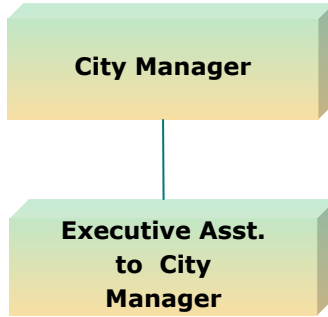
### Description

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 - Much of the communication to the City Council, the media, and 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	FY22-23	FY23-24	FY24-25
CITY MANAGER	0.75	0.75	0.75
EXECUTIVE ASSISTANT/CITY CLERK	0.75	0.75	0.75
<b>Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

## City Manager Expenditures

001021 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	99,590	106,136	115,350	115,350	133,630
41210	Regular Exempt Salaries	55,738	59,333	57,050	57,050	60,660
41512	Gas / Car Allowance	6,036	6,036	6,000	6,000	4,500
42111	Social Security Matching	12,035	13,042	13,650	13,650	14,490
42211	FL Retirement System	37,488	52,080	59,510	59,510	67,070
42311	Health Insurance - Regular	13,575	10,292	15,130	15,130	11,730
42312	Group Life Insurance	79	81	90	90	90
42313	Accidental Death AD&D	11	11	40	40	20
42420	Workers Compensation	294	225	270	270	340
<b>Total Personnel Services</b>		<b>\$ 224,846</b>	<b>\$ 247,236</b>	<b>\$ 267,090</b>	<b>\$ 267,090</b>	<b>\$ 292,530</b>
43199	Professional Svcs - Misc	-	-	20,000	20,000	15,000
44011	Travel & Training	6,685	4,556	7,500	7,500	6,000
44121	Telephone - Local	2,457	1,841	2,500	2,500	2,100
44134	Data Lines	923	36	1,000	1,000	1,000
44211	Postage	84	125	100	100	50
44481	Lease - Copier	157	1,295	1,000	1,000	1,000
44799	Printing & Binding	282	1,900	1,000	1,000	1,000
44999	Other Current Charges - Misc	1,292	1,123	1,500	200	200
45111	Office Supplies	1,317	4,039	4,000	2,500	2,500
45231	Clothing & Wearing Apparel	6	50	200	200	100
45243	Computer Supplies	190	358	500	500	500
45299	Operating Supplies - Misc.	2,235	2,776	2,000	1,500	1,500
45411	Dues and Memberships	1,124	1,379	2,000	2,000	1,800
45461	Books and Publications	121	219	200	200	200
<b>Total Operating</b>		<b>\$ 16,873</b>	<b>\$ 19,697</b>	<b>\$ 43,500</b>	<b>\$ 40,200</b>	<b>\$ 32,950</b>
46419	Leased Equipment	6,890	-	-	-	-
47151	Lease - Principal	21	-	-	-	-
47251	Interest - Leases	3	-	-	-	-
<b>Total Capital</b>		<b>\$ 6,914</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 248,633</b>	<b>\$ 266,933</b>	<b>\$ 310,590</b>	<b>\$ 307,290</b>	<b>\$ 325,480</b>

## Human Resources

### It is the Mission of Human Resources to

attract, develop, motivate, and retain a professional workforce that will service the people of the City of New Port Richey. We will strive to achieve the goals and priorities put forth by the City Manager and City Council. We will balance the needs of our employees with the success of the organization by providing competent Human Resource advice and direction. We will be a strategic partner. Human Resources will work diligently to ensure that every employee is treated fairly and equally in an open, diverse, and respectful work environment.

### Description

Human Resources is to be seen as a fair and trusted resource for both managers and employees. We will be a Department that embraces innovation and change. We will seek ways to improve our efficiency and services. We will champion accountability and strive to create an environment where people want to work. We will provide a high level of customer service and attempt to meet the needs of our employees and the citizens of New Port Richey each day.

Specific duties of the Department include the following:

- ▶ Recruit, retain, and develop the most qualified individuals for employment with the City
- ▶ Manage the employee benefit programs, including those noted here:
  - ▶ Salary Administration and Classification System
  - ▶ Group Health, Dental, and Vision Care Insurance
  - ▶ Holiday and Annual Leave
  - ▶ Educational Assistance
- ▶ Administration of the Workers' Compensation/Disability Leave Program.
- ▶ Negotiate and secure public risk management coverage and administer the requisite responsibilities of the program.

### Accomplishments of FY24

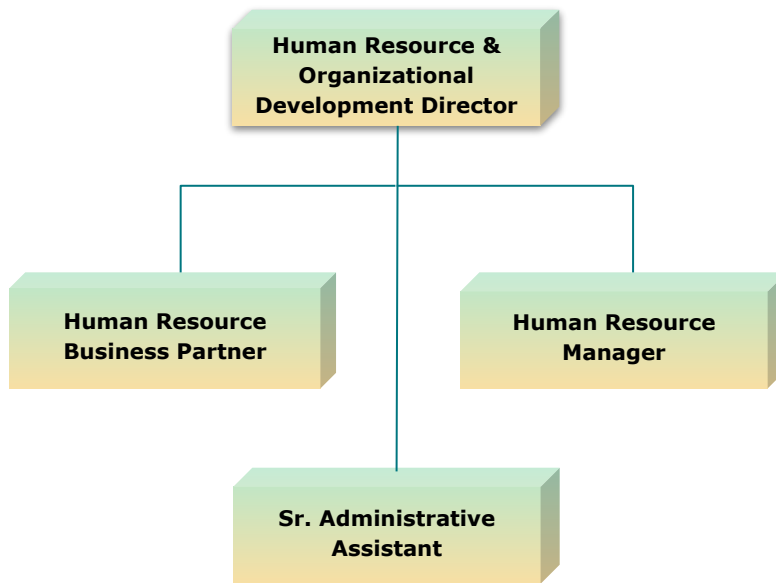
- ▶ Completed and implemented a comprehensive Classification and Wage Study covering the General Employees for FY 24.
- ▶ Negotiated and ratified a new Collective Bargaining Agreement with West Central PBA covering the Police Department for FY24.
- ▶ Negotiated and ratified a new Collective Bargaining Agreement with IAFF, Local 1158, covering the Fire Department for FY 24.
- ▶ Conducted a City-wide training program on "Building Inclusive Excellence" for all staff.
- ▶ Participated in a comprehensive review of the Department's IT needs, capabilities, current utilization levels and future implementation strategies with Tyler Technologies.
- ▶ Initiated a review and analysis of the City's current health benefit programs, vendors, and risk management coverages.
- ▶ Received and processed 682 applications.
- ▶ Conducted 50 New Employee Orientation meetings.

- ▶ Posted and recruited for 53 positions.
- ▶ Recruited and hired a new HR Director.

### **FY25 Initiatives**

- ▶ Implement new Benefit and Risk Management strategies to provide better plan coverages for our employees and their families as well as the overall City.
- ▶ Increase the utilization of technology to improve the operating efficiency of the Department and public interaction.
- ▶ Negotiate and seek to ratify a cost-of-living adjustment (COLA) with members of West Central PBA covering the Police Department for FY25.
- ▶ Negotiate and seek to ratify a cost-of-living adjustment (COLA) with IAFF, Local 1158 members for FY25.
- ▶ Update and implement a new version of the City of New Port Richey Human Resources Policies and Procedures.
- ▶ Increase employee communication to strengthen engagement and staff retention by helping employees to have a better understanding/awareness of the benefits provided to them and their families by the City.





**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
HR & ORGANIZATION DEV DIRECTOR	1.00	1.00	1.00
HUMAN RESOURCE BUSINESS PARTNER	-	-	1.00
HUMAN RESOURCE MANAGER	1.00	1.00	1.00
SENIOR ADMINISTRATIVE ASST	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>4.00</b>

## Human Resources/Risk Management Expenditures

001022 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	45,373	21,969	105,020	105,020	126,000
41112	Division Head Salaries	63,886	68,179	69,040	69,040	72,490
41210	Regular Exempt Salaries	-	-	-	-	55,020
41299	Regular Full Time Wages	37,264	38,080	37,980	37,980	39,880
41531	Education Reimbursement	5,040	1,285	7,000	7,000	4,000
42111	Social Security Matching	11,005	9,569	16,220	16,220	22,450
42211	FL Retirement System	24,868	20,587	50,770	50,770	39,990
42311	Health Insurance - Regular	13,284	16,411	30,260	30,260	38,960
42312	Group Life Insurance	45	46	180	180	90
42313	Accidental Death AD&D	6	8	90	90	20
42420	Workers Compensation	269	257	320	320	500
42511	Unemployment Comp. Claims	1,766	4,860	15,000	15,000	15,000
<b>Total Personnel Services</b>		<b>\$ 202,806</b>	<b>\$ 181,251</b>	<b>\$ 331,880</b>	<b>\$ 331,880</b>	<b>\$ 414,400</b>
43112	Labor Attorney Services	9,640	3,822	13,000	6,500	15,000
43199	Professional Svcs - Misc	49,711	53,608	75,000	55,000	75,000
43413	Employee Support Programs	11,607	24,734	30,000	25,000	28,000
44011	Travel & Training	3,481	1,534	3,000	3,000	3,000
44121	Telephone - Local	1,076	1,723	950	950	1,400
44134	Data Lines	483	36	300	300	300
44211	Postage	62	73	60	60	40
44481	Lease - Copier	793	366	1,000	1,000	500
44511	Liability Insurance - Comp. Ge	115,911	182,751	180,200	180,200	195,050
44521	Buildings & Contents Insurance	312,165	424,767	571,600	571,600	626,340
44522	Pollution Insurance	5,175	4,629	4,500	4,500	4,530
44523	Automobile & Truck Insurance	70,178	103,188	131,400	131,400	112,190
44590	Insurance Miscellaneous	1,317	-	2,000	2,000	2,000
44799	Printing & Binding	787	372	1,000	1,000	500
44915	Classified Advertising	5,720	5,050	8,000	8,000	7,000
44966	Employee Incentives	12,125	11,689	12,200	12,200	11,000
45111	Office Supplies	6,032	1,765	1,500	1,000	2,000
45231	Clothing & Wearing Apparel	-	-	250	250	250
45243	Computer Supplies	697	1,503	3,500	3,500	1,450
45254	Training Supplies - General	-	-	-	300	-
45291	Operating Supplies - Disaster	-	-	-	100	-
45411	Dues and Memberships	743	372	2,000	2,000	1,500
45431	Subscriptions/Newspapers	317	-	500	1,000	800
<b>Total Operating</b>		<b>\$ 608,020</b>	<b>\$ 821,982</b>	<b>\$ 1,041,960</b>	<b>\$ 1,010,860</b>	<b>\$ 1,087,850</b>
<b>Total Expenditures</b>		<b>\$ 810,826</b>	<b>\$ 1,003,233</b>	<b>\$ 1,373,840</b>	<b>\$ 1,342,740</b>	<b>\$ 1,502,250</b>

## 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 FY24

- ▶ Scanning of all ordinances, resolutions and minutes from 1924 to present to Laserfiche
- ▶ Served as the Program Administrator for the 2024 Citizens Academies

### FY25 Initiatives

- ▶ Continue work on achieving Master Municipal Clerk certification.
- ▶ Work with Technology Solutions on moving all ordinances, resolutions and minutes from Laserfiche back to local network
- ▶ Creating a searchable database for all documents once back on the local network
- ▶ Continue to serve as the City's Public Information Officer



**City Clerk**

### Authorized Personnel - Full-time Equivalent

Position/Title	FY22-23	FY23-24	FY24-25
EXECUTIVE ASSISTANT/CITY CLERK	0.25	0.25	0.25
<b>Total</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>



### City Clerk Expenditures

001023 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	-	-	19,020	19,020	20,220
41112	Division Head Salaries	17,576	19,075	-	-	-
41522	Education Incentive Pay	-	-	-	-	520
42111	Social Security Matching	1,306	1,440	1,460	1,460	1,560
42211	FL Retirement System	2,924	116,829	6,560	6,560	6,980
42311	Health Insurance - Regular	2,909	1,659	2,520	2,520	1,960
42312	Group Life Insurance	5	5	20	20	10
42313	Accidental Death AD&D	1	1	10	10	10
42420	Workers Compensation	34	24	30	30	40
<b>Total Personnel Services</b>		<b>\$ 24,755</b>	<b>\$ 139,033</b>	<b>\$ 29,620</b>	<b>\$ 29,620</b>	<b>\$ 31,300</b>
43199	Professional Svcs - Misc	-	-	6,220	6,220	-
43423	Elections	10,524	4,876	11,000	11,000	5,000
44011	Travel & Training	1,599	2,439	2,400	2,400	2,400
44121	Telephone - Local	-	-	-	500	-
44211	Postage	45	28	80	80	30
44481	Lease - Copier	1,202	-	500	500	500
44731	Code Book Update Service	7,409	3,310	4,000	4,000	7,000
44799	Printing & Binding	1,880	-	350	350	100
44911	Legal Advertising	23,428	26,299	20,000	20,000	20,000
44921	Legal Recordings	2,486	13,512	5,000	5,000	5,000
44981	Flowers	463	491	700	700	500
45111	Office Supplies	323	861	500	500	200
45231	Clothing & Wearing Apparel	30	120	100	100	100
45243	Computer Supplies	-	160	250	250	250
45411	Dues and Memberships	749	445	530	530	380
45461	Books and Publications	-	9	50	50	30
<b>Total Operating</b>		<b>\$ 50,138</b>	<b>\$ 52,550</b>	<b>\$ 51,680</b>	<b>\$ 52,180</b>	<b>\$ 41,490</b>
<b>Total Expenditures</b>		<b>\$ 74,893</b>	<b>\$ 191,583</b>	<b>\$ 81,300</b>	<b>\$ 81,800</b>	<b>\$ 72,790</b>

General Fund

## Technology Solutions

### It is the Mission of Technology Solutions to

manage the City's information efficiently, provide service and support to all city departments, assist users in effective system utilization, ensure information and system accessibility and usability by maintaining system up-time and availability, and preserve the integrity of applications and data with robust security and system continuity procedures.

### Description

Technology Solutions oversee the administration and management of all the city telecommunication and data systems. Technology Solutions aids with 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 FY24

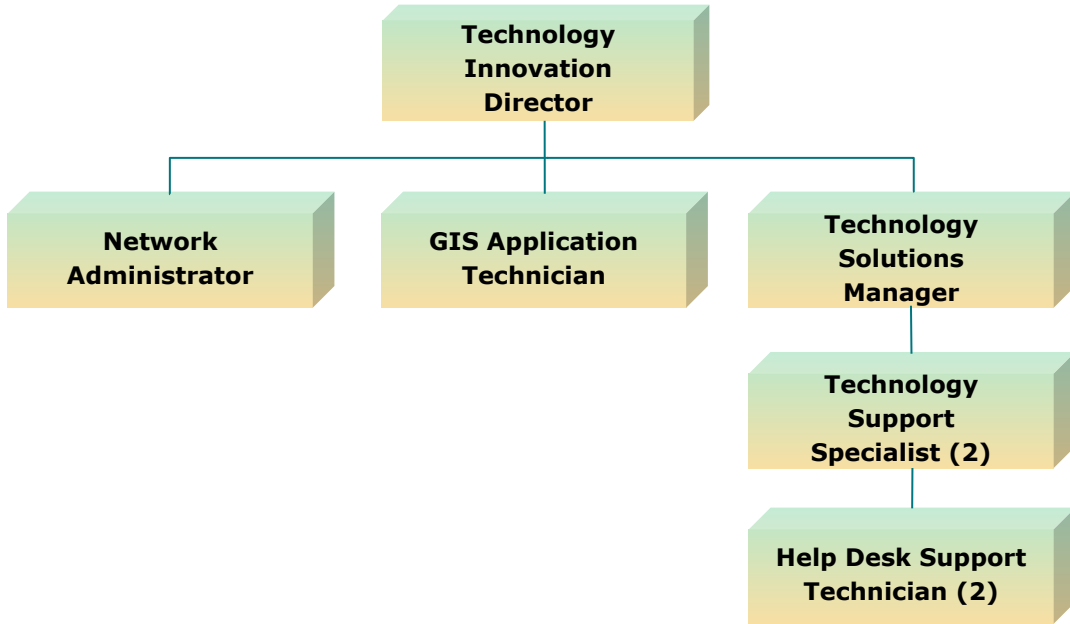
- ▶ FY24 Technology Solutions Accomplishments
  - ▶ Storage Management Upgrade.
    - ▶ Successfully migrated off the Datrium system.
    - ▶ Implemented VX-Rail Storage Management system, enhancing storage efficiency and reliability.
    - ▶ Initiated NDAA Compliance Project for Security Cameras. Expected completion in FY25.
  - ▶ Initiated NDAA Compliance Project for Security Cameras (Completion in FY25)
    - ▶ Began upgrading security cameras to align with NDAA regulations, enhancing citywide security measures with completion expected in FY25.
  - ▶ Website Redesign with Granicus (To come online in Fall of '24)
    - ▶ Initiated the City website redesign to improve user experience, in collaboration with vendor Granicus.
    - ▶ Upgraded the CMS to provide the capacity to edit web pages.
    - ▶ Established a process for departments to manage and update their website content effectively.
  - ▶ Implemented Additional Security Policies
    - ▶ Implemented 2 Factor Authentication at the desktop requiring additional computer login authentication.
    - ▶ Deployed a MDR and SOC solution with Patch Management, bolstering citywide cybersecurity measures.
  - ▶ JustFOIA Portal Implementation
    - ▶ Successfully launched the JustFOIA portal, streamlining public record requests for the City and the Police Department, enhancing transparency and efficiency in handling public records.
- ▶ FY24 GIS Division Accomplishments
  - ▶ Planning & Development

- ▶ Developed and maintained City Web Maps including Zoning, Future Land Use (FLU), Downtown Boundary, Downtown Residential Overlay District (DROD), City Street, and City Boundary maps.
- ▶ Implemented CRS Web Maps for Open Space and Repetitive Loss mapping.
- ▶ Economic Development
  - ▶ Updated City Web Maps including Neighborhood, CRA, and Main Street Inc. maps to support economic growth and planning efforts.
  - ▶ Parks & Recreation
    - ▶ Enhanced City Web Maps with DART and City Parking maps for improved public access and service.
- ▶ Emergency Operations Center (EOC)
  - ▶ Implemented ArcGIS Survey 123 for data collection and analysis during emergency response and preparedness activities.
- ▶ Fire Department and Police Department
  - ▶ Updated Fire Zone and Police Zone maps to ensure accurate and up-to-date spatial data for operational planning and emergency response.

## FY25 Initiatives

- ▶ FY25 Technology Solutions Goals
  - ▶ Network Infrastructure Upgrades
    - ▶ Upgrade all firewalls and switches across the city to next-generation Fortigates and FortiSwitches, significantly enhancing network performance and security.
    - ▶ Ensure comprehensive training for IT staff on the new Fortinet hardware to maximize its capabilities and maintain optimal network operations.
  - ▶ Zero Trust Network Access (ZTNA) Implementation
    - ▶ Implement Zscaler ZTNA to enhance network security and ensure only authorized users can access the city's systems.
    - ▶ Provide training and certification opportunities for team members to effectively manage and support the new ZTNA system.
  - ▶ Advanced Cybersecurity Measures
    - ▶ Implement Tenable software to improve vulnerability management and ensure proactive identification and mitigation of security risks.
    - ▶ Provide training for IT staff to effectively utilize Tenable software and enhance the overall cybersecurity posture of the city.
    - ▶ Implement additional security policies and practices to address emerging cybersecurity threats and ensure system integrity.
  - ▶ Comprehensive Security Camera System Upgrade
    - ▶ Complete the upgrade of the security camera system to ensure compliance with NDAA regulations.
    - ▶ Enhance the security and monitoring capabilities across all city facilities, providing a safer environment for employees and residents.

- ▶ Training and Development Programs
  - ▶ Establish comprehensive training programs for IT staff to stay ahead of fast-paced changes in IT and cybersecurity.
  - ▶ Encourage team members to pursue relevant certifications to improve their skills and knowledge.
- ▶ Strategic Alignment with City Goals
  - ▶ Align IT projects and initiatives with the overall goals of the city to ensure that Technology Solutions supports the City's strategic vision..
  - ▶ Maintain strong relationships with other departments to support their success
  - ▶ Assist departments in leveraging existing solutions, software, and hardware when assessing their technology needs, aiming to be good stewards of taxpayer money.
- ▶ Continued System and Infrastructure Improvements
  - ▶ Continue to enhance the city's network infrastructure, ensuring high availability and reliability.
  - ▶ Upgrade systems and applications to improve performance and user experience.FY25 Goals for GIS Division
- ▶ FY25 Goals for GIS Division
  - ▶ Planning & Development
    - ▶ EnerGov permitting GIS data migration with County data.
    - ▶ Update and maintain City Web Map.
    - ▶ Add Parcel Data including permits, ordinance numbers, annexation dates, variances, special exceptions, and conditional use.
  - ▶ Maintain zoning and future land use (FLU) data.
    - ▶ Develop "Current Development" Web Map to showcase ongoing projects and developments.
  - ▶ Economic Development
    - ▶ Update and maintain City Web Map.
    - ▶ Update and maintain CRA (Community Redevelopment Agency) Map.
  - ▶ Parks & Recreation
    - ▶ Update and maintain City Web Map
      - ▶ Add city park locations and trails/trail plans.
      - ▶ Maintain DART (Downtown Area Roundabout Trolley) Map and City Parking Map.
  - ▶ Emergency Operations Center (EOC)
    - ▶ Maintain ArcGIS Survey 123 for data collection.
    - ▶ Add evacuation routes, emergency shelters, and critical community support services to GIS data.
  - ▶ Other City Data Implementation
    - ▶ Integrate various city data sets including schools, businesses, churches, restaurants, hospitals, condos, apartment complexes, parks, lakes, and rivers into GIS for improved city planning and public information.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
GIS APPLICATION TECHNICIAN	1.00	-	1.00
HELP DESK SUPPORT TECHNICIAN	2.00	2.00	2.00
NETWORK ADMINSTRATOR	1.00	1.00	1.00
TECHNOLOGY & INNOVATION DIRECT	1.00	1.00	1.00
TECHNOLOGY SOLUTIONS MANAGER	1.00	1.00	1.00
TECHNOLOGY SUPPORT SPECIALIST	2.00	2.00	2.00
<b>Total</b>	<b>8.00</b>	<b>7.00</b>	<b>8.00</b>



## Technology Solutions Expenditures

001024 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	32,396	104,871	106,370	84,870	114,840
41112	Division Head Salaries	86,346	-	-	-	-
41210	Regular Exempt Salaries	29,404	103,697	116,000	111,820	190,320
41299	Regular Full Time Wages	110,912	161,902	227,470	227,470	179,940
41411	Overtime	14,239	14,880	10,000	25,000	12,000
41527	Stand-By Time	4,511	17,109	16,000	19,000	15,000
41529	Meal Allowance	-	142	350	-	-
42111	Social Security Matching	20,522	28,849	34,090	34,090	39,170
42211	FL Retirement System	18,901	72,377	70,000	82,760	82,530
42311	Health Insurance - Regular	30,652	71,833	80,700	91,700	86,300
42312	Group Life Insurance	66	134	480	480	170
42313	Accidental Death AD&D	9	24	240	240	30
42420	Workers Compensation	615	522	670	670	880
<b>Total Personnel Services</b>		<b>\$ 348,573</b>	<b>\$ 576,340</b>	<b>\$ 662,370</b>	<b>\$ 678,100</b>	<b>\$ 721,180</b>
43199	Professional Svcs - Misc	24,666	-	35,000	35,000	55,000
43499	Contractual Svcs - Misc	136,045	18,998	70,350	70,350	116,800
44011	Travel & Training	2,256	3,829	7,000	9,000	3,000
44121	Telephone - Local	9,630	14,960	53,200	53,200	11,400
44134	Data Lines	40,146	31,648	26,700	30,000	26,700
44211	Postage	45	1	-	100	100
44429	Rent - Software	469,641	-	-	-	-
44463	Lease - Automobile <sup>(s)</sup>	-	-	5,700	5,700	8,400
44481	Lease - Copier	3	510	2,400	2,400	1,000
44621	Rep & Maint - Equipment	9,780	4,492	69,500	69,500	7,500
44625	Rep & Maint - AV Equipment	1,448	1,535	10,000	10,000	2,000
44631	Rep & Maint - Central Garage	90	210	500	500	-
44799	Printing & Binding	3	203	100	100	100
44999	Other Current Charges - Misc	-	-	100	-	100
45111	Office Supplies	11,286	66,729	1,000	1,000	1,000
45211	Fuel	76	181	1,000	1,000	1,500
45225	Software Licenses / Support	116,416	510,739	506,520	506,520	758,870
45231	Clothing & Wearing Apparel	803	-	1,000	1,250	1,000
45243	Computer Supplies	39,504	13,698	7,000	8,000	3,500
45253	Oper Sup/Training Room	171	-	5,000	5,000	-
45289	Automotive Parts	110	511	200	250	500
45291	Operating Supplies - Disaster	274	811	2,000	2,000	1,000
45411	Dues and Memberships	-	200	1,000	1,500	1,000
<b>Total Operating</b>		<b>\$ 862,393</b>	<b>\$ 669,255</b>	<b>\$ 805,270</b>	<b>\$ 812,370</b>	<b>\$ 1,000,470</b>
46399	Impr.Other Than Bldg-Misc	-	68,840	35,000	35,000	20,000
46413	Data Processing Equipment	-	370,269	230,000	370,000	-
46417	Communication Equipment	-	19,999	-	-	110,000
46418	Software	-	129,443	204,000	204,000	45,000
46431	Special Purpose Equipment	71,630	27,182	54,500	54,500	10,000
<b>Total Capital</b>		<b>\$ 71,630</b>	<b>\$ 615,733</b>	<b>\$ 523,500</b>	<b>\$ 663,500</b>	<b>\$ 185,000</b>
<b>Total Expenditures</b>		<b>\$ 1,282,596</b>	<b>\$ 1,861,328</b>	<b>\$ 1,991,140</b>	<b>\$ 2,153,970</b>	<b>\$ 1,906,650</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

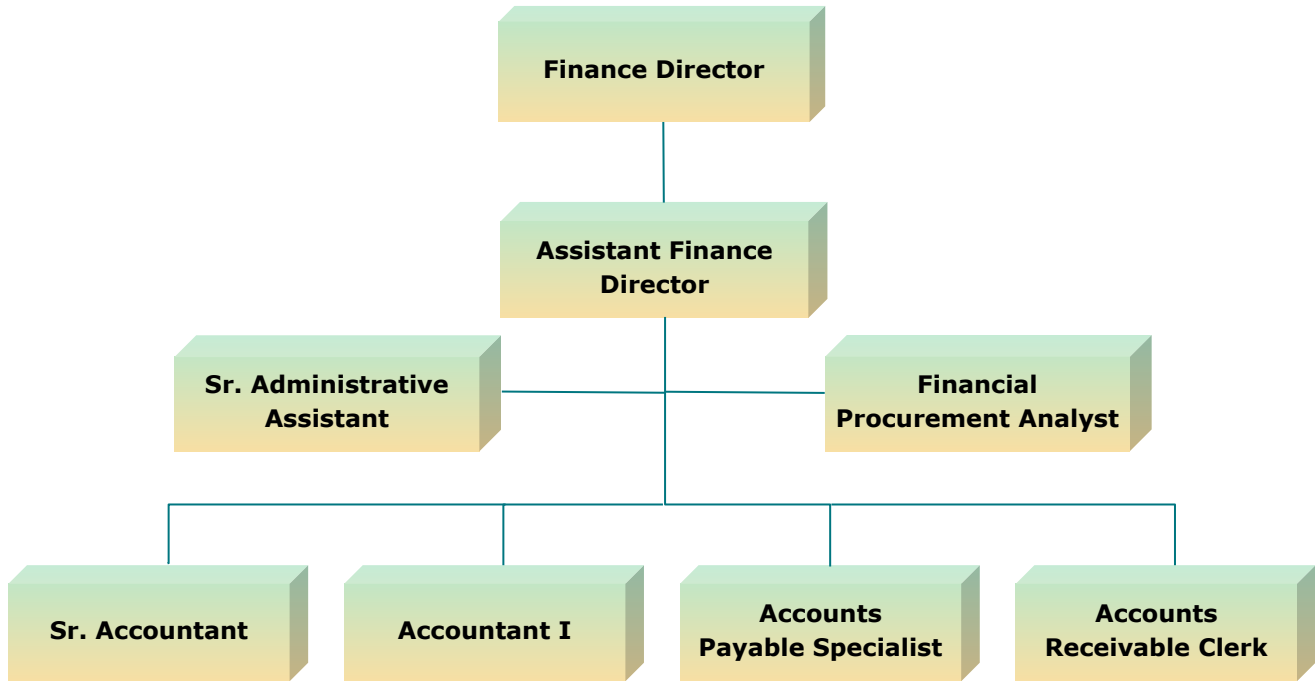
The Finance Department's Accounting & Budgeting Division plays an integral role in all financial transactions, both long and short term within the City of New Port Richey. This Division processes accounts payable, payroll, specialized billing, and provides other accounting related services. In addition,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

### Accomplishments of FY24

- ▶ Implemented Gravity software modules:
  - ▶ Leases to conform with GASB 87 and GASB 96 annual reporting requirements.
  - ▶ Budgeting and Capital Improvement
  - ▶ Begin implementation of Debt Management software
  - ▶ Begin implementation of Open Data
- ▶ Completed General Billing software implementation to fully retire the legacy software.
- ▶ Completed migration of the City's ERP to a SAAS environment.
- ▶ Created a Financial Policy that supports processes and an approach to fiscal issues and core financial areas.

### FY25 Initiatives

- ▶ Implement a financial reporting software to improve efficiency and enhance controls in the preparation of quarterly reporting and the Annual Comprehensive Financial Report.
- ▶ Implement a procurement platform for bid creation and management.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ACCOUNTANT I	1.00	1.00	1.00
ACCOUNTS PAYABLE SPECIALIST	1.00	1.00	1.00
ACCOUNTS RECEIVABLE CLERK	1.00	1.00	1.00
ASSISTANT FINANCE DIRECTOR	1.00	1.00	1.00
FINANCE DIRECTOR	1.00	1.00	1.00
FINANCIAL PROCUREMENT ANALYST	-	-	1.00
SENIOR ACCOUNTANT	1.00	1.00	1.00
SENIOR ADMINISTRATIVE ASST	1.00	1.00	1.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>

### Accounting & Budgeting Expenditures

001042 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	125,546	105,315	104,190	110,220	112,550
41112	Division Head Salaries	73,873	55,936	79,040	79,040	83,000
41210	Regular Exempt Salaries	109,082	92,562	105,410	101,045	157,440
41299	Regular Full Time Wages	97,010	123,546	118,850	118,850	129,170
41411	Overtime	-	1,012	1,850	1,990	620
42111	Social Security Matching	29,185	27,214	31,220	31,220	36,930
42211	FL Retirement System	68,495	71,261	77,200	77,200	89,310
42311	Health Insurance - Regular	65,140	52,631	70,610	46,610	56,320
42312	Group Life Insurance	113	126	420	420	170
42313	Accidental Death AD&D	15	22	210	210	100
42420	Workers Compensation	756	1,425	800	760	830
<b>Total Personnel Services</b>		<b>\$ 569,215</b>	<b>\$ 531,050</b>	<b>\$ 589,800</b>	<b>\$ 567,565</b>	<b>\$ 666,440</b>
43199	Professional Svcs - Misc	25,434	54,919	50,000	61,660	40,000
43211	Annual Audit Services	33,675	20,500	45,000	45,000	55,000
44011	Travel & Training	346	3,237	2,500	1,600	3,500
44121	Telephone - Local	2,506	2,766	3,000	3,000	2,900
44134	Data Lines	289	-	-	-	-
44211	Postage	2,719	2,853	6,000	6,500	3,000
44419	Rent - Equipment	-	1,773	1,800	2,040	1,800
44481	Lease - Copier	717	1,358	1,500	1,500	1,500
44721	Forms	1,160	1,427	1,400	3,190	1,400
44799	Printing & Binding	781	2,007	1,200	1,200	1,200
44999	Other Current Charges - Misc	1,983	406	1,500	300	600
45111	Office Supplies	4,878	6,576	9,500	8,440	8,500
45225	Software Licenses / Support	1,800	1,404	41,200	39,200	48,750
45231	Clothing & Wearing Apparel	559	552	750	750	760
45243	Computer Supplies	7,339	3,650	5,200	5,140	1,300
45298	Inventory Adjustments	31,688	(17,423)	2,920	2,915	-
45411	Dues and Memberships	628	853	700	300	600
<b>Total Operating</b>		<b>\$ 116,502</b>	<b>\$ 86,858</b>	<b>\$ 174,170</b>	<b>\$ 182,735</b>	<b>\$ 170,810</b>
46418	Software	-	-	30,520	30,530	15,000
47151	Lease - Principal	1,689	-	-	-	-
47251	Interest - Leases	84	-	-	-	-
<b>Total Capital</b>		<b>\$ 1,773</b>	<b>\$ -</b>	<b>\$ 30,520</b>	<b>\$ 30,530</b>	<b>\$ 15,000</b>
<b>Total Expenditures</b>		<b>\$ 687,490</b>	<b>\$ 617,908</b>	<b>\$ 794,490</b>	<b>\$ 780,830</b>	<b>\$ 852,250</b>

General Fund

## Finance - Billing & Collection

### It Is the Mission of Billing and Collection to

provide accurate billing information to our customers and always provide exceptional customer service, 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, and billing services for approximately 5,000 residential solid waste customers. The primary functions of this Division are:

- ▶ Establishing and disconnecting water service
- ▶ Processing liens and releases of liens
- ▶ Processing title searches
- ▶ Process payments for city code and parking violations
- ▶ Processing payments for all specialized billings
- ▶ Utility payment processing
- ▶ Process payments for Solid Waste billing

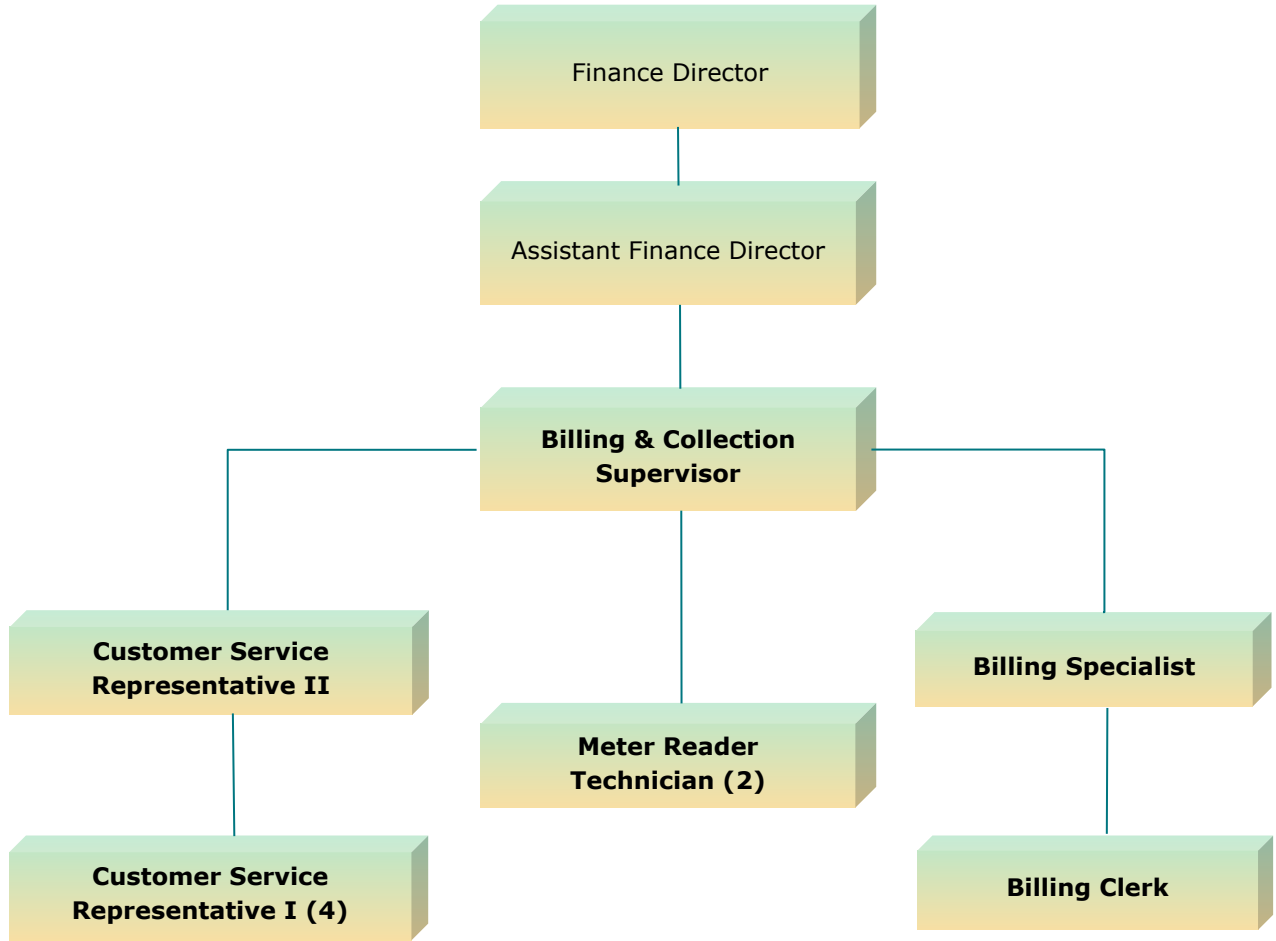
### Accomplishments of FY24

- ▶ Implementation of the interactive online and phone utility payment system offering customers a variety of payment options
- ▶ Completed the meter upgrade project.
- ▶ Successfully designed and implemented a systematic billing and collection portal for the billing and collecting of solid waste.

### FY25 Initiatives

- ▶ Begin implementation of a single sign portal allowing customers to make payments, view usage, and leak detection.
- ▶ Begin updating and rewriting the water ordinance.





**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
BILLING CLERK	1.00	1.00	1.00
BILLING SPECIALIST	-	-	1.00
BILLING/COLLECTION SUPERVISOR	1.00	1.00	1.00
CUSTOMER SERVICE REP	4.70	4.00	4.00
CUSTOMER SERVICE REP. II	1.00	1.00	1.00
METER READER TECHNICIAN	2.00	2.00	2.00
<b>Total</b>	<b>9.70</b>	<b>9.00</b>	<b>10.00</b>

## Billing & Collection Expenditures

001043 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41112	Division Head Salaries	52,649	55,760	54,080	58,720	61,750
41299	Regular Full Time Wages	242,835	256,343	253,780	278,910	328,790
41311	Part Time Wages	6,871	-	-	-	-
41411	Overtime	6,006	3,847	4,020	4,890	4,340
42111	Social Security Matching	22,317	22,748	23,810	23,810	30,210
42211	FL Retirement System	37,474	42,703	42,240	50,830	58,460
42311	Health Insurance - Regular	68,727	62,170	52,000	60,870	48,970
42312	Group Life Insurance	157	175	540	540	200
42313	Accidental Death AD&D	21	31	270	270	40
42420	Workers Compensation	2,922	2,208	2,350	2,350	3,080
<b>Total Personnel Services</b>		<b>\$ 439,979</b>	<b>\$ 445,985</b>	<b>\$ 433,090</b>	<b>\$ 481,190</b>	<b>\$ 535,840</b>
43199	Professional Svcs - Misc	-	830	3,000	1,000	6,000
43425	Debt Recovery	900	900	2,000	2,000	500
43435	Outsourced Bills	18,045	20,294	20,000	16,500	20,000
43499	Contractual Svcs - Misc	375	1,512	750	1,500	1,200
44121	Telephone - Local	1,202	1,692	2,000	2,000	2,000
44134	Data Lines	273	-	-	-	-
44211	Postage	59,491	60,482	58,000	46,000	58,000
44463	Lease - Automobile(s)	-	12,654	12,720	12,720	12,660
44481	Lease - Copier	136	85	100	50	200
44571	Notary Bond	-	226	150	150	150
44621	Rep & Maint - Equipment	1,052	972	1,000	730	900
44631	Rep & Maint - Central Garage	150	168	1,000	920	500
44721	Forms	249	278	-	-	-
44799	Printing & Binding	242	179	100	150	500
44931	Credit Card Charges	120,981	73,378	-	-	-
44952	Over / Short Account	106	20	100	100	100
44999	Other Current Charges - Misc	413	309	1,500	1,180	500
45111	Office Supplies	3,378	3,997	4,600	5,500	3,500
45211	Fuel	7,858	5,891	7,800	6,000	7,800
45225	Software Licenses / Support	10,838	-	-	-	63,000
45231	Clothing & Wearing Apparel	964	756	2,100	2,010	1,350
45243	Computer Supplies	2,805	163	4,200	4,440	3,200
45289	Automotive Parts	222	350	3,000	2,400	1,500
45299	Operating Supplies - Misc.	973	36	500	500	500
<b>Total Operating</b>		<b>\$ 230,653</b>	<b>\$ 185,172</b>	<b>\$ 124,620</b>	<b>\$ 105,850</b>	<b>\$ 184,060</b>
46418	Software	-	-	5,600	5,600	39,380
46419	Leased Equipment	8,985	-	-	-	-
47151	Lease - Principal	11,518	-	-	-	-
47251	Interest - Leases	1,168	-	-	-	-
<b>Total Capital</b>		<b>\$ 21,671</b>	<b>\$ -</b>	<b>\$ 5,600</b>	<b>\$ 5,600</b>	<b>\$ 39,380</b>
<b>Total Expenditures</b>		<b>\$ 692,303</b>	<b>\$ 631,157</b>	<b>\$ 563,310</b>	<b>\$ 592,640</b>	<b>\$ 759,280</b>

## Library

### It is the Mission of the Library To

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

### Description

Since its establishment in 1920, the New Port Richey Public Library has been a cornerstone of the community, providing vital services and resources that enhance the lives of our members. We are steadfast in our dedication to this tradition of service, connecting our citizens who value education, literacy, and lifelong learning with the exceptional resources, spaces, and experiences they seek.

### Accomplishments of FY24

- ▶ The library fulfilled the 2024 Annual Plan of Service Goals, as outlined in the Strategic Plan 2023-2027. These aspirations included goals in the following pillars: providing greater access to library resources through outreach; building resiliency through sound practices and educational opportunities; being a place for everyone by embracing our community's diversity and providing experiences that foster awareness and appreciation; and building and strengthening partnerships through collaboration with public and private agencies.
- ▶ Amidst a significant rise in technology usage, the library has bolstered its cybersecurity measures for staff and members with the assistance of Technology Solutions and Tech Harbor. Compared to last fiscal year, there have been 103 more monthly public computer sessions, with the average session increasing by 5 minutes.
- ▶ The library has increased programming by 42% this fiscal year. On track to host 950 events by September 30, the library has extended its reach into the community by offering innovative and well-attended events, classes, and workshops such as Speed Friending with a book, Follow My Lead Dance Classes, a Homeschool Meetup, Mandarin Chinese, English, French, Spanish, ASL, and German Language Classes, Video Production Academies, a cultural presenter series, and a Riverside Concert Series.
- ▶ The library collaborated with various agencies through the continuation of the Look-Ahead Lunch and by becoming the first public library in the region to join with the American Heart Association and Northbay Hospital to offer a HIGI heart machine, educational classes, and loanable blood pressure cuffs for the public as part of the Libraries with Heart Initiative.
- ▶ The library cataloged FEMA publications and Pasco County Flood Rate Insurance Maps (FIRM) into the collection. Making these materials accessible to the public helps meet FEMA's Community Rating System (CRS) requirements, a voluntary incentive program for flood-zone communities. Residents benefit from the City's participation in this program by receiving lower property insurance rates.
- ▶ The library developed opportunities for community-shared cultural experiences by offering the New Port Richey Film Festival and "the Pioneering Women of West Pasco" Community Play, which starred local residents. The play was presented at well-known historical places such as Peace Hall and the Richey Suncoast Theater.
- ▶ To expand the library's presence and accessibility, the Library Advisory Board and Friends of the Library partnered to add more Little Free Libraries throughout the community and continue their fundraising efforts for a Mobile Library Branch. Additionally, more Spanish-language materials were added to the collection, as was a popular monthly event: Littles y Libros—Bilingual Storytime.

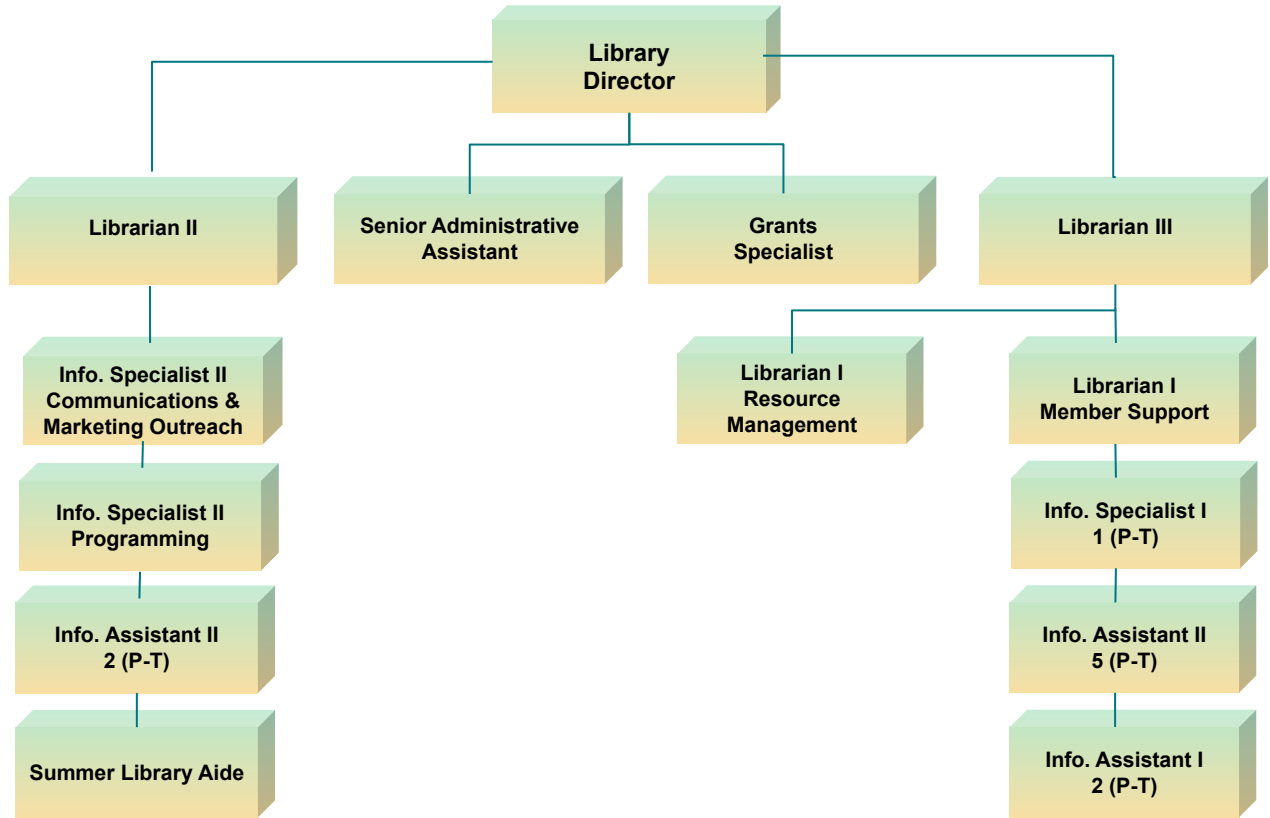
- ▶ Compared to last fiscal year, the library has experienced a substantial increase in overall usage, with an average of 909 more in-person visits. Although the number of physical items added to the collection has remained unchanged, the usage of those materials has increased by 243 more total circulations per month.

## FY25 Initiatives

- ▶ Outreach
  - ▶ FY 2025 Promote literacy and life-long learning while reaching portions of the New Port Richey community that might not otherwise have access to the library's resources by introducing a library mobile branch that offers essential services such as book lending and added services such as access to computers, internet connectivity, and workforce development workshops and early literacy programs. The mobile library will regularly visit seniors, retirees, veterans, assisted living communities, high-density housing areas, VPKs, and local preschools and make special appearances at community events.
  - ▶ FY 2023-2027 Partner with City Parks and Recreation to offer four annual events.
  - ▶ FY 2025 Increase new cardholder activity by 5% by sending a welcome newsletter to new cardholders.
  - ▶ FY2023-2027 Create a broader email database by harvesting email addresses at City events, Tasty Tuesdays, Library programs, etc.
  - ▶ FY 2023-2027 Conduct an ongoing communication campaign to improve understanding that libraries are places for community connection, exciting new technology, fun events and classes, and life enrichment for everyone.
  - ▶ FY 2025 Assign mobile library coordination duties to the Marketing and Outreach Coordinator.
- ▶ Resilience
  - ▶ FY 2023-2027 Promote the Library as a place to gather to charge devices, use the Internet, and communicate with friends and family after a storm. Offer water as available.
  - ▶ FY 2023-2027 Promote the Library as a cooling center after a storm when the power is out.
  - ▶ FY 2025 Create a long-term plan to attract and retain staff in a tight labor market. As part-time positions open, consider replacing them with FTE.
  - ▶ FY 2025 Increase awareness by offering resources for home gardening through the existing seed library and three programs on organic gardening, etc.
- ▶ A Place for Everyone
  - ▶ FY 2023-2027 Promote ESOL classes/programs through three specific actions each year.
  - ▶ FY 2025 Research partnership with the Bar Association or Legal Aid for Lawyers in the Library program for advice on expungement, bankruptcy, and other issues.
  - ▶ FY 2023-2027 Provide three life skills programs for adults (financial literacy, sewing, and mending, etc.) and affordable living classes such as couponing.
  - ▶ FY 2023-2027 Provide one multigenerational event, such as an oral history or genealogy project.
  - ▶ FY 2023-2027 Focus efforts on preparing children for kindergarten. Leverage 1000 Books Before Kindergarten program. Increase participants by 5% percent each year of the plan.
- ▶ Partnerships

- ▶ FY 2024/2025 Partner with local businesses to provide a Memory Lab class or open-workshop series. Leverage current scanning equipment to digitize print photos. Explore a partnership with the State Library of Florida for digitization funding. Partner with local business: Partner with Pasco Camera or other local businesses to provide a Memory Lab class or open-workshop series. Leverage current scanning equipment to digitize print photos. Explore a partnership with the State Library of Florida for digitization funding.
- ▶ FY 2025 Connect with education leaders to reinforce curriculum and align the Library with educational benchmarks. Identify at least three benchmarks.
- ▶ FY 2025 Partner with the Recreation and Parks Department to offer an eSports event.
- ▶ FY 2025 Explore with Keiser whether any existing Library programs could be adjusted to offer Keiser credit.





**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
GRANT SPECIALIST	-	1.00	1.00
INFO SPECIALIST II/COMM & MRKT	0.73	0.73	2.00
INFO SPECIALIST II/PROGRAMMING	1.00	2.00	1.00
INFORMATION ASSISTANT I	1.46	0.73	0.73
INFORMATION ASSISTANT II (P/T)	5.11	5.11	5.11
INFORMATION SPECIALIST I (P/T)	0.73	0.73	1.23
LIBRARIAN I	2.00	2.00	2.00
LIBRARIAN II	1.00	1.00	1.00
LIBRARIAN III	1.00	1.00	1.00
LIBRARY DIRECTOR	1.00	1.00	1.00
SENIOR ADMINISTRATIVE ASST	1.00	1.00	1.00
SUMMER LIBRARY AIDE (TEMP)	0.25	0.25	0.25
<b>Total</b>	<b>15.28</b>	<b>16.55</b>	<b>17.32</b>

### Library Expenditures

001051 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	85,544	97,352	92,970	92,970	107,390
41210	Regular Exempt Salaries	173,287	203,841	203,980	203,980	298,970
41299	Regular Full Time Wages	39,741	64,775	170,980	170,980	127,490
41311	Part Time Wages	158,707	190,067	188,320	188,320	278,520
41312	Temporary Wages	2,559	2,054	6,080	6,080	6,380
42111	Social Security Matching	34,257	41,546	49,230	49,230	62,640
42211	FL Retirement System	65,914	87,942	108,530	108,530	130,930
42311	Health Insurance - Regular	41,516	49,550	62,000	90,780	68,110
42312	Group Life Insurance	99	134	170	540	190
42313	Accidental Death AD&D	13	24	270	270	40
42420	Workers Compensation	1,634	803	900	990	1,400
<b>Total Personnel Services</b>		<b>\$ 603,271</b>	<b>\$ 738,088</b>	<b>\$ 883,430</b>	<b>\$ 912,670</b>	<b>\$ 1,082,060</b>
43199	Professional Svcs - Misc	18,000	-	-	-	-
43428	Internet Ref. Service	47,806	50,634	53,400	53,400	63,150
43499	Contractual Svcs - Misc	23,622	23,696	21,850	21,850	32,400
44011	Travel & Training	2,500	3,294	3,800	2,300	4,000
44121	Telephone - Local	731	2,917	2,000	1,400	2,300
44134	Data Lines	25,740	22,201	27,200	27,200	27,200
44142	Burglar Alarm Lines	1,530	696	1,800	900	-
44211	Postage	7,790	6,697	15,000	16,500	17,500
44221	Freight Express Charges	1,194	695	500	500	350
44311	Electric - City Facilities	36,970	39,096	30,020	29,000	29,000
44351	Water & Sewer - City	2,937	3,177	3,300	3,300	3,300
44419	Rent - Equipment	1,040	2,839	2,500	2,500	2,500
44481	Lease - Copier	662	3,033	3,600	3,600	3,600
44611	Maintenance Buildings & Ground	5,167	4,171	2,000	2,000	2,000
44621	Rep & Maint - Equipment	15,173	8,508	4,000	4,600	6,000
44623	Rep & Maint - Copiers	1,058	828	1,200	1,200	1,200
44631	Rep & Maint - Central Garage	-	-	-	-	500
44799	Printing & Binding	17,479	15,904	16,520	15,000	22,000
44931	Credit Card Charges	223	-	-	500	-
44983	Permit Fees	751	793	900	900	900
45111	Office Supplies	3,571	2,123	2,000	2,000	2,000
45211	Fuel	-	-	-	-	1,600
45225	Software Licenses / Support	10,428	5,438	11,000	11,000	13,700
45231	Clothing & Wearing Apparel	1,189	915	1,000	1,000	1,000
45239	Bus Passes	-	675	1,875	1,875	6,500
45242	Photographic Supplies	184	100	200	200	200
45243	Computer Supplies	16,446	13,132	14,000	14,000	13,000
45247	First Aid Supplies	8	-	-	-	-
45248	Prizes and Awards	969	959	1,000	1,000	1,000
45249	Library Supplies	26,725	10,827	9,000	9,000	8,000
45289	Automotive Parts	-	-	-	-	500

General Fund

## Library Expenditures

001051 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45290	Misc SNAP Program Costs	20,875	15,089	8,000	8,000	8,000
45291	Operating Supplies - Disaster	97	-	-	-	-
45293	Misc. Program Costs - Grants	3,757	3,055	9,500	9,500	9,500
45296	Misc. Program Costs	16,040	22,904	18,500	20,215	20,000
45299	Operating Supplies - Misc.	4,162	1,814	3,000	2,700	1,800
45411	Dues and Memberships	3,495	2,691	2,625	2,325	3,000
<b>Total Operating</b>		<b>\$ 318,319</b>	<b>\$ 268,901</b>	<b>\$ 271,290</b>	<b>\$ 269,465</b>	<b>\$ 307,700</b>
46414	Automobiles	-	-	-	-	95,000
46418	Software	-	-	-	8,000	-
46431	Special Purpose Equipment	-	68,263	-	-	-
46612	Library Materials	72,192	74,095	75,000	75,000	75,000
46672	Library Materials - State Aid	-	4,582	18,000	18,000	5,370
47151	Lease - Principal	2,217	-	-	-	-
47251	Interest - Leases	53	-	-	-	-
<b>Total Capital</b>		<b>\$ 74,462</b>	<b>\$ 146,940</b>	<b>\$ 93,000</b>	<b>\$ 101,000</b>	<b>\$ 175,370</b>
<b>Total Expenditures</b>		<b>\$ 996,052</b>	<b>\$ 1,153,929</b>	<b>\$ 1,247,720</b>	<b>\$ 1,283,135</b>	<b>\$ 1,565,130</b>

## Police - Supervision

### It Is the Mission of Police - Supervision to

work in partnership with the community to provide effective and responsible law enforcement services that enhance the quality of life for all residents. We are committed to fostering a culture of effective, creative, and responsible law enforcement services that solve problems and safeguard life and property. We will strive to be proactive in our approach to preventing crime and improving public safety through collaboration, communication, transparency, integrity, and mutual respect where everyone is valued and supported.

### Description

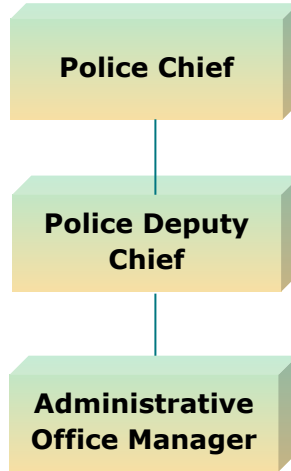
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. To achieve our mission, we are committed to delivering services in a responsive, productive, and professional manner,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

### Accomplishments of FY24

- ▶ Worked towards department accreditation with an accreditation consultant.
- ▶ Significant improvements and upgrades to the inside and outside of the building.
- ▶ Enhanced media relations to include coverage of proactive community initiatives

### FY25 Initiatives

- ▶ Become an accredited agency with the Commission for Florida Law Enforcement Accreditation, Inc.
- ▶ Integration of Communications (CAD/RMS) with Pasco County
- ▶ Develop an employee recognition program within the agency.
- ▶ Provide the entire department with additional training and tools to enhance the performance and safety of their positions.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ADMINISTRATIVE OFFICE MANAGER	1.00	1.00	1.00
POLICE CHIEF	1.00	1.00	1.00
POLICE DEPUTY CHIEF	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>



### Police Supervision Expenditures

001061 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	103,405	129,260	129,260	122,990	131,260
41112	Division Head Salaries	92,751	100,067	100,070	109,450	111,370
41210	Regular Exempt Salaries	45,046	43,986	43,990	47,740	48,770
41411	Overtime	972	3,738	-	-	-
41522	Education Incentive Pay	2,407	2,585	2,500	3,120	3,120
41523	Uniform Cleaning Allowance	1,000	850	1,000	1,000	1,000
41528	Off-Duty Pay	-	683	1,300	1,220	-
42111	Social Security Matching	18,760	21,311	20,460	20,460	22,610
42211	FL Retirement System	4,771	5,297	5,000	12,460	6,650
42212	Police Pension Fund	11,497	12,564	10,000	12,460	13,390
42214	Defined Contribution Plan	29,536	23,815	15,000	18,960	20,000
42311	Health Insurance - Regular	2,598	-	-	-	-
42312	Group Life Insurance	47	59	80	180	70
42313	Accidental Death AD&D	7	11	20	90	20
42420	Workers Compensation	6,137	6,214	6,070	9,600	8,550
<b>Total Personnel Services</b>		<b>\$ 318,934</b>	<b>\$ 350,440</b>	<b>\$ 334,750</b>	<b>\$ 359,730</b>	<b>\$ 366,810</b>
43131	Employee Physicals	22,839	18,162	18,000	18,000	20,000
43199	Professional Svcs - Misc	12,518	2,460	78,000	78,000	65,000
43433	Lawn Maintenance	118	-	-	-	-
43499	Contractual Svcs - Misc	4,207	7,713	8,000	8,000	8,880
44011	Travel & Training	2,761	3,346	5,000	9,400	4,000
44121	Telephone - Local	60,642	52,542	40,000	40,000	72,000
44134	Data Lines	58,385	31,245	35,000	35,000	30,000
44211	Postage	308	13	100	140	100
44311	Electric - City Facilities	42,291	57,187	37,000	50,090	37,000
44351	Water & Sewer - City	5,968	6,602	6,700	6,700	6,700
44373	Street Light Fee	351	365	370	370	360
44381	Stormwater Assessment	905	943	950	950	920
44463	Lease - Automobile <sup>(6)</sup>	-	-	7,300	-	21,190
44481	Lease - Copier	4,347	4,674	6,500	6,500	6,000
44534	Police/Fire - A.D. & D.	1,562	1,780	1,650	1,650	1,650
44611	Maintenance Buildings & Ground	7,259	12,548	28,250	4,250	12,500
44631	Rep & Maint - Central Garage	1,550	570	1,350	1,350	1,200
44799	Printing & Binding	1,982	2,067	1,820	1,970	1,000
44972	351 - Police Training	10,059	13,604	7,000	7,000	7,000
44999	Other Current Charges - Misc	-	180	5,000	5,000	-
45111	Office Supplies	1,509	1,403	8,000	8,000	1,500
45211	Fuel	10,352	7,335	7,200	6,000	8,000
45225	Software Licenses / Support	69,079	37,954	73,000	55,000	60,800
45231	Clothing & Wearing Apparel	1,368	2,381	1,060	1,060	1,000
45243	Computer Supplies	2,901	2,531	6,500	6,500	3,000
45251	Janitorial Supplies	238	-	500	50	500
45289	Automotive Parts	2,625	444	11,100	500	1,000

## Police Supervision Expenditures

001061 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45291	Operating Supplies - Disaster	4,158	1,782	1,000	-	500
45299	Operating Supplies - Misc.	5,016	8,585	9,700	10,000	7,000
45411	Dues and Memberships	819	2,590	2,500	2,500	2,500
<b>Total Operating</b>		<b>\$ 336,117</b>	<b>\$ 281,006</b>	<b>\$ 408,550</b>	<b>\$ 363,980</b>	<b>\$ 381,300</b>
46299	Building Improvements	20,649	23,250	10,000	-	25,000
46399	Impr.Other Than Bldg-Misc	-	-	100,000	81,200	-
46418	Software	-	-	350,060	20,060	166,000
46419	Leased Equipment	16,057	-	-	-	-
46431	Special Purpose Equipment	-	25,137	114,100	81,450	85,000
47151	Lease - Principal	83	-	-	-	-
47251	Interest - Leases	13	-	-	-	-
<b>Total Capital</b>		<b>\$ 36,802</b>	<b>\$ 48,387</b>	<b>\$ 574,160</b>	<b>\$ 182,710</b>	<b>\$ 276,000</b>
<b>Total Expenditures</b>		<b>\$ 691,853</b>	<b>\$ 679,833</b>	<b>\$ 1,317,460</b>	<b>\$ 906,420</b>	<b>\$ 1,024,110</b>

## Police - Support Services

### It Is the Mission of Police - Support Services to

provide comprehensive and efficient support to the police department overall, enabling the department to fulfill the mission of safeguarding the community. Through our dedication, professionalism, and commitment to excellence, we strive to enhance public safety, maintain order, and foster positive community relations. We aim to deliver a wide range of support services, including administrative assistance, logistical support, information management, and training.

### 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.

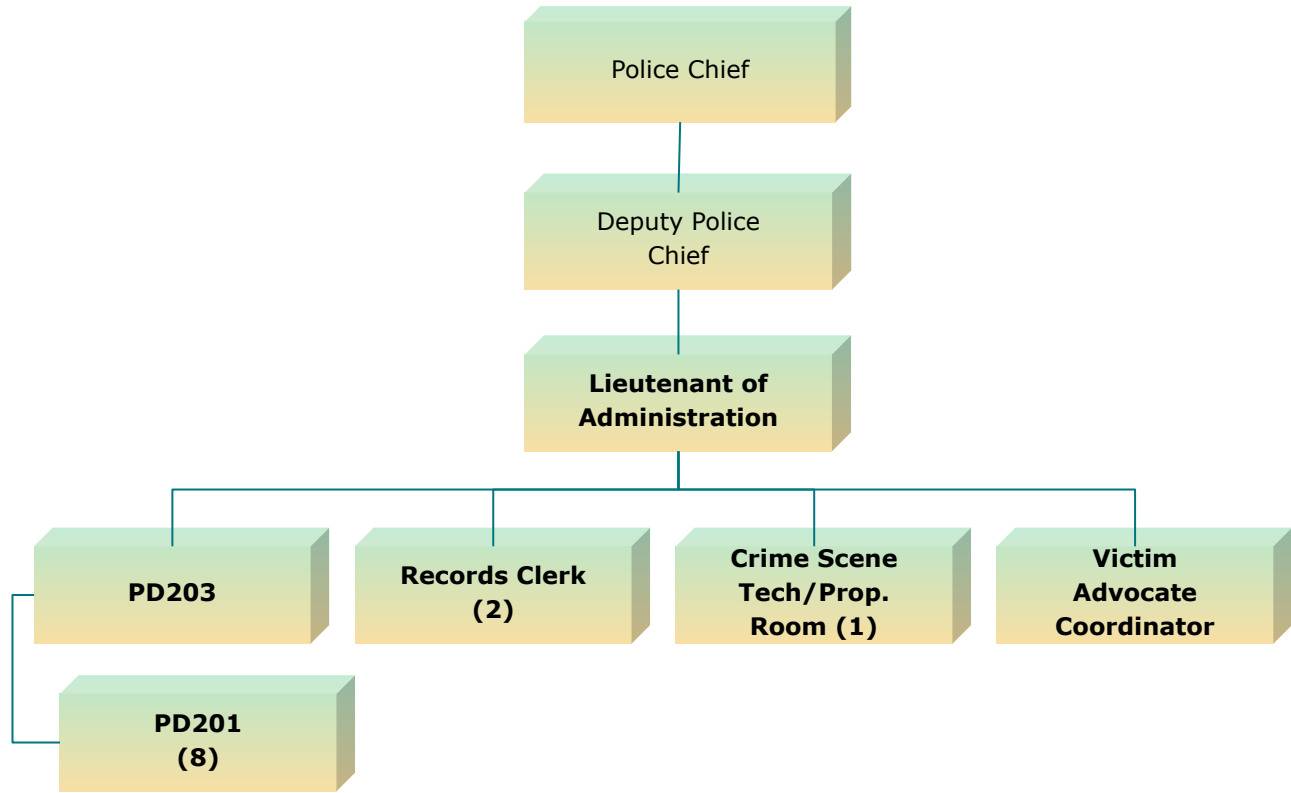
### Accomplishments of FY24

- ▶ Communications:
  - ▶ Continued work with the county in regards to communications consolidation and RMS/CAD integration.
  - ▶ Updated all memorandums of understanding with partnering agencies.
  - ▶ Consistent monitoring of all city camera systems.
  - ▶ Dispatched and serviced approximately 20,945 police and 4,606 fire-related calls.
- ▶ Records:
  - ▶ Received specialized training in regards to Public Record Law.
  - ▶ Implemented the use of Just FOIA public records request system.
- ▶ Property & Evidence Unit:
  - ▶ Inventoried the entire property room of evidence for accreditation compliance.
  - ▶ Successfully closed several cases through processing of evidence in older cases.
- ▶ Victim Advocate:
  - ▶ Served over 1,000 crime victims with advocacy.
  - ▶ Attended the Office of Attorney General Victim Practitioner Designation course.
  - ▶ Assisted the police department by applying for multiple grant opportunities.
  - ▶ Maintained the overdose mapping systems.

### FY25 Initiatives

- ▶ Communications:
  - ▶ Consolidate City of New Port Richey Communications with the Pasco County Communications Center.
- ▶ Records:
  - ▶ Upgrade to the Axon Records Management System

- ▶ Property & Evidence Unit:
  - ▶ Continue to improve organizational and efficiency efforts to streamline property and evidence handling.
- ▶ Victim Advocate:
  - ▶ Continue building connections and relationships with community partners to enhance victim advocacy.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
CRIME SCENE TECH PROPERTY RM	2.00	1.00	1.00
PD201	8.00	8.00	8.00
PD203	1.00	1.00	1.00
POLICE LIEUTENANT	1.00	1.00	1.00
RECORDS CLERK	2.00	2.00	2.00
VICTIM ADVOCATE COORDINATOR	1.00	1.00	1.00
<b>Total</b>	<b>15.00</b>	<b>14.00</b>	<b>14.00</b>

## Police Support Services Expenditures

001062 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41112	Division Head Salaries	81,171	91,309	92,640	92,640	104,490
41299	Regular Full Time Wages	614,262	548,151	516,830	516,830	496,330
41411	Overtime	76,318	104,353	66,320	70,000	17,880
41414	Overtime - Special Events	1,058	804	1,500	1,500	1,110
41511	Employee Incentives	(156)	-	-	-	-
41522	Education Incentive Pay	481	481	730	810	480
41523	Uniform Cleaning Allowance	5,560	4,704	6,000	6,000	5,500
41527	Stand-By Time	3,103	1,416	1,000	1,000	980
41528	Off-Duty Pay	1,523	-	1,600	1,690	500
42111	Social Security Matching	57,729	55,543	53,360	53,360	47,990
42211	FL Retirement System	73,832	75,539	74,070	74,070	70,920
42212	Police Pension Fund	10,813	11,671	11,640	11,640	12,450
42311	Health Insurance - Regular	114,749	119,558	136,180	136,180	142,220
42312	Group Life Insurance	255	248	200	810	290
42313	Accidental Death AD&D	34	43	410	405	60
42420	Workers Compensation	3,870	3,227	2,510	3,740	4,530
<b>Total Personnel Services</b>		<b>\$ 1,044,602</b>	<b>\$ 1,017,047</b>	<b>\$ 964,990</b>	<b>\$ 970,675</b>	<b>\$ 905,730</b>
44011	Travel & Training	1,920	4,880	4,730	6,140	3,000
44211	Postage	599	1,391	1,300	1,640	600
44463	Lease - Automobile(s)	359	6,049	10,500	12,340	10,650
44621	Rep & Maint - Equipment	4,480	7,029	15,500	15,500	15,500
44631	Rep & Maint - Central Garage	270	510	500	500	500
44649	Rep & Maint - Radio Equipment	-	-	1,350	1,310	-
44799	Printing & Binding	1,430	2,273	1,500	2,400	1,500
44999	Other Current Charges - Misc	97	205	250	280	250
45111	Office Supplies	44,381	769	1,000	1,000	1,000
45211	Fuel	1,175	3,378	2,500	2,500	2,000
45225	Software Licenses / Support	10,443	9,567	11,500	14,200	22,000
45231	Clothing & Wearing Apparel	1,444	1,336	2,000	700	1,500
45241	Licensing & ID Materials	1,130	1,220	1,800	820	1,500
45242	Photographic Supplies	-	-	3,000	2,740	1,500
45243	Computer Supplies	19,174	12,232	5,000	5,000	3,200
45289	Automotive Parts	1,963	644	1,000	1,000	1,000
45299	Operating Supplies - Misc.	9,455	10,755	10,000	10,000	8,500
45411	Dues and Memberships	-	-	-	-	400
<b>Total Operating</b>		<b>\$ 98,320</b>	<b>\$ 62,238</b>	<b>\$ 73,430</b>	<b>\$ 78,070</b>	<b>\$ 74,600</b>
46420	Leased Automobiles	20,287	-	-	-	-
46431	Special Purpose Equipment	-	8,679	-	-	70,000
47151	Lease - Principal	1,182	-	-	-	-
47251	Interest - Leases	301	-	-	-	-
<b>Total Capital</b>		<b>\$ 21,770</b>	<b>\$ 8,679</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>
<b>Total Expenditures</b>		<b>\$ 1,164,692</b>	<b>\$ 1,087,964</b>	<b>\$ 1,038,420</b>	<b>\$ 1,048,745</b>	<b>\$ 1,050,330</b>



## Police - Criminal Investigations Division

### It Is the Mission of Police - Criminal Investigations Division to

provide support to police patrol as well as service with understanding, response and compassion, performance, and integrity. Our Detectives strive to maintain working partnerships and obtain cooperation and support necessary in the completion of successful investigations and methods of crime prevention. They follow up on crime reports with workable leads or those that constitute part of an ongoing crime series. The bureau participates in all forms of investigative activities including conducting surveillance, undercover operations, serving arrest warrants and search warrants. Detectives are also responsible for monitoring and registering habitual offenders.

### Description

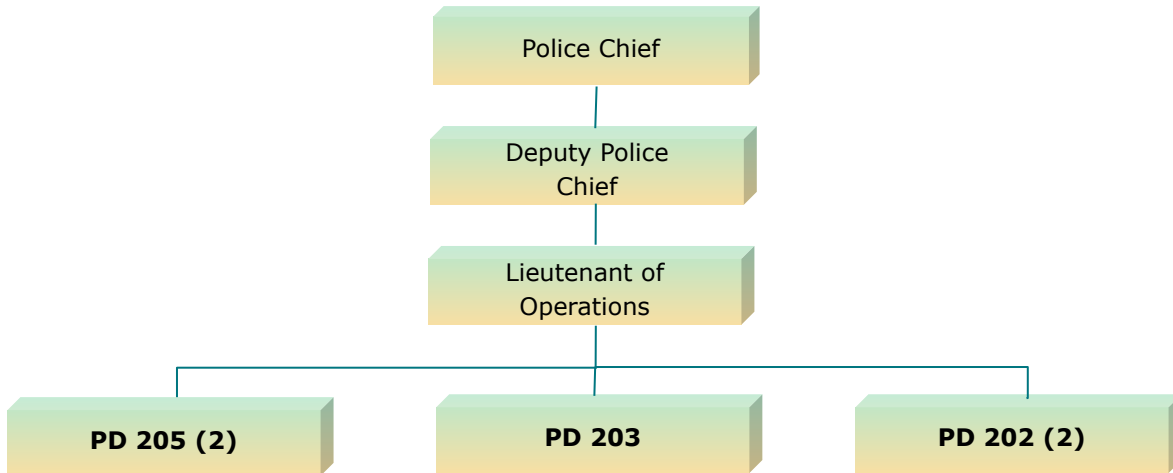
This section consists of four detectives and a detective sergeant.

### Accomplishments of FY24

- ▶ Awarded the DOJ grant in the amount of \$183,000 for the purchase of forensic equipment.
- ▶ Awarded FDLE Safe Grant in the amount to \$70,000 to combat fentanyl dealers.
- ▶ Conducted two search warrants on city residences that resulted in 19 arrests and multiple narcotics seized.
- ▶ World with Pasco Sheriff's Office on Operation Restore to combat crime in hotels.
- ▶ Made numerous high level crime arrests.
- ▶ Purchased equipment for criminal/forensic use (Cellbrite, FARO Printer, Ballistic Tank and covert cameras).

### FY25 Initiatives

- ▶ Enhance the clearance rates within the Criminal Investigations Division.
- ▶ Conduct proactive sting operations to address downtown bar issues.
- ▶ Obtain a position on the Human Trafficking Task Force to work joint operations.
- ▶ Continue working in conjunction with other agencies on the FDLE fentanyl operations within the City.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
PATROL OFFICER II	1.00	-	-
PATROL OFFICER III	1.00	-	-
PATROL OFFICER – PROBATIONARY	2.00	-	-
PD202-STEP 14	-	-	1.00
PD202-STEP 15	1.00	2.00	1.00
PD203-STEP 15	1.00	1.00	1.00
PD205-STEP 1	-	-	1.00
PD205-STEP 13	-	1.00	1.00
PD205-STEP 15	1.00	1.00	-
<b>Total</b>	<b>7.00</b>	<b>5.00</b>	<b>5.00</b>

### Police Community Services Expenditures

001063 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	346,803	346,073	339,590	339,590	406,120
41411	Overtime	32,068	24,547	45,000	62,810	35,000
41414	Overtime - Special Events	6,336	7,316	8,000	7,740	7,330
41415	Overtime - Downtown Beat	49,009	59,183	40,000	45,000	34,700
41521	Incentive Pay - Police	-	10,726	22,240	12,240	22,240
41522	Education Incentive Pay	6,509	2,740	1,800	2,160	2,520
41523	Uniform Cleaning Allowance	2,500	2,500	2,500	2,000	2,500
41524	Clothing Allowance	1,500	1,788	2,500	2,000	2,500
41526	Court Time	225	1,654	1,000	1,000	1,000
41527	Stand-By Time	3,120	3,718	3,120	3,120	2,960
41528	Off-Duty Pay	32,090	18,943	20,000	20,000	20,000
41529	Meal Allowance	-	-	300	300	-
42111	Social Security Matching	35,231	34,079	26,030	31,780	37,770
42212	Police Pension Fund	44,795	40,548	45,850	45,850	58,020
42311	Health Insurance - Regular	78,748	73,066	50,440	50,440	47,810
42312	Group Life Insurance	101	96	100	300	110
42313	Accidental Death AD&D	13	17	150	150	20
42420	Workers Compensation	15,129	13,487	14,120	14,120	16,900
<b>Total Personnel Services</b>		<b>\$ 654,177</b>	<b>\$ 640,481</b>	<b>\$ 622,740</b>	<b>\$ 640,600</b>	<b>\$ 697,500</b>
44011	Travel & Training	4,644	1,484	5,980	5,980	5,000
44211	Postage	-	-	260	260	250
44463	Lease - Automobile(s)	3,928	11,995	8,000	9,360	8,500
44621	Rep & Maint - Equipment	-	158	250	20	250
44631	Rep & Maint - Central Garage	450	1,535	1,100	1,050	1,000
44799	Printing & Binding	32	505	400	455	430
44999	Other Current Charges - Misc	557	583	700	-	700
45111	Office Supplies	117	105	500	110	500
45211	Fuel	12,881	7,491	8,000	8,000	8,000
45225	Software Licenses / Support	799	5,860	5,800	5,800	5,800
45231	Clothing & Wearing Apparel	2,887	1,614	2,500	800	2,500
45243	Computer Supplies	1,434	3,631	7,000	7,420	2,000
45289	Automotive Parts	2,290	3,357	2,100	2,880	1,000
45299	Operating Supplies - Misc.	1,450	1,511	1,500	1,000	1,500
<b>Total Operating</b>		<b>\$ 31,469</b>	<b>\$ 39,829</b>	<b>\$ 44,090</b>	<b>\$ 43,135</b>	<b>\$ 37,430</b>
<b>Total Expenditures</b>		<b>\$ 685,646</b>	<b>\$ 680,310</b>	<b>\$ 666,830</b>	<b>\$ 683,735</b>	<b>\$ 734,930</b>

## Police - Patrol

### It Is the Mission of Police - Patrol to

through collaborative efforts and partnerships, the New Port Richey Police Department guards the life, property, and constitutional rights of all and to enforce the law with compassion and respect for all our residents, business owners and guests to our community. Our department works proactively with our community members to improve the quality of life for all.

### Description

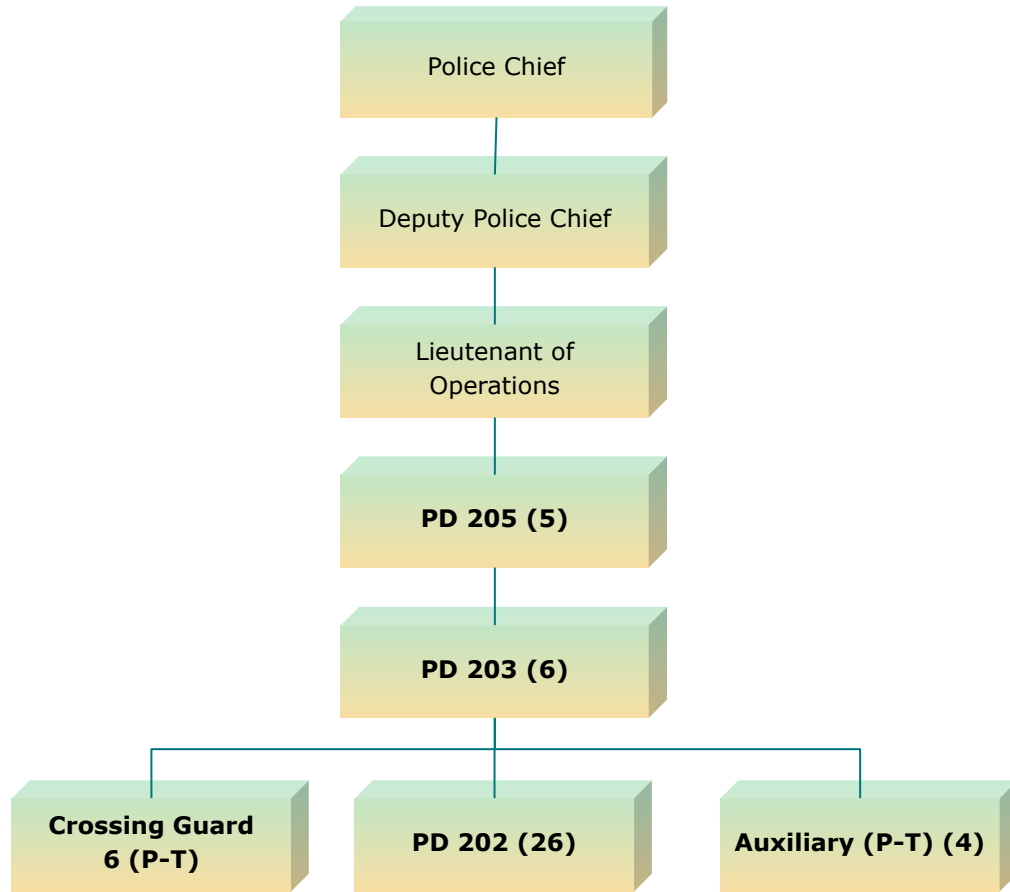
The New Port Richey Police Department focuses on the safety of residents, visitors, and businesses. Officers protect the citizens of New Port Richey, even at risk to their own lives. These men and women are some of the most dedicated and loyal public servants in this great nation and have vowed to serve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

### Accomplishments of FY24

- ▶ Replacement of 9 patrol vehicles.
- ▶ Updated marine boat equipment and officer related safety items.
- ▶ Successful implementation of LIFT with coordination of BAYCARE Behavioral Health.
- ▶ Provided specialized training and mental health training to all patrol officers to enhance their skill set.
- ▶ Enhanced the Police Department's security.
- ▶ Upgraded to 9mm firearms to include annual firearms training.
- ▶ Added an additional K-9 unit and officer.
- ▶ Continued to provide Active Threat Resolution training to all City of New Port Richey Departments.

### FY25 Initiatives

- ▶ Add additional officers from the Patrol Division to our LIFT Team initiative.
- ▶ Continue traffic enforcement initiatives on major thoroughfares and within neighborhoods to address traffic concerns utilizing speed trailers, traffic mannequin, and officers within each squad to gain departmental equipment.
- ▶ Send additional officers to Crisis Intervention Training (C.I.T.), and provide education to address the Opioid Crisis.
- ▶ Hold promotional exams within the division.
- ▶ Continue special patrols in city parks and the downtown area.
- ▶ Continue promoting Crime Prevention Through Environmental Design (C.P.T.E.D.) principles in neighborhoods and business areas



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
MASTER PATROLMAN I	1.00	-	-
PATROL OFFICER I	2.00	-	-
PATROL OFFICER II	2.00	-	-
PATROL OFFICER III	3.00	-	-
PATROL OFFICER IV	1.00	-	-
PATROL OFFICER V	2.00	-	-
PATROL OFFICER VI	2.00	-	-
PATROL OFFICER – PROBATIONARY	12.00	-	-
PD202	2.92	1.46	23.92
PD202-STEP 14	-	23.00	1.00
PD202-STEP 15	1.00	2.00	2.00
PD203	5.00	6.00	5.00
PD205-STEP 10	-	-	4.00
PD205-STEP 15	5.00	5.00	1.00
POLICE LIEUTENANT	1.00	1.00	1.00
SCHOOL CROSSING GUARD PT	0.85	1.02	1.02
<b>Total</b>	<b>40.77</b>	<b>39.48</b>	<b>38.94</b>

### Police Patrol Expenditures

001064 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41112	Division Head Salaries	85,087	91,309	92,640	92,640	109,710
41299	Regular Full Time Wages	2,011,611	2,196,306	2,273,530	2,273,530	2,479,390
41311	Part Time Wages	89,778	107,835	135,420	135,420	181,710
41411	Overtime	140,366	142,146	130,000	181,430	133,630
41414	Overtime - Special Events	20,048	23,173	30,000	30,000	27,360
41415	Overtime - Downtown Beat	98,420	113,631	121,000	141,120	104,650
41511	Employee Incentives	-	300	-	-	-
41521	Incentive Pay - Police	4,940	4,160	-	-	-
41522	Education Incentive Pay	20,276	20,773	22,080	24,340	22,080
41523	Uniform Cleaning Allowance	14,841	15,688	18,100	18,100	17,000
41524	Clothing Allowance	263	-	-	-	-
41526	Court Time	44,158	35,254	40,000	40,000	35,000
41527	Stand-By Time	547	-	2,000	-	2,000
41528	Off-Duty Pay	125,889	119,638	127,000	149,170	125,000
41529	Meal Allowance	-	-	640	1,210	-
41535	Field Training Daily Incentive	7,038	7,212	8,000	8,000	8,000
41536	Traffic Homicide Investigators	-	-	4,160	4,160	7,280
42111	Social Security Matching	198,023	213,538	197,000	239,850	235,840
42211	FL Retirement System	5,976	6,044	8,840	8,840	10,200
42212	Police Pension Fund	285,806	321,330	298,040	332,220	342,010
42214	Defined Contribution Plan	2,851	3,159	8,890	8,890	9,570
42216	Police Pension - State Funds	225,052	259,111	217,000	217,000	260,650
42311	Health Insurance - Regular	327,244	342,977	373,220	373,220	355,820
42312	Group Life Insurance	573	673	680	2,820	710
42313	Accidental Death AD&D	76	118	120	1,410	130
42420	Workers Compensation	103,281	133,018	133,020	127,500	105,490
<b>Total Personnel Services</b>		<b>\$ 3,812,144</b>	<b>\$ 4,157,393</b>	<b>\$ 4,241,380</b>	<b>\$ 4,410,870</b>	<b>\$ 4,573,230</b>
43472	Car Wash Services	60	-	-	-	-
43499	Contractual Svcs - Misc	64	3,322	5,000	16,900	3,000
44011	Travel & Training	7,044	3,490	21,100	26,700	9,000
44013	Police Training	-	9,515	-	-	-
44211	Postage	353	310	500	1,060	300
44463	Lease - Automobile <sup>(s)</sup>	975	295,756	321,000	225,000	505,340
44481	Lease - Copier	(156)	-	-	-	-
44621	Rep & Maint - Equipment	4,604	4,808	4,000	2,000	2,000
44624	Rep & Maint - Technical Equipt	-	-	-	2,000	2,000
44626	Rep & Maint - Marine Equipment	6,657	3,245	3,000	3,000	2,500
44631	Rep & Maint - Central Garage	30,319	12,269	34,000	3,000	35,000
44649	Rep & Maint - Radio Equipment	1,319	1,364	1,000	1,000	1,000
44799	Printing & Binding	3,133	4,425	3,500	1,900	3,500
44975	K-9 Unit	10,328	12,500	35,200	17,000	10,000
44999	Other Current Charges - Misc	1,166	2,175	1,500	1,500	1,500
45111	Office Supplies	447	819	2,000	2,000	1,500



### Police Patrol Expenditures

001064 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45141	Small Tools & Implements	32,539	23,990	55,900	33,590	28,000
45211	Fuel	190,510	198,036	130,000	130,000	140,000
45225	Software Licenses / Support	2,930	6,163	6,900	7,570	2,600
45231	Clothing & Wearing Apparel	16,202	18,556	20,000	20,000	18,000
45243	Computer Supplies	5,662	4,084	5,000	5,000	30,000
45244	Ammunition	9,940	7,321	10,100	10,050	10,000
45247	First Aid Supplies	1,144	225	650	75	650
45289	Automotive Parts	79,605	50,822	85,000	3,000	60,000
45291	Operating Supplies - Disaster	13	-	1,000	-	1,000
45299	Operating Supplies - Misc.	5,758	5,036	6,000	6,000	6,000
45411	Dues and Memberships	215	-	200	-	300
<b>Total Operating</b>		<b>\$ 410,831</b>	<b>\$ 668,231</b>	<b>\$ 752,550</b>	<b>\$ 518,345</b>	<b>\$ 873,190</b>
46413	Data Processing Equipment	-	-	15,000	-	-
46414	Automobiles	-	-	18,500	18,500	-
46417	Communication Equipment	53,896	-	740	501	-
46420	Leased Automobiles	70,953	-	-	-	-
46431	Special Purpose Equipment	166,579	162,485	205,300	205,305	130,000
47151	Lease - Principal	173,428	-	-	-	-
47251	Interest - Leases	16,666	-	-	-	-
<b>Total Capital</b>		<b>\$ 481,522</b>	<b>\$ 162,485</b>	<b>\$ 239,540</b>	<b>\$ 224,306</b>	<b>\$ 130,000</b>
<b>Total Expenditures</b>		<b>\$ 4,704,497</b>	<b>\$ 4,988,109</b>	<b>\$ 5,233,470</b>	<b>\$ 5,153,521</b>	<b>\$ 5,576,420</b>

General Fund

## Police - Code Enforcement

### It Is the Mission of Police - Code Enforcement to

enforce and uphold codes and regulations that govern the built environment, ensuring the health, safety, and welfare of our community. Through diligent inspections, education, and collaboration, we aim to promote responsible development, protect property values, and preserve the quality of life for residents.

### Description

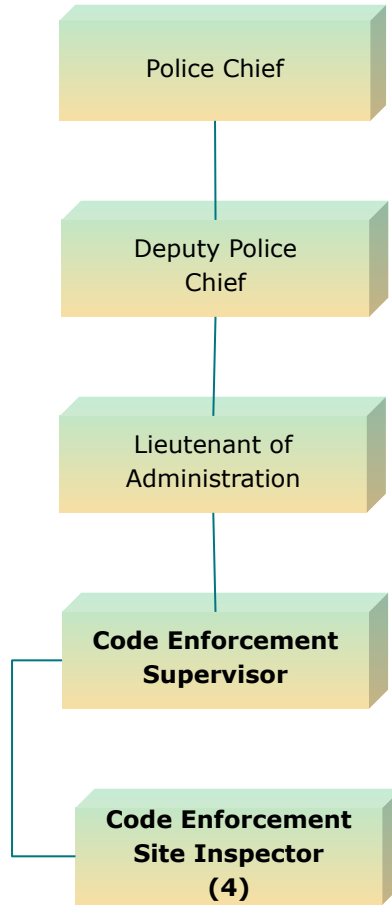
This unit consists of four Code Inspectors and a supervisor. The inspectors conduct on-going patrols of all areas of the city to identify and address violations, disseminate educational materials on a proactive basis, respond to citizen-initiated code violation complaints, prepare reports, testify at 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. Additionally, they are responsible for the administration of the city's rental inspection program.

### Accomplishments of FY24

- ▶ Implemented a foreclosure program to assist in the redevelopment of nuisance properties.
- ▶ Implemented a neighborhood improvement program.
- ▶ Conducted 6,287 inspections that resulted in 1,895 code enforcement cases.

### FY25 Initiatives

- ▶ Conduct inspections of multifamily buildings to ensure compliance.
- ▶ Create and execute a plan of action for the annexation of Leisure Lane and Van Doren Avenue.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ADMINISTRATIVE CODE ENF OFFICER	-	-	1.00
CODE ENFORCE MNGR/EVENTS SPEC.	1.00	1.00	1.00
CODE ENFORCEMENT SITE INSPECTOR	4.00	4.00	3.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

## Police Code Enforcement Expenditures

001065 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41210	Regular Exempt Salaries	38,879	54,721	54,600	60,274	63,410
41299	Regular Full Time Wages	175,030	156,789	157,100	157,100	184,160
41411	Overtime	949	1,671	1,500	80	1,510
41414	Overtime - Special Events	92	647	1,610	1,610	1,000
41523	Uniform Cleaning Allowance	2,500	2,000	2,250	2,250	2,500
41528	Off-Duty Pay	3,700	3,878	7,790	7,790	-
42111	Social Security Matching	16,320	16,523	12,740	15,635	19,330
42211	FL Retirement System	23,665	26,245	28,730	28,730	34,430
42311	Health Insurance - Regular	30,954	29,258	45,400	45,400	33,200
42312	Group Life Insurance	85	89	90	300	50
42313	Accidental Death AD&D	11	16	150	150	10
42420	Workers Compensation	2,804	3,027	2,190	3,460	6,600
<b>Total Personnel Services</b>		<b>\$ 294,989</b>	<b>\$ 294,864</b>	<b>\$ 314,150</b>	<b>\$ 322,779</b>	<b>\$ 346,200</b>
43111	City Attorney	45	-	-	-	-
43431	Animal Control Services	140,918	139,477	145,000	145,000	150,460
43439	Lot Mowing / Clearing	1,076	2,392	3,120	1,250	3,120
43499	Contractual Svcs - Misc	150	850	1,000	2,450	1,000
44011	Travel & Training	3,563	3,275	4,240	2,640	2,000
44211	Postage	4,798	7,677	5,030	7,130	5,000
44463	Lease - Automobile <sup>(s)</sup>	(28)	15,820	16,000	16,000	15,820
44631	Rep & Maint - Central Garage	480	780	1,500	1,500	2,000
44799	Printing & Binding	241	2,221	1,680	2,510	1,500
44911	Legal Advertising	-	-	-	-	1,000
44968	NICE Program Expenses	-	-	20,000	-	15,000
44999	Other Current Charges - Misc	454	-	200	-	200
45111	Office Supplies	555	179	830	880	750
45141	Small Tools & Implements	-	17	1,360	1,360	-
45211	Fuel	5,774	5,531	4,000	4,000	5,000
45225	Software Licenses / Support	-	-	-	-	100
45231	Clothing & Wearing Apparel	693	181	1,620	1,620	750
45243	Computer Supplies	125	72	3,300	3,300	2,160
45289	Automotive Parts	82	492	4,550	4,550	2,500
45299	Operating Supplies - Misc.	5,135	2,701	3,100	3,090	2,000
45411	Dues and Memberships	-	675	380	380	380
<b>Total Operating</b>		<b>\$ 164,061</b>	<b>\$ 182,340</b>	<b>\$ 216,910</b>	<b>\$ 197,660</b>	<b>\$ 210,740</b>
46420	Leased Automobiles	44,084	-	-	-	-
47151	Lease - Principal	11,912	-	-	-	-
47251	Interest - Leases	1,537	-	-	-	-
<b>Total Capital</b>		<b>\$ 57,533</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 516,583</b>	<b>\$ 477,204</b>	<b>\$ 531,060</b>	<b>\$ 520,439</b>	<b>\$ 556,940</b>

## Police - Special Traffic Enforcement

### It Is the Mission of Police - Special Traffic Enforcement to

enhance public safety and reduce the incidence of red-light violations and intersection collisions. Using technology and enforcement measures, our program aims to deter dangerous driving behaviors, protect vulnerable road users, and create a culture of compliance

### Description

This division is responsible for all the processes related to the City's Red Light Camera Enforcement Program, such as: pinpoint red light camera footage with evidentiary value to criminal investigations, maintain all traffic crash investigation equipment, and to perform redactions of body camera video pursuant to public records requests.

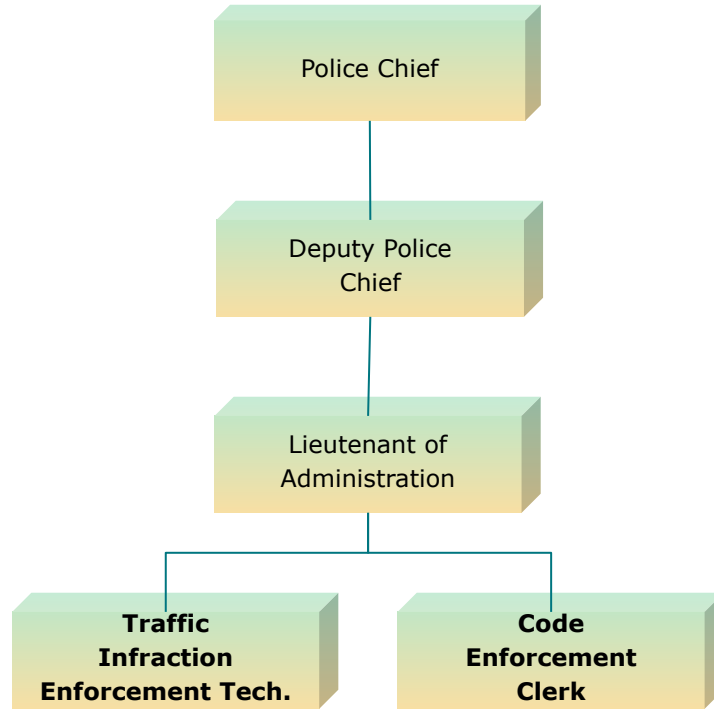
This division also houses the Administrative Division of the Special Magistrate who handles the filing, record retention, scheduling, noticing, and support functions related to the proceedings of the Special Magistrate. The Special Magistrate is delegated the authority to hear and decide alleged violations of the codes and ordinances enacted or adopted by the city.

### Accomplishments of FY24

- ▶ Assisted with criminal and civil investigations using red light cameras for approximately 10 cases.
- ▶ Assisted in programming and deployment of the Department's electronic message boards, as needed.
- ▶ Reviewed 18,942 violations with 13,756 Notice of Violations issued.
- ▶ Attended 126 City Hearings and 189 County Hearings for red light camera violations.
- ▶ Issued 3,158 Uniform Traffic Citations for RLC violations.
- ▶ Processed 237 impounds and 205 were released back to owners with 14 sent to auction.
- ▶ Processed 775 public records requests for body-worn-camera footage.
- ▶ Continued working on automating the system to process electronic submission of body worn camera footage.

### FY25 Initiatives

- ▶ Implement a process for the School Speed Camera system.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
CODE ENFORCEMENT CLERK	1.00	1.00	1.00
TRAFFIC INFRACTION ENF TECH	1.00	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>



### Special Traffic Enforcement Expenditures

001067 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	70,921	73,066	72,900	72,900	83,240
41311	Part Time Wages	(46)	-	-	-	-
42111	Social Security Matching	4,947	5,091	5,580	5,580	6,370
42211	FL Retirement System	7,771	9,051	9,890	9,890	11,350
42311	Health Insurance - Regular	24,431	25,581	23,348	25,750	23,680
42312	Group Life Insurance	36	41	120	120	50
42313	Accidental Death AD&D	5	7	60	60	10
42420	Workers Compensation	168	96	110	110	150
<b>Total Personnel Services</b>		<b>\$ 108,233</b>	<b>\$ 112,933</b>	<b>\$ 112,008</b>	<b>\$ 114,410</b>	<b>\$ 124,850</b>
43111	City Attorney	-	-	17,045	-	-
43199	Professional Svcs - Misc	29,515	25,036	25,000	30,710	30,000
43429	Red Light Camera Fee	243,517	260,888	274,000	274,000	274,000
43481	State Share - Red Light Camera	755,036	770,698	727,360	727,360	727,360
44211	Postage	1,514	1,950	1,073	1,450	1,500
44799	Printing & Binding	-	516	500	-	500
44911	Legal Advertising	-	-	-	-	700
45111	Office Supplies	949	-	500	60	500
45225	Software Licenses / Support	-	-	-	-	6,000
45243	Computer Supplies	3,435	486	2,000	2,000	3,500
45291	Operating Supplies - Disaster	1,520	-	-	-	-
45299	Operating Supplies - Misc.	265	68	500	50	500
<b>Total Operating</b>		<b>\$ 1,035,751</b>	<b>\$ 1,059,642</b>	<b>\$ 1,047,978</b>	<b>\$ 1,035,630</b>	<b>\$ 1,044,560</b>
<b>Total Expenditures</b>		<b>\$ 1,143,984</b>	<b>\$ 1,172,575</b>	<b>\$ 1,159,986</b>	<b>\$ 1,150,040</b>	<b>\$ 1,169,410</b>

General Fund

## 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 of natural and man-made disasters, consistent with resources provided.

### Description

The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and weather conditions, water rescue and recovery, technical rescue, and any other natural or man-made emergency. In addition to emergency services, the Fire Department provides several non-emergency 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 and 101.

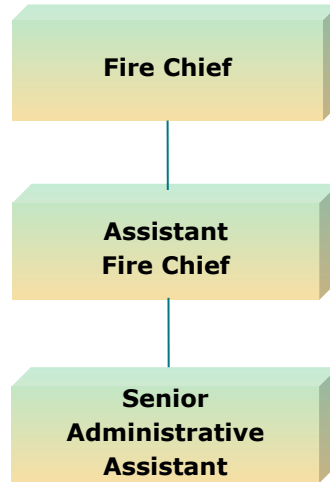
### Accomplishments of FY24

- ▶ Fire Station #2 Construction Project nears completion. Expected completion in October of 2024.
- ▶ Awarded \$1,120,000 through State Legislative Appropriations for Fire Station #2 Construction Project.
- ▶ The specification process for the replacement engine near completion with the apparatus committee.
- ▶ Applied for Firehouse Subs Grant for a full set of battery powered extrication tools for E-2, in the amount of \$37,509.
- ▶ Initiated new fees for fire safety inspections, community risk reduction, and emergency plan reviews.
- ▶ Completed one Citizen Academy Program.
- ▶ Responded to 6,077 emergency calls for service. Completed 1,005 fire safety inspections. Completed 5,486 training hours. Participated in 43 community relations events.
- ▶ Made updates to the City's Disaster Preparedness Guide continuously strengthening the City's plan.
- ▶ Created a City Emergency Management Committee to collaborate different department perspectives, bring fresh ideas and engagement to help build a culture of preparedness.
- ▶ Applied for a FEMA AFG grant for exhaust capture system for Fire Station #1 in the amount of \$94,500.
- ▶ Awarded Firefighter Cancer Decon Equipment Grant through the State Fire Marshal Office in the amount of \$48,713 for an exhaust capture system for the new Fire Station #2.
- ▶ Actively participating in a CAD integration project with Pasco County.
- ▶ Gained accreditation through the State Fire Marshal Office for health and safety policies and procedures.
- ▶ Conducted hiring process and a promotional process. Hired several full-time staff.

### FY25 Initiatives

- ▶ Begin to operate service out of the new Fire Station #2.
- ▶ Start the build process on a new fire engine to replace E-2.
- ▶ Gain approval for additional staffing, and become fully staffed with eight per shift.

- ▶ Put a third response vehicle into service to help with the increase in demand for emergency services.
- ▶ See the scope of work begin on Fire Station #1 as a result of a critical hardening grant that was awarded.
- ▶ Successful contract negotiations with IAFF Local 1158 resulting in a new multi-year contract.
- ▶ Work out a response fee for non-emergent calls to assisted living facilities, and others that have medical staff onsite.
- ▶ Bolster community relations through a Knox Home Box campaign, smoke detector program, and enhance the Citizen's Academy.
- ▶ Gain more NFPA compliance with facilities, equipment, and operations.
- ▶ Apply for a grant through Firehouse Subs to fund the purchase a set of battery powered extrication tools for Engine #2.
- ▶ See the CAD integration project with Pasco County come to fruition.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ASSISTANT FIRE CHIEF	1.00	1.00	1.00
FIRE CHIEF	1.00	1.00	1.00
SENIOR ADMINISTRATIVE ASST	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

### Fire Supervision Expenditures

001071 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	96,079	105,561	104,150	104,150	114,600
41112	Division Head Salaries	82,703	88,387	89,650	89,650	101,580
41299	Regular Full Time Wages	41,305	42,420	40,980	40,980	44,760
41411	Overtime	890	3,437	1,000	200	1,020
41413	Overtime - Residential Inspec	56	-	-	-	-
41522	Education Incentive Pay	1,204	1,204	1,200	1,200	1,200
41523	Uniform Cleaning Allowance	1,300	1,300	1,300	1,300	1,300
41525	Paramedic Incentive Pay	1,805	1,805	1,800	1,800	-
41532	Inspector Incentive Pay	2,407	2,407	2,400	2,400	2,400
41533	USAR Incentive Pay	301	301	300	300	-
42111	Social Security Matching	17,301	18,727	18,490	18,490	20,230
42211	FL Retirement System	4,366	5,155	4,430	4,430	6,240
42213	Firemen Pension Fund	-	27,560	37,860	25,600	43,430
42311	Health Insurance - Regular	11,731	11,948	12,300	12,300	14,980
42312	Group Life Insurance	54	61	180	180	70
42313	Accidental Death AD&D	7	11	90	90	20
42420	Workers Compensation	7,690	7,667	10,490	10,490	11,430
<b>Total Personnel Services</b>		<b>\$ 269,199</b>	<b>\$ 317,951</b>	<b>\$ 326,620</b>	<b>\$ 313,560</b>	<b>\$ 363,260</b>
43499	Contractual Svcs - Misc	475	331	360	360	360
44011	Travel & Training	1,612	2,258	2,500	2,400	3,000
44121	Telephone - Local	1,113	6,452	6,500	1,200	6,500
44134	Data Lines	12,934	11,172	8,800	8,800	11,000
44211	Postage	14	76	150	150	250
44221	Freight Express Charges	-	-	40	40	50
44311	Electric - City Facilities	12,249	14,495	12,000	12,000	15,500
44341	Gas (Propane/Natural)	963	1,207	1,250	1,250	1,250
44351	Water & Sewer - City	9,839	4,976	7,000	9,000	8,000
44373	Street Light Fee	68	71	100	100	100
44381	Stormwater Assessment	279	291	300	300	300
44463	Lease - Automobile <sup>(s)</sup>	950	24,059	20,100	14,820	18,620
44481	Lease - Copier	(241)	1,352	2,000	2,000	2,000
44534	Police/Fire - A.D. & D.	1,562	1,780	1,700	1,700	1,700
44535	Fire Cancer Insurance	4,702	10,544	6,100	6,100	6,100
44611	Maintenance Buildings & Ground	1,087	40	2,000	800	2,500
44631	Rep & Maint - Central Garage	690	180	800	750	300
44799	Printing & Binding	1,090	895	1,000	1,000	1,200
44999	Other Current Charges - Misc	21	-	-	-	-
45111	Office Supplies	1,703	4,732	3,100	3,200	2,500
45211	Fuel	12,992	3,742	4,000	4,000	3,500
45225	Software Licenses / Support	17,300	8,707	21,500	21,500	22,000
45231	Clothing & Wearing Apparel	575	(263)	700	900	700
45243	Computer Supplies	4,204	4,383	2,500	500	1,300
45289	Automotive Parts	72	299	750	500	500

### Fire Supervision Expenditures

001071 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45291	Operating Supplies - Disaster	-	5,737	-	-	-
45411	Dues and Memberships	613	1,541	1,200	1,200	1,350
45461	Books and Publications	-	75	500	500	500
<b>Total Operating</b>		<b>\$ 86,866</b>	<b>\$ 109,132</b>	<b>\$ 106,950</b>	<b>\$ 95,070</b>	<b>\$ 111,080</b>
47151	Lease - Principal	23,078	-	-	-	-
47251	Interest - Leases	2,236	-	-	-	-
<b>Total Capital</b>		<b>\$ 25,314</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 381,379</b>	<b>\$ 427,083</b>	<b>\$ 433,570</b>	<b>\$ 408,630</b>	<b>\$ 474,340</b>



## Fire & Emergency Service - Firefighting

### It Is the Mission of Fire & Emergency Service - Firefighting to

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

### Description

The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills, or releases, hazardous traffic and weather conditions, water rescue and recovery, technical rescue and any other natural or man-made emergency. In addition to emergency services, the Fire Department provides a number of nonemergency services to ensure the safety of our community, including fire safety inspections on all commercial businesses to ensure they are in compliance with the Florida Fire Prevention Code, NFPA 1 and 101.

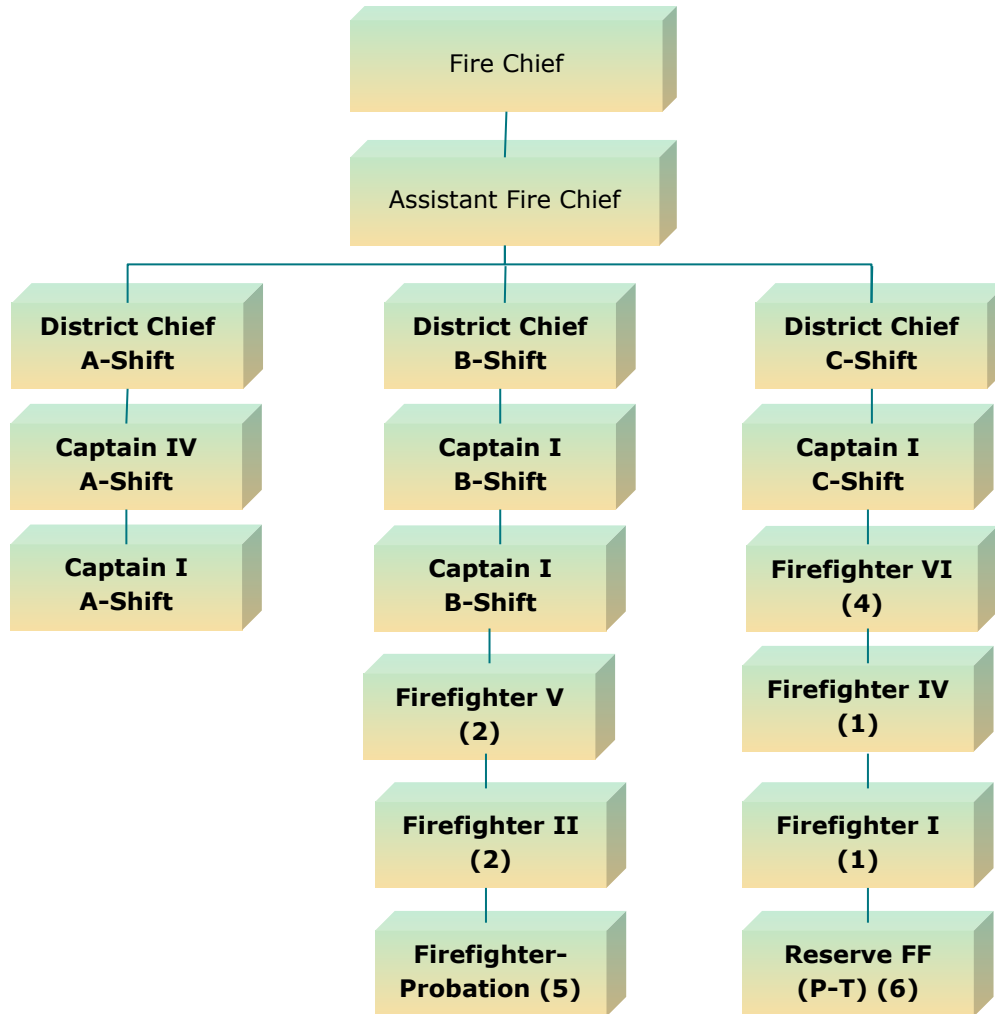
### Accomplishments of FY24

- ▶ Responded to 6,077 emergency calls for service - Completed 1,005 fire safety inspections -Completed 5,486 hours of training - Participated in 43 community relations events.
- ▶ The Fire Station #2 Construction Project nears completion.
- ▶ Gained accreditation from the State Fire Marshal's Office for health and safety policies and procedures.
- ▶ Hired and trained up several new FT staff members.
- ▶ Firefighter/Paramedics conducted AED and CPR training to City staff in several departments - CPR training was also given to the Department Chaplain and staff.
- ▶ Completed and participated in one Citizen Academy.
- ▶ Fire Station #1 A/C Replacement Project completed.
- ▶ Completed active shooter incident training with the New Port Richey Police Department.
- ▶ Ratification of new IAFF union contract.
- ▶ Initiated the new fees and associated procedures pertaining to fire safety inspections and community risk reduction efforts.

### FY25 Initiatives

- ▶ Provide service from the new Fire Station #2
- ▶ Begin the scope of work to Fire Station #1 through the critical hardening grant.
- ▶ Gain more NFPA compliance with health and safety initiatives.
- ▶ Fill all open positions to achieve full staffing.
- ▶ Increase full-time staffing levels to eight per shift.
- ▶ Complete the order for a new fire engine / two year build time.
- ▶ Continue to implement operational improvements to advance the Department and the services provided.
- ▶ Bolster recruitment efforts.

- ▶ Continue to teach life saving skills to City staff.
- ▶ Enhance community relations and community risk reduction initiatives.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
DISTRICT CHIEF	3.00	3.00	3.00
FIREFIGHTER CAPTAIN	6.00	6.00	5.00
FIREFIGHTER CAPTAIN IV	-	-	1.00
FIREFIGHTER I	-	3.00	-
FIREFIGHTER II	1.00	-	3.00
FIREFIGHTER III	5.00	-	-
FIREFIGHTER IV	2.00	4.00	1.00
FIREFIGHTER PART TIME	1.40	0.71	0.71
FIREFIGHTER PROBATION	2.00	4.00	5.00
FIREFIGHTER V	1.00	2.00	3.00
FIREFIGHTER VI	1.00	1.00	3.00
FIREFIGHTER VII	1.00	-	-
<b>Total</b>	<b>23.40</b>	<b>23.71</b>	<b>24.71</b>

## Firefighting Expenditures

001073 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41112	Division Head Salaries	246,077	259,180	256,320	256,320	269,420
41299	Regular Full Time Wages	1,165,986	1,290,498	1,347,770	1,347,770	1,535,010
41314	Reserve Firefighter Wages	7,786	3,803	21,600	3,600	24,510
41411	Overtime	34,552	15,989	30,000	45,800	30,010
41413	Overtime - Residential Inspec	43,071	23,151	-	-	-
41414	Overtime - Special Events	6,285	7,889	5,000	8,000	6,010
41522	Education Incentive Pay	3,747	3,731	3,720	3,720	3,120
41523	Uniform Cleaning Allowance	13,000	13,975	14,950	14,950	15,600
41525	Paramedic Incentive Pay	29,341	31,329	37,800	37,800	34,200
41530	Coordinator Incentive Pay	2,046	2,021	1,560	1,560	2,040
41532	Inspector Incentive Pay	14,475	14,443	15,000	15,000	18,000
41533	USAR Incentive Pay	1,658	1,504	1,500	1,500	1,200
41537	Reporting Software Admin	481	481	480	480	480
42111	Social Security Matching	115,224	122,559	130,330	130,330	146,970
42213	Firemen Pension Fund	-	227,592	244,010	244,010	376,620
42217	Fire Pension - State Funds	125,946	138,787	126,000	126,000	160,100
42311	Health Insurance - Regular	237,470	244,980	232,000	232,000	310,940
42312	Group Life Insurance	364	434	1,380	1,380	490
42313	Accidental Death AD&D	48	76	690	690	90
42420	Workers Compensation	55,837	65,967	76,020	76,020	99,710
<b>Total Personnel Services</b>		<b>\$ 2,103,394</b>	<b>\$ 2,468,389</b>	<b>\$ 2,546,130</b>	<b>\$ 2,546,930</b>	<b>\$ 3,034,520</b>
43132	Physicals - FF & Reserves	16,222	14,891	18,000	20,000	20,000
43499	Contractual Svcs - Misc	2,520	2,520	2,520	2,520	2,520
44011	Travel & Training	1,311	1,285	2,500	2,500	1,500
44212	Postage - Residential Inspec	2,010	1,087	-	-	-
44463	Lease - Automobile <sup>(S)</sup>	(1,255)	24,003	24,010	22,950	24,010
44621	Rep & Maint - Equipment	3,669	3,908	4,000	5,700	3,500
44624	Rep & Maint - Technical Equipt	1,120	393	500	500	-
44626	Rep & Maint - Marine Equipment	2,788	2,023	1,750	1,750	1,500
44631	Rep & Maint - Central Garage	13,337	5,174	4,500	6,000	4,500
44641	Rep & Maint - First Aid Equipt	4,202	9,767	10,000	8,300	10,000
44643	Rep & Maint - Fire Hose	4,706	4,250	5,500	5,500	4,500
44998	OCC - Residential Inspections	688	49	-	-	-
44999	Other Current Charges - Misc	224	-	-	-	-
45111	Office Supplies	1,417	476	1,500	2,500	1,000
45141	Small Tools & Implements	2,401	2,045	3,000	3,000	2,500
45211	Fuel	31,000	46,814	35,000	35,000	33,000
45231	Clothing & Wearing Apparel	9,189	8,615	11,500	11,500	9,500
45235	Bunker Gear	581	12,850	10,500	13,150	12,500
45237	Clothing - Residential Inspec	375	-	-	-	-
45243	Computer Supplies	6,510	3,192	5,000	3,500	2,600
45247	First Aid Supplies	49,899	40,876	43,000	33,000	40,000
45254	Training Supplies - General	4,639	4,495	5,000	5,000	5,000

### Firefighting Expenditures

001073 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45289	Automotive Parts	118,796	20,721	15,000	23,500	20,000
45291	Operating Supplies - Disaster	492	97	2,000	2,000	1,000
45295	Community Education	3,563	4,233	4,500	3,050	4,500
45299	Operating Supplies - Misc.	4,976	5,590	6,500	6,500	5,500
45411	Dues and Memberships	-	-	100	100	100
45461	Books and Publications	152	-	300	800	500
<b>Total Operating</b>		<b>\$ 285,532</b>	<b>\$ 219,354</b>	<b>\$ 216,180</b>	<b>\$ 218,320</b>	<b>\$ 209,730</b>
46415	Trucks And Trailers	-	43,103	-	-	-
46431	Special Purpose Equipment	31,998	-	10,750	8,100	15,000
47151	Lease - Principal	22,077	-	-	-	-
47251	Interest - Leases	1,926	-	-	-	-
<b>Total Capital</b>		<b>\$ 56,001</b>	<b>\$ 43,103</b>	<b>\$ 10,750</b>	<b>\$ 8,100</b>	<b>\$ 15,000</b>
<b>Total Expenditures</b>		<b>\$ 2,444,927</b>	<b>\$ 2,730,846</b>	<b>\$ 2,773,060</b>	<b>\$ 2,773,350</b>	<b>\$ 3,259,250</b>

General Fund

## Economic Development

### It is the Mission of Economic Development to

Support innovation, job creation and retention, private development, and increased property values to enhance the quality of life for New Port Richey residents.

### Description

We plan, coordinate, and facilitate the City's efforts to support: innovation, job creation, business retention and expansion, and private development. We partner with the Community Redevelopment Agency (CRA) to accomplish our shared vision and goals by redeveloping the Community Redevelopment Area. Due to nearly all of the City being within the Community Redevelopment Area, there is extensive overlap between the Economic Development Department and the CRA, as reflected in our annual accomplishments and initiatives. For our community, the noteworthy separation between the Department and the CRA is that the Department has greater flexibility in creating job-based grants and can more directly pursue goals relating to tourism, special events, public art, marketing, and general government services (e.g., transportation, recreation, education).

### Accomplishments of FY24

- ▶ Collaborated with the CRA, City Departments, and other stakeholders to complete the following projects or significant project elements:
  - ▶ Installation of Downtown Gateway Sign.
  - ▶ Acquisition of 5432 Acorn Street as part of the redevelopment of the Rivergate-Palm District.
  - ▶ Aqua Harbor Redevelopment Agreement.
  - ▶ Missouri Grand Redevelopment Grant Agreement.
  - ▶ Richey Suncoast Theatre Redevelopment Grant Project.
  - ▶ Commercial Real Estate and Tenant Improvement Projects:
    - ▶ Steamworks.
    - ▶ Julians Auto Façade.
    - ▶ 6229-6235 Grand Boulevard.
  - ▶ Children's Museum Summer Program.
- ▶ Collaborated with the CRA, City Departments, and other stakeholders to advance the following priority projects:
  - ▶ Update to the Community Redevelopment Plan.
  - ▶ Former Hospital Redevelopment.
  - ▶ Acquisition of Historic Gulf High School.
  - ▶ Acquisition of the Montemayor Property as part of Main and River Redevelopment.
  - ▶ Riverside Inn Redevelopment Project.
  - ▶ Railroad Square.
  - ▶ Leisure/Van Doren Annexation and Redevelopment.
  - ▶ The Central.
  - ▶ The Hacienda.

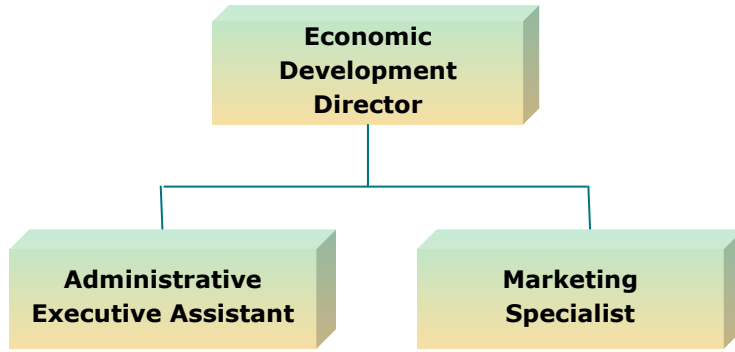


- ▶ Jilly's.
- ▶ Partnered with New Port Richey Main Street to carry out the Annual Services Agreement, which has helped our Downtown business owners create a strong association; promote their businesses, Downtown, and our City; recruit new businesses and investors; contribute to the design of Downtown and the preservation of historic buildings; and produce special events.
  - ▶ A special highlight is the advancement of the "Tides of Time" Public Art Project.
- ▶ Conducted an Awards Banquet for the recipients of the Tampa Bay Times "Best of the Best" designation.
- ▶ Welcomed new businesses to the City, including:
  - ▶ Estuary, Emerald Coast Brewing Company, and Zen Kitchen & Bar [so good, we might have counted them twice]; Made Artisan Hall, Rivers Edge Boutique Medicine, Steamworks Pub, Minuteman Press, Glitter Cove Nail Salon, Robertson Gallery, Dang Good on Main, Julep Hat Designs, Grand Salon & Suites, Henderlong's Six Strings & Superheroes, Gone Juicing Café, Saltwater Pools, Our Little Sanctuary, Ren Pro Beauty, Catey & Maguire Law, King Stone Surfaces, The Daily Vibe Coffee at Ordinance One, and more.

## FY25 Initiatives

- ▶ Collaborate with the CRA, City, and all concerned to implement the Community Redevelopment Plan, prioritizing the following projects:
  - ▶ Redevelopment of the former Hospital Site.
  - ▶ Historic Gulf High School.
  - ▶ Redevelopment of River Side Inn.
  - ▶ Aqua Harbor.
  - ▶ Main & River Redevelopment.
  - ▶ Rivergate-Palm District Redevelopment.
  - ▶ Continue supporting Richey Suncoast Theatre.
  - ▶ Redevelopment/Disposition of Health Department Building.
  - ▶ Main & Bank Infill.
  - ▶ Leisure/Van Doren.
  - ▶ Neighborhood Improvements and Community Enhancements.
  - ▶ Encourage infill development and revitalization.
  - ▶ Homeownership Program.
  - ▶ Create additional opportunities in support of the "4 Pillars": Downtown, Historic Neighborhoods, the US Highway 19 Corridor, and the River.
  - ▶ Capital Projects and Placemaking:
    - ▶ Railroad Square Improvements.
    - ▶ Grand Boulevard Improvements.
    - ▶ Floramar Terrace Improvements.
    - ▶ US 19 and Main Street Gateway Landscaping.
    - ▶ Main Street Improvements (River to US Highway 19).
    - ▶ Downtown Shade Tree "bump-outs."

- ▶ Support the retention and growth of existing businesses, recruit new businesses, and expand desirable destinations, uses, activities, and events downtown.
  - ▶ Maintain and enhance collaborations with large employers and strategic partners, including BayCare, Pasco County School Board, Pasco County, Pasco EDC, Pasco Hernando State College, and St. Leo's.
  - ▶ Maintain and enhance partnerships with EDC, TDC, Main Street, the Chamber of Commerce, the Board of Realtors, Pasco County, and all stakeholders, especially in marketing and recruitment.
  - ▶ Create and carry out a Comprehensive Marketing Plan.
  - ▶ Develop and implement a Public Arts Master Plan.
  - ▶ Create a new signature event.
  - ▶ Program regular activities at Railroad Square and Cavalaire Square.
  - ▶ Maintain and enhance DART.
- ▶ Track the following key performance indicators:
  - ▶ CRA Total Taxable Value.
  - ▶ Value of New construction.
  - ▶ Value of Additions/Remodels.
  - ▶ # of new businesses.
  - ▶ # of licensed businesses.
  - ▶ # of retention and expansion leads.
  - ▶ # of new business prospects.
  - ▶ Average Annual Wage.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ADMINISTRATIVE EXECUTIVE ASSISTANT	1.00	1.00	1.00
ASST CITY MANAGER/ECO DEV DIRECTOR	1.00	1.00	0.50
MARKETING SPECIALIST	-	-	0.75
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.25</b>

### Economic Development Expenditures

001080 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	73,924	66,162	104,210	104,210	65,630
41210	Regular Exempt Salaries	(867)	-	-	-	-
41299	Regular Full Time Wages	31,236	39,364	48,500	48,500	104,890
41411	Overtime	-	-	40	-	-
41512	Gas / Car Allowance	1,133	-	2,800	-	2,400
42111	Social Security Matching	7,666	7,479	11,690	11,690	13,230
42211	FL Retirement System	24,830	27,806	42,560	42,560	36,960
42311	Health Insurance - Regular	18,552	19,519	20,180	20,180	22,320
42312	Group Life Insurance	21	41	60	120	50
42313	Accidental Death AD&D	3	7	10	30	10
42420	Workers Compensation	277	193	230	230	300
<b>Total Personnel Services</b>		<b>\$ 156,775</b>	<b>\$ 160,571</b>	<b>\$ 230,280</b>	<b>\$ 227,520</b>	<b>\$ 245,790</b>
43199	Professional Svcs - Misc	1,408	1,150	15,000	-	15,000
43422	Ads / Marketing	-	-	-	-	45,000
44011	Travel & Training	2,942	1,935	1,500	1,500	750
44121	Telephone - Local	485	1,475	1,500	1,500	1,500
44134	Data Lines	824	-	-	-	-
44211	Postage	29	1	-	-	-
44481	Lease - Copier	-	-	10	-	-
44799	Printing & Binding	-	-	10	-	-
44999	Other Current Charges - Misc	145	5,173	5,000	200	200
45111	Office Supplies	4,400	740	3,500	500	250
45225	Software Licenses / Support	185	694	230	-	250
45231	Clothing & Wearing Apparel	-	393	300	300	150
45411	Dues and Memberships	4,100	115	1,200	600	500
45461	Books and Publications	240	-	100	-	-
<b>Total Operating</b>		<b>\$ 14,758</b>	<b>\$ 11,676</b>	<b>\$ 28,350</b>	<b>\$ 4,600</b>	<b>\$ 63,600</b>
<b>Total Expenditures</b>		<b>\$ 171,533</b>	<b>\$ 172,247</b>	<b>\$ 258,630</b>	<b>\$ 232,120</b>	<b>\$ 309,390</b>

## Development Services

### It Is the Mission of the Development Department to

promote public welfare and safety, improve aesthetics and advance urban design, enhance the business community and preserve neighborhoods.

### Description

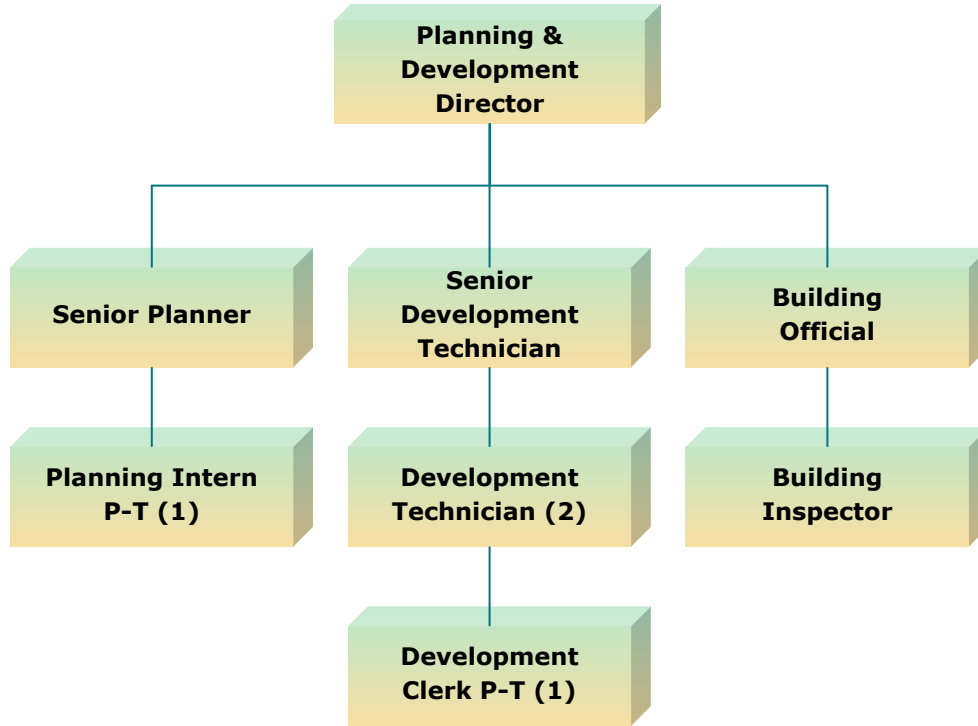
The Development Department coordinates the approval processes for building, planning and zoning, and redevelopment activities in the City. The Department ensures that existing properties and newly constructed buildings meet all applicable codes and regulations. It also provides long-range comprehensive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

### Accomplishments of FY24

- ▶ Issued 1,445 building permits valued at over \$31 million.
- ▶ Conducted 3,393 inspections for conformance with the Building Code
- ▶ Processed 52 development applications through the Development Review Committee and 13 applications through the Land Development Review Board.
- ▶ Create Flood Risk Preparedness Public Information Committee.
- ▶ Generated revenue by selling surplus property.
- ▶ Amended Chapter 22 Flood Damage Prevention Ordinance.

### FY25 Initiatives

- ▶ Continue to review, analyze, and update the Land Development Code, as needed.
- ▶ Improve CRS score.
- ▶ Amend the TDR ordinance.
- ▶ Update the Comprehensive Plan for the City.
- ▶ Update the department's fee schedule.
- ▶ Reimplement the Historical Board and research the possibilities of creating a Historic District.
- ▶ Update the Outdoor Storage Ordinance.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
BUILDING INSPECTOR	1.00	1.00	1.00
BUILDING INSPECTOR (CERT. OF USE PROGRAM)	0.73	-	-
BUILDING OFFICIAL	1.00	1.00	1.00
DEVELOPMENT CLERK	1.00	1.00	0.73
DEVELOPMENT DIRECTOR	1.00	1.00	1.00
DEVELOPMENT TECHNICIAN	2.00	2.00	2.00
GIS APPLICATION TECHNICIAN	-	1.00	-
PLANNER	1.00	1.00	-
PLANNING INTERN	0.73	0.73	0.25
SENIOR DEVELOPMENT TECHNICIAN	1.00	1.00	1.00
SENIOR PLANNER	1.00	1.00	1.00
<b>Total</b>	<b>10.46</b>	<b>10.73</b>	<b>7.98</b>

### Development Expenditures

001081 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	58,931	104,219	35,000	59,060	120,000
41112	Division Head Salaries	28,774	32,855	89,900	89,900	94,420
41210	Regular Exempt Salaries	-	28,780	-	20,150	-
41299	Regular Full Time Wages	232,515	245,218	397,570	397,570	266,470
41311	Part Time Wages	20,711	-	-	6,240	31,450
41411	Overtime	1,456	15,471	3,000	29,500	10,030
42111	Social Security Matching	24,527	30,587	35,000	45,850	39,960
42211	FL Retirement System	50,704	77,024	80,000	95,360	75,300
42311	Health Insurance - Regular	71,880	86,841	80,700	80,700	52,850
42312	Group Life Insurance	102	138	180	1,440	160
42313	Accidental Death AD&D	14	24	40	720	30
42420	Workers Compensation	9,420	16,594	4,530	10,790	4,580
<b>Total Personnel Services</b>		<b>\$ 499,034</b>	<b>\$ 637,751</b>	<b>\$ 725,920</b>	<b>\$ 837,280</b>	<b>\$ 695,250</b>
43121	City Engineer	23,455	28,925	50,000	50,000	60,000
43181	Professional Svcs - Planning	76,269	-	-	115,000	135,000
43199	Professional Svcs - Misc	4,900	4,500	50,000	70,000	35,000
43499	Contractual Svcs - Misc	189,515	274,723	5,000	25,000	50,000
44011	Travel & Training	4,222	1,531	500	9,200	3,000
44121	Telephone - Local	3,731	3,992	3,600	3,600	3,600
44134	Data Lines	428	-	-	-	-
44211	Postage	1,217	1,689	1,500	1,000	1,500
44463	Lease - Automobile <sup>(s)</sup>	-	11,399	14,820	14,820	11,400
44481	Lease - Copier	1,856	1,171	2,200	2,200	1,500
44571	Notary Bond	144	-	-	100	150
44611	Maintenance Buildings & Ground	-	-	1,700	1,750	1,550
44631	Rep & Maint - Central Garage	-	60	1,250	1,250	5,000
44799	Printing & Binding	2,803	1,678	2,000	2,000	2,000
44954	Housing Incentive - CDBG	10,417	21,667	20,000	750,000	698,000
44999	Other Current Charges - Misc	-	436	-	3,000	-
45111	Office Supplies	1,577	1,792	3,600	13,320	3,000
45211	Fuel	2,232	2,883	-	4,000	-
45225	Software Licenses / Support	24,529	144	9,450	9,450	3,700
45231	Clothing & Wearing Apparel	332	855	1,300	1,300	1,000
45243	Computer Supplies	-	8,394	11,000	11,000	1,300
45289	Automotive Parts	-	938	1,250	1,250	500
45291	Operating Supplies - Disaster	-	189	-	-	-
45299	Operating Supplies - Misc.	1,498	560	1,000	1,000	1,000
45411	Dues and Memberships	1,461	1,313	3,500	3,500	3,000
45461	Books and Publications	20	-	1,500	3,000	1,000
<b>Total Operating</b>		<b>\$ 350,606</b>	<b>\$ 368,839</b>	<b>\$ 185,170</b>	<b>\$ 1,096,740</b>	<b>\$ 1,022,200</b>

General Fund



### Development Expenditures

001081 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
46419	Leased Equipment	6,890	-	-	-	-
47151	Lease - Principal	10,562	-	-	-	-
47251	Interest - Leases	886	-	-	-	-
<b>Total Capital</b>		<b>\$ 18,338</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 867,978</b>	<b>\$ 1,006,590</b>	<b>\$ 911,090</b>	<b>\$ 1,934,020</b>	<b>\$ 1,717,450</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

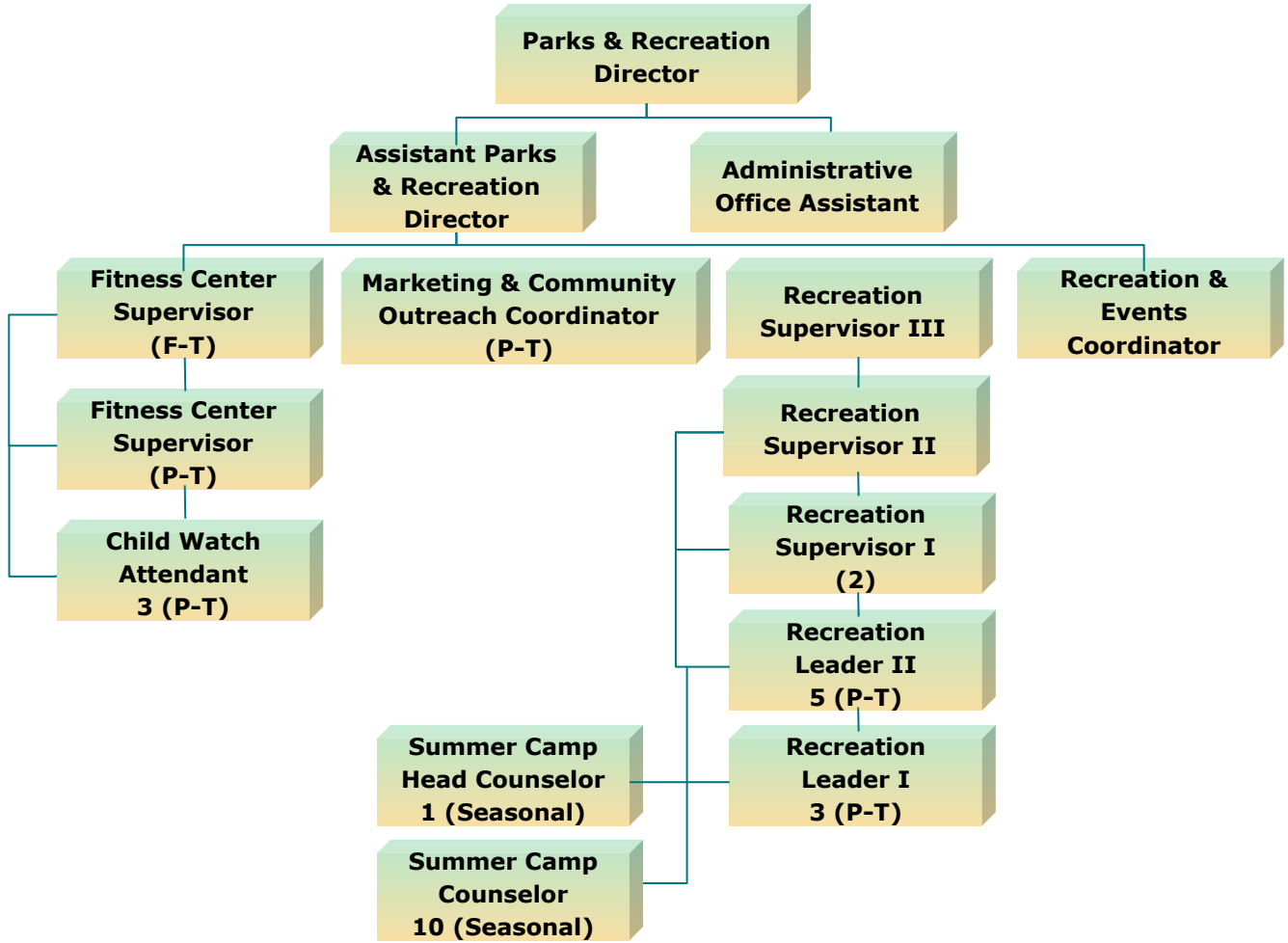
The New Port Richey Recreation & Aquatic Center is a state-of-the-art facility, which offers a variety of affordable recreational activities and athletic training opportunities for everyone. With programs for children, seniors, and adults, the facility has become an integral part of the fabric of the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

### Accomplishments of FY24

- ▶ Utilized usage report data to adjust the hours of operation for the Recreation and Aquatics Center which allowed the facility to offer new program areas for youth and adult members beginning in January of 2024. The new hours are reflective of the community needs regarding youth and adult sport leagues as well as drop-in play.
- ▶ Improved community engagement and satisfaction through increasing summer camp to an 11-week program which was an increase of 36% as compared to last year. This increased camp capacity created an additional 500 registrations as to a 7-week session last summer.
- ▶ Increased youth and adult basketball season as well as an E-Sport tournament featuring popular video games like Fortnite.

### FY25 Initiatives

- ▶ Improve fitness, wellness and sport programming opportunities to align with new hours of operation and support greater usage and participation. The addition of a consistent group fitness class schedule, new member orientations, fitness assessments, and sport leagues for flag football and volleyball can be more effectively accomplished with the new facility hours of operation.
- ▶ Foster an enhanced City Park presence by offering City Park-based programs to suit the needs of our youth demographic who tend to utilize the parks on a regular basis and would benefit from structured after-school sports and activity-based programming.
- ▶ Continue to focus on the community through collaboration with local schools and organizations to increase after school programming for youth and adults especially in the areas of E-Sport, Pickleball tournaments, and Skate Park utilization, and as a response to the emerging interests expressed by the community.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ADMINISTRATIVE OFFICE ASSISTANT	1.00	1.00	1.00
ASSISTANT PARKS & RECREATION DIRECTOR	-	1.00	1.00
CHILD WATCH ATTENDANT	2.19	2.19	1.46
FITNESS CENTER SUPERVISOR	1.73	1.73	1.00
MARKTING & COMM OUTRCH COORDINATOR	0.73	0.73	0.73
PARKS & RECREATION DIRECTOR	1.00	1.00	1.00
RECREATION AND EVENTS COORDIN	1.00	1.00	1.00
RECREATION LEADER	1.46	1.46	2.19
RECREATION LEADER II	2.92	2.92	3.65
RECREATION SUPERVISOR I	2.00	2.00	2.00
RECREATION SUPERVISOR II	1.00	1.00	1.00
RECREATION SUPERVISOR III	1.00	1.00	1.00
SUMMER CAMP COUNSELOR	1.60	1.60	1.90
SUMMER CAMP HEAD COUNSELOR	0.17	0.17	0.19
<b>Total</b>	<b>17.80</b>	<b>18.80</b>	<b>19.12</b>

### Recreation Expenditures

001092 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	87,026	74,188	102,000	102,000	107,110
41112	Division Head Salaries	-	20,816	67,700	67,700	71,090
41210	Regular Exempt Salaries	7,027	26,753	52,750	56,910	55,390
41299	Regular Full Time Wages	214,677	204,557	202,770	236,610	275,210
41311	Part Time Wages	180,444	164,464	231,950	227,950	271,490
41312	Temporary Wages	33,744	33,798	48,400	54,900	71,510
41411	Overtime	5,878	5,501	3,500	3,500	3,500
41522	Education Incentive Pay	36	361	-	-	360
41527	Stand-By Time	104	-	-	-	-
41529	Meal Allowance	-	9	-	-	-
42111	Social Security Matching	39,358	39,869	54,720	54,720	65,460
42211	FL Retirement System	72,371	75,985	110,550	110,550	129,210
42311	Health Insurance - Regular	66,101	55,065	85,740	85,740	72,810
42312	Group Life Insurance	127	132	510	510	170
42313	Accidental Death AD&D	17	23	260	260	30
42420	Workers Compensation	19,253	14,274	17,290	17,290	21,820
<b>Total Personnel Services</b>		<b>\$ 726,163</b>	<b>\$ 715,795</b>	<b>\$ 978,140</b>	<b>\$ 1,018,640</b>	<b>\$ 1,145,160</b>
43199	Professional Svcs - Misc	4,147	-	-	-	25,000
43422	Ads / Marketing	16,921	11,755	17,300	5,300	-
43443	Contractual Svcs - Instructors	46,408	59,209	50,000	58,000	50,000
43474	Security Services	562	-	-	-	650
43499	Contractual Svcs - Misc	1,867	3,329	2,200	4,300	2,500
44011	Travel & Training	1,699	1,710	500	3,000	3,000
44121	Telephone - Local	6,248	4,270	4,500	3,800	4,500
44134	Data Lines	16,000	20,903	18,000	12,000	18,000
44143	Cable	-	732	-	700	-
44211	Postage	28	23	-	200	-
44221	Freight Express Charges	-	-	-	100	-
44311	Electric - City Facilities	127,282	164,106	140,000	115,000	140,000
44341	Gas (Propane/Natural)	3,493	2,141	2,400	2,400	3,000
44351	Water & Sewer - City	12,536	25,560	20,000	11,000	21,000
44373	Street Light Fee	809	780	820	820	820
44381	Stormwater Assessment	4,514	3,479	3,500	4,600	4,000
44419	Rent - Equipment	3,640	3,079	-	3,500	3,000
44463	Lease - Automobile <sup>(s)</sup>	5,841	6,177	6,200	6,370	6,200
44481	Lease - Copier	265	1,378	2,000	2,200	2,000
44611	Maintenance Buildings & Ground	504	-	3,500	4,750	4,000
44621	Rep & Maint - Equipment	2,703	19,396	12,500	6,000	13,000
44631	Rep & Maint - Central Garage	2,395	1,080	2,130	2,200	1,100
44799	Printing & Binding	5,250	4,086	2,000	1,880	2,000
44961	Special Events	11,453	10,495	20,000	21,000	18,000
44963	Recreation Trips	8,535	10,989	7,000	13,000	8,500
44965	City Sponsored Prog. Expense	51,519	44,352	69,000	60,000	60,000

## Recreation Expenditures

001092 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
44999	Other Current Charges - Misc	2,750	3,819	3,500	4,000	3,500
45111	Office Supplies	737	3,418	1,200	8,000	1,200
45141	Small Tools & Implements	373	216	1,000	1,000	1,000
45211	Fuel	1,505	1,081	1,000	850	1,000
45225	Software Licenses / Support	10,729	9,618	12,500	12,400	13,000
45231	Clothing & Wearing Apparel	1,383	2,486	3,000	4,500	3,000
45234	Swim / Rec Accessories	1,179	613	1,000	250	-
45241	Licensing & ID Materials	3,704	4,900	3,500	4,600	3,000
45243	Computer Supplies	3,591	1,623	8,000	6,500	1,100
45245	Recreation Supplies	11,255	18,479	13,100	9,500	12,000
45246	Accounting Forms	-	-	-	-	8,000
45247	First Aid Supplies	242	48	500	500	500
45248	Prizes and Awards	1,389	612	1,500	1,500	1,500
45251	Janitorial Supplies	712	627	750	250	750
45289	Automotive Parts	2,982	8,184	2,500	2,500	1,000
45291	Operating Supplies - Disaster	875	2,512	1,500	1,500	1,000
45299	Operating Supplies - Misc.	7,429	3,861	8,000	8,000	7,000
45411	Dues and Memberships	1,714	1,095	1,000	-	1,000
<b>Total Operating</b>		<b>\$ 387,168</b>	<b>\$ 462,221</b>	<b>\$ 447,100</b>	<b>\$ 407,970</b>	<b>\$ 449,820</b>
46299	Building Improvements	52,085	29,703	-	-	-
46399	Impr.Other Than Bldg-Misc	-	-	72,000	72,000	50,000
46411	Office Furniture / Fixtures	-	2,505	-	-	-
46431	Special Purpose Equipment	-	15,183	35,000	35,000	-
47151	Lease - Principal	6,917	-	-	-	-
47251	Interest - Leases	604	-	-	-	-
<b>Total Capital</b>		<b>\$ 59,606</b>	<b>\$ 47,391</b>	<b>\$ 107,000</b>	<b>\$ 107,000</b>	<b>\$ 50,000</b>
<b>Total Expenditures</b>		<b>\$ 1,172,937</b>	<b>\$ 1,225,407</b>	<b>\$ 1,532,240</b>	<b>\$ 1,533,610</b>	<b>\$ 1,644,980</b>

### 5-Year Capital Equipment/Improvement Program

EXP Code	Classification	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
<b>Division Total</b>		\$ -	\$ -	\$ -	\$ -	\$ -

General Fund

## Parks & Recreation - Aquatics

### It Is the Mission of Aquatics to

to preserve and maintain the utmost safety, productivity, and comfort within the aquatic environment for the members and guests that enter our facility.

### 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.

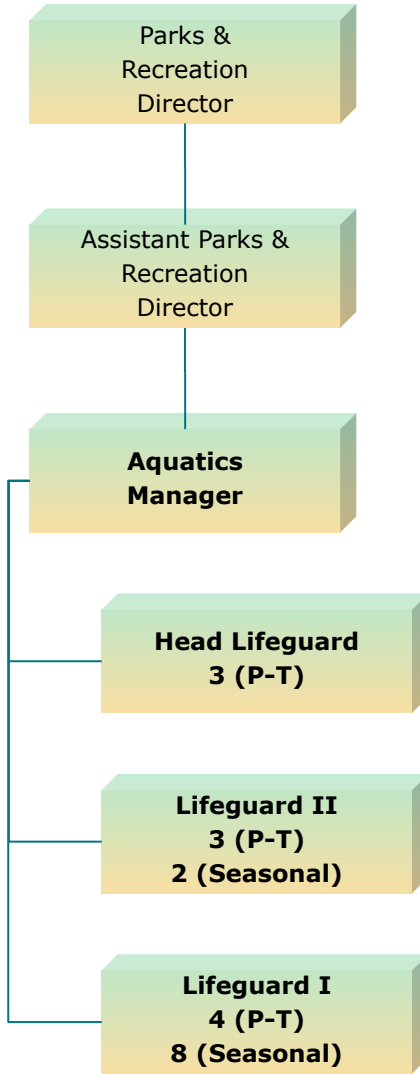
### Accomplishments of FY24

- ▶ Returned to offering group swim lessons as part of the Aquatics summer programming to address an expressed feeling from the community.
- ▶ Focused on multiple professional development opportunities for a variety of staff. Multiple lifeguards obtained Water Safety Instruction certifications which allows them to teach swim lessons. A professional staff member obtained their Aquatic Facility Operator certification which helps ensure facility operations are run effectively and efficiently thus providing top notch facilities for our community. This certification ensures that at least two staff members hold the minimum certification standards necessary to operate a public aquatic facility.
- ▶ Continuing to focus on maintaining and improving various areas throughout the Aquatic facility. This year we were able to successfully complete installation of two new lap pool heaters which will allow us to provide year-round swimming in the lap pool for our community members. Another project that was completed was the resurfacing of the Activity Pool which had exceeded its expected lifespan. Staff continue to identify opportunities to ensure operations run smoothly in the pump room.

### FY25 Initiatives

- ▶ Continue to grow group swim lesson opportunities to now include fall and spring sessions. Explore opportunities to partner with local schools that would allow staff to teach swim lessons to a specific grade level in an effort to help promote water safety. Engage our current members through a variety of ways to determine if private swim lessons are a community need and begin implementing private swim lessons based on community input.
- ▶ Seek community feedback to ensure pool operating hours are meeting the community need. This can be accomplished by conducting surveys, which will help staff make the necessary adjustments to the pool hours so that all community members feel that there is a time for them to utilize the facility.
- ▶ Increase community aquatics programming to include “dive-in” movie nights, aquatic specific holiday events, teen specific activities, junior Lifeguards courses, and other ideas to help with revenue growth.





**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
AQUATICS COORDINATOR	0.73	0.73	-
AQUATICS MANAGER	1.00	1.00	1.00
HEAD LIFEGUARD	2.19	2.19	2.19
LIFEGUARD I	3.15	3.15	2.19
LIFEGUARD I - TEMPORARY	-	-	5.40
LIFEGUARD II	2.19	2.19	1.46
LIFEGUARD II - TEMPORARY	-	-	0.72
<b>Total</b>	<b>9.26</b>	<b>9.26</b>	<b>12.96</b>

## Aquatics Expenditures

001094 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41210	Regular Exempt Salaries	33,743	57,655	60,610	36,250	63,080
41311	Part Time Wages	79,623	98,432	167,700	83,000	140,600
41312	Temporary Wages	64,706	72,224	117,170	173,000	203,570
41529	Meal Allowance	-	9	-	-	-
42111	Social Security Matching	13,592	17,411	26,430	26,430	31,160
42211	FL Retirement System	12,784	19,451	30,980	30,980	27,770
42311	Health Insurance - Regular	3,275	6,613	10,090	10,090	6,640
42312	Group Life Insurance	9	20	60	60	30
42313	Accidental Death AD&D	1	4	30	30	10
42420	Workers Compensation	8,051	14,313	11,710	11,710	12,410
<b>Total Personnel Services</b>		<b>\$ 215,784</b>	<b>\$ 286,132</b>	<b>\$ 424,780</b>	<b>\$ 371,550</b>	<b>\$ 485,270</b>
43441	Water Safety Instruction	719	2,261	1,750	1,750	1,750
43499	Contractual Svcs - Misc	4,102	5,391	4,000	4,000	4,000
44011	Travel & Training	-	368	-	-	500
44121	Telephone - Local	863	881	1,000	1,000	1,000
44134	Data Lines	144	36	-	-	-
44311	Electric - City Facilities	24,109	32,176	25,000	20,000	25,000
44341	Gas (Propane/Natural)	9,772	4,836	45,000	13,000	55,000
44351	Water & Sewer - City	33,494	41,945	40,000	30,000	40,000
44381	Stormwater Assessment	5,679	5,916	5,900	5,800	5,900
44611	Maintenance Buildings & Ground	16,197	12,085	27,000	12,000	22,000
44621	Rep & Maint - Equipment	160	6,183	5,000	5,000	21,000
45111	Office Supplies	91	24	250	900	250
45141	Small Tools & Implements	63	33	100	100	100
45221	Chemicals	28,528	45,558	32,000	32,000	35,000
45222	Laboratory Supplies	26	49	50	50	50
45231	Clothing & Wearing Apparel	1,219	991	2,000	2,100	3,000
45234	Swim / Rec Accessories	611	2,452	2,000	500	2,000
45241	Licensing & ID Materials	2,220	2,020	2,500	1,500	2,500
45243	Computer Supplies	-	-	3,500	3,500	1,000
45245	Recreation Supplies	106	664	1,500	1,500	1,500
45247	First Aid Supplies	444	615	700	750	700
45248	Prizes and Awards	-	285	300	300	300
45251	Janitorial Supplies	235	168	570	750	500
45299	Operating Supplies - Misc.	3,805	2,773	4,000	5,000	3,500
45321	Signs & Sign Materials	108	-	500	500	1,000
45411	Dues and Memberships	80	42	1,200	1,500	1,500
<b>Total Operating</b>		<b>\$ 132,775</b>	<b>\$ 167,752</b>	<b>\$ 205,820</b>	<b>\$ 143,500</b>	<b>\$ 229,050</b>
46399	Impr.Other Than Bldg-Misc	-	86,863	-	-	590,000
46431	Special Purpose Equipment	5,024	-	49,500	49,500	19,750
<b>Total Capital</b>		<b>\$ 5,024</b>	<b>\$ 86,863</b>	<b>\$ 49,500</b>	<b>\$ 49,500</b>	<b>\$ 609,750</b>
<b>Total Expenditures</b>		<b>\$ 353,583</b>	<b>\$ 540,747</b>	<b>\$ 680,100</b>	<b>\$ 564,550</b>	<b>\$ 1,324,070</b>

## 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 the design, construction and maintenance service of all public right-of-way's, maintenance of parks, city properties and the parking structure. The Department is composed of several divisions, which are overseen by Public Works - Supervision. Specific work tasks are achieved through a myriad of methods involving city staff, as well as consultants, contractors and developers.

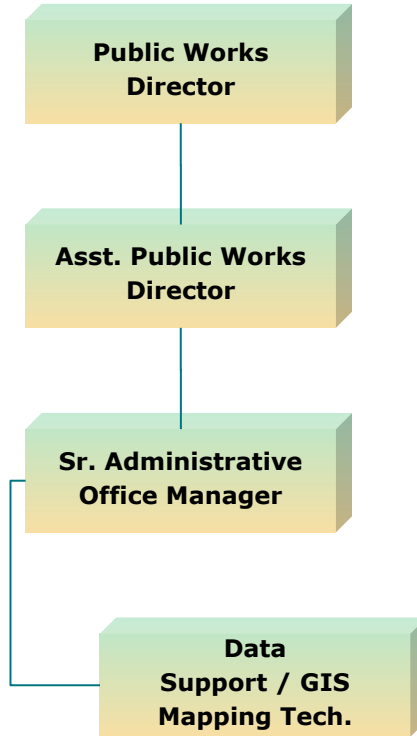
### Accomplishments of FY24

- ▶ Analysis/Program:
  - ▶ Performed 2024 Stormwater Utility Master Plan 10-year update.
  - ▶ Performed 2024 City-wide Vulnerability Study.
  - ▶ Performed 2024 Utility Master Plan.
  - ▶ Performed 2024 Utility Revenue Sufficiency Analysis.
  - ▶ Implemented a Single Waste Hauler Solid Waste Program.
- ▶ Training:
  - ▶ GIS & Mapping Technician obtained the FSA Stormwater Operator 2 License.
  - ▶ Completed the Emergency Management Web EOC.
  - ▶ Completed the ArcGIS Pro Editing Essentials Program.
- ▶ Grant Applications:
  - ▶ Awarded the FDEP Hazardous Mitigation Program Grant for the Beach St. Stormwater project with a 90% reimbursement.
  - ▶ Awarded the FDOT Community Traffic Safety Grant (CTSG) for Richey Elementary School LED Crossing System.

### FY25 Initiatives

- ▶ Analysis/Program:
  - ▶ Perform Utility Revenue Sufficiency Analysis.
  - ▶ Perform Impact Fee Analysis for the Water, Sewer, Stormwater, and Street divisions.
  - ▶ Complete and Implement the EPA Lead and Copper Analysis/Program.
- ▶ Training:
  - ▶ Achieve a Certified Arborist License for the Assistant Public Works Director.
  - ▶ Obtain notary certification for Administrative Assistant.
  - ▶ Obtain Drone Operation Pilot license.

- ▶ Grant Applications:
  - ▶ FDOT CTSG LED Pedestrian Crosswalk System for Van Buren St. and Main St.
  - ▶ FDEP Septic to Sewer - Leisure Lane
  - ▶ Water Tower High Service Pump Project



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ASSISTANT PUBLIC WORKS DIRECTOR	1.00	1.00	1.00
DATA SUPPORT/GIS MAPPING TECH	1.00	1.00	1.00
PUBLIC WORKS DIRECTOR	1.00	1.00	1.00
SR. ADMINISTRATIVE OFFICE MANAGER	1.00	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

### Public Works Supervision Expenditures

001101 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	107,186	119,114	116,630	186,630	129,150
41112	Division Head Salaries	45,670	69,551	95,520	40,520	103,440
41299	Regular Full Time Wages	112,411	99,904	90,320	110,320	104,510
41411	Overtime	1,002	4,659	2,000	2,000	620
41522	Education Incentive Pay	1,204	841	600	600	600
41529	Meal Allowance	-	71	-	-	-
42111	Social Security Matching	19,242	21,086	23,230	23,230	25,880
42211	FL Retirement System	36,470	43,807	65,040	55,040	55,720
42311	Health Insurance - Regular	58,736	58,817	30,270	60,270	62,720
42312	Group Life Insurance	72	76	240	240	90
42313	Accidental Death AD&D	10	13	120	120	20
42420	Workers Compensation	3,509	3,701	5,280	5,280	6,260
<b>Total Personnel Services</b>		<b>\$ 385,512</b>	<b>\$ 421,640</b>	<b>\$ 429,250</b>	<b>\$ 484,250</b>	<b>\$ 489,010</b>
43199	Professional Svcs - Misc	-	-	50,000	-	50,000
43499	Contractual Svcs - Misc	1,081	1,005	1,050	1,170	750
44011	Travel & Training	1,096	984	2,000	-	1,500
44121	Telephone - Local	7,099	1,631	6,500	2,500	3,000
44134	Data Lines	12,298	3,132	10,500	4,800	7,000
44211	Postage	129	187	350	350	350
44311	Electric - City Facilities	39,158	45,781	39,000	39,000	39,000
44331	Solid Waste Removal	4	-	-	-	-
44351	Water & Sewer - City	1,169	1,216	2,000	1,500	2,000
44373	Street Light Fee	610	635	650	640	630
44381	Stormwater Assessment	5,964	6,213	6,300	6,220	6,050
44463	Lease - Automobile <sup>(s)</sup>	-	-	2,500	4,000	8,400
44481	Lease - Copier	(188)	2,061	2,400	2,400	2,400
44571	Notary Bond	-	-	150	150	-
44611	Maintenance Buildings & Ground	435	31	-	-	600
44621	Rep & Maint - Equipment	1,008	-	2,000	-	2,000
44631	Rep & Maint - Central Garage	750	300	2,000	2,000	1,000
44799	Printing & Binding	1,697	1,888	1,500	1,500	2,000
44999	Other Current Charges - Misc	-	-	300	290	-
45111	Office Supplies	1,347	1,073	6,200	2,000	2,000
45141	Small Tools & Implements	-	-	300	300	300
45211	Fuel	4,497	4,008	3,500	3,500	3,500
45225	Software Licenses / Support	647	1,415	2,000	2,000	3,500
45231	Clothing & Wearing Apparel	532	705	600	600	600
45243	Computer Supplies	-	3,404	3,000	3,000	1,000
45247	First Aid Supplies	198	62	200	200	150
45289	Automotive Parts	1,307	3,166	2,400	2,660	500

### Public Works Supervision Expenditures

001101 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45291	Operating Supplies - Disaster	1,587	2,862	500	160	500
45299	Operating Supplies - Misc.	1,636	1,740	2,500	3,500	2,500
45411	Dues and Memberships	2,116	1,900	1,900	1,890	2,500
45461	Books and Publications	194	101	300	300	300
<b>Total Operating</b>		<b>\$ 86,371</b>	<b>\$ 85,500</b>	<b>\$ 152,600</b>	<b>\$ 86,630</b>	<b>\$ 144,030</b>
46299	Building Improvements	-	-	-	15,280	-
46399	Impr.Other Than Bldg-Misc	15,860	-	25,000	16,120	-
47151	Lease - Principal	2,204	-	-	-	-
47251	Interest - Leases	52	-	-	-	-
<b>Total Capital</b>		<b>\$ 18,116</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 31,400</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 489,999</b>	<b>\$ 507,140</b>	<b>\$ 606,850</b>	<b>\$ 602,280</b>	<b>\$ 633,040</b>

General Fund



## 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.

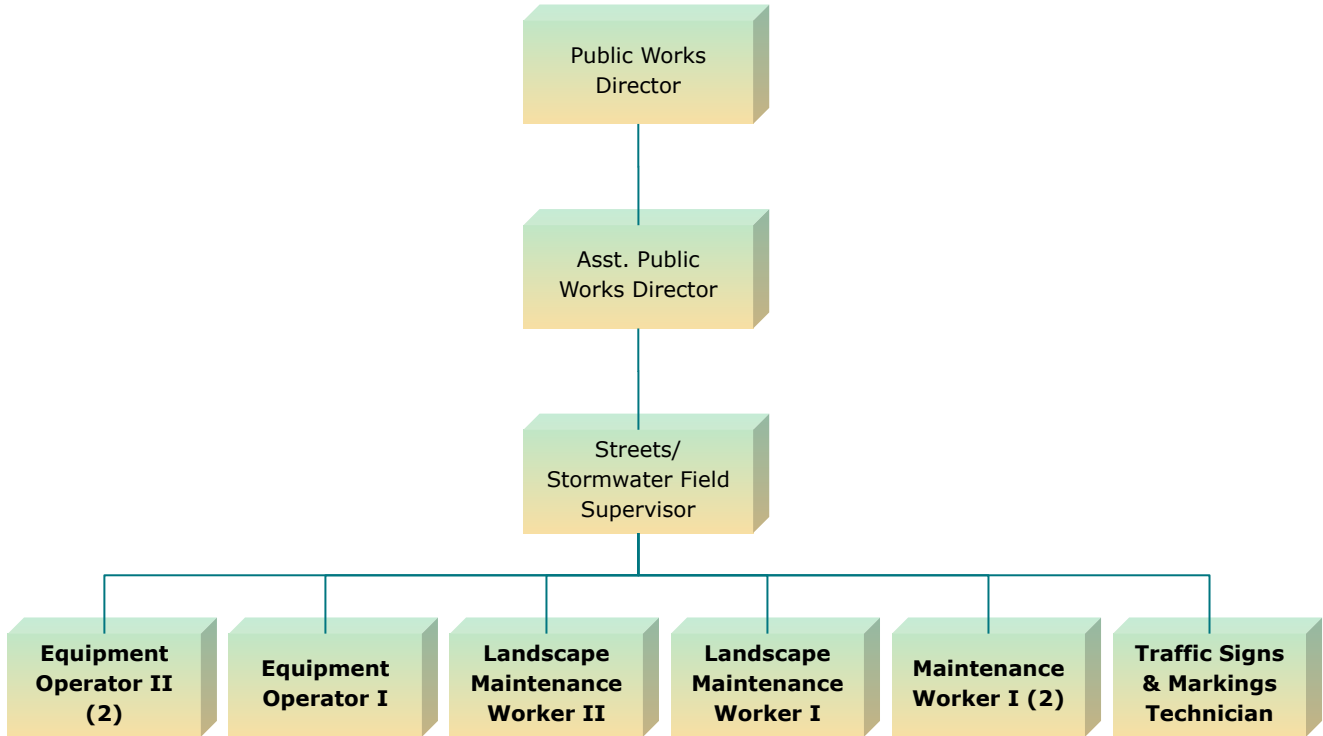
### Accomplishments of FY24

- ▶ Traffic Sign and Markings:
  - ▶ Installed golf cart crossing intersections on collector roads.
  - ▶ Installed alley signs throughout the city.
  - ▶ Installed LED crosswalk at Harrison St. and Louisiana Ave.
- ▶ Road Program:
  - ▶ Remarkered caution stripes along downtown Main Street in the Gateway area.
  - ▶ Cut back vegetation intruding onto the roadways on all collector roads.
  - ▶ Painted parking spots on Lemon and Lime Street.
  - ▶ Completed road restoration on water and sewer breaks.
- ▶ Tree Program:
  - ▶ Continue certification for Tree City USA to renew certification for the 34th year.
  - ▶ Identify hazardous trees along roadway right-of-ways and determine the type of hazard for remediation.
  - ▶ Planted trees for the Adopt-A-Tree Program.
- ▶ Residential Programs:
  - ▶ Completed 171 compost deliveries.
  - ▶ Processed 4,446 tons of yard debris.

### FY25 Initiatives

- ▶ Traffic Signs and Markings:
  - ▶ Install decorative traffic sign poles with signage along North River Road.
  - ▶ Restripe parking lots at City Hall and the City owned parking lot at Adams Street and Florida Avenue.
- ▶ Road Program:
  - ▶ Assist in the identification of roadways for cycle eight (8) of the Pavement Management Plan.
  - ▶ Continue to meet the NPDES requirements for the Sweeping roadways.

- ▶ Perform vision zone maintenance throughout the city.
- ▶ Continue to ensure that the vegetation on all City owned alleys is clear.
- ▶ Tree Program:
  - ▶ Continue certification for Tree City USA to renew certification for the 35th year.
  - ▶ Promote Adopt-A-Tree and memorial tree programs.
- ▶ Training:
  - ▶ Pesticides licenses.
  - ▶ Continue to train employees on proper use of personal protective equipment.
  - ▶ Renew training on the handling of Asbestos for maintenance personnel.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
EQUIPMENT OPERATOR I	1.00	1.00	1.00
EQUIPMENT OPERATOR II	2.00	2.00	2.00
LANDSCAPE MAINT. WORKER I	1.00	1.00	1.00
LANDSCAPE MAINT. WORKER II	1.00	1.00	1.00
MAINTENANCE WORKER I	3.00	3.00	2.00
TRAFFIC SIGNS & MARKING TECH	1.00	1.00	1.00
<b>Total</b>	<b>9.00</b>	<b>9.00</b>	<b>8.00</b>

### Public Works - Street & Right of Way Expenditures

001102 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	168,244	178,931	250,100	250,100	289,970
41411	Overtime	14,745	25,402	21,000	9,020	9,960
41527	Stand-By Time	8,256	8,009	9,500	6,710	7,180
41529	Meal Allowance	-	150	-	-	-
42111	Social Security Matching	13,793	15,670	20,340	20,340	23,500
42211	FL Retirement System	20,633	26,279	36,070	36,070	40,890
42311	Health Insurance - Regular	32,859	27,520	70,610	50,610	46,890
42312	Group Life Insurance	108	121	480	180	170
42313	Accidental Death AD&D	(4)	4	240	40	30
42420	Workers Compensation	23,406	33,299	29,520	26,520	31,240
<b>Total Personnel Services</b>		<b>\$ 282,040</b>	<b>\$ 315,385</b>	<b>\$ 437,860</b>	<b>\$ 399,590</b>	<b>\$ 449,830</b>
43129	Engineering Services - Misc	7,297	7,425	5,000	2,500	10,000
43199	Professional Svcs - Misc	-	29,640	9,000	8,800	10,000
43430	Parking Lot Maintenance	59	356	1,000	1,000	1,000
43438	Lab Tests	-	-	250	-	250
43485	Trash Grinding Service	24,629	40,782	26,000	51,500	45,000
43499	Contractual Svcs - Misc	48,984	63,707	57,210	69,210	75,000
44011	Travel & Training	451	1,240	1,530	950	2,000
44121	Telephone - Local	-	-	1,600	-	2,000
44134	Data Lines	334	196	380	380	200
44211	Postage	1	-	50	-	-
44311	Electric - City Facilities	3,099	3,704	4,000	4,840	3,200
44312	Electric - Traffic Lights	4,867	5,352	5,000	5,000	5,000
44321	Str Lights - Eastbury Gardens	2,764	2,836	3,200	2,700	3,200
44322	Str Lights - Hillendale	18,725	19,836	22,000	18,300	22,000
44323	Str Lights - Ridgewood	7,920	7,942	9,000	8,500	9,000
44324	Electricity - Barbara Ann Acre	902	889	1,000	1,000	1,000
44325	Str Lights - Orangewood	-	3,301	7,500	3,000	7,500
44331	Solid Waste Removal	22,255	28,006	16,000	19,250	18,000
44351	Water & Sewer - City	57,651	49,872	50,000	50,000	50,000
44381	Stormwater Assessment	2,349	2,447	2,500	2,450	2,400
44419	Rent - Equipment	25	84	700	700	300
44463	Lease - Automobile <sup>(s)</sup>	-	50,644	55,060	55,060	55,060
44481	Lease - Copier	428	444	600	600	-
44611	Maintenance Buildings & Ground	5,121	5,962	10,000	10,000	8,000
44631	Rep & Maint - Central Garage	16,766	4,998	14,000	10,000	10,000
44799	Printing & Binding	222	372	500	500	500
44999	Other Current Charges - Misc	27	106	30	20	100
45111	Office Supplies	106	150	1,200	400	200
45141	Small Tools & Implements	3,358	1,221	2,100	2,090	1,500
45211	Fuel	43,358	47,583	35,000	35,000	35,000
45225	Software Licenses / Support	-	136	180	180	200
45231	Clothing & Wearing Apparel	1,826	1,755	2,700	2,820	2,700

## Public Works - Street & Right of Way Expenditures

001102 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45243	Computer Supplies	-	324	1,500	1,250	500
45247	First Aid Supplies	156	223	200	170	100
45262	Trees	2,090	2,350	2,000	-	4,000
45289	Automotive Parts	33,664	5,968	23,000	22,800	10,000
45291	Operating Supplies - Disaster	-	1,816	500	500	500
45299	Operating Supplies - Misc.	12,563	12,192	14,000	14,000	13,500
45321	Signs & Sign Materials	31,861	26,261	30,000	18,000	30,000
45331	Pipe / Culvert Material	73	-	-	-	-
45341	Sod - Seed	230	60	1,600	200	1,000
45399	Road Materials - Misc	6,408	7,459	8,000	6,500	7,000
45411	Dues and Memberships	-	-	200	-	200
45461	Books and Publications	-	-	100	-	100
<b>Total Operating</b>		<b>\$ 360,569</b>	<b>\$ 437,639</b>	<b>\$ 425,390</b>	<b>\$ 430,170</b>	<b>\$ 447,210</b>
46399	Impr.Other Than Bldg-Misc	-	7,500	-	-	-
46416	Heavy Equipment	-	-	-	-	50,000
47151	Lease - Principal	27,136	-	-	-	-
47251	Interest - Leases	2,773	-	-	-	-
<b>Total Capital</b>		<b>\$ 29,909</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>Total Expenditures</b>		<b>\$ 672,518</b>	<b>\$ 760,524</b>	<b>\$ 863,250</b>	<b>\$ 829,760</b>	<b>\$ 947,040</b>

## 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 FY24

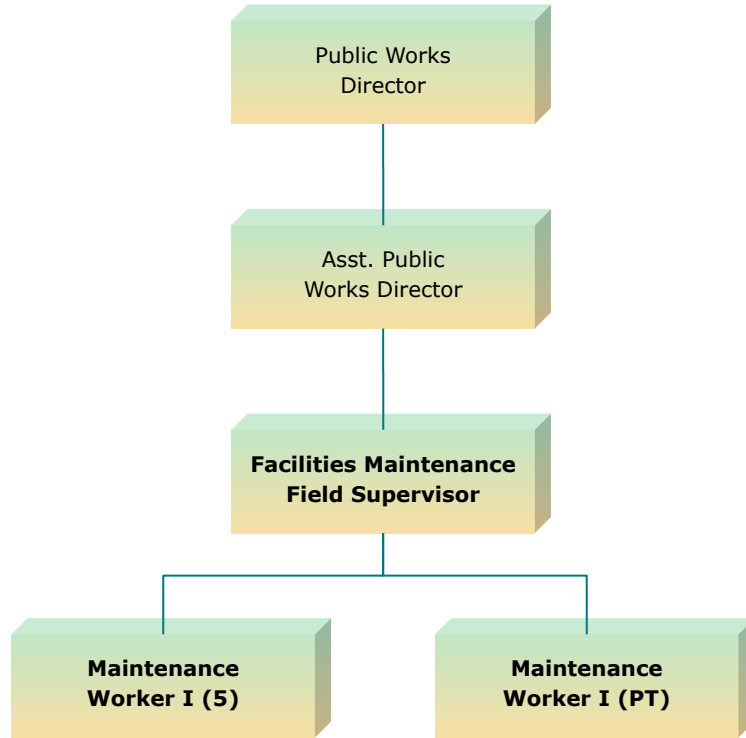
- ▶ City Hall:
  - ▶ Installed new conduit and conductors throughout the IT Training room.
  - ▶ Completed the replacement of the HVAC System.
  - ▶ Installed new ceiling tiles in the Council Chambers room.
  - ▶ Completed renovation of Assistant City's Manager office.
- ▶ Police Department:
  - ▶ Completed new interior lighting throughout the building.
  - ▶ Completed new coat of black sealer in front and back parking lots with new striping.
- ▶ Recreational Center:
  - ▶ Completed installation of new conduit and conductors for new sump pump in Aquatics Building.
  - ▶ Completed the conversion of LED lighting in all parking lots surrounding the building.
- ▶ Department of Health Building:
  - ▶ Completed the installation of fire and burglar alarms.
- ▶ Public Works:
  - ▶ Completed the painting of all exterior walls, of all 4 building structures at the Public Works Complex.
- ▶ LED Crosswalks Upgrades:
  - ▶ The complete installation of 2 new crosswalks at Grand Blvd & Missouri Ave, and in the Gerben Devry Parking Lot.
- ▶ City of New Port Richey:
  - ▶ Completed the installation of 6 new speed feedback signs.
  - ▶ Completed the rewiring of Sims Park- Orange Lake fountain.

### FY25 Initiatives

- ▶ Recreation Center:
  - ▶ Install TPO Roofing System.

- ▶ Library:
  - ▶ The initiation of a new preventive maintenance plan for the solar panels on the rooftop.
- ▶ Public Works Operations Center:
  - ▶ The conversion of new LED lighting in Building D.
  - ▶ The repainting of the interior of the building.
- ▶ City Hall:
  - ▶ Replace the tile and partitions in the restrooms.
- ▶ Department of Health Building:
  - ▶ The installation of a new HVAC System.





**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
FACILITIES MAINTENANCE FIELD SUPRVISOR	1.00	1.00	1.00
MAINTENANCE WORKER I	5.72	5.72	5.73
<b>Total</b>	<b>6.72</b>	<b>6.72</b>	<b>6.73</b>

## Public Works - Facilities Maintenance Expenditures

001106 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	171,857	184,943	177,990	177,990	220,390
41311	Part Time Wages	18,993	17,973	19,880	22,080	24,990
41411	Overtime	8,339	12,885	10,280	10,280	11,860
42111	Social Security Matching	14,876	15,897	15,760	17,260	19,680
42211	FL Retirement System	20,780	25,437	28,250	28,250	33,370
42311	Health Insurance - Regular	32,756	31,959	43,550	45,050	45,900
42312	Group Life Insurance	102	120	120	120	110
42313	Accidental Death AD&D	14	21	110	110	20
42420	Workers Compensation	9,639	6,342	6,870	5,870	7,930
<b>Total Personnel Services</b>		<b>\$ 277,356</b>	<b>\$ 295,577</b>	<b>\$ 302,810</b>	<b>\$ 307,010</b>	<b>\$ 364,250</b>
43199	Professional Svcs - Misc	7,500	-	-	-	-
43411	Custodial Services	3,660	350	5,100	100	6,500
43412	Pest Control Services	4,800	4,800	6,000	4,800	6,000
43454	HVAC	78,115	92,151	110,000	97,190	110,000
43455	Contractual Fire Monitoring	2,952	3,163	4,400	7,030	8,400
43474	Security Services	900	3,056	2,600	2,600	2,600
43499	Contractual Svcs - Misc	68,859	89,566	70,000	63,200	70,000
44011	Travel & Training	526	42	430	430	430
44121	Telephone - Local	2,084	1,937	2,300	1,800	2,500
44134	Data Lines	334	196	900	400	200
44311	Electric - City Facilities	59,396	71,074	53,000	53,000	53,000
44331	Solid Waste Removal	26,324	29,362	32,000	31,300	30,000
44351	Water & Sewer - City	10,926	13,555	13,000	13,000	13,000
44373	Street Light Fee	1,006	1,358	1,400	1,360	1,020
44381	Stormwater Assessment	2,327	2,682	2,700	2,680	2,400
44382	Paving Assessment	-	1,622	1,900	1,840	1,900
44419	Rent - Equipment	25	84	1,000	60	500
44463	Lease - Automobile <sup>(s)</sup>	-	8,419	8,430	8,430	8,430
44611	Maintenance Buildings & Ground	34,630	28,225	30,000	30,000	30,000
44631	Rep & Maint - Central Garage	819	360	1,000	810	1,000
44655	Rep & Maint - Senior Center	2,765	651	4,400	5,040	1,500
44983	Permit Fees	200	200	200	200	200
45111	Office Supplies	44	102	1,600	410	300
45141	Small Tools & Implements	3,047	3,078	3,500	3,500	3,000
45211	Fuel	14,168	10,729	7,000	6,000	7,000
45231	Clothing & Wearing Apparel	2,189	2,613	2,300	2,260	2,100
45243	Computer Supplies	18	-	500	-	1,000
45247	First Aid Supplies	9	121	200	200	200
45251	Janitorial Supplies	34,716	52,535	39,200	47,000	35,000
45289	Automotive Parts	1,805	1,034	1,500	1,500	1,000

### Public Works - Facilities Maintenance Expenditures

001106 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45291	Operating Supplies - Disaster	1,412	817	-	-	-
45299	Operating Supplies - Misc.	4,047	4,441	4,000	4,500	3,800
<b>Total Operating</b>		<b>\$ 369,603</b>	<b>\$ 428,323</b>	<b>\$ 410,560</b>	<b>\$ 390,640</b>	<b>\$ 402,980</b>
46399	Impr.Other Than Bldg-Misc	8,925	23,193	45,000	25,800	-
47151	Lease - Principal	7,622	-	-	-	-
47251	Interest - Leases	797	-	-	-	-
<b>Total Capital</b>		<b>\$ 17,344</b>	<b>\$ 23,193</b>	<b>\$ 45,000</b>	<b>\$ 25,800</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 664,303</b>	<b>\$ 747,093</b>	<b>\$ 758,370</b>	<b>\$ 723,450</b>	<b>\$ 767,230</b>

General Fund

## 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

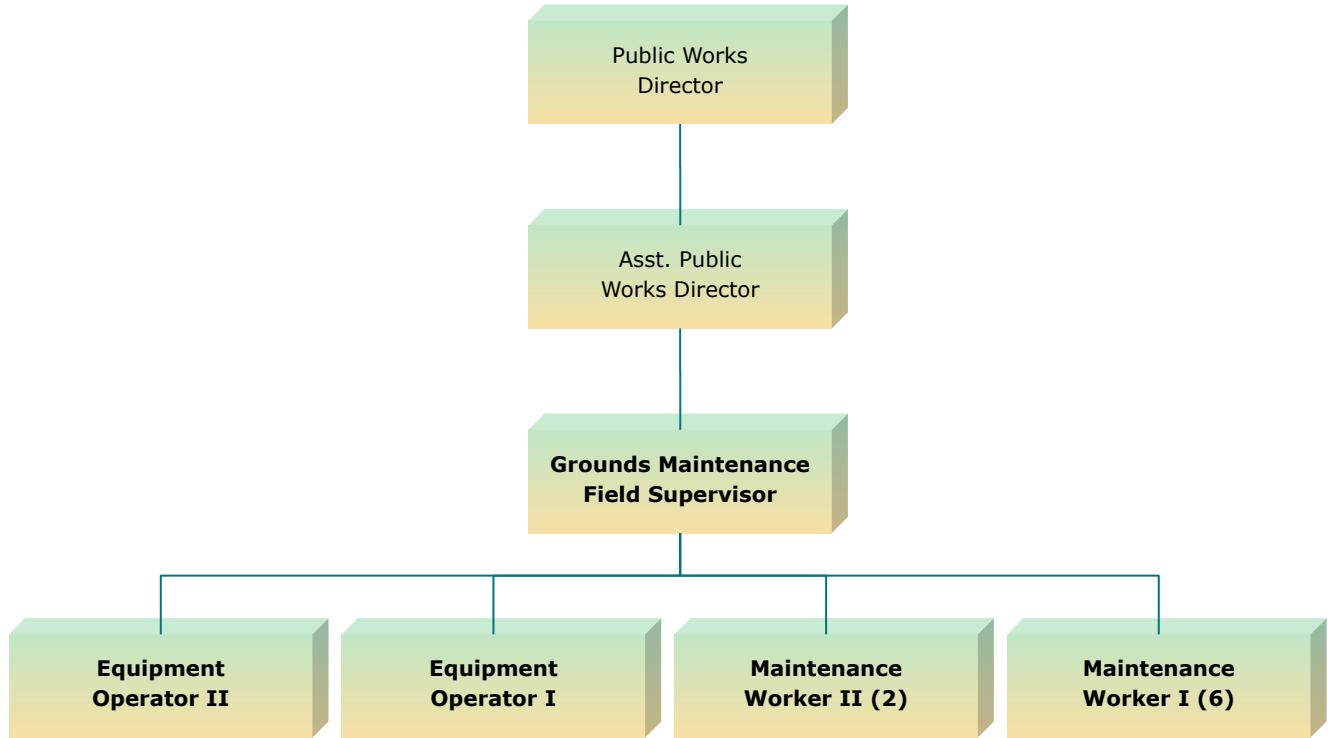
The Public Works - Grounds Maintenance Division performs routine and specialized ground maintenance for all the City's parks, preserves, and athletic fields.

### Accomplishments of FY24

- ▶ Maintenance Programs:
  - ▶ Pressure wash all playground equipment bi-weekly.
  - ▶ Replace batteries in sprinkler systems every 6 months at all parks and facilities grounds.
  - ▶ Maintain splash pad daily. Take water samples daily for health department compliance.
  - ▶ Check sprinkler systems every month to make sure they are operating efficiently.
- ▶ Park Amenity Improvements:
  - ▶ Resurface playground and work out areas at Sims Park.
  - ▶ Install new sod at Sims Park.
  - ▶ Replace stairs at Peace Hall.
  - ▶ Reseal and restripe parking lot at Sims Park.
  - ▶ Install new turf at Sims Park.

### FY25 Initiatives

- ▶ Maintenance Programs:
  - ▶ Pressure wash side walks at all parks.
  - ▶ Maintain tractors and equipment to be used at the parks.
  - ▶ Treat grass areas with fertilizer and pesticides at Sims Park.
- ▶ Park Amenity Improvements:
  - ▶ Repair and replace playground equipment at all parks, as needed.
  - ▶ Powder coat trash receptacles, benches and tables.
- ▶ Personnel Training:
  - ▶ Commercial Driver's License training.
  - ▶ Limited Lawn & Ornamental pesticide licensing for personnel.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
EQUIPMENT OPERATOR I	1.00	1.00	1.00
EQUIPMENT OPERATOR II	1.00	1.00	1.00
GROUNDS MAINT FIELD SUPERVISOR	1.00	1.00	1.00
MAINTENANCE WORKER I	6.00	6.00	6.00
MAINTENANCE WORKER II	2.00	2.00	2.00
<b>Total</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

## Grounds Maintenance Expenditures

001110 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41210	Regular Exempt Salaries	19,740	-	-	-	-
41299	Regular Full Time Wages	156,872	227,435	326,500	326,500	392,380
41411	Overtime	37,112	32,723	30,610	30,610	35,040
41511	Employee Incentives	-	-	75	-	-
41527	Stand-By Time	-	-	140	140	90
41529	Meal Allowance	-	30	-	-	-
42111	Social Security Matching	15,835	19,074	27,330	27,330	32,710
42211	FL Retirement System	24,683	32,240	48,480	48,480	58,260
42311	Health Insurance - Regular	38,242	54,409	65,000	100,870	101,380
42312	Group Life Insurance	96	143	660	660	230
42313	Accidental Death AD&D	13	25	330	330	40
42420	Workers Compensation	13,063	11,280	12,110	12,110	17,050
<b>Total Personnel Services</b>		<b>\$ 305,656</b>	<b>\$ 377,359</b>	<b>\$ 511,235</b>	<b>\$ 547,030</b>	<b>\$ 637,180</b>
43430	Parking Lot Maintenance	1,158	-	2,000	2,000	2,000
43433	Lawn Maintenance	142,847	127,171	150,800	150,800	150,800
43499	Contractual Svcs - Misc	14,560	11,628	20,000	20,000	20,000
44011	Travel & Training	-	476	1,750	1,750	1,750
44121	Telephone - Local	496	976	900	900	2,000
44134	Data Lines	340	196	350	350	180
44311	Electric - City Facilities	23,398	25,484	22,000	22,000	25,000
44331	Solid Waste Removal	3,319	4,252	3,500	2,400	2,400
44351	Water & Sewer - City	38,907	43,656	55,000	55,000	55,000
44373	Street Light Fee	261	278	280	270	270
44381	Stormwater Assessment	4,396	4,569	4,600	4,400	4,400
44419	Rent - Equipment	255	320	800	800	800
44463	Lease - Automobile <sup>(S)</sup>	-	46,112	46,240	46,240	65,000
44611	Maintenance Buildings & Ground	47,368	44,741	45,000	45,000	45,000
44631	Rep & Maint - Central Garage	5,128	1,470	5,100	4,000	4,000
44983	Permit Fees	-	-	-	-	150
44997	Other Charges - Memorial Items	5,295	5,374	2,000	2,000	2,000
44999	Other Current Charges - Misc	333	2,048	2,000	2,000	2,000
45111	Office Supplies	152	33	3,000	100	100
45141	Small Tools & Implements	2,001	3,233	3,000	3,000	2,500
45211	Fuel	18,605	23,624	21,000	21,000	21,000
45221	Chemicals	4,065	1,881	5,000	5,000	3,500
45225	Software Licenses / Support	-	6,292	5,300	-	5,500
45231	Clothing & Wearing Apparel	1,722	2,605	3,800	3,800	3,300
45243	Computer Supplies	-	-	400	400	1,000
45247	First Aid Supplies	173	253	215	200	200
45251	Janitorial Supplies	21,552	25,019	25,000	25,000	25,000



### Grounds Maintenance Expenditures

001110 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45289	Automotive Parts	10,627	3,869	19,000	4,000	4,000
45291	Operating Supplies - Disaster	-	1,040	5,000	5,000	1,000
45299	Operating Supplies - Misc.	14,211	10,596	10,000	10,000	10,000
45321	Signs & Sign Materials	1,210	2,234	3,000	3,000	3,000
45341	Sod - Seed	11,934	19,005	30,000	50,000	35,000
45411	Dues and Memberships	2,632	-	2,800	2,800	200
<b>Total Operating</b>		<b>\$ 376,945</b>	<b>\$ 418,435</b>	<b>\$ 498,835</b>	<b>\$ 493,210</b>	<b>\$ 498,050</b>
46399	Impr.Other Than Bldg-Misc	23,525	135,796	-	-	-
47151	Lease - Principal	41,892	-	-	-	-
47251	Interest - Leases	4,420	-	-	-	-
<b>Total Capital</b>		<b>\$ 69,837</b>	<b>\$ 135,796</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 752,438</b>	<b>\$ 931,590</b>	<b>\$ 1,010,070</b>	<b>\$ 1,040,240</b>	<b>\$ 1,135,230</b>



## Public Works - Parking Garage Maintenance

### It Is the Mission of Parking Garage Maintenance

to maintain a positive reputation in parking operations and provide the public with quality parking services.

### Description

The Public Works - Parking Garage Maintenance Division performs routine and specialized maintenance for the City's public parking garage structure.

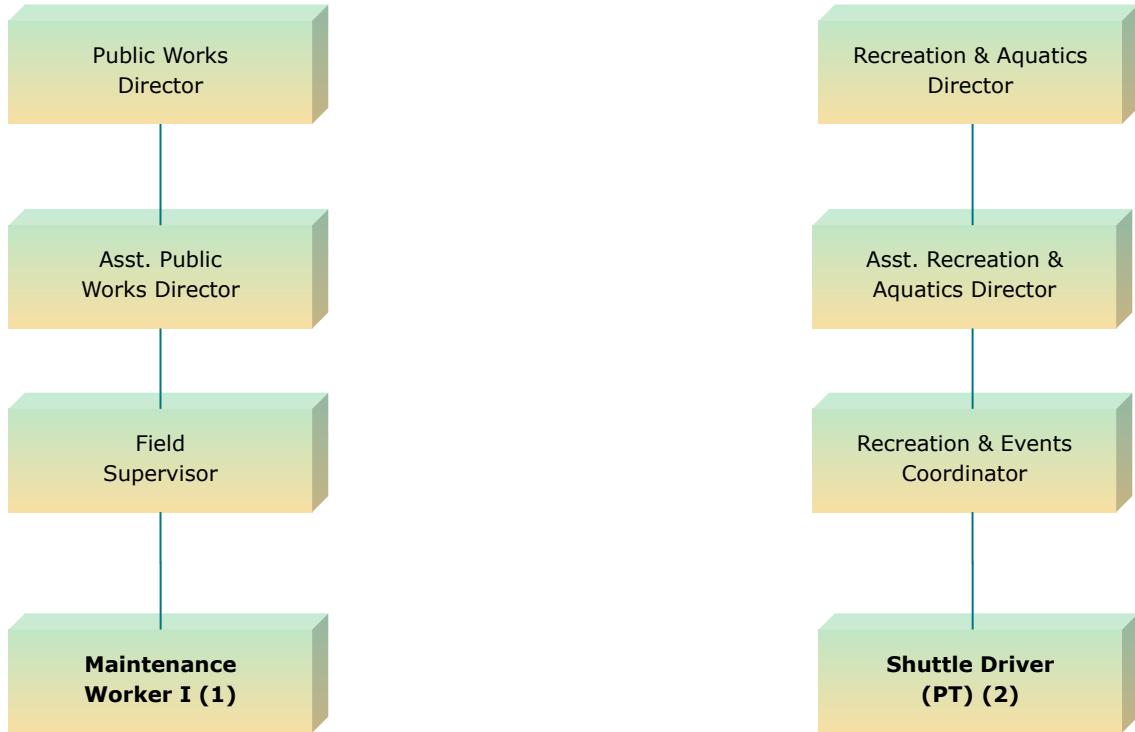
### Accomplishments of FY24

- ▶ Operation and Maintenance:
  - ▶ Implemented security program.
  - ▶ Installed downtown trolley stop on the north end of the facility.
  - ▶ Maintained full operations for EV parking areas.
  - ▶ Identified, fabricated, and installed outreach signage at the facility.

### FY25 Initiatives

- ▶ Operation and Maintenance:
  - ▶ Implement a 24-hour seven day a week operational program.
  - ▶ Complete standard operating procedures for the facility.
  - ▶ Re-stripe parking surfaces.
- ▶ Revenue Enhancements - Implement invoice charge for EV parking electric usage.

General Fund



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
MAINTENANCE WORKER I	-	1.00	1.00
SHUTTLE DRIVER	-	1.46	1.50
<b>Total</b>	-	<b>2.46</b>	<b>2.50</b>

### Parking Garage Maintenance Expenditures

001114 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	-	27,579	26,020	26,020	32,760
41311	Part Time Wages	-	21,960	45,270	45,270	47,540
41411	Overtime	-	1,318	380	380	450
42111	Social Security Matching	-	3,481	5,480	5,480	6,180
42211	FL Retirement System	-	5,925	7,760	7,760	17,070
42311	Health Insurance - Regular	-	7,454	10,090	10,090	7,810
42312	Group Life Insurance	-	21	180	180	50
42313	Accidental Death AD&D	-	4	90	90	10
42420	Workers Compensation	-	-	7,500	7,500	3,910
<b>Total Personnel Services</b>		<b>\$ -</b>	<b>\$ 67,742</b>	<b>\$ 102,770</b>	<b>\$ 102,770</b>	<b>\$ 115,780</b>
43430	Parking Lot Maintenance	-	-	2,000	2,000	2,000
43455	Contractual Fire Monitoring	-	-	-	-	2,600
43474	Security Services	-	70,526	80,000	80,000	80,000
43499	Contractual Svcs - Misc	-	6,689	10,000	10,000	10,000
44134	Data Lines	-	4,016	6,800	6,800	6,800
44311	Electric - City Facilities	-	14,443	18,000	15,000	18,000
44351	Water & Sewer - City	-	9,756	6,000	12,000	6,000
44419	Rent - Equipment	-	-	1,000	1,000	1,000
44611	Maintenance Buildings & Ground	-	400	3,000	3,000	3,000
44631	Rep & Maint - Central Garage	-	1,370	1,000	1,000	1,000
44983	Permit Fees	-	75	100	100	100
45141	Small Tools & Implements	-	-	-	500	-
45225	Software Licenses / Support	-	6,427	6,500	6,500	6,500
45231	Clothing & Wearing Apparel	-	653	800	800	400
45289	Automotive Parts	-	-	300	300	-
45299	Operating Supplies - Misc.	-	-	-	250	-
45321	Signs & Sign Materials	-	-	300	300	300
<b>Total Operating</b>		<b>\$ -</b>	<b>\$ 114,355</b>	<b>\$ 135,800</b>	<b>\$ 139,550</b>	<b>\$ 137,700</b>
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ 182,097</b>	<b>\$ 238,570</b>	<b>\$ 242,320</b>	<b>\$ 253,480</b>

### Non-Expenditure Disbursements

001 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
581						
49161	Transfer To Street Imprvmnt	330,000	200,000	-	-	-
49163	Transfer To CRA - Tax Incrmt	2,259,458	3,185,340	4,015,240	4,015,240	4,668,030
49168	Transfer to Intergovernmental	-	-	726,395	726,395	-
49421	Reserves - Contingency	-	-	75,000	75,000	75,000
<b>Total Transfers</b>		<b>\$ 2,589,458</b>	<b>\$ 3,385,340</b>	<b>\$ 4,816,635</b>	<b>\$ 4,816,635</b>	<b>\$ 4,743,030</b>
584						
49422	Reserves - Merit Wage Inc	-	-	422,180	422,180	-
49424	Reserves - Sick Leave	-	-	50,000	50,000	50,000
49495	Reserves - Public Art Fund	-	-	5,000	5,000	5,000
<b>Total Reserves</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 477,180</b>	<b>\$ 477,180</b>	<b>\$ 55,000</b>
<b>Total Expenditures</b>		<b>\$ 2,589,458</b>	<b>\$ 3,385,340</b>	<b>\$ 5,293,815</b>	<b>\$ 5,293,815</b>	<b>\$ 4,798,030</b>
<b>Total General Fund Expenditures</b>		<b>\$ 24,504,114</b>	<b>\$ 27,647,586</b>	<b>\$ 32,117,009</b>	<b>\$ 32,610,055</b>	<b>\$ 34,702,450</b>



# Stormwater Utility Fund

FISCAL YEAR  
2024-2025

## 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 specifically includes the requirements of the Florida Department of Environmental Protection's National Pollution Discharge Elimination System Permit and all other mandates as appropriate.

### 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 FY24

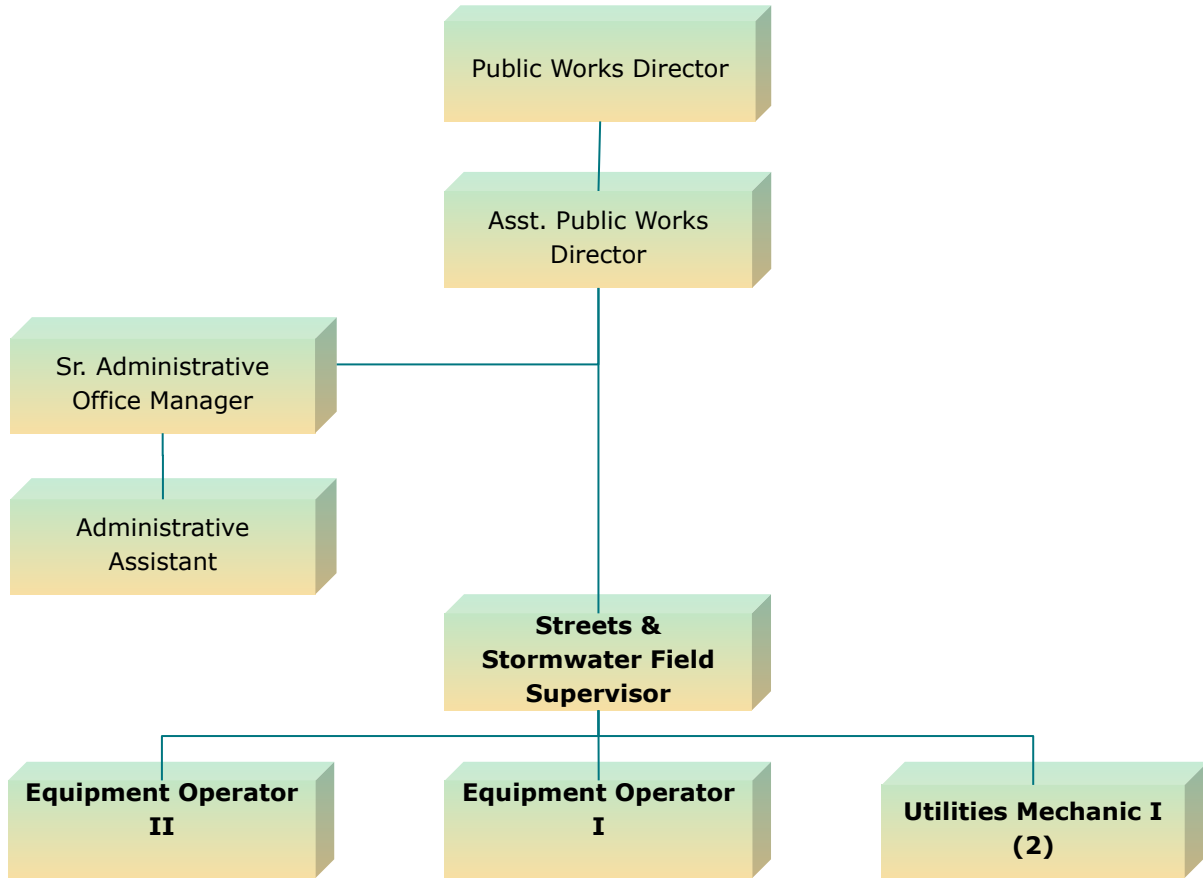
- ▶ Storm Pipe Maintenance:
  - ▶ Remove debris and sediments identified during stormwater inspections.
  - ▶ Tag and stencil remaining catch basins in Section 2.
  - ▶ Ensure all major outfalls are fully operational and clear of debris.
- ▶ NPDES Maintenance Activities:
  - ▶ Perform inspections on the remaining pipes and catch basins in Section 2.
  - ▶ Perform quarterly Water Quality Sampling at Sims Park outfall.
  - ▶ Complete review of Section 5 Permit and Annual Report Form.
- ▶ Flood Control:
  - ▶ Ensure inlets and pipes are clear of debris and sediments during rain events.
  - ▶ Perform maintenance on detention ponds, ditches, and swales for proper flow.
  - ▶ Distribute sand bags, as needed, during Hurricane Season.
  - ▶ Barricade flooded roads for vehicle and pedestrian safety.

### FY25 Initiatives

- ▶ Storm Pipe Maintenance:
  - ▶ Tag and stencil remaining catch basins in Section 3.
  - ▶ Clean and maintain tidal flex on our outfalls.
  - ▶ Jet and clean Section 3 storm pipes.
- ▶ Stormwater Permit:
  - ▶ Clean and maintain all CDS and baskets quarterly.
  - ▶ Outfall inspections.

- ▶ Pipe inspections.
- ▶ Flood Control/Storm situations:
  - ▶ Mow and maintain all ponds and ditches.
  - ▶ Clean catch basins, as scheduled.
  - ▶ Set up pumps as needed for storm season.
  - ▶ Barricade flooded roads for vehicle and pedestrian safety.
- ▶ Job Safety:
  - ▶ Obtain MOT certification.
  - ▶ Ensure proper use of PPE bags.
  - ▶ Conduct vehicle inspections.





**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
EQUIPMENT OPERATOR I	1.00	1.00	1.00
EQUIPMENT OPERATOR II	1.00	1.00	1.00
STREET/STORMWATER FIELD SUPERVISOR	1.00	1.00	1.00
UTILITIES MECHANIC I	2.00	2.00	2.00
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

## Stormwater Utility Fund Revenue

002 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
337310	SWFWMD Grant	-	-	300,000	300,000	1,350,000
343710	Stormwater Utility Fee	1,104,952	1,062,919	1,059,850	1,059,850	1,062,210
361100	Interest on Investments	5,844	32,569	2,500	2,500	2,500
361150	Interest - Strmwtr Utility Fee	2,163	3,101	3,000	3,000	2,000
361250	Interest - FMIvT	(4,254)	23,675	1,500	1,500	20,000
364410	Disposition of Fixed Assets	(5,495)	-	-	-	-
364420	Insurance Proceeds	-	11,293	-	-	-
389900	Prior Year Fund Bal.-Undesigna	-	-	592,680	592,680	468,510
<b>Stormwater Utility Fund Revenues</b>		<b>\$ 1,103,210</b>	<b>\$ 1,133,557</b>	<b>\$ 1,959,530</b>	<b>\$ 1,959,530</b>	<b>\$ 2,905,220</b>

### Stormwater Utility Expenditures

002103 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	174,041	182,422	209,290	209,290	238,500
41411	Overtime	13,162	17,456	16,390	16,390	17,990
41527	Stand-By Time	5,077	5,498	7,380	7,380	8,130
41529	Meal Allowance	-	75	80	80	80
41711	Accrued Vacation	1,023	1,044	-	-	-
42111	Social Security Matching	14,372	15,107	17,840	17,840	20,250
42121	Accrued FICA - Vac. & Sick	(7)	53	-	-	-
42211	FL Retirement System	9,902	18,340	24,140	24,140	26,490
42214	Defined Contribution Plan	5,096	5,524	5,520	5,520	6,220
42221	Accrued Retirement	(5)	35	-	-	-
42311	Health Insurance - Regular	22,108	33,262	40,350	40,350	56,300
42312	Group Life Insurance	89	99	360	360	130
42313	Accidental Death AD&D	12	17	180	180	30
42315	Net OPEB Obligation	(266)	-	-	-	-
42420	Workers Compensation	9,459	12,243	12,960	12,960	18,260
<b>Total Personnel Services</b>		<b>\$ 254,063</b>	<b>\$ 291,175</b>	<b>\$ 334,490</b>	<b>\$ 334,490</b>	<b>\$ 392,380</b>
43129	Engineering Services - Misc	700	350	6,000	10,000	6,000
43199	Professional Svcs - Misc	11,396	74,257	70,000	100,000	50,000
43433	Lawn Maintenance	23,780	24,507	43,000	43,000	43,000
43438	Lab Tests	941	1,526	2,500	2,500	2,500
43485	Trash Grinding Service	-	-	-	-	50,000
43498	Administrative Fees	20,594	20,532	22,000	22,000	22,000
43499	Contractual Svcs - Misc	34,686	53,064	51,000	35,000	15,000
44011	Travel & Training	1,052	860	1,740	1,740	1,740
44121	Telephone - Local	1,554	2,425	4,000	1,800	4,000
44134	Data Lines	926	340	200	350	200
44211	Postage	-	-	50	50	50
44311	Electric - City Facilities	17,102	16,654	18,000	18,000	18,000
44331	Solid Waste Removal	21,707	19,694	18,000	18,000	18,000
44373	Street Light Fee	124	130	140	140	140
44381	Stormwater Assessment	413	430	1,100	1,100	1,100
44419	Rent - Equipment	25	5,259	2,500	2,500	2,500
44463	Lease - Automobile <sup>(s)</sup>	(24,114)	32,802	47,000	33,720	47,000
44481	Lease - Copier	428	444	600	600	-
44511	Liability Insurance - Comp. Ge	7,686	7,759	8,020	8,020	8,680
44521	Buildings & Contents Insurance	4,953	3,950	5,770	5,770	6,320
44522	Pollution Insurance	4,554	4,629	4,500	4,500	4,530
44523	Automobile & Truck Insurance	730	740	1,200	1,200	1,030
44611	Maintenance Buildings & Ground	9,252	4,110	13,000	13,000	13,000
44631	Rep & Maint - Central Garage	8,536	1,620	5,000	5,000	5,000
44799	Printing & Binding	222	373	400	600	400
44983	Permit Fees	1,006	1,016	1,500	1,500	1,500
44999	Other Current Charges - Misc	116	143	200	200	200

## Stormwater Utility Expenditures

002103 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45111	Office Supplies	823	17	6,000	500	500
45121	Maps and Charts	113	-	-	300	-
45141	Small Tools & Implements	2,884	4,255	3,500	4,500	3,500
45211	Fuel	35,228	26,465	25,000	30,000	25,000
45225	Software Licenses / Support	-	208	300	300	300
45231	Clothing & Wearing Apparel	1,579	1,809	1,600	1,600	1,600
45243	Computer Supplies	-	324	1,500	2,000	1,500
45247	First Aid Supplies	100	111	200	200	200
45289	Automotive Parts	15,628	1,968	20,100	10,000	8,000
45291	Operating Supplies - Disaster	-	46,240	500	500	500
45299	Operating Supplies - Misc.	8,242	6,766	7,000	9,000	7,000
45311	Asphalt / Concrete	100	-	-	-	-
45321	Signs & Sign Materials	10,342	6,690	5,000	5,000	5,000
45331	Pipe / Culvert Material	3,315	1,988	10,000	10,000	10,000
45341	Sod - Seed	706	370	1,000	5,000	4,000
45399	Road Materials - Misc	2,746	2,769	5,000	5,000	6,000
45411	Dues and Memberships	650	650	650	650	650
45461	Books and Publications	77	-	-	200	200
<b>Total Operating</b>		<b>\$ 230,902</b>	<b>\$ 378,244</b>	<b>\$ 414,770</b>	<b>\$ 415,040</b>	<b>\$ 395,840</b>
46399	Impr.Other Than Bldg-Misc	16	76,257	960,000	960,000	1,690,000
46415	Trucks And Trailers	-	-	120,000	120,000	120,000
46431	Special Purpose Equipment	-	7,981	-	-	32,000
47251	Interest - Leases	3,379	-	-	-	-
<b>Total Capital</b>		<b>\$ 3,395</b>	<b>\$ 84,238</b>	<b>\$ 1,080,000</b>	<b>\$ 1,080,000</b>	<b>\$ 1,842,000</b>
49151	Transfer To General Fund - Svc	130,000	130,000	130,000	130,000	130,000
49157	Transfer To W&S Const Fund	-	-	-	-	145,000
49921	Amortization	32,790	-	-	-	-
49996	Depreciation Expense	276,278	-	-	-	-
<b>Total Transfers</b>		<b>\$ 439,068</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 275,000</b>
<b>Total Expenditures</b>		<b>\$ 927,428</b>	<b>\$ 883,657</b>	<b>\$ 1,959,260</b>	<b>\$ 1,959,530</b>	<b>\$ 2,905,220</b>



# Street Lighting Fund

FISCAL YEAR  
2024-2025

## 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 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 Revenue

121 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
334500	St Hwy Light & Maint Agrmt	44,928	50,303	51,810	45,000	52,000
343910	Street Lights	415,537	413,386	420,000	439,480	422,930
361150	Interest - Strmwtr Utility Fee	-	-	1,000	-	1,000
361350	Interest - Street Lighting	799	1,235	585	1,000	-
364420	Insurance Proceeds	34,432	34,525	5,839	-	-
<b>Street Lighting Fund Revenue</b>		<b>\$ 495,696</b>	<b>\$ 499,449</b>	<b>\$ 479,234</b>	<b>\$ 485,480</b>	<b>\$ 475,930</b>

Street Lighting Fund



## Street Lighting Expenditures

121104 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
43129	Engineering Services - Misc	-	873	-	500	500
43199	Professional Svcs - Misc	-	-	-	500	400
43498	Administrative Fees	8,135	8,166	9,000	9,000	9,000
44211	Postage	-	-	-	100	100
44371	St Lights - City	5,333	46,067	50,000	90,000	90,000
44372	Street Light Rental & Maintena	312,143	264,851	276,380	276,380	276,930
44374	US 19 Street Light Oper./Maint	66,896	49,737	90,000	90,000	80,000
44999	Other Current Charges - Misc	116	21	4,000	4,000	4,000
45252	Decorations	996	-	15,000	15,000	15,000
<b>Total Operating</b>		<b>\$ 393,619</b>	<b>\$ 369,715</b>	<b>\$ 444,380</b>	<b>\$ 485,480</b>	<b>\$ 475,930</b>
<b>Total Expenditures</b>		<b>\$ 393,619</b>	<b>\$ 369,715</b>	<b>\$ 444,380</b>	<b>\$ 485,480</b>	<b>\$ 475,930</b>



# General Debt Service Fund

FISCAL YEAR  
2024-2025

## 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 Revenue

201 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
314400	Gas Utility Tax	-	1	-	-	-
361100	Interest on Investments	-	1	-	-	-
361255	Interest - Project Fund	4	3	-	-	-
381600	Trans From Cap Imprvmt	-	364,270	364,270	364,270	696,140
381731	Trans From CRA - Debt Service	1,904,810	1,796,220	3,500,050	3,500,050	3,271,620
384300	Proceeds From Debt Issue	-	3,000,000	-	-	-
<b>General Debt Service Fund Revenue</b>		<b>\$ 1,904,814</b>	<b>\$ 5,160,495</b>	<b>\$ 3,864,320</b>	<b>\$ 3,864,320</b>	<b>\$ 3,967,760</b>

General Debt Service Fund

## General Debt Service Expenditures

201201 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
201201						
47121	Principal - Redvlpmnt Note A	-	26,348	-	-	-
47138	Principal - 2016 Note	691,000	708,000	726,000	708,000	744,000
47140	Principal - 2020 Fire Truck	51,148	26,035	53,650	52,390	54,940
47143	Principal - 2020A Note	1,054,791	631,199	-	631,200	-
47144	Principal - 2020B Note	-	435,300	1,080,210	435,300	1,096,850
47145	Principal - 2022 Note	-	1,280,999	1,281,000	1,583,860	1,719,000
47221	Interest - Redvlpmnt Note A	64,335	-	-	-	-
47238	Interest - 2016 Note	196,897	179,640	161,320	179,300	142,880
47242	Interest - 2020 Fire Truck	19,856	18,621	17,360	18,620	16,060
47243	Interest - 2020A Note	83,050	7,006	-	7,010	-
47244	Interest - 2020B Note	-	128,670	121,970	128,670	105,330
47245	Interest - 2022 Note	-	119,970	119,970	119,970	88,700
47341	Issue Cost	-	59,847	-	-	-
<b>Total Debt Service Payments</b>		<b>\$ 2,161,077</b>	<b>\$ 3,621,635</b>	<b>\$ 3,561,480</b>	<b>\$ 3,864,320</b>	<b>\$ 3,967,760</b>
201581						
49167	Transfer To Redevelopment	-	3,000,000	-	-	-
<b>Total Transfers</b>		<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 2,161,077</b>	<b>\$ 6,621,635</b>	<b>\$ 3,561,480</b>	<b>\$ 3,864,320</b>	<b>\$ 3,967,760</b>





# Capital Improvement Fund

FISCAL YEAR  
2024-2025

## 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 Revenue

301 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
312610	1-Cent Infrastr Surtax	3,758,534	3,957,594	4,161,190	4,161,190	3,845,900
331540	Community Develop. Block Grant	-	-	262,500	262,500	262,500
331591	ARPA Grant	-	341,198	-	-	-
331710	US DOI National Park Service	83,638	-	-	-	-
334740	FDEP Greenway/Trails Grant	-	-	200,000	200,000	-
334750	Other Grant Funding	-	-	728,000	728,000	550,000
361100	Interest on Investments	17,509	97,707	2,500	2,500	5,000
361200	Interest - S.B.A.	13,461	78,391	5,000	5,000	40,000
361250	Interest - FMI/T	(7,091)	39,458	5,000	5,000	30,000
366900	Contributions & Donations	-	-	-	-	20,000
389900	Prior Year Fund Bal.-Undesigna	-	-	5,624,120	5,624,120	2,851,460
<b>Capital Improvement Fund Revenue</b>		<b>\$ 3,866,051</b>	<b>\$ 4,514,348</b>	<b>\$ 10,988,310</b>	<b>\$ 10,988,310</b>	<b>\$ 7,604,860</b>

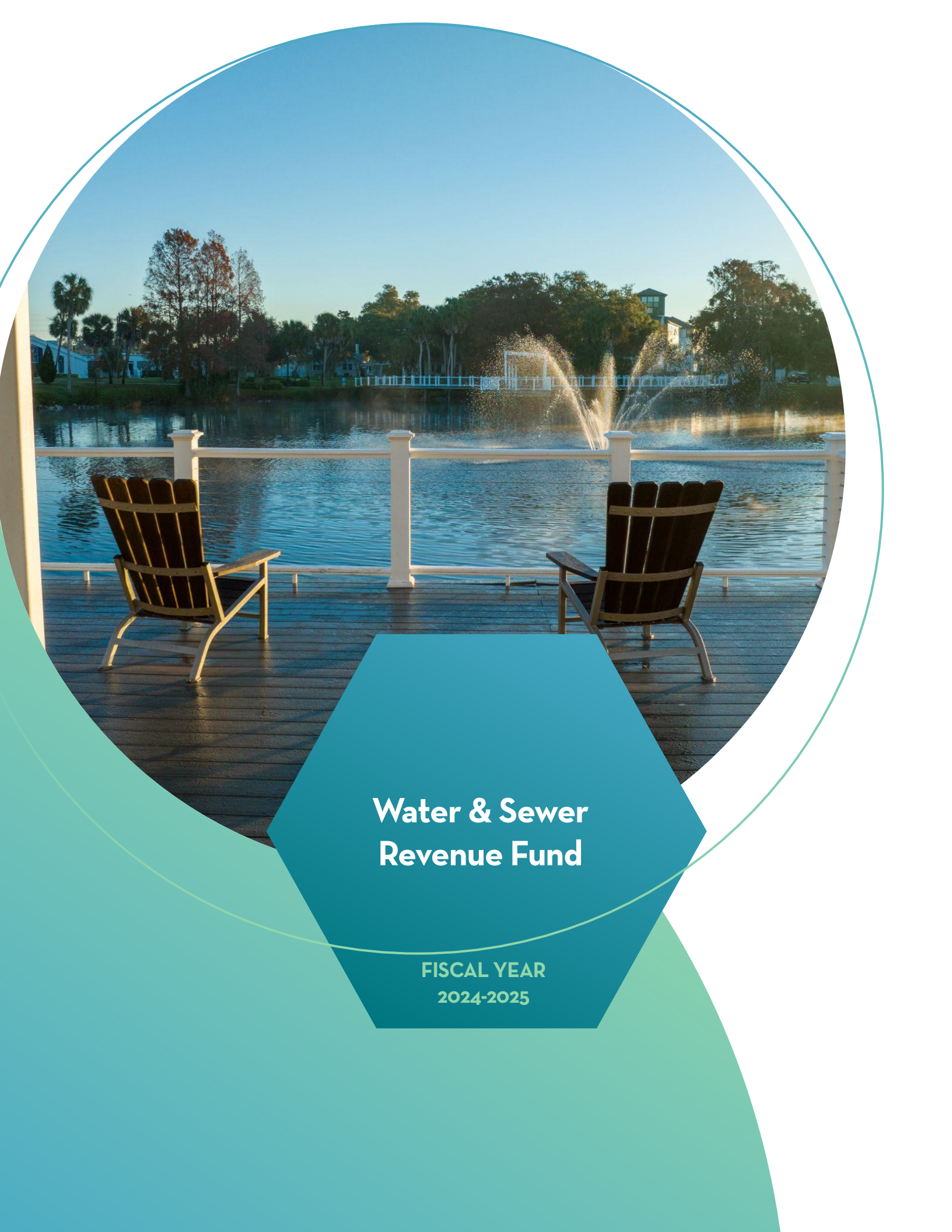
Capital Improvement Fund

### Capital Improvement Expenditures

301301 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
301519						
46299	Building Improvements	-	577,789	385,000	385,000	-
46299-5001	Library Upgrades	916,763	-	-	-	-
46299-5006	HVAC System & Server Upgrades - PD	-	3,350	-	-	-
46299-5007	City Hall & Library Exterior Upgrad	-	-	50,000	50,000	120,000
46399-5008	City Hall Facility Renovations	-	-	-	-	360,000
46399-5009	City Hall Campus Bldg Resiliancy	-	-	-	-	40,000
46399-5010	Bank Street Building Improvements	-	-	-	-	250,000
<b>Total CIP - Other General Government</b>		<b>\$ 916,763</b>	<b>\$ 581,139</b>	<b>\$ 435,000</b>	<b>\$ 435,000</b>	<b>\$ 770,000</b>
301522						
46299	Building Improvements	-	344,445	3,654,140	3,789,140	300,000
46299-7001	Fire Station #1 Renovations	-	1,821	220,860	85,860	350,000
<b>Total CIP - Fire Control</b>		<b>\$ -</b>	<b>\$ 346,266</b>	<b>\$ 3,875,000</b>	<b>\$ 3,875,000</b>	<b>\$ 650,000</b>
301541						
46322	Downtown Landscaping Improv	-	-	265,000	265,000	-
46360	Grand Blvd Multi-Use-Phase I-	41,492	161,823	1,540,000	1,540,000	1,250,000
46360-2004	Grand Blvd Multi-Use Path Phase II	-	-	250,000	250,000	270,000
46399-2005	Grand Blvd Bridge Replacement	-	-	-	-	175,000
46399-3003	SeaWall Stabiliz - Phase V	175,823	-	-	-	-
<b>Total CIP - Road &amp; Street Facilities</b>		<b>\$ 217,315</b>	<b>\$ 161,823</b>	<b>\$ 2,055,000</b>	<b>\$ 2,055,000</b>	<b>\$ 1,695,000</b>
301572						
46299	Building Improvements	-	-	5,895	-	-
46320	Grey Preserve Entrance Paving	(1,053)	-	20,000	20,000	-
46326	Sims Park Improv., Phase I	1,053	-	395,000	395,000	-
46361	Meadows Dog Park Upgrades	34,763	576,342	1,325,000	1,325,000	-
46399	Impr.Other Than Bldg-Misc	-	-	90,000	90,000	-
46399-9001	Frances Ave Park Improvements	309,602	52,893	105,000	105,000	920,000
46399-9004	Sims Landing Boat Ramp Improvements	-	45,505	600,000	600,000	-
46399-9005	James Grey Preserve - Restrooms	-	-	-	-	335,000
46399-9006	Cotee River Park Improvements	13,915	-	-	-	-
46399-9007	Skate Park Project	6,357	-	-	-	40,000
46399-9008	Grand Blvd. Park Improvements	-	185,625	-	-	-
46399-9009	Russ Park Upgrades	31,156	-	-	-	-
46399-9010	James E Grey Preserve Improvements	-	-	-	-	140,000
46399-9011	Sims Park - Projection Screens	-	-	-	-	200,000
46399-9012	Peace Hall Renovations	-	-	-	-	75,000
<b>Total CIP - Parks &amp; Recreation</b>		<b>\$ 395,793</b>	<b>\$ 860,365</b>	<b>\$ 2,540,895</b>	<b>\$ 2,535,000</b>	<b>\$ 1,710,000</b>
301581						
49151	Transfer To General Fund - Svc	1,018,950	1,217,150	1,524,040	1,524,040	700,000
49152	Transfer To Gen Debt Svc	-	364,270	364,270	364,270	696,140
49157	Transfer To W&S Const Fund	-	-	-	-	1,183,720
49161	Transfer To Street Imprvmnt	200,000	200,000	200,000	200,000	200,000

### Capital Improvement Expenditures

301301 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
<b>Total CIP - Transfers</b>		<b>\$ 1,218,950</b>	<b>\$ 1,781,420</b>	<b>\$ 2,088,310</b>	<b>\$ 2,088,310</b>	<b>\$ 2,779,860</b>
<b>Total Expenditures</b>		<b>\$ 2,748,821</b>	<b>\$ 3,731,013</b>	<b>\$ 10,994,205</b>	<b>\$ 10,988,310</b>	<b>\$ 7,604,860</b>



# Water & Sewer Revenue Fund

FISCAL YEAR  
2024-2025

## Water & Sewer Revenue Fund Revenue

401 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
329500	Sewer Permits	-	-	400	400	-
<b>Total Licenses &amp; Permits</b>		-	-	<b>400</b>	<b>400</b>	-
343310	Water Sales - Retail	6,170,955	6,752,663	6,797,960	6,797,960	6,920,540
343330	Water Sales - Reclaimed	309,653	325,743	395,560	395,560	351,120
343340	Bulk Water - Lindrick	121,007	-	-	-	-
343350	Bulk Water - Port Richey	50,038	46,691	77,600	77,600	79,910
343351	Bulk Water - Pasco County	21,967	127,112	228,000	228,000	242,220
343360	Surplus Water - TBW	981,859	965,045	920,682	826,250	826,250
343510	Sewer Sales - Retail	6,176,373	5,943,505	6,681,550	6,681,550	6,787,330
343530	Bulk Sewer - Port Richey	198,270	213,311	244,000	244,000	305,650
343560	Bulk Sewer - FGUA	585,514	-	-	-	-
349600	Water Connect Fees - Meters	11,085	15,670	10,000	10,000	8,170
349700	Meter Turn On & Off Fee	47,875	48,819	78,000	78,000	41,400
349710	Sprinkler Charge	58,380	46,648	62,400	62,400	48,120
<b>Total Charges For Services</b>		<b>14,732,976</b>	<b>14,485,207</b>	<b>15,495,752</b>	<b>15,401,320</b>	<b>15,610,710</b>
361100	Interest on Investments	-	-	100	100	100
361110	Interest on Note Receivable	246,424	216,186	184,420	184,420	151,120
361200	Interest - S.B.A.	16,826	97,989	79,010	15,000	50,000
361250	Interest - FMLVT	(4,254)	23,675	22,940	10,000	20,000
364410	Disposition of Fixed Assets	580,869	38,996	100,000	100,000	20,000
364420	Insurance Proceeds	13,102	1,044	-	-	-
366900	Contributions & Donations	1,000	-	-	-	-
369300	Refund of Prior Year Exp.	1,590	522	500	500	500
369700	Late Payment Penalties	217,294	221,708	230,000	230,000	190,000
369710	Returned Check Charge	6,790	11,600	5,000	5,000	15,600
369900	Other Miscellaneous Revenue	4,679	9,988	1,000	1,000	5,000
369930	County Share - Plant Operation	1,050,829	1,243,786	1,450,000	1,450,000	1,493,500
369940	County Share - Reclaimed Wtr	321,148	362,894	375,000	375,000	386,250
369950	Water Impact Fees	-	-	25,000	25,000	25,000
369970	Sewer Impact Fees	-	-	25,000	25,000	25,000
369990	Impact Fee Port Richey	76,808	85,518	30,000	30,000	20,000
369991	Impact Fee FGUA	144,966	-	-	-	-
<b>Total Miscellaneous</b>		<b>2,678,071</b>	<b>2,313,906</b>	<b>2,527,970</b>	<b>2,451,020</b>	<b>2,402,070</b>
<b>Revenues Prior to Fund Balance</b>		<b>17,411,047</b>	<b>16,799,113</b>	<b>18,024,122</b>	<b>17,852,740</b>	<b>18,012,780</b>
389900	Prior Year Fund Bal.-Undesigna	-	-	521,070	521,070	2,663,670
<b>Total Transfers &amp; Fund</b>		-	-	<b>521,070</b>	<b>521,070</b>	<b>2,663,670</b>
<b>Total Water &amp; Sewer Revenue Fund Revenue</b>						
<b>Revenues</b>		<b>\$ 17,411,047</b>	<b>\$ 16,799,113</b>	<b>\$ 18,545,192</b>	<b>\$ 18,373,810</b>	<b>\$ 20,676,450</b>

Water & Sewer Revenue Fund

## Public Works - Water Production

### It is the Mission of Water Production to

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

### Description

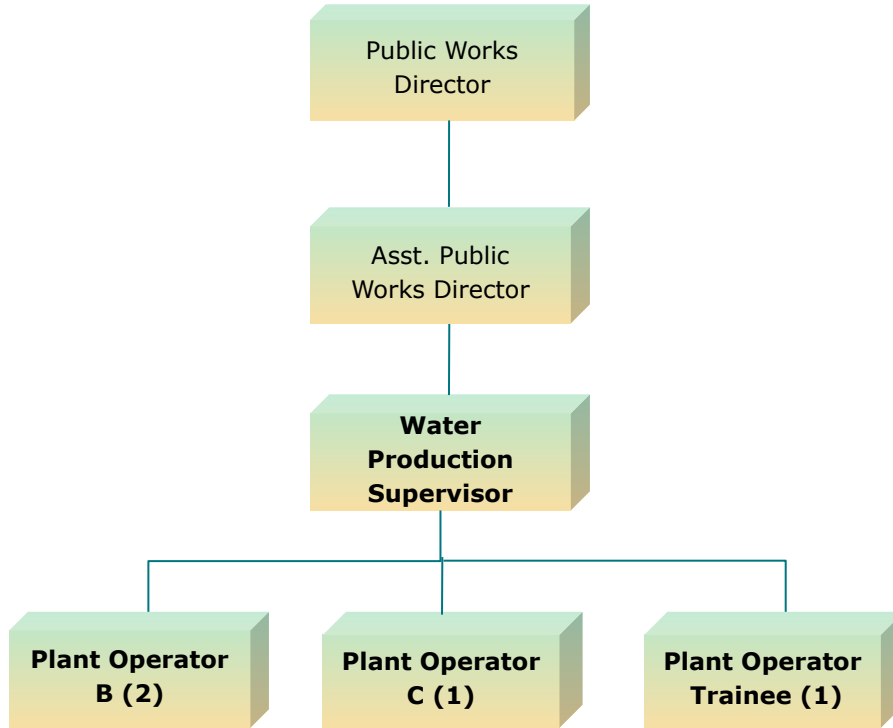
The Water Production Division is responsible for providing residents with water that meets or is better than standards set by the Environmental Protection Agency (EPA).

### Accomplishments of FY24

- ▶ Produced 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.
- ▶ With Juturna consulting we have developed a plan to meet compliance with the revised Lead and Copper rule.
- ▶ Repaired and repainted inside and outside of 1MG raw water tank and outside of 2MG finished water tank.
- ▶ Replaced benchtop fluoride analyzer.
- ▶ Replaced portable multi parameter field meter (SL1000).
- ▶ Replaced 3 portable multi parameter field meter (DR900).
- ▶ Replaced 2 of the fleet vehicles at the plant.
- ▶ Replaced 7,500 outdated water meters throughout the City and tasked the contractors with identifying line composition for revised lead and copper rule.
- ▶ Replaced HVAC system in plant console.
- ▶ Replaced air release valve on transfer pump #3 and rebuilt air release valves on transfer pumps 1, 2 and 4.

### FY25 Initiatives

- ▶ Monitor legislation impacting the rules and regulations of the water treatment industry and adjust and modify plant operations accordingly.
- ▶ Begin implementation of new lead and copper rule which will take effect in October 2024.
- ▶ Purchase, install and program SCADA PLC and components.
- ▶ Continue SCADA improvements to integrate some water quality signals into our SCADA system.
- ▶ Rehab Fluoride Containment area and tank pad.
- ▶ Repair Bleach Skid Concrete.
- ▶ Replace Chlorine Bulk Storage Tank #1.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
WATER PROD LEAD OPERATOR B	1.00	1.00	-
WATER PROD PLANT OP TRAINEE	1.00	1.00	1.00
WATER PROD PLANT OPERATOR B	1.00	1.00	2.00
WATER PROD PLANT OPERATOR C	1.00	1.00	1.00
WATER PRODUCTION SUPERVISOR	1.00	1.00	1.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>



## Water Production Expenditures

401105 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41112	Division Head Salaries	65,302	68,011	65,940	65,940	74,920
41299	Regular Full Time Wages	88,901	138,032	160,770	160,770	194,050
41411	Overtime	7,174	8,558	5,800	5,800	6,670
41527	Stand-By Time	17,283	18,679	17,400	17,400	18,970
41711	Accrued Vacation	478	2,572	-	-	-
42111	Social Security Matching	13,039	16,653	19,050	19,050	22,540
42121	Accrued FICA - Vac. & Sick	(23)	-	-	-	-
42211	FL Retirement System	(68,682)	28,519	33,760	33,760	37,570
42311	Health Insurance - Regular	28,392	35,658	50,440	50,440	33,450
42312	Group Life Insurance	54	84	300	300	110
42313	Accidental Death AD&D	7	15	150	150	20
42315	Net OPEB Obligation	(25,588)	-	-	-	-
42420	Workers Compensation	8,219	7,257	5,850	5,850	10,550
<b>Total Personnel Services</b>		<b>\$ 134,556</b>	<b>\$ 324,038</b>	<b>\$ 359,460</b>	<b>\$ 359,460</b>	<b>\$ 398,850</b>
43129	Engineering Services - Misc	4,590	8,101	5,000	5,000	5,000
43199	Professional Svcs - Misc	38,357	31,321	105,000	105,000	150,000
43412	Pest Control Services	480	480	440	440	480
43438	Lab Tests	24,003	29,115	40,000	40,000	45,000
43474	Security Services	3,170	3,408	3,300	3,300	3,300
43499	Contractual Svcs - Misc	24,701	9,255	45,000	45,000	45,000
44011	Travel & Training	100	223	1,640	1,640	1,400
44121	Telephone - Local	2,389	2,141	3,000	3,000	3,000
44134	Data Lines	6,795	7,052	6,000	6,000	8,000
44211	Postage	2,506	2,856	3,000	3,000	6,000
44311	Electric - City Facilities	112,106	131,189	120,000	100,000	144,000
44331	Solid Waste Removal	1,069	1,156	1,500	1,500	1,500
44373	Street Light Fee	38	81	60	60	60
44381	Stormwater Assessment	281	395	330	330	330
44382	Paving Assessment	-	85	-	-	-
44463	Lease - Automobile <sup>(s)</sup>	-	-	2,600	-	17,550
44611	Maintenance Buildings & Ground	19,918	22,180	30,000	30,000	25,000
44621	Rep & Maint - Equipment	2,315	2,418	2,000	2,000	2,000
44631	Rep & Maint - Central Garage	960	1,390	1,500	1,500	1,500
44983	Permit Fees	6,025	6,025	6,030	6,030	6,030
44999	Other Current Charges - Misc	-	251	1,300	1,300	1,300
45111	Office Supplies	380	405	500	500	1,250
45141	Small Tools & Implements	564	925	750	750	750
45211	Fuel	7,785	11,114	8,000	8,000	8,000
45221	Chemicals	142,319	187,931	220,000	180,000	340,000
45222	Laboratory Supplies	11,826	7,321	15,000	15,000	15,000
45225	Software Licenses / Support	-	-	5,000	5,000	5,000
45231	Clothing & Wearing Apparel	808	1,661	1,500	1,500	1,500

### Water Production Expenditures

401105 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45243	Computer Supplies	521	963	5,000	5,000	1,000
45247	First Aid Supplies	100	80	250	250	250
45251	Janitorial Supplies	184	259	800	800	800
45261	Raw Water	2,744,018	2,705,541	3,067,390	3,067,390	2,863,000
45289	Automotive Parts	4,104	962	1,500	1,500	1,500
45291	Operating Supplies - Disaster	385	817	500	500	500
45294	Conservation Kits & Materials	-	5,696	6,000	6,000	6,000
45299	Operating Supplies - Misc.	2,011	2,886	2,500	2,500	2,500
45411	Dues and Memberships	244	495	840	840	840
45461	Books and Publications	-	-	200	200	-
<b>Total Operating</b>		<b>\$ 3,165,052</b>	<b>\$3,186,178</b>	<b>\$3,713,430</b>	<b>\$ 3,650,830</b>	<b>\$ 3,714,340</b>
46341	Elevated Storage Tank	-	-	-	-	20,000
46344	Old Post Office Bldg. Impr.	-	-	-	-	10,000
46345	Ground Storage Reserviors	-	-	175,000	175,000	10,000
46399	Impr.Other Than Bldg-Misc	-	24,703	10,000	10,000	68,000
46417	Communication Equipment	-	22,649	50,000	50,000	30,000
46431	Special Purpose Equipment	-	74,887	40,000	34,500	38,000
<b>Total Capital</b>		<b>\$ -</b>	<b>\$ 122,239</b>	<b>\$ 275,000</b>	<b>\$ 269,500</b>	<b>\$ 176,000</b>
<b>Total Expenditures</b>		<b>\$ 3,299,608</b>	<b>\$ 3,632,455</b>	<b>\$4,347,890</b>	<b>\$ 4,279,790</b>	<b>\$ 4,289,190</b>

Water & Sewer Revenue Fund

## 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, monitoring and evaluating 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 more than 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 also oversees the water lines, which total over 131 miles, and range in size from 1 1/2 inches to 30 inches in diameter.

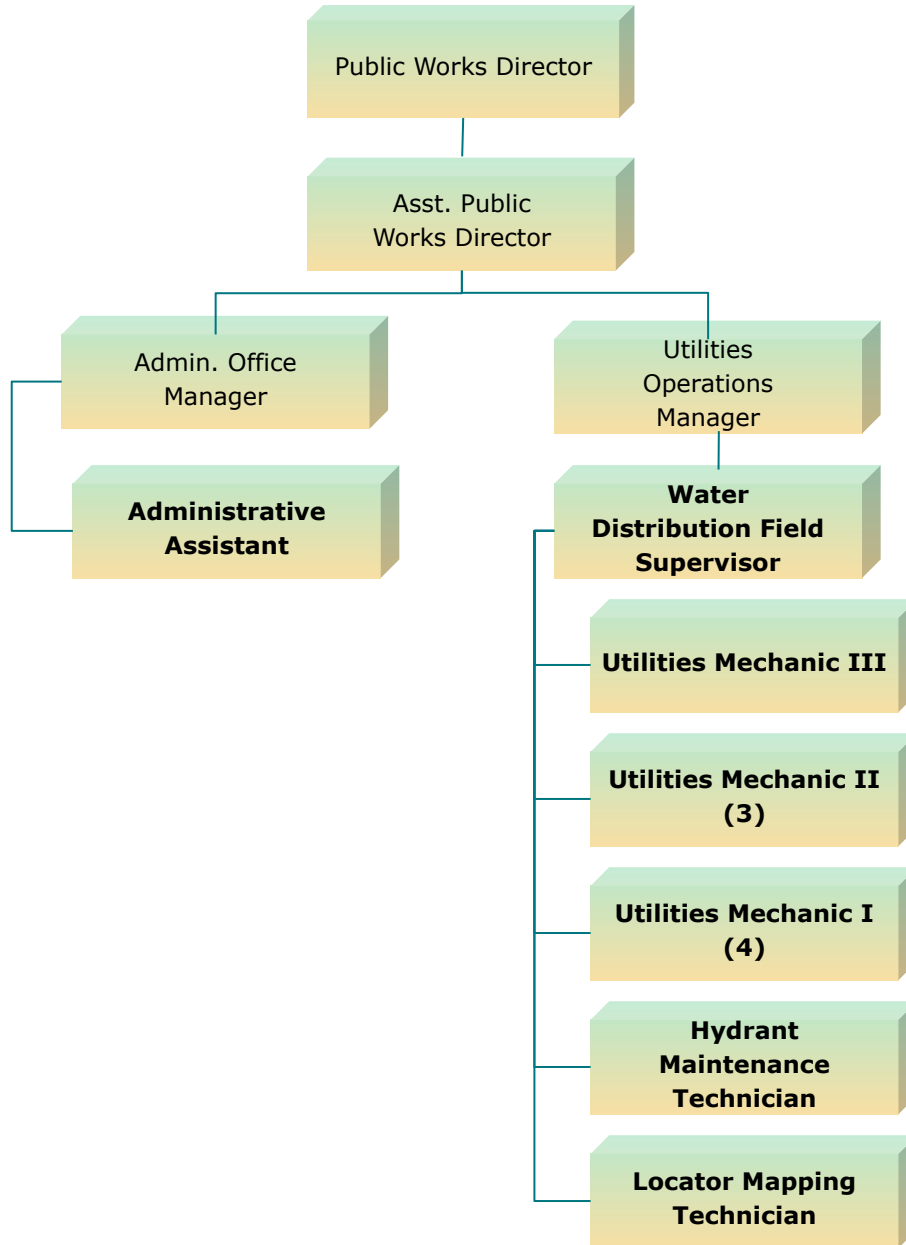
### Accomplishments of FY24

- ▶ Potable Water Meters/Reclaimed Water Meters:
  - ▶ Removed and replaced 1,000 standard meters with new iPERL smart meters.
  - ▶ Installed 24 new water connections and 6 new reclaimed water connections.
  - ▶ Built 12 RP backflow preventers for temporary water connections.
- ▶ Fire hydrant:
  - ▶ Completed a full round of hydrant testing throughout the City utility system.
  - ▶ Removed and replaced 3 low pressure fire hydrants to correct pressure and flow.
  - ▶ Replaced 12 fire hydrants to correct pressure and flow.
- ▶ Santee Court line extension
  - ▶ Extended 2-inch water service 150 feet to provide water on Olive Drive.
  - ▶ Performed pressure and bacteriological tests to activate line.

### FY25 Initiatives

- ▶ Potable water Meters/Reclaimed Waters Meters:
  - ▶ Change out the remaining bulk meters within the water distribution system.
  - ▶ Replace all retrofit SR11 potable Water meters with new iPERL water meters.
  - ▶ Inspect & identify all municipal water & reclaimed water connections to minimize excess water use.
- ▶ Distribution System:
  - ▶ Identify areas within the distribution system where SUE is needed and add maps to the GIS database.
  - ▶ Begin mapping areas of the distribution system using the new utility locator.
  - ▶ 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 site inspection/cross-connection training for water distribution staff.
- ▶ Eligible water distribution staff to obtain their DEP water distribution certifications.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
HYDRANT MAINTENANCE TECHNICIAN	1.00	1.00	1.00
LOCATOR/MAPPING TECHNICIAN	1.00	1.00	1.00
UTILITIES MECHANIC I	4.00	4.00	4.00
UTILITIES MECHANIC II	3.00	3.00	3.00
UTILITIES MECHANIC III	1.00	1.00	1.00
UTILITIES OPERATIONS MANAGER	1.00	1.00	-
WATER DISTRIBUTION FIELD SUPERVISOR	1.00	1.00	1.00
<b>Total</b>	<b>13.00</b>	<b>13.00</b>	<b>12.00</b>

### Water & Reclaimed Water Distribution Expenditures

401107 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	169,931	286,572	399,800	399,800	471,510
41411	Overtime	33,334	76,867	46,700	42,480	46,060
41511	Employee Incentives	125	125	-	-	-
41527	Stand-By Time	11,561	14,345	13,690	13,690	15,250
41529	Meal Allowance	60	150	-	-	-
41711	Accrued Vacation	353	-	-	-	-
42111	Social Security Matching	15,739	28,579	35,840	35,840	40,760
42121	Accrued FICA - Vac. & Sick	(17)	-	-	-	-
42211	FL Retirement System	23,989	47,208	54,310	54,310	70,550
42221	Accrued Retirement	(7)	-	-	-	-
42311	Health Insurance - Regular	29,917	32,747	30,780	90,780	80,850
42312	Group Life Insurance	73	148	150	720	230
42313	Accidental Death AD&D	11	27	30	360	50
42420	Workers Compensation	13,500	15,659	12,050	10,350	17,730
<b>Total Personnel Services</b>		<b>\$ 298,569</b>	<b>\$ 502,427</b>	<b>\$ 593,350</b>	<b>\$ 648,330</b>	<b>\$ 742,990</b>
43199	Professional Svcs - Misc	19,653	4,303	75,000	75,000	75,000
43442	Call Candy Service	2,583	3,565	3,200	3,000	4,000
43499	Contractual Svcs - Misc	13,222	51,750	35,000	35,000	28,000
44011	Travel & Training	1,586	1,319	4,350	4,350	4,350
44121	Telephone - Local	1,312	3,916	4,000	4,000	7,500
44134	Data Lines	2,049	583	1,500	1,500	200
44211	Postage	168	1	500	500	500
44331	Solid Waste Removal	16,217	18,025	10,500	10,500	10,500
44419	Rent - Equipment	25	84	500	500	500
44463	Lease - Automobile <sup>(s)</sup>	(2,418)	38,068	58,090	58,090	58,090
44481	Lease - Copier	550	390	600	600	-
44611	Maintenance Buildings & Ground	4,018	15,505	4,300	4,000	6,000
44621	Rep & Maint - Equipment	1,758	-	2,000	2,000	2,000
44631	Rep & Maint - Central Garage	11,053	5,909	12,700	7,000	7,000
44799	Printing & Binding	208	319	500	500	500
44999	Other Current Charges - Misc	-	-	200	100	-
45111	Office Supplies	315	577	1,280	800	500
45141	Small Tools & Implements	7,663	5,989	6,000	6,000	6,000
45211	Fuel	38,887	53,890	47,000	47,000	47,000
45225	Software Licenses / Support	24,195	14,655	32,000	32,000	32,000
45231	Clothing & Wearing Apparel	1,676	2,461	3,420	3,400	2,000
45243	Computer Supplies	-	2,655	4,600	3,400	3,400
45247	First Aid Supplies	30	278	200	200	200
45271	Meters	56,560	213,167	125,000	70,000	70,000
45272	Pipe	3,350	7,185	12,000	12,000	12,000
45273	Hydrants	7,934	24,837	25,300	10,000	15,000
45274	Valves and Clamps	43,440	81,664	60,000	60,000	60,000
45279	Water & Sewer Sup. Misc	228	1,524	3,200	2,500	2,500

Water & Sewer Revenue Fund

## Water & Reclaimed Water Distribution Expenditures

401107 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45289	Automotive Parts	23,460	16,722	32,225	25,000	25,000
45291	Operating Supplies - Disaster	245	817	500	500	500
45298	Inventory Adjustments	(4,363)	(62,571)	-	-	-
45299	Operating Supplies - Misc.	41,425	77,753	80,000	30,000	50,000
45341	Sod - Seed	928	444	4,000	4,000	3,000
45399	Road Materials - Misc	4,500	5,365	8,000	8,000	8,000
45411	Dues and Memberships	-	-	230	230	230
45461	Books and Publications	97	-	240	240	240
<b>Total Operating</b>		<b>\$ 322,554</b>	<b>\$ 591,149</b>	<b>\$ 658,135</b>	<b>\$ 521,910</b>	<b>\$ 541,710</b>
46399	Impr.Other Than Bldg-Misc	-	5,750	30,000	15,000	15,000
46415	Trucks And Trailers	-	-	8,000	8,000	-
46416	Heavy Equipment	-	-	46,000	46,000	116,000
46431	Special Purpose Equipment	-	-	-	-	56,000
<b>Total Capital</b>		<b>\$ -</b>	<b>\$ 5,750</b>	<b>\$ 84,000</b>	<b>\$ 69,000</b>	<b>\$ 187,000</b>
<b>Total Expenditures</b>		<b>\$ 621,123</b>	<b>\$ 1,099,326</b>	<b>\$ 1,335,485</b>	<b>\$ 1,239,240</b>	<b>\$ 1,471,700</b>



### Water & Sewer Non-classified Expenditures

401108 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
43111	City Attorney	-	-	5,000	5,000	5,000
43199	Professional Svcs - Misc	-	1,050	20,000	20,000	10,000
43211	Annual Audit Services	11,225	11,460	20,000	20,000	20,000
44511	Liability Insurance - Comp. Ge	55,716	43,379	44,820	44,820	48,510
44521	Buildings & Contents Insurance	86,248	71,610	120,000	120,000	131,490
44522	Pollution Insurance	1,035	1,052	1,000	1,000	1,090
44523	Automobile & Truck Insurance	34,320	36,143	43,200	43,200	36,880
44590	Insurance Miscellaneous	-	-	1,000	1,000	1,000
44999	Other Current Charges - Misc	3,487	122,329	1,000	5,000	1,000
<b>Total Operating</b>		<b>\$ 192,031</b>	<b>\$ 287,023</b>	<b>\$ 256,020</b>	<b>\$ 260,020</b>	<b>\$ 254,970</b>
47251	Interest - Leases	5,598	-	-	-	-
<b>Total Capital</b>		<b>\$ 5,598</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
49921	Amortization	50,174	-	-	-	-
49931	Depreciation Expense	2,456,012	-	-	-	-
<b>Total Transfers</b>		<b>\$ 2,506,186</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 2,703,815</b>	<b>\$ 287,023</b>	<b>\$ 256,020</b>	<b>\$ 260,020</b>	<b>\$ 254,970</b>

## Public Works - Construction Services

### It is the Mission of Construction Services to

to design and oversee the implementation of 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 fiscal accountability 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 oversee the design process and manage the construction projects, in accordance with the City's Capital Improvement Program and master plans.

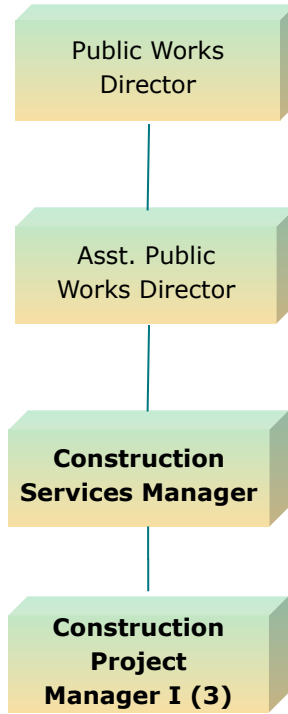
### Accomplishments of FY24

- ▶ Supported City CIP Projects:
  - ▶ Completed the 2021-2022 Street Improvement.
  - ▶ Completed the 2022-2023 Street Improvement Project.
  - ▶ Initiated the construction of Fire Station No. 2.
  - ▶ Completed the renovation of the RAC Locker Room Renovation Project.
  - ▶ Implemented the Police Station Renovation Project.
  - ▶ Implemented the Main Street Entryway Signage and Keiser Landscaping Project.
  - ▶ Completed the installation of the Main Street Sidewalk.
  - ▶ Implemented the improvements involved in the North River Road Project.
  - ▶ Completed the redevelopment of the Dog Park Improvement Project.
  - ▶ Completed the design and initiated construction on the Fleet Warehouse Project.
- ▶ Development Review Committee:
  - ▶ Develop and implement standard operating procedures for utility reviews.
  - ▶ Processed all Development Department's Permit Applications for the City.

### FY25 Initiatives

- ▶ Provide construction management support for the following City CIP Projects:
  - ▶ Railroad Square Improvement Design & Construction
  - ▶ 2019 Beach Street Stormwater Improvements
  - ▶ 2020 James Grey Preserve Improvements (Phase 1) Design
  - ▶ 2020 Sims Park Boat Ramp Improvements Construction Phase
  - ▶ 2020 WWTP Headworks Containment Berm Construction Phase
  - ▶ 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 Implement Hardscaping grant

- ▶ 2021 Elevated Storage Tank Pump Station Improvement Design & Construction Phase
- ▶ 2021 Little Road - Massachusetts Ave WM Interconnect Design & Construction Phase
- ▶ 2023-2024 Street Improvement Project Design & Construction Phase
- ▶ Provide construction management support for the following private projects:
  - ▶ 2022 Aqua Harbor - Demo work has been completed
  - ▶ 2020 New Port Corners - Construction Started
  - ▶ Pine Hill Park
  - ▶ 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.
  - ▶ Continue to update City's Construction Standards & Materials Specification
  - ▶ Continue to update the City's Details using AutoCAD.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
CONSTRUCTION PROJECT MANAGER I	2.00	2.00	3.00
CONSTRUCTION PROJECT MANAGER II	1.00	1.00	-
CONSTRUCTION SERVICES MANAGER	1.00	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

### Construction Services Expenditures

401109 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41210	Regular Exempt Salaries	62,137	68,010	64,440	64,440	74,410
41299	Regular Full Time Wages	114,870	129,040	188,890	188,890	175,930
41411	Overtime	4,675	3,776	7,010	7,010	8,580
41527	Stand-By Time	1,106	289	-	-	-
41711	Accrued Vacation	497	-	-	-	-
42111	Social Security Matching	13,844	14,893	15,940	15,940	19,810
42121	Accrued FICA - Vac. & Sick	(24)	-	-	-	-
42211	FL Retirement System	19,945	24,459	35,330	35,330	35,290
42311	Health Insurance - Regular	7,176	21,098	30,260	30,260	23,440
42312	Group Life Insurance	58	74	300	300	90
42313	Accidental Death AD&D	8	13	20	150	20
42420	Workers Compensation	7,900	5,122	6,350	6,350	6,760
<b>Total Personnel Services</b>		<b>\$ 232,192</b>	<b>\$ 266,774</b>	<b>\$ 348,540</b>	<b>\$ 348,670</b>	<b>\$ 344,330</b>
43499	Contractual Svcs - Misc	1,977	1,616	1,500	1,500	1,500
44011	Travel & Training	451	84	1,910	1,910	1,500
44121	Telephone - Local	2,330	2,040	2,700	2,700	2,700
44134	Data Lines	565	277	500	500	200
44211	Postage	-	-	150	150	150
44463	Lease - Automobile <sup>(s)</sup>	(1,222)	18,060	14,800	14,800	14,800
44481	Lease - Copier	133	571	1,000	1,000	1,000
44631	Rep & Maint - Central Garage	990	528	1,000	1,000	1,000
44799	Printing & Binding	244	815	800	800	800
44999	Other Current Charges - Misc	1,101	-	-	-	-
45111	Office Supplies	574	675	1,000	1,000	1,000
45141	Small Tools & Implements	-	249	300	300	300
45211	Fuel	5,954	5,703	7,000	7,000	7,000
45225	Software Licenses / Support	1,325	1,469	4,000	4,000	4,000
45231	Clothing & Wearing Apparel	787	1,297	500	500	1,000
45243	Computer Supplies	-	1,803	500	500	3,000
45289	Automotive Parts	639	1,059	2,000	2,000	2,000
45291	Operating Supplies - Disaster	-	817	-	-	-
45299	Operating Supplies - Misc.	1,082	1,087	1,600	1,600	1,600
45411	Dues and Memberships	-	175	200	200	200
<b>Total Operating</b>		<b>\$ 16,930</b>	<b>\$ 38,325</b>	<b>\$ 41,460</b>	<b>\$ 41,460</b>	<b>\$ 43,750</b>
<b>Total Expenditures</b>		<b>\$ 249,122</b>	<b>\$ 305,099</b>	<b>\$ 390,000</b>	<b>\$ 390,130</b>	<b>\$ 388,080</b>

## 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 costs to a minimum.

### Description

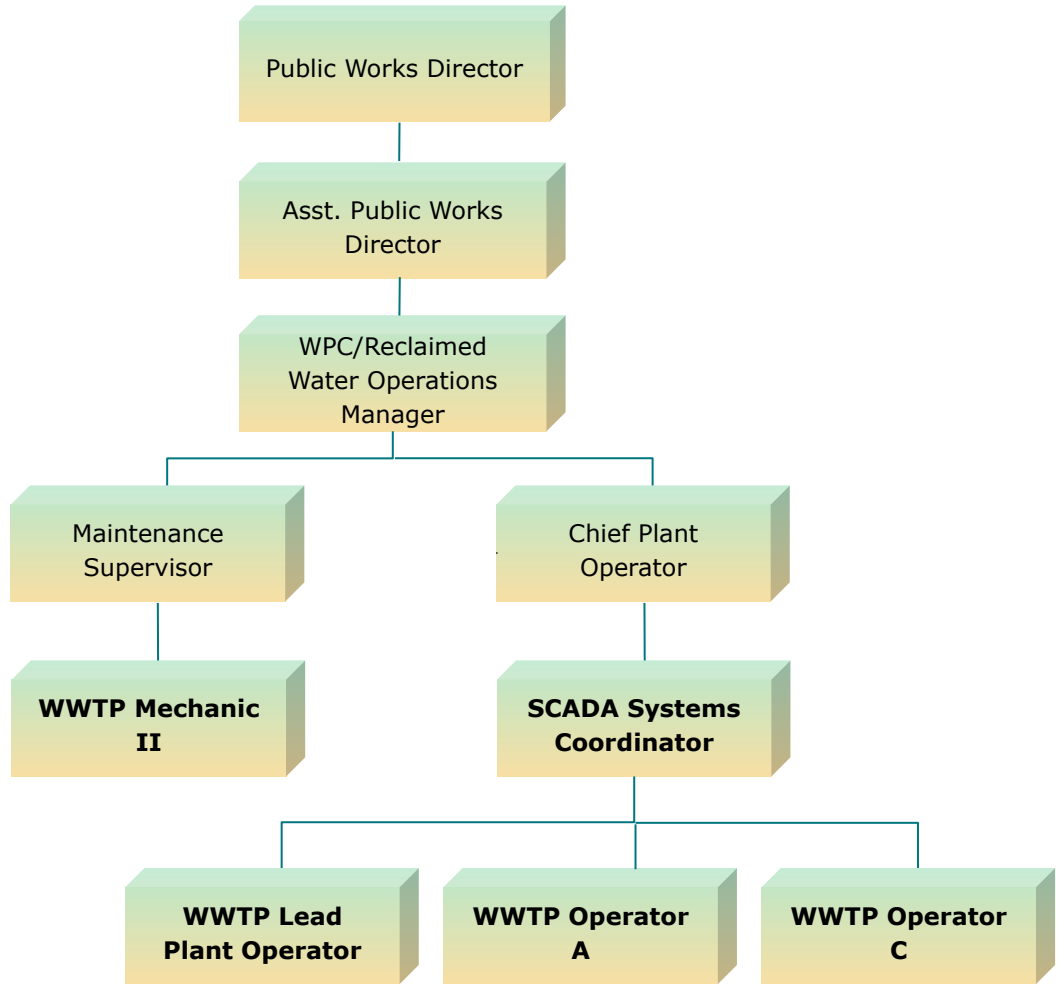
The Reclaimed Water Production Division is responsible for the operation of the wastewater treatment plant and producing and providing reclaimed water for beneficial reuse.

### Accomplishments of FY24

- ▶ Installation of new SCADA servers at the Water Plant and lift stations.
- ▶ Rebuilt #4 sand filter expansion seam.
- ▶ Painted the reuse effluent structures.
- ▶ Repair the underdrain on sand filter #4 and cleaned all sand filters
- ▶ Completed the programming for the control panels for aration motors 3-1 and 3-2.

### FY25 Initiatives

- ▶ Continue to provide high-quality reuse water for beneficial reuse of City and Pasco residents.
- ▶ Continue to seek out ways to be more energy efficient and cost-effective in all phases of equipment and operations to reduce overall operating and capital improvement costs.
- ▶ Capital Projects:
  - ▶ Install 4-Reuse Transfer Check Valves to prevent backflow.
  - ▶ Install #4-5 6000 GPM high service pumps.
- ▶ Install a new VFD for high-service Pumps 2-3.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
SCADA SYSTEM COORDINATOR	-	-	1.00
WWT PLANT OPERATOR A	-	-	1.00
WWT PLANT OPERATOR C	1.00	1.00	1.00
WWT PLANT OPERATOR TRAINEE	1.00	1.00	-
WWTP LEAD PLANT OPERATOR	1.00	1.00	1.00
WWTP MECHANIC II	1.00	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>



### Reclaimed Water Production Expenditures

401111 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41210	Regular Exempt Salaries	-	-	-	-	71,400
41299	Regular Full Time Wages	170,449	172,615	188,430	188,430	206,330
41411	Overtime	12,651	12,035	10,000	7,080	7,370
41527	Stand-By Time	7,334	13,182	19,870	19,870	20,880
41529	Meal Allowance	-	-	80	80	80
41711	Accrued Vacation	436	-	-	-	-
42111	Social Security Matching	13,915	14,480	16,480	16,480	23,410
42121	Accrued FICA - Vac. & Sick	(21)	-	-	-	-
42211	FL Retirement System	21,001	24,116	29,230	29,230	38,860
42311	Health Insurance - Regular	43,688	36,649	40,350	40,350	42,380
42312	Group Life Insurance	72	70	240	240	110
42313	Accidental Death AD&D	10	12	120	120	20
42420	Workers Compensation	6,582	3,709	4,680	4,680	7,560
<b>Total Personnel Services</b>		<b>\$ 276,117</b>	<b>\$ 276,868</b>	<b>\$ 309,480</b>	<b>\$ 306,560</b>	<b>\$ 418,400</b>
43438	Lab Tests	14,016	16,461	20,000	15,000	25,000
43499	Contractual Svcs - Misc	-	1,020	3,720	3,720	38,000
44011	Travel & Training	191	50	1,400	1,400	3,000
44121	Telephone - Local	-	-	-	-	250
44134	Data Lines	-	25	680	680	680
44211	Postage	-	17	105	30	200
44311	Electric - City Facilities	267,640	258,324	280,000	280,000	280,000
44419	Rent - Equipment	-	-	2,000	2,000	2,000
44599	Insurance - Misc.	-	-	1,000	1,000	-
44611	Maintenance Buildings & Ground	39,110	50,452	61,000	61,000	71,400
44621	Rep & Maint - Equipment	8,368	6,760	5,200	5,200	7,280
44631	Rep & Maint - Central Garage	-	-	-	-	1,000
45111	Office Supplies	73	77	2,000	100	130
45211	Fuel	-	-	-	-	1,000
45221	Chemicals	147,472	179,040	180,000	174,000	348,000
45222	Laboratory Supplies	192	123	8,200	8,200	8,200
45231	Clothing & Wearing Apparel	1,170	1,099	1,450	1,450	1,700
45243	Computer Supplies	-	-	3,100	2,500	1,000
45251	Janitorial Supplies	166	201	220	220	320
45289	Automotive Parts	-	-	-	-	500
45299	Operating Supplies - Misc.	470	590	650	500	700
45411	Dues and Memberships	-	150	300	300	300
<b>Total Operating</b>		<b>\$ 478,868</b>	<b>\$ 514,389</b>	<b>\$ 571,025</b>	<b>\$ 557,300</b>	<b>\$ 790,660</b>
46299	Building Improvements	-	8,130	-	-	-
46399	Impr.Other Than Bldg-Misc	-	32,566	215,900	215,900	525,780
<b>Total Capital</b>		<b>\$ -</b>	<b>\$ 40,696</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>	<b>\$ 525,780</b>
<b>Total Expenditures</b>		<b>\$ 754,985</b>	<b>\$ 831,953</b>	<b>\$ 1,096,405</b>	<b>\$ 1,079,760</b>	<b>\$ 1,734,840</b>

## 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 costs to a minimum.

### Description

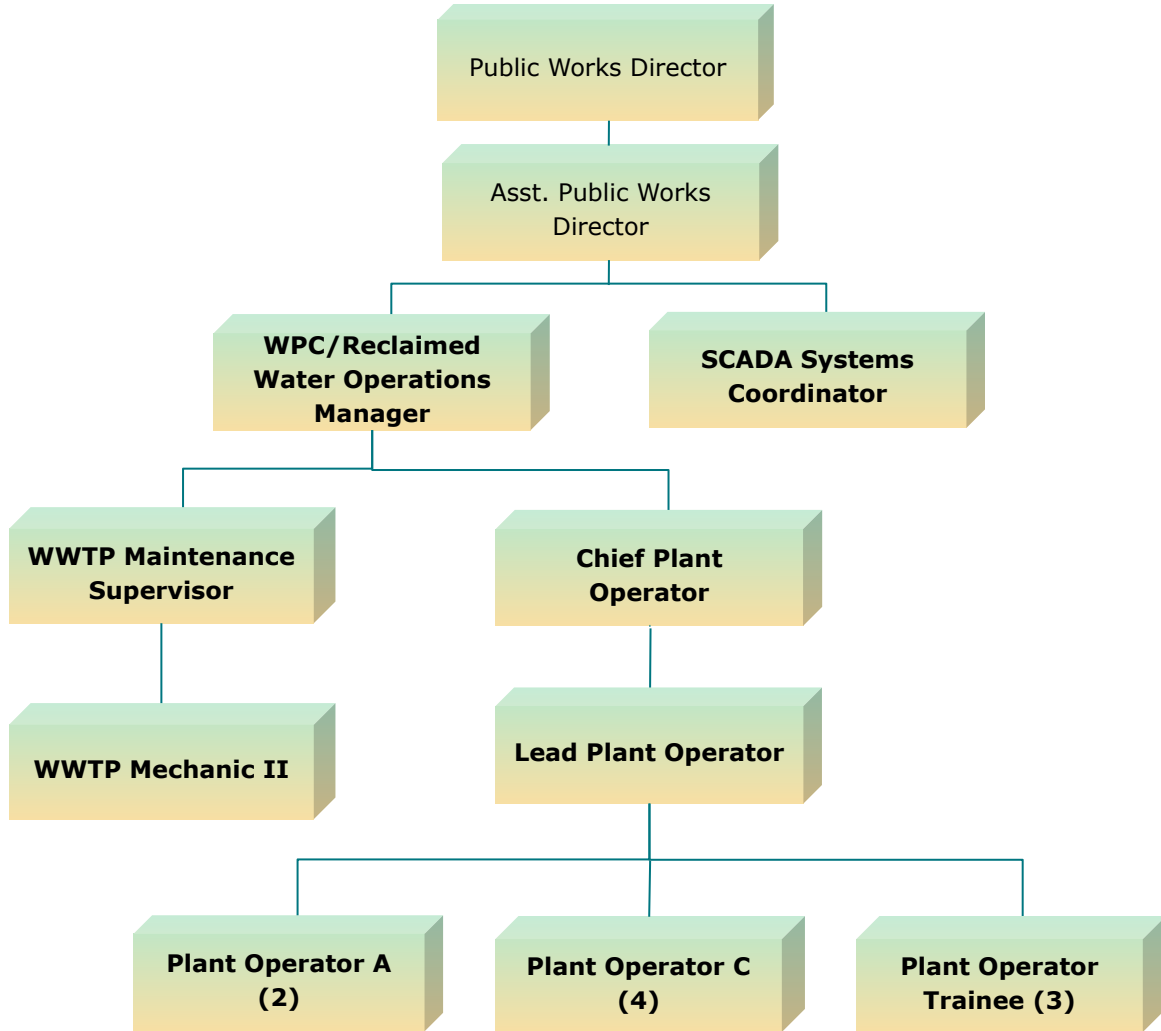
The Water Pollution Control Division is responsible for the treatment of all wastewater collected at the wastewater treatment plant.

### Accomplishments of FY24

- ▶ We have successfully conducted pilot testing to comply with the Copper Administrative Order.
- ▶ Installed a new storage building on the property.
- ▶ Rehabilitation of the clarifier rake and plow structure.
- ▶ Backup of radio communicating to over 20 devices throughout the WWTP.
- ▶ Completed the required Department of Health inspection.

### FY25 Initiatives

- ▶ To supply and produce high quality reclaimed water for beneficial reuse in accordance DEP rules:
  - ▶ Continue to seek out ways to be more energy efficient and cost-effective in all phases of equipment and operations to reduce overall operating and capital improvement costs.
  - ▶ Be creative and innovative in implementing process improvements to produce quality effluent water beyond the permit parameters and cost savings to the city.
  - ▶ Inspection/integrity of process tank equipment that is vital to the process. We can assure that the city is on the path to producing quality effluent for years to come and is prepared financially for the investments that will be needed.
- ▶ Permits:
  - ▶ Work with DEP on permit renewal and public meetings and in so doing inspire public trust and reinforce the concept that the city is looking to protect the health and safety of our community.
  - ▶ Monitor legislation impacting the rules and regulations of the wastewater treatment industry. It's essential to stay on top of emerging laws relevant to our areas of practice and be prepared for any upcoming EPA, DOH, DHS, or FDEP regulations and permit requirements that would position the City the need to apply for grants, CIP, and otherwise plan for any other long-term financial needs.
- ▶ Capital Projects:
  - ▶ Replace the seals and coating inside the aeration tanks.
  - ▶ Rehabilitation of the clarifier rake and plow structure.
  - ▶ Purchase an isolation slide gate to replace the fixed gate at the bayou.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
CHIEF PLANT OPERATOR	1.00	1.00	1.00
SCADA SYSTEM COORDINATOR	-	1.00	-
WPC/RECL WTR OPERATIONS MANAGER	1.00	1.00	1.00
WWT PLANT OPERATOR A	3.00	3.00	2.00
WWT PLANT OPERATOR B	1.00	1.00	-
WWT PLANT OPERATOR C	3.00	3.00	4.00
WWT PLANT OPERATOR TRAINEE	3.00	3.00	3.00
WWTP MAINTENANCE SUPERVISOR	1.00	1.00	1.00
WWTP MECHANIC II	-	-	1.00
<b>Total</b>	<b>13.00</b>	<b>14.00</b>	<b>13.00</b>

### Water Pollution Control Expenditures

401112 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41112	Division Head Salaries	75,219	76,832	76,360	76,360	89,830
41210	Regular Exempt Salaries	-	-	60,320	60,320	-
41299	Regular Full Time Wages	469,915	493,026	511,370	511,370	593,110
41411	Overtime	47,551	44,185	30,000	28,030	30,960
41522	Education Incentive Pay	602	602	600	600	600
41527	Stand-By Time	14,737	23,147	24,500	24,500	27,840
41529	Meal Allowance	-	-	150	150	150
41711	Accrued Vacation	1,052	-	-	-	-
42111	Social Security Matching	44,722	47,324	53,650	53,650	56,790
42121	Accrued FICA - Vac. & Sick	(50)	-	-	-	-
42211	FL Retirement System	58,057	70,231	85,850	85,850	87,430
42214	Defined Contribution Plan	7,008	6,309	6,790	6,790	7,250
42221	Accrued Retirement	(20)	-	-	-	-
42311	Health Insurance - Regular	108,126	100,527	131,130	131,130	135,990
42312	Group Life Insurance	211	243	840	840	270
42313	Accidental Death AD&D	28	43	420	420	50
42420	Workers Compensation	18,436	21,978	26,880	26,880	19,890
<b>Total Personnel Services</b>		<b>\$ 845,594</b>	<b>\$ 884,447</b>	<b>\$ 1,008,860</b>	<b>\$ 1,006,890</b>	<b>\$ 1,050,160</b>
43129	Engineering Services - Misc	80,100	39,221	80,000	80,000	70,000
43199	Professional Svcs - Misc	4,536	4,078	70,000	70,000	70,000
43412	Pest Control Services	1,020	1,020	1,000	1,000	1,000
43438	Lab Tests	7,102	3,678	3,000	3,000	3,000
43499	Contractual Svcs - Misc	18,427	20,870	12,400	12,400	12,400
44011	Travel & Training	2,288	1,241	6,400	6,400	3,600
44121	Telephone - Local	6,072	2,572	3,500	3,500	3,000
44134	Data Lines	5,979	4,898	5,000	5,000	5,000
44211	Postage	196	278	130	130	30
44311	Electric - City Facilities	305,304	437,882	385,000	280,000	385,000
44316	Electric - Orangewood	3,487	369	1,369	-	700
44331	Solid Waste Removal	7,609	8,748	13,600	13,600	13,600
44351	Water & Sewer - City	39,615	39,920	48,000	48,000	48,000
44361	Sludge Removal	501,400	623,712	525,000	525,000	700,000
44373	Street Light Fee	270	281	285	280	280
44381	Stormwater Assessment	2,720	2,834	2,840	2,750	2,750
44419	Rent - Equipment	-	2,473	13,400	4,000	4,000
44463	Lease - Automobile <sup>(s)</sup>	(375)	11,585	8,700	8,520	12,000
44481	Lease - Copier	-	-	-	510	-
44511	Liability Insurance - Comp. Ge	11,151	10,294	10,600	10,600	11,470
44521	Buildings & Contents Insurance	202,738	189,516	276,550	276,550	303,030
44522	Pollution Insurance	7,245	8,101	7,780	7,780	7,980
44523	Automobile & Truck Insurance	3,114	3,472	3,600	3,600	3,070
44525	Flood Insurance	7,934	9,383	11,020	15,290	13,000
44611	Maintenance Buildings & Ground	125,371	116,271	110,000	100,000	100,000

## Water Pollution Control Expenditures

401112 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
44621	Rep & Maint - Equipment	16,380	12,088	17,600	12,280	12,280
44631	Rep & Maint - Central Garage	4,277	1,490	4,400	4,200	4,200
44799	Printing & Binding	-	-	-	100	-
44983	Permit Fees	12,350	10,138	12,000	12,000	12,000
44999	Other Current Charges - Misc	3,068	-	-	-	-
45111	Office Supplies	1,726	2,039	1,500	1,500	1,470
45141	Small Tools & Implements	2,874	2,393	3,500	3,500	3,500
45211	Fuel	16,803	15,591	20,000	20,000	20,000
45221	Chemicals	155,987	206,198	180,000	180,000	180,000
45222	Laboratory Supplies	7,851	11,934	12,000	12,000	12,000
45223	Chemicals - Orangewood	34	-	-	-	-
45225	Software Licenses / Support	-	-	5,000	5,000	5,000
45231	Clothing & Wearing Apparel	3,172	3,650	4,500	4,000	4,000
45243	Computer Supplies	7,730	4,104	6,000	4,000	1,000
45247	First Aid Supplies	93	244	400	400	400
45251	Janitorial Supplies	5,507	5,087	5,000	5,000	4,900
45289	Automotive Parts	14,707	4,276	23,000	5,000	5,000
45291	Operating Supplies - Disaster	-	1,172	1,500	1,500	500
45299	Operating Supplies - Misc.	3,573	4,529	3,000	3,000	2,800
45411	Dues and Memberships	-	675	1,500	1,500	1,500
45461	Books and Publications	-	-	150	150	150
<b>Total Operating</b>		<b>\$ 1,599,435</b>	<b>\$ 1,828,305</b>	<b>\$ 1,900,224</b>	<b>\$ 1,753,040</b>	<b>\$ 2,043,610</b>
46299	Building Improvements	-	33,393	-	-	-
46399	Impr.Other Than Bldg-Misc	-	178,285	468,050	468,050	1,548,500
<b>Total Capital</b>		<b>\$ -</b>	<b>\$ 211,678</b>	<b>\$ 468,050</b>	<b>\$ 468,050</b>	<b>\$ 1,548,500</b>
<b>Total Expenditures</b>		<b>\$ 2,445,029</b>	<b>\$ 2,924,430</b>	<b>\$ 3,377,134</b>	<b>\$ 3,227,980</b>	<b>\$ 4,642,270</b>

## 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 new technology, when appropriate, 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 by all members of the staff.

### 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 Collection is also responsible for the maintenance of sewer force mains, ranging in size from 4 to 16 inches long, and 65 lift stations to the lines pump.

### Accomplishments of FY24

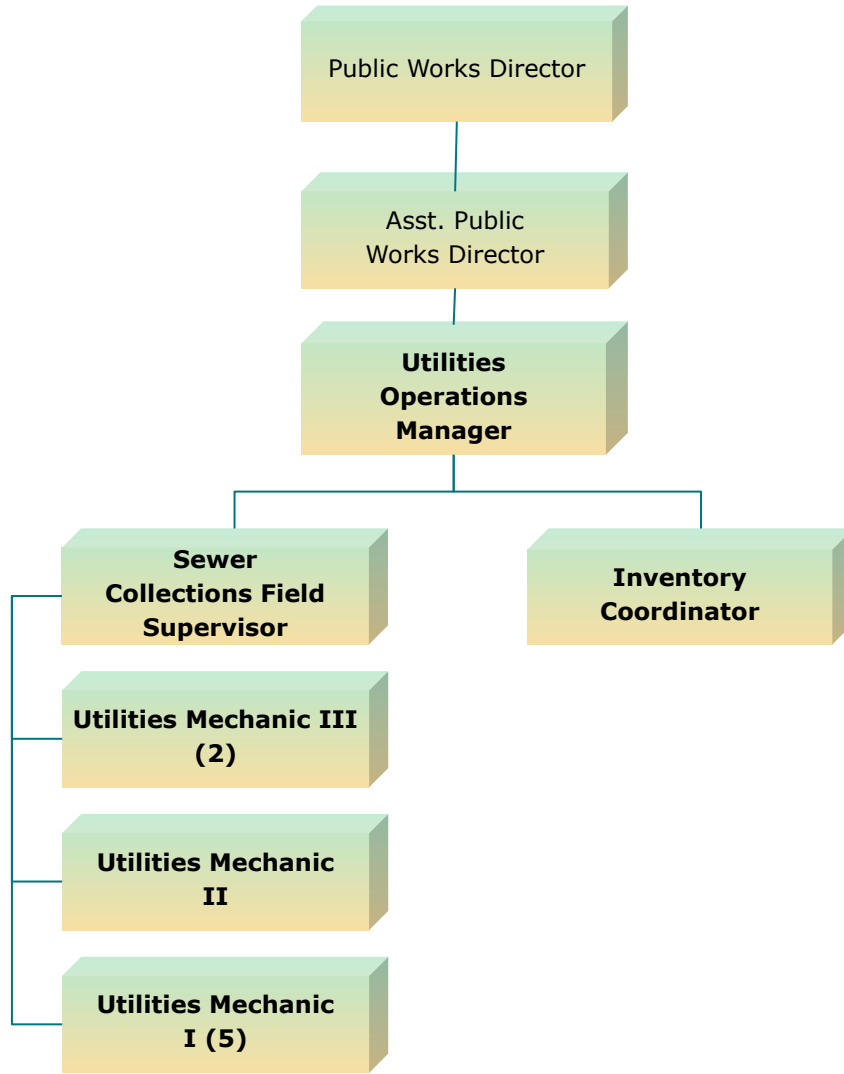
- ▶ SCADA Communication System:
  - ▶ Completed lift station panel upgrades with new PLC's so that 100% of the City's stations are on one universal system.
  - ▶ Installed 10 antennas at lift stations for better system communication.
  - ▶ Completed lift station antenna tower installation to mitigate cyber threats and improve system to staff communication.
- ▶ Annual sewer system inspection and lining project:
  - ▶ Completed 27 sewer manhole inspections.
  - ▶ Completed 3,805 feet of sewer gravity main lining in order to mitigate deterioration of our sewer system.
  - ▶ Inspected 4,575 feet of gravity sewer mains.
- ▶ Training & certifications:
  - ▶ Continuation of training related to division specific education and performance evaluations.
  - ▶ Key staff members of the sewer division have been sent to classes for the Wastewater Collection course.

### FY25 Initiatives

- ▶ Complete Communication/Lift Station Upgrades:
  - ▶ Continue the lift station inspection and maintenance program in an effort to mitigate station deterioration.
  - ▶ Complete lift stations new antenna installation to fix rolling communication issues.
- ▶ Complete Inflow/Infiltration Phase 2:
  - ▶ Complete repair of broken cleanouts as called out in our inflow and infiltration smoke testing study.
  - ▶ Continue the installation of manhole pans to prevent inflow and infiltration into our sewer system.
  - ▶ Complete installation of smart manhole covers to help with infiltration monitoring around the Pithlachascotee River.

- ▶ Continue Sanitary Sewer Pipe Lining:
  - ▶ Cleaning and camera work of sewer lines will be done in coordination with this project and as per our inflow and infiltration study.
  - ▶ Identify deficient sanitary sewer lines and repair/upgrade as needed.
  - ▶ Prioritize deficient sanitary sewer lines and create a database for future maintenance/repair.





**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
INVENTORY COORDINATOR	1.00	1.00	1.00
SEWER COLLECTION FIELD SUPERVISOR	1.00	1.00	1.00
UTILITIES MECHANIC I	5.00	5.00	5.00
UTILITIES MECHANIC II	2.00	2.00	1.00
UTILITIES MECHANIC III	1.00	1.00	2.00
UTILITIES OPERATIONS MANAGER	1.00	1.00	1.00
<b>Total</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

### Sewer Collection Expenditures

EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
401113						
41210	Regular Exempt Salaries	32,240	-	60,320	-	63,340
41299	Regular Full Time Wages	205,472	263,427	335,130	335,130	395,570
41411	Overtime	44,584	53,422	47,260	47,260	51,470
41522	Education Incentive Pay	602	602	600	600	600
41527	Stand-By Time	15,464	15,039	13,700	14,650	15,210
41529	Meal Allowance	-	-	220	220	150
41711	Accrued Vacation	587	-	-	-	-
42111	Social Security Matching	22,118	24,684	32,360	32,360	40,270
42121	Accrued FICA - Vac. & Sick	(28)	-	-	-	-
42211	FL Retirement System	32,896	40,768	54,360	54,360	69,570
42221	Accrued Retirement	(12)	-	-	-	-
42311	Health Insurance - Regular	38,699	40,932	111,000	107,720	105,790
42312	Group Life Insurance	113	135	660	660	230
42313	Accidental Death AD&D	15	24	330	330	40
42420	Workers Compensation	13,996	9,291	10,350	10,350	18,450
<b>Total Personnel Services</b>		<b>\$ 406,746</b>	<b>\$ 448,324</b>	<b>\$ 666,290</b>	<b>\$ 603,640</b>	<b>\$ 760,690</b>
43199	Professional Svcs - Misc	58,285	62,566	60,000	60,000	40,000
43499	Contractual Svcs - Misc	46,461	59,129	40,000	40,000	37,000
44011	Travel & Training	1,408	222	4,670	4,670	2,000
44121	Telephone - Local	4,761	4,532	5,500	5,500	6,800
44134	Data Lines	5,716	2,704	5,000	5,000	1,000
44211	Postage	26	-	-	150	-
44311	Electric - City Facilities	117,852	112,757	95,000	95,600	95,000
44331	Solid Waste Removal	16,133	18,102	12,500	12,500	13,600
44351	Water & Sewer - City	6,146	1,848	6,500	6,500	2,000
44381	Stormwater Assessment	51	53	60	60	60
44419	Rent - Equipment	25	84	1,500	1,500	1,500
44463	Lease - Automobile <sup>(s)</sup>	5,547	23,255	60,000	60,000	60,000
44481	Lease - Copier	551	392	600	600	-
44611	Maintenance Buildings & Ground	63,929	93,124	80,000	110,000	100,000
44621	Rep & Maint - Equipment	-	572	10,000	10,000	10,000
44631	Rep & Maint - Central Garage	8,407	3,980	15,000	15,000	15,000
44799	Printing & Binding	208	319	300	700	500
44999	Other Current Charges - Misc	-	-	350	460	-
45111	Office Supplies	54	280	500	710	500
45141	Small Tools & Implements	4,617	6,946	6,850	6,850	6,850
45211	Fuel	30,513	29,694	35,000	35,000	35,000
45221	Chemicals	500	4,120	5,000	5,000	5,000
45225	Software Licenses / Support	2,150	5,102	10,000	10,000	10,000
45231	Clothing & Wearing Apparel	2,185	2,479	3,000	3,000	3,000
45243	Computer Supplies	-	324	2,500	2,500	2,000
45247	First Aid Supplies	115	274	300	300	300
45272	Pipe	2,247	2,781	5,000	5,000	5,000

### Sewer Collection Expenditures

401113 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45274	Valves and Clamps	3,976	2,986	15,000	15,000	15,000
45289	Automotive Parts	24,284	13,072	17,000	38,000	17,000
45291	Operating Supplies - Disaster	-	817	500	500	500
45299	Operating Supplies - Misc.	17,161	22,429	24,000	24,000	20,000
45341	Sod - Seed	696	412	3,000	3,000	3,000
45399	Road Materials - Misc	7,480	3,816	5,000	5,000	5,000
45411	Dues and Memberships	-	110	300	300	300
45461	Books and Publications	-	-	200	200	200
<b>Total Operating</b>		<b>\$ 431,484</b>	<b>\$ 479,281</b>	<b>\$ 530,130</b>	<b>\$ 582,600</b>	<b>\$ 513,110</b>
46399	Impr.Other Than Bldg-Misc	-	64,232	15,000	19,550	15,000
46415	Trucks And Trailers	-	-	-	5,150	-
46417	Communication Equipment	-	67,552	-	380	-
46431	Special Purpose Equipment	-	-	15,000	15,000	-
<b>Total Capital</b>		<b>\$ -</b>	<b>\$ 131,784</b>	<b>\$ 30,000</b>	<b>\$ 40,080</b>	<b>\$ 15,000</b>
<b>Total Expenditures</b>		<b>\$ 838,230</b>	<b>\$ 1,059,389</b>	<b>\$ 1,226,420</b>	<b>\$ 1,226,320</b>	<b>\$ 1,288,800</b>

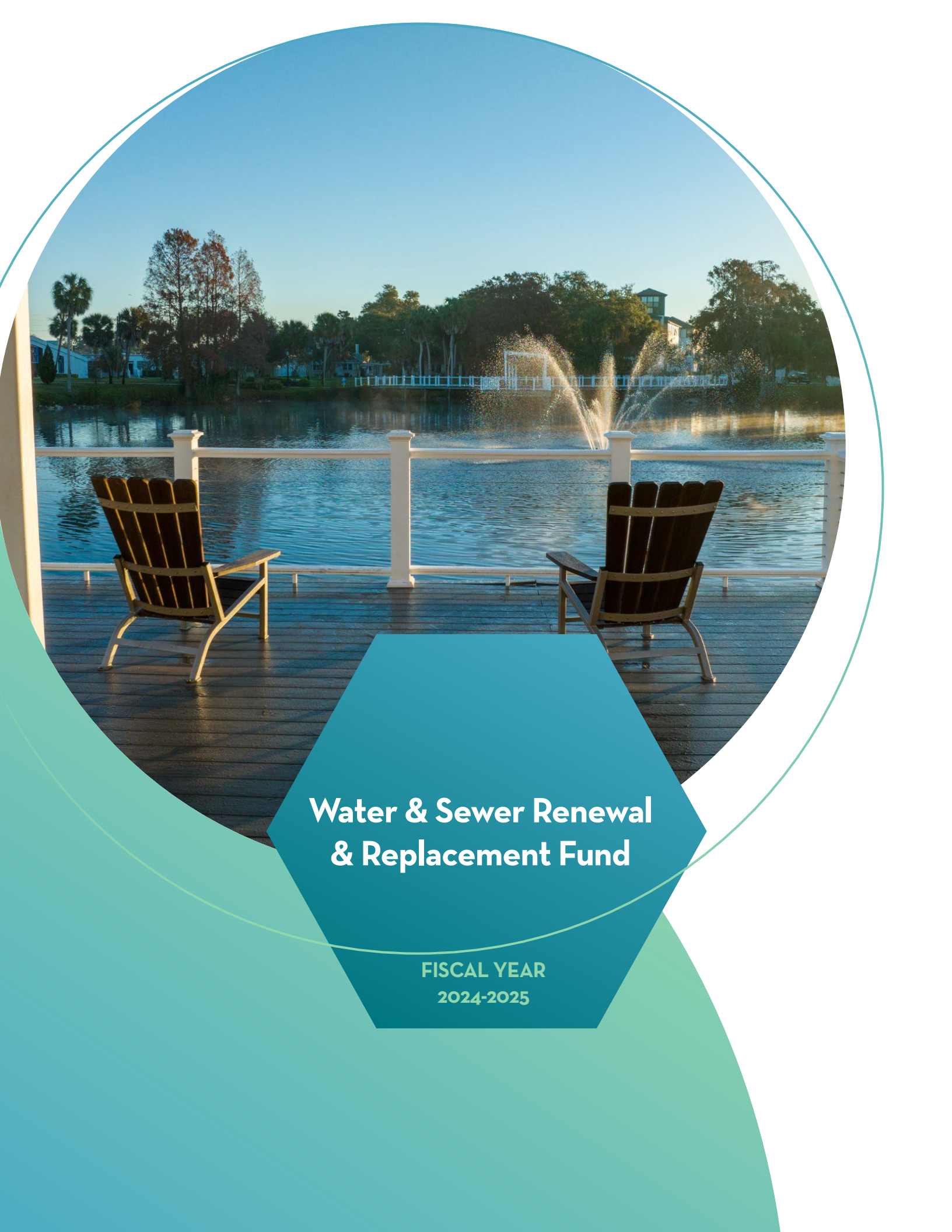
Water & Sewer Revenue Fund

### Non-Expenditure Disbursements Expenditures

401580 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
401581						
49150	Transfer To Gen - TBW Assets	246,420	270,279	184,420	184,420	151,060
49151	Transfer To General Fund - Svc	3,384,960	4,117,310	3,669,000	3,669,000	3,852,940
49154	Transfer To General - PILOFF	630,280	595,091	668,660	668,660	688,720
49155	Transfer To W&S Sinking	1,943,930	1,943,930	1,853,490	1,853,490	1,853,880
<b>Total W&amp;S - Transfers</b>		<b>\$ 6,205,590</b>	<b>\$ 6,926,610</b>	<b>\$ 6,375,570</b>	<b>\$ 6,375,570</b>	<b>\$ 6,546,600</b>
401584						
49422	Reserves - Merit Wage Inc	-	-	250,000	250,000	-
49424	Reserves - Sick Leave	-	-	45,000	45,000	60,000
<b>Total W&amp;S - Reserves</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 295,000</b>	<b>\$ 295,000</b>	<b>\$ 60,000</b>
<b>Total Non-Expenditures</b>		<b>\$ 6,205,590</b>	<b>\$ 6,926,610</b>	<b>\$ 6,670,570</b>	<b>\$ 6,670,570</b>	<b>\$ 6,606,600</b>



**NEW PORT**  
**RICHEY**  
CLASSIC. FLORIDA. CURRENT.



# Water & Sewer Renewal & Replacement Fund

FISCAL YEAR  
2024-2025

### W&S Renewal & Replacement Fund Revenue

402 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
361100	Interest on Investments	3,900	21,713	1,000	1,000	1,000
<b>W&amp;S Renewal &amp; Replacement Fund Revenue</b>		<b>\$ 3,900</b>	<b>\$ 21,713</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>



### Non-Expenditure Disbursements Expenditures

402402 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
402581						
49493	Reserves - Sewer System	-	-	1,000	1,000	1,000
<b>Total Transfers</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>



**NEW PORT**  
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**Water & Sewer  
Debt Service Fund**

**FISCAL YEAR  
2024-2025**

### Water & Sewer Debt Service Fund Revenue

403 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
381200	Trans From W&S Rev	1,943,930	1,943,930	1,853,490	1,853,490	1,853,880
<b>Water &amp; Sewer Debt Service Fund Revenue</b>		<b>\$ 1,943,930</b>	<b>\$ 1,943,930</b>	<b>\$ 1,853,490</b>	<b>\$ 1,853,490</b>	<b>\$ 1,853,880</b>

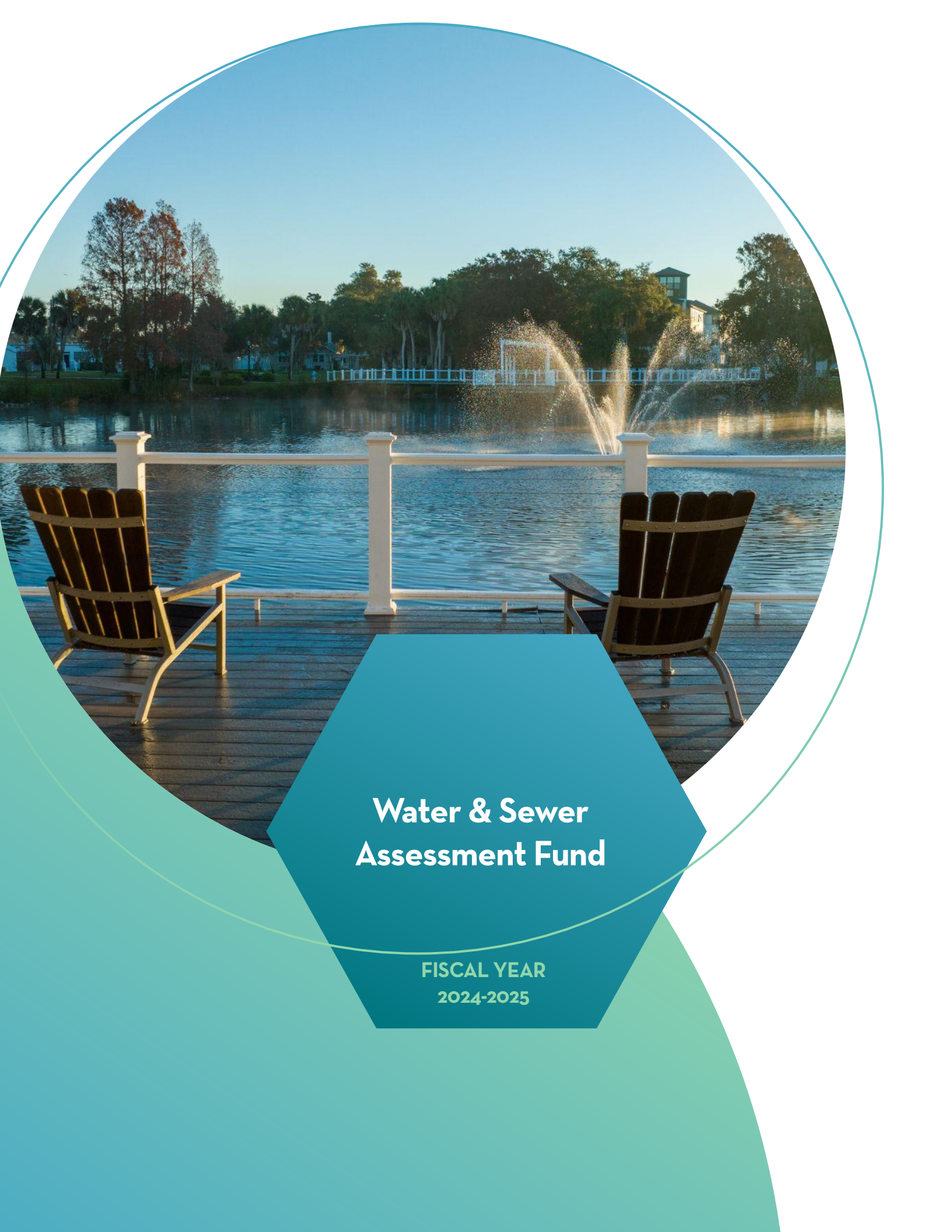
### Water & Sewer Debt Service Expenditures

403403 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
403536						
47234	Interest - 2012 Bond	104,481	88,166	71,430	71,430	54,250
47240	Interest - 2017A Bond	14,370	13,080	11,770	11,770	10,420
47241	Interest - 2019 Bond	174,223	151,136	127,710	127,710	103,460
47250	Interest - Vacuum Truck <sup>(113)</sup>	2,798	-	-	-	-
<b>Total Water-Sewer Combination Servic</b>		<b>\$ 295,872</b>	<b>\$ 252,382</b>	<b>\$ 210,910</b>	<b>\$ 210,910</b>	<b>\$ 168,130</b>
403582						
47131	Principal - 2017A Bond	-	-	53,000	53,000	55,000
47134	Principal - 2012 Bond	-	-	660,580	660,580	677,750
47141	Principal - 2019 Bond	-	-	929,000	929,000	953,000
<b>Total Debt Service Payments - W&amp;S</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,642,580</b>	<b>\$ 1,642,580</b>	<b>\$ 1,685,750</b>
<b>Total Expenditures</b>		<b>\$ 295,872</b>	<b>\$ 252,382</b>	<b>\$ 1,853,490</b>	<b>\$ 1,853,490</b>	<b>\$ 1,853,880</b>



**NEW PORT**  
**RICHEY**  
CLASSIC. FLORIDA. CURRENT.





**Water & Sewer  
Assessment Fund**

**FISCAL YEAR  
2024-2025**



### Water & Sewer Sewer Assessment Revenue

404 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
361250	Interest - FMI/T	(709)	3,946	-	-	-
363100	Street Assessments	2,000	7,967	-	-	-
363200	Interest on Assessments	1,926	3,824	-	-	-
363300	Penalties on Assessments	5,344	6,230	-	-	-
<b>Water &amp; Sewer Sewer Assessment Revenue</b>		<b>\$ 8,561</b>	<b>\$ 21,967</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Water & Sewer Assessment Fund



# Water & Sewer Construction Fund

FISCAL YEAR  
2024-2025

### Water & Sewer Construction Fund Revenue

405 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
339000	Pasco County Co-op Agreement	-	-	2,000,000	2,000,000	-
361200	Interest - S.B.A.	38,733	225,561	-	-	-
361250	Interest - FMIvT	(7,091)	39,458	-	-	-
381330	Trans From Stormwater Utility	-	-	-	-	145,000
381600	Trans From Cap Imprvmnt	-	-	-	-	1,183,720
389900	Prior Year Fund Bal.-Undesigna	-	-	6,120,000	6,120,000	5,656,280
<b>Water &amp; Sewer Construction Fund Revenue</b>		<b>\$ 31,642</b>	<b>\$ 265,019</b>	<b>\$ 8,120,000</b>	<b>\$ 8,120,000</b>	<b>\$ 6,985,000</b>

Water & Sewer Construction Fund

### Water & Sewer Construction Expenditures

405-0405 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
533						
46299	Building Improvements	-	-	85,000	85,000	-
46299-0953	Water Main Extensions	-	19,415	-	4,490,000	-
46381-0953	Water Main Extensions	453,495	-	-	-	-
46381-0957	Utility Improvements	-	-	500,000	500,000	-
46381-0972	Potable & Reclaimed Water Sys Impr	-	-	100,000	100,000	50,000
46391-0953	Water Main Extensions	(453,495)	-	-	-	-
46391-0956	Water Metering Upgrade	-	598,215	300,000	300,000	-
46391-0957	Utility Improvements	-	-	25,000	25,000	25,000
46391-0972	Potable & Reclaimed Water Sys Impr	-	-	20,000	20,000	20,000
46399-0970	PWO - Acoustical Ceiling Install	-	26,695	-	-	-
<b>Total Water Utility Services</b>		<b>\$ -</b>	<b>\$ 644,325</b>	<b>\$ 1,030,000</b>	<b>\$ 5,520,000</b>	<b>\$ 95,000</b>
535						
46381	Impr. Non-Bldg - Contractor	-	-	2,000,000	2,000,000	-
46381-0955	Potable & Reclaimed Water Extension	-	-	100,000	100,000	50,000
46381-0963	2015/2016 Sewer Improvement	-	230	-	-	-
46381-0965	Gravity Sewer Main Rehab.	-	192,981	200,000	200,000	100,000
46381-0967	Sewer System Extension	-	-	100,000	100,000	50,000
46381-0971	NPR & Pasco County Interconnect	-	-	-	-	1,000,000
46391	Impr. Non-Bldg - Engineering	-	-	40,000	40,000	-
46391-0953	Water Main Extensions	(873,046)	-	-	-	-
46391-0955	Potable & Reclaimed Water Extension	-	-	20,000	20,000	20,000
46391-0957	Utility Improvements	-	29,976	-	-	-
46391-0960	2013 Sewer Utility Impr.	-	9,215	-	-	-
46391-0963	2015/2016 Sewer Improvement	873,046	42,610	100,000	100,000	100,000
46391-0967	Sewer System Extension	-	6,750	20,000	20,000	20,000
46391-0971	NPR & Pasco County Interconnect	-	-	20,000	20,000	20,000
46391-0973	Town & Country - Leisure Lane	-	-	-	-	200,000
<b>Total Sewer/Wastewater Services</b>		<b>\$ -</b>	<b>\$ 281,762</b>	<b>\$ 2,600,000</b>	<b>\$ 2,600,000</b>	<b>\$ 1,560,000</b>
591						
46381-8001	Fleet Purchasing Warehouse	-	-	-	-	4,700,000
46391-8001	Fleet Purchasing Warehouse	-	-	-	-	630,000
<b>Total Garage Maintenance</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,330,000</b>
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ 926,087</b>	<b>\$ 3,630,000</b>	<b>\$ 8,120,000</b>	<b>\$ 6,985,000</b>





# Solid Waste Collection Services

FISCAL YEAR  
2024-2025

### Solid Waste Collection Revenue

410 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
343400	Solid Waste - Residential	-	-	2,291,410	2,291,410	1,486,780
<b>Solid Waste Collection Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,291,410</b>	<b>\$ 2,291,410</b>	<b>\$ 1,486,780</b>

### Solid Waste Collection Services

410 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41299	Regular Full Time Wages	-	-	49,920	49,920	-
42111	Social Security Matching	-	-	3,820	3,820	-
42211	FL Retirement System	-	-	6,780	6,780	-
42311	Health Insurance - Regular	-	-	10,090	10,090	-
42312	Group Life Insurance	-	-	60	60	-
42313	Accidental Death AD&D	-	-	30	30	-
42420	Workers Compensation	-	-	70	70	-
<b>Total Personnel Services</b>		\$ -	\$ -	\$ 70,770	\$ 70,770	\$ -
43435	Outsourced Bills	-	-	-	-	4,010
44211	Postage	-	-	-	-	10,000
44331	Solid Waste Removal	-	-	2,055,080	2,055,080	1,388,320
<b>Total Operating</b>		\$ -	\$ -	\$ 2,055,080	\$ 2,055,080	\$ 1,402,330
49151	Transfer To General Fund - Svc	-	-	165,560	165,560	84,450
<b>Total Transfers</b>		\$ -	\$ -	\$ 165,560	\$ 165,560	\$ 84,450
<b>Total Expenditures</b>		\$ -	\$ -	\$ 2,291,410	\$ 2,291,410	\$ 1,486,780

Solid Waste Collection Services



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# Central Garage

FISCAL YEAR  
2024-2025

## 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, economically prudent, and environmentally sound condition. All of which includes a scheduled maintenance program to create a proactive approach in keeping maintenance cost down 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.

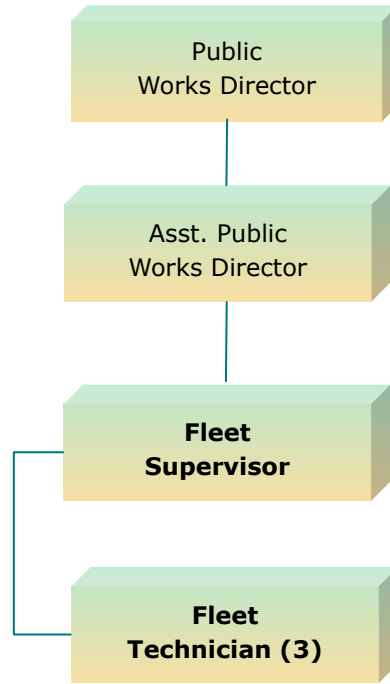
### Accomplishments of FY24

- ▶ Fleet Inventory:
  - ▶ Enterprise leasing program implemented Cycle 5 for new vehicle acquisition.
  - ▶ Nine new police and three new public works vehicles were outfitted and placed into service.
  - ▶ Maintained stock of new tires, brakes, fluids, batteries, and filters for police vehicles and most public works vehicles and equipment.
  - ▶ Completed six Public Surplus auctions of de-commissioned city owned and impounded vehicles and equipment.
- ▶ Training:
  - ▶ ASE certifications gained by staff.
  - ▶ A/C training class completed by all three technicians.
  - ▶ ASE - EPA 609 refrigerant certification acquired by all three technicians.
- ▶ Fleet Operational Improvements:
  - ▶ New SYNTECH Fuel Master - Fuel dispensing system implemented and working well for all users.
  - ▶ Successful implementation of TYLER work order management and keeping work orders current and up to date.
  - ▶ Positive progress of continued clean up of facility and property in preparation for new building.
- ▶ Environmental Improvements:
  - ▶ Minimal fluid and chemical spills contained and disposed of quickly and efficiently.
  - ▶ Use of environmentally friendly chemicals wherever possible.

### FY25 Initiatives

- ▶ Fleet Inventory:
  - ▶ Continuation of Enterprise leasing program for new vehicle needs.
  - ▶ Keeping commonly used brakes, tires, and filters in stock to lessen completion times on repairs and services.

- ▶ Continuing sales through Public Surplus auctions of de-commissioned city vehicles, equipment, and police impounds.
- ▶ Training:
  - ▶ FEMA/NIMS training and certification of Fleet Supervisor and staff.
  - ▶ Continued ASE certification of fleet staff.
  - ▶ Emergency vehicle training for fleet staff.
  - ▶ Underground storage tank Class C Certification of fleet staff.
- ▶ Fleet Operational Improvements:
  - ▶ Implementation of fuel system software and hardware upgrades, installation, and training
  - ▶ Completion of the Tyler work order software system upgrades and all required training
  - ▶ Removal of years of outdated, un-used old parts and materials taking up storage space for new products
- ▶ Environmental Improvements:
  - ▶ Overcoming site obstacles related to traffic and work flow during the construction of the new fleet building.
  - ▶ Keeping vehicles and equipment maintained and in peak running condition to lessen environmental impacts.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
FLEET SUPERVISOR	1.00	1.00	1.00
FLEET TECHNICIAN	3.00	3.00	3.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

### Central Garage Fund Revenue

501 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
361100	Interest on Investments	-	-	1,500	-	1,000
361250	Interest - FMIvT	(709)	3,946	5,000	-	3,500
364410	Disposition of Fixed Assets	(8,109)	-	-	-	-
369900	Other Miscellaneous Revenue	704	323	-	-	-
389900	Prior Year Fund Bal.-Undesigna	-	-	147,420	147,420	299,900
399110	Garage - Labor & Overhead	106,936	42,706	150,000	150,000	120,000
399120	Garage - Parts	60,307	11,383	150,000	150,000	50,000
399130	Garage - Fuel	475,991	506,473	500,000	500,000	500,000
<b>Central Garage Fund Revenue</b>		<b>\$ 635,120</b>	<b>\$ 564,831</b>	<b>\$ 953,920</b>	<b>\$ 947,420</b>	<b>\$ 974,400</b>

Central Garage

## Central Garage Expenditures

EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
501591						
41299	Regular Full Time Wages	197,406	136,129	167,690	166,610	181,260
41411	Overtime	2,107	2,921	1,360	1,360	1,400
41529	Meal Allowance	-	-	70	70	80
41711	Accrued Vacation	(4,100)	-	-	-	-
42111	Social Security Matching	15,174	10,344	12,940	12,940	13,980
42121	Accrued FICA - Vac. & Sick	(90)	-	-	-	-
42211	FL Retirement System	30,155	17,188	20,130	22,130	24,900
42221	Accrued Retirement	(69)	-	-	-	-
42311	Health Insurance - Regular	24,742	18,069	40,350	38,350	32,300
42312	Group Life Insurance	70	58	240	240	70
42313	Accidental Death AD&D	9	10	120	120	20
42315	Net OPEB Obligation	16,169	-	-	-	-
42420	Workers Compensation	9,120	10,953	3,470	3,470	3,880
<b>Total Personnel Services</b>		<b>\$ 290,693</b>	<b>\$ 195,672</b>	<b>\$ 246,370</b>	<b>\$ 245,290</b>	<b>\$ 257,890</b>
43199	Professional Svcs - Misc	2,922	-	-	-	-
43434	Wrecker Services	1,100	1,500	2,500	2,600	3,000
43436	Paint and Body Work	2,737	9,521	10,000	5,000	10,000
43437	Auto Repair and Testing	28,153	11,655	20,000	25,000	25,000
43440	Paint & Body - PD Vehicles	17,486	15,121	15,000	15,000	15,000
43446	Parts - Resale	(65,980)	47,386	(130,000)	140,000	130,000
43447	Fuel - Resale	281,943	273,454	400,000	400,000	400,000
43499	Contractual Svcs - Misc	9,022	8,638	5,000	5,090	5,000
44011	Travel & Training	268	112	2,500	2,500	2,000
44121	Telephone - Local	2,378	1,177	2,150	2,150	600
44134	Data Lines	1,575	5,182	4,500	4,500	5,500
44211	Postage	98	121	100	180	100
44351	Water & Sewer - City	4,051	4,191	6,000	5,000	4,500
44419	Rent - Equipment	-	-	200	200	200
44463	Lease - Automobile <sup>(S)</sup>	(5,038)	27,113	33,000	33,000	42,000
44481	Lease - Copier	632	749	600	650	780
44611	Maintenance Buildings & Ground	8,555	771	6,000	6,000	4,000
44621	Rep & Maint - Equipment	1,881	1,034	3,000	3,000	3,000
44631	Rep & Maint - Central Garage	1,490	600	1,000	1,220	1,000
44799	Printing & Binding	107	103	-	110	180
44983	Permit Fees	25	25	100	100	50
44999	Other Current Charges - Misc	116	21	-	60	-
45111	Office Supplies	64	89	400	400	400
45141	Small Tools & Implements	6,205	4,408	6,000	7,330	6,000
45211	Fuel	28,855	51,300	10,000	7,500	13,200
45225	Software Licenses / Support	5,175	3,195	8,000	6,200	10,500
45231	Clothing & Wearing Apparel	49	-	100	-	100
45232	Laundry Service	4,370	4,339	4,500	4,500	4,500
45243	Computer Supplies	108	258	500	-	1,000



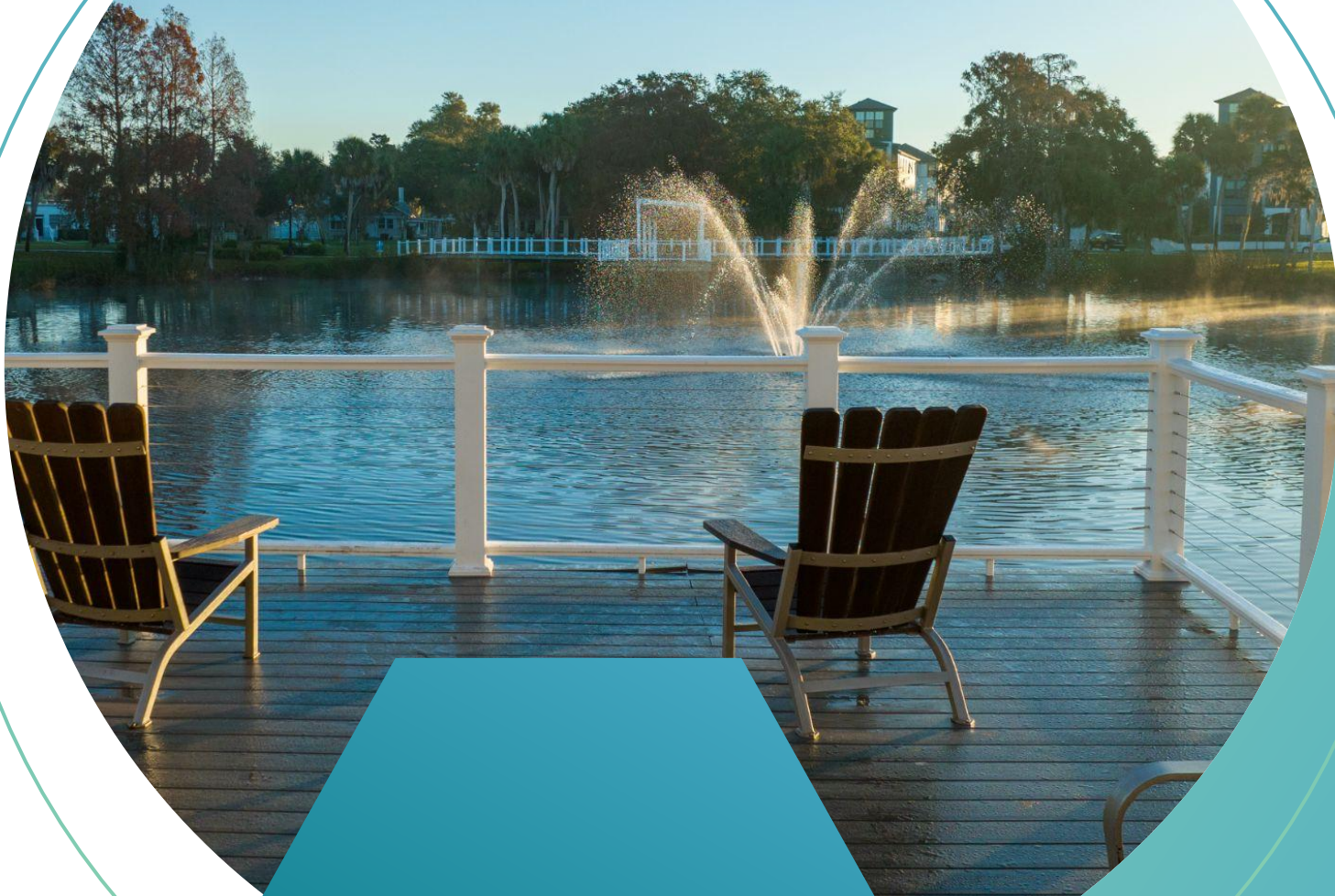
### Central Garage Expenditures

501591 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
45247	First Aid Supplies	271	115	200	200	200
45251	Janitorial Supplies	1,117	686	1,000	1,000	1,000
45289	Automotive Parts	12,645	10,772	8,000	8,000	8,000
45297	Fuel Inventory Adjustments	29,070	12,698	-	-	-
45298	Inventory Adjustments	(2,642)	(3,270)	-	560	-
45299	Operating Supplies - Misc.	22,283	9,755	15,000	15,000	12,000
45411	Dues and Memberships	-	-	200	-	200
45461	Books and Publications	-	74	500	80	500
<b>Total Operating</b>		<b>\$ 401,091</b>	<b>\$ 502,893</b>	<b>\$ 436,050</b>	<b>\$ 702,130</b>	<b>\$ 709,510</b>
46399	Impr.Other Than Bldg-Misc	-	66,484	-	-	-
46431	Special Purpose Equipment	-	-	-	-	7,000
47251	Interest - Leases	2,391	-	-	-	-
<b>Total Capital</b>		<b>\$ 2,391</b>	<b>\$ 66,484</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,000</b>
49711	Depreciation Expense	25,222	-	-	-	-
49921	Amortization	25,755	-	-	-	-
<b>Total Transfers</b>		<b>\$ 50,977</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 745,152</b>	<b>\$ 765,049</b>	<b>\$ 682,420</b>	<b>\$ 947,420</b>	<b>\$ 974,400</b>

Central Garage

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# Community Redevelopment Agency Fund

FISCAL YEAR  
2024-2025

## Community Redevelopment Agency

### It is the Mission of the Community Redevelopment Agency to

implement the adopted Community Redevelopment Plan and to collaborate with all stakeholders on bringing our vision for the future to life—New Port Richey will be the best walkable, waterfront, historic, hometown in Florida.

### Description

Founded in 1988, the Community Redevelopment Agency is a dependent special district of the City of New Port Richey created to redevelop the Community Redevelopment Area pursuant to an adopted Community Redevelopment Plan and state law. The Community Redevelopment Agency is governed by a Board of Directors (the CRA Board), which is composed of the City's Mayor and City Council members sitting in separate capacities. The CRA is staffed by an Executive Director, who is the City Manager serving in a separate capacity, and the Economic Development Director. The primary funding source for the Agency's implementation of the Community Redevelopment Plan is tax increment revenue.

Due to nearly all of the City being within the Community Redevelopment Area, there is extensive overlap between the CRA and Economic Development Department, and this is reflected in our annual accomplishments and initiatives. For our community, the noteworthy separation between the CRA and the Economic Development Department is that state law prescribes permitted and prohibited uses of tax increment revenue.

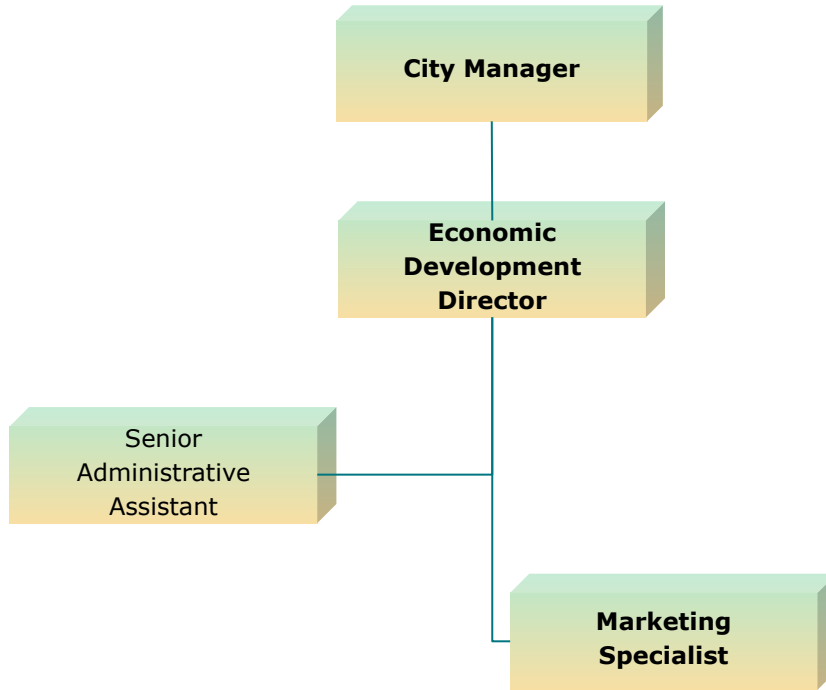
### Accomplishments of FY24

- ▶ Collaborated with the City Departments and other stakeholders to complete the following projects or significant project elements:
  - ▶ Installation of Downtown Gateway Sign.
  - ▶ Acquisition of 5432 Acorn Street as part of the redevelopment of the Rivergate-Palm District.
  - ▶ Aqua Harbor Redevelopment Agreement.
  - ▶ Missouri Grand Redevelopment Grant Agreement.
  - ▶ Richey Suncoast Theatre Redevelopment Grant Project.
  - ▶ Commercial Real Estate and Tenant Improvement Projects:
    - ▶ Steamworks.
    - ▶ Julians Auto Façade.
    - ▶ 6229-6235 Grand Boulevard.
  - ▶ Children's Museum Summer Program.
- ▶ Collaborated with City Departments and other stakeholder to advance the following priority projects:
  - ▶ Update to the Community Redevelopment Plan.
  - ▶ Former Hospital Redevelopment.
  - ▶ Acquisition of Historic Gulf High School.
  - ▶ Acquisition of the Montemayor Property as part of Main and River Redevelopment.
  - ▶ River Side Inn Redevelopment Project.
  - ▶ Railroad Square.
  - ▶ Leisure/Van Doren Annexation and Redevelopment.

- ▶ The Central.
- ▶ The Hacienda.
- ▶ Jilly's.
- ▶ Partnered with New Port Richey Main Street to carry out the Annual Services Agreement, which has helped our Downtown business owners create a strong association; promote their businesses, Downtown, and our City; recruit new businesses and investors; contribute to the design of Downtown and preservation historic buildings; and produce special events.
  - ▶ A special highlight is the advancement of the "Tides of Time" Public Art Project.

## FY25 Initiatives

- ▶ Complete a Finding of Necessity Study for Leisure/Van Doren.
- ▶ Complete the Update to the CRA Master Plan.
- ▶ Collaborate with the City and all concerned to implement the Community Redevelopment Plan, prioritizing the following projects:
  - ▶ Redevelopment of former Hospital Site.
  - ▶ Historic Gulf High School.
  - ▶ Redevelopment of River Side Inn.
  - ▶ Aqua Harbor.
  - ▶ Main & River Redevelopment.
  - ▶ Rivergate-Palm District Redevelopment.
  - ▶ Continue supporting Richey Suncoast Theatre.
  - ▶ Redevelopment/Disposition of Health Department Building.
  - ▶ Main & Bank Infill.
  - ▶ Leisure/Van Doren.
  - ▶ Neighborhood Improvements and Community Enhancements.
    - ▶ Encourage infill development and revitalization.
    - ▶ Homeownership Program.
  - ▶ Additional opportunities in support of the "4 Pillars:" Downtown, Historic Neighborhoods, US Highway 19 Corridor, and the River.
  - ▶ Capital Projects and placemaking.
    - ▶ Railroad Square Improvements.
    - ▶ Grand Boulevard Improvements.
    - ▶ Floramar Terrace Improvements.
    - ▶ US 19 and Main Street Gateway Landscaping.
    - ▶ Main Street Improvements (River to US Highway 19).
    - ▶ Downtown Shade Tree "bump-outs."
  - ▶ Use tax increment revenue to leverage other funding sources, including private investment, grants, and appropriations.



**Authorized Personnel - Full-time Equivalent**

Position/Title	FY22-23	FY23-24	FY24-25
CITY MANAGER	0.25	0.25	0.25
ASST CITY MANAGER/ECO DEV DIRECTOR	-	-	0.50
MARKETING SPECIALIST	1.00	1.00	0.25
<b>Total</b>	<b>1.25</b>	<b>1.25</b>	<b>1.00</b>

### Redevelopment Fund Revenue

630 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
311100	Current Ad Valorem	2,022,241	2,908,279	3,553,850	3,636,470	4,257,470
331591	ARPA Grant	-	598,043	-	2,550,000	-
354100	Code Enforcement Fines	-	(2,650)	-	-	-
354110	Lot Clearing/Mowing Fines	287	-	-	-	-
361100	Interest on Investments	-	-	26,200	-	20,000
361200	Interest - S.B.A.	16,826	97,989	120,000	-	99,110
362100	Rents & Royalties - Misc.	-	-	20,000	60,000	-
364220	Surplus Land Sales	-	-	-	350,000	85,000
366900	Contributions & Donations	8,000	-	-	-	-
366940	Contractual Contributions	-	-	175,200	118,380	113,400
369300	Refund of Prior Year Exp.	-	1,140	-	-	-
369900	Other Miscellaneous Revenue	22,900	10,301	-	-	-
381100	Trans From General Fund - TIF	2,259,458	3,185,340	4,015,240	4,015,240	4,668,030
381120	Trans From GF - Intergovrn Rev	-	-	-	726,395	-
384100	Proceeds From Bond Issue	-	3,000,000	-	-	8,740,000
389900	Prior Year Fund Bal.-Undesigna	-	-	209,235	209,235	1,548,420
<b>Redevelopment Fund Revenue</b>		<b>\$ 4,329,712</b>	<b>\$ 9,798,442</b>	<b>\$ 8,119,725</b>	<b>\$ 11,665,720</b>	<b>\$ 19,531,430</b>



## Redevelopment Fund Expenditures

630 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
41111	Department Head Salaries	42,253	46,923	45,070	45,070	110,170
41210	Regular Exempt Salaries	62,250	29,686	66,360	66,360	-
41299	Regular Full Time Wages	23,729	-	4,270	4,270	17,990
41311	Part Time Wages	10,597	1,117	2,965	-	-
41411	Overtime	1,218	-	-	-	-
41512	Gas / Car Allowance	-	-	-	-	3,900
42111	Social Security Matching	10,089	5,960	9,370	9,370	9,860
42211	FL Retirement System	22,837	14,924	23,720	23,720	40,490
42311	Health Insurance - Regular	26,198	2,402	7,000	23,380	5,150
42312	Group Life Insurance	41	25	70	70	40
42313	Accidental Death AD&D	24	3	20	20	10
42420	Workers Compensation	202	161	210	210	230
<b>Total Personnel Services</b>		<b>\$ 199,438</b>	<b>\$ 101,201</b>	<b>\$ 159,055</b>	<b>\$ 172,470</b>	<b>\$ 187,840</b>
43111	City Attorney	39,600	39,744	40,000	40,000	41,580
43129	Engineering Services - Misc	-	-	2,600	-	-
43181	Professional Svcs - Planning	9,568	50,428	25,000	50,000	50,000
43199	Professional Svcs - Misc	31,290	27,300	15,000	40,000	50,000
43211	Annual Audit Services	5,500	5,500	5,500	5,500	5,500
43422	Ads / Marketing	33,391	22,222	15,000	60,000	25,000
43433	Lawn Maintenance	-	5,775	2,500	-	-
43461	Main Street Grant Award	25,000	18,750	25,000	25,000	-
43499	Contractual Svcs - Misc	4,250	3,663	15,000	10,000	55,600
44011	Travel & Training	6,203	2,527	2,500	7,500	7,500
44134	Data Lines	2,438	221	-	3,000	-
44211	Postage	9	-	-	500	500
44311	Electric - City Facilities	-	13,515	30,000	8,000	22,000
44331	Solid Waste Removal	577	6,407	10,500	7,000	8,500
44351	Water & Sewer - City	6,789	7,000	10,000	10,000	10,000
44373	Street Light Fee	269	742	1,100	270	270
44381	Stormwater Assessment	2,183	4,891	5,600	2,200	2,200
44382	Paving Assessment	403	547	1,200	410	450
44521	Buildings & Contents Insurance	4,397	5,843	10,000	10,000	10,960
44611	Maintenance Buildings & Ground	4,018	5,609	3,500	5,000	5,000
44612	Repairs - Hacienda Hotel	9,755	-	-	-	-
44631	Rep & Maint - Central Garage	652	360	500	1,000	1,000
44799	Printing & Binding	-	-	200	1,000	1,000
44999	Other Current Charges - Misc	4,412	31,621	35,000	2,000	30,000
45111	Office Supplies	150	-	250	1,000	1,000
45225	Software Licenses / Support	1,805	2,992	7,000	15,000	3,500
45231	Clothing & Wearing Apparel	118	4,629	-	500	500
45289	Automotive Parts	1,184	551	420	-	-
45296	Misc. Program Costs	85,726	-	-	30,000	-
45411	Dues and Memberships	2,315	3,120	4,000	4,000	4,000

### Redevelopment Fund Expenditures

630 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
44953	Redevelopment Incentives	1,126,150	365,356	728,000	1,550,000	1,320,000
44953	Redevelopment Incentives	-	-	-	500,000	250,000
<b>Total Operating</b>		<b>\$ 1,408,152</b>	<b>\$ 629,313</b>	<b>\$ 995,370</b>	<b>\$ 2,388,880</b>	<b>\$ 1,906,060</b>
46399						
4001	Railroad Square Improvements	20,770	248,043	41,000	2,550,000	3,240,000
4005	Streetscape Enhancements	-	-	25,000	125,000	200,000
4006	Property Assemblage	-	-	505,000	1,000,000	6,775,000
4009	US Hwy 19/Main St. Gateway Project	8,302	226,763	311,000	530,000	-
4010	Sims Park Perimeter Landscaping	162,602	-	-	-	-
4012	Marine Pkwy Pedestrian Bridge	88,640	-	-	-	-
4013	Grand Boulevard Improvements US Hwy 19/Mn St SE Corner	-	-	-	-	225,000
4015	Courtyard	-	-	190,000	210,000	-
4016	Floramar Terrace	-	-	-	-	175,000
4017	Bicycle Lane Improvements	-	-	-	-	50,000
4018	West Pasco Press Building	-	-	-	-	25,000
4019	Schwettman Property Revitalization	-	-	-	-	200,000
4020	Downtown Wayfinding Signage Sims Landing Boat Ramp	-	-	-	-	330,000
9004	Improvements	-	-	-	-	150,000
46414	Automobiles	49,249	-	-	-	-
46710	Works of Art/Collections	-	-	-	15,000	-
47213	Interest -Advance	371,988	-	-	-	-
<b>Total Capital</b>		<b>\$ 701,551</b>	<b>\$ 474,806</b>	<b>\$ 1,072,000</b>	<b>\$ 4,430,000</b>	<b>\$ 11,370,000</b>
49151	Transfer To General Fund - Svc	267,790	303,520	406,910	406,910	423,130
49152	Transfer To Gen Debt Svc	1,904,810	1,796,220	3,500,050	3,500,050	3,271,620
49170	Transfer To Gen - CRA Loan	-	-	619,310	525,090	2,119,300
49171	Trans to Gen Fund-Pkg Garage	-	196,000	242,320	242,320	253,480
49998	Loss on Investment Property	101,484	114,261	-	-	-
<b>Total Transfers</b>		<b>\$ 2,274,084</b>	<b>\$ 2,410,001</b>	<b>\$ 4,768,590</b>	<b>\$ 4,674,370</b>	<b>\$ 6,067,530</b>
<b>Total Expenditures</b>		<b>\$ 4,583,225</b>	<b>\$ 3,615,321</b>	<b>\$ 6,995,015</b>	<b>\$ 11,665,720</b>	<b>\$ 19,531,430</b>



# Street Improvement Fund

FISCAL YEAR  
2024-2025

## 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 Revenue

701 Rev Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
312410	Local Option Gas Tax	746,274	771,692	783,670	783,670	776,180
312420	2015 Local Option Gas Tax	538,835	552,431	569,430	569,430	563,240
331540	Community Develop. Block Grant	-	-	1,200,000	1,200,000	990,000
361100	Interest on Investments	5,859	32,569	6,700	5,000	5,000
361200	Interest - S.B.A.	13,461	78,391	63,500	5,000	50,000
361250	Interest - FMIvT	(2,836)	15,783	16,000	5,000	10,000
363100	Street Assessments	5,994	2,791	10,000	10,000	5,000
363120	Paving Assessment	743,997	761,374	802,550	802,550	792,470
363200	Interest on Assessments	5,135	3,916	5,000	5,000	2,000
363300	Penalties on Assessments	3,582	1,240	4,000	4,000	2,000
369710	Returned Check Charge	30	-	-	-	-
381100	Trans From General Fund - TIF	330,000	200,000	-	-	-
381600	Trans From Cap Imprvmnt	200,000	200,000	200,000	200,000	200,000
389900	Prior Year Fund Bal.-Undesigna	-	-	1,993,920	1,993,920	1,000,080
<b>Street Improvement Fund Revenue</b>		<b>\$ 2,590,331</b>	<b>\$ 2,620,187</b>	<b>\$ 5,654,770</b>	<b>\$ 5,583,570</b>	<b>\$ 4,395,970</b>

### Non-Expenditure Disbursements Expenditures

701701 EXP Code	Classification	Actual FY21-22	Actual FY22-23	Estimate FY23-24	Amended Budget FY23-24	Budget Amount FY24-25
49151	Transfer To General Fund - Svc	473,429	463,170	488,110	488,110	544,270
<b>Total Transfers</b>		<b>\$ 473,429</b>	<b>\$ 463,170</b>	<b>\$ 488,110</b>	<b>\$ 488,110</b>	<b>\$ 544,270</b>
43498	Administrative Fees	14,896	15,170	15,500	15,500	15,500
44211	Postage	273	121	200	200	200
44999	Other Current Charges - Misc	1,307	247	1,000	1,000	1,000
<b>Total Operating</b>		<b>\$ 16,476</b>	<b>\$ 15,538</b>	<b>\$ 16,700</b>	<b>\$ 16,700</b>	<b>\$ 16,700</b>
46333	Multi-Use Trail Marine Pkwy	-	-	1,740,000	1,740,000	-
46334	Street Improvement Project	1,306,244	1,503,498	363,430	363,430	1,950,000
46335	LED Crosswalk Sign & LT	7,134	61,970	82,860	82,860	90,000
46337	Multi-Use Trail - Morton Plant	-	-	362,470	362,470	-
46343	Neighborhood Improvements	116,927	1,036,445	1,040,000	1,040,000	150,000
46351	Roadway Striping	-	-	35,000	35,000	50,000
46352	W Grand Neighborhood Sidewalk	-	8,185	97,000	970,000	1,200,000
46355	Traffic Sign Upgrades	35,570	38,343	50,000	50,000	50,000
46362	W. Main St. Sidewalk Imprv	38,779	26,294	230,205	-	-
46363	Neighborhood Alley Improv.	20,875	27,675	120,000	120,000	120,000
46365	Madison St Sidewalk Relocation	-	-	115,000	115,000	-
46366	Neighborhood Sidewalk Improv	-	-	200,000	200,000	225,000
<b>Total Capital</b>		<b>\$ 1,525,529</b>	<b>\$ 2,702,410</b>	<b>\$ 4,435,965</b>	<b>\$ 5,078,760</b>	<b>\$ 3,835,000</b>
<b>Total Expenditures</b>		<b>\$ 2,015,434</b>	<b>\$ 3,181,118</b>	<b>\$ 4,940,775</b>	<b>\$ 5,583,570</b>	<b>\$ 4,395,970</b>

Street Improvement Fund





**NEW PORT  
RICHEY**  
CLASSIC. FLORIDA. CURRENT.