



# **City of Zephyrhills**

## **Fiscal Year 2024-2025**



**Adopted Version - 9/23/2024**

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# INTRODUCTION

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## Budget Message

William C. Poe, Jr., City Manager

Honorable Mayor and City Council:

This current fiscal year millage rate is 6.25 mills. The proposed budget draft as presented is based on a millage of 6.25 mills, which will generate \$9,312,497 in ad valorem taxes based on a citywide property valuation of \$1,568,420,492. Last year's valuation was \$1,345,792,668 and the ad valorem generated was \$7,990,644. Total budget expenditures are expected to be \$105,266,502.

- The proposed budget is balanced and is based on the 6.25 millage rate as approved by Council.
- Employee salary and benefits are included under each department. Total costs for health care increased 10.9%.
- The proposed budget includes a percentage raise to all employees, 4% on October 13, 3% on April 13 and a one-time tiered incentive payment.
- **Administration** Continue to implement the new City re-branding city wide as well as around City Hall and a new admin vehicle.
- **Human Resources** Property & casualty & worker's comp did increase city wide for 2024-2025 by 7%.
- **IT** budgeted \$15,000 for a battery backup replacement for Police Department, \$25,000 for police laptops and \$7,500 for the additional security cameras at Krusen Field park (Penny Funds).
- **Police** expenses will include \$112,000 for continued building improvements. In addition, there will be \$648,000 (Penny Funds) for the purchase of 2 new SUV vehicles and 7 replacement vehicles, and \$100,000 (Impact Fees) for a drone, additional security cameras and new interview room equipment.
- **Fire** has merged with Pasco County Fire Rescue and our payment to them will be \$348,342. Interlocal agreement will be completed November 1, 2026.
- **Fleet Maintenance** will spend \$27,000 on a mower lift and a wheel balancing machine.
- **Stormwater** has budgeted \$475,000 for 6th Ave drainage improvements (Penny Funds), \$50,000 for retention pond fencing, \$400,000 for pumping station upgrades.
- **Streets** will spend \$900,000 for street resurfacing (GasTax), \$1,500,000 on City sidewalks/trails (Penny Funds) and \$2,000,000 on hot spot intersection improvements (Impact Fees).
- **Parks** will spend \$1,200,000 towards the new City Yard facility (Penny) and \$4,260,000 on city wide park improvements.
- **CRA** revenues are expected to increase from \$989,820 to \$1,347,996. Capital projects include: \$500,000 for 5th Ave streetscapes and Zephyr Park/Oakside neighborhood improvements, \$150,000 for park and entrance signage and public art opportunities, \$750,000 for the renovation of Clock Plaza, \$150,000 for sidewalks within the CRA and \$348,000 towards land acquisition.
- **Water** major projects include City Yard facility \$600,000, water line extensions at Palm Grove Dr from Autumn Palm to HWY 301 \$1,066,000, drinking water well rehabilitations \$100,000 and backflow replacement program \$150,000. Equipment purchases include \$41,000 for 4 new vehicle purchases and \$30,000 for SCADA system upgrades.
- **Wastewater** major projects include influent surge tank \$1,500,000, sewer gravity pipe lining \$750,000, lift station major rehabs \$550,000, manhole major rehabs \$250,000, lift station generators \$1,300,000.
- **Airport** received a 100% state appropriation for \$6,450,000 for new box hangars/taxiway F, \$1,000,000 airfield pavement rehabilitation and \$4,200,000 for existing runway 1-19 rehab (FDOT 80%/20%)
- **Sanitation** will spend \$910,500 on a new front load garbage truck, side loader garbage truck, grapple truck, hydraulic cylinders, A/C unit, truck cab cover, 18ft trailer and 18 gallon recycling bins. Also includes \$200,000 for the City Yard facility project.

### **Major Projects for FY2025**

- South Ave Ext. Natl Guard \$1,486,128 (100% State Funded)
- Sidewalks and Trails \$1,500,000 (P4P)
- Annual Road Resurfacing \$900,000 (Gas Tax)
- Stormwater Design Phase \$475,000 (P4P)
- Zephyr Park Improvements \$550,000 (State Appropriation)
- Gateway Project \$500,000 (Transportation Impact Fee)
- Park Improvements \$4,260,000 (P4P, ARPA, Park Impact Fees)
- City Yard Facility \$2,000,000 (P4P, Utility Fund, Sanitation Fund)
- Box Hangars/Taxiway F \$6,450,000 (100% State Funded)

- Runway 1-19 Pavement Rehab \$4,200,000 (FDOT 80%/Local 20%)
- Airfield Pavement Rehab \$1,000,000 (FDOT 80%/Local 20%)
- Water Line Extensions:
  - Palm Grove Dr. to HWY 301 \$1,066,000
- Influent Surge Tank \$1,500,000
- Lift Station Generators \$1,300,000 (FDEM Grant \$973,644)

**Personnel Changes**

- Airport Maintenance Specialist I +1 (NEW)
- Assistant City Clerk +1 (RECLASS)
- Assistant Finance Director +1 (RECLASS)
- Circulation Clerk +1 (NEW)
- IT Specialist +1 (NEW)
- Meter Reader I +1 (NEW)
- PT HR Clerk +1 (NEW)
- Parks Maintenance Worker I +2 (NEW)
- Patrol Officer +2 (NEW)
- Sanitation Driver +1 (NEW)
- Senior Code Inspector +1 (NEW)
- Utilities Service Worker I - Water +2 (NEW)
- Utilities Service Worker I - Wastewater +3 (NEW)

Sincerely,



William C. Poe, Jr.  
City Manager

## City Council



# Zephyrhills

*jump right in*

## City Council - Elected Officials

Kenneth M. Burgess, Jr., Council President  
Charles E. Proctor, Vice President  
Jodi Wilkeson  
Lance A. Smith  
Steven F. Spina, Ph.D.

**Mayor**

Melonie Bahr Monson

## City Manager

William C. Poe, Jr.

## City Attorney

Matthew Maggard

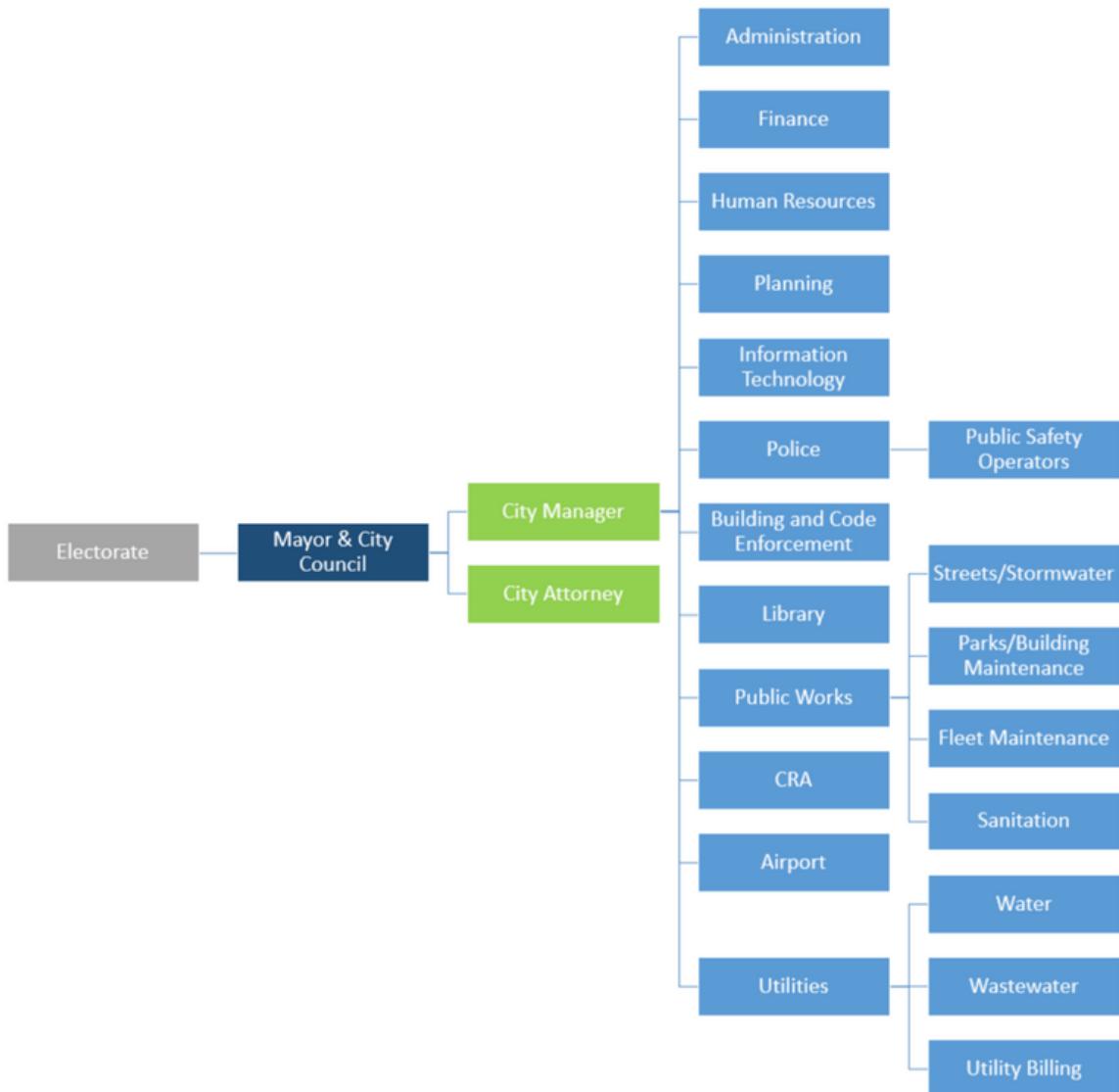
## Appointed Officials

Airport Manager	Nathan Coleman
Building Official	William Burgess
Acting City Clerk	Ricardo Quinones
CRA Director	Gail Hamilton
Finance Director	Ted Beason
HR/Risk Management Director	Sandra Amerson
Information Technology Director	Michael Panak
Library & Museum Services Director	Peggy Panak
Planning Director	Todd Vande Berg
Police Chief	Derek Brewer
Public Works Director	Shane LeBlanc
Utilities Director	John Bostic II

**Prepared By:**

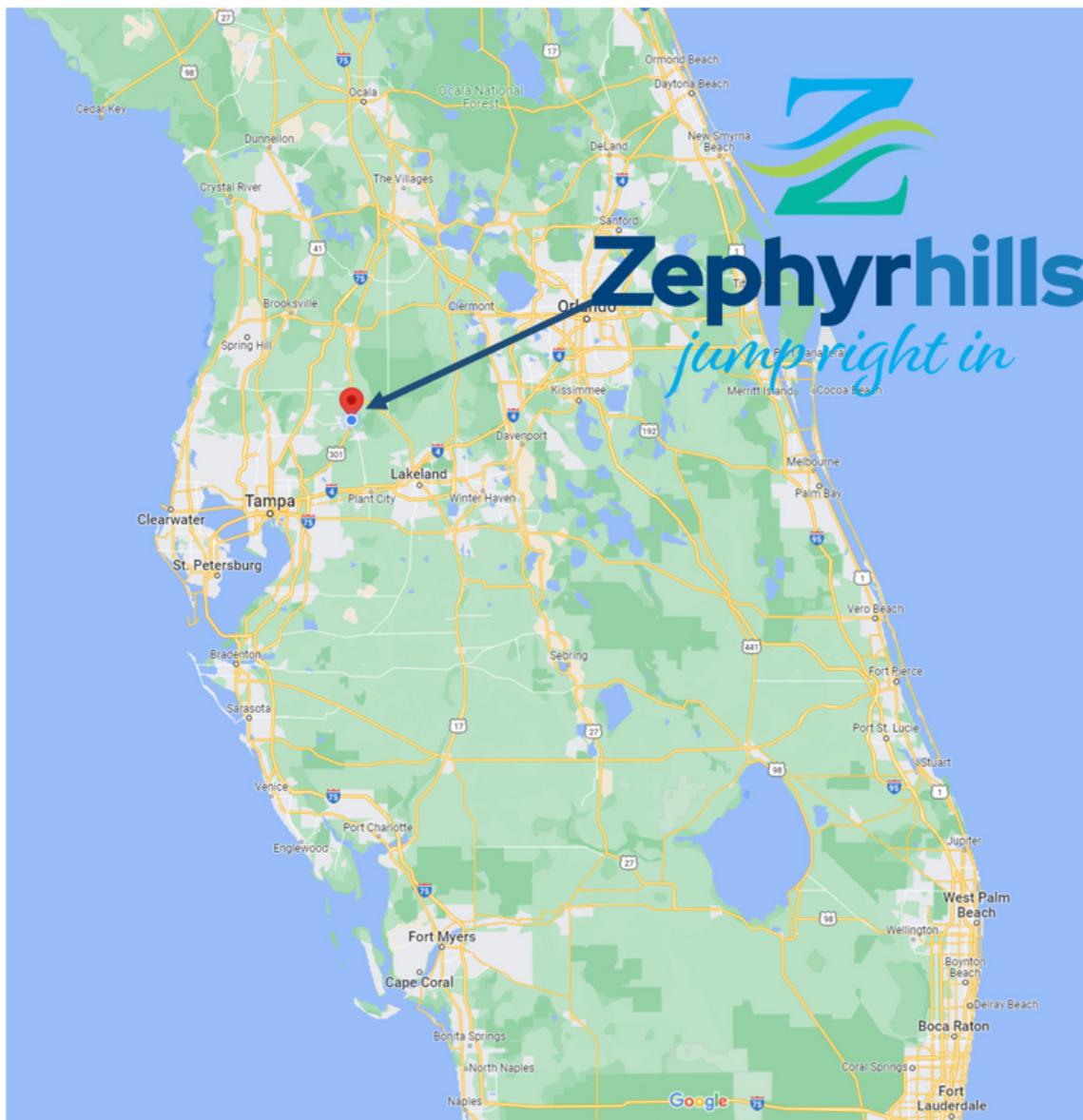
## Finance Department

# Organization Chart



## City Overview

Zephyrhills is located in the scenic rolling hills, citrus groves and lake sections of Central Florida. It is in the southeastern part of Pasco County about midway north and south in peninsular Florida, 40 miles from the Gulf of Mexico, 45 minutes northeast of Tampa, 35 minutes from Lakeland, 75 minutes from St. Petersburg, and southwest of the famed Disney World near Orlando by 90 minutes driving time.



## Governance

**Founding:** 1910

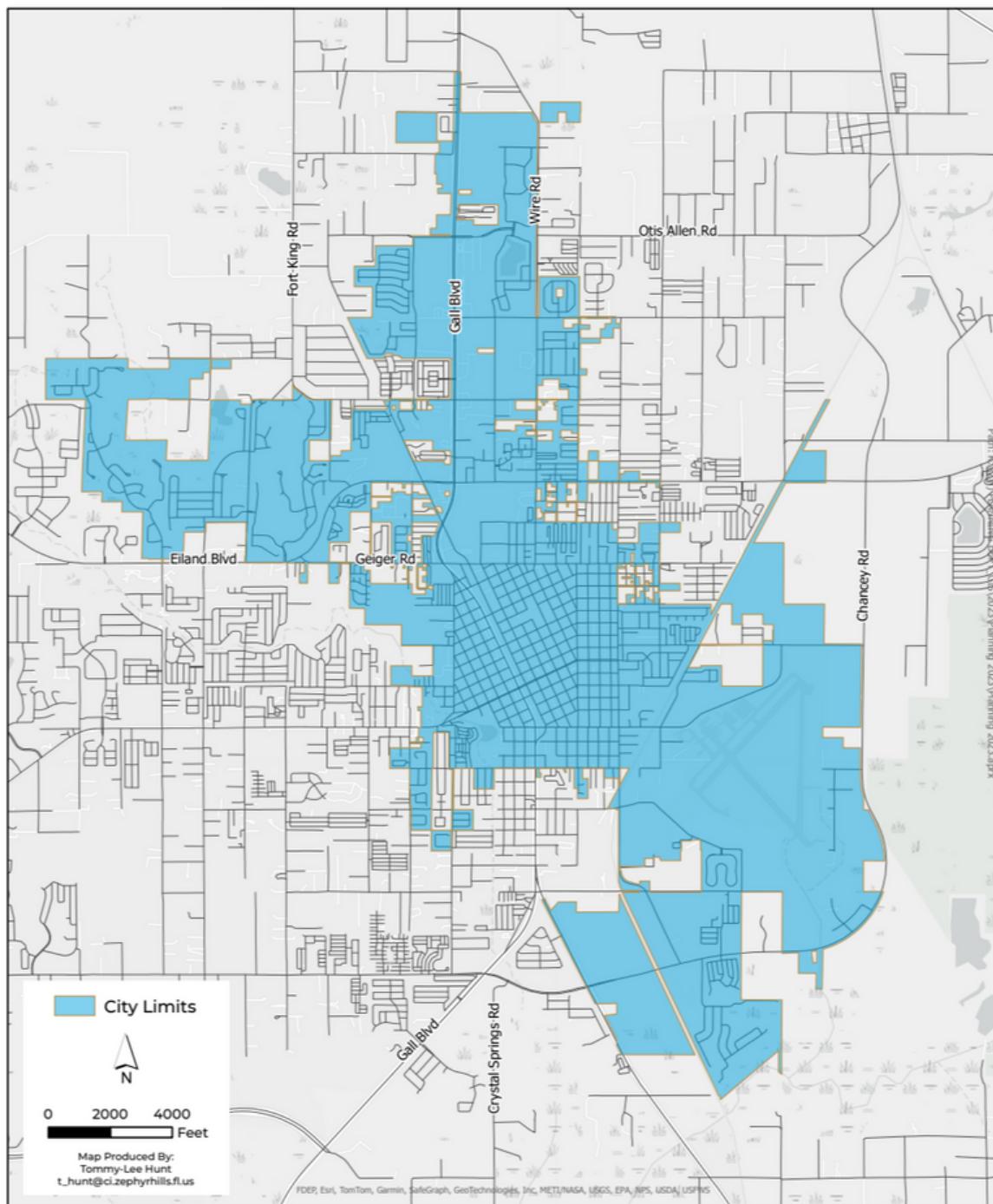
**Date of Incorporation and Original Charter Adoption:** 1914

**Mayors Serving Zephyrhills since 1917:** 21

**City Managers Serving Zephyrhills since 1974:** 8

**Fiscal Year:** October 1 - September 30

**Form of Government:** City Council - Manager



## Contact Information

**Website:** [www.ci.zephyrhills.fl.us](http://www.ci.zephyrhills.fl.us)

**Address:** 5335 8th Street, Zephyrhills, FL 33542

**Phone:** 813-780-0000

## City Facilities

Facility	Address
City Hall	5335 8th Street
Oakside Cemetery	5301 1st Street
Library	5347 8th Street
Police	6118 8th Street
Airport	39450 South Avenue
Train Depot Museum	39110 South Avenue
City Yard	39421 South Avenue
Wastewater Treatment	39825 Alston Avenue

## Historic Overview

### Abbott Station

When Pasco County was formed in 1887, the site of Abbott forerunner of Zephyrhills was controlled by Simon J. Temple, who had purchased the land from Florida Railway and Navigation Corp. on November 11, 1886, paying \$1,026.69 for 280.74 acres. Abbott, named for a Dr. Abbott who ran a drug store and practiced medicine, was laid out for Temple and the plot recorded April 18, 1888. It became a voting precinct in 1893 and "Station" was added to the name in 1896 when the Seaboard Coast Line depot was built to facilitate the shipping of naval stores and lumber. In the early 1900's the land was covered with virgin pine. Old-timers recall four operational phases, each of which left its imprint on the community. Successively, the pine trees were tapped for turpentine production, and then cut for lumber, the stumps uprooted and pushed out, and then the land seeded to pasture or set in citrus groves.

### Zephyrhills

Captain H.B. Jeffries, a Civil War veteran from Pennsylvania, chose the Abbott Station location in December 1909, for a veteran colony because the land was high and fertile, there was an abundance of good water, and the area had no swamps, malaria or mosquitoes. While showing the countryside to prospective residents from the top of LeHeup Hill on historic Fort King Road, he overheard a chance remark about the rolling hills and Zephyr-like breezes. Impressed by the melodic combination, he coined the name "Zephyrhills" for this colony company which was founded January 1910.

On March 10, 1910, Abbott Station officially changed its name to Zephyrhills. The town was incorporated November 17, 1914, and on February 15, 1916, the charter granted by the Florida Legislature in 1915 was ratified at a meeting held in the Grand Army of the Republic (GAR) Hall – which now is the American Legion Hall – by a vote of 65 for and 12 against.

## Detail Overview

### **Our Narrative**

Nestled in the heart of Florida, Zephyrhills beckons with its warm embrace and a promise of endless adventures. From the moment you arrive, you're greeted with a sense of belonging that's as refreshing as a glass of the crystal-clear spring water that led it to be called the city of pure water. But Zephyrhills isn't just a place. It's an invitation to jump right in – to a world of natural beauty, vibrant community, heart-pounding skydiving experiences and thriving business opportunities.

Even more than the allure of its namesake springs—the area's rich history and natural oases have been drawing visitors and residents for generations. Families and friends gather in local parks to play and picnic, residents enjoy room to stretch out and enjoy their beautiful surroundings. Enduring legends and lore speak of the rejuvenating powers of this place, inspiring you to jump right in – to relax, explore and refresh.

But Zephyrhills isn't just about its environment – it's about the people who call it home. As you wander through the historic streets, you'll find yourself drawn to the welcoming atmosphere of small town living with ready access to all of the modern conveniences you need. The vibrant Main Street offers local shops, eateries, and gatherings each offering a unique taste of the community's character. With all this and fun, family-friendly events throughout the year, Zephyrhills beckons you to jump right in – to the heart of its close-knit community.

Beyond its natural beauty and sense of community, Zephyrhills presents a landscape of business potential. The town's strategic location provides ready access to major highways, combined with an in-town Municipal Airport that makes it a prime destination for entrepreneurs and investors alike. With space available, a growing population of new talent bringing their fresh ideas and ambition and a supportive local government, the path to success is as simple as – jump right in.

Zephyrhills has earned its place on the skydiving map too with its state-of-the-art facilities and a community of skydiving enthusiasts that's second to none. Skydive City, located at the heart of the airport, has become a hub for both seasoned jumpers and those taking their first leap. The thrill of freefalling over the stunning Florida landscape, with the Gulf of Mexico in the distance is an experience that is hard to put into words. From the rush of the freefall to the embrace of the skydiving community, this place embodies the spirit to jump right in—to the unknown with open arms and let your dreams take flight.

For those that prefer to remain on solid ground, the community delivers a wonderful park system for all to enjoy along with a bustling YMCA. Perhaps the crown jewel of sporting pursuits here is relative newcomer to the community, the Sarah Vande Berg Tennis Center. This world-class facility stands as a testament to Zephyrhills' commitment to sports and community. It is more than just a collection of courts; offering professional coaches and a welcoming atmosphere, it's a place where friendships are forged, victories are celebrated, and the love for sports is cherished.

The center offers the opportunity for tennis enthusiasts of all skill levels to jump right in—to the excitement of the game.

Whether you're considering a permanent move or just a visit, Zephyrhills offers a life where you can dive into a world of opportunities, both natural and professional. So, take a leap of faith into the vibrant tapestry of Zephyrhills. Let the flow wash away your worries, the community embrace you, and the business prospects propel you toward your dreams. In Zephyrhills, the sky's the limit, the people are warm, and the possibilities are endless.

Jump Right In.

### **Profile of the Government**

The City of Zephyrhills, a municipal corporation of the State of Florida located in Pasco County, was initially incorporated on Nov. 17, 1914.

Zephyrhills is strategically located in Central Florida, along the I-4 corridor nestled between three large metropolitan cities: 30 miles northeast of Tampa, and 75 miles southwest of Orlando, and within 25 miles northwest of Lakeland.

Zephyrhills prides itself on its hometown charm of a warm, thriving, and welcoming community. With its network of highways, state roads, active rail lines, and municipal airport that run through the community, Zephyrhills provides the perfect location for all types of aviation, manufacturing, and distribution ventures.

In addition, Zephyrhills offers a business-friendly climate welcoming an assortment of small, family-owned and independent establishments.

Zephyrhills has a reputation as a proud, passionate community that offers safe walkable neighborhoods, charming historic districts, prideful local schools, and unique retail, dining and entertainment options.

The City's location, climate, natural resources, and sense of community have influenced the City's growth. Residents and visitors enjoy numerous year-round recreational opportunities, which results in the perfect blend of community and prosperity.

Zephyrhills citizens enjoy a full range of services including general government, airport, police, streets, parks and facilities management, planning, zoning, community redevelopment, code enforcement, and public library.

The City also provides water, wastewater treatment and solid waste as enterprise activities. Fire rescue services are contracted out through Pasco County, with two stations in the municipal limits. Electric, telephone, gas and cable television services are provided by franchisees. The City includes a dependent special district called the Community Redevelopment Agency.

### **City Structure**

The City operates under the Council/Manager form of government.

A Mayor and five Council members are elected at large for a four-year term with no term limits, which constitute the governing body of the City with legislative authority. The Mayor and City Council serve as representatives of the electors of the City of Zephyrhills and are responsible for establishing the direction and policies of all affairs of the City.

Their primary duties include exercising legislative leadership and policy to promulgate the laws and ordinances of the City, approving an annual budget to provide for the needs and services of the City, setting policy and direction for the various functions of City government, and appointing citizens to serve on various advisory boards and committees.

The City Manager is the chief administrative officer of the City and responsible to the City Council for administration of all City affairs and performance of its municipal functions. The City Manager appoints, removes and determines compensation for the department heads and all other City employees, except those specified by the Charter.

### **Redevelopment**

Although it functions within the City of Zephyrhills, the Zephyrhills Community Redevelopment Agency (CRA) is a separate and distinct legal entity. The Zephyrhills City Council also serves as the appointed board governing the Zephyrhills CRA.

The CRA encompasses approximately 501.6 acres in the historic downtown area, which includes the following core neighborhoods: Hercules, Historic Jeffries, Historic Abbott, Moore's Estate, Zephyr Lake, Oakside and Plaza, respectively.

The CRA is a dependent special district in which any future increases in property values are set aside in a Trust Fund to support economic development and redevelopment projects within the designated district.

CRA Boards do not establish policy for the city or county, they develop and administer a Master Plan to implement that policy. The CRA acts officially as a body distinct and separate from the governing body, even when it is the same group of people.

The CRA has certain powers the city or county by itself may not do, such as establish tax increment financing, and leverage local public funds with private dollars to make redevelopment happen. The CRA term is limited to 30 years, 40 years if extended, after that time all tax revenues are retained by each taxing entity that contributed to the CRA Trust Fund.

#### **Comprehensive Plan and Zoning Code**

The City of Zephyrhills Planning Department advises the City Manager, City Council, the business community and the general public on general planning and regulatory development issues.

The Planning Department is committed to providing the community with high-quality, proactive services and programs to enhance the quality of life of the City's residents, businesses and visitors, and to promote a well-designed, sustainable, physically integrated, livable and economically diverse and prosperous community.

The Planning Department is in the process of updating the City's adopted 2025 Comprehensive Plan, referred to as PlanZephyrhills2035.

This City of Zephyrhills Comprehensive Plan takes a long view to envision the places where people will live, work, learn, play, socialize, maintain health, and preserve assets for the benefit of current and future generations.

The Comprehensive Plan looks out 10 years, at minimum, to identify and address needs, such as an adequate drinking water supply, and wants, such as spaces for arts, culture, and other leisure activities.

#### **Local Economy**

The City's very location – in the middle of an impressive framework of highways, rail lines, a major sea port and several airports just north of Tampa Bay and the I-4 corridor – makes it a desirable area to grow a business.

Additionally, the City also has passed ordinances meant to entice new businesses and industries with attractive incentives. The City boasts highly competitive prices for real property, previously-approved development parks and public facilities that meet the needs of the business community.

Leading industries in Zephyrhills include healthcare and social assistance, manufacturing, and retail trade. Among the top employers are Florida Medical Clinic, AdventHealth, Blue Triton Brands (formerly Zephyrhills Bottled Water Company), Morrow Steel, and Heyl Truck Lines, respectively.



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## BUDGET OVERVIEW

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## Executive Summary

Citywide revenues and expenditures at \$105.27 million are \$1.2 million less than the 2024 budget. A summary follows with details provided at the Fund level.

**Personnel Services** – The 2025 budget funds a 4% increase on October 1 and 3% increase on April 1 as well as a one-time tiered incentive payment for all employees and a 10.9% increase for health insurance. With the 10.9% health insurance increase and a salary increase to all employees, the City's personnel increased 9.59% from \$16,592,499 in Fiscal Year 2024 to \$18,183,608 in 2025. The City overall position count can be found under the Personnel Summary.

**Operating Expenditures** – This category increased .28% from \$12,210,366 to \$12,244,862. There was an increase of 7% in property & casualty and worker's compensation insurance premiums. There was an operating decrease of \$831,641 in the Utility Billing Department by bringing utility billing services back in house.

**Capital Outlay** – The budgeted appropriation in this category decreased from \$53,394,748 to \$51,542,612. Significant projects for FY2025 include Box Hangars/Taxiway \$6,450,000, Airport Terminal \$5,000,000, City Yard Redesign \$2,000,000, Hot Spot Improvements \$2,000,000, South Ave Ext. National Guard \$1,486,128, and Sidewalks and Trails \$1,500,000 and Park Improvements \$4,260,000. A complete list of capital outlay is located under Capital Improvements.

**Debt** – Total budgeted debt service payments decreased by \$25,796 from \$2,885,975 to \$2,860,179. Debt Service includes the annual payments on the state revolving fund loans used to build the wastewater treatment plant which matures in 2028 and 2040, AWT upgrade which matures in 2043, Reclaimed Water Line which matures 2043; the annual payment for the City hall loan which has a final payment in 2032; and the loan on our AMI Metering System/Software, which has a final payment in 2026.

**Contributions** – This category increased from \$1,364,000 to \$2,214,500. One contributing factor to this increase is the \$1,095,000 economic development grant in place for new businesses.

### GENERAL FUND

The General Fund budget increased \$2,310,916 from \$19,298,168 to \$21,609,084. This is a result of the 4% increase on October 1 and 3% increase on April 1 as well as a one-time tiered incentive payment for all employees and a 10.9% increase for health insurance. A 7% increase in property & casualty and worker's compensation insurance premium. This includes the approval of 7 new full time positions and 1 new part time position.

#### Revenues

**Ad Valorem Tax** – The City's gross taxable value increased from \$1,345,792,668 at prior year final certification to \$1,568,420,492 – an increase of \$222,627,824. Budgeted ad valorem taxes increased by \$1,321,853 to \$9,312,497, the millage rate remained the same at 6.2500.

The millage rate remained the same at 6.2500 mills, which is more than the rolled-back rate of 5.9552 mills per \$1,000 assessed property value. Property values are based on the market at the end of 2023. The City of Zephyrhills has an optimistic outlook for the future. The following table provides a recap of millage levied for the past six years.

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Millage Rate (Mills per \$1,000)	6.3500	6.3500	6.3500	6.2500	6.2500	6.2500

The Fiscal Year 2024-2025 budgeted revenues include \$613,234 of unspent fund balance carried forward from Fiscal Year 2023-2024.

## **Expenditures**

With a percentage increase of 4% increase on October 1 and 3% increase on April 1 as well as a one-time tiered incentive payment for all employees, a health insurance increase of 10.9%, personnel costs increased 9.98% by \$1,209,382 from \$12,121,652 to \$13,331,034. Operating expenditures increased \$705,652 from \$5,105,231 to \$5,810,883 due to salary increases, health insurance premium increases and an increase in property and casualty premiums.

### **SPECIAL REVENUE FUND**

The Special Revenue Fund contains the budget for all City gas taxes, Penny for Pasco which is the 7th penny per dollar of sales tax charged in Pasco County, American Rescue Plan Act funds and awarded State Appropriation funds. All of these funds have restrictions on how they may be expended. Neither funding source may be used to cover personnel services costs. Allowable use for operating costs is very limited. Mostly, these funds may be used for capital projects or debt related to capital projects. More information on capital projects is available under the Capital Outlay in the back of the budget book.

### **CRA FUND**

The Community Redevelopment Area (CRA) Fund was established in 1998 and is funded through tax increment financing. The dollar value of all real property in the original Community Redevelopment Area was determined as of 1998, also known as the "frozen value". In 2012, the Community Redevelopment Area district was enlarged. The dollar value of the expansion area was determined as of 2012 and frozen. The City and the County continue to receive property tax revenues based on the frozen value. These frozen value revenues are available for general government purposes. However, any tax revenues from increases in real property value, referred to as "tax increment," are deposited into the Community Redevelopment Agency Fund and dedicated to the redevelopment area. Property values are increasing in the CRA, resulting in increased revenue for the Community Redevelopment Agency.

### **IMPACT FEE FUND**

The Impact Fee Fund contains the budget for all impact fees collected by the City except for Water and Wastewater capacity fees. The collection of impact fees related to new or proposed development assists in paying for a portion of the growth related costs that the development may cause. Current economic conditions have slowed development and the related collection of impact fees. Several capital projects have been budgeted to be paid from impact fee funds. More information is available in Capital Outlay in the back of the budget book.

### **UTILITY CAPACITY FEE FUND**

The Utility Capacity Fee Fund was created in Fiscal Year 2011-2012 to separately account for capacity fees – or connection fees - related to the City's Utility Fund. These funds may be used to pay for projects related to growth or added capacity and may be used to pay debt on projects related to growth or added capacity. Wastewater connection fee reserves have been budgeted toward wastewater treatment plant debt and water connection fee reserves have been budgeted for qualified water capital projects. More information is available at the back of the budget book in Capital Outlay.

### **ENTERPRISE FUND – UTILITY FUND**

Utility Fund Fiscal Year 2024-2025 expenses decreased by \$3,229,424 or 10.62% over Fiscal Year 2023-2024. The major impact on this year's budget was the increase of personnel and a decrease in capital projects. Capital projects include City Yard Building Design and Engineering \$600,000; Water Line Extensions to include Alston to Tucker \$1,205,000 and Palm Grove Dr. from Autumn Palm Dr \$1,066,000; Influent Surge Tank \$1,500,000, Lift Station Generators \$1,300,000.

**Revenues:** Charges for Services revenues are budgeted to increase by 3% over last year's budget with an approved utility rate ordinance that goes into effect on October 1.

**Expenses:** With a 4% increase on October 1 and 3% increase on April 1 as well as a one-time tiered incentive payment for all employees and a 10.9% increase for health insurance contributed to the \$383,521 or 13.21% increase in budgeted personnel services costs. Operating expenses have decreased by \$470,130 or 9.39%. There was an operating decrease of \$831,641 in the Utility Billing Department by bringing utility billing services back in house. Capital purchases and projects, which decreased by \$5,451,000, are detailed following each division's line item budget and located under Capital Improvements. Debt service decreased \$25,667 or 1.13%.

### ENTERPRISE FUND – AIRPORT FUND

The Airport Fund budget increased from \$13,375,756 to \$20,588,594 because of the increase in state grants and appropriations.

**Revenues:** Charges for Services revenues are budgeted \$291,520 or 16.79% more than the previous year. This is primarily due to a projected increase in airport rentals, leases and fuel sales.

**Expenses:** Airport personnel costs increased with a 4% increase on October 1 and 3% increase on April 1 as well as a one-time tiered incentive payment for all employees and a 10.9% increase for health insurance. Operating costs have decreased by \$19,338 or 4.93%. This is due to a decrease in infrastructure and equipment maintenance. Capital Outlay has increased by \$5,350,927 due to the costs of the 2 major projects for FY2025. More detail on Airport capital projects is located under Capital Improvements.

### ENTERPRISE FUND – SANITATION FUND

The Sanitation Fund reflects a \$973,838 or 32.75% increase in expenses for a total 2024-2025 annual budget of \$3,947,187.

**Revenues:** Charges for Services revenues increased \$20,880 based on an 3% increase in rates tied to the consumer price index and new growth in newly constructed living units.

**Expenses:** Personnel costs increased with a 4% increase on October 1 and 3% increase on April 1 as well as a one-time tiered incentive payment for all employees and a 10.9% increase for health insurance. Budgeted operating expenses increased from \$637,629 to \$874,905. Capital outlay increased from \$1,106,500 to \$1,110,500 as the city is purchasing a front load garbage truck, grapple truck, 18 gallon recycling bins, and their portion of the City Yard building design and engineering. More detail on Sanitation capital projects is located under Capital Improvements.



## Budget Process

**Budget Review and Adoption:** The Budget process is a year-long event. The budget for the fiscal year is implemented beginning **October 1** and runs through the fiscal year ending **September 30**. Each year, generally in **December and January**, the City prepares its Audited Financial Statements, which is audited by a firm of independent certified public accountants. These Statements provide the results of the prior year, including comparisons of actual revenues and expenditures to budgeted revenues and expenditures, a form of monitoring budget compliance.

Production of the budget numbers begins in **April and May** with the preparation of the individual department's operating budget and capital outlay requests, while the Finance Director completes preliminary revenue estimates. Capital outlay requests undergo a vigorous review. In **June and July**, the City Manager and Finance Director begin an extensive review process with the respective departments and revise the budget accordingly. At the same time, the Finance Director finalizes revenue estimates and recommends budget revisions to the City Manager.

No later than **July 1**, the County Property Appraiser provides an assessment of the value of all property to the City. Also no later than **August 4**, based on the Property Appraiser's preliminary numbers, the City Council approves the millage certification including tentative millage rate, rolled-back rate, and date, time, and place for the September public hearings and provides budgetary guidance. The tentative millage rate and hearing data is provided to the County Property Appraiser for distribution to City property owners. Upon the City Manager's review and approval, the Finance Director compiles the proposed budget. Budget workshops are held during **August** to discuss and refine the proposed budget. During **September**, in accordance with the timing specified in Florida Law (F.S. 200.065), the budget is adopted at a series of two public hearings. At the same public hearings, ad valorem millage rates required to fund the budget are adopted. The public is invited and encouraged to attend and participate in all work sessions and public hearings.

**Budgetary Control:** The budget process allows for amendments during the year as conditions warrant. The City Council is authorized to make such changes to the budget as it deems necessary for the proper and economical operation of the City. If, at any time during the fiscal year, the City Manager recommends the re-appropriation of funds not needed for the purpose for which they were appropriated, or the appropriation of any unappropriated cash surplus, the City Council may appropriate such funds to any municipal purpose. An amendment may be initiated by the Finance Director, reviewed and approved by the City Manager, and submitted to the City Council for consideration. With the City Council approval, the fund appropriations are realigned. In addition, the enabling legislation allows the City Manager or Finance Director to transfer part or all of any encumbered appropriated balance among programs and/or broad characters within an operating fund. Department directors are authorized to move funds within broad characters of its respective divisions and between the same broad characters of divisions in the same fund. Transfers between broad characters or departments must be approved by the City Manager. Transfers may not be made between funds.

**Budgetary Basis:** Budgets for funds that have formal budgetary integration are prepared in accordance with generally accepted accounting principles. This includes an original appropriation ordinance and any other budget amendments adopted by the City Council. Appropriations for these funds lapse at the end of each fiscal year.

Budgets for governmental funds are adopted using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are recognized in the period in which the fund liability is incurred (except matured interest on general long-term debt, which is recognized when due). While budgets for the proprietary fund types are not required by generally accepted accounting principles (GAAP) or by state or local law, they are adopted using the modified accrual basis of accounting to provide for comparability with the other funds.

## Accounting and Financial Policies

**Basis of Presentation:** The City's accounts are organized by funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for in separate self-balancing accounts which comprise its assets and other debits, liabilities, fund equities and other credits, revenues, and expenditures or expenses. Government resources are allocated to and for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds and account groups are reported by generic classification within the budget and other financial statements.

**Basis of Accounting and Measurement Focus:** Basis of accounting refers to the point revenues and expenditures are recognized in the accounts and relates to the timing of the measurements, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized in the period in which they become susceptible to accrual; i.e., when they become measurable and available to pay liabilities of the current period. Ad valorem taxes, special assessments, and charges for services are susceptible to accrual when collected in the current year or within 60 days subsequent to year-end; provided that amounts received pertain to billings through the fiscal year just ended. Intergovernmental revenues, which include state revenue sharing allotments, local government one-half cent sales tax, and county-shared revenue, among other sources, are recorded in accordance with their legal or contractual requirements if collected in the current period or within 60 days after year-end. Interest is recorded when earned. Other miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on long-term debt which is recognized when due.

Enterprise funds are accounted for using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred. Unbilled utility service receivables are estimated and recorded at year-end. Fees collected in advance of the period to which they apply are recorded as deferred revenue.

**Budget Accounting:** State of Florida Statutes requires that all municipal governments establish budgetary systems and approve annual operating budgets. Budgets are adopted consistent with generally accepted accounting principles. The City adopts a non-appropriated operating budget for enterprise funds substantially consistent with generally accepted accounting principles. All appropriations lapse at fiscal year-end unless specifically designated to be carried forward.

**Cash and Investments:** Cash and investments of each fund, except certain investments in the debt service and enterprise funds, are accounted for in pooled cash and investment accounts with each fund maintaining its proportionate equity in the pool accounts. The use of a pooled cash and investments account enables the Council to invest idle cash for short periods of time, thereby maximizing earnings potential. Income earned from pooling cash and investments is allocated to the respective funds based upon average monthly proportionate balances. The funds are diversified; invested in U.S. Treasury Securities and Agencies, CDs, local government pools, and money market accounts.

**Capitalization Threshold:** This budget has been prepared with a capitalization threshold of \$5,000.

**Interfund Transactions:** During the course of normal operations, it is necessary for the City to enter into interfund transactions among its various funds. These transactions consist of one or more of the following types:

- Payments from a fund responsible for the expenditures or expenses to a fund that initially paid the cost to provide a service.
- Operating transfers in and out, as appropriate, for all interfund transactions that are shown as other financing sources or uses.
- All other outstanding balances between funds are reported as "due to/from other funds."

## Financial Structure

The City of Zephyrhills utilizes a **fund structure**, whereby a fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. Funds are divided into various types according to the legal restrictions imposed upon them or by their uses. The following fund structure is contained in the budget:

**Governmental Funds:** Governmental Funds are accounted for on a "spending" or "financial flow" measurement focus. Accordingly, the budgeted fund balances provide an indicator of available, spendable resources.

**General Fund** - The general fund of a government unit serves as the primary reporting vehicle for current government operations including Police, Fire, Public Works, Library, Planning, Building, Finance and Administration. The general fund accounts for all current financial resources not required by law to be accounted for in another fund.

**Special Revenue Funds** - The special revenue funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes other than debt service or capital projects. This budget contains four Special Revenue Funds: Special Revenue Fund, CRA Fund, Impact Fee Fund and Utility Capacity Fee Fund.

**Proprietary Funds:** Proprietary Funds are accounted for on a cost of services or "capital maintenance" measurement focus. Accordingly, assets, liabilities, and net assets included on their balance sheet, and operating statements provide an indication of the economic net worth of the fund.

**Enterprise Funds** - The enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises. Enterprise Funds budgeted and included in the document are: Utility Fund, Airport Fund and Sanitation Fund.



## Revenue Forecast Methodology

A balanced budget is presented for each of the City's funds. Revenues are estimated, and fund balance is appropriated only to the extent that appropriations exceed estimated revenues. The purpose of detailing forecast methodologies for revenues is to determine the validity of the forecast over time and to utilize the information in making future forecasts.

Revenues are classified pursuant to the uniform classification of accounts prescribed by the State Comptroller's office. The following information provides a fund-by-fund basis for major revenues forecasted in the Fiscal Year 2024-2025 budget:

### General Fund

**Ad valorem property tax** – The specific formula used to budget ad valorem tax revenues is to multiply the approved millage rate of 6.25 per \$1,000 by the aggregate assessed property value (as certified by the County Property Appraiser) less 5%.

$$(1,568,420,492 \times 6.25/1000) \times 95\%$$

The 2024 property value estimate of \$1,568,420,492 represents an increase of \$222,627,824 or 16.54% over the 2023 final taxable value of \$1,345,792,668. The increase can be attributed to the continued strength of the area's real estate market. The values are based on the market at the end of 2023. The millage rate has remained the same at 6.25 mills and is 4.95% more than the rolled-back rate as established by the Florida Legislature.

**Service and Business Taxes** – The analysis of recent trends in this revenue source category indicates revenues have been relatively stable compared to last year.

**Permits, Fees & Special Assessments** - Includes building and utility permits, development review fees, franchise fees, and other local permits all of which have dropped. Franchise fees from electric and gas utilities are included in this category and remained relatively stable over the past five years.

**Intergovernmental Revenues** - Includes federal, state, and local grant revenue. State Shared Revenues include cigarette tax, half-cent sales tax, and alcoholic beverage licenses.

**Charges for Services** - Includes payment in lieu of taxes, certification and copy of City documents and records, sale of official maps and publications, recording, inspection, and other user charges.

**Fines and Forfeitures** - Includes court fines, traffic violations, parking tickets, false alarms, library fines, and other penalties. These estimates are developed from historical data trends, which remain relatively constant from year to year.

**Miscellaneous Revenues** - Includes interest on investments, rents, sales of surplus property, insurance proceeds from lost or destroyed property, refunds, contributions, and revenues that are not more properly recorded in other classifications. The revenues in this category are examined based on economic conditions and use a variety of methods to develop good estimates.

**Transfers** - Includes interfund transfers and administrative overhead allocation charges. Overhead allocations are based on the equitable share of goods and services provided by one City department for another.

**Cash Balance Carry Forward** – This budgeted item represents a source of revenue previously accumulated in the fund.

### Special Revenue Fund

**Penny for Pasco** – This tax is to be utilized for non-personnel related and non-operating costs such as, but not limited to, the construction costs of renovations, additions or new construction of various government facilities of diverse types and uses; public safety capital assets such as police cars and fire engines; City drainage

projects; and City park enhancements or additions. Financing is provided through a local option sales surtax and the interest revenue earned. Voters renewed this local option sales tax slated to expire in late 2014 for an additional 10 years. The current '1 penny' local option sales tax expires in December of 2024.

**Intergovernmental Revenues** - Includes state and county shared revenues such as the City's share of state collected motor fuel taxes. Historical trend analysis is used in conjunction with state forecasts. The City anticipates and has budgeted for a significant drop beginning Fiscal Year 2014-2015 in County Gas Taxes due to action taken by the County. This may significantly impair the City's ability to fund road maintenance projects.

#### **CRA Fund**

**Community Redevelopment Agency** – The Zephyrhills Community Redevelopment Agency was formed as a special district by Council Resolution number 437 adopted March 9, 1998. This special district is fully dependent on the City and its funding and expenditures. Declining property values have adversely impacted funds available for the Community Redevelopment Agency. The district was enlarged in 2012 to include midtown (US 301 corridor).

#### **Impact Fee Fund**

**Impact Fees** - The collection of impact fees related to new or proposed development assists in paying for a portion of the growth related costs that the development may cause. Current economic conditions have slowed development and the related collection of impact fees.

#### **Utility Capacity Fee Fund**

**Utility Capacity Fees** - May be used to pay Utility Fund debt and used for capital projects related to growth. The City's development activity remains strong.

#### **Enterprise Funds**

**Charges for Services** – Are designed to recover the cost of City services provided to customers. In addition to day to day operating costs, rates are designed to include the costs of maintaining and/or replacing system infrastructure. The projections are calculated by assessing current consumption, adjusting to match historic trend analysis and allowing for changes in assumptions based on growth, fees, and rate increases. Annexations of property with customers in the utility area outside the City have a negative effect on water and sewer revenue, but generate additional revenue for the Sanitation and General Funds.

#### **Utility Fund**

A water and wastewater rate study presented to City Council during Fiscal Year 2016-2017 revealed that the City charges the second lowest rates in the area and recommended rate increases be enacted over the next five (5) years. Adequate rates must be charged to ensure costs are covered, system deterioration is prevented and bond covenants are met. The City's citizens can continue to enjoy some of the lowest rates in the area.

#### **Airport Fund**

Revenue estimates are developed from historical data trends, which remain relatively constant from year to year. Revenues are primarily from rents, service fees, and fuel sales.

#### **Sanitation Fund**

Revenue estimates are developed from historical data trends, which remain relatively constant from year to year. Annexations and a strong rate increase tied to the Consumer Price Index (CPI) have contributed to a substantial increase in budgeted operating revenue.

# Total Budget Summary

## BUDGET SUMMARY

CITY OF ZEPHYRHILLS - FISCAL YEAR 2024-2025  
THE PROPOSED OPERATING BUDGET EXPENDITURES OF CITY OF ZEPHYRHILLS ARE 7.4% MORE THAN LAST YEAR'S  
TOTAL OPERATING EXPENDITURES

General Fund	6,2500	GENERAL FUND	SPECIAL REVENUE FUND	CRA FUND	IMPACT FEES FUND	UTILITY CAPACITY FEES FUND	UTILITY FUND	AIRPORT FUND	SANITATION FUND	TOTAL ALL FUNDS
<b>ESTIMATED REVENUES</b>										
Taxes:	Mileage per \$1,000									
Ad Valorem Taxes	<b>6,2500</b>	<b>9,312,497</b>		<b>1,347,996</b>						<b>10,660,493</b>
Sales and Use Taxes			4,713,707							4,713,707
Utility Service Taxes		3,645,717								3,645,717
Permits, Fees & Special Assessments		2,914,169			1,171,600	961,000				5,046,769
Charges for Services		145,300					13,690,000	2,028,146	2,385,480	18,248,926
Intergovernmental Revenue		2,445,000	2,036,128				7,267,283	15,732,504		27,480,915
Fines & Forfeitures		50,000								50,000
Miscellaneous Revenue		490,367	248,000	101,000	156,000	25,000	223,000	123,000	81,000	1,447,367
<b>TOTAL SOURCES</b>		<b>\$19,003,050</b>	<b>\$6,997,835</b>	<b>\$1,448,996</b>	<b>\$1,327,600</b>	<b>\$986,000</b>	<b>\$21,180,283</b>	<b>\$17,883,650</b>	<b>\$2,466,480</b>	<b>\$71,293,894</b>
Transfers In		1,992,800					5,986,000	285,030		8,263,830
Fund Balances/Reserves/Net Assets		613,234	6,990,115	1,350,964	7,842,844	5,000,000		2,430,914	1,480,707	25,708,778
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>		<b>\$21,609,084</b>	<b>\$13,987,950</b>	<b>\$2,799,960</b>	<b>\$9,170,444</b>	<b>\$5,986,000</b>	<b>\$27,166,283</b>	<b>\$20,599,594</b>	<b>\$3,947,187</b>	<b>\$105,266,502</b>
<b>EXPENDITURES</b>										
General Government		7,876,674		901,960						8,778,634
Public Safety		8,289,168	88,000							8,377,168
Physical Environment		743,384					7,826,372		1,723,728	10,293,484
Transportation		1,383,959			760,500			946,493		3,090,952
Culture & Recreation		2,102,732								2,102,732
Debt Service			589,927				2,249,590			2,860,179
<b>TOTAL EXPENDITURES</b>		<b>\$20,395,917</b>	<b>\$677,927</b>	<b>\$901,960</b>	<b>\$760,500</b>	<b>-</b>	<b>\$10,075,962</b>	<b>\$946,493</b>	<b>\$1,744,390</b>	<b>\$35,503,149</b>
Capital Outlay		793,611	12,829,501	1,898,000	4,300,000		12,876,000	17,735,000	1,110,500	51,542,612
Transfers Out		18,740					5,986,000	1,877,650	20,000	361,440
Fund Balances/Reserves/Net Assets		400,816	480,522		4,109,944			2,336,671	1,898,101	730,857
<b>TOTAL APPROPRIATED EXPENDITURES</b>		<b>\$21,609,084</b>	<b>\$13,987,950</b>	<b>\$2,799,960</b>	<b>\$9,170,444</b>	<b>\$5,986,000</b>	<b>\$27,166,283</b>	<b>\$20,599,594</b>	<b>\$3,947,187</b>	<b>\$105,266,502</b>
<b>TRANSFERS, RESERVES &amp; BALANCES</b>										

THE TENTATIVE, ADOPTED AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE REFERENCED TAXING AUTHORITY AS A PUBLIC RECORD.

# Total Budget Summary by Object

Projected Total Revenues

**\$105,266,502**

▼ \$1,203,897 vs. 2024

Projected Total Expenditures

**\$105,266,502**

▼ \$1,203,897 vs. 2024

Projected Surplus

**\$0**

Projected Surplus

## Revenues

Shared Revenues	\$27,288,329
Budget Carry-Over	\$25,708,778
Charges for Services	\$20,241,726
Ad Valorem Taxes	\$10,660,493
Transfers In	\$6,688,996
Permits, Fees, and Special Assessments	\$5,076,769
Sales and Use Taxes	\$4,489,327
Utilities Service Taxes	\$3,645,717
Interest Earnings	\$1,029,000
Miscellaneous Revenues	\$387,367
Fines and Forfeitures	\$50,000
<b>TOTAL</b>	<b>\$105,266,502</b>

## Expenditures

Capital Outlay	\$51,542,612
Personnel Services	\$18,183,608
Operating Expenditures	\$12,244,862
Budgeted Reserves	\$9,956,912
Transfers Out	\$8,263,830
Debt Service	\$2,860,179
Grants & Contributions	\$2,214,500
<b>TOTAL</b>	<b>\$105,266,502</b>

# Personnel Summary

## General Fund

### Administration

Pay Grade	Position	FY 2023	FY 2024	FY 2025
	City Manager *	1	1	1
Z-167	City Clerk *	1	1	1
Z-159	Deputy City Clerk	0	1	0
Z-161	Public Information Officer *	1	1	1
Z-160	Main Street Event Coordinator	1	1	1
Z-156	Assistant City Clerk	0	0	1
	Administrative Coordinator	1	0	0
Z-150	Intern PT	2	1	1
<b>Total</b>		<b>7</b>	<b>6</b>	<b>6</b>

### Finance

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-172	Finance Director *	1	1	1
Z-166	Assistant Finance Director *	0	0	1
Z-163	Finance Supervisor *	1	1	0
Z-157	Purchasing Agent	1	1	1
Z-155	Accounting Specialist	1	1	1
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>

### Human Resources

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-172	HR/Risk Management Director *	1	1	1
Z-162	Human Resources Coordinator	1	1	1
Z-156	Human Resources Assistant	1	1	1
Z-150	Human Resources Clerk (PT)	0	0	0.5
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3.5</b>

### Planning

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-172	Planning Director *	1	1	1
Z-166	Principal Planner *	1	1	1
Z-160	GIS Technician/Community Planner	1	1	1
Z-159	Historic Preservation Officer/Community Planner	1	1	1
Z-153	Planning Support Specialist	1	1	1
<b>Total</b>		<b>5</b>	<b>5</b>	<b>5</b>

### Information Technology

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-172	IT Director *	1	1	1
Z-164	IT Systems Administrator	1	1	1
Z-159	IT Specialist	1	1	2
<b>Total</b>		<b>3</b>	<b>3</b>	<b>4</b>

### Police

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-173	Police Chief *	1	1	1
	Police Captain *	1	0	0
Z-169	Police Lieutenant *	2	2	2
P-2	Police Sergeant	5	5	5
Z-153 - P-1	Detective/Patrol Officer/K-9/Trainee	31	36	39

Z-153	Patrol Officer Trainee	1	1	0
Z-156	Executive Assistant	1	1	1
Z-154	Crime Scene Technician	1	1	1
Z-158	Crime Analyst	0	1	1
Z-153	Certified Evidence Specialist	1	1	1
Z-154	Building Maintenance Specialist II	1	1	1
Z-150	Records Clerk	2	2	2
<b>Total</b>		<b>47</b>	<b>52</b>	<b>54</b>

#### **Public Safety Operators**

<b>Pay Grade</b>	<b>Position</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
Z-158	Public Safety Supervisor	1	1	1
Z-154	Public Safety Operator	9	9	6.5
<b>Total</b>		<b>10</b>	<b>10</b>	<b>7.5</b>

#### **Building and Code Enforcement**

<b>Pay Grade</b>	<b>Position</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
Z-171	Building Official *	1	1	1
Z-164	Deputy Building Official	0	1	1
Z-161	Senior Code Inspector	1	0	1
Z-161	Fire Inspector	1	1	1
Z-159	Public Safety Inspector	1	1	1
Z-158	Code Enforcement Officer	2	2	2
Z-155	Senior Code Support Specialist	1	1	1
Z-153	Code Support Specialist	1	1	1
<b>Total</b>		<b>8</b>	<b>8</b>	<b>9</b>

#### **Library**

<b>Pay Grade</b>	<b>Position</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
Z-168	Library Director *	1	1	1
Z-162	Assistant Library Director *	1	1	1
Z-153	Senior Circulation Clerk	1	1	1
Z-150	Circulation Clerk	1	2	3
	Office Assistant II	1	0	0
<b>Total</b>		<b>5</b>	<b>5</b>	<b>6</b>

#### **Fleet Maintenance**

<b>Pay Grade</b>	<b>Position</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
Z-163	Fleet Superintendent *	1	1	1
Z-158	Fleet Maintenance Foreman	1	1	1
Z-156	Senior Maintenance Mechanic	2	2	2
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>

#### **Streets**

<b>Pay Grade</b>	<b>Position</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
Z-172	Public Works Director *	1	1	1
Z-163	Streets & Stormwater Superintendent *	1	1	1
Z-158	Streets Foreman	1	1	1
Z-155	Sign Technician	1	1	1
Z-151 to Z-156	Heavy Equipment Operator ( I, II, or III)	5	5	5
<b>Total</b>		<b>9</b>	<b>9</b>	<b>9</b>

#### **Parks and Facilities Management**

<b>Pay Grade</b>	<b>Position</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
Z-163	Parks & Facilities Superintendent *	1	1	1
Z-159	Environmental Specialist	1	1	1

Z-158	Parks Foreman	1	1	1
Z-155	Horticultural Specialist	1	1	1
Z-154	Building Maintenance Specialist II	2	2	2
Z-151 to Z-155	Parks Maintenance Worker ( I, II, or III )	8	9	11
<b>Total</b>		<b>14</b>	<b>15</b>	<b>17</b>

<b>Total General Fund</b>	<b>119</b>	<b>124</b>	<b>129</b>
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## Community Redevelopment Agency Fund

### Community Redevelopment Agency

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-168	Community Redevelopment Agency Director *	1	1	1
<b>Total</b>		<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Community Redevelopment Agency</b>		<b>1</b>	<b>1</b>	<b>1</b>

## Utility Fund

### Utility Admin

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-172	Utilities Director *	1	1	1
Z-156	Executive Assistant	1	1	1
<b>Total</b>		<b>2</b>	<b>2</b>	<b>2</b>

### Utility Billing

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-157	Utility Billing Supervisor	0	1	1
Z-152	Senior Customer Service Representative - Utility Billing	1	1	1
Z-153	Utility Billing Specialist	0	1	1
Z-150	Customer Service Representative - Utility Billing	3	4	3.5
<b>Total</b>		<b>4</b>	<b>7</b>	<b>6.5</b>

### Water

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-164	Water Superintendent *	1	1	1
Z-158	Water Foreman	1	1	1
Z-151 to Z-162	Water Plant Operator (A, B, C or Trainee)	3	3	3
Z-158	Meter Foreman	1	1	1
Z-151 to Z-155	Utilities Service Worker ( I, II or III )	6	6	8
Z-151 to Z-153	Meter Reader ( I or II )	1	1	2
<b>Total</b>		<b>13</b>	<b>13</b>	<b>16</b>

### Wastewater

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-164	Wastewater Superintendent *	1	1	1
Z-163	Chief Wastewater Plant Operator *	1	1	1
Z-151 to Z-162	WWTP Operator (A, B, C or Trainee)	5	5	5
Z-161	Electrical Instrumentation Technician	1	1	1
Z-159	SCADA Specialist	1	1	1
Z-158	Wastewater Foreman	1	1	1
Z-157	F.O.G. Inspector	0	1	1
Z-151 to Z-153	Utilities Service Worker ( I, II or III )	7	7	10
<b>Total</b>		<b>17</b>	<b>18</b>	<b>21</b>
<b>Total Utility Fund</b>		<b>36</b>	<b>40</b>	<b>45.5</b>

## Airport Fund

### Airport

Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-171	Airport Manager *	1	1	1
Z-158	Airport Operations Foreman	1	1	1
Z-156	Executive Assistant	1	1	1
Z-155	Airport Maintenance Specialist III	1	1	1
Z-153	Airport Maintenance Specialist II	2	2	2
Z-151	Airport Maintenance Specialist I	0	0	1
<b>Total</b>		<b>6</b>	<b>6</b>	<b>7</b>
<b>Total Airport Fund</b>		<b>6</b>	<b>6</b>	<b>7</b>

## Sanitation Fund

### Sanitation

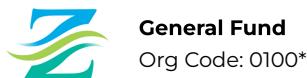
Pay Grade	Position	FY 2023	FY 2024	FY 2025
Z-163	Sanitation Superintendent *	1	1	1
Z-158	Sanitation Foreman	1	1	1
Z-156	Senior Maintenance Mechanic	1	1	1
Z-156	Executive Assistant	1	1	1
Z-154	Sanitation Driver	6	6	7
Z-151	Sanitation Worker I	1	2	2
<b>Total</b>		<b>11</b>	<b>12</b>	<b>13</b>
<b>Total Sanitation Fund</b>		<b>11</b>	<b>12</b>	<b>13</b>
<b>Total City of Zephyrhills Personnel</b>		<b>173</b>	<b>183</b>	<b>195.5</b>

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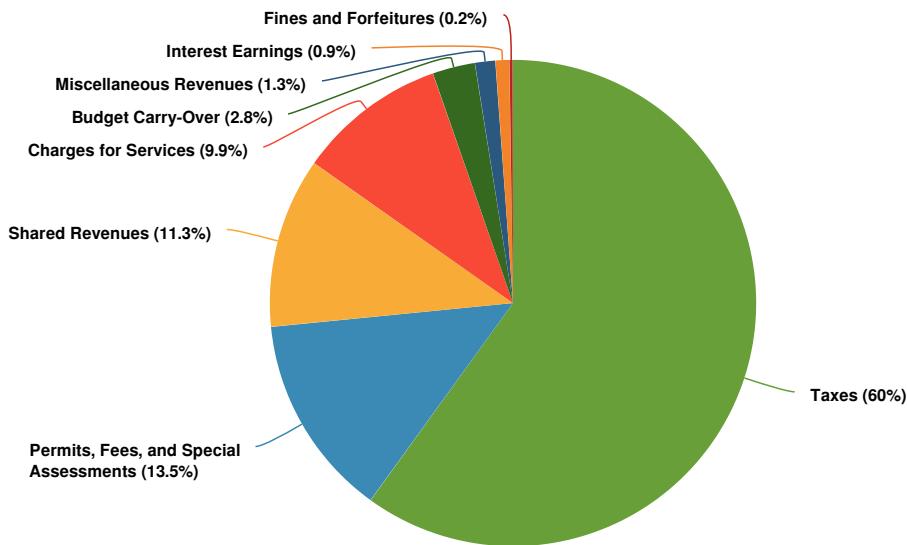
## DEPARTMENTS

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## General Fund



### General Fund - Revenues by Source

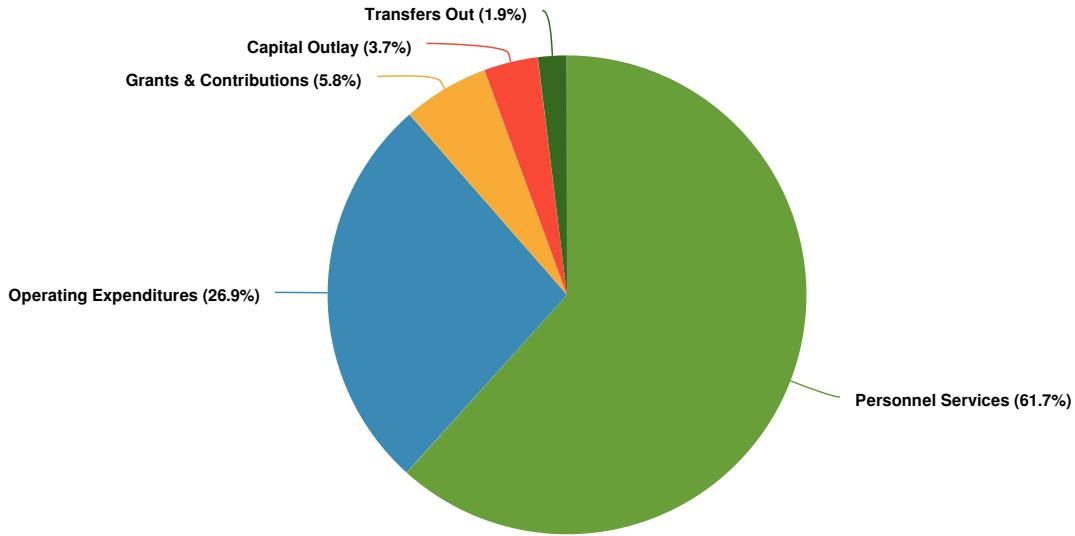


Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Revenue Source</b>			
<b>Budget Carry-Over</b>			
C/O Balance	01000300-300100	\$0	\$500,000
Budget Carryover	01010300-300100	\$0	\$4,107
Budget Carryover	01040300-300100	\$51,000	\$55,611
Budget Carryover	01147100-300100	\$48,534	\$53,516
<b>Total Budget Carry-Over:</b>		<b>\$99,534</b>	<b>\$613,234</b>
<b>Taxes</b>			
<b>Ad Valorem Taxes</b>			
Property Taxes	01000311-311000	\$7,990,644	\$9,312,497
<b>Total Ad Valorem Taxes:</b>		<b>\$7,990,644</b>	<b>\$9,312,497</b>
<b>Utilities Service Taxes</b>			
Utility Tax Electric	01000314-314100	\$2,487,000	\$2,520,768
Utility Tax Propane	01000314-314800	\$29,000	\$20,000
Communications Service Tax	01000315-315000	\$871,291	\$1,012,949

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Business Tax	01000316-316000	\$92,000	\$92,000
<b>Total Utilities Service Taxes:</b>		<b>\$3,479,291</b>	<b>\$3,645,717</b>
<b>Total Taxes:</b>		<b>\$11,469,935</b>	<b>\$12,958,214</b>
<b>Permits, Fees, and Special Assessments</b>			
Building Permits	01000322-322000	\$1,200,000	\$900,000
Franchise Fees Electric	01000323-323100	\$1,810,000	\$1,958,769
Franchise Fees Gas	01000323-323400	\$6,000	\$6,000
Plans Review Fire	01000329-329004	\$5,000	\$7,000
Inspections Fire	01000329-329006	\$3,000	\$4,000
Permits Fire	01000329-329008	\$16,000	\$18,000
Safety Inspections	01000329-329200	\$400	\$400
Tree Mitigation	01110329-329110	\$20,000	\$20,000
<b>Total Permits, Fees, and Special Assessments:</b>		<b>\$3,060,400</b>	<b>\$2,914,169</b>
<b>Shared Revenues</b>			
State Grant-General Government	01000334-334110-24P07	\$75,000	\$0
St Rev Sharing Cig/Motor Fuel	01000335-335120	\$690,000	\$708,000
Mobile Home License	01000335-335140	\$145,000	\$155,000
Alcoholic Beverage License	01000335-335150	\$17,000	\$18,000
Local Govt Half Cent Tax	01000335-335180	\$1,516,015	\$1,564,000
<b>Total Shared Revenues:</b>		<b>\$2,443,015</b>	<b>\$2,445,000</b>
<b>Charges for Services</b>			
Building Administrative Fees	01000341-341200	\$20,000	\$25,000
ZPD Extra Duty Assignment	01000341-341201	\$50,000	\$50,000
ZPD MOU Operation Stonegarden	01000341-341202	\$10,000	\$35,000
City 1% Fee-TIF	01000341-341301	\$10,000	\$10,000
Sif 1 Or 2 1/2 % Admin Fee	01000341-341302	\$25,000	\$10,000
5% Adm Fee Police/Fire Imp Fee	01000341-341303	\$15,000	\$10,000
Transfer Fr Utility Fund	01000341-341341	\$1,203,481	\$1,642,800
Transfer Fr Airport Fund	01000341-341342	\$20,000	\$20,000
Transfer Fr Sanitation Fund	01000341-341343	\$330,000	\$330,000
Code Enforcement Mowing	01000343-343900	\$10,000	\$5,000
Outside Services	01000349-349100	\$300	\$300
<b>Total Charges for Services:</b>		<b>\$1,693,781</b>	<b>\$2,138,100</b>
<b>Fines and Forfeitures</b>			
Fines and Forfeitures-County	01000351-351100	\$65,000	\$45,000
Library Income Fines/Gifts/Mem	01000352-352100	\$1,000	\$1,000
Police Education (\$2.00)	01120351-351300	\$4,000	\$4,000
<b>Total Fines and Forfeitures:</b>		<b>\$70,000</b>	<b>\$50,000</b>
<b>Interest Earnings</b>			
Interest Income General	01000361-361100	\$200,000	\$200,000

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
<b>Total Interest Earnings:</b>		<b>\$200,000</b>	<b>\$200,000</b>
<b>Miscellaneous Revenues</b>			
Building / Land Rental	01000362-362200	\$30,000	\$30,000
Surplus Property Sales	01000364-364400	\$50,000	\$50,000
Sale of Surplus Material/Scrap	01000365-365000	\$1,000	\$1,000
Miscellaneous Revenue	01000369-369900	\$10,000	\$10,000
FDOT Street Lighting Reimb	01000369-369905	\$50,303	\$53,367
Planning Dept. Revenues	01000369-369911	\$80,000	\$100,000
Library Miscellaneous Sales	01000369-369930	\$200	\$6,000
Cemetery Sales	01070364-364100	\$40,000	\$40,000
<b>Total Miscellaneous Revenues:</b>		<b>\$261,503</b>	<b>\$290,367</b>
<b>Total Revenue Source:</b>		<b>\$19,298,168</b>	<b>\$21,609,084</b>

## General Fund - Expenditures by Expense Type



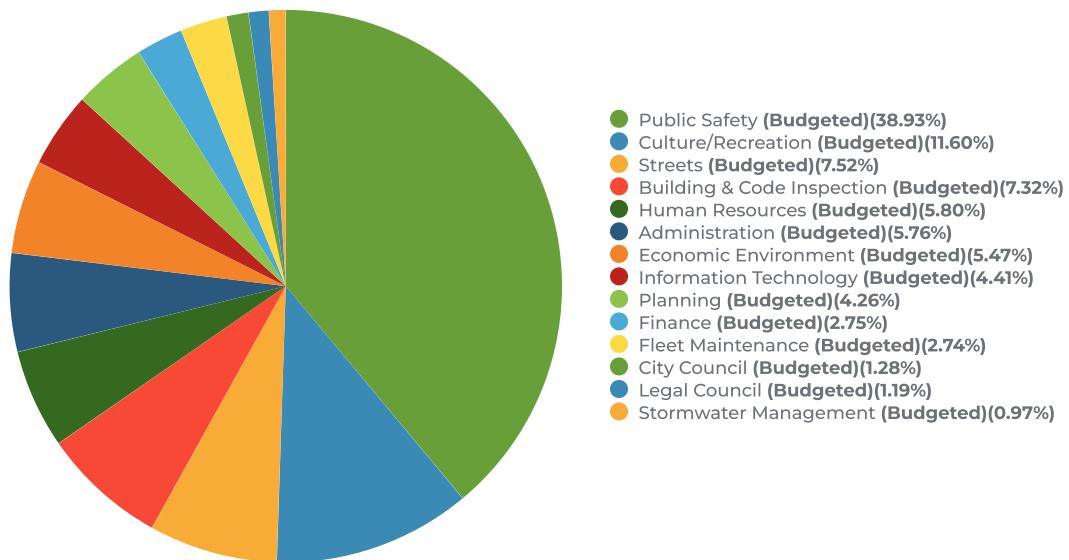
Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services		\$12,121,652	\$13,331,034
Operating Expenditures		\$5,105,231	\$5,810,883
Capital Outlay		\$564,500	\$793,611
Grants & Contributions		\$834,000	\$1,254,000
Transfers Out		\$672,785	\$419,557
<b>Total Expense Objects:</b>		<b>\$19,298,168</b>	<b>\$21,609,085</b>

## Expenditures by Fund

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
General Fund		\$19,198,634	\$21,499,958
PD CAD Reserve		\$51,000	\$55,611
Library Donations		\$48,534	\$53,516
<b>Total:</b>		<b>\$19,298,168</b>	<b>\$21,609,085</b>

## General Fund - Expenditure Summary by Department

Expenditure Summary by Department



Department	Budget FY23/24	Budget FY24/25
City Council	348,988	269,950
Administration	1,803,508	1,571,756
Legal Council	95,000	250,000
Admin - Economic Development	715,000	1,150,000
Finance	570,417	574,065
Human Resources	1,319,224	1,229,897
Planning	802,175	831,180
Information Technology	853,912	932,010
Police	6,388,850	7,102,594
Police - Telecommunications	871,241	927,843
Fire	643,564	384,342
Building	1,052,217	1,548,857
Library	504,403	585,594
Public Works - Equipment Maintenance	494,667	590,884
Public Works - Stormwater Management	104,500	204,500
Public Works - Streets	1,233,395	1,588,959
Public Works - Parks & Facilities Management	1,497,107	1,866,654
<b>Total</b>	<b>19,298,168</b>	<b>21,609,085</b>

# City Council



General Fund

Org Code: 01001100

The Mayor and City Council serve as representatives of the electors of the City of Zephyrhills and are responsible for establishing the direction and policies of all affairs of the City.

Their primary duties include exercising legislative leadership and policy to promulgate the laws and ordinances of the City, approving an annual budget to provide for the needs and services of the City, setting policy and direction for the various functions of City government, and appointing citizens to serve on various advisory boards and committees.

## **Mission Statement**

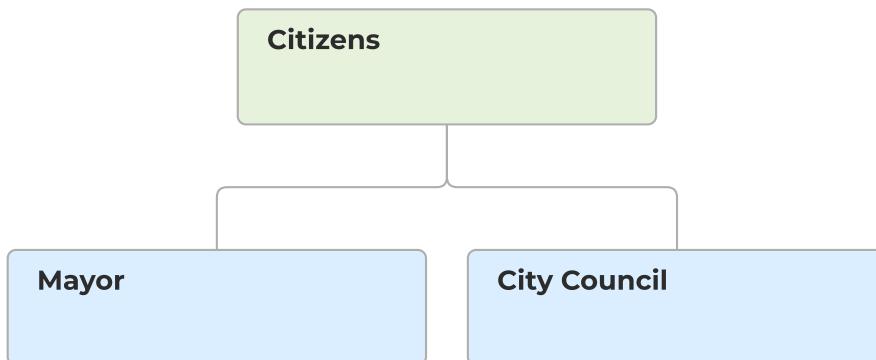
"Zephyrhills is a friendly community which respects and embraces its past and heritage, values the diversity of its residents, and encourages economic growth and development while retaining its small town, neighborly charm."

## **City Council - Personnel Information**

### **Personnel by Position**

Position	FY 2023	FY 2024	FY 2025
Mayor	1	1	1
City Council	5	5	5
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

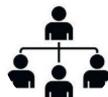
Finance



## City Council - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Council/Mayor Compensation	01001100-511000	\$41,804	\$43,200
Fica Taxes	01001100-521100	\$2,596	\$2,682
Medicare Taxes	01001100-521200	\$610	\$630
Group Health	01001100-523000	\$92,622	\$102,718
Workers Comp Insurance	01001100-524000	\$1,656	\$1,020
<b>Total Personnel Services:</b>		<b>\$139,288</b>	<b>\$150,250</b>
<b>Operating Expenditures</b>			
Telephone & Data Communication	01001100-541000	\$2,200	\$2,200
Office Supplies	01001100-551000	\$1,000	\$1,000
Operating Supplies	01001100-552000	\$9,500	\$9,500
Memberships/Dues	01001100-554200	\$8,000	\$8,000
Training	01001100-555500	\$15,000	\$15,000
<b>Total Operating Expenditures:</b>		<b>\$35,700</b>	<b>\$35,700</b>
<b>Capital Outlay</b>			
Machinery & Equipment	01001100-564000	\$100,000	\$0
<b>Total Capital Outlay:</b>		<b>\$100,000</b>	<b>\$0</b>
<b>Grants &amp; Contributions</b>			
Contrib. to Chamber of Comm.	01001100-582100	\$10,000	\$10,000
Contrib. to YMCA	01001100-582200	\$40,000	\$50,000
Scholarship	01001100-582400	\$10,000	\$10,000
Community Youth Grants	01001100-582450	\$14,000	\$14,000
<b>Total Grants &amp; Contributions:</b>		<b>\$74,000</b>	<b>\$84,000</b>
<b>Total Expense Objects:</b>		<b>\$348,988</b>	<b>\$269,950</b>

# Administration



## General Fund

Org Code: 01001200

Administration includes the Offices of the City Manager, City Clerk, and Public Information Officer.

The City Manager serves at the pleasure of City Council as the City's Chief Administrative Officer. The City Manager is responsible for administering policies established by City Council and overseeing the City's day-to-day activities to provide effective delivery of all municipal services and programs. The City Manager presents recommendations to City Council for policy adoption through ordinance and/or resolution; maintaining a well-trained and motivated workforce; developing and implementing a fiscally responsive annual budget; and delivering a sound public relations program that emphasizes a transparent government operation.

The City Clerk is under the general supervision of the City Manager. This position is a City Charter position which provides services to the Mayor, City Council, City Manager and City staff. The City Clerk's office maintains, records and preserves all official documents and proceedings of the City Council and serves as the Records Management Liaison Officer to the State of Florida archives; provides public notices, prepares and distributes City Council agendas and minutes, provides access to public records, and coordinates the codification and publication of the City's Code of Ordinances. The City Clerk Office qualifies candidates and manages municipal elections. The City Clerk's Office is dedicated to continuing the preservation of the City's history.

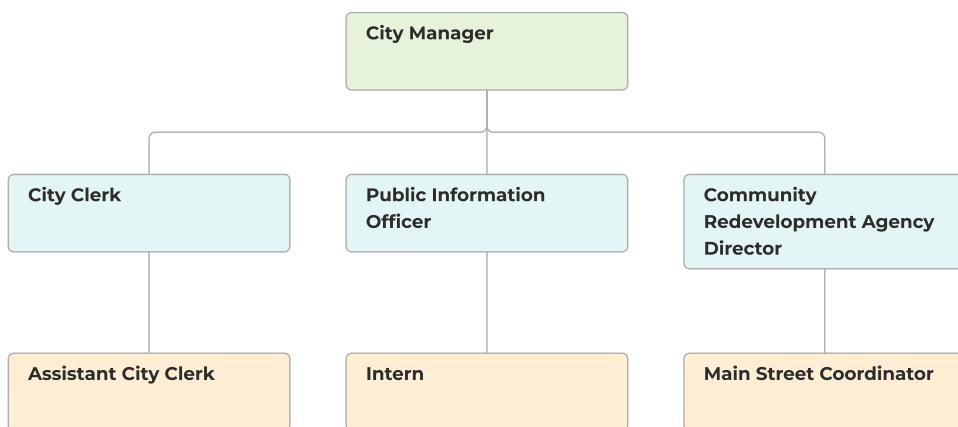
The Public Information Officer is accomplished under the general supervision of the City Manager in collaboration with all departments to promote a positive image of the city while providing educational information to the public and employees. The office develops, implements, and assesses strategic plans and objectives to reach optimum presence and results in the media and the community and provides consultation and support to executive staff on subjects of public information and community relations activities. The Public Information Officer(s), or PIO, serves as the spokesperson for the departments. The office is also responsible for disseminating information through multiple mediums to the public and media, outside agencies, and internally.

# Administration - Personnel Information

## Personnel by Position

Position	FY 2023	FY 2024	FY 2025
City Manager *	1	1	1
City Clerk *	1	1	1
Deputy City Clerk	0	1	0
Public Information Officer *	1	1	1
Main Street Event Coordinator	1	1	1
Assistant City Clerk	0	0	1
Administrative Coordination	1	0	0
Intern PT	2	1	1
<b>Total</b>	<b>7</b>	<b>6</b>	<b>6</b>

### Administration



## Administration - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01001200-512000	\$417,422	\$431,078
Overtime Administration	01001200-514000	\$500	\$1,000
Fica Taxes	01001200-521100	\$23,153	\$26,730
Medicare Taxes	01001200-521200	\$5,417	\$6,254
Retirement Contributions	01001200-522100	\$93,851	\$90,404
Group Health	01001200-523000	\$80,289	\$96,337
Workers Comp Insurance	01001200-524000	\$14,775	\$10,162
<b>Total Personnel Services:</b>		<b>\$635,407</b>	<b>\$661,965</b>
<b>Operating Expenditures</b>			
Elections	01001200-530000	\$7,000	\$10,500
Additional Legal Services	01001200-531050	\$20,000	\$20,000
Medical Services	01001200-531200	\$300	\$300
Professional Services	01001200-531500	\$70,000	\$65,000
Credit Card Processing Fees	01001200-533000	\$4,000	\$4,000
Contractual Services	01001200-534000	\$45,500	\$40,000
Ordinance Codification	01001200-537000	\$15,000	\$15,000
Property Taxes	01001200-538000	\$250	\$250
Telephone & Data Communication	01001200-541000	\$2,600	\$2,600
Freight and Postage Services	01001200-542000	\$1,000	\$1,000
Electricity	01001200-543000	\$50,000	\$60,000
Water & Sewer Expense	01001200-543300	\$6,500	\$6,500
Refuse Removal	01001200-543400	\$2,000	\$2,000
Leases & Rentals	01001200-544000	\$7,500	\$5,000
Copy Machine Leases	01001200-544500	\$5,000	\$5,000
Repair & Maint-Buildings	01001200-546010	\$4,500	\$4,000
Repair & Maint-Equipment	01001200-546100	\$1,000	\$1,000
Repair & Maint Vehicles	01001200-546200	\$1,500	\$1,500
Marketing/Publicity	01001200-548000	\$100,000	\$100,000
Legal Ads	01001200-549000	\$6,600	\$6,000
Office Supplies	01001200-551000	\$2,000	\$4,000
Operating Supplies	01001200-552000	\$10,200	\$10,200
Gas & Oil	01001200-552700	\$2,400	\$2,400
Employee Recognition	01001200-552800	\$35,000	\$35,000
Books & Subscriptions	01001200-554000	\$500	\$500
Safety Committee	01001200-554100	\$0	\$1,000
Memberships/Dues	01001200-554200	\$6,000	\$6,000
Training	01001200-555500	\$10,000	\$10,000
Tuition Reimbursement	01001200-555600	\$12,500	\$10,000
<b>Total Operating Expenditures:</b>		<b>\$428,850</b>	<b>\$428,750</b>

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
<b>Capital Outlay</b>			
Building & Building Improvemen	01001200-562000	\$100,000	\$100,000
<b>Total Capital Outlay:</b>		<b>\$100,000</b>	<b>\$100,000</b>
<b>Transfers Out</b>			
Administrative Transfer to Air	01001200-591420	\$18,740	\$18,740
Reserve	01001200-599100	\$620,511	\$362,301
<b>Total Transfers Out:</b>		<b>\$639,251</b>	<b>\$381,041</b>
<b>Total Expense Objects:</b>		<b>\$1,803,508</b>	<b>\$1,571,756</b>

# City Attorney



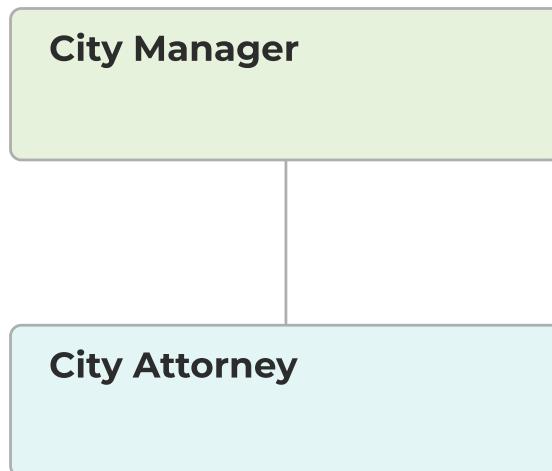
General Fund

Org Code: 01001400

The City Attorney (independent contractor), provides legal counsel to the Mayor, City Council and staff of the City and attends City Council meetings and workshops. The City Attorney represents the City in litigation, collects delinquent taxes, forecloses liens upon real property, prosecutes code enforcement violations, and is the legal advisor to the police and fire departments. The City Attorney prepares/reviews all resolutions, ordinances, contracts, and legal agreements.

## City Attorney - Personnel Information

Administration



## City Attorney - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Operating Expenditures			
City Attorney	01001400-531000	\$95,000	\$250,000
<b>Total Operating Expenditures:</b>		<b>\$95,000</b>	<b>\$250,000</b>
<b>Total Expense Objects:</b>		<b>\$95,000</b>	<b>\$250,000</b>

## Economic Development



General Fund

Org Code: 01005200

It is the mission of the Economic Development Department to provide an environment that enhances communication with our economic development community partners, which include Main Street, the Chamber of Commerce, Pasco Economic Development Council, and Pasco County. This coalition of partners shall work together to retain, expand, and attract new businesses through marketing, assistance in site selection, and offering incentives when available. Implement key aspects of the City of Zephyrhills economic development goals and community redevelopment plan.

### Economic Development - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Operating Expenditures</b>			
Contractual Services	01005200-534000	\$50,000	\$50,000
Marketing/Publicity	01005200-548000	\$5,000	\$5,000
<b>Total Operating Expenditures:</b>		<b>\$55,000</b>	<b>\$55,000</b>
<b>Grants &amp; Contributions</b>			
Economic Development Grant	01005200-582700	\$660,000	\$1,095,000
<b>Total Grants &amp; Contributions:</b>		<b>\$660,000</b>	<b>\$1,095,000</b>
<b>Total Expense Objects:</b>		<b>\$715,000</b>	<b>\$1,150,000</b>

# Finance



## General Fund

Org Code: 01001350

It is the mission of the Finance Department to account for all transactions of the City using generally accepted accounting principles, to develop, prepare, coordinate, and deliver the annual operating budget, to prepare the Comprehensive Annual Financial Report, schedule the annual audit, to oversee procurement functions, to maintain debt compliance, to maintain fiscal responsibility, and to provide quality information in a timely manner, while maintaining the highest level of ethical professional standards.

The Finance Department is responsible for the proper accounting of all City funds and compliance with all applicable regulations and law as they pertain to fiscal matters. Routine duties include payroll, accounts payable, accounts receivable, fund accounting, single audit reporting and disclosure, Comprehensive Annual Financial Report (CAFR) preparation, centralized purchasing, preparation of applicable State and Federal reports, capital asset reporting, periodic financial reports to management, administering debt service, investment of City funds, and development, preparation, implementation, and control of the approved budget. The department also assists other departments with financial issues that arise during the year.

## Finance - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Finance Director *	1	1	1
Assistant Finance Director *	0	0	1
Finance Supervisor *	1	1	0
Purchasing Agent	1	1	1
Accounting Specialist	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

### Finance



## Finance - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01001350-512000	\$283,930	\$295,342
Fica Taxes	01001350-521100	\$17,605	\$18,313
Medicare Taxes	01001350-521200	\$4,119	\$4,285
Retirement Contributions	01001350-522100	\$65,497	\$67,666
Group Health	01001350-523000	\$92,622	\$69,297
Workers Comp Insurance	01001350-524000	\$11,234	\$6,962
<b>Total Personnel Services:</b>		<b>\$475,007</b>	<b>\$461,865</b>
<b>Operating Expenditures</b>			
Medical Services	01001350-531200	\$50	\$300
Professional Services	01001350-531500	\$15,000	\$34,000
Auditing	01001350-532000	\$60,000	\$64,500
Telephone & Data Communication	01001350-541000	\$800	\$300
Freight and Postage Services	01001350-542000	\$60	\$100
Office Supplies	01001350-551000	\$1,000	\$1,000
Operating Supplies	01001350-552000	\$8,000	\$4,000
Books & Subscriptions	01001350-554000	\$1,000	\$500
Memberships/Dues	01001350-554200	\$3,500	\$1,500
Training	01001350-555500	\$6,000	\$6,000
<b>Total Operating Expenditures:</b>		<b>\$95,410</b>	<b>\$112,200</b>
<b>Total Expense Objects:</b>		<b>\$570,417</b>	<b>\$574,065</b>

# Human Resources



**General Fund**  
Org Code: 01001370

Human Resources (HR) is responsible for managing the people-related aspects and has a focus on the workforce to ensure that we are effectively recruiting, developing, utilizing, and retaining employees. Key responsibilities of HR include recruitment/hiring, training, and development, employee relations, compensation, and benefits. Other duties include participating in Union negotiations, employee wellness, and engagement, overseeing the drug-free workplace program, administering the Federal Medical Leave Act (FMLA), ADA compliance, and other labor law regulations, state laws, and statutes.

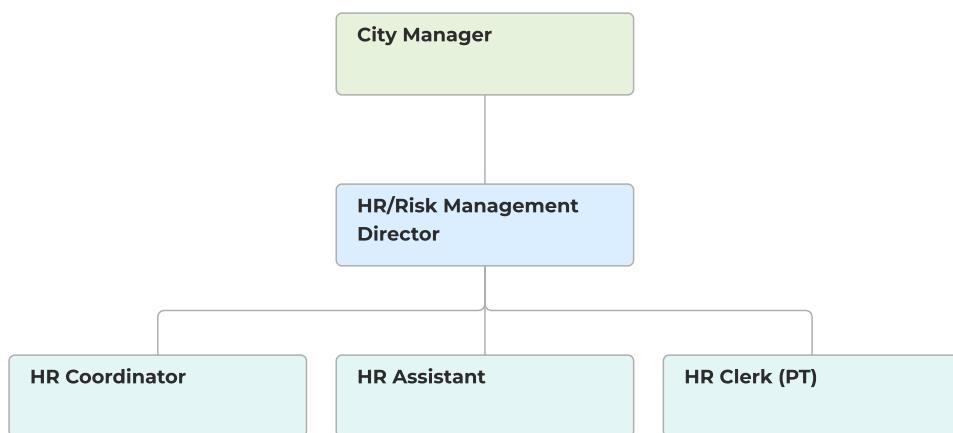
Risk Management (RM) is responsible for identifying, assessing, and mitigating various types of risks that the City may face. RM handles potential risks, all insurance claims, all insurance property renewals, measures to reduce or mitigate identified risks, workers' compensation, risk transfer, safety committee, compliance, and regulations to comply with the organization's standards. Additional duties are responding to unexpected events, crises, and natural disasters.

## Human Resources - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
HR/Risk Management Director *	1	1	1
Human Resources Coordinator	1	1	1
Human Resources Assistant	1	1	1
Human Resources Clerk (PT)	0	0	0.5
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3.5</b>

### Human Resources



## Human Resources - Goals & Objectives



## Human Resources - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01001370-512000	\$192,458	\$211,381
Fica Taxes	01001370-521100	\$11,934	\$13,107
Medicare Taxes	01001370-521200	\$7,527	\$3,066
Retirement Contributions	01001370-522100	\$45,573	\$51,646
Group Health	01001370-523000	\$28,366	\$44,214
Group Health Ins-Retirees	01001370-523100	\$401,701	\$278,800
Group Life	01001370-523500	\$9,000	\$9,000
Worker's Comp Insurance	01001370-524000	\$7,615	\$4,983
<b>Total Personnel Services:</b>		<b>\$704,174</b>	<b>\$616,197</b>
<b>Operating Expenditures</b>			
Medical Services	01001370-531200	\$3,000	\$3,200

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Professional Services	01001370-531500	\$20,000	\$20,000
Telephone & Data Communication	01001370-541000	\$1,700	\$1,700
Freight and Postage Services	01001370-542000	\$850	\$1,000
Copy Machine Leases	01001370-544500	\$1,800	\$1,800
Property & Casualty Insurance	01001370-545000	\$557,700	\$556,000
Recruiting Advertising	01001370-549100	\$5,000	\$5,000
Office Supplies	01001370-551000	\$800	\$800
Operating Supplies	01001370-552000	\$4,000	\$4,000
Safety Committee	01001370-554100	\$1,100	\$1,100
Memberships/Dues	01001370-554200	\$1,500	\$1,500
Training	01001370-555500	\$7,600	\$7,600
City Wide Training	01001370-555550	\$10,000	\$10,000
<b>Total Operating Expenditures:</b>		<b>\$615,050</b>	<b>\$613,700</b>
<b>Total Expense Objects:</b>		<b>\$1,319,224</b>	<b>\$1,229,897</b>

# Planning



## General Fund

Org Code: 01001500

The Planning Department plays a vital role in guiding the city's growth, ensuring that development is orderly, sustainable, and aligned with the city's vision, goals, and policies. The department's staff is committed to enhancing the community's quality of life through well-designed, physically integrated, environmentally sustainable, and economically resilient places. The Planning Department also advises the City Manager, City Council, and the general public on planning and regulatory development issues.

### ***Key departmental functions include:***

- **Long-Range Planning:** Developing and maintaining the City's Comprehensive Plan and formulating strategic initiatives to address future opportunities and challenges.
- **Development Review:** Analyzing applications for Future Land Use Map and Zoning Atlas amendments, site development plans, and subdivision plans to ensure compliance with the Comprehensive Plan and Land Development Code. Coordinating the permitting process for new developments, redevelopments, and change of use requests and managing variances, conditional uses, and special exceptions to meet all legal and regulatory requirements.
- **Internal and External Agency Coordination:** Collaborating with City departments and agency stakeholders to ensure coordinated and comprehensive planning and implementation for aspects of development.
- **Community Engagement:** Actively involving residents, businesses, and other stakeholders in planning processes to help shape a city that reflects the desires of the community and enhances overall livability.
- **Economic Development:** Supporting economic growth by working with businesses, developers, and other economic development partners to promote local investment and job creation.
- **Historic Preservation:** Administering programs to preserve historic structures and neighborhoods, including managing design guidelines and incentives for preservation.
- **Urban Design:** Enhancing the aesthetic quality and functionality of streetscapes and other spaces through urban design initiatives, contributing to a more attractive and cohesive urban environment.
- **GIS:** Working collaboratively with all City Departments in creating / updating data a comprehensive Map Series.

## Planning - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Planning Director *	1	1	1
Principal Planner *	1	1	1
GIS Technician/Community Planner	1	1	1
Historic Preservation Officer/Community Planner	1	1	1
Planning Support Specialist	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

### Planning



## Planning - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01001500-512000	\$326,341	\$362,549
Fica Taxes	01001500-521100	\$20,236	\$22,480
Medicare Taxes	01001500-521200	\$4,556	\$5,260
Retirement Contributions	01001500-522100	\$53,225	\$59,293
Group Health	01001500-523000	\$47,830	\$42,251
Workers Comp Insurance	01001500-524000	\$12,912	\$8,547
<b>Total Personnel Services:</b>		<b>\$465,100</b>	<b>\$500,380</b>
<b>Operating Expenditures</b>			
Medical Services	01001500-531200	\$75	\$300
Professional Services	01001500-531500	\$135,000	\$215,000
Professional Services	01001500-531500-24P07	\$75,000	\$0
Contractual Services	01001500-534000	\$500	\$500
Telephone & Data Communication	01001500-541000	\$2,000	\$2,000
Freight and Postage Services	01001500-542000	\$500	\$1,000
Copy Machine Leases	01001500-544500	\$2,500	\$2,500
Legal Ads	01001500-549000	\$3,000	\$3,000
Office Supplies	01001500-551000	\$1,500	\$2,500
Sustainability Program	01001500-552650	\$5,000	\$10,000
Books & Subscriptions	01001500-554000	\$500	\$500
Memberships/Dues	01001500-554200	\$2,000	\$2,500
Training	01001500-555500	\$9,500	\$16,000
<b>Total Operating Expenditures:</b>		<b>\$237,075</b>	<b>\$255,800</b>
<b>Grants &amp; Contributions</b>			
Historical Preservation	01001500-582500	\$100,000	\$75,000
<b>Total Grants &amp; Contributions:</b>		<b>\$100,000</b>	<b>\$75,000</b>
<b>Total Expense Objects:</b>		<b>\$802,175</b>	<b>\$831,180</b>

# Information Technology



**General Fund**  
Org Code: 01001600

It is the mission of the Information Technology Division to meet the ever-changing technology needs of its users, within an integrated network environment comprised of many locations and functions. The division will continually strive to improve the network and the computer environment, of the end user and our stakeholders, through research and use of new technology for overall effective and efficient use of City resources, while limiting the need for specialized and expensive consultative support.

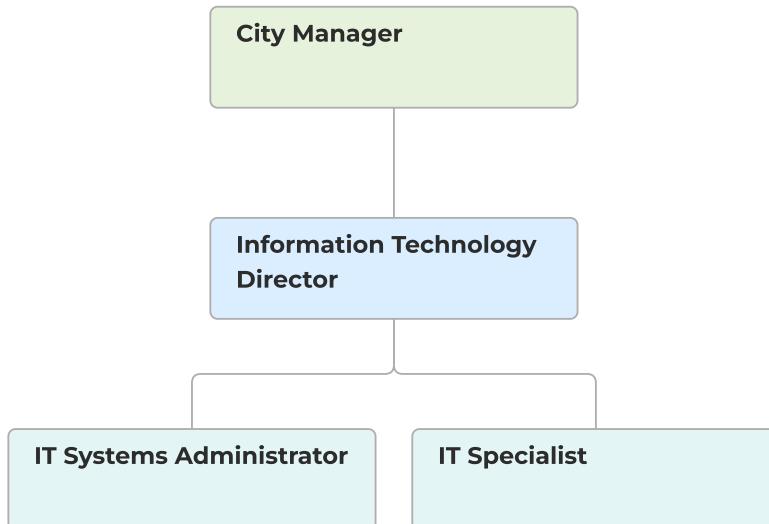
The Information Technology Division is responsible for researching, evaluating, purchasing, installing, and maintaining all City-owned computer related equipment and software. While maintaining an emphasis on customer service, the division provides technology support and training to all City departments and staff.

## Information Technology - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
IT Director *	1	1	1
IT Systems Administrator	1	1	1
IT Specialist	1	1	2
<b>Total</b>	<b>3</b>	<b>3</b>	<b>4</b>

### Information Technology



## Information Technology - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01001600-512000	\$231,289	\$273,643
Fica Taxes	01001600-521100	\$14,341	\$16,968
Medicare Taxes	01001600-521200	\$3,355	\$3,970
Retirement Contributions	01001600-522100	\$52,696	\$66,259
Group Health	01001600-523000	\$39,868	\$60,971
Workers Comp Insurance	01001600-524000	\$9,151	\$6,451
<b>Total Personnel Services:</b>		<b>\$350,700</b>	<b>\$428,262</b>
<b>Operating Expenditures</b>			
Medical Services	01001600-531200	\$75	\$300
Professional Services	01001600-531500	\$35,000	\$35,000
Prof Ser - Software & Support	01001600-531700	\$378,487	\$387,198
Telephone & Data Communication	01001600-541000	\$3,000	\$6,500
Freight and Postage Services	01001600-542000	\$500	\$500
Repair & Maint-Equipment	01001600-546100	\$10,000	\$10,000
Office Supplies	01001600-551000	\$250	\$250
Operating Supplies	01001600-552000	\$250	\$250
Gas & Oil	01001600-552700	\$350	\$350
Software	01001600-552900	\$10,000	\$10,000
Computers	01001600-552950	\$15,000	\$20,000
Computer Supplies & Peripheral	01001600-552951	\$9,000	\$9,000
Memberships/Dues	01001600-554200	\$300	\$400
Training	01001600-555500	\$25,000	\$24,000
<b>Total Operating Expenditures:</b>		<b>\$487,212</b>	<b>\$503,748</b>
<b>Capital Outlay</b>			
Machinery and Equipment	01001600-564000	\$16,000	\$0
<b>Total Capital Outlay:</b>		<b>\$16,000</b>	<b>\$0</b>
<b>Total Expense Objects:</b>		<b>\$853,912</b>	<b>\$932,010</b>

# Police



## General Fund

Org Code: 01002100

The City of Zephyrhills Police Department (ZPD) serves ever aware of the following mission statement:

*"The Zephyrhills Police Department mission is to protect the lives, property, and rights of all people as well as provide quality **service** with **respect** and **dignity**."*

At full staff, ZPD is comprised of 47 sworn officers plus 16 civilian support staff. ZPD is a full-service law enforcement agency serving a resident population of over 20,000 people with a large influx of seasonal visitors who make Zephyrhills their winter home. The Department recognizes its core values as the following:

## CORE VALUES

**RESPECT:** Embrace individual character, personality, lifestyle, culture, ethnicity, and uniqueness as well as honor diverse life and work styles. We operate in a spirit of cooperation and value human dignity; however, expect the same consideration in return.

**HONOR:** Always act with the utmost integrity, and be honest and truthful. Enforce the laws equally and without bias. Hold yourself and other members to the highest ethical standards.

**INTEGRITY:** We place the highest value on honesty and adherence to a strict code of ethics; we will always engage in behavior beyond ethical reproach to maintain public confidence.

**SERVICE:** Putting responsibilities before self-interest, performing duties to meet the needs of others, promoting partnerships to identify and solve problems, doing what is right for the community.

**KNOWLEDGE:** We seek truth, awareness, and understanding through investigation, education, and experience.

**DIGNITY:** Always consider the right of a person to be valued and respected for his or her own sake, and to be treated ethically.

**TEAMWORK:** Teamwork is essential to the successful operation of the Department. The team must include all employees working in partnership with each other and the community to attain our goals.

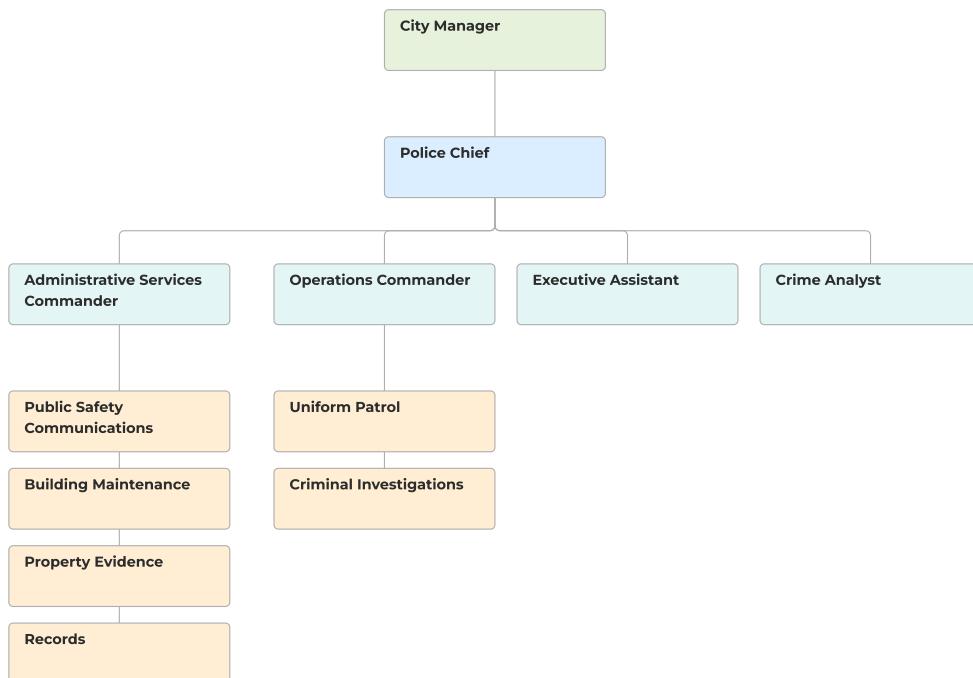
The Zephyrhills Police Department's mission statement is influenced by the principles of community-oriented policing. Community policing is a collaborative effort between the police department and the community that identifies crime and disorder problems and involves all elements of the population in the search for solutions to these problems. It is founded on close, mutually beneficial ties between police and community members. Effective community policing has a positive impact on reducing neighborhood crime, helping to overcome the fear of crime, and enhancing the community's quality of life. It accomplishes these things by combining the police, local government, and community members' efforts and resources. The Zephyrhills Police Department has adopted a community policing philosophy and will act as a facilitating agency in resolving problems that face our community by utilizing community-wide resources.

# Police - Personnel Information

## Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Police Chief *	1	1	1
Police Captain *	1	0	0
Police Lieutenant *	2	2	2
Police Sergeant	5	5	5
Detective/Patrol Officer/K-9/Trainee	31	36	39
Patrol Officer Trainee	1	1	0
Executive Assistant	1	1	1
Crime Scene Technician	1	1	1
Crime Analyst	0	1	1
Certified Evidence Specialist	1	1	1
Building Maintenance Specialist II	1	1	1
Records Clerk	2	2	2
<b>Total</b>	<b>47</b>	<b>52</b>	<b>54</b>

## Police Organizational Chart FY 2024/2025



## Police - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01002100-512000	\$3,065,746	\$3,442,291
Salaries-Extra Duty Assignment	01002100-512100	\$50,000	\$50,000
Overtime Police	01002100-514000	\$120,000	\$150,000
Overtime Tact	01002100-514030	\$5,500	\$5,500

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Fica Taxes	01002100-521100	\$187,707	\$209,961
Medicare Taxes	01002100-521200	\$43,920	\$49,120
Retirement Contributions	01002100-522100	\$941,258	\$1,060,847
Group Health	01002100-523000	\$761,425	\$874,734
Workers Comp Insurance	01002100-524000	\$119,774	\$79,823
<b>Total Personnel Services:</b>		<b>\$5,295,330</b>	<b>\$5,922,276</b>
<b>Operating Expenditures</b>			
K-9 Veterinary Services	01002100-531100	\$6,000	\$6,000
Medical Services	01002100-531200	\$26,000	\$20,000
Professional Services	01002100-531500	\$63,600	\$70,000
Credit Card Processing Fees	01002100-533000	\$960	\$1,500
Contractual Services	01002100-534000	\$70,600	\$50,950
Ordinance Infraction Costs	01002100-534150	\$200	\$200
Animal Control	01002100-534200	\$160,000	\$170,000
Investigations	01002100-535000	\$1,000	\$21,000
Police Supplies	01002100-535100	\$20,000	\$24,300
Telephone & Data Communication	01002100-541000	\$60,000	\$60,000
Freight and Postage Services	01002100-542000	\$1,320	\$1,500
Electricity	01002100-543000	\$75,000	\$85,000
Water & Sewer Expense	01002100-543300	\$18,150	\$18,150
Refuse Removal	01002100-543400	\$4,950	\$5,500
Copy Machine Leases	01002100-544500	\$8,140	\$8,400
Repair & Maint-Buildings	01002100-546000	\$20,000	\$20,000
Repair & Maint-Equipment	01002100-546100	\$16,500	\$16,500
Repair & Maint Vehicles	01002100-546200	\$75,000	\$75,000
Office Supplies	01002100-551000	\$8,250	\$8,250
Operating Supplies	01002100-552000	\$16,500	\$17,325
Uniforms	01002100-552100	\$35,000	\$36,750
Bullet Proof Vests	01002100-552170	\$26,000	\$34,000
Firearms & Accessories	01002100-552180	\$17,000	\$39,200
K-9 Supplies	01002100-552250	\$3,850	\$4,043
Tools & Small Equipment	01002100-552300	\$44,500	\$49,550
Gas & Oil	01002100-552700	\$161,000	\$193,200
Memberships/Dues	01002100-554200	\$4,000	\$4,000
Training	01002100-555500	\$65,000	\$70,000
<b>Total Operating Expenditures:</b>		<b>\$1,008,520</b>	<b>\$1,110,318</b>
<b>Capital Outlay</b>			
Buildings/Bldg Improvements	01002100-562000	\$85,000	\$70,000
<b>Total Capital Outlay:</b>		<b>\$85,000</b>	<b>\$70,000</b>
<b>Total Expense Objects:</b>		<b>\$6,388,850</b>	<b>\$7,102,594</b>

# Public Safety Operators



## General Fund

Org Code: 01002150

Public Safety Operators play a crucial role in supporting law enforcement and public safety efforts. They serve as the primary communication link for on-duty officers, providing critical information and support. They operate base units and access information system networks to manage data related to warrants, driver's licenses, and vehicle registrations. Operators enter information about missing persons and stolen property into the NCIC/FCIC computer systems and handle requests from outside agencies. They write and manage minor reports that don't require on-scene investigation or follow-up. They respond to citizen complaints and act as the initial point of contact for Public Works outside of regular business hours. They monitor in-house and city-wide security systems to enhance public safety and respond to incidents as needed.

## Public Safety Operators - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Public Safety Supervisor	1	1	1
Public Safety Operator	9	9	6.5
<b>Total</b>	<b>10</b>	<b>10</b>	<b>7.5</b>

## Public Safety Operators - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01002150-512000	\$387,991	\$398,609
Overtime	01002150-514000	\$60,000	\$75,000
Fica Taxes	01002150-521100	\$24,060	\$24,717
Medicare Taxes	01002150-521200	\$5,630	\$5,784
Retirement Contributions	01002150-522100	\$52,654	\$54,334
Group Health	01002150-523000	\$149,354	\$178,390
Workers Comp Insurance	01002150-524000	\$15,352	\$9,398
<b>Total Personnel Services:</b>		<b>\$695,041</b>	<b>\$746,232</b>
<b>Operating Expenditures</b>			
Contractual Services	01002150-534000	\$122,000	\$122,000
Training	01002150-555500	\$3,200	\$4,000
<b>Total Operating Expenditures:</b>		<b>\$125,200</b>	<b>\$126,000</b>
<b>Capital Outlay</b>			
Machinery & Equipment	01042100-564000	\$51,000	\$55,611
<b>Total Capital Outlay:</b>		<b>\$51,000</b>	<b>\$55,611</b>
<b>Total Expense Objects:</b>		<b>\$871,241</b>	<b>\$927,843</b>

## Fire



### General Fund

Org Code: 01002200

Zephyrhills Fire Rescue has protected our community for over 100 years, starting as an all-volunteer department. On September 27, 2020, marked a new chapter in the city with the merger of Zephyrhills Fire Rescue and Pasco County Fire Rescue. Part of the added benefits of the merger with Pasco County Fire Rescue is that Zephyrhills' residents now have increased staffing levels. The increased staffing will help with response times inside Zephyrhills and on the East side of Pasco County. Also, each station has one ambulance to provide faster and more efficient care. This merger was a success for both the City of Zephyrhills and Pasco County, working together to provide better service to the City and citizens in this community.

### Fire - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Operating Expenditures</b>			
Contractual Services	01002200-534000	\$568,564	\$384,342
Software	01002200-552900	\$75,000	\$0
<b>Total Operating Expenditures:</b>		<b>\$643,564</b>	<b>\$384,342</b>
<b>Total Expense Objects:</b>		<b>\$643,564</b>	<b>\$384,342</b>

# Building and Code Enforcement



General Fund

Org Code: 01002400

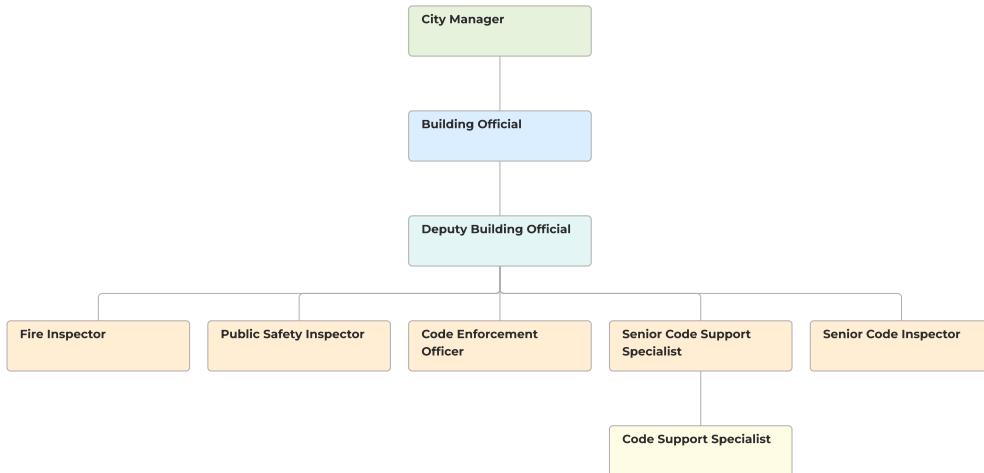
The Building, Code Enforcement and Fire Safety Department issues residential and commercial building permits to the property owners and business owners of the City of Zephyrhills. It also advises applicants about the permitting process, and provides information for all types of customer questions and requests. It reviews building plans and performs inspections to ensure compliance with the Florida Building Code. Code Enforcement staff is dedicated to the enforcement of city and state standards. These standards allow for safe and orderly practices as related to maintenance of all property, whether developed or undeveloped and other related enforcement issues.

## Building and Code Enforcement - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Building Official *	1	1	1
Deputy Building Official	0	0	1
Senior Code Inspector	1	1	1
Fire Inspector	1	1	1
Public Safety Inspector	1	1	1
Code Enforcement Officer	2	2	2
Senior Code Support Specialist	1	1	1
Code Support Specialist	1	1	1
<b>Total</b>	<b>8</b>	<b>8</b>	<b>9</b>

### Building/Code Enforcement



## Building and Code Enforcement - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01002400-512000	\$505,934	\$600,026
Overtime	01002400-514000	\$4,000	\$4,000
Fica Taxes	01002400-521100	\$32,364	\$37,207
Medicare Taxes	01002400-521200	\$7,572	\$8,705
Retirement Contributions	01002400-522100	\$102,200	\$124,923
Group Health	01002400-523000	\$174,295	\$202,552
Workers Comp Insurance	01002400-524000	\$20,652	\$14,144
<b>Total Personnel Services:</b>		<b>\$847,017</b>	<b>\$991,557</b>
<b>Operating Expenditures</b>			
Medical Services	01002400-531200	\$200	\$300
Professional Services	01002400-531500		\$350,000
Credit Card Processing Fees	01002400-533000	\$100,000	\$100,000
Code Enforcement Costs	01002400-534100	\$3,000	\$3,300
Telephone & Data Communication	01002400-541000	\$5,000	\$5,000
Freight and Postage Services	01002400-542000	\$3,000	\$3,000
Copy Machine Leases	01002400-544500	\$3,000	\$3,000
Repair & Maint-Equipment	01002400-546100	\$500	\$500
Repair & Maint Vehicles	01002400-546200	\$3,500	\$3,500
Printing & Binding	01002400-547010	\$500	\$500
Legal Ads	01002400-549000	\$2,000	\$2,000
Office Supplies	01002400-551000	\$2,500	\$2,750
Operating Supplies	01002400-552000	\$3,000	\$3,300
Uniforms	01002400-552100	\$1,500	\$1,650
Tools, Small Equipment	01002400-552300	\$500	\$500
Abatements	01002400-552550	\$10,000	\$10,000
Demolitions	01002400-552660	\$50,000	\$50,000
Gas & Oil	01002400-552700	\$6,000	\$6,000
Software	01002400-552900	\$0	\$1,000
Memberships/Dues	01002400-554200	\$1,000	\$1,000
Training	01002400-555500	\$10,000	\$10,000
<b>Total Operating Expenditures:</b>		<b>\$205,200</b>	<b>\$557,300</b>
<b>Total Expense Objects:</b>		<b>\$1,052,217</b>	<b>\$1,548,857</b>

# Library



General Fund

Org Code: 01007100

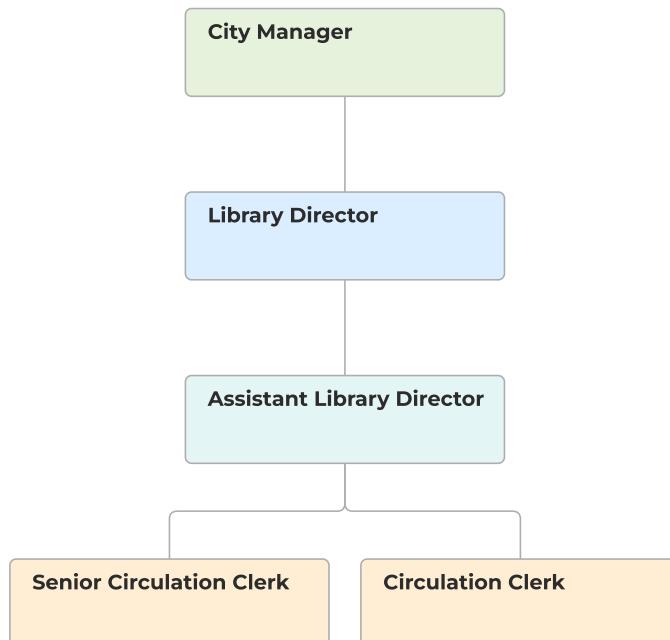
Originally founded in 1912, the Zephyrhills Public Library currently resides downtown in the heart of the community in an 8,463 sq. ft. facility that opened in December 2014. The library's mission is to encourage reading and the use of technology for life-long learning and the enhancement of the community's quality of life. The library provides open and equal access to all of its resources and services. The library offers books, audio books, DVDs, computers, free Wi-Fi, scanning, printing and copier availability as well as a variety of free classes. As a member of the Pasco County Library Cooperative, our patrons also enjoy access to a wide array of electronic databases, audiobooks, e-books, and all of the print and digital resources the county libraries offer.

## Library - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Library Director *	1	1	1
Assistant Library Director *	1	1	1
Senior Circulation Clerk	1	1	1
Circulation Clerk	1	2	3
Office Assistant II	1	0	0
<b>Total</b>	<b>5</b>	<b>5</b>	<b>6</b>

### Library



## Library - Expenditures by Expense Type

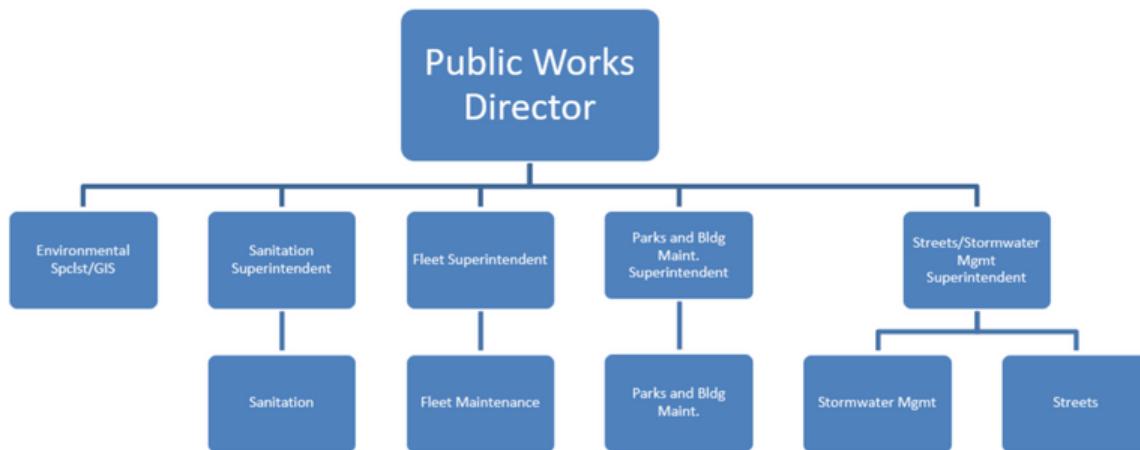
Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01007100-512000	\$248,411	\$290,455
Fica Taxes	01007100-521100	\$15,404	\$18,010
Medicare Taxes	01007100-521200	\$3,605	\$4,214
Retirement Contributions	01007100-522100	\$48,798	\$60,791
Group Health	01007100-523000	\$29,196	\$49,136
Workers Comp Insurance	01007100-524000	\$9,830	\$6,847
<b>Total Personnel Services:</b>		<b>\$355,244</b>	<b>\$429,453</b>
<b>Operating Expenditures</b>			
Medical Services	01007100-531200	\$300	\$300
Contractual Services	01007100-534000	\$4,000	\$5,000
Telephone & Data Communication	01007100-541000	\$11,500	\$11,500
Freight and Postage Services	01007100-542000	\$125	\$125
Electricity	01007100-543000	\$19,000	\$19,000
Water & Sewer Expense	01007100-543300	\$3,000	\$3,000
Copy Machine Leases	01007100-544500	\$2,000	\$2,000
Repair & Maint-Buildings	01007100-546000	\$2,000	\$3,000
Repair & Maint-Equipment	01007100-546100	\$2,000	\$2,000
Promotional Advertising	01007100-548000	\$5,000	\$5,000
Educational Programs	01007100-548100	\$12,000	\$12,000
Office Supplies	01007100-551000	\$1,500	\$1,500
Operating Supplies	01007100-552000	\$6,000	\$6,000
Memberships/Dues	01007100-554200	\$1,200	\$1,200
Training	01007100-555500	\$5,000	\$5,000
Operating Supplies	01147100-552000	\$5,000	\$5,000
<b>Total Operating Expenditures:</b>		<b>\$79,625</b>	<b>\$81,625</b>
<b>Capital Outlay</b>			
Books, Pubs & Library Material	01007100-566000	\$26,000	\$26,000
Library Books & Materials	01147100-566000	\$10,000	\$10,000
<b>Total Capital Outlay:</b>		<b>\$36,000</b>	<b>\$36,000</b>
<b>Transfers Out</b>			
Budget Reserves	01147100-599100	\$33,534	\$38,516
<b>Total Transfers Out:</b>		<b>\$33,534</b>	<b>\$38,516</b>
<b>Total Expense Objects:</b>		<b>\$504,403</b>	<b>\$585,594</b>

# Public Works



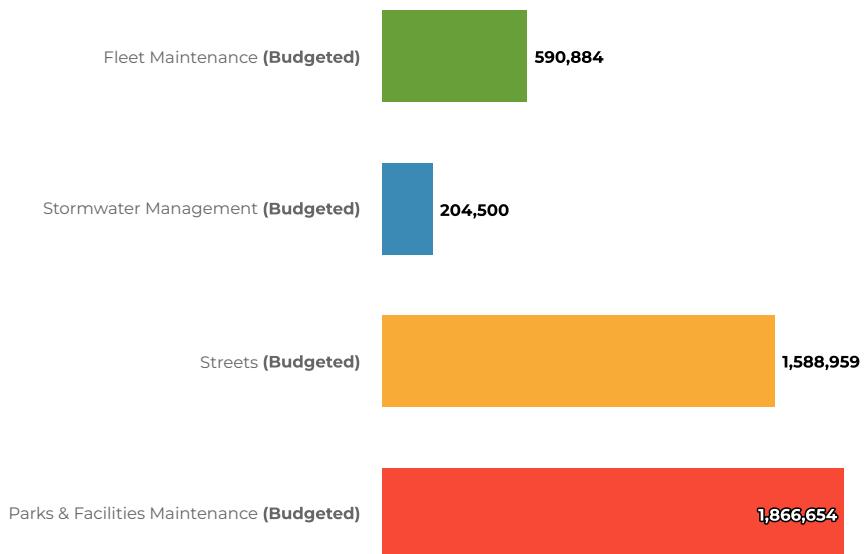
**General Fund**  
Public Works

## Organizational Chart



## Expenditures Summary by Division

### Expenditure Summary by Division



# Fleet Maintenance



General Fund

Org Code: 01001900

The Fleet Maintenance Division provides maintenance and repairs for all City -owned light and heavy vehicles, construction equipment, mowing equipment and emergency generators. Services offered include preventative maintenance, diagnostics, and corrective repairs along with the purchasing of repair parts, tires, fuel and lubricants. Staff evaluates City-wide vehicle efficiency to aid in the reduction of maintenance, operating and energy-related costs; makes recommendations on the replacement of existing vehicles; and reviews vehicle addition requests to ensure their suitability to the type of work to be performed. All staff mechanics are ASE certified.

## Fleet Maintenance - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Fleet Superintendent *	1	1	1
Fleet Maintenance Foreman	1	1	1
Senior Maintenance Mechanic	2	2	2
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

### Equipment Maintenance



## Fleet Maintenance - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01001900-512000	\$232,966	\$288,396
Overtime Equipment Maintenance	01001900-514000	\$7,000	\$10,000
Fica Taxes	01001900-521100	\$14,445	\$17,883
Medicare Taxes	01001900-521200	\$3,379	\$4,184
Retirement Contributions	01001900-522100	\$31,616	\$39,311
Group Health	01001900-523000	\$72,218	\$89,962
Workers Comp Insurance	01001900-524000	\$9,218	\$6,798
<b>Total Personnel Services:</b>		<b>\$370,842</b>	<b>\$456,534</b>
<b>Operating Expenditures</b>			
Medical Services	01001900-531200		\$300
Telephone & Data Communication	01001900-541000	\$2,000	\$3,000
Freight and Postage Services	01001900-542000	\$75	\$150
Electricity	01001900-543000	\$11,000	\$11,000
Water & Sewer Expense	01001900-543300	\$4,000	\$4,000
Refuse Removal	01001900-543400	\$2,100	\$3,000
Hazardous Waste Disposal	01001900-543420	\$0	\$500
Copy Machine Leases	01001900-544500	\$450	\$500
Repair & Maint-Buildings	01001900-546000	\$8,000	\$8,000
Repair & Maint-Equipment	01001900-546100	\$3,500	\$5,000
Repair & Maint Vehicles	01001900-546200	\$6,500	\$6,500
Operating Supplies	01001900-552000	\$6,000	\$6,000
Bulk Oil	01001900-552050	\$2,500	\$2,500
Uniforms	01001900-552100	\$3,000	\$3,500
Tool Allowance	01001900-552300	\$18,200	\$18,200
Gas & Oil	01001900-552700	\$6,000	\$6,000
Software	01001900-552900	\$0	\$2,200
Memberships/Dues	01001900-554200	\$0	\$500
Training	01001900-555500	\$1,500	\$1,500
<b>Total Operating Expenditures:</b>		<b>\$74,825</b>	<b>\$82,350</b>
<b>Capital Outlay</b>			
Building & Building Improvemen	01001900-562000	\$25,000	\$25,000
Machinery and Equipment	01001900-564000	\$24,000	\$27,000
<b>Total Capital Outlay:</b>		<b>\$49,000</b>	<b>\$52,000</b>
<b>Total Expense Objects:</b>		<b>\$494,667</b>	<b>\$590,884</b>

## Stormwater



**General Fund**

Org Code: 01003800

The Stormwater Management Division is responsible for the construction, cleaning, maintenance and restoration of the City's stormwater drainage infrastructure. Facilities include stormwater inlets, catch basins, french drains, road-side swales, culverts, conveyance pipes, retention and detention sites, pumping stations and outfalls. All of the City's stormwater systems require regular maintenance and inspections. The City's stormwater system is governed by a federal program: National Pollutant Discharge Elimination System (NPDES).

### Stormwater - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Operating Expenditures</b>			
Professional Services	01003800-531000	\$50,000	\$50,000
NPDES	01003800-531600	\$25,000	\$25,000
Refuse Removal & Street Sweepi	01003800-543400	\$4,000	\$4,000
Repair & Maintenance	01003800-546000	\$20,000	\$120,000
Operating Supplies	01003800-552000	\$2,000	\$2,000
Training	01003800-555500	\$3,500	\$3,500
<b>Total Operating Expenditures:</b>		<b>\$104,500</b>	<b>\$204,500</b>
<b>Total Expense Objects:</b>		<b>\$104,500</b>	<b>\$204,500</b>

## Streets



General Fund

Org Code: 01004100

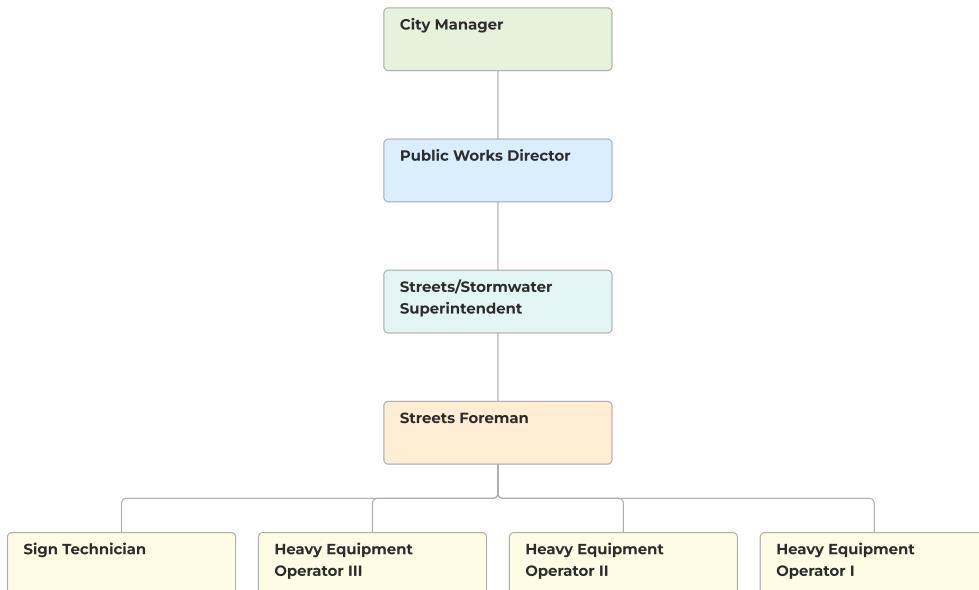
The Street Division is responsible for the maintenance, repairs, construction and improvements to approximately sixty-eight miles of paved roads within the City limits. Additional responsibilities include maintenance of public right-of-ways, sidewalks, curbs, gutters, alleys, the fabrication and maintenance of street signs, pavement markings, tree maintenance, street sweeping, and special event traffic control.

### Streets - Personnel Information

#### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Public Works Director *	1	1	1
Streets & Stormwater Superintendent *	1	1	1
Streets Foreman	1	1	1
Sign Technician	1	1	1
Heavy Equipment Operator (I, II, or III)	5	5	5
<b>Total</b>	<b>9</b>	<b>9</b>	<b>9</b>

#### Street Maintenance



### Streets - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
Salaries	01004100-512000	\$459,528	\$479,403
Overtime Streets	01004100-514000	\$14,000	\$16,000

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Fica Taxes	01004100-521100	\$28,494	\$29,730
Medicare Taxes	01004100-521200	\$6,667	\$6,956
Retirement Contributions	01004100-522100	\$92,126	\$91,629
Group Health	01004100-523000	\$128,396	\$145,890
Workers Comp Insurance	01004100-524000	\$18,184	\$11,301
<b>Total Personnel Services:</b>		<b>\$747,395</b>	<b>\$780,909</b>
<b>Operating Expenditures</b>			
Medical Services	01004100-531200	\$250	\$800
Professional Services	01004100-531500	\$20,000	\$62,500
Telephone & Data Communication	01004100-541000	\$3,500	\$3,500
Freight and Postage Services	01004100-542000	\$200	\$200
Electricity	01004100-543000	\$189,000	\$189,000
Street Lighting Electricity	01004100-543100	\$6,000	\$10,000
Water & Sewer Expense	01004100-543300	\$1,500	\$1,500
Refuse Removal	01004100-543400	\$1,000	\$2,000
Copy Machine Leases	01004100-544500	\$450	\$450
R & M-Buildings	01004100-546000	\$5,000	\$10,000
Repair & Maint-Equipment	01004100-546100	\$30,000	\$40,000
Repair & Maint-Street Sweeper	01004100-546130	\$10,000	\$20,000
Repair & Maint Vehicles	01004100-546200	\$20,000	\$20,000
Repair & Maint-Traffic Control	01004100-546850		\$30,000
Office Supplies	01004100-551000	\$100	\$100
Operating Supplies	01004100-552000	\$6,500	\$6,500
Uniforms	01004100-552100	\$5,000	\$6,000
Tools, Small Equipment	01004100-552300	\$4,000	\$5,000
Gas & Oil	01004100-552700	\$30,000	\$30,000
Street Repair	01004100-553000	\$20,000	\$30,000
Street Marking Signs	01004100-553100	\$25,000	\$25,000
Street Marking-Striping	01004100-553150	\$25,000	\$25,000
Traffic Calming Supplies	01004100-553160		\$25,000
Tree Services	01004100-553200	\$20,000	\$20,000
Swale Repair/Resodding	01004100-553350	\$15,000	\$15,000
Sidewalks	01004100-553400	\$10,000	\$10,000
Signal/Rr Crossing Maint	01004100-553500	\$5,000	\$5,000
Memberships/Dues	01004100-554200	\$500	\$500
Training	01004100-555500	\$8,000	\$10,000
<b>Total Operating Expenditures:</b>		<b>\$461,000</b>	<b>\$603,050</b>
<b>Capital Outlay</b>			
Buildings/Bldg Improvements	01004100-562000	\$25,000	\$205,000
<b>Total Capital Outlay:</b>		<b>\$25,000</b>	<b>\$205,000</b>
<b>Total Expense Objects:</b>		<b>\$1,233,395</b>	<b>\$1,588,959</b>

# Parks and Facilities Management



## General Fund

Org Code: 01007200

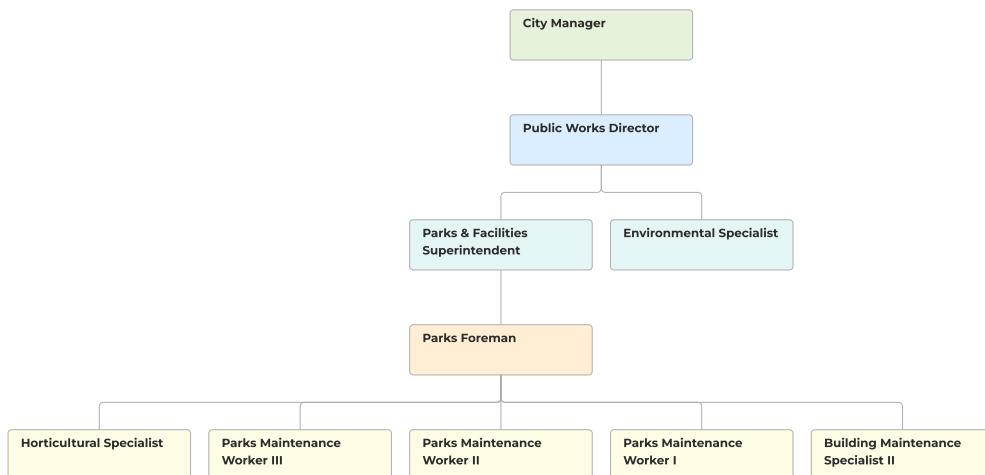
The Parks & Facilities Division is responsible for the maintenance, enhancement, and new construction of all City parks, public buildings, medians, public right of ways, litter control, athletic facilities and Oakside Cemetery. Services include mowing, trimming, landscaping design, installation & maintenance, irrigation maintenance, playground safety inspections, building remodeling, janitorial services, painting, electrical repairs, plumbing repairs, HVAC repairs, carpentry work and new construction. Staff coordinates the use of athletic facilities, administers the summer recreation program, assists with special events and provides set-ups at the Alice Hall Community Center and the Depot Museum for various special events.

## Parks and Facilities Management - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Parks & Facilities Superintendent *	1	1	1
Environmental Specialist	1	1	1
Parks Foreman	1	1	1
Horticultural Specialist	1	1	1
Building Maintenance Specialist II	2	2	2
Parks Maintenance Worker ( I, II or III)	8	9	11
<b>Total</b>	<b>14</b>	<b>15</b>	<b>17</b>

### Parks & Facilities Management



## Parks and Facilities Management - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	01007200-512000	\$632,522	\$712,505
Temporary/Seasonal Wages	01007200-513000	\$20,250	\$20,250
Overtime	01007200-514000	\$12,000	\$12,000
Fica Taxes	01007200-521100	\$39,380	\$45,446
Medicare Taxes	01007200-521200	\$9,220	\$10,638
Retirement Contributions	01007200-522100	\$85,693	\$105,079
Group Health	01007200-523000	\$216,906	\$261,949
Workers Comp Insurance	01007200-524000	\$25,136	\$17,287
<b>Total Personnel Services:</b>		<b>\$1,041,107</b>	<b>\$1,185,154</b>
<b>Operating Expenditures</b>			
Medical Services	01007200-531200	\$800	\$800
Contractual Services	01007200-534000	\$8,500	\$8,500
Contractual Svcs-Summer Rec	01007200-534600	\$20,000	\$25,000
Telephone & Data Communication	01007200-541000	\$7,500	\$7,500
Freight and Postage Services	01007200-542000	\$200	\$200
Electricity	01007200-543000	\$34,500	\$34,500
Water & Sewer Expense	01007200-543300	\$52,000	\$52,000
Refuse Removal	01007200-543400	\$12,500	\$12,500
Copy Machine Leases	01007200-544500	\$500	\$500
R & M-Bldgs/Infrastructure	01007200-546000	\$75,000	\$100,000
R & M-Equipment	01007200-546100	\$20,000	\$20,000
R & M-Water Park/Fountains	01007200-546120	\$15,000	\$30,000
R & M-Vehicles	01007200-546200	\$15,000	\$15,000
R & M-Landscaping	01007200-546620	\$27,500	\$27,500
R & M-Tree Planting	01007200-546650	\$5,000	\$5,000
Operating Supplies	01007200-552000	\$22,500	\$25,000
Uniforms	01007200-552100	\$5,000	\$6,500
Tools, Small Equipment	01007200-552300	\$6,500	\$10,500
Gas & Oil	01007200-552700	\$20,000	\$20,000
Memberships/Dues	01007200-554200	\$500	\$500
Training	01007200-555500	\$5,000	\$5,000
<b>Total Operating Expenditures:</b>		<b>\$353,500</b>	<b>\$406,500</b>
<b>Capital Outlay</b>			
Buildings/Bldg Improvements	01007200-562000	\$10,000	\$10,000
Infrastructure	01007200-563000	\$77,500	\$0
Landscaping	01007200-563200	\$15,000	\$15,000
Machinery and Equipment	01007200-564000	\$0	\$250,000
<b>Total Capital Outlay:</b>		<b>\$102,500</b>	<b>\$275,000</b>
<b>Total Expense Objects:</b>		<b>\$1,497,107</b>	<b>\$1,866,654</b>

## Special Revenue Fund

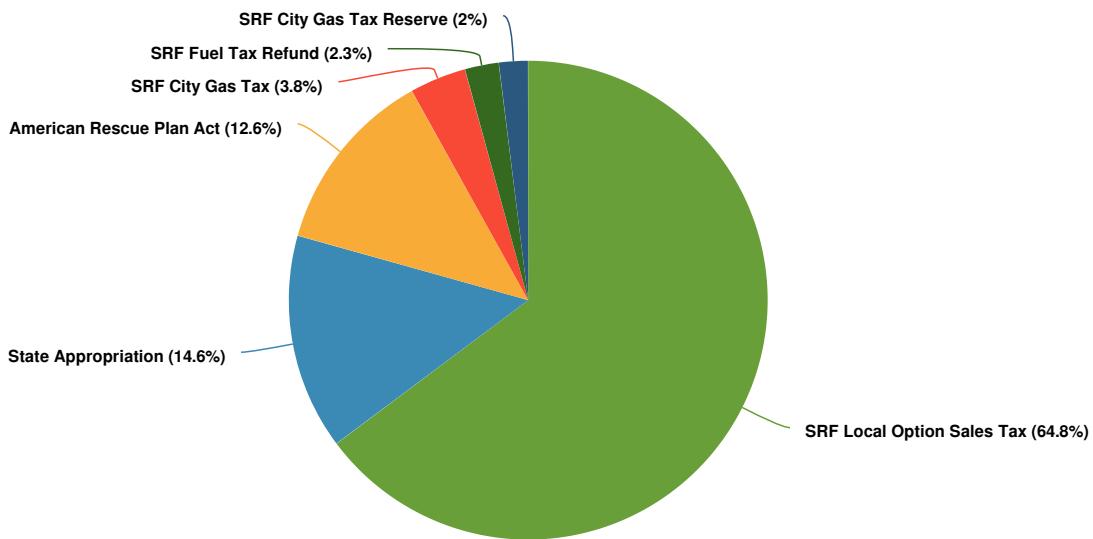


Special Revenue Fund

Org Code: 100\*

The Special Revenue Fund contains the budget for all City gas taxes, Penny for Pasco which is the 7th penny per dollar of sales tax charged in Pasco County, American Rescue Plan Act funds and awarded State Appropriation funds. All of these funds have special restrictions in how they may be expended. Neither funding source may be used to cover personnel services costs. Allowable use for operating costs is very limited. Mostly, these funds may be used for capital projects or debt related to capital projects. More information on capital projects is available under the Capital Outlay in the back of the budget book.

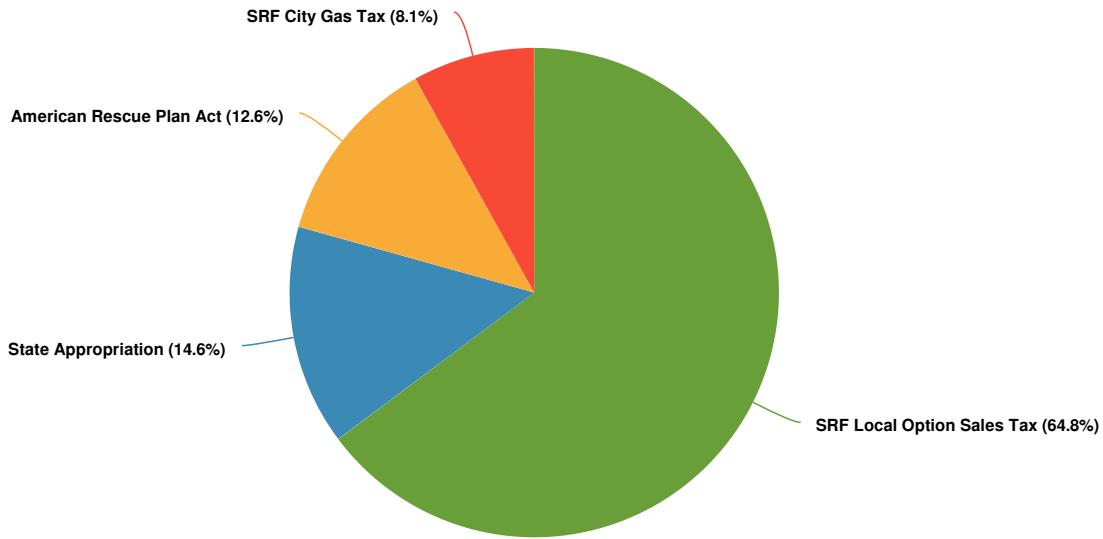
### Special Revenue Fund - Revenue by Fund



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>SRF Local Option Sales Tax</b>			
C/O Balance	10010300-300100	\$4,500,000	\$4,906,875
Local Option Sales Tax	10010312-312100	\$3,300,000	\$3,956,100
Int Inc Local Opt Sales Tax	10010361-361100	\$200,000	\$200,000
<b>Total SRF Local Option Sales Tax:</b>		<b>\$8,000,000</b>	<b>\$9,062,975</b>
<b>SRF City Gas Tax</b>			
First County Fuel Tax	10020312-312410	\$524,506	\$533,227
<b>Total SRF City Gas Tax:</b>		<b>\$524,506</b>	<b>\$533,227</b>
<b>SRF City Gas Tax Reserve</b>			
Budget Carryover	10030300-300100	\$418,000	\$36,336
8th Cent/Spcl Motor Fuel Tax	10030335-335120	\$194,574	\$199,380

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Interest Income	10030361-361100	\$40,000	\$40,000
<b>Total SRF City Gas Tax Reserve:</b>		<b>\$652,574</b>	<b>\$275,716</b>
<b>SRF Fuel Tax Refund</b>			
Budget Carryover	10040300-300100	\$244,000	\$286,904
Gas Tax Refund	10040335-335490	\$20,000	\$25,000
Interest Income	10040361-361100	\$8,000	\$8,000
<b>Total SRF Fuel Tax Refund:</b>		<b>\$272,000</b>	<b>\$319,904</b>
<b>American Rescue Plan Act</b>			
Budget Carryover	10050300-300100	\$1,346,675	\$1,760,000
Interest Income	10050361-361100	\$300,000	\$0
<b>Total American Rescue Plan Act:</b>		<b>\$1,646,675</b>	<b>\$1,760,000</b>
<b>State Appropriation</b>			
Budget Carryover	10060300-300100	\$325,500	\$0
State Grant-General Government	10060334-334110-21P01	\$4,665,000	\$0
State Grant-General Government	10060334-334110-23P03	\$1,940,000	\$1,486,128
State Grant-General Government	10060334-334110-23P06	\$600,000	\$550,000
State Grant-General Government	10060334-334110-24P05	\$1,500,000	\$0
<b>Total State Appropriation:</b>		<b>\$9,030,500</b>	<b>\$2,036,128</b>
<b>Total:</b>		<b>\$20,126,255</b>	<b>\$13,987,950</b>

## Special Revenue Fund - Expenditures by Fund



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>SRF Local Option Sales Tax</b>			
Machinery & Equipment	10011200-564000	\$0	\$65,000
Admin Vehicle - Suburban		\$0	\$65,000
Chase City Hall Principal	10011200-571004	\$472,417	\$483,491
Chase City Hall Interest	10011200-572004	\$117,639	\$106,436
Operating Supplies	10012100-552000	\$5,500	\$3,000
Computers	10012100-552950	\$43,000	\$25,000
Machinery & Equipment	10012100-564000	\$1,493,500	\$983,873
<i>Fleet Vehicle (Replacement) - Other</i>	10012100-564000	\$0	\$603,000
Mobile Radio Vehicle Equipment 2024 (16) - Equipment	10012100-564000	\$0	\$45,000
<i>Building Improvements - Training Rooms Sound Proofing</i>	10012100-564000	\$0	\$12,000
<i>Building Improvements - Furniture and Fixtures</i>	10012100-564000	\$0	\$30,000
AXON Fleet3 Basic (10-YR Rewrite)	10012100-564000	\$0	\$44,132
AXON OSP7+ (10-Yr Rewrite)	10012100-564000	\$0	\$190,609
Axon Fleet3 Basic (10Yr Rewrite)	10012100-564000	\$0	\$44,132
Backup Battery Replacement - PD	10012100-564000	\$0	\$15,000
Infrastructure	10013800-563000	\$0	\$400,000
Infrastructure	10013800-563000-23P01	\$475,000	\$475,000
6th Avenue Drainage Improvements - Construction/Maintenance	10013800-563000-23P01	\$0	\$475,000
Stormwater Pump Station Upgrades	10013800-563000	\$0	\$400,000
Building & Building Improvemen	10017200-562000	\$100,000	\$620,000
<i>Historic Building Renovations - Repairs/Improvements</i>	10017200-562000	\$0	\$100,000

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
<i>Depot Parking Lot Improvements</i>	10017200-562000	\$0	\$425,000
<i>Resurface Fitness Path and Parking Lot at Veteran's Memorial Park</i>	10017200-562000	\$0	\$95,000
Infrastructure	10017200-563000	\$174,500	\$2,000,000
Infrastructure	10017200-563000-21P07	\$2,200,000	\$1,200,000
<i>City Yard Building Construction - Construction/Maintenance</i>	10017200-563000-21P07	\$0	\$1,200,000
<i>Park Improvements</i>	10017200-563000	\$0	\$2,000,000
Machinery & Equipment	10017200-564000	\$113,000	\$226,500
<i>Turf Mower</i>	10017200-564000	\$0	\$69,000
<i>Parks 3/4 Ton Truck</i>	10017200-564000	\$0	\$55,000
<i>Parks 3/4 Ton Truck - Vehicle Cost</i>	10017200-564000	\$0	\$55,000
<i>Stand on Blower</i>	10017200-564000	\$0	\$15,000
<i>John Deere Field Groomer</i>	10017200-564000	\$0	\$25,000
<i>Additional Security Camera's - Krusen Field Park</i>	10017200-564000	\$0	\$7,500
Contractual Services	10014100-534000	\$0	\$60,000
Sidewalk Capital Projects	10014100-563111-21P11	\$700,000	\$1,500,000
<i>City Wide Trails</i>	10014100-563111-21P11	\$0	\$500,000
<i>City Wide Sidewalks</i>	10014100-563111-21P11	\$0	\$1,000,000
Machinery & Equipment	10014100-564000	\$322,500	\$450,000
<i>Telehandler/Rough Terrain Forklift</i>	10014100-564000	\$0	\$250,000
<i>Dump Truck</i>	10014100-564000	\$0	\$200,000
Reserve	10014100-599100	\$1,782,944	\$464,675
<b>Total SRF Local Option Sales Tax:</b>		<b>\$8,000,000</b>	<b>\$9,062,975</b>
<b>SRF City Gas Tax</b>			
Infrastructure	10023800-563000	\$50,000	\$50,000
<i>Retention Pond Fencing - Construction/Maintenance</i>	10023800-563000	\$0	\$50,000
Machinery & Equipment	10023800-564000	\$220,000	\$0
Paving and Resurfacing	10024100-563100	\$700,000	\$900,000
<i>Annual Street Resurfacing - Gas Tax - Construction/Maintenance</i>	10024100-563100	\$0	\$900,000
Machinery & Equipment	10024100-564000	\$375,000	\$75,000
<i>Sign Printer Cutting Table/Roller</i>	10024100-564000	\$0	\$25,000
<i>Traffic Sign Printer</i>	10024100-564000	\$0	\$50,000
Budget Reserves	10024100-599100	\$29,080	\$15,847
Machinery & Equipment	10027200-564000	\$75,000	\$88,000
<i>24FT Lawn Trailer</i>	10027200-564000	\$0	\$16,000
<i>Zero-Turn Mower</i>	10027200-564000	\$0	\$30,000
<i>Parks Utility Vehicle</i>	10027200-564000	\$0	\$42,000
<b>Total SRF City Gas Tax:</b>		<b>\$1,449,080</b>	<b>\$1,128,847</b>
<b>American Rescue Plan Act</b>			
Infrastructure	10057200-563000	\$1,506,675	\$1,760,000

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Infrastructure	10057200-563000-21P09	\$140,000	\$0
<i>Park Improvements</i>		\$0	\$1,760,000
<b>Total American Rescue Plan Act:</b>		<b>\$1,646,675</b>	<b>\$1,760,000</b>
 <b>State Appropriation</b>			
Building & Building Improvemen	10067200-562000-24P05	\$1,500,000	\$0
Infrastructure	10067200-563000	\$325,500	\$0
Infrastructure	10067200-563000-21P01	\$4,665,000	\$0
Infrastructure	10067200-563000-23P06	\$600,000	\$550,000
<i>Zephyr Park Improvements - Design</i>	10067200-563000-23P06	\$0	\$550,000
Infrastructure	10064100-563000-23P03	\$1,940,000	\$1,486,128
<i>South Avenue Extension - Construction/Maintenance</i>	10064100-563000-23P03	\$0	\$1,486,128
<b>Total State Appropriation:</b>		<b>\$9,030,500</b>	<b>\$2,036,128</b>
<b>Total:</b>		<b>\$20,126,255</b>	<b>\$13,987,950</b>

# Community Redevelopment Agency



CRA Fund

Org Code: 11005900

The CRA is a dependent special district in which any future increases in property values are set aside in a Trust Fund to support economic development and redevelopment projects within the designated district.

Under Florida Statute Chapter 163, Part III, local governments have the ability to designate areas as Community Redevelopment Areas when certain conditions exist. To document the required conditions, the local governments must survey the proposed redevelopment area and prepare a Finding of Necessity. If the Finding of Necessity determines the required conditions of slum and blight exist, the local government may create a Community Redevelopment Agency to provide the tools needed to foster and support positive redevelopment of the targeted area. The Community Redevelopment Agency is responsible for developing and implementing the Community Redevelopment Plan or Master Plan that addresses the unique needs of the targeted area. The plan includes the overall goals for redevelopment in the area, as well as identifying the types of projects planned for the area.

Tax Increment Financing or TIF is a unique tool available to cities and counties for redevelopment activities as provided in the Master Plan. It is used to leverage public funds to promote private sector activity in the CRA. The dollar value of all real property in the Community Redevelopment Area is determined as of a fixed date, also known as the "frozen value". Taxing Authorities continue to receive property tax revenues based on the frozen value. These frozen revenues are available for general government purposes. Any tax revenues from increases in real property value within the CRA are deposited into the Community Redevelopment Agency Trust Fund and dedicated to specific redevelopment projects and plans within the Redevelopment Area and are not for general government purposes. The tax increment revenues can be used immediately, saved for a particular project, or can be bonded to maximize the funds available.

CRA Boards do not establish policy for the city or county, they develop and administer a Master Plan to implement that policy. The CRA acts officially as a body distinct and separate from the governing body, even when it is the same group of people. The CRA has certain powers the city or county by itself may not do, such as establish tax increment financing, and leverage local public funds with private dollars to make redevelopment happen. The CRA term is limited to 30 years, 40 years if extended. After that time all tax revenues are retained by each taxing entity that contributed to the CRA Trust Fund.

# Community Redevelopment Agency - Personnel Information

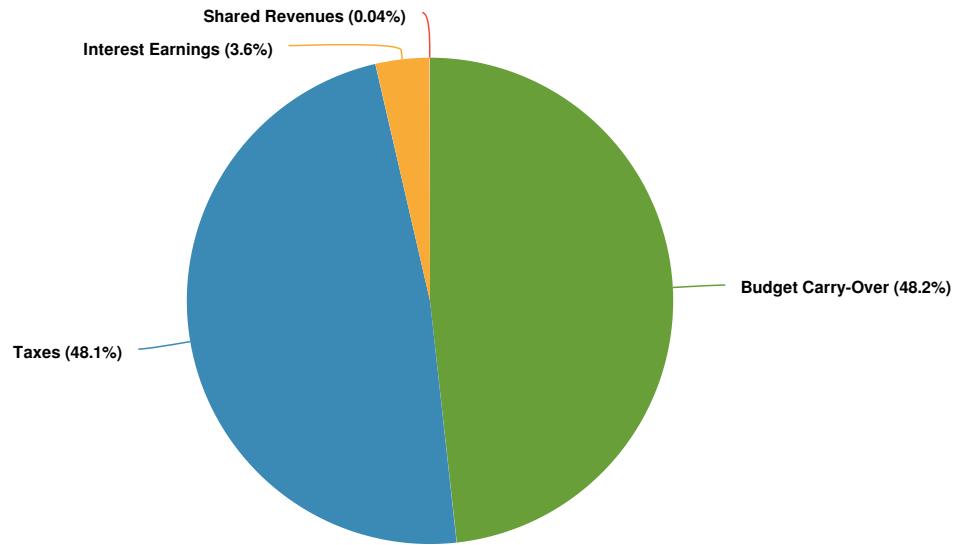
## Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Community Redevelopment Agency Director *	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

Community Redevelopment Agency

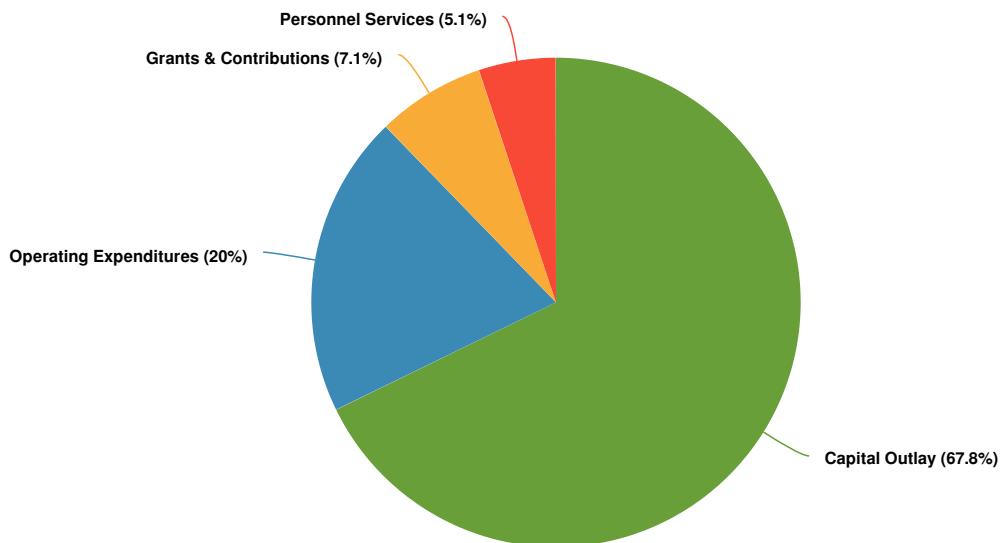


## Community Redevelopment Agency - Revenues by Source



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Revenue Source</b>			
<b>Budget Carry-Over</b>			
C/O Balance	11000300-300100	\$925,344	\$1,350,964
<b>Total Budget Carry-Over:</b>		<b>\$925,344</b>	<b>\$1,350,964</b>
<b>Taxes</b>			
<b>Ad Valorem Taxes</b>			
Property Tax	11010311-311000	\$446,425	\$607,968
Property Tax	11020311-311000	\$543,395	\$740,028
<b>Total Ad Valorem Taxes:</b>		<b>\$989,820</b>	<b>\$1,347,996</b>
<b>Total Taxes:</b>		<b>\$989,820</b>	<b>\$1,347,996</b>
<b>Shared Revenues</b>			
Main Street Reimbursement	11000338-338300	\$1,000	\$1,000
<b>Total Shared Revenues:</b>		<b>\$1,000</b>	<b>\$1,000</b>
<b>Interest Earnings</b>			
Interest Income	11000361-361100	\$100,000	\$100,000
<b>Total Interest Earnings:</b>		<b>\$100,000</b>	<b>\$100,000</b>
<b>Miscellaneous Revenues</b>			
Surplus Property Sales	11000364-364400	\$50,000	\$0
<b>Total Miscellaneous Revenues:</b>		<b>\$50,000</b>	<b>\$0</b>
<b>Total Revenue Source:</b>		<b>\$2,066,164</b>	<b>\$2,799,960</b>

## Community Redevelopment Agency - Expenditures by Expense Type



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	11005900-512000	\$89,526	\$91,411
Fica Taxes	11005900-521100	\$5,551	\$5,668
Medicare Taxes	11005900-521200	\$1,299	\$1,326
Retirement Contributions	11005900-522100	\$30,905	\$31,555
Group Health	11005900-523000	\$9,732	\$10,793
Workers Comp Insurance	11005900-524000	\$3,542	\$2,155
<b>Total Personnel Services:</b>		<b>\$140,555</b>	<b>\$142,908</b>
<b>Operating Expenditures</b>			
Professional Services	11005900-531500	\$50,000	\$100,000
Prof Ser - Software & Support	11005900-531700	\$2,096	\$2,502
Auditing Services	11005900-532000	\$6,039	\$6,000
Contractual Services	11005900-534000	\$75,000	\$75,000
Telephone & Data Communication	11005900-541000	\$3,200	\$10,000
Refuse Removal	11005900-543400	\$600	\$1,000
Copy Machine Leases	11005900-544500	\$0	\$1,000
Property & Casualty Insurance	11005900-545000	\$7,024	\$6,900
Promotional Activities	11005900-548000	\$50,100	\$50,000
Office Supplies	11005900-551000	\$150	\$150
Operating Supplies	11005900-552000	\$2,400	\$2,500
Memberships/Dues	11005900-554200	\$1,500	\$2,000

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Training	11005900-555500	\$2,500	\$2,000
CRA Initiatives	11005900-556200	\$100,000	\$300,000
<b>Total Operating Expenditures:</b>		<b>\$300,609</b>	<b>\$559,052</b>
<b>Capital Outlay</b>			
Land Acquisition	11005900-561000	\$0	\$348,000
Building & Building Improvemen	11005900-562000	\$340,000	\$0
Building & Building Improvemen	11005900-562000-24P05	\$125,000	\$0
Infrastructure	11005900-563000	\$360,000	\$1,250,000
Sidewalk Capital Projects	11005900-563111-21P11	\$250,000	\$150,000
Machinery & Equipment	11005900-564000	\$350,000	\$150,000
<b>Total Capital Outlay:</b>		<b>\$1,425,000</b>	<b>\$1,898,000</b>
<b>Grants &amp; Contributions</b>			
Building Improvement Grants	11005900-583010	\$200,000	\$200,000
<b>Total Grants &amp; Contributions:</b>		<b>\$200,000</b>	<b>\$200,000</b>
<b>Total Expense Objects:</b>		<b>\$2,066,164</b>	<b>\$2,799,960</b>

## Impact Fee Fund

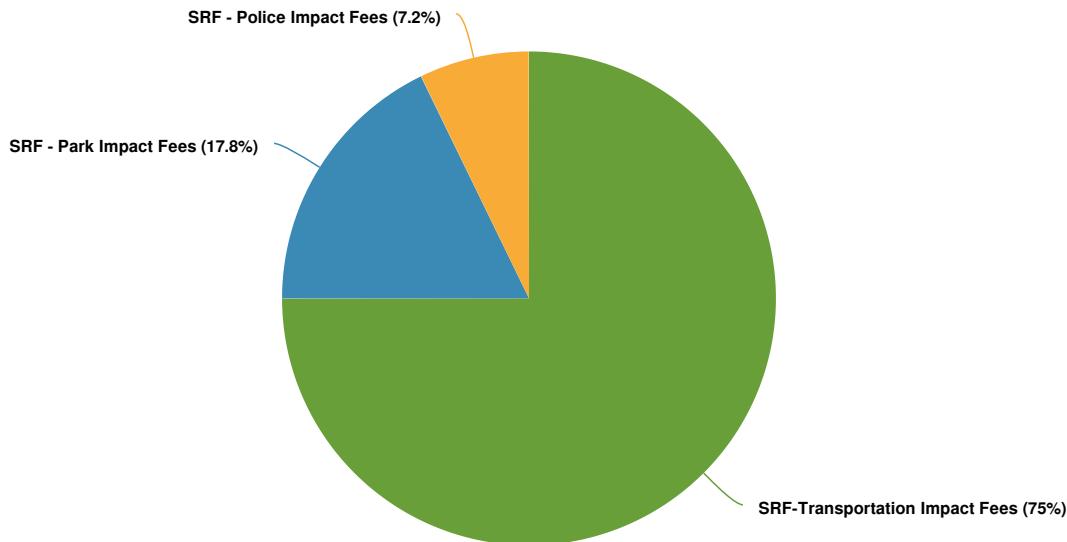


### Impact Fee Fund

Org Code: 120\*

The Impact Fee Fund contains the budget for all impact fees collected by the City except for Water and Wastewater Capacity fees. The collection of impact fees related to new or proposed development assists in paying for a portion of the growth related costs that the development may cause. Current economic conditions have slowed development and the related collection of impact fees. Several capital projects have been budgeted to be paid from impact fee funds. More information is available in Capital Outlay in the back of the budget book.

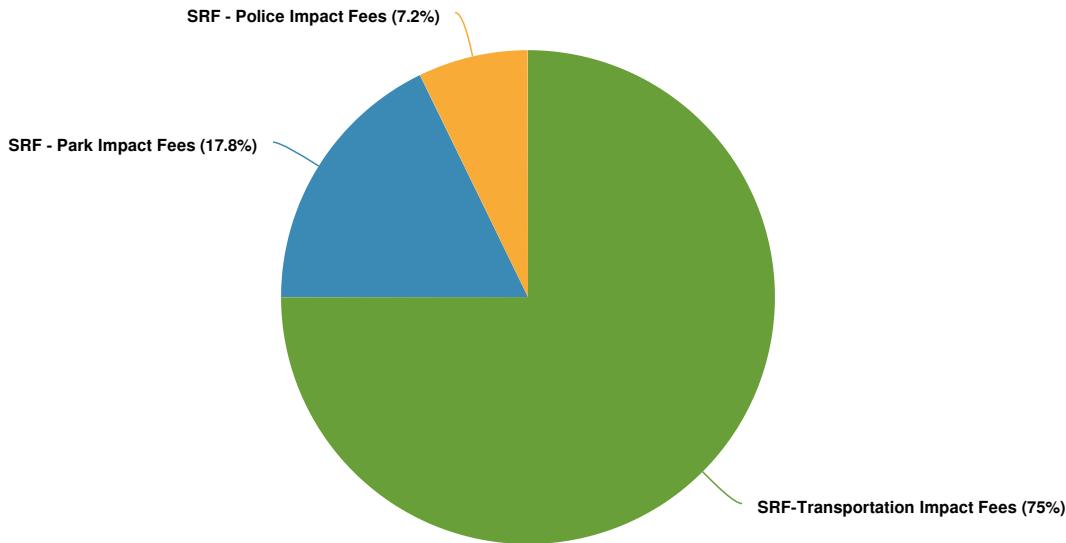
### Impact Fee Fund - Revenue by Fund



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>SRF-Transportation Impact Fees</b>			
C/O Balance	12010300-300100	\$4,800,000	\$5,827,874
Transportation Impact Fees	12010324-324100	\$2,300,000	\$950,000
Interest-Transp Impact Fees	12010361-361100	\$200,000	\$100,000
<b>Total SRF-Transportation Impact Fees:</b>		<b>\$7,300,000</b>	<b>\$6,877,874</b>
<b>SRF - Park Impact Fees</b>			
C/O Balance	12030300-300100	\$1,440,000	\$1,438,808
Park Impact Fees	12030324-324100	\$350,000	\$154,000
Interest-Park Impact Fees	12030361-361100	\$40,000	\$40,000
<b>Total SRF - Park Impact Fees:</b>		<b>\$1,830,000</b>	<b>\$1,632,808</b>
<b>SRF - Police Impact Fees</b>			
C/O Balance	12040300-300100	\$500,000	\$576,162

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Police Impact Fees	12040324-324100	\$250,000	\$67,600
Interest-Police Impact Fees	12040361-361100	\$16,000	\$16,000
<b>Total SRF - Police Impact Fees:</b>		<b>\$766,000</b>	<b>\$659,762</b>
<b>Total:</b>		<b>\$9,896,000</b>	<b>\$9,170,444</b>

## Impact Fee Fund - Expenditures by Fund



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>SRF-Transportation Impact Fees</b>			
Contractual Services	12014100-534000	\$691,907	\$0
Infrastructure	12014100-563000	\$1,555,000	\$700,000
Infrastructure	12014100-563000-25P03	\$0	\$2,000,000
<i>Hot Spot - Intersection Improvements</i>	<i>12014100-563000-25P03</i>	<i>\$0</i>	<i>\$2,000,000</i>
Infrastructure	12014100-563000-25P04	\$0	\$1,000,000
<i>Pretty Pond &amp; Wire Road Roundabout</i>	<i>12014100-563000-25P04</i>	<i>\$0</i>	<i>\$1,000,000</i>
<i>Gateway Project - Design</i>	<i>12014100-563000</i>	<i>\$0</i>	<i>\$500,000</i>
<i>Kossick/Otis Allen Intersection Improvements</i>	<i>12014100-563000</i>	<i>\$0</i>	<i>\$200,000</i>
Economic Development Grant	12014100-582700	\$330,000	\$760,500
Budget Contingency	12014100-599000	\$4,723,093	\$2,417,374
<b>Total SRF-Transportation Impact Fees:</b>		<b>\$7,300,000</b>	<b>\$6,877,874</b>
<b>SRF - Park Impact Fees</b>			
Contractual Services	12037200-534000	\$25,000	\$0
Infrastructure	12037200-563000	\$0	\$500,000
<i>City Wide Park Improvements</i>	<i>12037200-563000</i>	<i>\$0</i>	<i>\$500,000</i>
Machinery & Equipment	12037200-564000	\$300,000	\$0
Budget Contingency	12037200-599000	\$1,505,000	\$0
Reserve	12037200-599100	\$0	\$1,132,808
<b>Total SRF - Park Impact Fees:</b>		<b>\$1,830,000</b>	<b>\$1,632,808</b>
<b>SRF - Police Impact Fees</b>			
Machinery & Equipment	12042100-564000	\$57,000	\$100,000
<i>Drone</i>	<i>12042100-564000</i>	<i>\$0</i>	<i>\$20,000</i>

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
<i>Interview Rooms A/V Equipment</i>	12042100-564000	\$0	\$20,000
<i>Solar Speed Signs</i>		\$0	\$15,000
<i>Modular Video Surveillance Equipment</i>		\$0	\$25,000
<i>Pole Cameras</i>		\$0	\$20,000
Budget Contingency	12042100-599000	\$709,000	\$559,762
<b>Total SRF - Police Impact Fees:</b>		<b>\$766,000</b>	<b>\$659,762</b>
<b>Total:</b>		<b>\$9,896,000</b>	<b>\$9,170,444</b>

## Utility Capacity Fee Fund

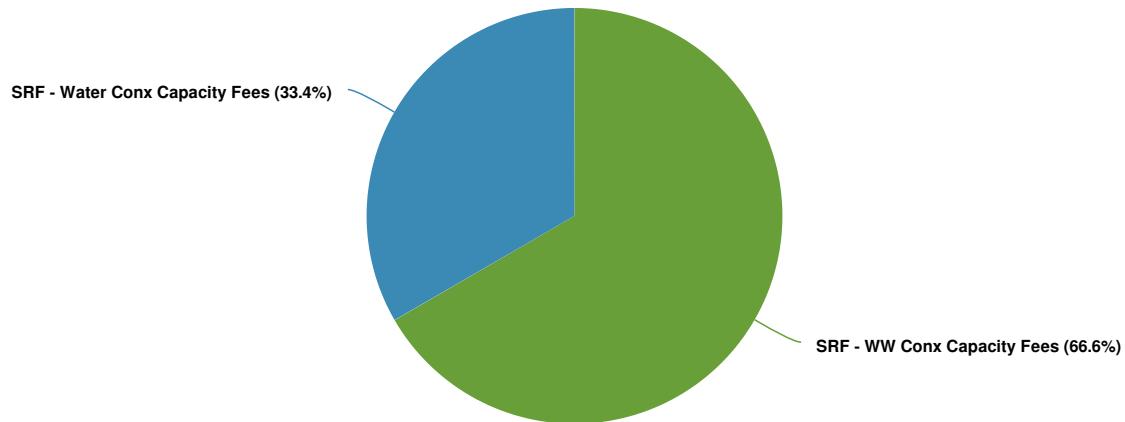


### Utility Capacity Fee Fund

Org Code: 140\*

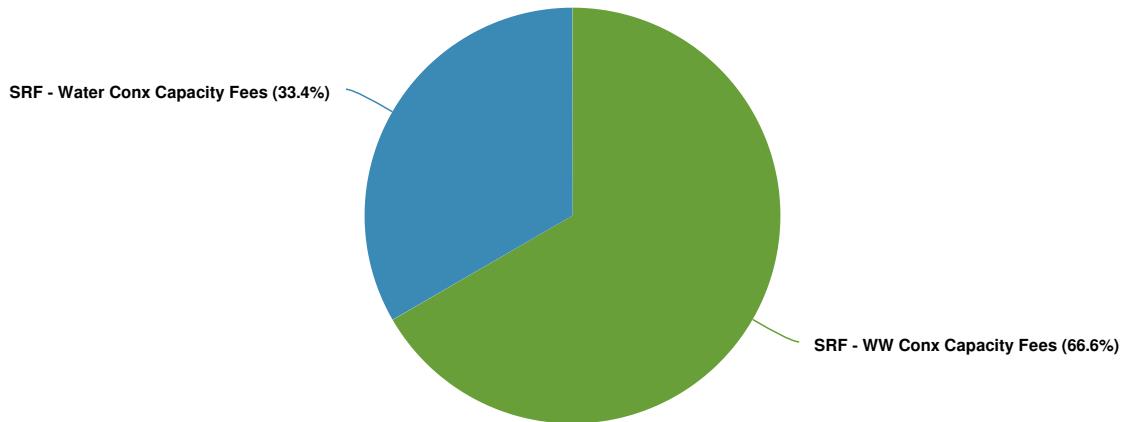
The Utility Capacity Fee Fund was created in Fiscal Year 2011-2012 to separately account for capacity fees – or connection fees – related to the City's Utility Fund. These funds may be used to pay for projects related to growth or added capacity and may be used to pay debt on projects related to growth or added capacity. Wastewater connection fee reserves have been budgeted toward wastewater treatment plant debt and water connection fee reserves have been budgeted for qualified water capital projects. More information is available at the back of the budget book in Capital Outlay.

### Utility Capacity Fee Fund - Revenue by Fund



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>SRF - Water Conx Capacity Fees</b>			
C/O Balance	14010300-300100	\$1,666,667	\$1,666,667
Water Cnxn Capacity Fees	14010324-324100	\$1,093,000	\$320,000
Interest-Water Cnxn Cap Fees	14010361-361100	\$10,000	\$10,000
<b>Total SRF - Water Conx Capacity Fees:</b>		<b>\$2,769,667</b>	<b>\$1,996,667</b>
<b>SRF - WW Conx Capacity Fees</b>			
C/O Balance	14020300-300100	\$3,333,333	\$3,333,333
Wastewater Cnxn Capacity Fees	14020324-324100	\$2,221,000	\$641,000
Interest-WW Cnxn Capacity Fees	14020361-361100	\$15,000	\$15,000
<b>Total SRF - WW Conx Capacity Fees:</b>		<b>\$5,569,333</b>	<b>\$3,989,333</b>
<b>Total:</b>		<b>\$8,339,000</b>	<b>\$5,986,000</b>

## Utility Capacity Fee Fund - Expenditures by Fund



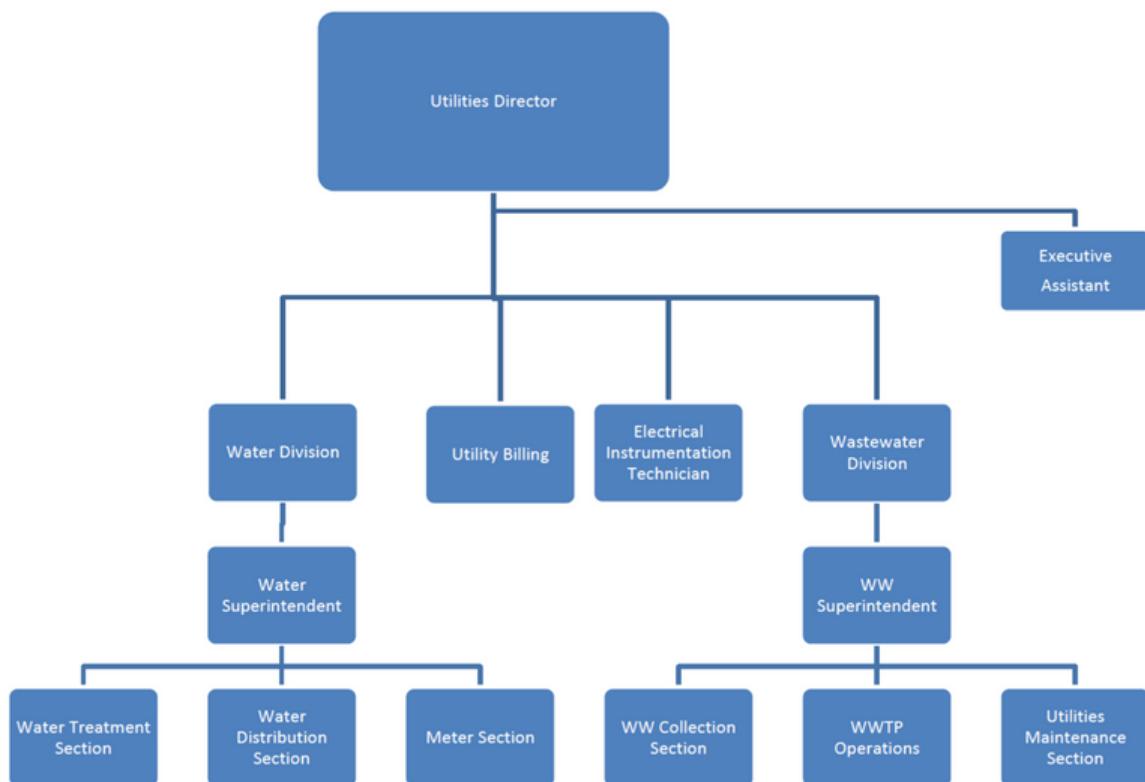
Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
SRF - Water Conx Capacity Fees			
Transfer To Utility Fund	14013300-591001	\$2,769,667	\$1,996,667
<b>Total SRF - Water Conx Capacity Fees:</b>		<b>\$2,769,667</b>	<b>\$1,996,667</b>
SRF - WW Conx Capacity Fees			
Transfer To Utility Fund	14023500-591001	\$5,569,333	\$3,989,333
<b>Total SRF - WW Conx Capacity Fees:</b>		<b>\$5,569,333</b>	<b>\$3,989,333</b>
<b>Total:</b>		<b>\$8,339,000</b>	<b>\$5,986,000</b>

# Utilities

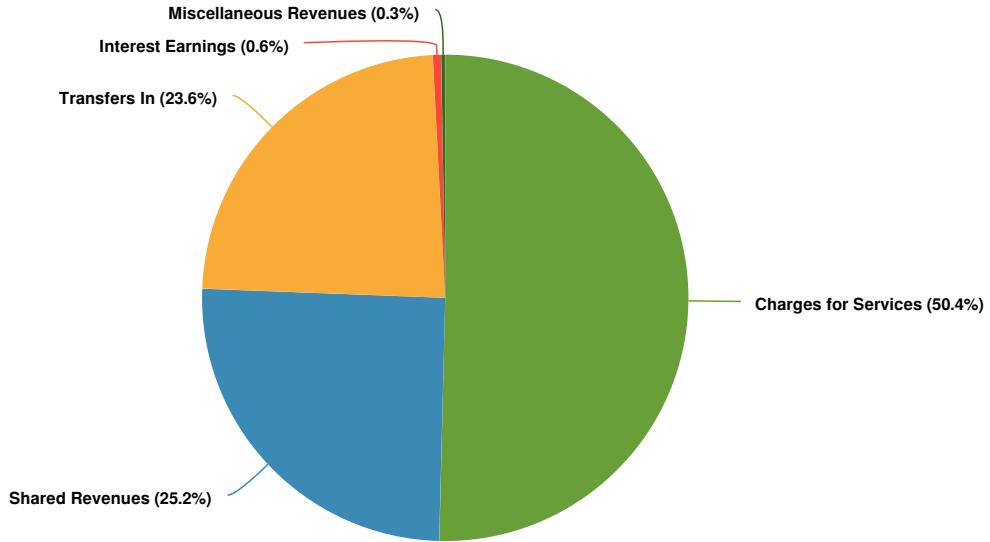


**Utility Fund**  
Org Code: 410

## Organizational Chart



## Utilities - Revenues by Source

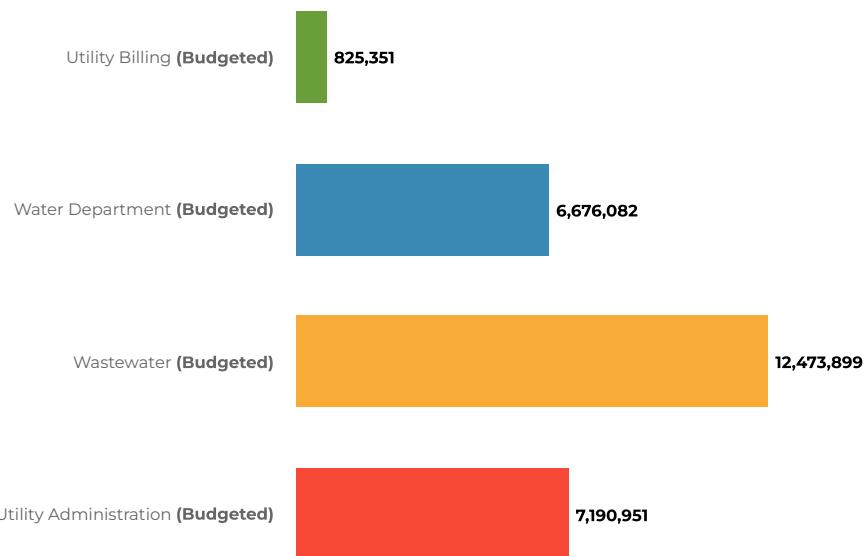


Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Revenue Source</b>			
<b>Shared Revenues</b>			
Federal Grants - Other Phy Env	41000331-331390-21P13	\$1,500,000	\$1,500,000
State Grants - Water System	41000334-334310-21P06	\$0	\$600,000
State Grants - Water System	41000334-334310-22P01	\$1,000,000	\$880,000
State Grants - Water System	41000334-334310-22P03	\$650,000	\$585,000
State Grants - Water System	41000334-334310-22P04	\$3,500,000	\$3,284,317
<b>Total Shared Revenues:</b>		<b>\$6,650,000</b>	<b>\$6,849,317</b>
<b>Charges for Services</b>			
Water & Sewer Charges	41000343-343600	\$12,906,284	\$13,690,000
<b>Total Charges for Services:</b>		<b>\$12,906,284</b>	<b>\$13,690,000</b>
<b>Interest Earnings</b>			
Interest Income	41000361-361100	\$150,000	\$150,000
<b>Total Interest Earnings:</b>		<b>\$150,000</b>	<b>\$150,000</b>
<b>Miscellaneous Revenues</b>			
Surplus Property Sales	41000364-364400	\$10,000	\$10,000
SCRAP Sales - Utility	41000365-365000	\$6,000	\$6,000
Miscellaneous Revenue	41000369-369900	\$57,000	\$57,000
<b>Total Miscellaneous Revenues:</b>		<b>\$73,000</b>	<b>\$73,000</b>
<b>Transfers In</b>			
SRF 14 Water Capacity Fees	41000381-381330	\$8,339,000	\$5,986,000

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Debt Proceeds	41000384-384000-21P06	\$1,224,530	\$0
Debt Proceeds	41000384-384000-21P12	\$1,052,893	\$417,966
<b>Total Transfers In:</b>		<b>\$10,616,423</b>	<b>\$6,403,966</b>
<b>Total Revenue Source:</b>		<b>\$30,395,707</b>	<b>\$27,166,283</b>

## Utilities - Expenditure Summary by Division

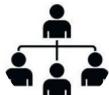
Expenditure Summary by Division



## Utilities - Expenditures by Function

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expenditures			
Physical Environment			
Personnel Services		\$2,903,618	\$3,287,139
Operating Expenditures		\$5,009,363	\$4,539,233
Capital Outlay		\$18,327,000	\$12,876,000
Debt Service		\$2,275,257	\$2,249,590
Transfers Out		\$1,880,469	\$4,214,321
<b>Total Physical Environment:</b>		<b>\$30,395,707</b>	<b>\$27,166,283</b>
<b>Total Expenditures:</b>		<b>\$30,395,707</b>	<b>\$27,166,283</b>

# Utility Administration



## Utility Fund

Org Code: 41003000

The Administration Division is accountable for the direction, supervision, and planning of both the Water and Wastewater Divisions. Responsibilities include budgeting, purchasing, technical specifications, contract administration, engineering review, maintenance coordination, providing City Council presentations, customer complaint investigations, and payroll. Also, providing technical, professional, and safety training, and the hiring, promoting, and disciplining of the department's employees. There are two employees in the Utilities Administration Division.

## Utility Administration - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Utilities Director *	1	1	1
Executive Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

### Utility Administration



## Utility Administration - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	41003000-512000	\$164,043	\$169,034
Fica Taxes	41003000-521100	\$10,171	\$10,481
Medicare Taxes	41003000-521200	\$2,379	\$2,452
Retirement Contributions	41003000-522100	\$44,654	\$45,998
Group Health	41003000-523000	\$37,268	\$31,458
Workers Comp Insurance	41003000-524000	\$6,491	\$3,984
<b>Total Personnel Services:</b>		<b>\$265,006</b>	<b>\$263,407</b>
<b>Operating Expenditures</b>			
Professional Services	41003000-531500	\$75,000	\$125,000
Prof Ser - Software & Support	41003000-531700	\$111,209	\$121,733
Contractual Services	41003000-534000	\$120,000	\$120,000
Telephone & Data Communication	41003000-541000	\$1,000	\$1,000
Freight and Postage Services	41003000-542000	\$200	\$200
Copy Machine Leases	41003000-544500	\$1,400	\$1,400
Property & Casualty Insurance	41003000-545000	\$24,568	\$23,800
Repair & Maint Vehicles	41003000-546200	\$500	\$500
Office Supplies	41003000-551000	\$700	\$1,000
Operating Supplies	41003000-552000	\$1,000	\$1,000
Gas & Oil	41003000-552700	\$700	\$700
Computers	41003000-552950		\$2,300
Memberships/Dues	41003000-554200	\$1,000	\$1,000
Training	41003000-555500	\$6,000	\$9,000
<b>Total Operating Expenditures:</b>		<b>\$343,277</b>	<b>\$408,633</b>
<b>Capital Outlay</b>			
Machinery & Equipment	41003000-564000		\$55,000
<b>Total Capital Outlay:</b>			<b>\$55,000</b>
<b>Debt Service</b>			
Loan Principal - SRF Loan	41003000-571002	\$1,537,342	\$1,511,675
Loan Principal - Meter Rplc	41003000-571003	\$737,915	\$737,915
<b>Total Debt Service:</b>		<b>\$2,275,257</b>	<b>\$2,249,590</b>
<b>Transfers Out</b>			
Transfer To General Fund	41003000-591001	\$1,203,481	\$1,642,800
Transfer to Airport Fund	41003000-591420	\$234,850	\$234,850
Reserve	41003000-599100	\$442,138	\$2,336,671
<b>Total Transfers Out:</b>		<b>\$1,880,469</b>	<b>\$4,214,321</b>
<b>Total Expense Objects:</b>		<b>\$4,764,009</b>	<b>\$7,190,951</b>

# Utility Billing



## Utility Fund

Org Code: 41001300

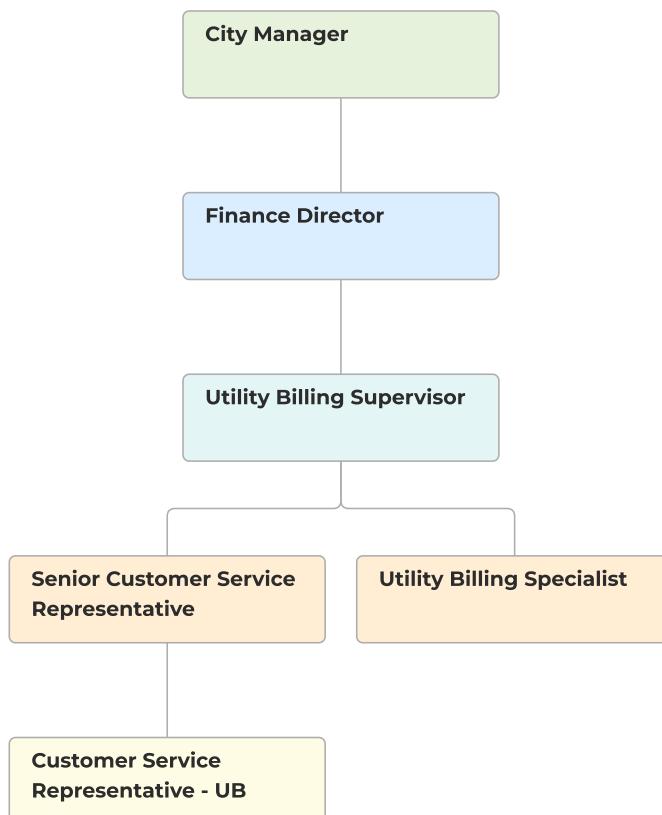
The Utility Billing (UB) Division is a division of the Finance Department. This division maintains and processes all water, sewer, and sanitation billing records; processing four scheduled billing cycles each month; and providing customer service to utility and sanitation customers regarding their accounts. In conjunction with Utility Department meter readers, UB coordinates work related to checking for leaks, lock offs, and reread orders. UB functions as the primary cash receipts area within the City, collecting and aggregating receipts from other City departments to prepare the City's daily banking deposit.

## Utility Billing - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Accountant *	1	0	0
Utility Billing Supervisor	0	1	1
Senior Customer Service Representative - UB	1	1	1
Utility Billing Specialist	0	1	1
Customer Service Representative - UB	3	4	3.5
<b>Total</b>	<b>5</b>	<b>7</b>	<b>6.5</b>

### Utility Billing



## Utility Billing - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	41001300-512000	\$181,165	\$222,167
Overtime	41001300-514000	\$500	\$500
FICA Taxes	41001300-521100	\$9,794	\$13,778
Medicare Taxes	41001300-521200	\$2,292	\$3,225
Retirement Contributions	41001300-522100	\$24,422	\$30,284
Group Health Insurance	41001300-523000	\$50,682	\$64,758
Workers Comp Insurance	41001300-524000	\$6,251	\$5,239
<b>Total Personnel Services:</b>		<b>\$275,106</b>	<b>\$339,951</b>
<b>Operating Expenditures</b>			
Medical Services	41001300-531200	\$300	\$300
Professional Services	41001300-531500	\$10,000	\$10,000
Contractual Services	41001300-534000	\$890,000	\$60,000
Contract Svcs-Proc CC Fees	41001300-534700	\$145,000	\$140,000
Telephone & Data Communication	41001300-541000	\$2,000	\$2,000
Freight & Postage	41001300-542000	\$100,000	\$100,000
Copy Machine Leases	41001300-544500	\$13,741	\$1,100
Property & Casualty Insurance	41001300-545000	\$1,100	\$13,400
Office Supplies	41001300-551000	\$600	\$600
Operating Supplies	41001300-552000	\$1,300	\$2,000
Training	41001300-555500	\$3,000	\$6,000
<b>Total Operating Expenditures:</b>		<b>\$1,167,041</b>	<b>\$335,400</b>
<b>Capital Outlay</b>			
Building & Building Improvemen	41001300-562000	\$50,000	\$50,000
Machinery & Equipment	41001300-564000	\$195,000	\$100,000
<b>Total Capital Outlay:</b>		<b>\$245,000</b>	<b>\$150,000</b>
<b>Total Expense Objects:</b>		<b>\$1,687,147</b>	<b>\$825,351</b>

## Water



### Utility Fund

Org Code: 41003300

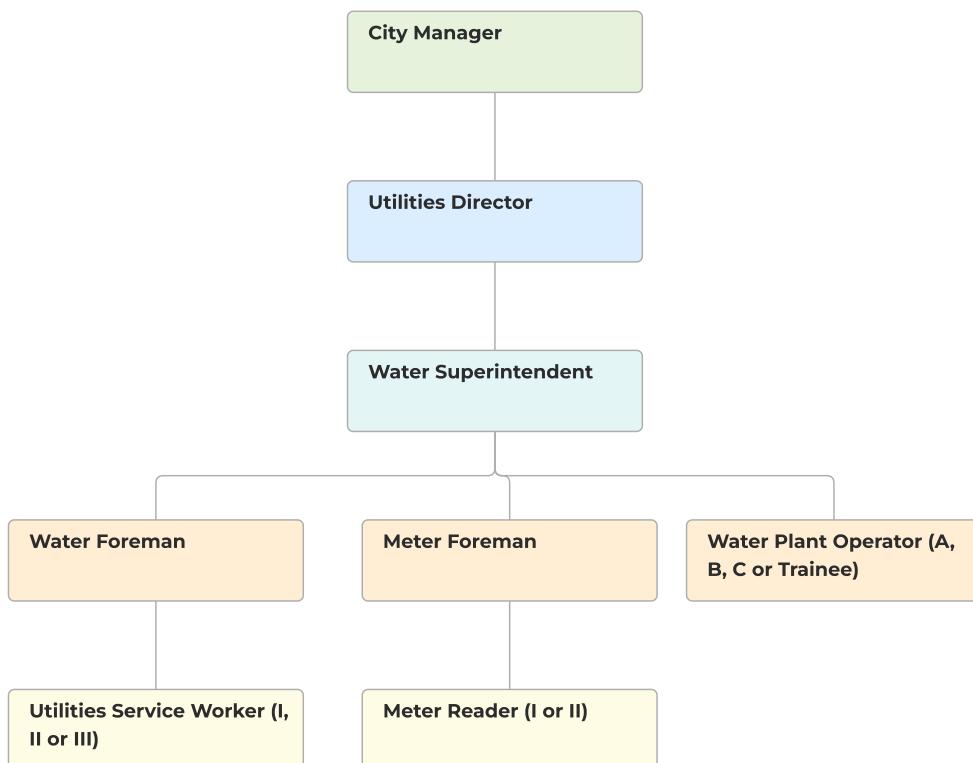
The Water Division is accountable for the City's Drinking Water Supply, treatment operations, distribution piping, and reclaimed water distribution system. This responsibility includes the water treatment operations and distribution pumping (to the customer's tap), well and distribution sampling, flushing programs, Florida Department of Environmental Protection (FDEP), and Southwest Florida Water Management District (SWFWMD) operating permits. In addition, chemical ordering, meter turn ons/turn offs/lock offs, water main breaks, Backflow Prevention Program, Cross Connection Control Program, utility locates, customer complaints, new water services, valve exercising, and operations/maintenance of the valve system, fire hydrant operation, testing, and maintenance, meter reading, meter box repairs and installation, meter change-outs and meter leaks. The FDEP and SWFWMD permits the Water Treatment Plants and distribution system. The Water Division is in charge of the operation and maintenance of this system in accordance with the operating permits and Florida Administrative Codes.

## Water - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Water Superintendent *	1	1	1
Water Foreman	1	1	1
Water Plant Operator (A, B, C or Trainee)	3	3	3
Meter Foreman	1	1	1
Utilities Service Worker (I, II or III)	6	6	8
Meter Reader (I or II)	1	1	2
<b>Total</b>	<b>13</b>	<b>13</b>	<b>16</b>

### Water



## Water - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
Salaries	41003300-512000	\$644,590	\$719,341
Overtime	41003300-514000	\$30,000	\$35,000
Fica Taxes	41003300-521100	\$39,971	\$44,606
Medicare Taxes	41003300-521200	\$9,352	\$10,439
Retirement Contributions	41003300-522100	\$87,478	\$110,061
Group Health	41003300-523000	\$226,496	\$307,326

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Workers Comp Insurance	41003300-524000	\$25,507	\$16,959
<b>Total Personnel Services:</b>		<b>\$1,063,394</b>	<b>\$1,243,732</b>
<b>Operating Expenditures</b>			
Medical Services	41003300-531200	\$300	\$1,000
Laboratory Analysis	41003300-531300	\$30,000	\$50,000
Professional Services	41003300-531500	\$150,000	\$150,000
Contractual Services	41003300-534000	\$275,000	\$275,000
Property Tax	41003300-538000	\$200	\$200
Telephone & Data Communication	41003300-541000	\$25,000	\$30,000
Freight and Postage Services	41003300-542000	\$500	\$500
Electricity	41003300-543000	\$150,000	\$150,000
Water & Sewer Expense	41003300-543300	\$250	\$250
Leases & Rentals	41003300-544000	\$1,000	\$1,000
Copy Machine Leases	41003300-544500	\$500	\$500
Property & Casualty Insurance	41003300-545000	\$50,220	\$48,700
Repair & Maint-Buildings	41003300-546000	\$4,000	\$4,000
Repair & Maint-Equipment	41003300-546100	\$75,000	\$75,000
Repair & Maint Vehicles	41003300-546200	\$30,000	\$30,000
Water Tank Maintenance	41003300-546300	\$60,000	\$80,000
Repair & Maint-Water Lines	41003300-546400	\$150,000	\$250,000
Licenses and Permits	41003300-549200	\$2,000	\$2,000
Office Supplies	41003300-551000	\$3,000	\$3,000
Operating Supplies	41003300-552000	\$48,000	\$60,000
Uniforms	41003300-552100	\$4,000	\$6,000
Tools, Small Equipment	41003300-552300	\$10,000	\$20,000
Chemicals	41003300-552400	\$40,000	\$40,000
Gas & Oil	41003300-552700	\$50,000	\$50,000
Computers	41003300-552950		\$12,200
Memberships/Dues	41003300-554200	\$2,000	\$2,000
Training	41003300-555500	\$20,000	\$30,000
<b>Total Operating Expenditures:</b>		<b>\$1,180,970</b>	<b>\$1,371,350</b>
<b>Capital Outlay</b>			
Buildings/Bldg Improvements	41003300-562000	\$500,000	\$0
Building & Building Improvemen	41003300-562000-21P07	\$600,000	\$600,000
Infrastructure	41003300-563000	\$1,460,000	\$280,000
Infrastructure	41003300-563000-24P02	\$1,100,000	\$1,066,000
Infrastructure	41003300-563000-24P03	\$1,230,000	\$1,205,000
Machinery and Equipment	41003300-564000	\$157,000	\$410,000
Inventory Purchases	41003300-565900	\$500,000	\$500,000
<b>Total Capital Outlay:</b>		<b>\$5,547,000</b>	<b>\$4,061,000</b>
<b>Total Expense Objects:</b>		<b>\$7,791,364</b>	<b>\$6,676,082</b>

# Wastewater



**Utility Fund**  
Org Code: 41003500

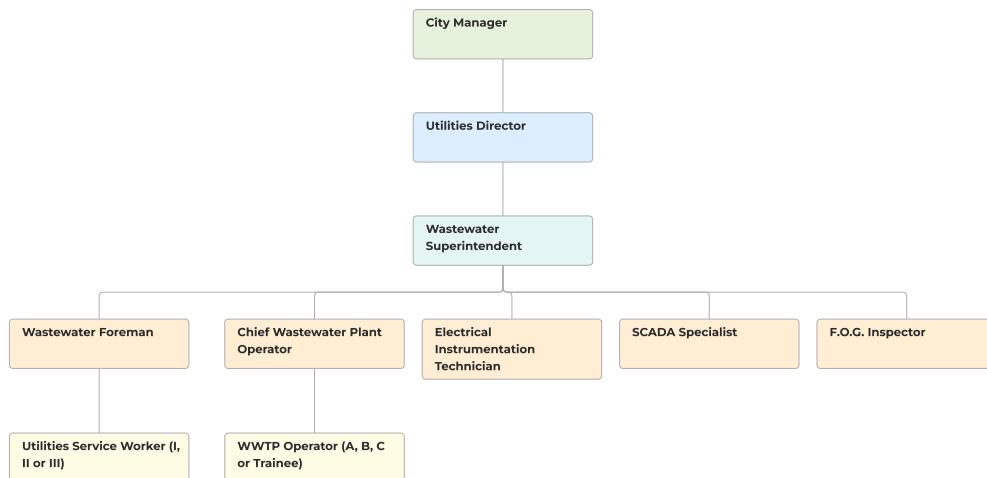
The Wastewater Division is held accountable for the operation and maintenance of the City's 4.5 million gallons per day Wastewater Treatment Plant, reclaimed water pumping station, 38 acres of rapid infiltration basins, 67 sewage lift stations and all of the City's sewer collection system. Which includes over 300 miles of gravity and pressurized underground sewer pipes and ~1,600 sanitary sewer manholes. The Division is also in charge of sewer line installations, breaks and preventative maintenance, manhole maintenance, utility locates, the Fats, Oils, and Grease Program (FOG), and customer complaints. The Florida Department of Environmental Protection (FDEP) permits the Wastewater Treatment Plant and Sewer Collection system and the Division is responsible for the proper operation and maintenance of these systems in accordance with the FDEP operating permit and Florida Administrative Codes. There are 18 employees in the Wastewater Division.

## Wastewater - Personnel Information

### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Wastewater Superintendent *	1	1	1
Chief Wastewater Plant Operator *	1	1	1
WWTP Operator (A, B, C or Trainee)	5	5	5
Electrical Instrumentation Technician	1	1	1
SCADA Specialist	1	1	1
Wastewater Foreman	1	1	1
F.O.G. Inspector	0	1	1
Utilities Service Worker (I, II or III)	7	7	10
<b>Total</b>	<b>17</b>	<b>18</b>	<b>21</b>

### Wastewater



## Wastewater - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	41003500-512000	\$792,379	\$859,828
Overtime Sewer	41003500-514000	\$100,000	\$90,000
Fica Taxes	41003500-521100	\$47,649	\$53,319
Medicare Taxes	41003500-521200	\$11,148	\$12,478
Retirement Contributions	41003500-522100	\$107,631	\$130,995
Group Health	41003500-523000	\$210,899	\$273,153
Workers Comp Insurance	41003500-524000	\$30,406	\$20,276
<b>Total Personnel Services:</b>		<b>\$1,300,112</b>	<b>\$1,440,049</b>
<b>Operating Expenditures</b>			
Medical Services	41003500-531200	\$1,000	\$1,000
Laboratory Analysis	41003500-531300	\$25,000	\$60,000
Professional Services	41003500-531500	\$510,000	\$500,000
Contractual Services	41003500-534000	\$500	\$500
Contractual Hauling	41003500-534500	\$150,000	\$200,000
Property Tax	41003500-538000	\$50	\$50
Telephone & Data Communication	41003500-541000	\$15,000	\$20,000
Freight and Postage Services	41003500-542000	\$500	\$500
Electricity	41003500-543000	\$500,000	\$475,000
Water & Sewer Expense	41003500-543300	\$30,000	\$25,000
Refuse Removal	41003500-543400	\$8,000	\$9,000
Property & Casualty Insurance	41003500-545000	\$330,525	\$320,000
Repair & Maint-Buildings	41003500-546000	\$28,000	\$28,000
Repair & Maint-Equipment	41003500-546100	\$125,000	\$125,000
Repair & Maint Vehicles	41003500-546200	\$40,000	\$40,000
Repair & Maint-Infrastructure	41003500-546300	\$150,000	\$200,000
Licenses and Permits	41003500-549200	\$1,500	\$1,500
Office Supplies	41003500-551000	\$1,200	\$1,200
Operating Supplies	41003500-552000	\$65,000	\$65,000
Uniforms	41003500-552100	\$5,000	\$7,000
Tools, Small Equipment	41003500-552300	\$10,000	\$20,000
Chemicals & Chlorine Gas	41003500-552400	\$250,000	\$250,000
Gas & Oil	41003500-552700	\$50,000	\$50,000
Computers	41003500-552950		\$3,300
Memberships/Dues	41003500-554200	\$1,800	\$1,800
Training	41003500-555500	\$20,000	\$20,000
<b>Total Operating Expenditures:</b>		<b>\$2,318,075</b>	<b>\$2,423,850</b>
<b>Capital Outlay</b>			
Buildings/Bldg Improvements	41003500-562000	\$150,000	\$0
Infrastructure	41003500-563000	\$2,900,000	\$1,835,000

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Infrastructure	41003500-563000-22P01	\$2,000,000	\$2,000,000
Infrastructure	41003500-563000-22P03	\$1,300,000	\$0
Infrastructure	41003500-563000-22P04	\$4,000,000	\$0
Infrastructure	41003500-563000-24P04	\$1,650,000	\$1,650,000
Infrastructure	41003500-563000-25P02	\$0	\$1,500,000
Machinery and Equipment	41003500-564000	\$515,000	\$305,000
Machinery & Equipment	41003500-564000-25P01	\$0	\$1,300,000
Inventory Purchases	41003500-565900	\$20,000	\$20,000
<b>Total Capital Outlay:</b>		<b>\$12,535,000</b>	<b>\$8,610,000</b>
<b>Total Expense Objects:</b>		<b>\$16,153,187</b>	<b>\$12,473,899</b>

# Airport



## Airport Fund

Org Code: 42004200

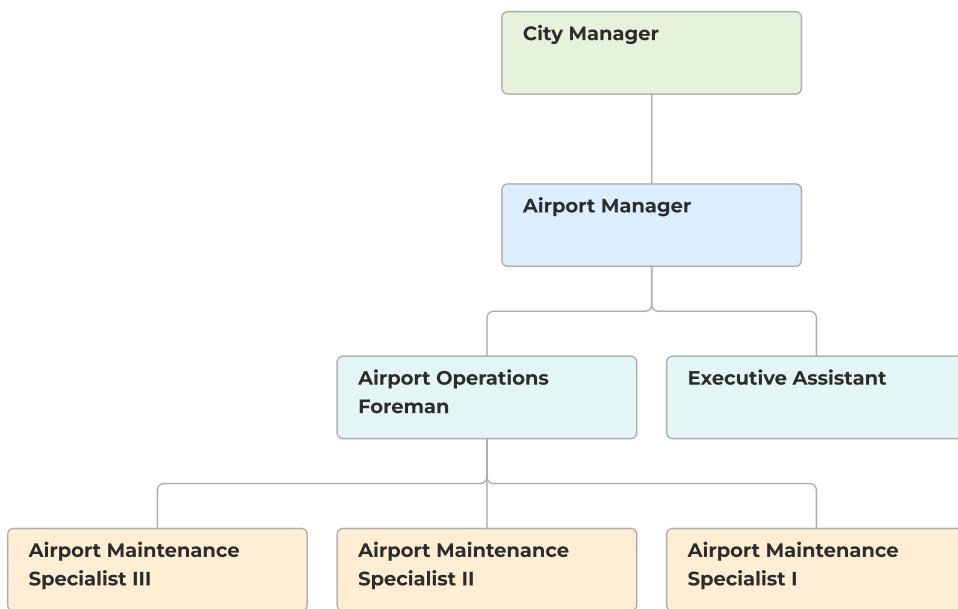
Jump right in to Zephyrhills Municipal Airport (ZPH) is in Pasco County, approximately 26 miles northeast of Tampa. The airport is publicly owned and operated by the City of Zephyrhills. The airport has two paved runways, the longest of which measures 6,200 feet long by 100 feet wide (Runway 01/19) and (05/23) which measures 5,000 feet long by 100 feet wide, both servicing 60,000 lbs. aircrafts. The airport primarily supports many aspects of General Aviation flying and local business aircraft, with pilots either stopping to refuel or to enjoy a longer weekend visit. Pilots and passengers can have lunch down town on Main Street at one of several local restaurants or experience the tranquility of one of several nearby natural areas, including the Crystal Springs Preserve, Hillsborough River State Park, or the Upper Hillsborough Preserve. The Pigz In Z'hills BBQ and Blues Fest is also a major draw. This annual event showcases BBQ, blues music, classic cars, and a military history museum. The Zephyrhills Municipal Airport also supports frequent skydiving operations. Thrill-seekers from across the world come to train and experience skydiving at Skydive City Z-Hills. Other airport tenants include Zephyr Aircraft Engines, Hawk Aircraft painting services, POSOVA Aviation, skydiving equipment manufacturers and retailers, as well as other aircraft maintenance, repair, and detail shops.

## Airport - Personnel Information

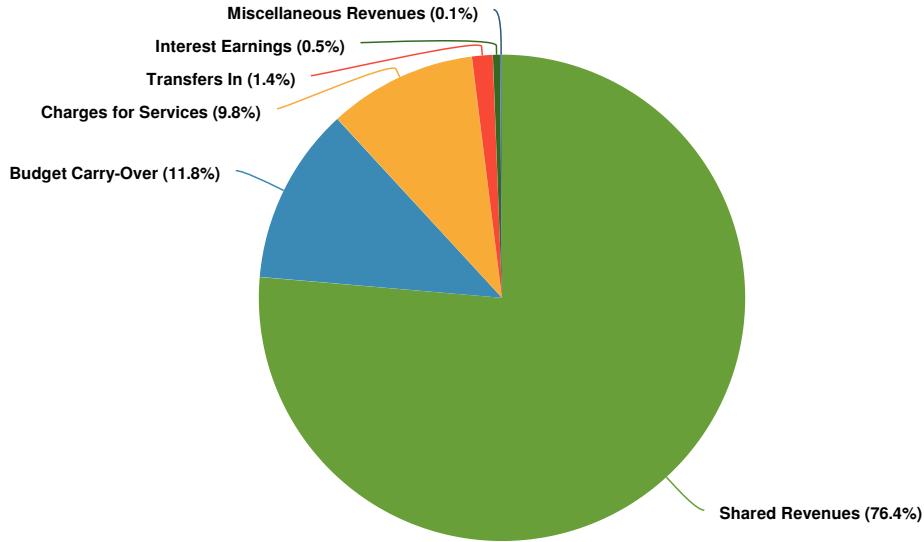
### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Airport Manager *	1	1	1
Airport Operations Foreman	1	1	1
Executive Assistant	1	1	1
Airport Maintenance Specialist III	1	1	1
Airport Maintenance Specialist II	2	2	2
Airport Maintenance Specialist I	0	0	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>7</b>

### Airport



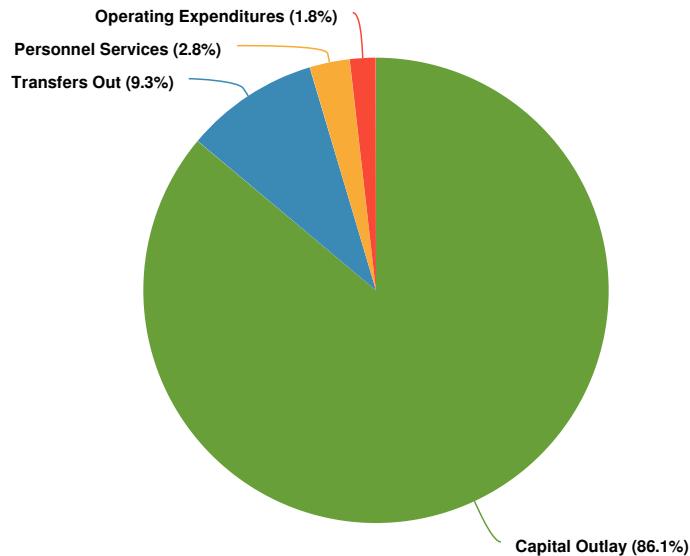
## Airport - Revenues by Source



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Revenue Source</b>			
<b>Budget Carry-Over</b>			
C/O Balance	42000300-300100	\$199,359	\$2,430,914
<b>Total Budget Carry-Over:</b>		<b>\$199,359</b>	<b>\$2,430,914</b>
<b>Shared Revenues</b>			
State Grants - Airport Develop	42000334-334410-21P04	\$25,000	\$32,000
State Grants - Airport Develop	42000334-334410-23P02	\$6,600,000	\$11,540,504
State Grants - Airport Develop	42000334-334410-23P04	\$312,000	\$0
State Grants - Airport Develop	42000334-334410-24P01	\$800,000	\$800,000
State Grants - Airport Develop	42000334-334410-24P06	\$3,360,000	\$3,360,000
<b>Total Shared Revenues:</b>		<b>\$11,097,000</b>	<b>\$15,732,504</b>
<b>Charges for Services</b>			
Airport Rental & Lease Income	42000344-344100	\$302,379	\$308,796
Tie Down Fees	42000344-344101	\$10,903	\$20,800
Fuel Sales	42000344-344102	\$928,940	\$1,191,444
Oil Sales	42000344-344103	\$13,292	\$17,375
Fuel Flowage Fees	42000344-344105	\$4,421	\$4,172
Shade Hangar Rent	42000344-344106	\$14,537	\$15,000
T Hangar Rent	42000344-344107	\$453,149	\$453,104
Trailer Parking	42000344-344109	\$7,005	\$14,455
Late Payment Fees	42000344-344150	\$0	\$1,000
Airport Venue Events	42000347-347510	\$2,000	\$2,000
<b>Total Charges for Services:</b>		<b>\$1,736,626</b>	<b>\$2,028,146</b>

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Interest Earnings			
Interest Income	42000361-361100	\$35,000	\$100,000
<b>Total Interest Earnings:</b>		<b>\$35,000</b>	<b>\$100,000</b>
Miscellaneous Revenues			
Surplus Property Sales	42000364-364400	\$5,000	\$5,000
Miscellaneous Revenue	42000369-369900	\$17,741	\$18,000
<b>Total Miscellaneous Revenues:</b>		<b>\$22,741</b>	<b>\$23,000</b>
Transfers In			
Transfer From General Fund	42000381-381100	\$18,740	\$18,740
Transfer from Utility Fund	42000381-381410	\$234,850	\$234,850
Transfer from Sanitation Fund	42000381-381430	\$31,440	\$31,440
<b>Total Transfers In:</b>		<b>\$285,030</b>	<b>\$285,030</b>
<b>Total Revenue Source:</b>		<b>\$13,375,756</b>	<b>\$20,599,594</b>

## Airport - Expenditures by Expense Type



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	42004200-512000	\$328,101	\$356,190
Overtime Airport	42004200-514000	\$9,000	\$9,000
Fica Taxes	42004200-521100	\$20,345	\$22,087
Medicare Taxes	42004200-521200	\$4,760	\$5,169
Retirement Contributions	42004200-522100	\$66,510	\$76,014
Group Health	42004200-523000	\$137,858	\$96,847
Workers Comp Insurance	42004200-524000	\$12,982	\$8,397
<b>Total Personnel Services:</b>		<b>\$579,556</b>	<b>\$573,704</b>
<b>Operating Expenditures</b>			
Medical Services	42004200-531200	\$330	\$300
Professional Services	42004200-531500	\$12,000	\$12,000
Prof Ser - Software & Support	42004200-531700	\$12,371	\$13,989
Contractual Services	42004200-534000	\$11,550	\$15,500
Processing Fees Credit Cards	42004200-534700	\$58,850	\$55,850
Property Tax	42004200-538000	\$2,000	\$2,000
Telephone & Data Communication	42004200-541000	\$5,100	\$5,100
Aeronautical Communications	42004200-541200	\$8,500	\$8,500
Freight and Postage Services	42004200-542000	\$1,242	\$900
Electricity	42004200-543000	\$32,700	\$36,000
Water & Sewer Expense	42004200-543300	\$7,500	\$6,500

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Refuse Removal	42004200-543400	\$1,000	\$1,000
Copy Machine Leases	42004200-544500	\$1,500	\$750
Property & Casualty Insurance	42004200-545000	\$119,804	\$116,000
Repair & Maint-Buildings	42004200-546000	\$8,000	\$6,000
Repair & Maint-Equipment	42004200-546100	\$15,000	\$12,000
Repair & Maint Vehicles	42004200-546200	\$7,000	\$7,000
Repair & Maint-Infrastructure	42004200-546300	\$50,000	\$35,000
Marketing/Publicity	42004200-548000	\$500	\$500
Special Event	42004200-548900	\$500	\$500
Legal Ads	42004200-549000	\$500	\$500
Office Supplies	42004200-551000	\$980	\$850
Operating Supplies	42004200-552000	\$11,000	\$10,000
Uniforms	42004200-552100	\$1,200	\$1,500
Tools, Small Equipment	42004200-552300	\$2,000	\$1,800
Gas & Oil City Use	42004200-552700	\$16,500	\$17,500
Memberships/Dues	42004200-554200	\$1,000	\$750
Training	42004200-555500	\$3,500	\$4,500
<b>Total Operating Expenditures:</b>		<b>\$392,127</b>	<b>\$372,789</b>
<b>Capital Outlay</b>			
Infrastructure	42004200-563000-21P04	\$95,000	\$40,000
Infrastructure	42004200-563000-23P02	\$6,201,073	\$11,450,000
Infrastructure	42004200-563000-24P01	\$1,000,000	\$1,000,000
Infrastructure	42004200-563000-24P06	\$4,200,000	\$4,200,000
Machinery and Equipment	42004200-564000	\$13,000	\$0
Inventory Purchases	42004200-565900	\$875,000	\$1,045,000
<b>Total Capital Outlay:</b>		<b>\$12,384,073</b>	<b>\$17,735,000</b>
<b>Transfers Out</b>			
Transfer To General Fund	42004200-591001	\$20,000	\$20,000
Reserve	42004200-599100	\$0	\$1,898,101
<b>Total Transfers Out:</b>		<b>\$20,000</b>	<b>\$1,918,101</b>
<b>Total Expense Objects:</b>		<b>\$13,375,756</b>	<b>\$20,599,594</b>

# Sanitation



**Sanitation Fund**  
Org Code: 43003400

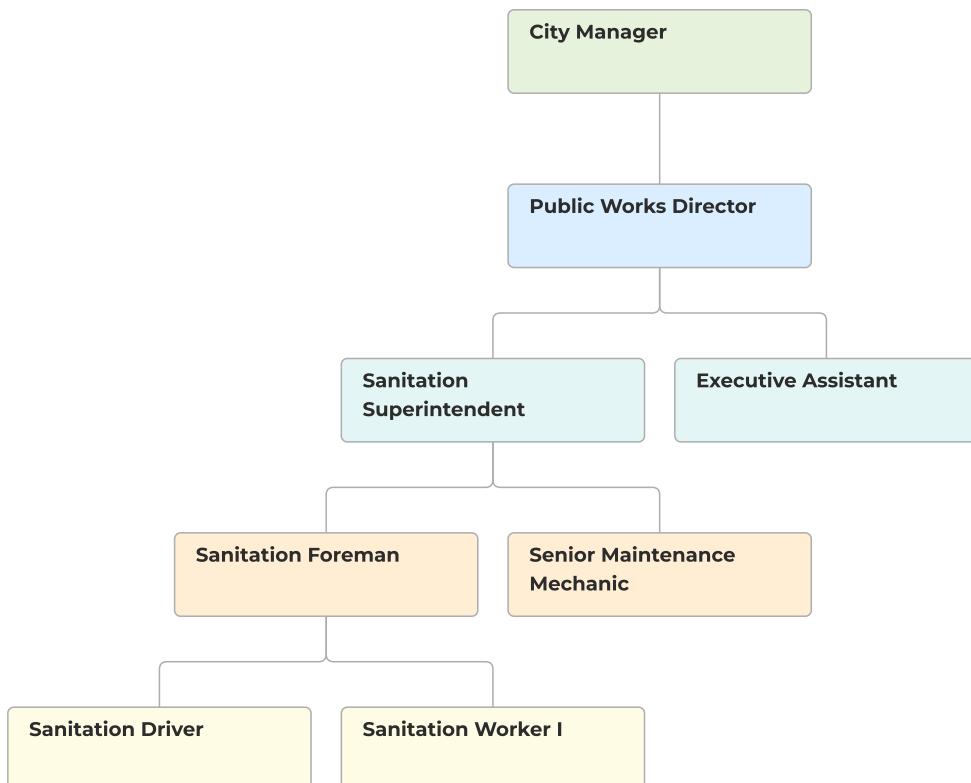
The Sanitation Division provides residential and commercial solid waste collection and disposal services. The Sanitation Division also offers bi-weekly recycling services. All solid waste and recyclables are transported to Pasco County facilities via City-owned collection vehicles for sorting and processing. Additional services include transportation of trash compactors and roll-off type construction containers. The Sanitation Division is an enterprise fund.

## Sanitation - Personnel Information

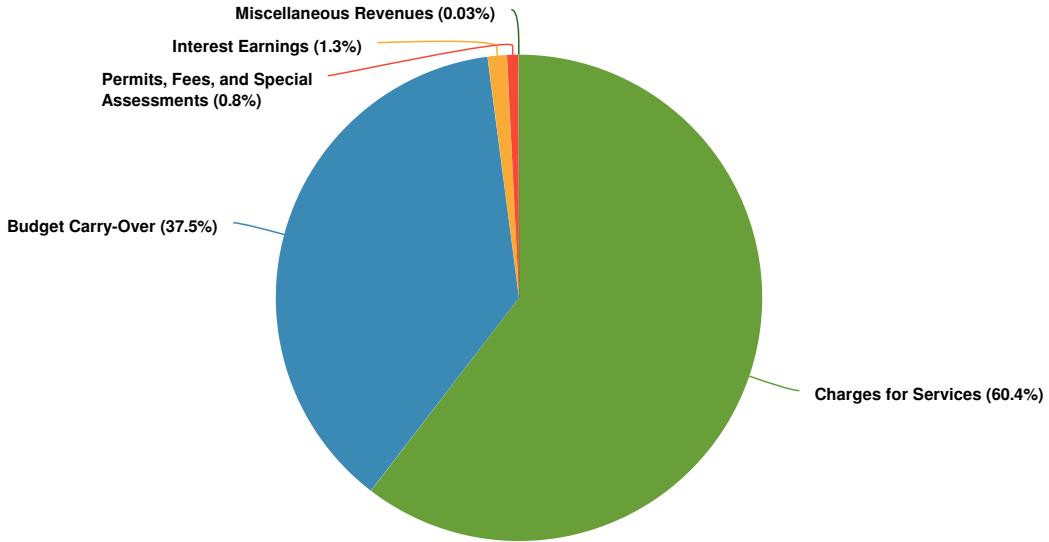
### Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Sanitation Superintendent *	1	1	1
Sanitation Foreman	1	1	1
Senior Maintenance Mechanic	1	1	1
Executive Assistant	1	1	1
Sanitation Driver	6	6	7
Sanitation Worker I	1	2	2
<b>Total</b>	<b>11</b>	<b>12</b>	<b>13</b>

### Sanitation

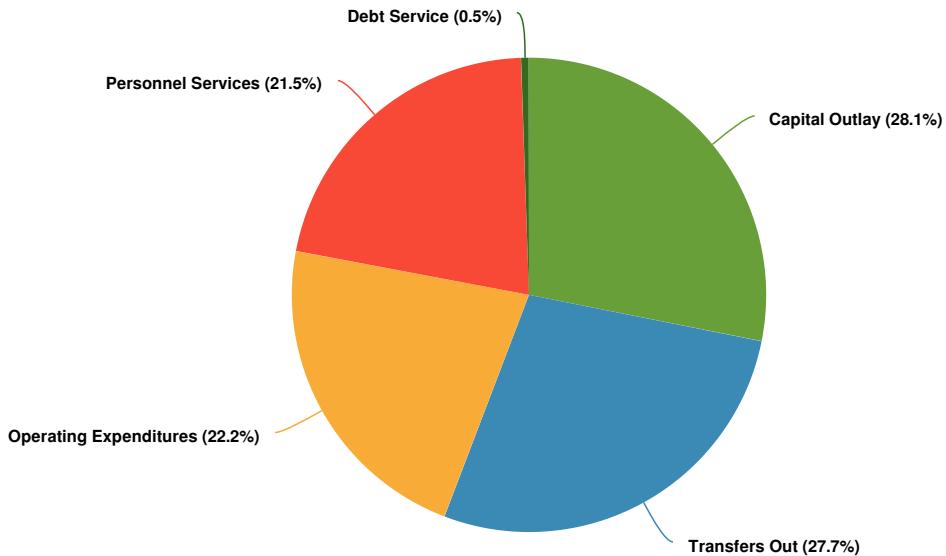


## Sanitation - Revenues by Source



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Revenue Source</b>			
<b>Budget Carry-Over</b>			
C/O Balance	43000300-300100	\$542,749	\$1,480,707
<b>Total Budget Carry-Over:</b>		<b>\$542,749</b>	<b>\$1,480,707</b>
<b>Permits, Fees, and Special Assessments</b>			
Sanitation Franchise Fees	43000323-323430	\$25,000	\$30,000
<b>Total Permits, Fees, and Special Assessments:</b>		<b>\$25,000</b>	<b>\$30,000</b>
<b>Charges for Services</b>			
Sanitation Charges	43000343-343700	\$2,364,600	\$2,385,480
<b>Total Charges for Services:</b>		<b>\$2,364,600</b>	<b>\$2,385,480</b>
<b>Interest Earnings</b>			
Interest Income	43000361-361100	\$40,000	\$50,000
<b>Total Interest Earnings:</b>		<b>\$40,000</b>	<b>\$50,000</b>
<b>Miscellaneous Revenues</b>			
Miscellaneous Income	43000369-369900	\$1,000	\$1,000
<b>Total Miscellaneous Revenues:</b>		<b>\$1,000</b>	<b>\$1,000</b>
<b>Total Revenue Source:</b>		<b>\$2,973,349</b>	<b>\$3,947,187</b>

## Sanitation - Expenditures by Expense Type



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
<b>Expense Objects</b>			
<b>Personnel Services</b>			
Salaries	43003400-512000	\$520,790	\$531,015
Overtime Sanitation	43003400-514000	\$35,000	\$40,000
Fica Taxes	43003400-521100	\$31,200	\$32,932
Medicare Taxes	43003400-521200	\$7,300	\$7,705
Retirement Contributions	43003400-522100	\$75,396	\$82,176
Group Health	43003400-523000	\$157,522	\$142,474
Workers Comp Insurance	43003400-524000	\$19,910	\$12,521
<b>Total Personnel Services:</b>		<b>\$847,118</b>	<b>\$848,823</b>
<b>Operating Expenditures</b>			
Medical Services	43003400-531200	\$500	\$500
Professional Services	43003400-531500	\$30,000	\$50,000
Prof Ser - Software & Support	43003400-531700	\$24,913	\$28,155
Contractual Services	43003400-534000	\$500	\$500
Contractual Services-TempLabor	43003400-534300	\$3,000	\$3,000
Telephone & Data Communication	43003400-541000	\$3,500	\$3,500
Freight and Postage Services	43003400-542000	\$300	\$300
Refuse Removal	43003400-543400	\$2,000	\$2,000
Rentals & Leases	43003400-544000	\$10,000	\$18,000
Copy Machine Leases	43003400-544500	\$500	\$500
Property & Casualty Insurance	43003400-545000	\$79,816	\$77,350

<b>Name</b>	<b>ERP Code</b>	<b>FY2024 Original Budget</b>	<b>FY2025 Budgeted</b>
Repair & Maint-Equipment	43003400-546100	\$20,000	\$35,000
Repair & Maint Vehicles	43003400-546200	\$150,000	\$328,000
Operating Supplies	43003400-552000	\$42,000	\$40,000
Dumpsters <\$5,000	43003400-552090	\$45,000	\$60,000
Uniforms	43003400-552100	\$5,000	\$6,000
Tools, Small Equipment	43003400-552300	\$4,000	\$4,000
Landfill Fees	43003400-552500	\$30,000	\$28,000
Community Clean Up	43003400-552665	\$7,500	\$7,500
Gas & Oil	43003400-552700	\$175,000	\$175,000
Computers	43003400-552950		\$3,500
Memberships/Dues	43003400-554200	\$600	\$600
Training	43003400-555500	\$3,500	\$3,500
<b>Total Operating Expenditures:</b>		<b>\$637,629</b>	<b>\$874,905</b>
<b>Capital Outlay</b>			
Buildings/Bldg Improvements	43003400-562000	\$20,000	\$20,000
Building & Building Improvemen	43003400-562000-21P07	\$200,000	\$200,000
Machinery and Equipment	43003400-564000	\$856,500	\$860,500
Roll-off Dumpsters	43003400-564090	\$30,000	\$30,000
<b>Total Capital Outlay:</b>		<b>\$1,106,500</b>	<b>\$1,110,500</b>
<b>Debt Service</b>			
BB&T Loan	43003400-571000	\$20,662	\$20,662
<b>Total Debt Service:</b>		<b>\$20,662</b>	<b>\$20,662</b>
<b>Transfers Out</b>			
Transfer To General Fund	43003400-591001	\$330,000	\$330,000
Transfer to Airport Fund	43003400-591420	\$31,440	\$31,440
Budget Contingency	43003400-599000	\$0	\$730,857
<b>Total Transfers Out:</b>		<b>\$361,440</b>	<b>\$1,092,297</b>
<b>Total Expense Objects:</b>		<b>\$2,973,349</b>	<b>\$3,947,187</b>

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## **CAPITAL IMPROVEMENTS**

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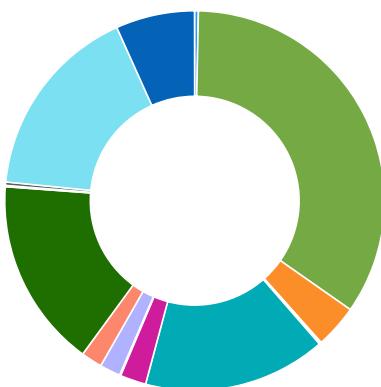
## FY 2025 Capital Projects

### Total Capital Requested

**\$51,542,612**

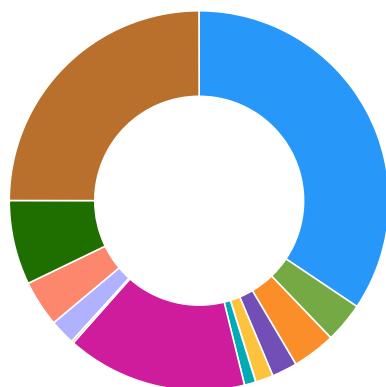
108 Capital Improvement Projects

#### Total Funding Requested by Department



Administration (0%)	\$165,000.00
Airport (34%)	\$17,735,000.00
CRA (4%)	\$1,898,000.00
Fleet Maintenance (0%)	\$52,000.00
Information Technology (0%)	\$15,000.00
Library (0%)	\$36,000.00
Parks & Facilities Maintenance (16%)	\$8,019,500.00
Police (2%)	\$1,138,873.00
Police Dispatch (0%)	\$55,611.00
Sanitation (2%)	\$910,500.00
Stormwater Management (2%)	\$925,000.00
Streets (16%)	\$8,316,128.00
Utility Administration (0%)	\$55,000.00
Utility Billing (0%)	\$150,000.00
Wastewater (17%)	\$8,610,000.00
Water Department (7%)	\$3,461,000.00
<b>TOTAL</b>	<b>\$51,542,612.00</b>

#### Total Funding Requested by Source



Airport Fund (34%)	\$17,735,000.00
ARPA (3%)	\$1,760,000.00
CRA Fund (4%)	\$1,898,000.00
Gas Tax (2%)	\$1,113,000.00
General Fund (2%)	\$783,611.00
Library Reserves (0%)	\$10,000.00
Parks Impact Fee (1%)	\$500,000.00
Penny 4 Pasco (15%)	\$7,920,373.00
Police Impact Fee (0%)	\$100,000.00
Sanitation Fund (2%)	\$1,110,500.00
State Appropriation (4%)	\$2,036,128.00
Transportation Impact Fee (7%)	\$3,700,000.00
Utility Fund (25%)	\$12,876,000.00
<b>TOTAL</b>	<b>\$51,542,612.00</b>

## Airport Requests

### Itemized Requests for 2025

<b>Airfield Pavement rehabilitation.</b>	<b>\$1,000,000</b>
T-hangar ramp pavement rehabilitation, along taxiway Bravo. FDOT joint participation. 80/20, FDOT \$800,000. Local \$200,000.	
<b>FBO Terminal Construction</b>	<b>\$5,000,000</b>
FBO Terminal construction. Working on obtaining state appropriation.	
<b>Fuel Inventory for Resale</b>	<b>\$1,045,000</b>
Fuel inventory for resale.	
<b>Runway 01/19 Pavement rehabilitation.</b>	<b>\$4,200,000</b>
Pavement rehabilitation to the north end of Runway 01/19. FDOT joint participation. 80/20 FDOT \$3,360,000. Local \$840,000.00	
<b>Tenant Box Hangars / Taxiway F</b>	<b>\$6,450,000</b>
Design in progress, construction pending start date and how funds will be allocated.	
<b>Wetland Mitigation, SWFWMD Requirement.</b>	<b>\$40,000</b>
Runway 01/19 extension, wetlands mitigation, planting and monitoring. Grant available 80/20.	
<b>Total: \$17,735,000</b>	

## Administration Requests

### Itemized Requests for 2025

<b>Admin Vehicle - Suburban</b>	<b>\$65,000</b>
Admin to purchase a suburban (large enough to hold all of the Council). The current Tahoe will be transferred to the Airport Manager.	
<b>City Hall Improvements</b>	<b>\$100,000</b>
City hall improvements to the council chambers and decorative art projects for lobbies and hallways.	
<b>Total: \$165,000</b>	

## Streets Requests

### Itemized Requests for 2025

<b>Annual Street Resurfacing</b>	<b>\$900,000</b>
Annual Street Resurfacing - city wide.	
<b>Building Improvements (Streets)</b>	<b>\$25,000</b>
Streets Department is moving into the CD building out at the City Yard. This building will need more improvements and upgrades to be more efficient for the Streets Department.	
<b>City Wide Sidewalks</b>	<b>\$1,000,000</b>
City wide sidewalks. To continue adding sidewalks based on the sidewalk master plan. Also to add missing connections to sidewalks.	
<b>City Wide Trails</b>	<b>\$500,000</b>
City wide trails. To continue adding trails based on the sidewalk & trail master plan. Also to add missing connections to trails.	
<b>Dump Truck</b>	<b>\$200,000</b>
Additional dump truck necessary for road and alley maintenance.	
<b>Gateway Project</b>	<b>\$500,000</b>
Gateway project.	
<b>Hot Spot - Intersection Improvements</b>	<b>\$2,000,000</b>
City Council approved the "Hot Spots" map. During FY 24, analysis and design of several of the intersections was initiated. Funding in FY 25 is for construction of the intersection improvements.	
<b>Kossick/Otis Allen Intersection Improvements</b>	<b>\$200,000</b>
Planning phase of intersection improvements at Kossick Road and Otis Allen Road.	
<b>Pretty Pond Road and Wire Road Roundabout</b>	<b>\$1,000,000</b>
Intersection improvements at Pretty Pond Road and Wire Road. Improvements will include the removal of the 4-way stop and constructing a roundabout.	
<b>Resurface Police Parking Lot</b>	<b>\$180,000</b>
Police Department parking lot is in poor condition, resurfacing is required.	
<b>Sign Printer Cutting Table / Roller</b>	<b>\$25,000</b>
Cutting machine table roller for sign shop.	
<b>South Ave Extension</b>	<b>\$1,486,128</b>
Extension of South Avenue (North of 6th Avenue) - National Guard Entrance	
<b>Telehandler / Rough Terrain Forklift</b>	<b>\$250,000</b>
Replaces 2010 CAT Telehandler	
<b>Traffic Sign Printer</b>	<b>\$50,000</b>
Our existing sign machine and software are approximately twenty years old and out-dated.	
<b>Total: \$8,316,128</b>	

# Parks & Facilities Maintenance Requests

## Itemized Requests for 2025

<b>24FT Lawn Trailer</b>	<b>\$16,000</b>
Lawn Trailer for transporting mowers / misc. equipment.ROW Maintenance	
<b>3/4 TON PICK-UP TRUCK 1</b>	<b>\$55,000</b>
New vehicle for transporting equipment and personnel.	
<b>3/4 TON PICK-UP TRUCK 2</b>	<b>\$55,000</b>
3/4 ton pick-up trucks for transporting equipment and personnel. Replace PK26 2007 Truck in poor condition.	
<b>Additional Security Cameras - Krusen Park</b>	<b>\$7,500</b>
Additional cameras and system upgrades for Krusen Park.	
<b>Building Improvements (Parks)</b>	<b>\$10,000</b>
Parks Department building improvements as needed.	
<b>City Yard Building Construction</b>	<b>\$2,000,000</b>
The existing facility was constructed in 1984 - the facilities are antiquated and more space and modernization is needed.	
<b>Depot Parking Lot Improvements</b>	<b>\$425,000</b>
Design, permit and construct paved parking lot and drainage improvements at the Depot Museum 39110 South Avenue.	
<b>Historic Building Renovations</b>	<b>\$100,000</b>
Renovations, repairs and improvements to city owned historic buildings.	
<b>John Deere Field Groomer</b>	<b>\$25,000</b>
Field groomer for Krusen ball fields.	
<b>Landscaping</b>	<b>\$15,000</b>
Landscaping in various areas around the City.	
<b>Park Improvements</b>	<b>\$4,260,000</b>
Improvements to City owned parks as indicated in the Parks Master Plan (2024).	
<b>Park Signs with new logo</b>	<b>\$250,000</b>
Construct park signs with new logo at the parks not located in the CRA	
<b>Resurface Fitness Path and Parking Lot at Veteran's Memorial Park</b>	<b>\$95,000</b>
The parking lot and fitness trail are in poor condition and need to be surfaced.	
<b>Stand On blower</b>	<b>\$15,000</b>
Stand on blower for multi-purpose trails, parking lots, tennis courts etc.	
<b>Turf Mower</b>	<b>\$69,000</b>
Turf mower for Bermuda Turf - will be necessary to maintain the Bermuda turf at Hercules Park and Krusen Football field.	
<b>Utility Vehicle</b>	<b>\$42,000</b>
Utility vehicle for spraying, landscaping etc.ROW Maintenance	

<b>Zephyr Park Improvements</b>	<b>\$550,000</b>
Funded by \$600,000 in state appropriation funds. Continued prep work on improvements to Zephyr Park. Surveying, public input, concept designs, etc.	
<b>Zero - Turn Mower</b>	<b>\$15,000</b>
60" Gravely Zero Turn - replaces PK125 (2016 model).ROW Maintenance	
<b>Zero-Turn Mower</b>	<b>\$15,000</b>
60" Gravely Zero-Turn Mower (Replaces # PK136) 2012 Model GravelyROW Maintenance	
<b>Total: \$8,019,500</b>	

## Fleet Maintenance Requests

### Itemized Requests for 2025

<b>Building Improvements (Fleet Maint)</b>	<b>\$25,000</b>
Equipment Maintenance Department building improvements as needed.	
<b>Mower Lift</b>	<b>\$15,000</b>
This lift will enable fleet staff to safely work on and under lawn mowers / tractors.	
<b>Wheel Balancing Machine</b>	<b>\$12,000</b>
Larger capacity balancing machine.	
<b>Total: \$52,000</b>	

## Stormwater Management Requests

### Itemized Requests for 2025

<b>6th Avenue Drainage Improvements</b>	<b>\$475,000</b>
Stormwater Improvements along 6th Avenue (between 7th Street & 8th Street) and adjacent alley.	
<b>Retention Pond Fencing</b>	<b>\$50,000</b>
Replace Retention Pond Fencing as needed.	
<b>Stormwater Pump Station Upgrades</b>	<b>\$400,000</b>
Pump Station Improvements (multiple locations).	
<b>Total: \$925,000</b>	

## Sanitation Requests

### Itemized Requests for 2025

<b>18 FT Trailer</b>	<b>\$10,000</b>
This trailer will be used for delivering z-carts / recycling bins etc.	
<b>18 Gallon Recycling Bins</b>	<b>\$25,000</b>
Additional 18-gallon recycling bins are necessary due to development and growth.	
<b>AC Unit</b>	<b>\$10,000</b>
New AC Unit for Truck # SA65	
<b>Building Improvements (Sanitation)</b>	<b>\$20,000</b>
Sanitation Department building improvements as needed.	
<b>Curotto Can Assembly</b>	<b>\$30,000</b>
Curotto Can Replacement for residential Z-cart pick up. Truck # SA77.	
<b>Front Load Sanitation Truck - New</b>	<b>\$400,000</b>
This truck is necessary to run an additional route due to growth.	
<b>Hydraulic Cylinders</b>	<b>\$15,000</b>
Replacement Hydraulic Cylinders Truck # SA66	
<b>Roll Off Dumpsters</b>	<b>\$30,000</b>
Purchase of new roll off dumpsters to replace around the city. These dumpsters are the larger sizes, 20 YD and 30 YD.	
<b>Sanitation Side Loader Truck</b>	<b>\$300,000</b>
This side loader truck will replace Truck # SA66 2005 Peterbilt.	
<b>Sanitation Truck Arm Assembly</b>	<b>\$65,000</b>
Side-Loader Truck Arm Assembly	
<b>Truck Cab Cover</b>	<b>\$5,500</b>
Truck Cab Cover SA#705	
<b>Total: \$910,500</b>	

## Police Dispatch Requests

### Itemized Requests for 2025

<b>Dispatch Consolidation: Central Square</b>	<b>\$55,611</b>
Contract #41-23-21: CAD software recurring costs for maintenance and subscription renewal. Required for access to the Pasco County system. Utilize CAD reserves, when/if available.	
<b>Total: \$55,611</b>	

# Police Requests

## Itemized Requests for 2025

<b>AXON Fleet3 Basic (10-Yr Rewrite)</b>	<b>\$44,132</b>
Recurring contract #41-23-22.1: (28) In-car camera systems and evidence storage.	
<b>AXON Fleet3 Basic (New)</b>	<b>\$44,132</b>
A total of 21 in-car camera systems and evidence storage. (5) new(16) ongoing replacements - (6) 2021; (6) 2020; (4) 2019	
<b>AXON OSP7+ (10-Yr Rewrite)</b>	<b>\$190,609</b>
Recurring contract #25-23-02:(48) OSP7+ Plans include equipment and evidence storage.	
<b>Building Improvements - Conceptual Design Work</b>	<b>\$10,000</b>
Continue design work throughout the building to include logo replacements.	
<b>Building Improvements - Flooring</b>	<b>\$60,000</b>
Tile replacement excluding locker rooms and interior bathrooms.	
<b>Building Improvements - Furniture and Fixtures</b>	<b>\$30,000</b>
Administrative furniture, chairs, and mats.	
<b>Building Improvements - Training Room Sound Proofing</b>	<b>\$12,000</b>
Soundproof training room.	
<b>Drone</b>	<b>\$20,000</b>
Drone for surveillance and critical incidents.	
<b>Interview Rooms A/V Equipment</b>	<b>\$20,000</b>
Camera equipment and software for interview rooms.	
<b>Modular Video Surveillance Equipment</b>	<b>\$25,000</b>
Modular video surveillance equipment for law enforcement gives a single power tool for covert investigations that adapts easily to multiple deployment scenarios by quickly swapping concealments or cameras, delivering maximum...	
<b>Patrol Vehicle Mobile Radio Equipment</b>	<b>\$45,000</b>
(9) Patrol vehicle mobile radio equipment.	
<b>Patrol Vehicles</b>	<b>\$603,000</b>
(9) Patrol Vehicles: (1) K-9; (4) CID; (4) PatrolPricing includes striping/equipment/lights & accessories/in-car printersProjections: (7) replacement vehicles annually @ ~\$67,000/each plus a 10% a-year increase.	
<b>Pole Cameras</b>	<b>\$20,000</b>
Pole Cameras are outdoor video surveillance equipment developed specifically for law enforcement. Pole cameras are covert video systems that enhance community safety by allowing police investigators to target hotspots for criminal and...	
<b>Solar Speed Signs</b>	<b>\$15,000</b>
Purchase of solar speed signs for select roads based on traffic concerns.	

**Total: \$1,138,873**

## Utility Administration Requests

### Itemized Requests for 2025

<b>New Director Vehicle</b>	<b>\$55,000</b>
This vehicle will replace a 2014 Ford Explorer, vehicle #939.939 will go to the Wastewater Division to be used as the Chief Operator vehicle.	
	<b>Total: \$55,000</b>

## Water Department Requests

### Itemized Requests for 2025

<b>Alston to Tucker Water Line Extension</b>	<b>\$1,205,000</b>
To connect an existing 8" water line at Hwy n301/Alston to an existing line at Tucker/SR39. Includes engineering and design, and construction of approximately 2,800' of water line.	
<b>Backflow Replacement</b>	<b>\$150,000</b>
Change out all Dual Check Valves throughout the City with new trackable models. This is in accordance with FDEP rule 62-555.360-2 which states that Dual Check Valves (DuC's) "shall be refurbished or replaced at least once every 5 to 10 years..."	
<b>Drinking Water Well Rehabilitation</b>	<b>\$100,000</b>
This project includes the pulling & rewinding of the motor, inspection of the (pump/drop pipe/shafts & bearings), etc.	
<b>Inventory - Water</b>	<b>\$500,000</b>
All items and/or services purchased under this object code must be entered into the asset inventory system and then entered into work orders as the items are used or services rendered. Purchase of meters, pipes, tubing, fittings, valves and other...	
<b>New 1-Ton Utility Truck to replace aging truck (18)</b>	<b>\$90,000</b>
Replaces aging vehicle #18	
<b>New 3/4 ton Pick-Up Truck to replace aging truck (40)</b>	<b>\$70,000</b>
Replace aging vehicle #40	
<b>New service vehicle</b>	<b>\$180,000</b>
Two (2) New service vehicles for new employees	
<b>New vehicle for additional meter reader position</b>	<b>\$70,000</b>
New vehicle for new meter reader position	
<b>Palm Grove Dr. from Autumn Palm to Hwy301</b>	<b>\$1,066,000</b>
8" WATER LINE EXTENSION FROM aUTUMN pALM TO Hwy301 along Palm Grove Dr.	
<b>SCADA System Maintenance and/or Upgrades</b>	<b>\$30,000</b>
This project will be to purchase emergency back-up cards for our wells, the booster pumping station site, and the interconnect site. Also, for upgrades to antennas that are necessary for radio frequency communication. To include potential...	
	<b>Total: \$3,461,000</b>

# Wastewater Requests

## Itemized Requests for 2025

<b>1/2 ton Pick Up</b>	<b>\$50,000</b>
FOG program started and full size truck is being used, which took one vehicle from the Sewer Crew. Small truck for FOG program so the Sewer Crew can have #946 back.	
<b>12" Reclaim Water line along Eiland Blvd. from Dairy Rd to Simons.</b>	<b>\$2,000,000</b>
Project started in FY2024 and has rolled into FY2025. Install approximately 10,000' of 12" reclaim water line to Connect to Pasco Counties reclaim system at Eiland/Simons intersection. 50/50 cost share with SWFWMD.	
<b>3/4 ton pick up</b>	<b>\$65,000</b>
Used for servicing wastewater related things where a larger service vehicle is not necessary. #84 2007 Chevrolet ½ Ton Pickup 99567 miles, cracked dash, rip in seat, Mechanics said truck isn't worth the \$4K to fix brakes properly.	
<b>8" Reclaimed water line extension from Eiland to Abbott Square</b>	<b>\$1,650,000</b>
8" Reclaimed water line extension from Eiland/Simons intersection, north along Simons to the north entrance of Abbott Square.	
<b>Continued Lift Station Alarm System Upgrades</b>	<b>\$60,000</b>
This project is to continue to add SCADA (alarm systems) to the Lift Stations so that they can be monitored electronically	
<b>Gravity Sewer Line Rehabilitations</b>	<b>\$750,000</b>
Lining of old sewer lines that have been cracked/broken to get rid of any potential of infiltration of groundwater into the collections system.	
<b>Influent Surge Tank</b>	<b>\$1,500,000</b>
To control and level out the flow rate coming into the WWTP.	
<b>Inventory - Wastewater</b>	<b>\$20,000</b>
All items and/or services purchased under this object code must be entered into the asset inventory system and then entered into work orders as the items are used or services rendered.	
<b>Lift Station Generators - FDEM Grant</b>	<b>\$1,300,000</b>
These generators were received through a grant by the Florida Department of Emergency Management for Hurricane Ian. Grant #25G01. They are permanent emergency generators for ten (10) lift stations throughout the city.	
<b>Lift Station Major Rehabilitations</b>	<b>\$550,000</b>
This project is to continue with the rehabilitation / repairs of our lift stations. This will be an on-going project from year to year where we do a total rehab. of approximately 3 lift stations per year.	
<b>One ton 4X4 service vehicle</b>	<b>\$190,000</b>
This vehicle is for an employee to go to lift station maintenance and/or repairs, line installation and/or repairs, etc. Second one will be for new employee.	
<b>Replacement of the bulk Chlorine Tanks and Pumps at the WWTP</b>	<b>\$200,000</b>
Necessary replacement due to ensure the tank integrity as these two very large tanks are 20 or so years old and pass their typical life span. The pumps are also quite old and repairing them is quite expensive.	
<b>SCADA &amp; PLC Hardware Upgrades</b>	<b>\$25,000</b>
The existing PLC hardware has to be updated to address existing automation and communications issues, when necessary.	

<b>Sewer Manhole Rehabilitations</b>	<b>\$250,000</b>
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This project is to continue with the rehabilitation / repair of our sewer manholes. This will be an ongoing project from year to year.

**Total: \$8,610,000**

## CRA Requests

### Itemized Requests for 2025

<b>5th Ave Streetscapes &amp; Zephyr Park/Oakside Neighborhood Improvements</b>	<b>\$500,000</b>
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Install new black street poles and signs, landscape pots, benches and trash receptacles and improvements to retention pond fencing.

<b>CRA District Land Acquisition</b>	<b>\$348,000</b>
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Acquisition of land for future CRA projects as outlined in the CRA Masterplan.

<b>Park and Entrance Signage - Public Art Opportunities</b>	<b>\$150,000</b>
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Continue to provide new logo signs within the CRA District. Continue to look for public art opportunities within the CRA District. Murals, water features, 3-D art to provide additional interest in the downtown area.

<b>Renovation of Clock Plaza</b>	<b>\$750,000</b>
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Complete redesign and construction of Clock Plaza.

<b>Sidewalks and Trails Construction</b>	<b>\$150,000</b>
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Connection of sidewalks and trails within the CRA District. Need to connect existing sidewalks on streets with no sidewalks in order to fill in existing sidewalk gaps.

**Total: \$1,898,000**

## Information Technology Requests

### Itemized Requests for 2025

<b>Backup Battery Replacement - PD</b>	<b>\$15,000</b>
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Backup battery replacement for UPS at Police Department - the batteries are due for a replacement cycle.

**Total: \$15,000**

## Library Requests

### Itemized Requests for 2025

<b>Library Materials from Reserves</b>	<b>\$10,000</b>
Purchase books and materials above the budgeted amount from the reserve account.	
<b>Purchase New Library Books and Materials</b>	<b>\$26,000</b>
Purchase of new library materials like regular print books, large print books, DVDs, audiobooks, children's books, etc.	
	<b>Total: \$36,000</b>

## Utility Billing Requests

### Itemized Requests for 2025

<b>Re-work the Utility Customer service Area</b>	<b>\$50,000</b>
As the City has grown, the staff recommends reconfiguring the Utility Customer Service Area. There could be more room for the staff to meet with customers and move supervisors closer to front-line staff. Costs include D&E and construction.	
<b>Tyler UB Integration with City Works</b>	<b>\$100,000</b>
Now that Tyler Utility Billing modules have been implemented, it is now time to work on the Tyler UB work order integration with City Works.	
	<b>Total: \$150,000</b>

## Capital Requests by Fund

<b>ERP Code</b>	<b>General Fund</b>	<b>2025 Capital Costs</b>
01001200-562000	City Hall Improvements	\$100,000
01001900-562000	Building Improvements (Equip Maint)	\$25,000
01001900-564000	Mower Lift	\$15,000
01001900-564000	Wheel Balancing Machine	\$12,000
01002100-562000	Building Improvements (Flooring)	\$60,000
01002100-562000	Conceptual Design Work for Building Interior	\$10,000
01004100-562000	Building Improvements (Streets)	\$25,000
01004100-562000	Resurface Police Department Parking Lot	\$180,000
01007100-566000	New Library Books and Materials	\$26,000
01007200-562000	Building Improvements (Parks)	\$10,000
01007200-563200	Landscaping	\$15,000
01007200-564000	Park Signs with New Logo	\$250,000
01042100-564000	Axon RMS/CAD Annual Maintenance	\$55,611
01147100-566000	New Library Books and Materials	\$10,000
		\$793,611
<b>ERP Code</b>	<b>Special Revenue Fund</b>	<b>2025 Capital Costs</b>
10011200-564000	Admin Vehicle - Suburban	\$65,000
10012100-564000	Backup Batter Replacement - PD	\$15,000
10012100-564000	Building Improvements - Training Room Sound Proofing	\$12,000
10012100-564000	Building Improvements - Furniture and Fixtures	\$30,000
10012100-564000	AXON Fleet3 Basic (New)	\$44,132
10012100-564000	Patrol Vehicle Mobile Radio Equipment	\$45,000
10012100-564000	Patrol Vehicles	\$603,000
10012100-564000	AXON OSP7+ (10-Yr Rewrite)	\$190,609
10012100-564000	AXON Fleet3 Basic (10-Yr Rewrite)	\$44,132
10013800-563000	Stormwater Pump Station Upgrades	\$400,000
10013800-563000	6th Avenue Drainage Improvements	\$475,000
10014100-563111	City Wide Sidewalks	\$1,000,000
10014100-563111	City Wide Trails	\$500,000
10014100-564000	Telehandler/Rough Terrain Forklift	\$250,000
10014100-564000	Dump Truck	\$200,000
10017200-562000	Depot Parking Lot Improvements	\$425,000
10017200-562000	Resurface Fitness Path and Parking Lot at Veteran's Memorial Park	\$95,000
10017200-562000	Historic Building Renovations	\$100,000
10017200-563000	Park Improvements	\$2,000,000
10017200-563000	City Yard Building Design & Construction Documents	\$1,200,000
10017200-564000	Parks 3/4 Ton Truck	\$55,000
10017200-564000	Parks 3/4 Ton Truck	\$55,000
10017200-564000	Turf Mower	\$69,000
10017200-564000	Stand On Blower	\$15,000
10017200-564000	John Deere Field Groomer	\$25,000
10017200-564000	Additional Security Cameras - Krusen Park	\$7,500
10023800-563000	Retention Pond Fencing	\$50,000
10024100-563100	Annual Street Resurfacing - Gas Tax	\$900,000
10024100-564000	Sign Printer Cutting Table/Roller	\$25,000
10024100-564000	Traffic Sign Printer	\$50,000
10027200-564000	Utility Vehicle	\$42,000
10027200-564000	24ft Lawn Trailer	\$16,000
10027200-564000	Zero - Turn Mower (2)	\$30,000

10057200-563000	City Wide Park Improvements	\$1,760,000
10064100-563000	South Avenue Extension	\$1,486,128
10067200-563000	Zephyr Park Improvements	\$550,000
		\$12,829,501
<b>ERP Code</b>	<b>CRA Fund</b>	<b>2025 Capital Costs</b>
11005900-562000	Commercial and Residential Land Purchase (Other)	\$348,000
11005900-563000	5th Ave Streetscapes & Zephyr Park/Oakside Neighborhood Impro	\$500,000
11005900-563000	Renovation of Clock Plaza	\$750,000
11005900-563111	Sidewalks and Trails Continuation of D&E Construction Services	\$150,000
11005900-564000	Park and Entrance Signage - Public Art Opportunities	\$150,000
		\$1,898,000
<b>ERP Code</b>	<b>Impact Fee Fund</b>	<b>2025 Capital Costs</b>
12014100-563000	Gateway Project	\$500,000
12014100-563000	Kossick/Otis Allen Intersection Improvements	\$200,000
12014100-563000	Pretty Pond Road and Wire Road Roundabout	\$1,000,000
12014100-563000	Hot Spot - Intersection Improvements	\$2,000,000
12037200-563000	City Wide Park Improvements	\$500,000
12042100-564000	Pole Cameras	\$20,000
12042100-564000	Modular Video Surveillance Equipment	\$25,000
12042100-564000	Solar Speed Signs	\$15,000
12042100-564000	Drone	\$20,000
12042100-564000	Interview Rooms A/V Equipment	\$20,000
		\$4,300,000
<b>ERP Code</b>	<b>Utility Fund</b>	<b>2025 Capital Costs</b>
41003000-564000	New Director Vehicle	\$55,000
41001300-562000	Re-work the Utility Customer service Area	\$50,000
41001300-564000	Tyler UB Integration with City Works	\$100,000
41003300-562000	City Yard Building Design & Construction Documents	\$600,000
41003300-563000	Backflow replacement program (Other)	\$150,000
41003300-563000	Drinking Water Well Rehabilitation	\$100,000
41003300-563000	SCADA System Maintenance and/or Upgrades	\$30,000
41003300-563000	Palm Grove Dr. from Autumn Palm to Hwy301	\$1,066,000
41003300-563000	Alston to Tucker Water Line Extension	\$1,205,000
41003300-564000	New Vehicle for additional meter reader position	\$70,000
41003300-564000	New Service Vehicle	\$180,000
41003300-564000	New 1-Ton Utility Truck to replace aging truck (18)	\$90,000
41003300-564000	New 3/4 ton Pick-Up Truck to replace aging truck (40)	\$70,000
41003300-565900	Inventory - Water (Equipment)	\$500,000
41003500-562000	Replacement of the bulk Chlorine Tanks and Pumps at the WWTP	\$200,000
41003500-563000	SCADA & PLC Hardware Upgrades	\$25,000
41003500-563000	Gravity Sewer line rehabilitation	\$750,000
41003500-563000	Manhole Rehabilitation	\$250,000
41003500-563000	Lift Station Major Rehab	\$550,000
41003500-563000	Continued Lift Station Alarm System Upgrades	\$60,000
41003500-563000	Influent Surge Tank	\$1,500,000
41003500-563000	12" Reclaim Water line along Eiland Blvd. from Dairy Rd to Simons.	\$2,000,000
41003500-563000	8" Reclaimed water line extension from Eiland to Abbott Square	\$1,650,000
41003500-564000	1/2 Ton Pick Up	\$50,000
41003500-564000	3/4 Ton Pick Up	\$65,000
41003500-564000	1 Ton 4x4 Service Vehicle	\$190,000
41003500-564000	Lift Station Generators - FDEM Grant	\$1,300,000
41003500-565900	Inventory - Wastewater	\$20,000
		\$12,821,000

<b>ERP Code</b>	<b>Airport Fund</b>	<b>2025 Capital Costs</b>
42004200-563000	Wetland Mitigation, SWFWMD Requirement.	\$40,000
42004200-563000	Tenant Box Hangars and Taxiway Construction	\$6,450,000
42004200-563000	Airfield Pavement rehabilitation.	\$1,000,000
42004200-563000	Runway 01/19 Pavement rehabilitation.	\$4,200,000
42004200-563000	FBO Terminal Construction	\$5,000,000
42004200-565900	Fuel Inventory for Resale (Other)	\$1,045,000
		\$17,735,000
<b>ERP Code</b>	<b>Sanitation Fund</b>	<b>2025 Capital Costs</b>
43003400-562000	Building Improvements (Sanitation)	\$20,000
43003400-562000	City Yard Building Design & Construction Documents	\$200,000
43003400-564000	18 Gallon Recycling Bins	\$25,000
43003400-564000	Sanitation Side Loader Truck	\$300,000
43003400-564000	Sanitation Truck Arm Assembly	\$65,000
43003400-564000	Front Load Sanitation Truck - New	\$400,000
43003400-564000	Curotto Can Assembly	\$30,000
43003400-564000	Hydraulic Cylinders	\$15,000
43003400-564000	Truck A/C Unit	\$10,000
43003400-564000	Truck Cab Cover	\$5,500
43003400-564000	18Ft Trailer	\$10,000
43003400-564090	Roll Off Dumpsters	\$30,000
		\$1,110,500

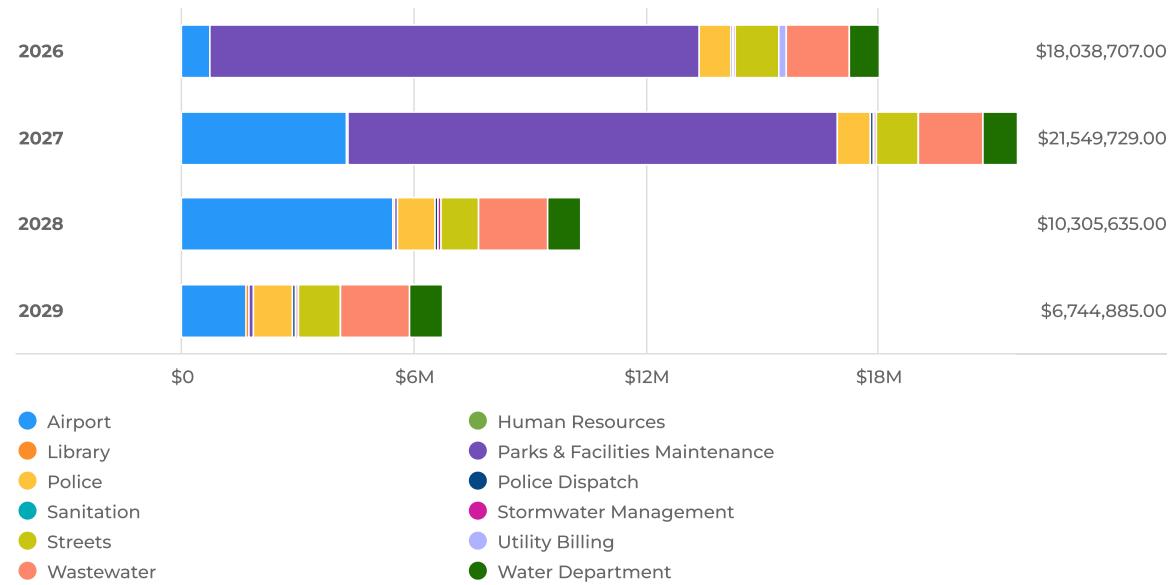
## Capital Improvement Plan

### Total Capital Requested

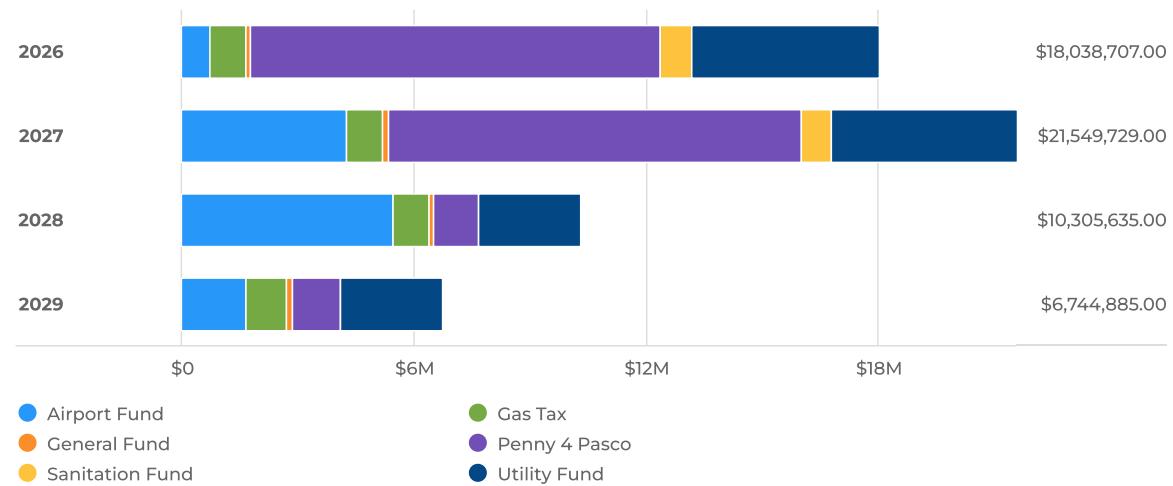
**\$56,638,956**

**119 Capital Improvement Projects**

#### Total Funding Requested by Department



#### Total Funding Requested by Source



## Airport Requests

### Itemized Requests for 2026-2029

<b>6th avenue north realignment</b>	<b>\$550,000</b>
Realignment of 6th avenue north.	
<b>6th avenue realignment</b>	<b>\$4,950,000</b>
Realignment of 6th avenue	
<b>Airfield finish mower</b>	<b>\$18,000</b>
Replace the 10-year kubota mower.	
<b>Airport Master Plan update</b>	<b>\$500,000</b>
Airport Masterplan update	
<b>Design and construct two-10 unit t-hangars</b>	<b>\$3,700,000</b>
Construct two 10 unit t-hangars.	
<b>Realignment of South avenue phase I</b>	<b>\$1,500,000</b>
Realignment of South avenue for t-hangar development	
<b>Realignment of South avenue, phase I</b>	<b>\$150,000</b>
Realignment of South avenue, phase I	
<b>T-hangar rehabilitation</b>	<b>\$700,000</b>
Seal remaining t-hangar roofs.	
<b>Total: \$12,068,000</b>	

## Streets Requests

### Itemized Requests for 2026-2029

<b>Annual Street Resurfacing</b>	<b>\$3,700,000</b>
Annual Street Resurfacing - city wide.	
<b>City Wide Sidewalks</b>	<b>\$600,000</b>
City wide sidewalks. To continue adding sidewalks based on the sidewalk master plan. Also to add missing connections to sidewalks.	
<b>Total: \$4,300,000</b>	

## Parks & Facilities Maintenance Requests

### Itemized Requests for 2026-2029

<b>City Yard Building Construction</b>	<b>\$15,000,000</b>
The existing facility was constructed in 1984 - the facilities are antiquated and more space and modernization is needed.	
<b>Historic Building Renovations</b>	<b>\$400,000</b>
Renovations, repairs and improvements to city owned historic buildings.	
<b>Landscaping</b>	<b>\$60,000</b>
Landscaping in various areas around the City.	
<b>Zephyr Park</b>	<b>\$10,000,000</b>
Construction is to begin on implementing the Zephyr Park Master Plan.	
<b>Total: \$25,460,000</b>	

## Sanitation Requests

### Itemized Requests for 2026-2029

<b>Roll Off Dumpsters</b>	<b>\$120,000</b>
Purchase of new roll off dumpsters to replace around the city. These dumpsters are the larger sizes, 20 YD and 30 YD.	
<b>Total: \$120,000</b>	

## Utility Billing Requests

### Itemized Requests for 2026-2029

<b>Re-work the Utility Customer service Area</b>	<b>\$200,000</b>
As the City has grown, the staff recommends reconfiguring the Utility Customer Service Area. There could be more room for the staff to meet with customers and move supervisors closer to front-line staff. Costs include D&E and construction.	
<b>Total: \$200,000</b>	

## Police Requests

### Itemized Requests for 2026-2029

<b>AXON Fleet3 Basic (10-Yr Rewrite)</b>	<b>\$176,528</b>
Recurring contract #41-23-22.1: (28) In-car camera systems and evidence storage.	
<b>AXON Fleet3 Basic (New)</b>	<b>\$176,528</b>
A total of 21 in-car camera systems and evidence storage. (5) new(16) ongoing replacements - (6) 2021; (6) 2020; (4) 2019	
<b>AXON OSP7+ (10-Yr Rewrite)</b>	<b>\$905,935</b>
Recurring contract #25-23-02:(48) OSP7+ Plans include equipment and evidence storage.	
<b>Patrol Vehicles</b>	<b>\$2,394,292</b>
(9) Patrol Vehicles: (1) K-9; (4) CID; (4) PatrolPricing includes striping/equipment/lights & accessories/in-car printersProjections: (7) replacement vehicles annually @ ~\$67,000/each plus a 10% a-year increase.	
<b>Total: \$3,653,283</b>	

## Wastewater Requests

### Itemized Requests for 2026-2029

<b>Gravity Sewer Line Rehabilitations</b>	<b>\$3,400,000</b>
Lining of old sewer lines that have been cracked/broken to get rid of any potential of infiltration of groundwater into the collections system.	
<b>Inventory - Wastewater</b>	<b>\$80,000</b>
All items and/or services purchased under this object code must be entered into the asset inventory system and then entered into work orders as the items are used or services rendered.	
<b>Lift Station Major Rehabilitations</b>	<b>\$2,350,000</b>
This project is to continue with the rehabilitation / repairs of our lift stations. This will be an on-going project from year to year where we do a total rehab. of approximately 3 lift stations per year.	
<b>Sewer Manhole Rehabilitations</b>	<b>\$1,000,000</b>
This project is to continue with the rehabilitation / repair of our sewer manholes. This will be an ongoing project from year to year.	
<b>Total: \$6,830,000</b>	

## Water Department Requests

### Itemized Requests for 2026-2029

<b>Backflow Replacement</b>	<b>\$700,000</b>
Change out all Dual Check Valves throughout the City with new trackable models. This is in accordance with FDEP rule 62-555.360-2 which states that Dual Check Valves (DuC's) "shall be refurbished or replaced at least once every 5 to 10 years..."	
<b>Drinking Water Well Rehabilitation</b>	<b>\$540,000</b>
This project includes the pulling & rewinding of the motor, inspection of the (pump/drop pipe/shafts & bearings), etc.	
<b>Inventory - Water</b>	<b>\$2,000,000</b>
All items and/or services purchased under this object code must be entered into the asset inventory system and then entered into work orders as the items are used or services rendered. Purchase of meters, pipes, tubing, fittings, valves and other...	
<b>SCADA System Maintenance and/or Upgrades</b>	<b>\$120,000</b>
This project will be to purchase emergency back-up cards for our wells, the booster pumping station site, and the interconnect site. Also, for upgrades to antennas that are necessary for radio frequency communication. To include potential...	

**Total: \$3,360,000**

## Police Dispatch Requests

### Itemized Requests for 2026-2029

<b>Dispatch Consolidation: Central Square</b>	<b>\$251,673</b>
Contract #41-23-21: CAD software recurring costs for maintenance and subscription renewal. Required for access to the Pasco County system. Utilize CAD reserves, when/if available.	
<b>Total: \$251,673</b>	

## Library Requests

### Itemized Requests for 2026-2029

<b>New Flooring</b>	<b>\$50,000</b>
New flooring (non-carpet) for the library. Top priority, meeting room.	
<b>Purchase New Library Books and Materials</b>	<b>\$116,000</b>
Purchase of new library materials like regular print books, large print books, DVDs, audiobooks, children's books, etc.	
<b>Total: \$166,000</b>	

## Human Resources Requests

### Itemized Requests for 2026-2029

<b>Salary Study</b>	<b>\$30,000</b>
Expenditures for Salary Study	
	<b>Total: \$30,000</b>

## Stormwater Management Requests

### Itemized Requests for 2026-2029

<b>Retention Pond Fencing</b>	<b>\$200,000</b>
Replace Retention Pond Fencing as needed.	
	<b>Total: \$200,000</b>

## CIP by Fund

Funding Source	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029
Airport Fund		Airfield finish mower	\$18,000.00			
		Realignment of South avenue phase I				\$1,500,000.00
		Realignment of South avenue, phase I				\$150,000.00
		Airport Master Plan update			\$500,000.00	
		6th avenue realignment			\$4,950,000.00	
		Design and construct two-10 unit t-hangars		\$3,700,000.00		
		6th avenue north realignment		\$550,000.00		
		T-hangar rehabilitation	\$700,000.00			
<b>Total Airport Fund</b>			<b>\$718,000.00</b>	<b>\$4,250,000.00</b>	<b>\$5,450,000.00</b>	<b>\$1,650,000.00</b>
Gas Tax		Retention Pond Fencing	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
		Annual Street Resurfacing	\$900,000.00	\$900,000.00	\$900,000.00	\$1,000,000.00
<b>Total Gas Tax</b>			<b>\$950,000.00</b>	<b>\$950,000.00</b>	<b>\$950,000.00</b>	<b>\$1,050,000.00</b>
General Fund		Landscaping	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
		Salary Study		\$30,000.00		
		Dispatch Consolidation: Central Square	\$58,391.00	\$61,311.00	\$64,376.00	\$67,595.00
		New Flooring-Library				\$50,000.00
		Purchase New Library Books and Materials	\$28,000.00	\$28,000.00	\$30,000.00	\$30,000.00
<b>Total General Fund</b>			<b>\$101,391.00</b>	<b>\$134,311.00</b>	<b>\$109,376.00</b>	<b>\$162,595.00</b>
Penny 4 Pasco	24P08	Zephyr Park	\$5,000,000.00	\$5,000,000.00		
		Historic Building Renovations	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
	21P07	City Yard Building Construction	\$4,500,000.00	\$4,500,000.00		
	21P11	City Wide Sidewalks	\$200,000.00	\$200,000.00	\$100,000.00	\$100,000.00
		AXON Fleet3 Basic (New)	\$44,132.00	\$44,132.00	\$44,132.00	\$44,132.00
		Patrol Vehicles	\$515,900.00	\$567,490.00	\$624,239.00	\$686,663.00
		AXON OSP7+ (10-Yr Rewrite)	\$205,152.00	\$219,664.00	\$233,756.00	\$247,363.00
		AXON Fleet3 Basic (10-Yr Rewrite)	\$44,132.00	\$44,132.00	\$44,132.00	\$44,132.00
<b>Total Penny 4 Pasco</b>			<b>\$10,634,316.00</b>	<b>\$10,700,418.00</b>	<b>\$1,171,259.00</b>	<b>\$1,222,290.00</b>
Sanitation Fund		Roll Off Dumpsters	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
	21P07	City Yard Building Construction	\$750,000.00	\$750,000.00		
<b>Total Sanitation Fund</b>			<b>\$780,000.00</b>	<b>\$780,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>
Utility Fund		Inventory - Wastewater	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
		Inventory - Water	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
	21P07	City Yard Building Construction	\$2,250,000.00	\$2,250,000.00		
		Re-work the Utility Customer service Area	\$200,000.00			
		Gravity Sewer Line Rehabilitations	\$800,000.00	\$800,000.00	\$900,000.00	\$900,000.00
		Sewer Manhole Rehabilitations	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00
		Lift Station Major Rehabilitations	\$550,000.00	\$600,000.00	\$600,000.00	\$600,000.00
		SCADA System Maintenance and/or Upgrades	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
		Backflow Replacement	\$160,000.00	\$170,000.00	\$180,000.00	\$190,000.00
		Drinking Water Well Rehabilitation	\$120,000.00	\$140,000.00	\$140,000.00	\$140,000.00
<b>Total Utility Fund</b>			<b>\$4,880,000.00</b>	<b>\$4,760,000.00</b>	<b>\$2,620,000.00</b>	<b>\$2,630,000.00</b>
<b>Total Funding Sources</b>			<b>\$18,063,707.00</b>	<b>\$21,574,729.00</b>	<b>\$10,330,635.00</b>	<b>\$6,744,885.00</b>

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# DEBT

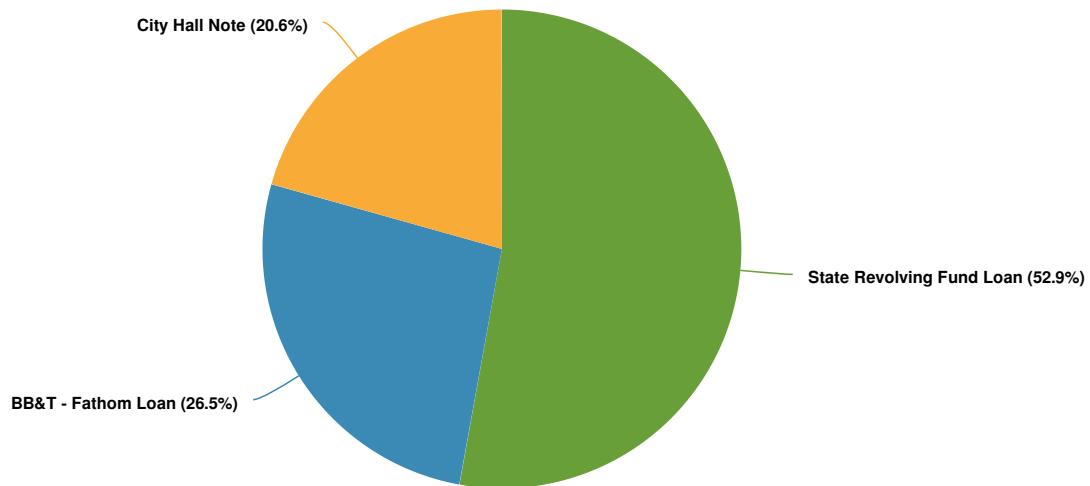
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## Debt Snapshot

Total budgeted debt service payments decreased by \$25,796 from \$2,885,975 to \$2,860,179. Debt Service includes the annual payments on the state revolving fund loans used to build the wastewater treatment plant which matures in 2028 and 2040, AWT upgrade which matures in 2043, Reclaimed Water Line which matures 2043; the annual payment for the City hall loan which has a final payment in 2032; and the loan on our AMI Metering System/Software, which has a final payment in 2026.



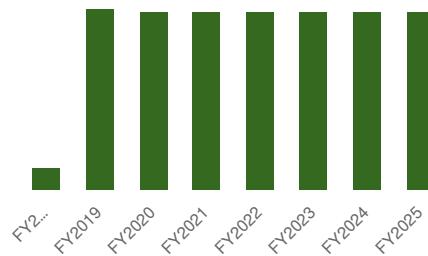
### Debt by Type



Financial Summary	FY2024	FY2025	% Change
<b>Debt</b>	—	—	
City Hall Note	\$590,056	\$589,926	0%
BB&T - Fathom Loan	\$758,577	\$758,577	0%
State Revolving Fund Loan	\$1,537,343	\$1,511,675	-1.7%
<b>Total Debt:</b>	<b>\$2,885,975</b>	<b>\$2,860,177</b>	<b>-0.9%</b>

## City Hall Note

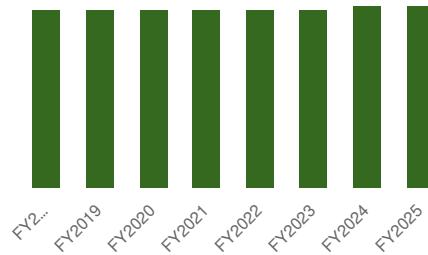
Final payment October 1, 2032.



Financial Summary	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
<b>City Hall Note</b>	—	—	—	—	—	—	—
Principle	\$432,147	\$430,602	\$440,695	\$451,025	\$461,597	\$472,417	\$483,490
Interest	\$170,055	\$159,969	\$149,732	\$139,282	\$128,556	\$117,639	\$106,436
<b>Total City Hall Note:</b>	<b>\$602,202</b>	<b>\$590,571</b>	<b>\$590,427</b>	<b>\$590,306</b>	<b>\$590,152</b>	<b>\$590,056</b>	<b>\$589,926</b>

## BB&T - Fathom Loan

Final payment April 1, 2026.



Financial Summary	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
<b>BB&amp;T - Fathom Loan</b>	—	—	—	—	—	—	—
BB&T - Fathom Loan	\$739,456	\$740,712	\$740,323	\$739,925	\$739,519	\$758,577	\$758,577
<b>Total BB&amp;T - Fathom Loan:</b>	<b>\$739,456</b>	<b>\$740,712</b>	<b>\$740,323</b>	<b>\$739,925</b>	<b>\$739,519</b>	<b>\$758,577</b>	<b>\$758,577</b>

## State Revolving Fund Loan

805020 - Final payment August 15, 2028.

805030 - Final payment August 15, 2028.

510531 - Final payment August 15, 2039.

510550 - Final payment February 15, 2043.



Financial Summary	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
<b>State Revolving Fund Loan</b>	—	—	—	—	—	—	—
805020	\$326,590	\$653,179	\$653,179	\$653,179	\$653,179	\$653,179	\$653,179
805030	\$253,041	\$506,081	\$506,081	\$506,081	\$506,081	\$506,081	\$506,081
510531	\$0	\$0	\$0	\$0	\$0	\$315,630	\$315,630
510550	\$0	\$0	\$0	\$0	\$0	\$62,452	\$36,784
<b>Total State Revolving Fund Loan:</b>	<b>\$579,630</b>	<b>\$1,159,261</b>	<b>\$1,159,261</b>	<b>\$1,159,261</b>	<b>\$1,159,261</b>	<b>\$1,537,343</b>	<b>\$1,511,675</b>