CITY COUNCIL BUDGET WORKSHOP
ZEPHYRHILLS, FLORIDA

Monday, July 22, 2024
3:00 PM

Please join the GoToMeeting
from your computer, tablet or smartphone:
https://meet.goto.com/356490565
or dial in using your phone:
+1 (646) 749-3122 - Access Code: 356-490-565
(Please mute your phone unless you wish to speak on a specific item

Zephyrhills
City Hall

Council
Chambers

Call to Order – Council President Kenneth M. Burgess, Jr.
Roll Call – Deputy City Clerk Ricardo Quinones

1. WORKSHOP ITEMS
   1.1 FY 25/26 Draft Budget Presentation
      1. Capital Requests FY2025
      2. Capital Improvement Plan FY26 thru FY29

CITIZEN COMMENTS

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decisionmade by the Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105. If you are a person with a disability which requires reasonable accommodation in order to participate in this meeting, please contact the City Clerk at 813/780-0000 at least 48 hours prior to the public hearing. A.D.A. and F.S. 286.26.**

City Council Meeting
July 22, 2024

Action Item

WORKSHOP ITEMS 1.1

FY 25/26 Draft Budget Presentation

Issue:

Background:

Attachment(s):

1. Capital Requests FY2025
2. Capital Improvement Plan FY26 thru FY29

Fiscal Impact:

Staff Recommendation:

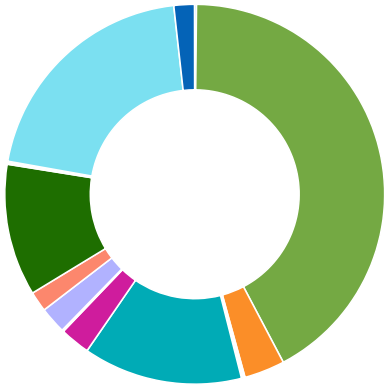
Capital Improvements: One-year Plan

Total Capital Requested

$42,090,484

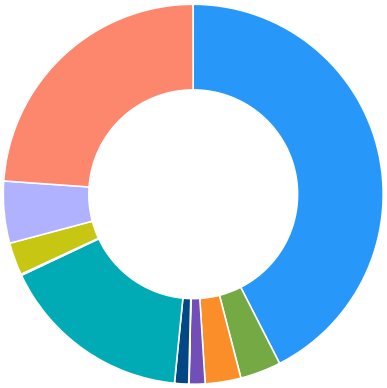
99 Capital Improvement Projects

Total Funding Requested by Department



Administration (0%)	$65,000.00
Airport (42%)	$17,735,000.00
CRA (3%)	$1,450,000.00
Fleet Maintenance (0%)	$52,000.00
Information Technology (0%)	$40,000.00
Library (0%)	$36,000.00
Parks & Facilities Maintenance (14%)	$5,709,500.00
Police (3%)	$1,078,873.00
Police Dispatch (0%)	$55,611.00
Sanitation (2%)	$958,500.00
Stormwater Management (2%)	$725,000.00
Streets (11%)	$4,730,000.00
Utility Administration (0%)	$55,000.00
Utility Billing (0%)	$50,000.00
Wastewater (20%)	$8,610,000.00
Water Department (2%)	$740,000.00
TOTAL	**$42,090,484.00**

Total Funding Requested by Source



Airport Fund (42%)	$17,735,000.00
CRA Fund (3%)	$1,450,000.00
Gas Tax (3%)	$1,263,000.00
General Fund (1%)	$568,611.00
Library Reserves (0%)	$10,000.00
Parks Impact Fee (1%)	$500,000.00
Penny 4 Pasco (16%)	$6,845,373.00
Police Impact Fee (0%)	$40,000.00
Sanitation Fund (3%)	$1,158,500.00
Transportation Impact Fee (5%)	$2,200,000.00
Utility Fund (24%)	$9,965,000.00
TOTAL	**$41,735,484.00**

Airport Requests

Itemized Requests for 2025

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

Total: $17,735,000

Administration Requests

Itemized Requests for 2025

Admin vehicle - Suburban	**$65,000**
Admin to purchase a suburban (large enough to hold all of the Council). The current Tahoe will be transferred to the Airport Manager.	

Total: $65,000

Streets Requests

Itemized Requests for 2025

Annual Street Resurfacing	**$800,000**
Annual Street Resurfacing - city wide.	
Building Improvements (Streets)	**$25,000**
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.	
City Wide Sidewalks & Trails	**$1,000,000**
City wide sidewalks and trails. To continue adding sidewalks based on the sidewalk master plan. Also to add missing connections to sidewalks and trails.	
Dump Truck	**$200,000**
Additional dump truck necessary for road and alley maintenance.	
Hot Spot - Intersection Improvements	**$1,000,000**
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.	
Kossick/Otis Allen Intersection Improvements	**$200,000**
Planning phase of intersection improvements at Kossick Road and Otis Allen Road.	
Pretty Pond Road and Wire Road Roundabout	**$1,000,000**
Intersection improvements at Pretty Pond Road and Wire Road. Improvements will include the removal of the 4-way stop and constructing a roundabout.	
Resurface Police Parking Lot	**$180,000**
Police Department parking lot is in poor condition, resurfacing is required.	
Sign Printer Cutting Table / Roller	**$25,000**
Cutting machine table roller for sign shop.	
Telehandler / Rough Terrain Forklift	**$250,000**
Replaces 2010 CAT Telehandler	
Traffic Sign Printer	**$50,000**
Our existing sign machine and software are approximately twenty years old and out-dated.	

Total: $4,730,000

Parks & Facilities Maintenance Requests

Itemized Requests for 2025

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

Zero - Turn Mower	**$15,000**
60" Gravely Zero Turn - replaces PK125 (2016 model).ROW Maintenance	
Zero-Turn Mower	**$15,000**
60" Gravely Zero-Turn Mower (Replaces # PK136) 2012 Model GravelyROW Maintenance	

Total: $5,709,500

Sanitation Requests

Itemized Requests for 2025

18 FT Trailer	**$10,000**
This trailer will be used for delivering z-carts / recycling bins etc.	
18 Gallon Recycling Bins	**$25,000**
Additional 18-gallon recycling bins are necessary due to development and growth.	
AC Unit	**$10,000**
New AC Unit for Truck # SA65	
Building Improvements (Sanitation)	**$20,000**
Sanitation Department building improvements as needed.	
Curotto Can Assembly	**$30,000**
Curotto Can Replacement for residential Z-cart pick up. Truck # SA65	
Front Load Sanitation Truck - New	**$400,000**
This truck is necessary to run an additional route due to growth.	
Hydraulic Cylinders	**$15,000**
Replacement Hydraulic Cylinders Truck # SA66	
Hydraulic Hoses	**$50,000**
Hydraulic Hoses for Sanitation Trucks	
Sanitation Roll-Off Truck	**$300,000**
This roll-off truck will replace Truck # SA92 2005 Peterbilt	
Sanitation Truck Arm Assembly	**$65,000**
Side-Loader Truck Arm Assembly	
Sanitation Truck Tires	**$20,000**
Sanitation Truck Tires	
Sanitation Truck Wheels - Aluminum	**$8,000**
Wheels for Sanitation Vehicles	
Truck Cab Cover	**$5,500**
Truck Cab Cover SA#705	

Total: $958,500

Fleet Maintenance Requests

Itemized Requests for 2025

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

Total: $52,000

Police Dispatch Requests

Itemized Requests for 2025

Dispatch Consolidation: Central Square	**$55,611**
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.	

Total: $55,611

Stormwater Management Requests

Itemized Requests for 2025

6th Avenue Drainage Improvements	**$475,000**
Stormwater Improvements along 6th Avenue (between 7th Street & 8th Street) and adjacent alley.	
Stormwater Pump Station Upgrades	**$200,000**
Pump Station Improvements (multiple locations).	

Total: $675,000

Utility Billing Requests

Itemized Requests for 2025

Re-work the Utility Customer service Area	**$50,000**
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.	

Total: $50,000

Police Requests

Itemized Requests for 2025

AXON Fleet3 Basic (10-Yr Rewrite)	**$44,132**
Recurring contract #41-23-22.1: (28) In-car camera systems and evidence storage.	
AXON Fleet3 Basic (New)	**$44,132**
A total of 21 in-car camera systems and evidence storage. (5) new(16) ongoing replacements - (6) 2021; (6) 2020; (4) 2019	
AXON OSP7+ (10-Yr Rewrite)	**$190,609**
Recurring contract #25-23-02:(48) OSP7+ Plans include equipment and evidence storage.	
Building Improvements - Conceptual Design Work	**$10,000**
Continue design work throughout the building to include logo replacements.	
Building Improvements - Flooring	**$60,000**
Tile replacement excluding locker rooms and interior bathrooms.	
Building Improvements - Furniture and Fixtures	**$30,000**
Administrative furniture, chairs, and mats.	
Building Improvements - Training Room Sound Proofing	**$12,000**
Soundproof training room.	
Drone	**$20,000**
Drone for surveillance and critical incidents.	
Interview Rooms A/V Equipment	**$20,000**
Camera equipment and software for interview rooms.	
Patrol Vehicle Mobile Radio Equipment	**$45,000**
(9) Patrol vehicle mobile radio equipment.	
Patrol Vehicles	**$603,000**
(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.	

Total: $1,078,873

Utility Administration Requests

Itemized Requests for 2025

New Director Vehicle. Current 939 going to Wastewater.	**$55,000**
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.	

Total: $55,000

Water Department Requests

Itemized Requests for 2025

Backflow Replacement	**$150,000**
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...	
Drinking Water Well Rehabilitation	**$100,000**
This project includes the pulling & rewinding of the motor, inspection of the (pump/drop pipe/shafts & bearings), etc.	
Inventory - Water	**$50,000**
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...	
New 1 -Ton Utility Truck to replace aging truck (18)	**$90,000**
Replaces aging vehicle #18	
New 3/4 ton Pick-Up Truck to replace aging truck (40	**$70,000**
Replace aging vehicle #40	
New service vehicle	**$180,000**
Two (2) New service vehicles for new employees	
New vehicle for additional meter reader position	**$70,000**
New vehicle for new meter reader position	
SCADA System Maintenance and/or Upgrades	**$30,000**
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: $740,000

Wastewater Requests

Itemized Requests for 2025

1/2 ton Pick Up **$50,000**

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.

12" Reclaim Water line along Eiland Blvd. from Dairy Rd to Simons. **$2,000,000**

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.

3/4 ton pick up **$65,000**

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.

8" Reclaimed water line extension from Eiland to Abbott Square **$1,650,000**

8" Reclaimed water line extension from Eiland/Simons intersection, north along Simons to the north entrance of Abbott Square.

Continued Lift Station Alarm System Upgrades **$60,000**

This project is to continue to add SCADA (alarm systems) to the Lift Stations so that they can be monitored electronically

Gravity Sewer Line Rehabilitations **$750,000**

Lining of old sewer lines that have been cracked/broken to get rid of any potential of infiltration of groundwater into the collections system.

Influent Surge Tank **$1,500,000**

To control and level out the flow rate coming into the WWTP.

Inventory - Wastewater **$20,000**

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.

Lift Station Generators - FDEM Grant **$1,300,000**

These generators were received through a grant by the Florida Department of Emergency Management for Hurricane Ian.They are permanent emergency generators for ten (10) lift stations throughout the city.

Lift Station Major Rehabilitations **$550,000**

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.

One ton 4X4 service vehicle **$190,000**

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.

Replacement of the bulk Chlorine Tanks and Pumps at the WWTP **$200,000**

Necessary replacement due to ensure the tank integrity as these two very large tanks ar 20 or so years old and pass their typical life span.The pumps are also quite old and repairing them is quite expensive.

SCADA & PLC Hardware Upgrades **$25,000**

The existing PLC hardware has to be updated to address existing automation and communications issues, when necessary.

Sewer Manhole Rehabilitations	**$250,000**

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

CRA District Land Acquisition	**$400,000**

Acquisition of land for future CRA projects as outlined in the CRA Masterplan.

Park and Entrance Signage - Public Art Opportunities	**$150,000**

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.

Renovation of Clock Plaza	**$750,000**

Complete redesign and construction of Clock Plaza.

Sidewalks and Trails Construction	**$150,000**

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: $1,450,000

Information Technology Requests

Itemized Requests for 2025

Backup Battery Replacement - PD	**$15,000**

Backup battery replacement for UPS at Police Department - the batteries are due for a replacement cycle.

PD Toughbook Laptop	**$25,000**

New toughbooks for PD for new hires and to replace old and outdated units.

Total: $40,000

Library Requests

Itemized Requests for 2025

Library Materials from Reserves	**$10,000**
Purchase books and materials above the budgeted amount from the reserve account.	
Purchase New Library Books and Materials	**$26,000**
Purchase of new library materials like regular print books, large print books, DVDs, audiobooks, children's books, etc.	

Total: $36,000

Stormwater Management Requests

Itemized Requests for 2025

Retention Pond Fencing	**$50,000**
Replace Retention Pond Fencing as needed.	

Total: $50,000

Capital Improvement Plan - FY2026 through FY2029

Department	Project Number	Request Title	FY2026	FY2027	FY2028	FY2029	Total
Human Resources		Salary Study		$30,000.00			$30,000.00
Total Human Resources			**$0.00**	**$30,000.00**	**$0.00**	**$0.00**	**$30,000.00**
Information Technology		PD Toughbook Laptop	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$100,000.00
Total Information Technology			**$25,000.00**	**$25,000.00**	**$25,000.00**	**$25,000.00**	**$100,000.00**
Library		New Flooring				$50,000.00	$50,000.00
		Purchase New Library Books and Materials	$28,000.00	$28,000.00	$30,000.00	$30,000.00	$116,000.00
Total Library			**$28,000.00**	**$28,000.00**	**$30,000.00**	**$80,000.00**	**$166,000.00**
Parks & Facilities Maintenance		Landscaping	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$60,000.00
		Historic Building Renovations	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$400,000.00
	21P07	City Yard Building Construction	$3,000,000.00	$4,000,000.00	$5,000,000.00	$6,000,000.00	$18,000,000.00
Total Parks & Facilities Maintenance			**$3,115,000.00**	**$4,115,000.00**	**$5,115,000.00**	**$6,115,000.00**	**$18,460,000.00**
Police		AXON Fleet3 Basic (New)	$44,132.00	$44,132.00	$44,132.00	$44,132.00	$176,528.00
		AXON OSP7+ (10-Yr Rewrite)	$205,152.00	$219,664.00	$233,756.00	$247,363.00	$905,935.00
		AXON Fleet3 Basic (10-Yr Rewrite)	$44,132.00	$44,132.00	$44,132.00	$44,132.00	$176,528.00
		Patrol Vehicles	$515,900.00	$567,490.00	$624,239.00	$686,663.00	$2,394,292.00
Total Police			**$809,316.00**	**$875,418.00**	**$946,259.00**	**$1,022,290.00**	**$3,653,283.00**
Police Dispatch		Dispatch Consolidation: Central Square	$58,391.00	$61,311.00	$64,376.00	$67,595.00	$251,673.00
Total Police Dispatch			**$58,391.00**	**$61,311.00**	**$64,376.00**	**$67,595.00**	**$251,673.00**
Stormwater Management		Retention Pond Fencing	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$200,000.00
Total Stormwater Management			**$50,000.00**	**$50,000.00**	**$50,000.00**	**$50,000.00**	**$200,000.00**
Streets		City Wide Sidewalks & Trails	$200,000.00	$200,000.00	$100,000.00	$100,000.00	$600,000.00
		Annual Street Resurfacing	$800,000.00	$900,000.00	$900,000.00	$1,000,000.00	$3,600,000.00
Total Streets			**$1,000,000.00**	**$1,100,000.00**	**$1,000,000.00**	**$1,100,000.00**	**$4,200,000.00**
Utility Billing		Re-work the Utility Customer service Area	$200,000.00				$200,000.00
Total Utility Billing			**$200,000.00**	**$0.00**	**$0.00**	**$0.00**	**$200,000.00**
Wastewater	24P04	Inventory - Wastewater	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$80,000.00
	22P01	Gravity Sewer Line Rehabilitations	$800,000.00	$800,000.00	$900,000.00	$900,000.00	$3,400,000.00
		Sewer Manhole Rehabilitations	$250,000.00	$250,000.00	$250,000.00	$250,000.00	$1,000,000.00
		Lift Station Major Rehabilitations	$600,000.00	$600,000.00	$600,000.00	$600,000.00	$2,400,000.00
Total Wastewater			**$1,670,000.00**	**$1,670,000.00**	**$1,770,000.00**	**$1,770,000.00**	**$6,880,000.00**

Water Department		Inventory - Water	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$200,000.00
		SCADA System Maintenance and/or Upgrades	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$120,000.00
		Backflow Replacement	$160,000.00	$170,000.00	$180,000.00	$190,000.00	$700,000.00
		Drinking Water Well Rehabilitation	$120,000.00	$140,000.00	$140,000.00	$140,000.00	$540,000.00
Total Water Department			**$360,000.00**	**$390,000.00**	**$400,000.00**	**$410,000.00**	**$1,560,000.00**
Total Departments			**$7,315,707.00**	**$8,344,729.00**	**$9,400,635.00**	**$10,639,885.00**	**$35,700,956.00**