CITY COUNCIL
ZEPHYRHILLS, FLORIDA

Monday, September 9, 2024
6:00 PM

Please join the GoToMeeting
from your computer, tablet or smartphone:
https://meet.goto.com/693987837
or dial in using your phone:
+1 (571) 317-3122 - Access Code: 693-987-837
(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 – Acting City Clerk Ricardo Quiñones
Invocation – Senior Code Specialist Jackie Boges
Pledge of Allegiance –

1. CITIZEN COMMENTS - FOR ITEMS NOT ALREADY ON THE AGENDA
    - 1.1 Dale Complete Landscaping
        1. Email from Dale
    - 1.2 Jeff Geiger - 5222 16th Street, Zephyrhills FL, 33542

2. MAYOR
    - 2.1 DAR - Daughters of the American Revolution Proclamation
        1. Proclamation - DAR Sept 9, 2024
    - 2.2 Sarah Vande Berg Tennis Foundation 4th Annual "Raise a Racquet" Fundraising Event
    - 2.3 Swearing-in of Officers:
      Eugene Howard
      Heather Triplett

Kevin Massillon
Ramneris (Chanel) Beltran

3. CONSENT ITEMS

3.1 Approval of July 22, 2024 Regular Meeting Minutes
1. M07-22-2024

3.2 Approval of CentralSquare Agreement 41-23-07A
CAD Data Conversion
1. Exhibit B - CST WB ZPD CAD Data Conversion SOW-Clean 3-14-24
2. Zephyrhills Police Department - Sales Order - Data Conversion

3.3 Approval of AXON Agreement 25-24-05
Interview Room Contract - Zephyrhills Police Department.
1. Zephyrhills Police Dept - Axon IR (8-12)

3.4 Approval of Civic Plus Agreement 41-24-22
Invoice Consolidation
1. FL - Zephyrhills - Multi-product - Renewal SOW - 08202024

3.5 Approval of Utility Agreements 45-24-09 through 45-24-29
1. Utility Agreement 45-24-09 for 38847 Golf View Ave, Dade City FL, 33525
2. Utility Agreement 45-24-10 for 38853 Golf View Ave, Dade City FL, 33525
3. Utility Agreement 45-24-11 for 38903 Golf View Ave, Dade City FL, 33525
4. Utility Agreement 45-24-12 for 38911 Golf View Ave, Dade City FL, 33525
5. Utility Agreement 45-24-13 for 38919 Golf View Ave, Dade City FL, 33525
6. Utility Agreement 45-24-14 for 38925 Golf View Ave, Dade City FL, 33525
7. Utility Agreement 45-24-15 for 38931 Golf View Ave, Dade City FL, 33525
8. Utility Agreement 45-24-16 for 38937 Golf View Ave, Dade City FL, 33525
9. Utility Agreement 45-24-17 for 38943 Golf View Ave, Dade City FL, 33525
10. Utility Agreement 45-24-18 for 38947 Golf View Ave, Dade City FL, 33525
11. Utility Agreement 45-24-19 for 38946 Golf View Ave, Dade City FL, 33525
12. Utility Agreement 45-24-20 for 38942 Golf View Ave, Dade City FL, 33525
13. Utility Agreement 45-24-21 for 9114 Master Boulevard, Dade City FL, 33525
14. Utility Agreement 45-24-22 for 9132 Master Boulevard, Dade City FL, 33525
15. Utility Agreement 45-24-23 for 38838 Golf View Ave, Dade City FL, 33525
16. Utility Agreement 45-24-24 for 39003 Golf View Ave, Dade City FL, 33525
17. Utility Agreement 45-24-25 for 39021 Golf View Ave, Dade City FL, 33525
18. Utility Agreement 45-24-26 for 39033 Golf View Ave, Dade City FL, 33525
19. Utility Agreement 45-24-27 for 39008 Golf View Ave, Dade City FL, 33525
20. Utility Agreement 45-24-28 for 39002 Golf View Ave, Dade City FL, 33525
21. Utility Agreement 45-24-29 for 39009 Golf View Ave, Dade City FL, 33525

4. BUSINESS ITEMS/PUBLIC HEARING

4.1 Adopt Tentative Millage
First Reading **ORDINANCE NO. 1492-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, LEVYING THE MILLAGE RATE FOR FISCAL YEAR 2024-2025 FOR THE CITY OF ZEPHYRHILLS."**
A. Council President opens Public Hearing

B. Council President closes Public Hearing
C. City Council considers Ordinance No. 1492-24 on the First Reading

1. Ordinance 1492-24 - Adopt Millage(31241389.1)

4.2

Adopt Tentative Budget

First Reading ORDINANCE NO. 1493-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, ADOPTING A BUDGET FOR THE 2024-2025 FISCAL YEAR."

A. Council President opens Public Hearing
B. Council President closes Public Hearing
C. City Council considers Ordinance No. 1493-24 on the First Reading

1. Ordinance 1493-24 - Adopt Budget(31241065.1)
2. FY 2025 Proposed Budget

4.3 Reclaimed Water, Sewer and Potable Water Rates
First Reading **ORDINANCE NO. 1473-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA CREATING SECTION 51.23 OF THE CITY CODE OF ORDINANCES ESTABLISHING A NEW SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE. "**

A. Council President opens Public Hearing
B. Council President closes Public Hearing
C. City Council considers Ordinance No. 1473-24 on the First Reading

1. Ordinance No. 1473-24 - Water Sewer Utility Rate Ordinance(31241463.2)
2. 2023 Water and Sewer Rate Study Raftelis (1)

4.4 5L Property Annexation
First Reading. **ORDINANCE NO. 1490-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA ANNEXING APPROXIMATELY 12.92 ACRES (MOL) INTO THE CORPORATE LIMITS OF THE CITY OF SAID CITY DESCRIBED AS PARCEL 18-26-22-0010-00500-0000 ZEPHYRHILLS, FLORIDA, IN ACCORDANCE WITH SECTION 171.044, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE."**

A. Council President opens the Public Hearing
B. Council President closes the Public Hearing
C. City Council considers Ordinance No. 1490-24 on the First Reading

1. Ordinance 1490-24 5L Properties Annexation 12.92 Acres(31121861.1)
2. Map for Ord. 1490-24(31236485.1)
3. ANX 22-24 Staff Report 5L Properties Sept 9 2024 City Council
4. 5L Annexation Attachments CC Meeting August 12 2024

4.5 5L Property Future Land Use Map Amendment and Rezoning
First Reading. **ORDINANCE NO. 1491-24 - "AN ORDINANCE OF THE CITY OF**

ZEPHYRHILLS, FLORIDA PROPOSING AN AMENDMENT TO THE CITY'S COMPREHENSIVE PLAN, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT TO THE FUTURE LAND USE MAP CHANGING FROM COUNTY IL TO CITY IN (INDUSTRIAL) AND THE ZONING DESIGNATION FROM COUNTY AC TO CITY LI (LIGHT INDUSTRIAL) FOR APPROXIMATELY 12.92 ACRES OF REAL PROPERTY LOCATED SOUTH OF 6TH AVENUE, WEST OF CHANCEY ROAD AND EAST OF THE ZEPHYRHILLS MUNICIPAL AIRPORT AND HAVING PARCEL ID# 18-26-22-0010-00500-0000; PROVIDING FOR REPEALER, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE."

A. Council President opens the Public Hearing
B. Council President closes the Public Hearing
C. City Council considers Ordinance No. 1491-24 on the First Reading

1. Ordinance 1491-24 5L Properties Comp Plan and Rezoning Amendment 12(31121837.1)
2. ANX 22-24 Staff Report 5L Properties Sept 9 2024 City Council
3. 5L Annexation Attachments CC Meeting August 12 2024

4.6 ELLECE USA 19 INC (Bauducco Foods) Conditional Use
First Reading **RESOLUTION NO. 827-24 – "A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS RELATED TO HEIGHT, APPROVING A CONDITIONAL USE TO EXCEED THE HEIGHT LIMITATIONS OF THE LI (LIGHT INDUSTRIAL) ZONING DISTRICT ON PARCEL NO. 07-26-22-0000-00100-0012; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE; AND PROVIDING AN EFFECTIVE DATE."**

A. Council President opens Public Hearing
B. Council President closes Public Hearing
C. City Council considers Resolution No.827-24 on the First Reading

1. Resolution 827-24 Conditional Use sixty-three feet (63')(31238903.1)
2. CUP_Application_EXECUTED (2)
3. Bauducco Engineer review email
4. Construction Plans
5. Bauducco Foods Presentation from applicant

5. PLANNING DIRECTOR'S REPORT

5.1 Indoor Storage Facilities Moratorium Update

1. Indoor storage picture
2. Indoor Storage Example
3. Indoor Storage Pic
4. Indoor Storage

5.2 Planning Department - GIS - ArcUrban Software

1. City of Zephyrhills - ArcGIS Urban Demo 9.9.24
2. Zephyrhills_Urban_IC_Summary_Sheet
3. City of Zephyrhills - ArcGIS Urban Software Quote
4. P018902 - City of Zephyrhills- Proposal for ArcGIS Urban Deployment and Workshop

5.3 **ANX000023-24 Mitek Annexation, FLUMA, & Rezoning;** The applicant is to have the

property annexed into the City with change in FLU from County IL to City IN, and Rezone from County AC to City LI (Light Industrial). Parcel #: 23-26-21-0020-00200-0010 & 23-26-21-0020-00200-0000, 9.98 acres. Located on Tucker Rd, West of Pine St.

1. MITEK Location Map
2. Mitek Annexation Attachments
3. Annexation Presentation

5.4 **CU0011-24 Mitek Conditional Use;** Submittal is for approval for change in the maximum allowable building height. The property is located on Paul Buchman Hwy and Chancy Rd. Parcel # 24-26-21-0010-03900-0010, 23-26-21-0020-01300-0020, 23-26-21-0020-00200-0000, & 23-26-21-0020-00200-0010, 110.41 acres.

1. Mitek Architectural Concept
2. Mitek Concept Plan
3. MITEK Location Map
4. MiTek Conditional Use Staff Report
5. MiTek Conditional Use Attachments
6. Conditional Use Presentation

6. CITY MANAGER'S REPORT

6.1 City of Zephyrhills Rebranding Update

1. City Council Rebranding Update (9-9-2024)

MAYOR ANNOUNCEMENTS

CITY MANAGER ANNOUNCEMENTS

CITY ATTORNEY ANNOUNCEMENTS

CITY COUNCIL COMMENTS

7. NOTED ITEMS

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decision made 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.**

Action Item

CITIZEN COMMENTS - FOR ITEMS NOT ALREADY ON THE AGENDA 1.1

Dale Complete Landscaping

Issue:
Mr. Dale would like the City to delay the tax schedule.

Background:
Mr. Dale would like the City to delay the tax schedule.

Attachment(s):
1. Email from Dale

Fiscal Impact:
N/A

Staff Recommendation:
N/A

Next meeting

Dale Complete Landscaping <dalecompletelandscaping@gmail.com>

Sun 9/1/2024 2:18 PM

To:Kevin Weiss <KWeiss@ci.zephyrhills.fl.us>;William Poe <WPoe@ci.zephyrhills.fl.us>;Ricardo Quinones <rquinones@ci.zephyrhills.fl.us>;Jodi Wilkeson <Jodi@wilkesondesign.com>;Dale Complete Landscaping <dalecompletelandscaping@gmail.com>

EXTERNAL EMAIL

Good morning or afternoon,
May I have a chance to speak at the next meeting on the 9th?

"I have lived in the city of Zephyrhills for well over two decades. I have rented and I have owned. We own multiple businesses and 100 percent understand the need to raise to equate to demand. We are asking the city to hold off on the raise until Midway through next year to allow homeowners and business owners who are not yet fully aware of the two new Pasco County tax groups or additional costs to go through? I am specifically talking about the new road tax and the new park tax. There are many other ways the town can compensate through other charges that were approved by the city council 2 years ago.

We are also asking for the city to enforce somehow a limit to how many houses can be rented within a square mile or how many investment properties can be within city limits? To be able to sell a house one must look at the comps which are other houses in the area and what they are selling for and then averaging to find the price. If there are not a lot of houses for sale because they are rentals creates a very big influx to property value. Property value affects schools and effects people wanting to move to this town. Talking with people in the town have found majority of those who have moved to Zephyrhills are frustrated with the schools and the traffic and the fact that there is not a great balance of restaurants versus a place that does not have a Town council such as Wesley Chapel. This problem is only getting worse. You may not be the school board but you should be able to control how many investment properties are within city limits.

Thank you for your time."

Information Only

CITIZEN COMMENTS - FOR ITEMS NOT ALREADY ON THE AGENDA 1.2

Jeff Geiger - 5222 16th Street, Zephyrhills FL, 33542

Issue:
Mr. Geiger is concerned about flooding in the streets.

Background:
Mr. Geiger is concerned about flooding in the streets.

Attachment(s):
None

Fiscal Impact:
N/A

Staff Recommendation:
N/A

Zephyrhills
jump right in

PROCLAMATION

WHEREAS, Constitution Week is the commemoration of America's most important document. The United States Constitution stands as a testament to the tenacity of Americans throughout history to maintain their liberties, freedoms and inalienable rights. The commitment of the NSDAR is to encourage study and educate the public about the Constitution, which was adopted by the American Congress of the Confederation on September 17, 1787; and

WHEREAS, the two hundred thirty-seventh anniversary of the drafting of the Constitution provides a historic opportunity for all Americans to learn about and recall achievements of our Founders, and to reflect on the rights and privileges of citizenship; and

WHEREAS, this celebration of the Constitution was started by the Daughters of the American Revolution. In 1955, the National Society Daughters of the American Revolution petitioned Congress to set aside September 17-23 annually to be dedicated for the observance of Constitution Week. The resolution was later adopted by the U.S. Congress and signed into public law on August 2, 1956, by President Dwight D. Eisenhower. George W. Busch officially declared the inception of Constitution Week in 2002; and

WHEREAS, the Daughters of the American Revolution (DAR) is a lineage-based membership service organization for women who are direct descendants of soldiers of the Revolutionary period who aided in the United States' struggle for independence; and

WHEREAS, it is the greatest importance that all citizens fully understand the provisions and principles contained in the Constitution in order to support it, preserve it and defend it against encroachment; and

NOW, THEREFORE, I, Melonie Bahr Monson, by virtue of the authority vested in me as Mayor of the City of Zephyrhills in the State of Florida, do hereby proclaim the week of September 17-23, 2024 as

CONSTITUTION WEEK

reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through the guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Zephyrhills, Pasco County, Florida on this 9th day of September, 2024.

Melonie Bahr Monson

Melonie Bahr Monson, Mayor

Attest: _____

Ricardo Quinones

Action Item

CONSENT ITEMS 3.1

Approval of July 22, 2024 Regular Meeting Minutes

Issue:

Background:

Attachment(s):

1. M07-22-2024

Fiscal Impact:

Staff Recommendation:

REGULAR COUNCIL MEETING

A Regular Council Meeting was held on July 22, 2024 at 6:00 p.m. in the Council Chambers of City Hall and via GoToMeeting (646) 749-3122 - Access Code: 356-490-565.

Council President Kenneth M. Burgess, Jr. called the meeting to order at 6:02 p.m. Roll call was taken. Present were members Charles Proctor, Kenneth Burgess, Jodi Wilkeson, Steven F. Spina, Ph.D., Lance A. Smith and Mayor Melonie Bahr Monson. City Attorney Matthew Maggard and City Manager William Poe were present.

Staff present: Police Chief Derek Brewer, Public Works Director Shane LeBlanc, Planning Director Todd Vande Berg, Finance Director Ted Beason, Public Information Officer Kevin Weiss, Airport Manager Nathan Coleman, HR Director Sandra Amerson, Principal Planner Rodney Corriveau, Historic Preservation Specialist / Community Planner Hunter Gearhart, GIS/Community Planner Tommy-Lee Hunt, Deputy City Clerk Ricardo Quiñones and City Clerk Lori Hillman.

Kendall Deford delivered the invocation. The Pledge of Allegiance followed.

1. **MAYOR**

Mayor Monson asked that an emergency item be added to the agenda.

Lance Smith moved the emergency item be added. Seconded by Charles Proctor. Motion passed unanimously.

1.1 Vets Feeding Vets

Mayor Monson introduced a new charity named Vets Feeding Vets that provides food to Veterans every Friday from 10am to 2pm.

Ernie Smith Executive Director of Vets Feeding Vets -

Mr. Smith explained that they give food to any Veteran that is hungry. They give bags of food, frozen meat and any dry goods that they receive. He invited the council and all in attendance to let any Veteran they know who needs food join them at the old medical center at 7417 Airport Road.

Mayor Monson thanked Ernie for letting her be part of their opening day and thanked them for serving in a different way.

****Emergency Item** – Recognition of service for Lori Hillman.

Mayor Monson recognized Lori Hillman for her 20+ years of service to the City of Zephyrhills. 10 of those years as the City Clerk. She will be retiring August 1st, 2024.

1.2 City Manager's Evaluation

Mayor Monson said that the City Manager review was completed and thank council for completing their parts. She included the review.

Councilman Spina asked for a written copy of the other council members' remarks.

Mayor Monson said that Spina could have it and thanks Sandra Amerson, HR Director, for her assistance in the process.

Lance Smith suggested that they all take time and review the remarks.

Council President Burgess agreed.

2. **CONSENT ITEMS**

2.1 Approval of June 10, 2024 Regular Meeting Minutes
2.2 Itinerant Apron Change Order #2 – C.W. Roberts
2.3 Appointment New Planning Commission Board Member
2.4 Walgreens Utility Easement No. 16-24-04

Steven Spina moved to approve all consent items. Seconded by Charles Proctor. Motion passed unanimously

Councilman Smith recognized Clyde Bracknell as the longest sitting council member and thanked him for choosing to come back and serve on the Planning Commission.

Mayor Monson concurred.

Business Item 5.1 and 5.2 were moved to this place on the agenda.

5.1 MiTek Inc. Agreement No. 41-24-20 - Economic Incentive

City Manager William Poe read Agreement No. 41-24-20 - Economic Incentive.

Council President Burgess expressed excitement for the industrial corridor and turned it over to the Council.

Councilman Spina asked what MiTek did as a company.

Joe Seibert, Director of Project Management for MiTek.-

Mr. Seibert said that MiTek primary makes roof truss systems and that 90% of houses built in the United States is using MiTeck truss plate technology. They work directly with home builders and truss associations to build the best trusses that they can and forward the technology on.

Councilwoman Wilkeson asked if the City of Zephyrhills had a lot of competition in winning MiTek over.

Mr. Seibert said that they have enjoyed the process so far. There were a few spots near Tampa, Jacksonville and Zephyrhills that they considered and are excited to be in Zephyrhills.

Mayor Monson said that this is one of the ready site plans that the PEDC has worked on in partnership with the City and ZEDC for a number of years. She thanked Tom Ryan of PEDC for pushing our city and helping businesses like MiTek find their way to us. She thanked Randy from ZEDC for working on this as well. She expressed her excitement at having MiTek and the job opportunities they will bring to our citizens and the area.

Steven Spina moved to approve MiTek Agreement No. 41-24-20 - Economic Incentive. Seconded by Lance Smith. Motion passed unanimously.

5.2 Tennis Pro Florida, LLC Agreement No. 37-24-06 Second Amended and Restated Sarah Vande Berg Tennis Center Management Agreement

Pascal Collard CEO of SVB Tennis Center

Mr. Collard said that since opening 4 years ago they have accomplished all but two goals. The first of these is to have a school that could issue visas for international students. The second of these was to be able to attract those international students. Mr. Collard said David Wiesner has partnered with them to provide a school. Now Patrick Mouratoglou has partnered with them, providing an internation stage to attract students.

Mr. Collard narrated a presentation showing Mourataglou's accomplishments and credentials, ending in a video greeting from Mouratoglou himself. This was followed by images of the signage that will represent the new ownership and honor Sarah's Legacy.

Discussion followed clarifying that Sarah Vande Berg's name would remain on the tennis center and that the foundation is a separate entity which acts as the charitable arm and provides free summer camps.

Council expressed excitement for the next chapter of the tennis center and the new international stage it will have. Council thanked Mr. Collard and his team for their hard work.

William Poe read Tennis Pro Florida, LLC Agreement No. 37-24-06.

Lance Smith moved to approve Tennis Pro Florida, LLC Agreement No. 37-24-06. Seconded by Steven Spina. Motion passed unanimously.

3. **BUSINESS ITEMS/PUBLIC HEARING**

3.1 AdventHealth Future Land Use and Rezoning

First Reading **ORDINANCE NO. 1480-24 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA APPROVING A SMALL SCALE FUTURE LAND USE MAP AMENDMENT TO THE CITY'S COMPREHENSIVE PLAN, CHANGING THE FUTURE LAND USE CLASSIFICATION FROM P/SP (PUBLIC/SEMI-PUBLIC) AND MU (MIXED USE) TO RU (RESIDENTIAL URBAN); AND AMENDING THE CITY'S OFFICIAL ZONING MAP, CHANGING THE ZONING DESIGNATION FROM PUD (PLANNED UNITED DEVELOPMENT) AND OP (OFFICE PROFESSIONAL) TO PUD (PLANNED UNIT DEVELOPMENT), FOR A PORTION OF PARCEL 35-25-21-0010-06900-0020; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Ordinance No. 1480-24 by title.

Todd Vande Berg, Planning Director, provided background on this item. Todd said that a new condition was added since the last time this item was brought up. He read

condition #4, “The PUD Master Plan shall confirm with the existing grades and topography of subject property and be subject to the tree removal guidelines as set forth.” Todd reminded the council that when the hospital sells the property the builder will do a pre-application meeting with the City and we will refer to this ordinance and all the conditions and try to work with the grades.

Discussion followed, highlighting condition #4 will satisfying Council’s desire for stronger tree and topography guidelines and that it should be included in future ordinances. It was noted that when a builder purchases the land, they will need to come back to Council to review site plans and for architectural review. It was also noted that the roundabout planned for Wire Rd and Pretty Pond Rd should be completed prior to any construction starting on this site.

Council President Burgess opened a public hearing.

Bruce Myers from Alpha Village spoke from the floor -

Mr. Myers expressed his frustration stating that the City is out of control. He said we don’t have the infrastructure for the houses being built; it is his understanding that Council wants to approve 250 houses on this parcel and in the corner where Gore’s Farm used to be another 50 houses. Across the street City and County land are being combined to put another 49 townhouses which he believed were originally intended to be condos. Mr. Myers continued that he did not want renters living behind him as they do not take care of the property like a homeowner who pays a mortgage and insurance would. He strongly disagrees with the selling of the land saying that he is tired of the traffic, 301 can’t be used in the afternoon. He concluded that the City is now larger than New Port Richey and is far from the orange grove and cattle town it was when he first came down here.

Discussion followed highlighting that while the ordinance would allow for a max of 252 apartments that is not a guarantee of the final number. The City is also partnering with the County to address the roads with the Kossik to Wire Road connection project being mentioned. Residents can come to City Hall during operating hours to review the plans for the road projects.

Jodi Wilkeson moved to approve Ordinance No. 1480-24 on the First Reading. Seconded by Lance Smith. Motion passed unanimously.

3.2 Transportation, Public Safety, and Park Impact Fees

Second Reading **ORDINANCE NO. 1481-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, AMENDING CHAPTER 155 – IMPACT FEES, OF THE CITY OF ZEPHYRHILLS CODE OF ORDINANCES; ADOPTING SIMPLIFIED LAND USE CATEGORIES WITHIN THE TRANSPORTATION IMPACT FEE SCHEDULES; ADOPTING A TIMELINE AND PHASING FOR IMPLEMENTATION OF AMENDED IMPACT FEES; ADOPTING AN UPDATED METHODOLOGY FOR IMPACT FEE ANALYSIS; ADOPTING AN UPDATED IMPACT FEE STUDY; PROVIDING FOR THE EFFECT OF THE TRANSPORTATION IMPACT FEE ORDINANCE ON OTHER REGULATIONS AND DEVELOPMENT ORDERS; PROVIDING FOR PURPOSE AND INTENT PROVIDING DEFINITIONS; PROVIDING RULES OF CONSTRUCTION; PROVIDING FINDINGS; PROVIDING FOR CONFLICT SEVERABILITY; PROVIDING FOR REPEALER; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Ordinance No. 1481-24 by title. A public hearing was held and there were no comments from the floor.

Councilman Spina asked why does the convenience store with gas pumps not have a public safety impact fee?

Clancy Mullen, Project Manager with Duncan Associates spoke remotely-

Mr. Mullen said that would fall under the commercial rate. The breakdown is the public safety fees are based on square footage while transportation fees are based on the number of pumps.

Councilman Smith thanked Chris, Clancy and Billy for reviewing the study and making logical revisions to simplify the code for the Building Department.

Lance Smith moved to approve Ordinance No. 1481-24 on the Second Reading. Seconded by Charles Proctor. Motion passed unanimously.

3.3 Providence Village Annexation

First Reading **ORDINANCE NO. 1482-24 - "AN ORDINANCE OF THE CITY OF**

ZEPHYRHILLS, FLORIDA ANNEXING ADDITIONAL TERRITORY TO BE INCLUDED WITHIN THE BOUNDARIES OF SAID CITY DESCRIBED AS 37518 GEIGER ROAD, ZEPHYRHILLS, FL 33542 ZEPHYRHILLS, FLORIDA 33542 IN ACCORDANCE WITH SECTION 171.044, FLORIDA STATUTES, AS AMENDED."

City Attorney Matthew Maggard read Ordinance No. 1482-24 by title.

Planning Director Todd Vande Berg narrated a presentation for this item.

City Attorney Matthew Maggard clarified that while there are two items related to the same parcel, only the Annexation was read in

Todd said made his comments toward both ordinances. Between both properties there were originally 225 units, the builder estimates there could be less than 200 after final design with conditions.

City Attorney Matthew Maggard advised opening the public hearing.

Council President Burgess opened a public hearing.

Todd continued his presentation saying, per Kimley Horn, the city's traffic engineer at 225 units these properties would generate 1,664 trips both going in and coming out. Todd received an email from Pasco County Engineer that Gieger Road is a priority issue and could get started before the end of the calendar year. Planning met with Kimley Horn to visit the City's hot spot areas such as Gieger Road and Gall to get a scope of services. After the County finishes a study to determine length and location, the applicant expressed they would take care of putting in a trail and sidewalk from Eiland to Gieger Road. The City considers water usage in gallons per day, at 225 units these properties would use 67,500 gallons per day which our Utilites Department indicates we have the capacity for.

City Manager William Poe asked for clarification on the number of units for the Providence Village property. Todd clarified there are 170 units for this property.

Councilman Proctor asked what the county density would be if the city did not annex the property.

Todd said they look at the County's Future Land Use, which has this property zoned a Res-9 which is 9 units per acre. With the City the conceptual plans show this property at a little over 7 units per acre. Todd continued his presentation addressing comments made about sink hole activity and endangered species reports. Both will be addressed accordingly. Todd said there was a comment about adequate police coverage, per the Police Chief the standard has been 2.4 officers per 1000 residents, when calculated this property might add 1 officer. Todd said the last comment regarding the City being able to dictate the property be fee simple or rental. Per the City Manager we may not be able to do this, Todd then invited the applicant to state their intent.

Councilman Spina asked if there was a condition much like condition #4 brought up in Ordinance 1480-24.

Chad Pettinato - 17802 Saint Lucia Isle Dr, Tampa Fl - spoke from the floor -

Mr. Pettinato said they have no intention of making this development into rental properties, he said this will be a fee simple project.

Discussion followed acknowledging that Gieger road is a County road and any assurances we have been given and if a C.O. can be delayed being issued until the road is worked on.

Len Johnson, Counsel for Applicant - Johnson Pope Law Firm – Residence 14552 Mount Zion Road Dade City.

Mr. Johnson said it will likely be 15 months before any developer can put a shovel in the ground at this property. If the County is anyway near its schedule, then the road should be completed before then. He also stated that the applicant agreed to the conditions and has committed to making a sidewalk., the City will need to negotiate with adjoining landowners, but they will do their part.

Norman Sherman – 37604 Gieger Road. - spoke from the floor -

Mr. Sherman said that his comments would apply to both items 3.3 and 3.4. Mrs. Sherman ceded her time to Mr. Sherman. He identified his property as being to the east of the Providence Village property. Mr. Sherman said that while he is not against progress and development, he had concerns relating to safety, environmental and the community impact of these projects. Mr. Sherman urged Council to consider not just the unit totals

from the individual projects up for discussion but projects as a whole throughout the City, citing a 30 year project coming online at the same time behind Sherman Williams. Mr. Sherman estimates that almost 1 million trips annually will be added to Geiger Road between these three projects. Mr. Sherman stated that Geiger Road needs to be four lanes and agreed that paving the road may cause vehicles to move faster on an already dangerous road, mentioning the fatality and hit-and-runs that have occurred. Mr. Sherman continued, that sidewalks and widening the road by 1 foot on each side may not be the answer since more cars will flood into the street soon. He also recommended that traffic studies are done at 7am when people are going to school and work. Mr. Sherman listed additional concerns such as Staff comments about the cost of expanding Gieger Rd, the lack of strength of HOA's in communities, how high the water usage could potentially be, the loss of wild turkeys and the impact on surrounding properties from the sinkhole. Mr. Sherman said the Council has an obligation to the citizens of Zephyrhills and surrounding communities. Mr. Sherman said that he does a lot for his community and questioned if the developer would develop it or sell it and if it is sold, will the buyer negotiate a new deal with the City.

Council President Burgess thanked Mr. Sherman for his comments and said that GPS is likely turning folks to Geiger Rd. He also stated that he is concerned about too many homes becoming rentals. Council President Burgess remarked that the public has heard Council speak, with all items they need to consider the citizens and the rights of the property owner and ultimately decide.

Councilman Spina said we keep doing the same thing and expect different results. The zoning and annexations up for discussion are based on our current code. Until we change this, we will continue to have people say, "I don't want this, it's too much." Spina stated that he thinks they need to lower the density. The water issues have not been resolved and the transportation issues can't be solved as many are not our roads. Spina said the way to reduce water usage and reduce traffic is to change how we do business otherwise the same concerns will continue.

Councilwoman Wilkeson said that what she explains to people that if they do not annex in the lands, the applicants could go to Pasco County were the requirements are not as strict.

Spina highlighted that these projects are being included in the water use permit that has not been approved at this time. If the permit is approved at the rate we are asking for, we cannot approve any new projects. We need to define how we want the City to look, do we want 250 apartments on every corner, or do we want to go down to 10 or 12 units an acre, they may cost more but it's better. That's why I did not like the theoretical site plans they send in, most developers will try to get as much as they can from the property, that is normal. Spina posed; do we want to keep doing business this way. We are all conflicted, but we are going to approve it anyway, since that is what our code says, but it is not what we want, I don't think.

Council President Burgess remarked on when they brought the density down from 20 to 14 units an acre which took time but was accomplished. Burgess said that many projects came in during that transition and agreed the code does need to be reviewed.

City Manager William Poe asked the Planning Director what the max density is allowed on this project. Planning Director Todd Vande Berg responded, under the City up to 7.5 units per acre under RS-Residential Suburban future land use classification.

Spina said this is just one example, the other one could go up to 14 units an acre and even though we change it, if we do a PUD somewhere, they can still go up to 20 units an acre.

Planning Director Todd Vande Berg said that Staff is hearing the comments made. City Manager Poe said Staff will never bring a 20 unit per acre project. Todd stated that this project was tabled for about a year because we've heard from the community that the road needs to be addressed, and it was. Spina commended Staff for getting the County to move forward with the road improvements. Todd continued that the City's comprehensive plan was being updated, where recommendations can be made if we don't like the vision or how things are being done.

Spina said that it is not just us, but the surrounding areas are being developed and those folks moving it will work and shop and impact what we are doing here as well. Spina shared a conversation he had with Mr. Sherman and said that this issue has been going on for a long time, when he was the City Manager, they approved things left and right and it's just not working anymore.

Council President Burgess said he believe the issues such as tree mitigation, traffic impact and rental properties are moving in the right direction and are being addressed better than in the past.

Spina shared that he had lunch with a resident that moved here in 1987, remarking that Zephyrhills is not the place he moved to. Spina agreed with the sentiment stating that things change, and development happens, but he wonders how they can make things better.

Councilman Smith said that we need to have dialogue with Pasco County because until they do something different there is not much we can do.

Discussion continued relating to density, road conditions and cooperation with Pasco County.

Jodi Wilkeson moved to approve Ordinance No. 1482-24 on the First Reading. Seconded by Lance Smith. Motion passed unanimously.

3.4 Providence Village Future Land Use Map Amendment and Rezoning

First Reading **ORDINANCE NO. 1483-24 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA PROPOSING AN AMENDMENT TO THE CITY'S COMPREHENSIVE PLAN, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENTS TO THE FUTURE LAND USE MAP CHANGING FROM RES-9 (PASCO COUNTY) TO RS (RESIDENTIAL SUBURBAN) AND COUNTY R-3 (PASCO COUNTY) TO CITY R-3 (MEDIUM DENSITY RESIDENTIAL) DESCRIBED AS 37518 GEIGER ROAD, ZEPHYRHILLS, FL 33542, IN ACCORDANCE WITH SECTION 171.044, FLORIDA STATUTES, AS AMENDED."**

City Attorney Matthew Maggard read Ordinance No. 1483-24 by title. A public hearing was held.

City Attorney Matthew Maggard said that all comments from Ordinance 1482-24 should carry over to Ordinance 1483-24 since much of the discussion was intermingled.

Norman Sherman – 37604 Gieger Road. - spoke from the floor -

Mr. Sherman confirmed that his comments on Ord. 1482-24 carry over to Ord. 1483-24.

The public hearing was then closed.

Lance Smith moved to approve Ordinance No. 1483-24 on the First Reading. Seconded by Jodi Wilkeson. Motion passed unanimously.

3.5 Medical Marijuna Treatment Centers Moratorium

Second Reading **ORDINANCE NO. 1484-24 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA RELATED TO MEDICAL MARIJUANA TREATMENT CENTERS; ADOPTING FINDINGS OF FACT; PROVIDING DEFINITIONS; IMPOSING A TEMPORARY MORATORIUM ON THE OPENING OF ANY NEW MEDICAL MARIJUANA TREATMENT CENTERS; SEVERABILITY, REPEALER, AND AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Ordinance No. 1484-24 by title. A public hearing was held and there were no comments from the floor.

Lance Smith moved to approve Ordinance No. 1484-24 on the Second Reading. Seconded by Charles Proctor. Motion passed, 4-1 opposed Steven Spina.

Councilwoman Wilkeson asked Councilman Spina what his concerns with on this item.

Spina said he believes the free marketplace will determine where businesses go.

3.6 Black Marlin Annexation

First Reading **ORDINANCE NO. 1485-24 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA ANNEXING ADDITIONAL TERRITORY TO BE INCLUDED WITHIN THE BOUNDARIES OF SAID CITY DESCRIBED AS PARCEL NUMBER 03-26-21-0010-11700-0020 ZEPHYRHILLS FLORIDA 33542 IN ACCORDANCE WITH SECTION 171.044, FLORIDA STATUTES, AS AMENDED."**

City Attorney Matthew Maggard read Ordinance No. 1485-24 by title. Council President Burgess opened a public hearing.

Principal Planner Rodney Corriveau first recognized the vigorous discussion that occurred with the Providence Village project and all issues and comments relating to

Geiger Road pertain to this project too. Rodney gave a brief refresher of the three-part annexation into the City, a rezoning to R3-medium density, then assignment of residential suburban. Staff worked with the applicant to move zoning from R4 to R3 to reflect adjacent development at 6 units an acre and issues identified have been put into the conditions of Ordinance 1485-24.

Councilman Proctor asked about the water used.

Rodney said that moving forward any residential development, until we get our update of the water management district, including the condition that we do not guarantee water.

Councilman Spina asked if the tree removal guidelines under the Land Development Code Section 7.0604 would apply. He recognized the difficulty as this is a heavily wooded lot but was satisfied with the condition and that Staff will walk site.

Norman Sherman – 37604 Gieger Road. - spoke from the floor -

Mr. Sherman confirmed that his comments on Ord. 1482-24 carry over to Ord. 1485-24. Mr. Sherman asked one additional question if the water conditions carried over.

City Attorney Matthew Maggard confirmed that the City is not guaranteeing the availability of water at the time of annexation and rezoning.

Council President Burgess closed the public hearing.

Mayor Monson said that she spoke with Staff about the need for entrances between this project and Wedgewood lining up.

Council President Burgess said that lighting would be an issue as well.

Councilman Spina asked about the total number of units in this project, which was confirmed to be 31 units.

Councilman Proctor asked for the size of the lot which was confirmed to be 4.155 acres.

Lance Smith motioned to approve Ordinance 1485-24 on the First Reading. Seconded by Steven Spina. Motion passed unanimously.

3.7 Black Marlin Future Land Use Map Amendment and Rezoning

First Reading **ORDINANCE NO. 1486-24 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA PROPOSING AN AMENDMENT TO THE CITY'S COMPREHENSIVE PLAN, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT TO THE FUTURE LAND USE MAP CHANGING FROM R-1 MH (PASCO COUNTY) TO RS (RESIDENTIAL SUBURBAN) AND RMH (PASCO COUNTY) TO R-3 (MEDIUM DENSITY RESIDENTIAL) DESCRIBED AS PARCEL NUMBER 03-26-21-0010-11700-0020, ZEPHYRHILLS FLORIDA 33542. IN ACCORDANCE WITH SECTION 171.044, FLORIDA STATUTES, AS AMENDED."**

City Attorney Matthew Maggard read Ordinance No. 1486-24 by title. Council President Burgess opened a public hearing.

Norman Sherman – 37604 Gieger Road. - spoke from the floor -

Mr. Sherman confirmed that his comments on Ord. 1482-24 carry over to Ord. 1486-24.

Council President Burgess closed the public hearing.

Jodi Wilkeson motioned to approve Ordinance 1486-24 on the First Reading. Seconded by Lance Smith. Motion passed unanimously.

3.8 PUD-0016-22 Gagne PUD Indoor Storage with Mixed Use Development; Located at the North and Southeast corners of Chancey Rd and Paul S Buchman.3356 Paul S Buchman Hwy, Zephyrhills Fl 33540.Parcel #23-26-21-0020-08000-0000.

First Reading **ORDINANCE NO. 1489-24 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA, APPROVING A REZONING - PUD (PLANNED UNIT DEVELOPMENT) MASTER PLAN AMENDMENT TO THE GAGNE – CHANCEY ROAD PLANNED UNIT DEVELOPMENT FOR THE PROPERTY IDENTIFIED AS 3356 PAUL S BUCHMAN HIGHWAY, ZEPHYRHILLS, FL 33540; PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE."**

City Attorney Matthew Maggard read Ordinance No. 1489-24 by title. Council President Burgess opened a public hearing.

Planning Director Tood Vande Berg narrated a presentation for the proposed

amendment to the PUD master plan, as the applicant exceeded the height originally approved. The Ordinance includes the amended PUD master plan, new conditions for approval, and under section 6 there are site plan renderings. Staff informed the applicant they are committed to the submitted rendering designs.

Council commented on their appreciation for the simplicity of this project with no water issues, no traffic issues, no public safety issues and the commitment to the design rendering.

Council President Burgess closed the public hearing.

Steven Spina motioned to approve Ordinance 1489-24 on the First Reading. Seconded by Lance Smith. Motion passed unanimously.

4. **FINANCE DIRECTOR'S REPORT**

Fincance Director Ted Beason reported on the setting of tentative millage rate.
Staff recommendation is to keep the same milage rate at 6.25. Ted corrected an error in the packets presented to council, the public hearings will be set to September 9th and September 23rd.
Councilman Proctor express is appreciation at not having to raise property taxes during these tough economic times.

Steven Spina motioned to approve the tentative milage rate at 6.25. Seconded by Charles Proctor. Motion passed unanimously.

5. **CITY MANAGER'S REPORY**

5.1 MiTek Inc. Agreement No. 41-24-20 - Economic Incentive

-This item was discussed after consent items.

5.2 Tennis Pro Florida, LLC Agreement No. 37-24-06
Second Amended and Restated Sarah Vande Berg Tennis Center Management Agreement

-This item was discussed after consent item

5.3 Zephyr Park Design and Permitting Services - Kimley-Horn

CRA Director Gail Hamilton presented the scope of service for Zephyr Park asking Council for consent to move forward with the construction documents.

Discussion followed with Council concluding that a construction manager may not be needed for this project and reinforcing the importance of having an area identified in the park for Alice Hall's replacement.

Gail said an area was identified and options will be presented in the August meeting.

Jodi Wilkeson motioned to approve Zephyr Park Design and Permitting Services with Kimley-Horn. Seconded by Lance Smith.

Motion passed, 4-1 opposed Charles Proctor.

6. **CITIZEN COMMENTS**

Spoke from the floor – Devin Alexander – 5329 Tangerine Drive
Mr. Alexander said that he is passionate about the City recording its meetings, he believes it enhances transparency and allows for more citizen participation. He asked Council to take this into consideration as it would allow citizens like himself to stay informed even when unable to attend in person.

Councilman Smith said that in the near future they should have a full discussion on it.

MAYOR ANNOUNCEMENTS - Mayor Monson disclosed a conversation she had with Commissioner Oakley on how Zephyrhills is being boxed in. She'd like to see some business come to the City instead of more apartments and homes. She asked for conversations to be opened again regarding the masterplan for the corridor from Zephyrhills to Dade City.

CITY MANAGER ANNOUNCEMENTS - Working with metro and their contractor and Pasco County on Kossik Rd to come up with a design. Water consultant met with SWFMD reps on the 16th on RAI #3. Matt, John and City Manager will meet with Evans/Orsi to finalize the draft agreement and submit it to SWFMD. Deadline July 10th.

CITY ATTORNEY ANNOUNCEMENTS - Matthew Maggard said he will be out second part of next week as he will be attending the Florida Municiple Attorney Conference.

CITY COUNCIL COMMENTS

Councilman Smith thanked those in attendance for staying the duration of the meeting. He thanked Finance Supervisor Jessica Carter for the budget presentation and Finance Director Ted Beason for allowing her to present. He expresses excitement for the 155 jobs MiTek will bring and 600 jobs Bauducco will bring and while this will add folks our roads, he hopes these will be short trips by folks who live in some of these projects. We want folks to live here, work here and raise families here. He was also excited for the Tennis Center deal and stressed the importance of working with Pasco County to slow development down while we work through our water and traffic issues.

Councilwoman Wilkeson said there is reason Mr. P didn't go to the County. She said it is easier to work with the City, our fees are more simplified. She also said that people want to live in the City and that these new homes coming online are townhomes that she hopes will fill that missing middle that we need for folks who are teachers and firefighters, the workforce group that we need to accommodate for. She hopes with these jobs will come training and technological or trade education for the young people because we want to keep them here.

Councilman Proctor thanked Finance Director Ted Beason and his team for their great work on the budget. Proctor said that he feels the City spends so much money on consultants when we have capable people in house that could handle the issues we deal with. He expressed frustration over spending money on consultants with no results in return. He would like to put on the agenda in the future a discussion about lowering the density.

Councilman Spina wished to clarity a statement made during the budget workshop. He said that hiring a City Manager is a different process than hiring a department head. A City Manager is a Charter position that the council hires and terminates that position. In the situation when they had a Deputy City Manager it was advertised, and several people were interviewed to be hired as deputy to assume the position of City Manager. He thinks that a department head position needs to be advertised.

City Manager William Poe responded that the position was advertised as a Deputy Building Official with the intent to fill in as Building Official.

Spina reiterated his statement that hiring a City Manager and hiring a Department Head are different.

City Manager asked if it was advertised correctly how should they have done it differently. He said it was the same advisement as done with the Deputy City Clerk, with intent to fill in as the City Clerk.

Spina said he would like to see the advertisement.

Council President Thanked those in attendance for staying throughout the meeting. He thanked Council for the robust discussion and expressed that it is their goal to get projects to have as minimal an impact as possible, but they must abide by the City of Zephyrhills laws and Ordinances. This makes the meetings longer, but he believes it is important to do it this way to let the citizens know they are being thought of in the process.

7. **NOTED ITEMS -** Council Smith noted before the end of the meeting that this was City Clerk Lori Hillman's last meeting and stated, "what a wonderful way to send you off. I'm so sorry."

Adjoined at 8:38 pm

Submitted By Ricardo Quiñones

City Council Meeting
September 9, 2024

Action Item

CONSENT ITEMS 3.2

Approval of CentralSquare Agreement 41-23-07A
CAD Data Conversion

Issue:
Request approval of Sales Order (Q-168340) for CAD data conversion pursuant to existing agreement (41-23-21).

Background:
The Agreement is for CAD data conversion services related to the communications/dispatch consolidation process with Pasco County.

Attachment(s):
1. Exhibit B - CST WB ZPD CAD Data Conversion SOW-Clean 3-14-24
2. Zephyrhills Police Department - Sales Order - Data Conversion

Fiscal Impact:
CAD reserve funds will be utilized for this one-time CAD data conversion expense of $56,251.00 as defined in Quote #Q-168340, Exhibit A. There are no recurring costs associated with this Agreement.

Staff Recommendation:
Staff recommends approval of Agreement (41-23-21.1) - Central Square CAD Data Conversion Sales Order.

PROJECT NAME: **Zephyrhills Police -DATA CONVERSION** **DATE: 3/14/2024**

This Statement of Work (SOW) sets forth the roles and responsibilities, assumptions, scope, constraints (with an estimated schedule TBD) that will govern the project detailed below. The content of this document is intended to provide framework for the project processes to ensure mutual understanding, clear expectations and successful results.

PRIMARY POINTS OF CONTACT INFORMATION:

Central Square: _____, _____, _____

White Box: _____, _____, _____

Zephyrhills: _____, _____,
_____

PERIOD OF PERFORMANCE: 4/1/24-to thirty days after Zephyrhills Police Dept. Go Live

PROJECT SUMMARY: Conversion and consolidation of source legacy data for use in Central Square OneSolution CAD. According to the availability and completeness of the source data and target modules, all of the fields and tables within the various functional areas will be populated to the fullest extent possible within the parameters outlined below. Where Agency/Zephyrhills is referenced below, Central Square will assume the responsibility to work with Zephyrhills to complete the task.

Roles and responsibilities:

Central Square

- Project Manager and System Engineer
    - Manage project scope, schedule and performance, coordinate conversion activities with White Box
    - Assist with adherence to schedule, and issue resolution.
    - Inform White Box of issues impacting conversion.
    - Report conversion issues to White Box in a timely manner following a delivery, including necessary details to research and resolve.
    - Coordinate access for Whitebox to access customer's environment
    - Facilitate Task Completion Reports

Zephyrhills

- Central Square to facilitate access to Agency Legacy System Subject Matter Expert and IT Support to:
    - Provide legacy data files to White Box
    - Work with White Box to retrieve data and layout information from legacy system in either CSV, Flat Files with table header layouts or in a portable (e.g. SQL) format

- Inform White Box of issues impacting conversion, promptly answer technical and/or business operation questions.
- Review, provide feedback and approve Table Mapping, Field and Code Documents
- With WB assistance (if needed) thoroughly review mock conversions per schedule. Mandatory scheduled review sessions with White Box are required between the first and second iterations that will include all data being populated into the target modules
- Provide, generate, and validate source codes to target codes using the White Box online code mapper utility.

White Box

- Project Manager
  - Manage project scope, schedule, and performance, coordinate conversion activities with Central Square.
- Data Analyst
  - Prepare Table Mapping, Field and Code Documents; deliver to Zephyrhills for review.
  - Work with Central Square and (as requested by Central Square) to develop the conversion rules and resolve issues identified during mock(s) and final conversion.
  - Schedule and conduct dedicated screen shares to assist Zephyrhills with code mapping and reviewing of mock data.
- Engineer
  - Retrieve and prepare source data and set up other applicable systems.
  - Build, test, run conversion and deliver converted data to Central Square
  - Load Converted data into target database for customer testing. Central Square to assist with sync tools/utilities. If Zephyrhills does not agree to White Box access, this responsibility will be for Central Square Data Conversion Engineer.
  - Remove Zephyrhills data from White Box Systems 45 days after Go Live.

Assumptions and Constraints:

- This project includes two mock iterations and a final go live conversion for CAD, consisting of the source data provided to White Box Technologies. Zephyrhills/Central Square will provide no more than two source data dumps/backups consisting of: the initial CAD data backup used for building and reviewing the converted data, and a backup used for the CAD go live. Any additional backups requested by Central Square/Zephyrhills to be restored will result in a change request. Data must be in either a CSV, flat files with table header layouts or in a portable (e.g. SQL) format
- Data may be provided by Central Square/Zephyrhills using any of the following methods:
  Deliver to a secure FTP site, provided by White Box, Max file size is 100 GB,
  Save the files to a file location provided by Central Square or Zephyrhills; provide access for WB to access and retrieve, or Save the files on a hard drive and deliver to White Box
- Central Square will provide the code tables populated with Zephyrhills data prior to the 1st iteration to support the data mapping and conversion. White Box will not be creating or building codes or any code tables and is the responsibility of the Agency to validate their codes. All

necessary code mapping must be completed prior to the first iteration delivery. If new codes are needed to be added to the target system, these will be identified during the code mapping validation process.

- A project schedule will be developed and mutually agreed to during the initiation of this project. Any delay in the delivery of milestones or related sub-steps to the schedule, which is the responsibility of Central Square or Zephyrhills, can result in a day-for-day delay in subsequent milestones that White Box is responsible for. The period of performance begins from contract signing or a later date specified in the schedule to 30 days after the final scheduled go live
- Following a White Box deliverable, unless otherwise specified, Central Square or Zephyrhills (per schedule) has a set number of business days to report any issues. If White Box receives no response within that time, the deliverable will be considered accepted as delivered and if tied to a billable milestone, deliverable will be invoiced to Central Square. Issues reported after that period of time will be resolved on a case-by-case basis and may or may not be subject to additional charges and / or a change request. Requested changes or issues found after the go live that were the result of not properly reviewing the converted data, will be subject to a change request.
- White Box will not be responsible for de-duplication of legacy data with in-service data, although a Standard Name merge utility can be applied to the conversion. If it is decided that Zephyrhills does want a Name Merge to be done, White box will need the decision in writing signed by both Zephyrhills and Central Square. 100% success rate of duplicate records is not guaranteed.
- Addresses that are part of the data conversion cannot be geo verified by White Box. If Geo verification is a requirement for Zephyrhills, Zephyrhills will need to conduct their own Geo verification testing.
- Code, configuration, and maintenance tables will not be populated in the target system by White Box. White Box will not be responsible for deleting any existing data in the configuration database. Any change to the database Schema during the implementation that requires a change to the conversion logic that White Box is responsible for, will result in a change request for both time and cost.
- Work performed under this Statement of Work is under warranty by White Box for thirty (30) days following delivery of the final conversion. For any issues that are the direct result of a White Box error and found within the 30-day warranty period, WB will fix those errors. Errors or omissions in converted data that result from application, database, source data changes or requested changes to the conversion logic made by Central Square or Zephyrhills following acceptance of any Spec Document, mock conversions, including not properly reviewing the data during the mock iterations or only reviewing partial data, the final go live and found after the 30-day warranty period are not included in this Statement of Work and will be subject to a change request.

Estimated Key project milestones:

Milestone	Responsibility
Deliver Source data and code tables to White Box.	Zephyrhills/Central Square
Deliver Table Mapping Document	White Box
Deliver Code Mapping Utility	White Box
Validate Source Codes to Target Codes	Zephyrhills
Deliver first mock converted data	White Box
Review of Mock Converted data	Zephyrhills/Central Square
Deliver second mock converted data	White Box
Review of mock converted data	Zephyrhills/Central Square
Deliver source data for go live	Zephyrhills/Central Square
Deliver final converted CAD data	White Box
Cut off for reporting post conversion issues (30 day Warranty Period, after delivery of data for go live)	Zephyrhills/Central Square

Source System(s):

- Mobiletec CAD
- Number of Source Data Tables needing Analysis and Conversion: Up to 11 total source data tables from the CAD Source, only the most heavily used data tables containing over 1000 records per table are converted. (Lookup tables, code tables, and other source database tables that contain a minimal number of data fields and primarily exist for database normalization purposes do not count against this limit).
- Source data delivered to White Box Technologies: Not received. Other similar project information was used to estimate scope. All assumptions on number of tables being converted from the source database will need to be verified once receiving copy of source database. Upon selection, a review of the data and scope will be confirmed to finalize the data conversion deliverable. If any additional data needs to be converted beyond the specified source data table count listed above, additional charges will apply.

Target System (s):

- Target Modules in scope: OneSolution CAD
- Modules out of scope: Any RMS, JMS or any others not listed above, including any additional Target modules. Any additional source tables needed beyond the source tables listed above, or any additional data being populated into any other module will result in a change request for both time and cost.

In Scope Service:

The following outlines the services that are considered within the scope of this Statement of Work.

Baseline Services

Service	Definition
Data Conversion	Changing digital data from one format to another so it can be used in another software application. The scope of this Statement of Work includes three mock conversions and a final conversion.
Data Standardization	Converting accepted (not misspellings) data values that represent the same information into a single unified, recognized, and accepted structure as required by the target system.
Data Defaulting	Based on predefined business rules, assigning a specific value to a field in the target database that is different than the corresponding value in the source database.
Release Notes	Report developed at the time of conversion data delivery that outlines mapping document version, the source and target database and application version, the tables and modules populated, and any known issues.
Data Alteration Report	Report to indicate records that have been truncated in order to insert into the database. The records are logged with the table, field, and primary key of the target record so that the full original value is not lost.
Standard Name Merge	White Box will perform a Standard Name Merge consisting of merging the data based on the following criteria: DOB; with One of the following unique identifiers, SSN, DL Number/DL State, FBI #, or State ID #.

Out of Scope

The following outlines the services that are considered outside the scope of this Statement of Work.

Central Square/Zephyrhills is requested to submit a Change Request in order to include any of these optional services within the scope of this Statement of Work. Note that additional services may result in added cost and/or schedule delay.

Optional Services

Service	Definition
Additional Conversions/Go Lives	Re-run of the conversion process above and beyond those agreed to be within scope.
Address Validation	Validates and standardizes address against USPS database
Custom Reports	Reports to indicate data that meets a certain criterion provided by Central Square / Zephyrhills
Additional 3rd party Validation	Review and correction of legacy data through use of third party commercially available reference applications to provide assurance that data is adequate for its intended use
Data Cleansing	Amending, correcting, removing, or defaulting inaccurate, incomplete, duplicated, or improperly formatted source data beyond that which is required to load the data properly in the target application
Data Augmentation	Adding new or derived data necessary or desired in the target system but not available in the source. (Also called data enrichment). This includes changing the intent of the source data
Enhanced Name Merge	Any name merge applied that is outside of the Standard Name Merge criteria.
Convert to multiple databases	Option to convert data to more than one target database.
Financial Conversion	Any data that has financial components (fees, obligations, payments. interest etc). that needs to be calculated, converted and populated into the target application.
Preliminary Run of Converted Data	Option to analyze and run the Names section only before full conversion run to validate cleanliness and number of potential duplicates.
Image Conversion	Converting digital images that were used in one application, for use in another software application. May also require changing the format of the images so that they function in the new application

SALES ORDER
PURSUANT TO EXISTING AGREEMENT

This Sales Order is intended as a binding Agreement between Zephyrhills Police Department, FL ("Customer") and CentralSquare Technologies, LLC on behalf of itself and affiliates and subsidiaries including Superion, LLC; TriTech Software Systems; and CentralSquare Canada Software, Inc. ("CentralSquare") and shall be effective as of the date of the last signature herein.

Quote Number: Q-168340 is attached to this Sales Order as Exhibit "A". The Quote contains a description of all products and services sold pursuant to this Sales Order. The Quote is hereby incorporated by reference as a term of this Sales Order.

Statement of Work. Services for the products purchased under this Sales Order shall be governed by the Statement of Work document attached to this Sales Order as Exhibit "B".

Payment Terms.

Services

50 % due on the Effective Date of this Sales Order

50 % due on the Completion of Services

Third-Party

100 % due on the Effective Date of this Sales Order

*Delivery Date: For on-premise Solutions, Delivery shall be when CentralSquare delivers to Customer the initial copies of the Solutions outlined below in Exhibit A by whichever the following applies and occurs first (a) electronic delivery, by posting it on CentralSquare's network for downloading, or similar suitable electronic file transfer method, or (b) physical shipment, such as on a disc or other suitable media transfer method, or (c) installation, or (d) delivery of managed services server. Physical shipment is on FOB - CentralSquare's shipping point, and electronic delivery is at the time CentralSquare provides Customer with access to download the Solutions. For cloud-based Solutions Delivery shall be whichever the following applies and occurs first when Authorized Users have (a) received log-in access to the Solution or any module of the Solution or (b) received access to the Solution via a URL.

Payment due in full 30 days from date of invoice. Annual maintenance and Subscriptions renewals shall be due on the anniversary of the Delivery Date. Annual Maintenance and Subscription Fees are subject to increase as outlined in the Master Agreement.

Master Agreement. This Sales Order shall be governed by the terms and conditions of the existing Agreement between the parties, more specifically described as the governing agreement dated July 10, 2023 (the "Master Agreement"). NO OTHER TERMS OR CONDITIONS OF THE MASTER AGREEMENT ARE NEGATED OR CHANGED AS A RESULT OF THIS DOCUMENT.

Purchase Order. Customer may provide CentralSquare with a valid purchase order, upon execution of this Sales Order. Notwithstanding anything to the contrary herein, purchase orders are to be used solely for Customer's accounting purposes and any terms and conditions contained therein shall be deemed null and void with respect to the parties' relationship and this Sales Order. Any such purchase order provided to CentralSquare shall in no way relieve Customer of any obligation entered into pursuant to this Sales Order including, but not limited to, its obligation to pay CentralSquare in a timely fashion.

Acceptance of Order Terms. By signing this Sales Order below, Customer represents and warrants that: (a) it has read and understands the Master Agreement and Quote that are incorporated by reference into this Sales Order and agrees to be

bound by the terms thereof, and (b) it has full power and authority to accept this Sales Order.

CentralSquare Technologies, LLC	**Zephyrhills Police Department**
1000 Business Center Drive Lake Mary, FL 32746	6118 8th St Zephyrhills, FL 33542
By:	By:
Print Name:	Print Name:
Print Title:	Print Title:
Date Signed:	Date Signed:

Exhibit A

Quote

Quote #: Q-168340
Primary Quoted Solution: ONESolution PS
Quote expires on: September 10, 2024

Quote prepared for:
Derek Brewer
Zephyrhills Police Department
6118 8th St
Zephyrhills, FL 33542

Thank you for your interest in CentralSquare. CentralSquare provides software that powers over 8,000 communities. More about our products can be found at www.centralsquare.com.

WHAT SERVICES ARE INCLUDED?

	DESCRIPTION	TOTAL
1.	Public Safety Data Conversion Services - Fixed Fee	1,950.00
2.	Public Safety Project Management Services - Fixed Fee	3,900.00
3.	White Box Implementation Services - Fixed Fee	50,401.00
	Services Total	56,251.00 USD

QUOTE SUMMARY

Services Subtotal	56,251.00 USD
Quote Subtotal	56,251.00 USD
Discount	- $0.00 USD
Quote Total	**56,251.00 USD**

WHAT ARE THE RECURRING FEES?

TYPE	AMOUNT
FIRST YEAR MAINTENANCE TOTAL	0.00
FIRST YEAR SUBSCRIPTION TOTAL	$0.00

The amount totals for Maintenance and/or Subscription on this quote include only the first year of software use and maintenance. Renewal invoices will include this total plus any applicable uplift amount as outlined in the relevant purchase agreement.

This Quote is not intended to constitute a binding agreement. The terms herein shall only be effective once incorporated into a definitive written agreement with CentralSquare Technologies (including its subsidiaries) containing other customary commercial terms and signed by authorized representatives of both parties.

BILLING INFORMATION

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of $21.37656 will be shown as a Unit Price of $21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Quote Form.

PURCHASE ORDER INFORMATION

Is a Purchase Order (PO) required for the purchase or payment of the products on this Quote Form? (Customer to complete)

Yes [ ] No [ ]

Customer's purchase order terms will be governed by the parties' existing mutually executed agreement, or in the absence of such, are void and will have no legal effect.

PO Number: _____

Initials: _____

Exhibit B

Statement of Work

(Attached)

City Council Meeting
September 9, 2024

Action Item

CONSENT ITEMS 3.3

Approval of AXON Agreement 25-24-05
Interview Room Contract - Zephyrhills Police Department.

Issue:

I.T. requests approval of Q-599985-45517.022RG for upgrades to the Zephyrhills Police Department interview room video capturing system.

Background:

The Axon Interview system is a comprehensive interview room and video capturing solution that will significantly enhance the operational efficiency and evidentiary capabilities of the Zephyrhills Police Department.

Our department currently utilizes the Liberty Viewer system, which, while functional, has proven to be increasingly inadequate for our needs. The Liberty Viewer system is a standalone platform that frequently experiences malfunctions, leading to operational delays and potential risks in the handling of critical evidence. The annual maintenance for Liberty Viewer is approximately $3,000.

Axon Interview is a state-of-the-art interview room and video capturing system designed to address the very challenges we face with our current setup. This system allows our agency to capture high-quality video and audio of witness and suspect interviews, tag this footage with descriptive metadata, and automatically transfer it to Evidence.com, which is Axon's secure cloud-based evidence management platform. The integration with our existing Axon platforms is a key advantage, ensuring a streamlined workflow and reducing the time and effort required to manage and transfer critical evidence.

Axon Interview provides high-quality video and audio recordings, ensuring that no critical moment is missed during interviews. This is crucial in maintaining the integrity of evidence, which is essential for successful prosecutions.

The system allows officers to mark and annotate footage in real-time, enhancing the ability to quickly identify and review key moments in interviews. This feature alone can save countless hours in the review process, allowing our detectives and officers to focus on other critical tasks.

Axon Interview integrates fully with our existing Axon platforms, including body cameras and Evidence.com. This integration not only streamlines our operations but also ensures that all data is securely stored and easily accessible when needed. The system’s security measures protect sensitive data, providing confidence that our evidence is safe from unauthorized access.

The Axon Interview system comes at an annual cost of approximately $9,800. This investment is justified by the significant operational improvements it brings. The reduction in time spent on technical issues, the enhanced quality of evidence, and the streamlined integration with our current systems all contribute to a more efficient operation. In contrast, the ongoing issues with the Liberty Viewer system represent hidden costs that, when accounted for, make the higher upfront cost of Axon Interview a good investment.

The Axon Interview system represents a critical upgrade for the Zephyrhills Police Department, addressing the shortcomings of our current system and aligning with our commitment to utilizing the best available technology to serve our community.

Attachment(s):

1. Zephyrhills Police Dept - Axon IR (8-12)

Fiscal Impact:
I.T. will utilize FY25 P4P funds to purchase the system. The new system's annual cost is $9,869.04. The total cost for the initial 10 years is $98,690.40. Current system costs are $3,000 for an annual cost increase of $7,000. The estimated contract start date is 02/15/2025.

Staff Recommendation:
I.T. staff recommends approval of the Q-599985-45517.022RG AXON Interview System Contract.

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-599985-45517.022RG

Issued: 08/12/2024

Quote Expiration: 11/15/2024

Estimated Contract Start Date: 02/15/2025

Account Number: 127820

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Zephyr Hills Police Dept. - FL 6118 8th St Zephyrhills, FL 33542-3504 USA	Zephyrhills Police Dept. - FL 6118 8th St Zephyrhills FL 33542-3504 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Rachel Gershenson Phone: Email: rleinson@axon.com Fax:	Michael Panak Phone: Email: support@ci.zephyrhills.fl.us Fax:

Quote Summary

Program Length	120 Months
TOTAL COST	$98,690.40
ESTIMATED TOTAL W/ TAX	$98,690.40

Discount Summary

Average Savings Per Year	($2,838.81)
TOTAL SAVINGS	($28,388.12)

Payment Summary

Date	Subtotal	Tax	Total
Jan 2025	$9,869.04	$0.00	$9,869.04
Jan 2026	$9,869.04	$0.00	$9,869.04
Jan 2027	$9,869.04	$0.00	$9,869.04
Jan 2028	$9,869.04	$0.00	$9,869.04
Jan 2029	$9,869.04	$0.00	$9,869.04
Jan 2030	$9,869.04	$0.00	$9,869.04
Jan 2031	$9,869.04	$0.00	$9,869.04
Jan 2032	$9,869.04	$0.00	$9,869.04
Jan 2033	$9,869.04	$0.00	$9,869.04
Jan 2034	$9,869.04	$0.00	$9,869.04
Total	**$98,690.40**	**$0.00**	**$98,690.40**

Quote Unbundled Price:	**$70,302.28**
Quote List Price:	**$99,173.08**
Quote Subtotal:	**$98,690.40**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
IR2CA	Interview Room 2 Camera Standard	1	120	$581.83	$822.42	$822.42	$98,690.40	$0.00	$98,690.40
A la Carte Hardware									
74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1			$238.67	$0.00	$0.00	$0.00	$0.00
74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1			$244.01	$0.00	$0.00	$0.00	$0.00
Total							**$98,690.40**	**$0.00**	**$98,690.40**

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Interview Room 2 Camera Standard	50114	AXON INTERVIEW - CAMERA - COVERT SENSOR	2	1	01/15/2025
Interview Room 2 Camera Standard	50118	AXON INTERVIEW - MIC - WIRED (STANDARD MIC)	2	1	01/15/2025
Interview Room 2 Camera Standard	50218	AXON INTERVIEW - CAMERA - COVERT MAIN UNIT	2	1	01/15/2025
Interview Room 2 Camera Standard	50220	AXON INTERVIEW - POE SWITCH - 8 PORT	1	1	01/15/2025
Interview Room 2 Camera Standard	50294	AXON INTERVIEW - SERVER - LITE	1	1	01/15/2025
Interview Room 2 Camera Standard	50322	AXON INTERVIEW - TOUCH PANEL PRO	1	1	01/15/2025
Interview Room 2 Camera Standard	74056	AXON INTERVIEW - TOUCH PANEL WALL MOUNT	1	1	01/15/2025
A la Carte	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	1	01/15/2025
A la Carte	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	1	01/15/2025

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Interview Room 2 Camera Standard	50037	AXON INTERVIEW - CLIENT SOFTWARE - PER TOUCH PANEL-PC	1	02/15/2025	02/14/2035
Interview Room 2 Camera Standard	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	1	02/15/2025	02/14/2035
Interview Room 2 Camera Standard	50041	AXON INTERVIEW - STREAMING SERVER LICENSE - PER SERVER	2	02/15/2025	02/14/2035
Interview Room 2 Camera Standard	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	02/15/2025	02/14/2035
Interview Room 2 Camera Standard	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	2	02/15/2025	02/14/2035
Interview Room 2 Camera Standard	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	1	02/15/2025	02/14/2035

Services

Bundle	Item	Description	QTY

Services

Bundle	Item	Description	QTY
Interview Room 2 Camera Standard	85170	AXON INTERVIEW - INSTALLATION - STANDARD (PER ROOM)	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Interview Room 2 Camera Standard	50448	AXON INTERVIEW - EXT WARRANTY	1	01/15/2026	01/14/2031

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	6118 8th St	Zephyrhills	FL	33542-3504	USA

Payment Details

Jan 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 1	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 1	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 2	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 2	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 3	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 3	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 4	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 4	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 5	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 5	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 6	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 6	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00

Jan 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 6	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2031

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 7	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 7	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 7	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2032

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 8	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 8	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 8	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2033

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 9	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 9	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 9	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Jan 2034

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 10	74059	AXON INTERVIEW - ENCLOSURE - MOTION SENSOR	1	$0.00	$0.00	$0.00
Annual Payment 10	74118	AXON INTERVIEW - ENCLOSURE - THERMOSTAT	1	$0.00	$0.00	$0.00
Annual Payment 10	IR2CA	Interview Room 2 Camera Standard	1	$9,869.04	$0.00	$9,869.04
Total				**$9,869.04**	**$0.00**	**$9,869.04**

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at https://www.axon.com/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

8/12/2024

Action Item

CONSENT ITEMS 3.4

Approval of Civic Plus Agreement 41-24-22
Invoice Consolidation

Issue:
We have multiple invoices thru Civic Plus. We would like to consolidate these into one invoice at the start of every fiscal year.

Background:

Breakdown of services:

CivicEngage – this is CivicPlus' name for the website services. Everything listed here involves the website; redesign, department pages, the SSL, annual training, etc.
Accessibility – AudioEye is the ADA accessibility tool matched with our website to automatically correct errors. It also provides a tool on the website homepage to change the settings for people with disabilities. Further information here: https://www.civicplus.com/web-accessibility-software/audioeye/
CivicClerk – this is our Clerk's office software for agenda and meeting management. Further information here: https://www.civicplus.com/agenda-meeting-management/
CivicRec – this is our Parks & Rec department software for online registrations and sign ups, facility reservations, etc. Further information here: https://www.civicplus.com/recreation-management-software/
SeeClickFix – this is our 311/Citizen Request platform. Further information here: https://www.civicplus.com/citizen-request-management/
ArchiveSocial – this is our social media archiving solution for compliance. Further information here: https://www.civicplus.com/social-media-archiving/
CivicReady – this is the city's new mass notification platform to get info out in abundance around events through text and email messaging. It takes the place of Text-MyGov. Further information here: https://www.civicplus.com/mass-notification-system/

One service, Municode, is not on this consolidated product renewal form. It was recently purchased by CivicPlus and will appear on the 2025-

2026 consolidated invoice.

Attachment(s):

1. FL - Zephyrhills - Multi-product - Renewal SOW - 08202024

Fiscal Impact:

Services totaling $80,007.81 combined into 1 invoice.

Staff Recommendation:

Staff recommends approval of a consolidated invoice.

CivicPlus
302 South 4th St. Suite 500
Manhattan, KS 66502 US

Client:
FL – Zephyrhills – Multi-Product - Statement of Work

CivicEngage

QTY	ITEM	PRODUCT TYPE
1	Annual Hosting and Security	Renewable
1	36 Month Ultimate Redesign	Renewable
1	ADFS	Renewable
1	Annual Training	Renewable
1	CivicMedia	Renewable
1	CivicSend	Renewable
1	Mobile App	Renewable
2	Standard DHP: Public Works, Community Redevelopment	Renewable
1	Standard DHP	Renewable
1	Standard DHP: Police	Renewable
1	SSL	Renewable

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 12,461.02
Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 12,834.85

Accessibility

QTY	ITEM	PRODUCT TYPE
1	AudioEye	Renewable

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 4,179.18

Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 4,304.55

CivicClerk

QTY	ITEM	PRODUCT TYPE
1	CivicClerk Premium Annual	Renewable
1	Recurring Training	Renewable

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 10,319.15
Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 10,628.72

CivicRec

QTY	ITEM	PRODUCT TYPE
1	CivicRec Annual	Renewable
1	Global Payments	Renewable

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 6,063.75
Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 6,245.66

SeeClickFix

QTY	ITEM	PRODUCT TYPE
1	SeeClickFix Request	Renewable
1	Connector for PubWorks	Renewable
1	Connector for EnerGov	Renewable
1	Connector for Cityworks AMS	Renewable

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 36,407.31
Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 37,499.52

ArchiveSocial

QTY	ITEM	PRODUCT TYPE
1	Economy Renewal	Renewable

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 4,397.40
Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 4,529.32

CivicReady

QTY	ITEM	PRODUCT TYPE
1	Communicator Unlimited SMS & Unlimited Emergency Voice	Renewable

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 6,180.00
Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 6,365.40

Total Cost

Annual Recurring Services – Initial Term (October 5, 2024 – October 4, 2025)	USD 80,007.81
Annual Recurring Services – Year 2 (October 5, 2025 – October 4, 2026)	USD 82,408.04

1. This renewal Statement of Work ("SOW") is between Zephyrhills, FL (“Customer”) and CivicPlus, LLC, and shall be subject to the terms and conditions of the Master Services Agreement (“MSA”) and the applicable Solutions and Products terms found at: www.civicplus.help/hc/p/legal-stuff (collectively, the “Terms and Conditions”). By signing this SOW, Customer expressly agrees to the Terms and Conditions throughout the Term of this SOW. The Terms and Conditions form the entire agreement between Customer and CivicPlus (collectively, referred to as the “Agreement”). The Parties agree the Agreement shall supersede and replace all prior agreements between the Parties with respect to the services provided by CivicPlus herein (the “Services”).

2. This SOW shall remain in effect for an initial term from 10/5/2024 until 10/4/2025 (the “Initial Term”). In the event that neither party gives 60 days’ notice to terminate prior to the end of the Initial Term, or any subsequent Renewal Term, this SOW shall automatically be renewed for an additional twelve month renewal term (“Renewal Term”). The Initial Term and all Renewal Terms are collectively referred to as the “Term”.

3. Annual Recurring Services shall be invoiced on the first day of the Initial Term and the first day of any of each Renewal Term and be subject to a 3% uplift each Renewal Term. Client will pay all invoices within 30 days of the date of such invoice.

Signature Page to Follow.

Acceptance

By signing below, the parties are agreeing to be bound by Terms and Conditions found at: www.civicplus.help/hc/p/legal-stuff.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client	CivicPlus
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization		URL
Street Address		
Address 2		
City	State	Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone		
Emergency Contact & Mobile Phone		
Emergency Contact & Mobile Phone		
Billing Contact		E-Mail
Phone	Ext.	Fax
Billing Address		
Address 2		
City	State	Postal Code
Tax ID #		Sales Tax Exempt #
Billing Terms		Account Rep
Info Required on Invoice (PO or Job #)		
Contract Contact		Email
Phone	Ext.	Fax
Project Contact		Email
Phone	Ext.	Fax

City Council Meeting
September 9, 2024

Action Item

CONSENT ITEMS 3.5

Approval of Utility Agreements 45-24-09 through 45-24-29

Issue:

Request Council approval for Council President to sign the Agreement Arising Out of a Request For City Water Services Outside Corporate Limits.

Background:

The properties are located outside the city limits, but within our utility service area. These properties are located in the Highlands at Scotland Yards.

Attachment(s):

1. Utility Agreement 45-24-09 for 38847 Golf View Ave, Dade City FL, 33525
2. Utility Agreement 45-24-10 for 38853 Golf View Ave, Dade City FL, 33525
3. Utility Agreement 45-24-11 for 38903 Golf View Ave, Dade City FL, 33525
4. Utility Agreement 45-24-12 for 38911 Golf View Ave, Dade City FL, 33525
5. Utility Agreement 45-24-13 for 38919 Golf View Ave, Dade City FL, 33525
6. Utility Agreement 45-24-14 for 38925 Golf View Ave, Dade City FL, 33525
7. Utility Agreement 45-24-15 for 38931 Golf View Ave, Dade City FL, 33525
8. Utility Agreement 45-24-16 for 38937 Golf View Ave, Dade City FL, 33525
9. Utility Agreement 45-24-17 for 38943 Golf View Ave, Dade City FL, 33525
10. Utility Agreement 45-24-18 for 38947 Golf View Ave, Dade City FL, 33525
11. Utility Agreement 45-24-19 for 38946 Golf View Ave, Dade City FL, 33525
12. Utility Agreement 45-24-20 for 38942 Golf View Ave, Dade City FL, 33525
13. Utility Agreement 45-24-21 for 9114 Master Boulevard, Dade City FL, 33525
14. Utility Agreement 45-24-22 for 9132 Master Boulevard, Dade City FL, 33525
15. Utility Agreement 45-24-23 for 38838 Golf View Ave, Dade City FL, 33525
16. Utility Agreement 45-24-24 for 39003 Golf View Ave, Dade City FL, 33525
17. Utility Agreement 45-24-25 for 39021 Golf View Ave, Dade City FL, 33525
18. Utility Agreement 45-24-26 for 39033 Golf View Ave, Dade City FL, 33525
19. Utility Agreement 45-24-27 for 39008 Golf View Ave, Dade City FL, 33525
20. Utility Agreement 45-24-28 for 39002 Golf View Ave, Dade City FL, 33525
21. Utility Agreement 45-24-29 for 39009 Golf View Ave, Dade City FL, 33525

Fiscal Impact:

There are minimal monetary impacts to the City as the normal fees will be paid by the owners.

Staff Recommendation:

It is recommended City Council approve Council President to sign the Outside Water Agreement.

AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 38847 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 23 25 21 0000 00900 0000

Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42 "E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M. Burgess, Jr, President of City Council, Melanie Monson Behr, Mayor and Lori L. Hillman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

NOTARY PUBLIC
My Commission Expires:
2/8/2025

(SEAL)

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
2/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hillman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Bette
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HERERY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
8/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
Notary Public - State of Florida
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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 38911 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 23 25 21 0000 00900 0000

Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42"E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr. _____, President of City Council, Melonie Monson Bahr _____, Mayor and Lori L. Hillman _____, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this _____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELLE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

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NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature

Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature

Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature

MICHELLE CHAQUICA
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Witness Signature

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ATTEST_____
CITY CLERK

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PRESIDENT OF CITY COUNCIL

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MAYOR

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(SEAL)

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Witness Signature
Claudia Betten
Witness Printed Name
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SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42"E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Bolter
Witness Signature
Claudia Bolter
Witness Printed Name
Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature
_____
Witness Printer Name

_____
Applicant Signature
_____
Applicant Printed Name

_____
Witness Signature
_____
Witness Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

NOTARY PUBLIC
My Commission Expires:
2/8/2025

(SEAL)

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
Notary Public - State of Florida
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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 38937 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 23 25 21 0000 00900 0000

Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42"E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

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located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M. Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name
Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature
_____
Witness Printer Name

_____
Applicant Signature
_____
Applicant Printed Name

_____
Witness Signature
_____
Witness Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

NOTARY PUBLIC
My Commission Expires:
8/8/2025

(SEAL)

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

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Notary Public - State of Florida
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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betta
Witness Signature
Claudia Betta
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HERERY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

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NOTARY PUBLIC
My Commission Expires:
2/8/2025

(SEAL)

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Notary Public - State of Florida
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Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42"E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hillman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Bolter
Witness Signature
Claudia Bolter
Witness Printed Name
Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature
_____
Witness Printer Name
_____
Witness Signature
_____
Witness Printed Name

_____
Applicant Signature
_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

NOTARY PUBLIC
My Commission Expires:
2/8/2025

(SEAL)

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
Notary Public - State of Florida
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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 38946 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 23 25 21 0000 00900 0000

Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'28"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42"E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

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9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

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located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hirman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Bolter
Witness Signature

Claudia Bolter
Witness Printed Name

Evelyn Spencer
Witness Signature

Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature

MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
2/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

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Notary Public - State of Florida
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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M. Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

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Witness Printed Name

_____
Applicant Signature

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Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

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NOTARY PUBLIC
My Commission Expires:
2/8/2025

(SEAL)

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Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF& WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42 "E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176.

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitchan, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELLE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
8/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
Notary Public - State of Florida
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My Comm. Expires Feb 8, 2025
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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 9132 Master Boulevard Dade City Fl 33525

Parcel Identification Number: 23 25 21 0000 00900 0000

Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42"E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PR OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M. Burgess, Jr, President of City Council, Melanie Monson Bahr, Mayor and Lori L. Hilman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELLE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
8/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

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WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 38838 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 23 25 21 0000 00900 0000

Legal Description:

SW1/4OFSE1/4OFNE1/4&N200FTOFNE 1/4OFSW1/4OF&WEST 330FT OFE1/2 OFSW1/4OFSW1/4 N OF WIRE RD & S1/2OFSE1/4OFNW1/4OFSW1/4 &TRS 51 52 61 62 66-68 70 71 73 74 77-79 81-83 88 94-96 & E1/2 OF TRS 53&60 OF Z.C.C.L. PB1 PG55 &VAC R/W ADJ TO SAID TRS; EXC US301 R/W&EXC SUNDANCE GC PCLS &EXC THAT POR W/IN FOLL:COM SE COR SEC/N19'6"E 1101.83FT FOR POB/S89DG53'42"W 409.09FT/CV R RAD404.56FT CHDN77DG33'9"W 175.85FT/N65DGW189.89FT/CV L RAD224.56FT CHD N77DG33'9"W 97.61FT/S89DG53'42"W 420FT/ S21'13"W 160FT/S77DG30'E 540FT /S12DG30'W 180FT/N77DG30'W 528.55FT TH CVR RAD92.86FT CHD N38DG34'23"W 116.69FT/N21'13"E 549.48FT/S89DG38'47"E 180FT/ S21'13"W 121.24FT/N89DG53'42"E 338.56FT TH CVR RAD404.56FT CHD S77DG33'9"E 175.85FT/S65DG 189.89FT/CVL RAD224.56FT CHD S77DG33'9"E 97.61FT/N89DG53'42"E 410.42FT/S19'6"W 180FT TO POB;EXC PCL2-4PER OR 3104-789; TOG W/PCLS A-E PER OR7679-1346 EXC PCL DESC IN OR7690-1176

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

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(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

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7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hillman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
2/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

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WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 39003 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 24 25 21 0010 08700 0000

Legal Description:

ZEPHYRHILLS COLONY COMPANY LANDS PB 1 PG 55 POR OF TRACTS 87 89 90 104 & 105 & ALL OF TRACTS 103 & 106 & POR OF VACATED R/W ADJACENT TO SAID TRACTS ALL MORE PARTICULARLY DESC AS FOLL: COM AT SW COR OF SEC TH N00DG 19' 06"E ALG WEST BDY OF SEC 1101.83 FT FOR POB TH N00DG 19' 06"E ALG SAID BDY 180 FT TH N89DG 53' 42"E 337.90 FT TH N81DG 00' 00"E 781.53 FT TH N00DG 19' 32"E 579.35 FT TH S89DG 55' 42"E 215 FT TH S00DG 19' 32"W 1322.36 FT TH N89DG 59' 01"W 685 FT TH N26DG 15' 00"W 491.66 FT TH S89DG 53' 42"W 419.13 FT TO POB & VACATED 15.00 FT R/W LYING EAST OF & ADJACENT TO TRACTS 87 & 90 PER RESOLUTION 00-36 PER OR 4268 PG 1635 EXC THE SOUTH 80.00 FT OF EAST 65.00 FT OF TRACT 106 & EXC SOUTH 80.00 FT OF WEST 15.00 FT OF VACATED R/W LYING EAST OF & ADJACENT TO SAID TRACT 106 OR 7212 PG 1141

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HERERY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

NOTARY PUBLIC
My Commission Expires:
2/8/2025

(SEAL)

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
Notary Public - State of Florida
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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 39021 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 24 25 21 0010 08700 0000

Legal Description:

ZEPHYRHILLS COLONY COMPANY LANDS PB 1 PG 55 POR OF TRACTS 87 89 90 104 & 105 & ALL OF TRACTS 103 & 106 & POR OF VACATED R/W ADJACENT TO SAID TRACTS ALL MORE PARTICULARLY DESC AS FOLL: COM AT SW COR OF SEC TH N00D0G 19' 06"E ALG WEST BDY OF SEC 1101.83 FT FOR POB TH N00D0G 19' 06"E ALG SAID BDY 180 FT TH N89D0G 53' 42"E 337.90 FT TH N81D0G 00' 00"E 781.53 FT TH N00D0G 19' 32"E 579.35 FT TH S89D0G 55' 42"E 215 FT TH S00D0G 19' 32"W 1322.36 FT TH N89D0G 59' 01"W 685 FT TH N26D0G 15' 00"W 491.66 FT TH S89D0G 53' 42"W 419.13 FT TO POB & VACATED 15.00 FT R/W LYING EAST OF & ADJACENT TO TRACTS 87 & 90 PER RESOLUTION 00-36 PER OR 4268 PG 1635 EXC THE SOUTH 80.00 FT OF EAST 65.00 FT OF TRACT 106 & EXC SOUTH 80.00 FT OF WEST 15.00 FT OF VACATED R/W LYING EAST OF & ADJACENT TO SAID TRACT 106 OR 7212 PG 1141

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

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Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betts
Witness Signature
Claudia Betts
Witness Printed Name
Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELLE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

NOTARY PUBLIC
My Commission Expires:
8/8/2025

(SEAL)

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 39033 Golf View Ave Dade City Fl 33525

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Legal Description:

ZEPHYRHILLS COLONY COMPANY LANDS PB 1 PG 55 POR OF TRACTS 87 89 90 104 & 105 & ALL OF TRACTS 103 & 106 & POR OF VACATED R/W ADJACENT TO SAID TRACTS ALL MORE PARTICULARLY DESC AS FOLL: COM AT SW COR OF SEC TH N00DG 19' 06"E ALG WEST BDY OF SEC 1101.83 FT FOR POB TH N00DG 19' 06"E ALG SAID BDY 180 FT TH N89DG 53' 42"E 337.90 FT TH N81DG 00' 00"E 781.53 FT TH N00DG 19' 32"E 579.35 FT TH S89DG 55' 42"E 215 FT TH S00DG 19' 32"W 1322.36 FT TH N89DG 59' 01"W 685 FT TH N26DG 15' 00"W 491.66 FT TH S89DG 53' 42"W 419.13 FT TO POB & VACATED 15.00 FT R/W LYING EAST OF & ADJACENT TO TRACTS 87 & 90 PER RESOLUTION 00-36 PER OR 4268 PG 1635 EXC THE SOUTH 80.00 FT OF EAST 65.00 FT OF TRACT 106 & EXC SOUTH 80.00 FT OF WEST 15.00 FT OF VACATED R/W LYING EAST OF & ADJACENT TO SAID TRACT 106 OR 7212 PG 1141

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hillman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
8/8/2025

LISA BOOKER
Notary Public - State of Florida
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8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hirtzel, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Bolter
Witness Signature
Claudia Bolter
Witness Printed Name
Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Witness Signature

_____
Witness Printed Name

_____
Applicant Signature

_____
Applicant Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HERERY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
2/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

THIS AGREEMENT, entered into this 27th day of August, 2024, between CH Realty IX-Legacy MHC Tampa Highlands Lp hereinafter referred to as parties of the first part, and the City of Zephyrhills, a municipal corporation, hereinafter referred to as the City.

WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

1. The City does hereby agree to provide services to the parties of the first part consisting of water/sewer to the parcel of land described as follows:

Physical Address: 39002 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 24 25 21 0010 08700 0000

Legal Description:

ZEPHYRHILLS COLONY COMPANY LANDS PB 1 PG 55 POR OF TRACTS 87 89 90 104 & 105 & ALL OF TRACTS 103 & 106 & POR OF VACATED R/W ADJACENT TO SAID TRACTS ALL MORE PARTICULARLY DESC AS FOLL: COM AT SW COR OF SEC TH N00DG 19' 06"E ALG WEST BDY OF SEC 1101.83 FT FOR POB TH N00DG 19' 06"E ALG SAID BDY 180 FT TH N89DG 53' 42"E 337.90 FT TH N81DG 00' 00"E 781.53 FT TH N00DG 19' 32"E 579.35 FT TH S89DG 55' 42"E 215 FT TH S00DG 19' 32"W 1322.36 FT TH N89DG 59' 01"W 685 FT TH N26DG 15' 00"W 491.66 FT TH S89DG 53' 42"W 419.13 FT TO POB & VACATED 15.00 FT R/W LYING EAST OF & ADJACENT TO TRACTS 87 & 90 PER RESOLUTION 00-36 PER OR 4268 PG 1635 EXC THE SOUTH 80.00 FT OF EAST 65.00 FT OF TRACT 106 & EXC SOUTH 80.00 FT OF WEST 15.00 FT OF VACATED R/W LYING EAST OF & ADJACENT TO SAID TRACT 106 OR 7212 PG 1141

2. The parties of the first part do hereby affirm that the lands to which said services shall be provided are/are not contiguous to the corporate limits of the City of Zephyrhills, and that said parties of the first part are the owners of lands involved, described above.

3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

6. Water meters shall be installed on all units (residential and business) located on the above-referenced lands as determined by the City. The party of the first part does hereby agree to become liable for per unit connection fees at the rate existing at the time services are connected plus the costs of water meters installed and the cost of extending the present water/sewer lines to the aforementioned lands. In addition, all costs of inspection of connecting lines deemed necessary by the City shall be billed to party of the first part at City's costs and paid for when billed.

Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

9. Parties of the first part do agree to submit all plans, site plans, and construction plans to the City for review prior to the construction of any improvement and do agree to amend those plans to comply with the minimum standards of the City for the construction and installation of public utilities.

10. Parties of the first part shall execute any easement necessary granting unto the City the right to use all streets, alleys, or thoroughfares and utility easements presently located on, or to be

located on, said lands at a future date in order that the City may have full right of access for the purpose of maintenance of and providing the requested service(s) to said lands.

11. This agreement shall be a covenant running with the land and shall be binding upon all parties, their heirs, administrators, executors, or assigns, it being fully understood between all parties that this agreement is executed in conformity with the appropriate recording statutes and will be filed in the Official Records of Pasco County, Florida, by either party.

CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hinman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

_____
NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Bolter
Witness Signature

Claudia Bolter
Witness Printed Name

Evelyn Spencer
Witness Signature

Evelyn Spencer
Witness Printed Name

Michelle Chaqui
Applicant Signature

MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Applicant Signature

_____
Applicant Printed Name

_____
Witness Signature

_____
Witness Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HERERY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
2/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

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AGREEMENT ARISING OUT OF REQUEST FOR CITY SERVICES
OUTSIDE CORPORATE LIMITS

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WITNESSETH

WHEREAS, the parties of the first part owning land outside the corporate City limits of the City of Zephyrhills have requested certain utility services, and

WHEREAS, the City Council of the City of Zephyrhills has established a plan for the provision of utility services outside the corporate limits, and

WHEREAS, this agreement must be executed by all interested parties for the providing of such utility services.

NOW, THEREFORE, BE IT AGREED between the parties hereto as follows:

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Physical Address: 39009 Golf View Ave Dade City Fl 33525

Parcel Identification Number: 24 25 21 0010 08700 0000

Legal Description:
ZEPHYRHILLS COLONY COMPANY LANDS PB 1 PG 55 POR OF TRACTS 87 89 90 104 & 105 & ALL OF TRACTS 103 & 106 & POR OF VACATED R/W ADJACENT TO SAID TRACTS ALL MORE PARTICULARLY DESC AS FOLL: COM AT SW COR OF SEC TH N00DG 19' 06"E ALG WEST BDY OF SEC 1101.83 FT FOR POB TH N00DG 19' 06"E ALG SAID BDY 180 FT TH N89DG 53' 42"E 337.90 FT TH N81DG 00' 00"E 781.53 FT TH N00DG 19' 32"E 579.35 FT TH S89DG 55' 42"E 215 FT TH S00DG 19' 32"W 1322.36 FT TH N89DG 59' 01"W 685 FT TH N26DG 15' 00"W 491.66 FT TH S89DG 53' 42"W 419.13 FT TO POB & VACATED 15.00 FT R/W LYING EAST OF & ADJACENT TO TRACTS 87 & 90 PER RESOLUTION 00-36 PER OR 4268 PG 1635 EXC THE SOUTH 80.00 FT OF EAST 65.00 FT OF TRACT 106 & EXC SOUTH 80.00 FT OF WEST 15.00 FT OF VACATED R/W LYING EAST OF & ADJACENT TO SAID TRACT 106 OR 7212 PG 1141

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3. By the execution of this agreement the parties of the first part do hereby agree that all lands involved in this agreement shall at the sole discretion of the City, be annexed and become part of the City of Zephyrhills by ordinance when said property becomes contiguous to the corporate boundaries of the City of Zephyrhills.

Furthermore, the parties of the first part shall do all things necessary to execute any instruments required to effect such annexation, and in the absence thereof, does hereby appoint the City Manager of Zephyrhills as attorney-in-fact to sign such documents as are necessary for such annexation on behalf of the parties of the first part or their successors or assigns.

4. (a) The parties of the first part shall be liable for all costs incurred in the installation of water lines, sewer lines or conduit of any type for the purposes of providing the municipal services aforementioned and shall indemnify the City against any claim for such installation.

(b) If such water lines, sewer lines or conduit will be available to serve other intervening land, the City, at its sole discretion, may reimburse the parties of the first part for a portion of the cost of construction, such reimbursement being consistent with current City policy as expressed by Resolution or Ordinance.

(c) Prior to the time that said land area involved is annexed to and becomes part of the City of Zephyrhills, the parties of the first part do hereby agree to be solely responsible for the payment

of any consumer rate or fee levied by the City of Zephyrhills for the aforementioned municipal service(s) provided to the land involved therein.

(d) Default in any payment due the City for such municipal services prior to annexation shall give the City the immediate right to terminate the municipal services provided for above, but shall not operate to waive any other rights to enforce this agreement by the City.

5. Other than timely providing the service as hereinabove referenced, it is agreed that this contract creates no obligation of the City to provide other City services to the referenced property in any manner other than as growth permits in the sole discretion of the City, provided, however, that at any time the City exercised its discretion to provide those services, party of the first part shall be obligated for all costs incurred in the installation of those lines or conduit from the closest feasible attachment point now existing to the boundary line of the property owned by the parties of the first part and contemplated herein as well as within the limits of the referenced property owned by the parties of the first part.

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Should the party of the first part fail to pay the aforementioned fees and costs with the time designated, the City shall be entitled to a lien against the premises herein described, which shall bear interest at the rate charged for similar liens, and may be foreclosed at the option of the City. Any such foreclosure action shall obligate the party of the first part, in addition to the aforementioned fees and costs, to pay to the City all costs and reasonable attorney fees incurred in such action.

7. Not withstanding the provisions of paragraph 6, above, parties of the first part acknowledge that they are aware of the present connection fees and water meter installation charges; that the charges as to this specific property shall be:

1. Those in effect at the time of connection, the time of application therefor or the time the connection fee is paid, whichever is greater; or

2. The City agrees that the present connection rates in effect at the time of approval of this petition shall apply provided payment is made in full for all such connection charges within ninety (90) days of the approval of this petition.

8. The City's obligation to supply the services herein shall not be binding unless connection fees shall be paid within six (6) months after approval of this petition. All others shall be at the discretion of the City.

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CITY OF ZEPHYRHILLS

ATTEST_____
CITY CLERK

BY: _____
PRESIDENT OF CITY COUNCIL

BY: _____
MAYOR

STATE OF FLORIDA
COUNTY OF PASCO

I HEREBY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Kenneth M Burgess, Jr, President of City Council, Melonie Monson Bahr, Mayor and Lori L. Hitman, City Clerk, respectively, known by me to be the persons described in and who executed the foregoing agreement on behalf of the City of Zephyrhills.

WITNESS my hand and official seal in the State and County aforesaid this ____ day of ____ _____, 20____.

NOTARY PUBLIC
My Commission Expires:

(SEAL)

Claudia Betten
Witness Signature
Claudia Betten
Witness Printed Name

Evelyn Spencer
Witness Signature
Evelyn Spencer
Witness Printed Name

Michelle Chaquica
Applicant Signature
MICHELE CHAQUICA
Applicant Printed Name

_____
Witness Signature

_____
Witness Printer Name

_____
Applicant Signature

_____
Applicant Printed Name

_____
Witness Signature

_____
Witness Printed Name

STATE OF FLORIDA
COUNTY OF PASCO

I HERERY CERTIFY that on this date before me a Notary Public duly authorized in the State and County above named to take acknowledgements, personally appeared Michelle Chaquica known by me to be the person(s) described in or who produced _____ as identification and who executed the foregoing agreement on behalf of the party of the first part.

WITNESS my hand and official seal in the State and County aforesaid this 28 day of August, 2024

(SEAL)

NOTARY PUBLIC
My Commission Expires:
2/8/2025

LISA BOOKER
Notary Public - State of Florida
Commission # HH 89949
My Comm. Expires Feb 8, 2025
Bonded through National Notary Assn.

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City Council Meeting
September 9, 2024

Action Item

BUSINESS ITEMS/PUBLIC HEARING 4.1

Adopt Tentative Millage
First Reading **ORDINANCE NO. 1492-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, LEVYING THE MILLAGE RATE FOR FISCAL YEAR 2024-2025 FOR THE CITY OF ZEPHYRHILLS."**

A. Council President opens Public Hearing
B. Council President closes Public Hearing
C. City Council considers Ordinance No. 1492-24 on the First Reading

Issue:

At the July 22, 2024 City Council meeting, Council voted to set the preliminary millage rate at 6.25. The preliminary rate can be decreased prior to final adoption, but cannot be increased. The certified taxable value is $1,568,420,492. With a 6.25 millage rate, ad valorem tax revenue in the General Fund is budgeted at $9,312,497, an increase of $1,321,853 from the $7,990,644 budgeted for Fiscal Year 2024.

Background:

The State of Florida regulates the manner in which local governments set millage rates. There will be two public hearings concerning the millage rate.

Attachment(s):

1. Ordinance 1492-24 - Adopt Millage(31241389.1)

Fiscal Impact:

Setting the millage rate at 6.25 will generate $9,312,497 of ad valorem tax revenue for the General Fund.

Staff Recommendation:

The staff recommends the approval of the 6.25 millage rate on first reading.

ORDINANCE NO.: 1492-24

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, LEVYING THE MILLAGE RATE FOR FISCAL YEAR 2024-2025 FOR THE CITY OF ZEPHYRHILLS.

WHEREAS, the City Council of the City of Zephyrhills, Florida, has timely advised the Pasco County Property Appraiser's office that it proposed to levy a millage rate of 6.25 mills, which is more than the rolled back rate of 5.9552 mills computed pursuant to Florida Statute 200.065(1) by 4.95%; and

WHEREAS, the City Council of the City of Zephyrhills, Florida did on September 9, 2024 conduct a Public Hearing and a second Public Hearing on September 23, 2024, and following the second Public Hearing, did adopt a tentative budget of One Hundred and Five Million, Two Hundred Sixty Six Thousand, Five Hundred and Two Dollars and No/100 ($105,266,502.00).

WHEREAS, the City Council of the City of Zephyrhills, Florida did advertise on September 19, 2024, its intent to adopt a final budget and millage rate during a Public Hearing held September 23, 2024; and

WHEREAS, the City Council of the City of Zephyrhills, Florida, did after receiving input from the general public, adopt a final budget of One Hundred and Five Million, Two Hundred Sixty Six Thousand, Five Hundred and Two Dollars and No/100 ($105,266,502.00).

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Zephyrhills, Florida, sitting in regular session that:

1. The millage rate to be levied for ad valorem taxes within the municipality of the City of Zephyrhills for the 2024-2025 fiscal year shall be 6.25 mills.
2. This Ordinance shall become effective upon passage on the second reading and signing by the Mayor.

The foregoing Ordinance No. 1492-24 was read and passed on the first reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 9th day of September 2024.

Attest:_____ _____

Ricardo Quinones, Deputy City Clerk Kenneth M. Burgess, Jr., Council President

The foregoing Ordinance No. 1492-24 was read and passed on the second reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 23rd day of September 2024.

Attest:_____ _____

Ricardo Quinones, Deputy City Clerk Kenneth M. Burgess, Jr., Council President

The foregoing Ordinance No. 1492-24 was approved by me this 23rd day of September 2024.

_____

Melonie Bahr Monson, Mayor

Approved as to legal form and legal content
for the reliance of the City of Zephyrhills only:

_____

Matthew E. Maggard, City Attorney

Action Item

BUSINESS ITEMS/PUBLIC HEARING 4.2

Adopt Tentative Budget

First Reading ORDINANCE NO. 1493-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, ADOPTING A BUDGET FOR THE 2024-2025 FISCAL YEAR."

- **A. Council President opens Public Hearing**
- **B. Council President closes Public Hearing**
- **C. City Council considers Ordinance No. 1493-24 on the First Reading**

Issue:
Approval of FY 24/25 Budget.

Background:
N/A

Attachment(s):
1. Ordinance 1493-24 - Adopt Budget(31241065.1)
2. FY 2025 Proposed Budget

Fiscal Impact:
N/A

Staff Recommendation:
The staff recommends the approval of Budget Ordinance 1493-24.

ORDINANCE NO.: 1493-24

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, ADOPTING A BUDGET FOR THE 2024-2025 FISCAL YEAR.

WHEREAS, the City Council of the City of Zephyrhills, Florida, adopted a tentative budget in the amount of One Hundred and Five Million, Two Hundred Sixty-Six Thousand, Five Hundred and Two Dollars and No/100s ($105,266,502.00).

WHEREAS, the City Council of the City of Zephyrhills, Florida has scheduled a Public Hearing and timely advertised, according to law, a Public Hearing on the budget rate for the purpose of receiving input from the general public and the purpose of answering any and all questions prior to the adoption of any measure by this governing body pertaining thereto; and

WHEREAS, the City Council of the City of Zephyrhills, Florida has concluded the Public Hearing and considered all comments.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Zephyrhills, Florida, sitting in regular session that:

1. The budget for the 2024-2025 fiscal year for the municipality of the City of Zephyrhills is hereby adopted in the amount of One Hundred and Five Million, Two Hundred Sixty-Six Thousand, Five Hundred and Two Dollars and No/100s ($105,266,502.00).
2. This Ordinance shall become effective upon passage on the second reading and signing by the Mayor.

The foregoing Ordinance No. 1493-24 was read and passed on the first reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 9th day of September 2024.

Attest: _____ _____

Ricardo Quinones, Deputy City Clerk — Kenneth M. Burgess, Jr., Council President

The foregoing Ordinance No. 1493-24 was read and passed on the second reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 23rd day of September 2024.

Attest: _____

_____

Ricardo Quinones, Deputy City Clerk — Kenneth M. Burgess, Jr., Council President

The foregoing Ordinance No. 1493-24 was approved by me this 23rd day of September 2024.

_____

Melonie Bahr Monson, Mayor

Approved as to legal form and legal content
for the reliance of the City of Zephyrhills only:

_____

Matthew E. Maggard, City Attorney

City of Zephyrhills
Fiscal Year 2024-2025

Proposed Version - 9/09/2024

Last updated 09/05/24

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BUDGET OVERVIEW

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

ESTIMATED REVENUES	Millage per $1,000	GENERAL FUND	SPECIAL REVENUE FUND	CRA FUND	IMPACT FEES FUND	UTILITY CAPACITY FEES FUND	UTILITY FUND	AIRPORT FUND	SANITATION FUND	TOTAL ALL FUNDS
Taxes:										
Ad Valorem Taxes	**6.2500**	**9,312,497**		**1,347,996**						**10,660,493**
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
TOTAL SOURCES		**$19,003,050**	**$6,997,835**	**$1,448,996**	**$1,327,600**	**$986,000**	**$21,180,283**	**$17,883,650**	**$2,466,480**	**$71,293,894**
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
TOTAL REVENUES, TRANSFERS & BALANCES		**$21,609,084**	**$13,987,950**	**$2,799,960**	**$9,170,444**	**$5,986,000**	**$27,166,283**	**$20,599,594**	**$3,947,187**	**$105,266,502**
EXPENDITURES										
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		20,662	2,860,179
TOTAL EXPENDITURES		**$20,395,917**	**$677,927**	**$901,960**	**760,500**	**-**	**$10,075,962**	**$946,493**	**$1,744,390**	**$35,503,149**
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	8,263,830
Fund Balances/Reserves/Net Assets		400,816	480,522		4,109,944		2,336,671	1,898,101	730,857	9,956,911
TOTAL APPROPRIATED EXPENDITURES TRANSFERS, RESERVES & BALANCES		**$21,609,084**	**$13,987,950**	**$2,799,960**	**$9,170,444**	**$5,986,000**	**$27,166,283**	**$20,599,594**	**$3,947,187**	**$105,266,502**

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 Valroem 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
TOTAL	$105,266,502

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
TOTAL	$105,266,502

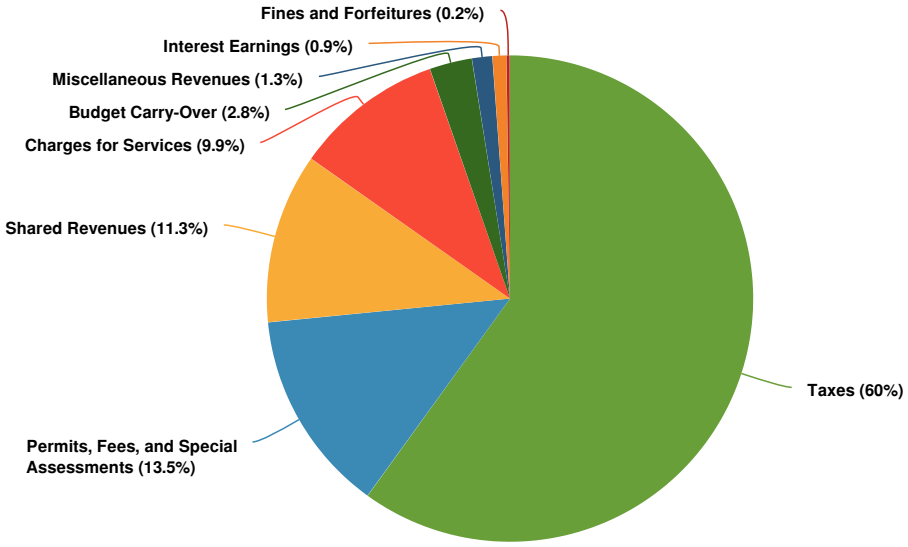
DEPARTMENTS

General Fund

General Fund
Org Code: 0100*

General Fund - Revenues by Source

2025 Revenues by Source



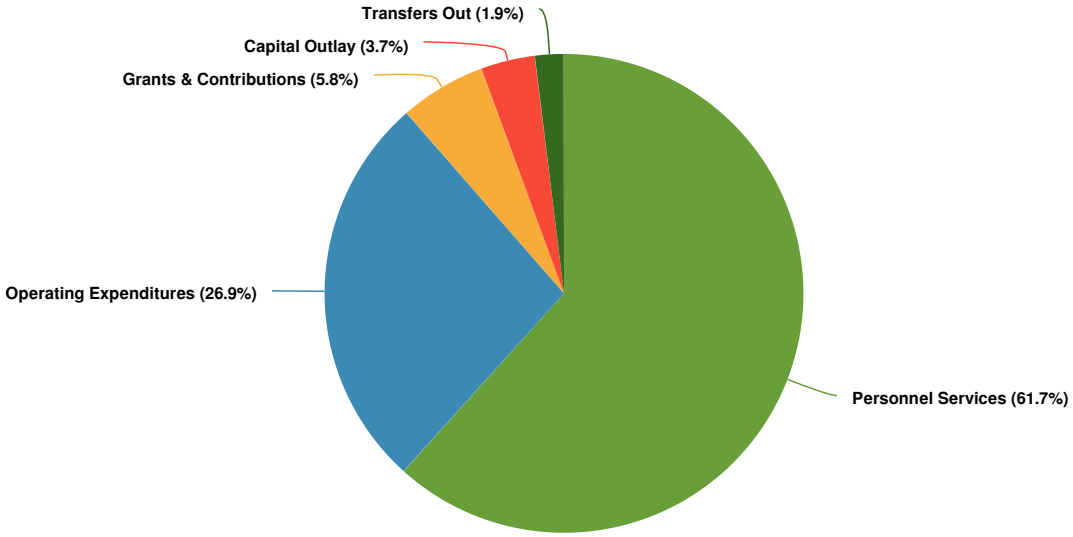
Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Revenue Source			
Budget Carry-Over			
C/O Balance	01000300-300100	$0	$500,000
Budget Carryover	01010300-300100	$0	$4,107
Budget Carryover	01040300-300100	$51,000	$55,611
Budget Carryover	01147100-300100	$48,534	$53,516
Total Budget Carry-Over:		**$99,534**	**$613,234**
Taxes			
Ad Valorem Taxes			
Property Taxes	01000311-311000	$7,990,644	$9,312,497
Total Ad Valorem Taxes:		**$7,990,644**	**$9,312,497**
Utilities Service Taxes			
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

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Business Tax	01000316-316000	$92,000	$92,000
Total Utilities Service Taxes:		**$3,479,291**	**$3,645,717**
Total Taxes:		**$11,469,935**	**$12,958,214**
Permits, Fees, and Special Assessments			
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
Total Permits, Fees, and Special Assessments:		**$3,060,400**	**$2,914,169**
Shared Revenues			
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
Total Shared Revenues:		**$2,443,015**	**$2,445,000**
Charges for Services			
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
Total Charges for Services:		**$1,693,781**	**$2,138,100**
Fines and Forfeitures			
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
Total Fines and Forfeitures:		**$70,000**	**$50,000**
Interest Earnings			
Interest Income General	01000361-361100	$200,000	$200,000

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Total Interest Earnings:		**$200,000**	**$200,000**
Miscellaneous Revenues			
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
Total Miscellaneous Revenues:		**$261,503**	**$290,367**
Total Revenue Source:		**$19,298,168**	**$21,609,084**

General Fund - Expenditures by Expense Type

Budgeted Expenditures by Expense Type

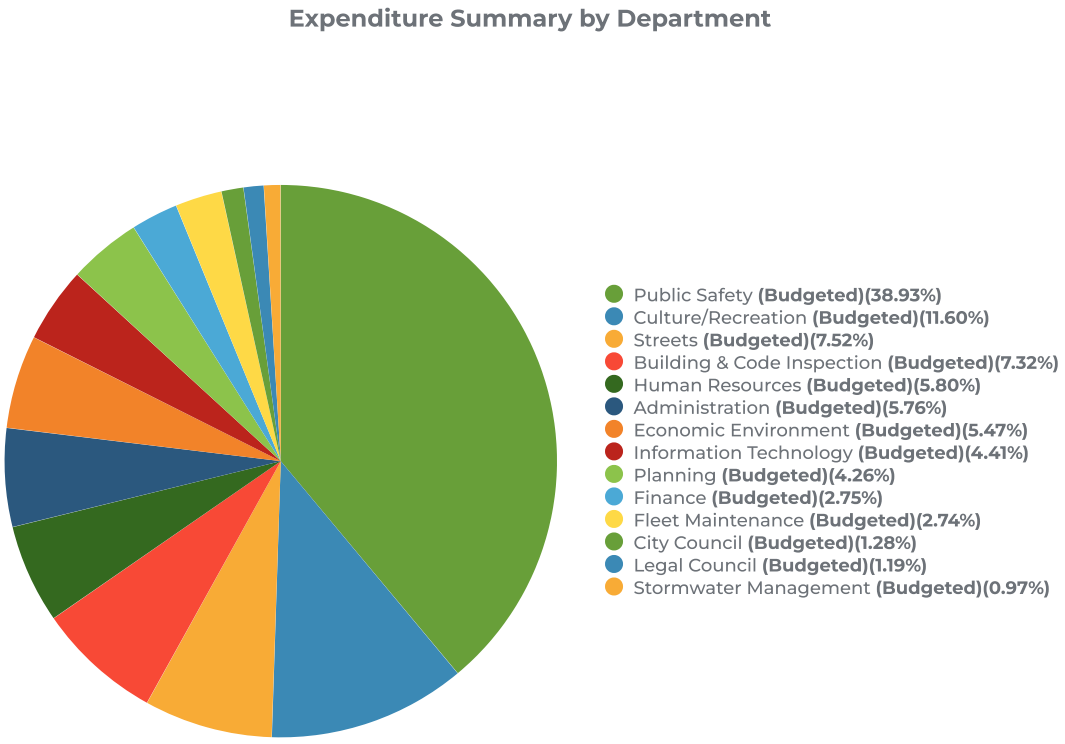


Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services		$12,121,652	$13,331,034
Operating Expenditures		$5,105,231	$5,810,883
Capital Outlay		$564,500	$793,611
Grants & Contributions		$834,000	$1,254,000
Transfers Out		$672,785	$419,557
Total Expense Objects:		**$19,298,168**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

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
Total:		**$19,298,168**	**$21,609,085**

General Fund - 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	1,235,157
Planning	802,175	825,920
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
Total	19,298,168	21,609,085

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

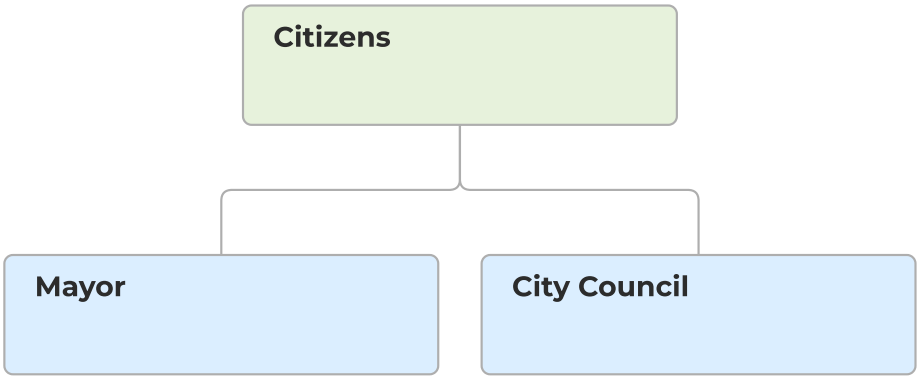
"Zephyrhills is a friendly community which respects and embraces its past and heritage, values the diversity of its residents, and encourages economic growth and development while retaining its small town, neighborly charm."

City Council - Personnel Information

Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Mayor	1	1	1
City Council	5	5	5
Total	**6**	**6**	**6**

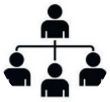
Finance



City Council - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$139,288**	**$150,250**
Operating Expenditures			
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
Total Operating Expenditures:		**$35,700**	**$35,700**
Capital Outlay			
Machinery & Equipment	01001100-564000	$100,000	$0
Total Capital Outlay:		**$100,000**	**$0**
Grants & Contributions			
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
Total Grants & Contributions:		**$74,000**	**$84,000**
Total Expense Objects:		**$348,988**	**$269,950**

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.

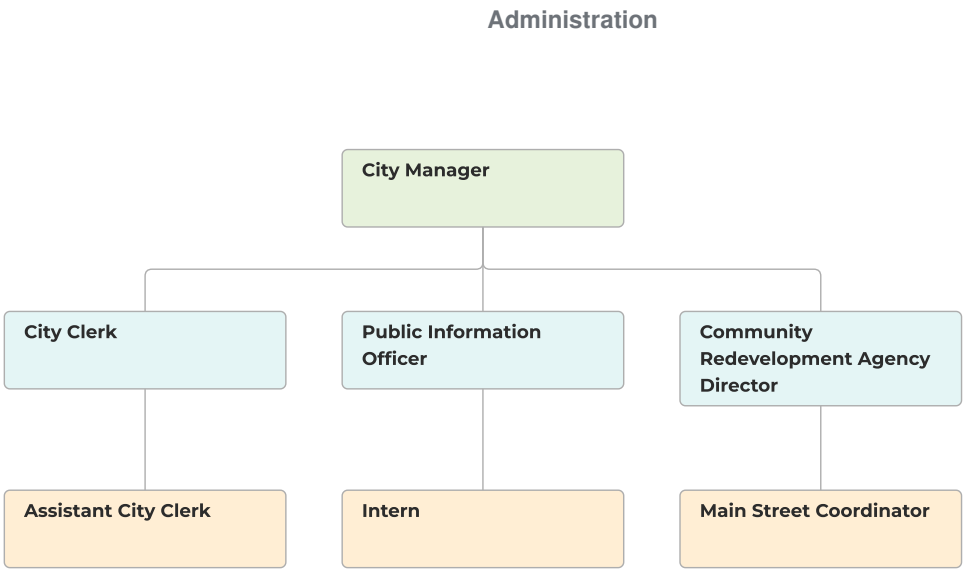
The City Clerk is under the general supervision of the City Manager. This position is a City Charter position which provides services to the Mayor, City Council, City Manager and City staff. The City Clerk's office maintains, records and preserves all official documents and proceedings of the City Council 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 (RECLASS)	0	0	1
Administrative Coordinatior	1	0	0
Intern PT	2	1	1
Total	**7**	**6**	**6**



Administration - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$635,407**	**$661,965**
Operating Expenditures			
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
Total Operating Expenditures:		**$428,850**	**$428,750**

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

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

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
Total Operating Expenditures:		**$95,000**	**$250,000**
Total Expense Objects:		**$95,000**	**$250,000**

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
Expense Objects			
Operating Expenditures			
Contractual Services	01005200-534000	$50,000	$50,000
Marketing/Publicity	01005200-548000	$5,000	$5,000
Total Operating Expenditures:		**$55,000**	**$55,000**
Grants & Contributions			
Economic Development Grant	01005200-582700	$660,000	$1,095,000
Total Grants & Contributions:		**$660,000**	**$1,095,000**
Total Expense Objects:		**$715,000**	**$1,150,000**

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 * (RECLASS)	0	0	1
Finance Supervisor *	1	1	0
Purchasing Agent	1	1	1
Accounting Specialist	1	1	1
Total	**4**	**4**	**4**

Finance - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$475,007**	**$461,865**
Operating Expenditures			
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
Total Operating Expenditures:		**$95,410**	**$112,200**
Total Expense Objects:		**$570,417**	**$574,065**

Human Resources

General Fund
Org Code: 01001370

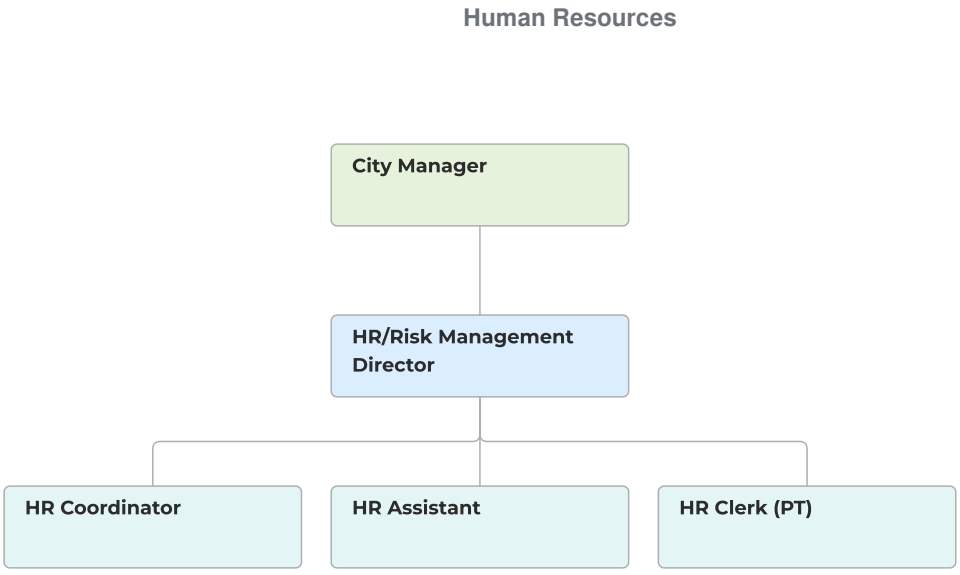
Human Resources (HR) is responsible for managing the people-related aspects and has a focus on the workforce to ensure that we are effectively recruiting, developing, utilizing, and retaining employees. Key responsibilities of HR include recruitment/hiring, training, and development, employee relations, 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
Total	**3**	**3**	**3.5**



Human Resources - Goals & Objectives

Human Resources - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
Salaries	01001370-512000	$192,458	$211,381
Fica Taxes	01001370-521100	$11,934	$13,107
Medicare Taxes	01001370-521200	$7,527	$8,326
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
Total Personnel Services:		**$704,174**	**$621,457**
Operating Expenditures			
Medical Services	01001370-531200	$3,000	$3,200

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
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
Total Operating Expenditures:		**$615,050**	**$613,700**
Total Expense Objects:		**$1,319,224**	**$1,235,157**

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 helps to 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
Total	**5**	**5**	**5**

Planning - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
Salaries	01001500-512000	$326,341	$362,549
Fica Taxes	01001500-521100	$20,236	$22,480
Medicare Taxes	01001500-521200	$4,556	$0
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
Total Personnel Services:		**$465,100**	**$495,120**
Operating Expenditures			
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
Total Operating Expenditures:		**$237,075**	**$255,800**
Grants & Contributions			
Historical Preservation	01001500-582500	$100,000	$75,000
Total Grants & Contributions:		**$100,000**	**$75,000**
Total Expense Objects:		**$802,175**	**$825,920**

Information Technology

General Fund
Org Code: 01001600

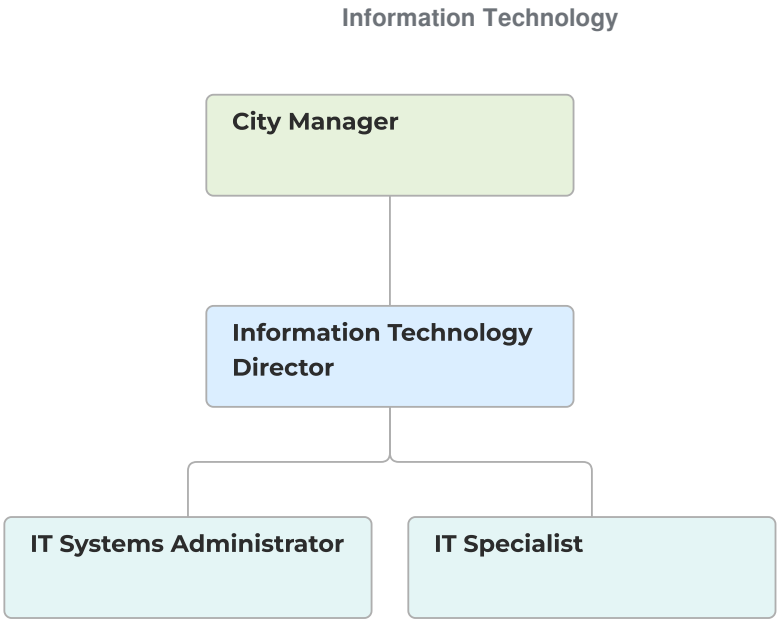
It is the mission of the Information Technology Division to meet the ever-changing technology needs of its users, within an integrated network environment comprised of many locations and functions. The division will continually strive to improve the network and the computer environment, of the end user 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
Total	**3**	**3**	**4**



Information Technology - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$350,700**	**$428,262**
Operating Expenditures			
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
Total Operating Expenditures:		**$487,212**	**$503,748**
Capital Outlay			
Machinery and Equipment	01001600-564000	$16,000	$0
Total Capital Outlay:		**$16,000**	**$0**
Total Expense Objects:		**$853,912**	**$932,010**

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 45 sworn officers plus 17 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.

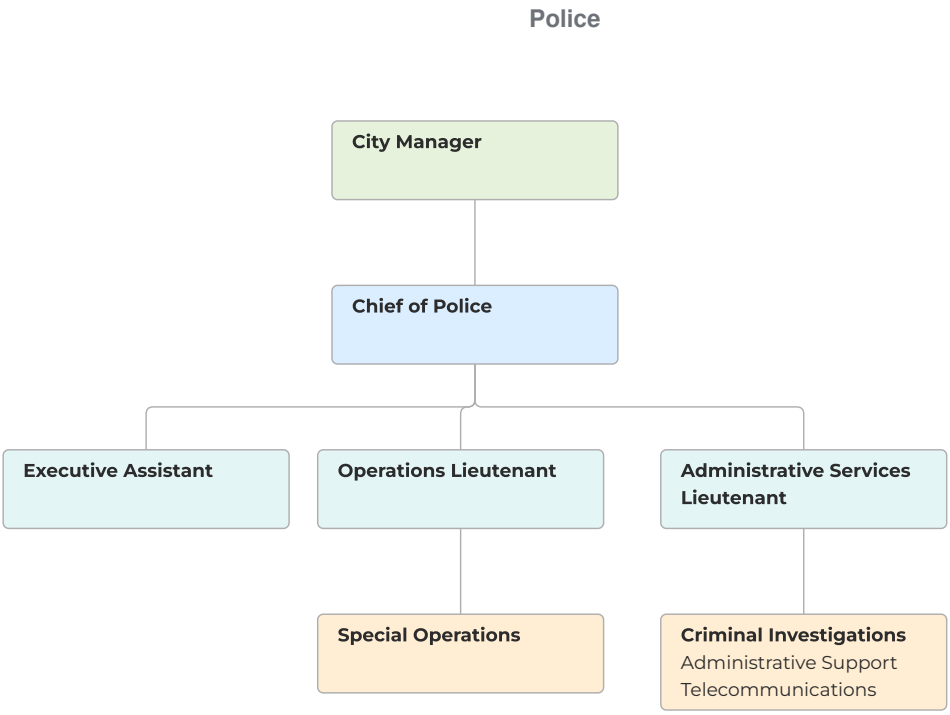
TEAMWORK: Teamwork is essential to the successful operation of the Department. The team must include all employees working in partnership with each other and the community to attain our goals.

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	31	36	38
Patrol Officer Trainee	1	1	1
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
Total	**47**	**52**	**54**



Police - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Fica Taxes	01002100-521100	$187,707	$209,961
Medicare Taxes	01002100-521200	$43,920	$49,120

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
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
Total Personnel Services:		**$5,295,330**	**$5,922,276**
Operating Expenditures			
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
Total Operating Expenditures:		**$1,008,520**	**$1,110,318**
Capital Outlay			
Buildings/Bldg Improvements	01002100-562000	$85,000	$70,000
Total Capital Outlay:		**$85,000**	**$70,000**
Total Expense Objects:		**$6,388,850**	**$7,102,594**

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	7
Public Safety Operator (PT)	0	0	0.5
Total	**10**	**10**	**8.5**

Public Safety Operators - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$695,041**	**$746,232**
Operating Expenditures			
Contractual Services	01002150-534000	$122,000	$122,000
Training	01002150-555500	$3,200	$4,000
Total Operating Expenditures:		**$125,200**	**$126,000**
Capital Outlay			
Machinery & Equipment	01042100-564000	$51,000	$55,611
Total Capital Outlay:		**$51,000**	**$55,611**
Total Expense Objects:		**$871,241**	**$927,843**

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
Expense Objects			
Operating Expenditures			
Contractual Services	01002200-534000	$568,564	$384,342
Software	01002200-552900	$75,000	$0
Total Operating Expenditures:		**$643,564**	**$384,342**
Total Expense Objects:		**$643,564**	**$384,342**

Building and Code Enforcement

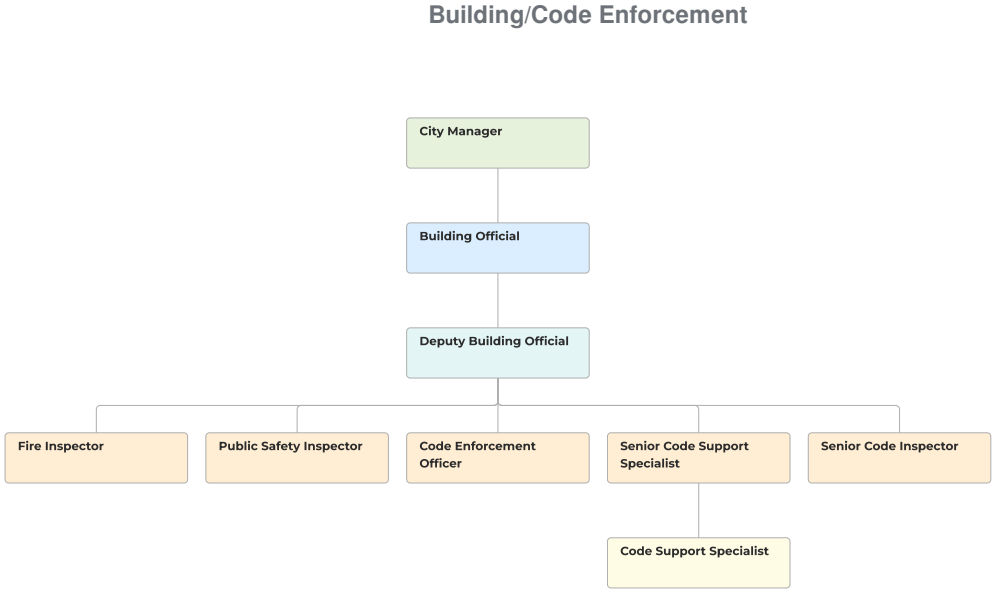
General Fund
Org Code: 01002400

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
Total	**8**	**8**	**9**



Building and Code Enforcement - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$847,017**	**$991,557**
Operating Expenditures			
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
Total Operating Expenditures:		**$205,200**	**$557,300**
Total Expense Objects:		**$1,052,217**	**$1,548,857**

Library

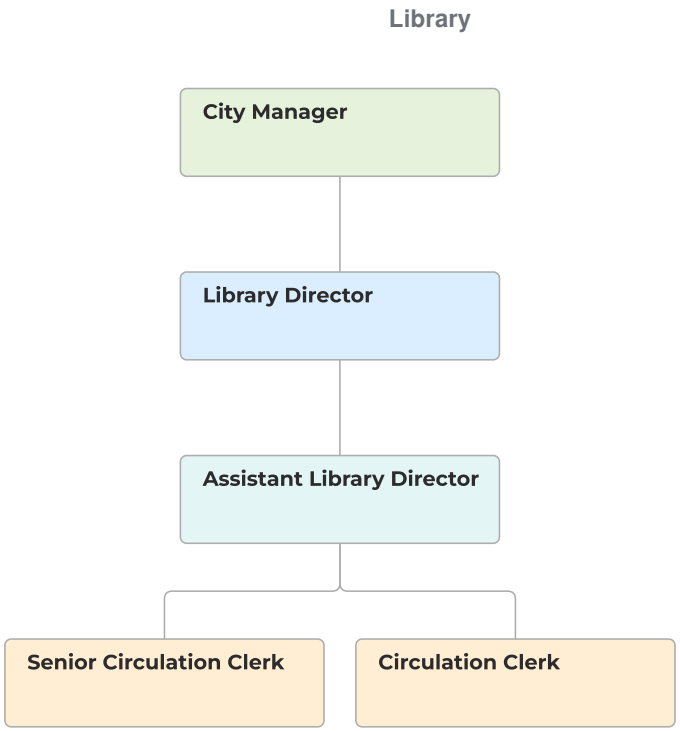
General Fund
Org Code: 01007100

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
Total	**5**	**5**	**6**



Library - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$355,244**	**$429,453**
Operating Expenditures			
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
Total Operating Expenditures:		**$79,625**	**$81,625**
Capital Outlay			
Books, Pubs & Library Material	01007100-566000	$26,000	$26,000
Library Books & Materials	01147100-566000	$10,000	$10,000
Total Capital Outlay:		**$36,000**	**$36,000**
Transfers Out			
Budget Reserves	01147100-599100	$33,534	$38,516
Total Transfers Out:		**$33,534**	**$38,516**
Total Expense Objects:		**$504,403**	**$585,594**

Fleet Maintenance

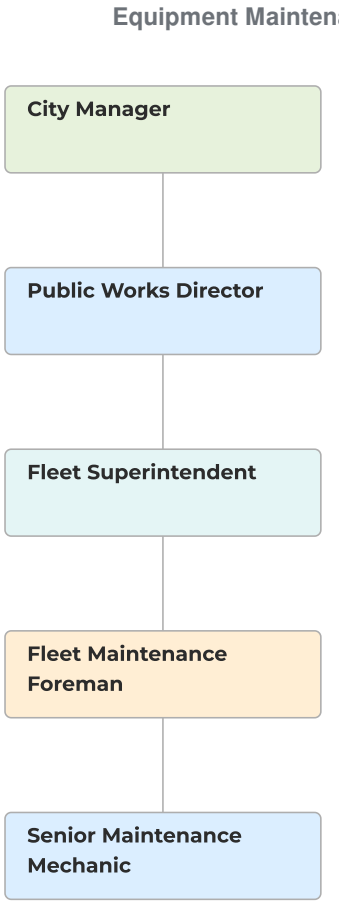
General Fund
Org Code: 01001900

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
Total	**4**	**4**	**4**



Fleet Maintenance - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$370,842**	**$456,534**
Operating Expenditures			
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
Total Operating Expenditures:		**$74,825**	**$82,350**
Capital Outlay			
Building & Building Improvemen	01001900-562000	$25,000	$25,000
Machinery and Equipment	01001900-564000	$24,000	$27,000
Total Capital Outlay:		**$49,000**	**$52,000**
Total Expense Objects:		**$494,667**	**$590,884**

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
Expense Objects			
Operating Expenditures			
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
Total Operating Expenditures:		**$104,500**	**$204,500**
Total Expense Objects:		**$104,500**	**$204,500**

Streets

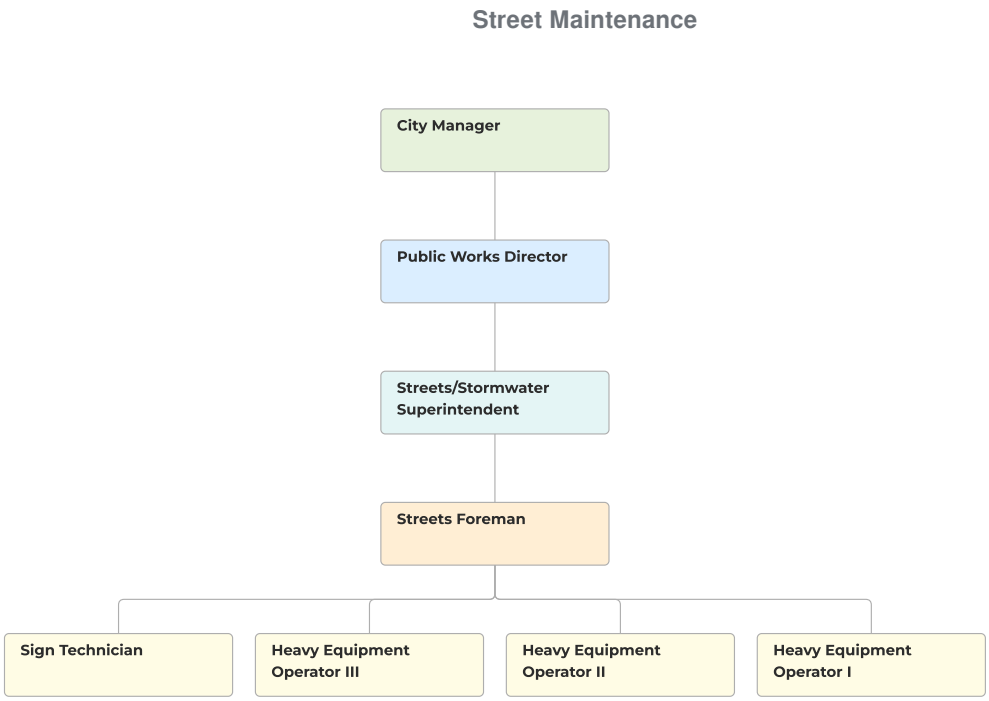
General Fund
Org Code: 01004100

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
Total	**9**	**9**	**9**



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

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
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
Total Personnel Services:		**$747,395**	**$780,909**
Operating Expenditures			
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
Total Operating Expenditures:		**$461,000**	**$603,050**
Capital Outlay			
Buildings/Bldg Improvements	01004100-562000	$25,000	$205,000
Total Capital Outlay:		**$25,000**	**$205,000**
Total Expense Objects:		**$1,233,395**	**$1,588,959**

Parks and Facilities Management

General Fund
Org Code: 01007200

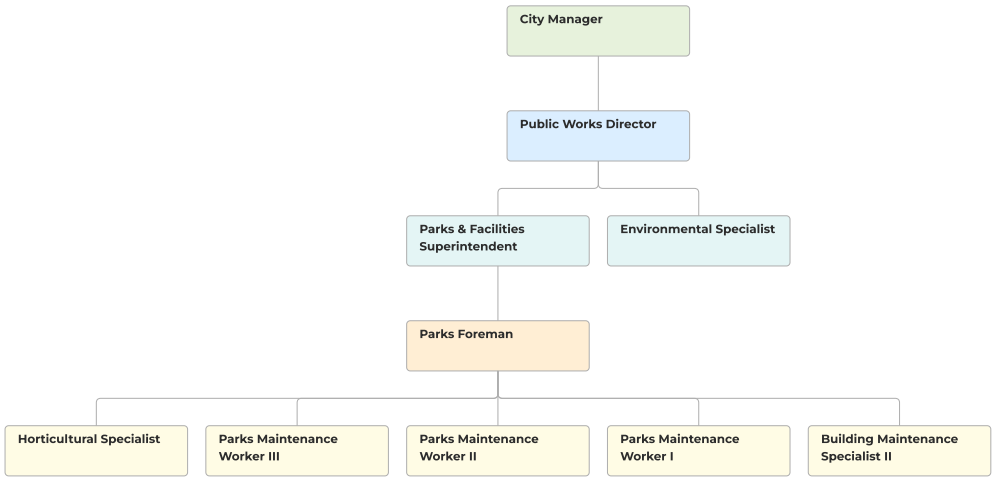
The Parks & Facilities Division is responsible for the maintenance, enhancement, and new construction of all City parks, public buildings, medians, public right of ways, litter control, athletic facilities and Oakside Cemetery. Services include mowing, trimming, landscaping design, installation & maintenance, 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
Total	**14**	**15**	**17**

Parks & Facilities Management



Parks and Facilities Management - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$1,041,107**	**$1,185,154**
Operating Expenditures			
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
Total Operating Expenditures:		**$353,500**	**$406,500**
Capital Outlay			
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
Total Capital Outlay:		**$102,500**	**$275,000**
Total Expense Objects:		**$1,497,107**	**$1,866,654**

Community Redevleopment 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.

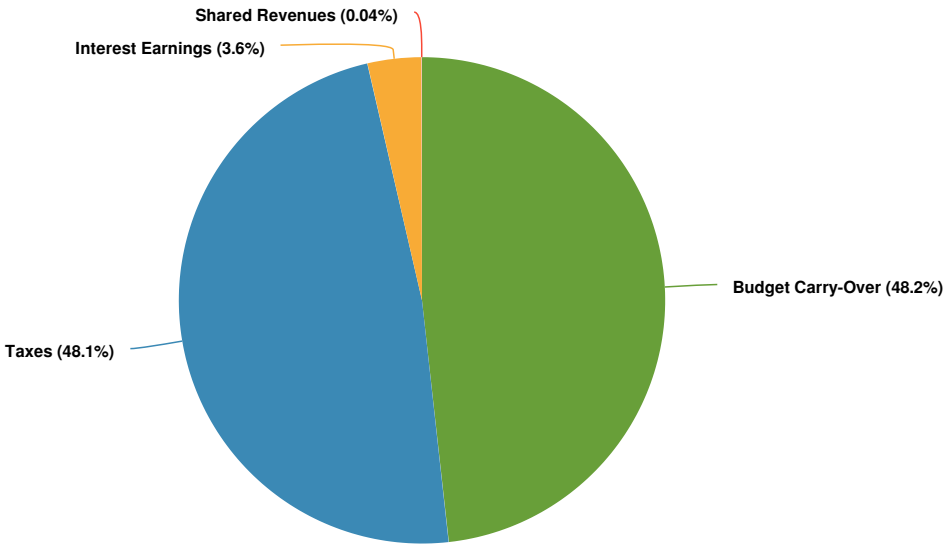
Community Redevelopment Agency - Personnel Information

Personnel by Position

Position	FY 2023	FY 2024	FY 2025
Community Redevelopment Agency Director *	1	1	1
Total	**1**	**1**	**1**

Community Redevelopment Agency - Revenues by Source

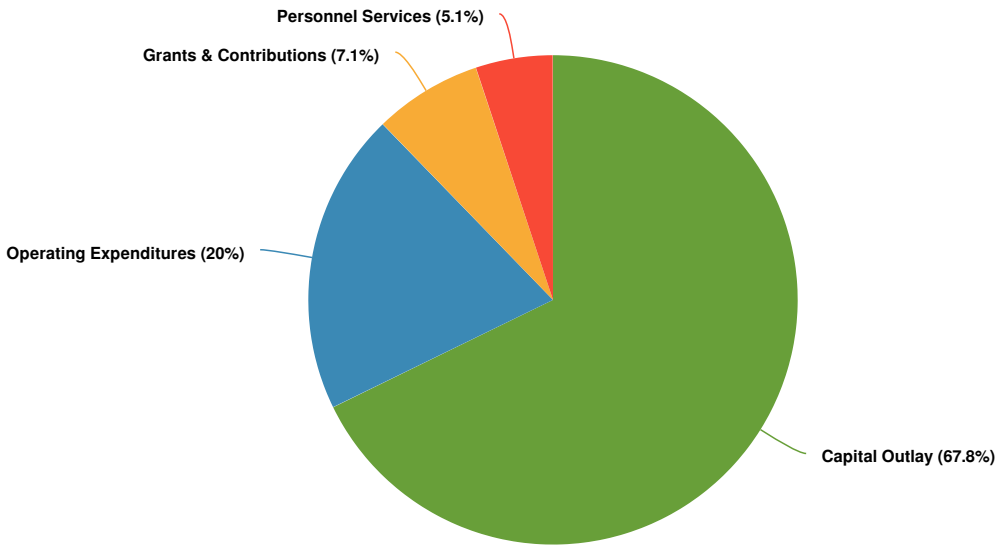
2025 Revenues by Source



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

Community Redevelopment Agency - Expenditures by Expense Type

Budgeted Expenditures by Expense Type



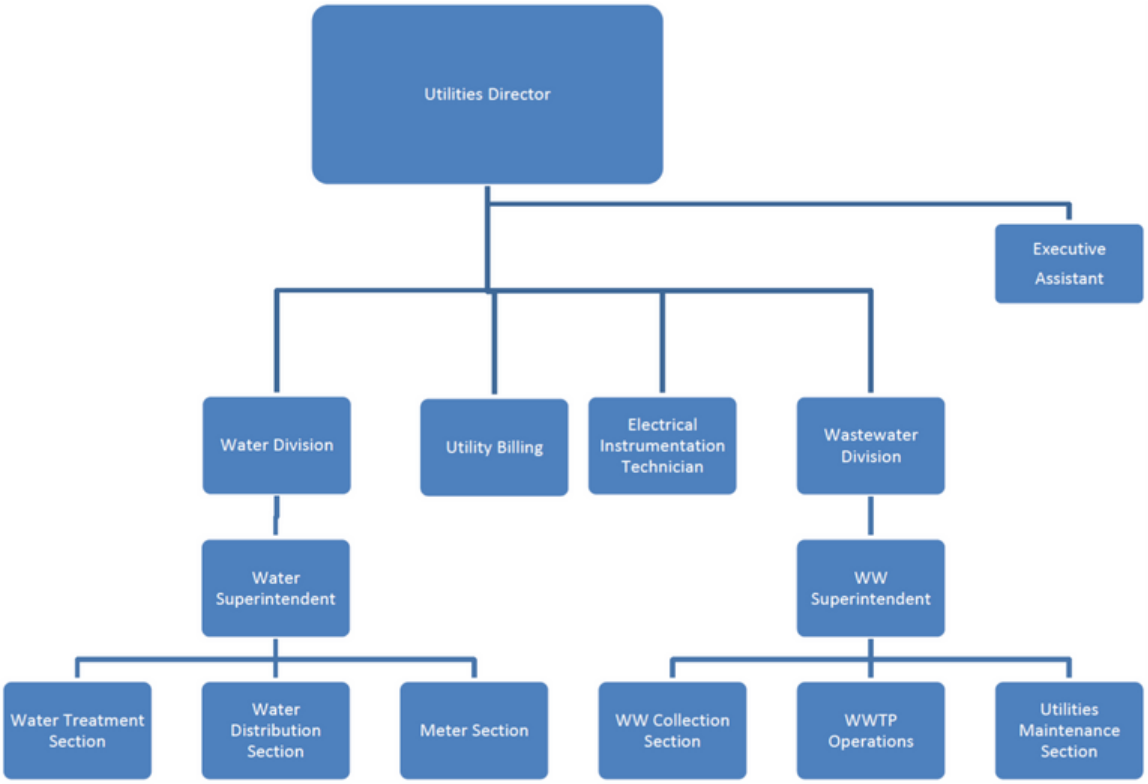
Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
Salaries	11005900-512000	$89,526	$91,411
Fica Taxes	11005900-521100	$5,551	$5,668
Medicare Taxes	11005900-521200	$1,299	$1,326
Retirement Contributions	11005900-522100	$30,905	$31,555
Group Health	11005900-523000	$9,732	$10,793
Workers Comp Insurance	11005900-524000	$3,542	$2,155
Total Personnel Services:		**$140,555**	**$142,908**
Operating Expenditures			
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

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Memberships/Dues	11005900-554200	$1,500	$2,000
Training	11005900-555500	$2,500	$2,000
CRA Initiatives	11005900-556200	$100,000	$300,000
Total Operating Expenditures:		**$300,609**	**$559,052**
Capital Outlay			
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
Total Capital Outlay:		**$1,425,000**	**$1,898,000**
Grants & Contributions			
Building Improvement Grants	11005900-583010	$200,000	$200,000
Total Grants & Contributions:		**$200,000**	**$200,000**
Total Expense Objects:		**$2,066,164**	**$2,799,960**

Utilities

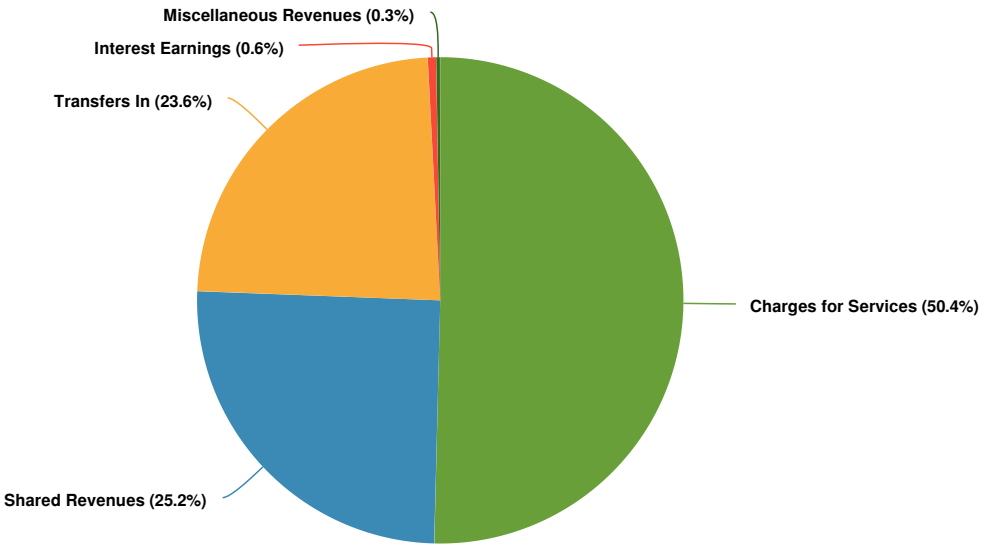
Utility Fund
Org Code: 410

Organizational Chart



Utilities - Revenues by Source

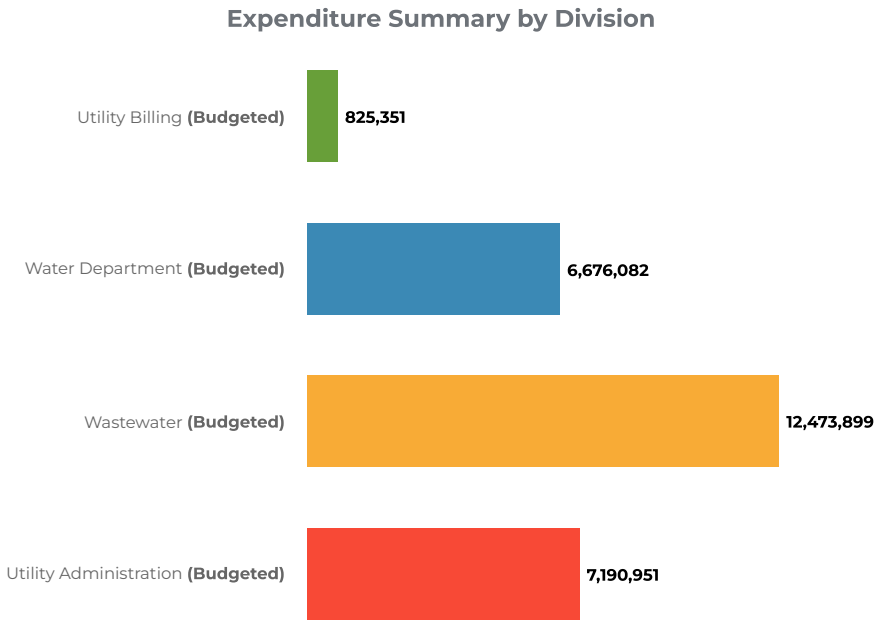
2025 Revenues by Source



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Revenue Source			
Shared Revenues			
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
Total Shared Revenues:		**$6,650,000**	**$6,849,317**
Charges for Services			
Water & Sewer Charges	41000343-343600	$12,906,284	$13,690,000
Total Charges for Services:		**$12,906,284**	**$13,690,000**
Interest Earnings			
Interest Income	41000361-361100	$150,000	$150,000
Total Interest Earnings:		**$150,000**	**$150,000**
Miscellaneous Revenues			
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
Total Miscellaneous Revenues:		**$73,000**	**$73,000**
Transfers In			

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
SRF 14 Water Capacity Fees	41000381-381330	$8,339,000	$5,986,000
Debt Proceeds	41000384-384000-21P06	$1,224,530	$0
Debt Proceeds	41000384-384000-21P12	$1,052,893	$417,966
Total Transfers In:		**$10,616,423**	**$6,403,966**
Total Revenue Source:		**$30,395,707**	**$27,166,283**

Utilities - 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
Total Physical Environment:		**$30,395,707**	**$27,166,283**
Total Expenditures:		**$30,395,707**	**$27,166,283**

Utility Administration

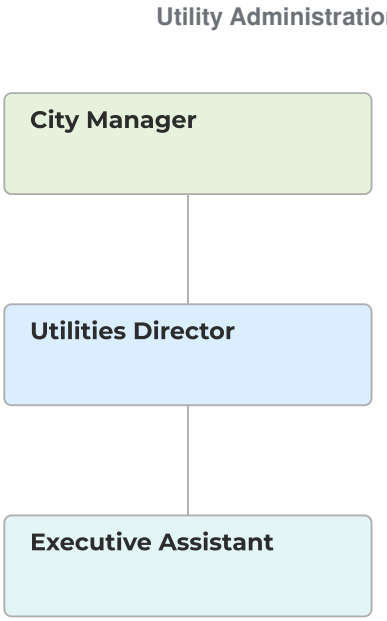
Utility Fund
Org Code: 41003000

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
Total	**2**	**2**	**2**



Utility Administration - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$265,006**	**$263,407**
Operating Expenditures			
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
Total Operating Expenditures:		**$343,277**	**$408,633**
Capital Outlay			
Machinery & Equipment	41003000-564000		$55,000
Total Capital Outlay:			**$55,000**
Debt Service			
Loan Principal - SRF Loan	41003000-571002	$1,537,342	$1,511,675
Loan Prinicipal - Meter Rplc	41003000-571003	$737,915	$737,915
Total Debt Service:		**$2,275,257**	**$2,249,590**
Transfers Out			
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
Total Transfers Out:		**$1,880,469**	**$4,214,321**
Total Expense Objects:		**$4,764,009**	**$7,190,951**

Utility Billing

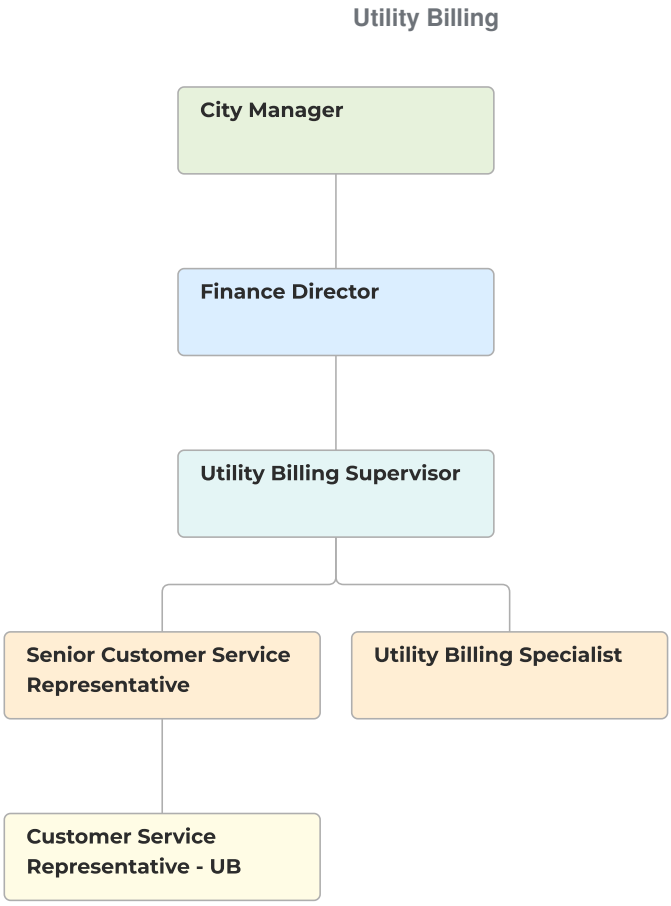
Utility Fund
Org Code: 41001300

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	4
Total	**5**	**7**	**7**



Utility Billing - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$275,106**	**$339,951**
Operating Expenditures			
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
Total Operating Expenditures:		**$1,167,041**	**$335,400**
Capital Outlay			
Building & Building Improvemen	41001300-562000	$50,000	$50,000
Machinery & Equipment	41001300-564000	$195,000	$100,000
Total Capital Outlay:		**$245,000**	**$150,000**
Total Expense Objects:		**$1,687,147**	**$825,351**

Water

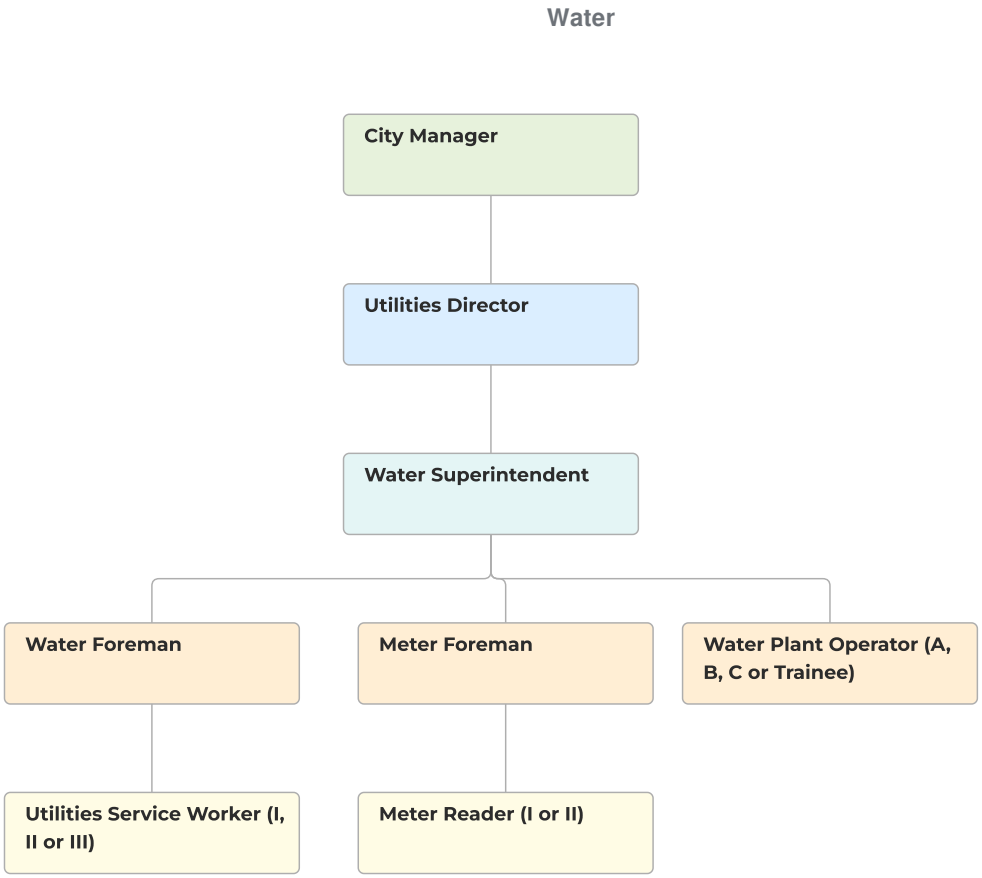
Utility Fund
Org Code: 41003300

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
Total	**13**	**13**	**16**



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

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Workers Comp Insurance	41003300-524000	$25,507	$16,959
Total Personnel Services:		**$1,063,394**	**$1,243,732**
Operating Expenditures			
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
Total Operating Expenditures:		**$1,180,970**	**$1,371,350**
Capital Outlay			
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
Total Capital Outlay:		**$5,547,000**	**$4,061,000**
Total Expense Objects:		**$7,791,364**	**$6,676,082**

Wastewater

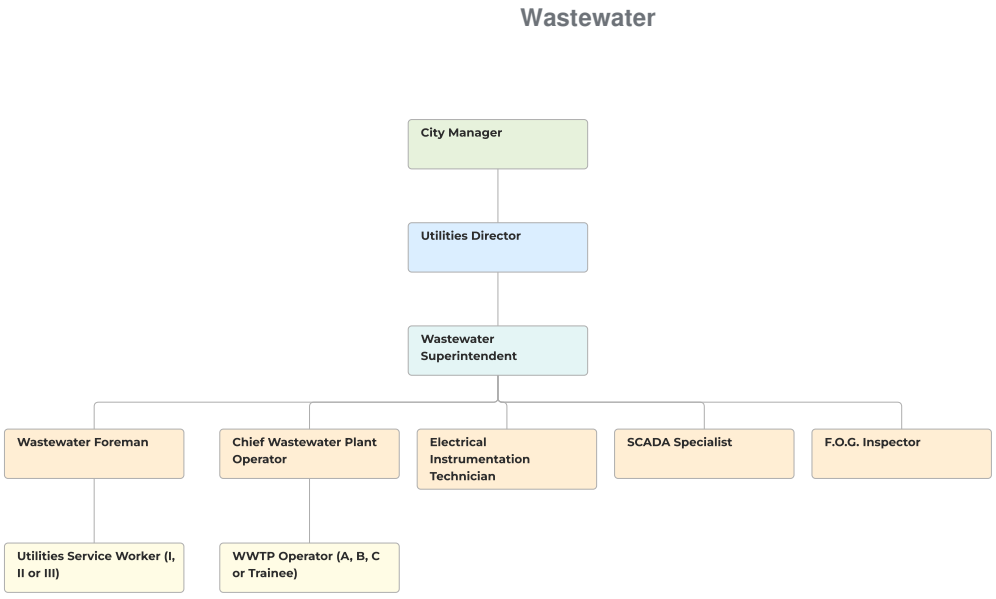
Utility Fund
Org Code: 41003500

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
Total	**17**	**18**	**21**



Wastewater - Expenditures by Expense Type

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$1,300,112**	**$1,440,049**
Operating Expenditures			
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
Total Operating Expenditures:		**$2,318,075**	**$2,423,850**
Capital Outlay			
Buildings/Bldg Improvements	41003500-562000	$150,000	$0
Infrastructure	41003500-563000	$2,900,000	$1,835,000

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
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
Total Capital Outlay:		**$12,535,000**	**$8,610,000**
Total Expense Objects:		**$16,153,187**	**$12,473,899**

Airport

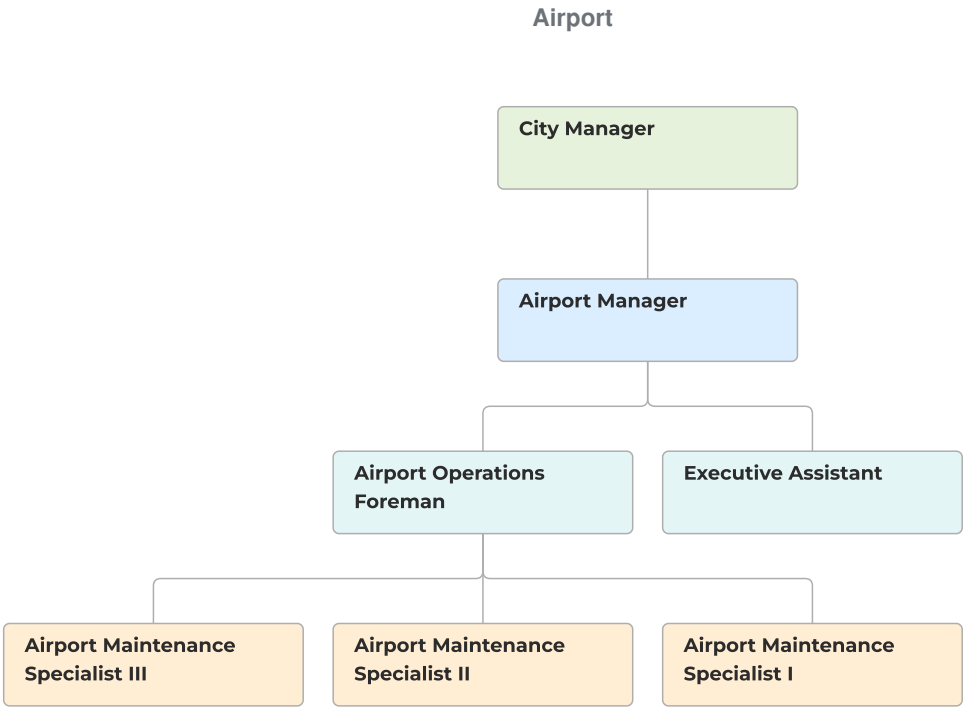
Airport Fund
Org Code: 42004200

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

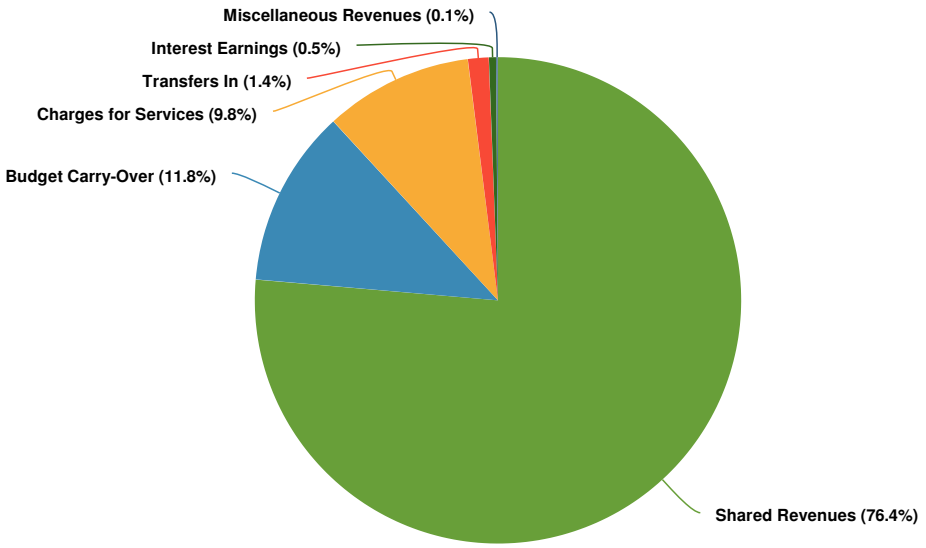
Personnel by Position

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
Total	**6**	**6**	**7**



Airport - Revenues by Source

2025 Revenues by Source

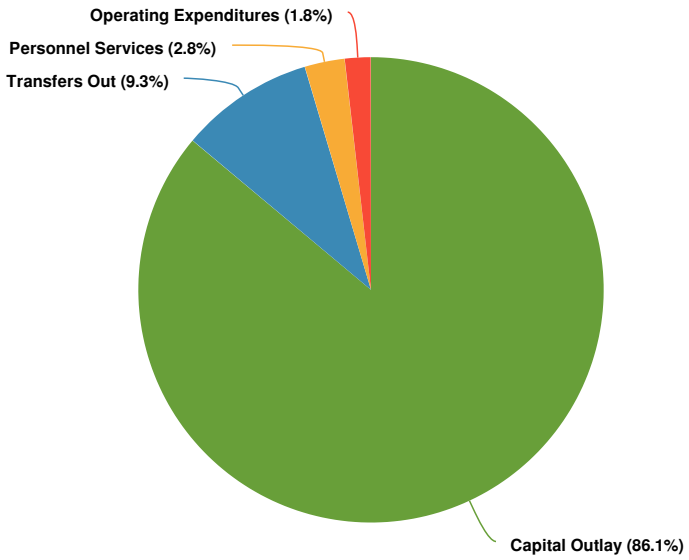


Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Revenue Source			
Budget Carry-Over			
C/O Balance	42000300-300100	$199,359	$2,430,914
Total Budget Carry-Over:		**$199,359**	**$2,430,914**
Shared Revenues			
State Grants - Airport Develop	42000334-334410-21P04	$25,000	$32,000
State Grants - Airport 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
Total Shared Revenues:		**$11,097,000**	**$15,732,504**
Charges for Services			
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

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Total Charges for Services:		**$1,736,626**	**$2,028,146**
Interest Earnings			
Interest Income	42000361-361100	$35,000	$100,000
Total Interest Earnings:		**$35,000**	**$100,000**
Miscellaneous Revenues			
Surplus Property Sales	42000364-364400	$5,000	$5,000
Miscellaneous Revenue	42000369-369900	$17,741	$18,000
Total Miscellaneous Revenues:		**$22,741**	**$23,000**
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
Total Transfers In:		**$285,030**	**$285,030**
Total Revenue Source:		**$13,375,756**	**$20,599,594**

Airport - Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$579,556**	**$573,704**
Operating Expenditures			
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

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
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
Total Operating Expenditures:		**$392,127**	**$372,789**
Capital Outlay			
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
Total Capital Outlay:		**$12,384,073**	**$17,735,000**
Transfers Out			
Transfer To General Fund	42004200-591001	$20,000	$20,000
Reserve	42004200-599100	$0	$1,898,101
Total Transfers Out:		**$20,000**	**$1,918,101**
Total Expense Objects:		**$13,375,756**	**$20,599,594**

Sanitation

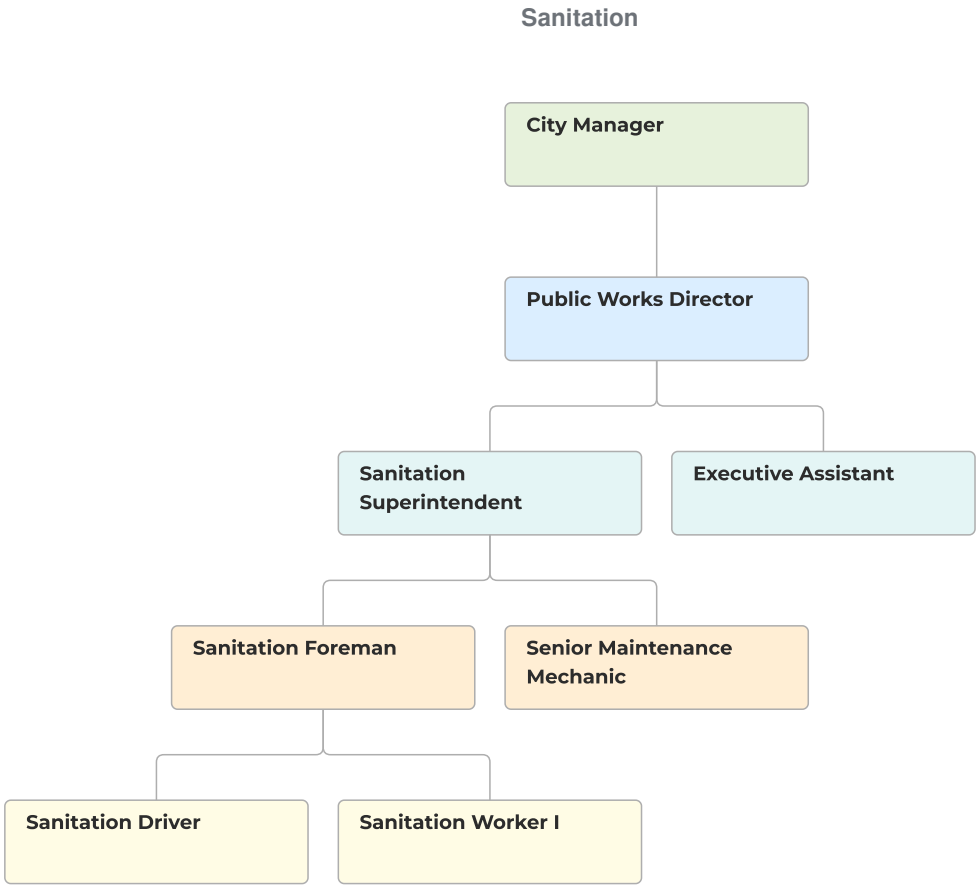
Sanitation Fund
Org Code: 43003400

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

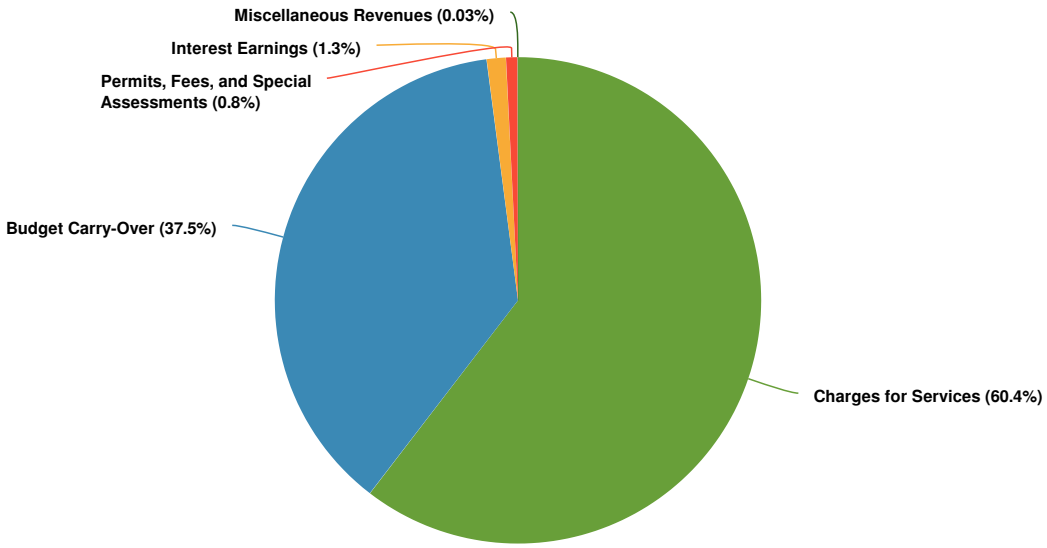
Personnel by Position

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
Total	**11**	**12**	**13**



Sanitation - Revenues by Source

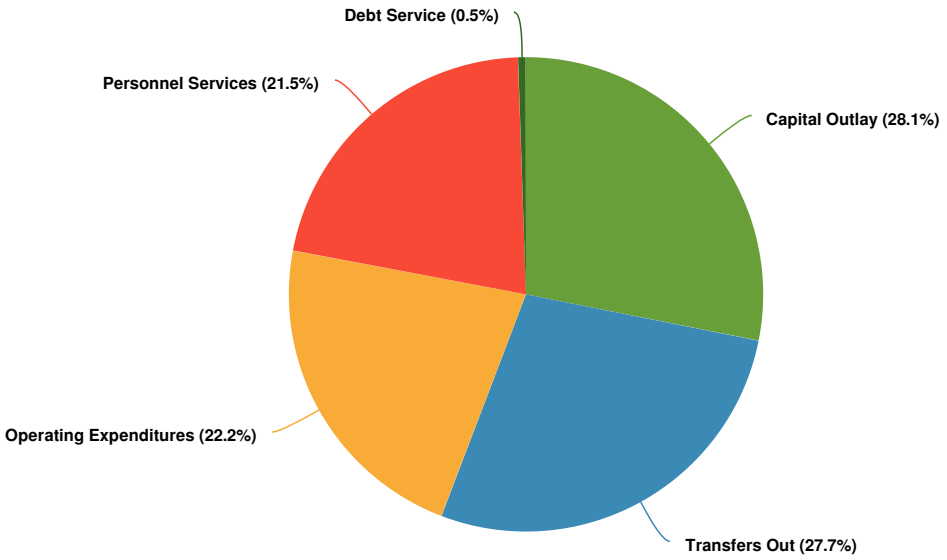
2025 Revenues by Source



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

Sanitation - Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
Expense Objects			
Personnel Services			
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
Total Personnel Services:		**$847,118**	**$848,823**
Operating Expenditures			
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

Name	ERP Code	FY2024 Original Budget	FY2025 Budgeted
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
Total Operating Expenditures:		**$637,629**	**$874,905**
Capital Outlay			
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
Total Capital Outlay:		**$1,106,500**	**$1,110,500**
Debt Service			
BB&T Loan	43003400-571000	$20,662	$20,662
Total Debt Service:		**$20,662**	**$20,662**
Transfers Out			
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
Total Transfers Out:		**$361,440**	**$1,092,297**
Total Expense Objects:		**$2,973,349**	**$3,947,187**

CAPITAL IMPROVEMENTS

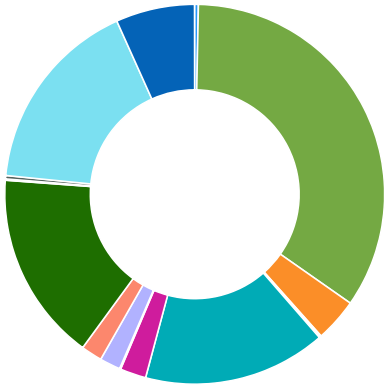
FY 2025 Capital Projects

Total Capital Requested

$51,542,612

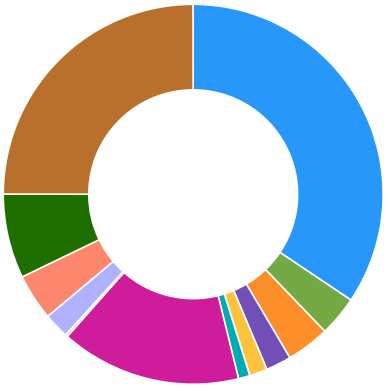
108 Capital Improvement Projects

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
TOTAL	**$51,542,612.00**

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
TOTAL	**$51,542,612.00**

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. Grant available 80/20.	

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.	
City Hall Improvements	**$100,000**
City hall improvements to the council chambers and decorative art projects for lobbies and hallways.	

Total: $165,000

Streets Requests

Itemized Requests for 2025

Annual Street Resurfacing	**$900,000**
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	**$1,000,000**
City wide sidewalks. To continue adding sidewalks based on the sidewalk master plan. Also to add missing connections to sidewalks.	
City Wide Trails	**$500,000**
City wide trails. To continue adding trails based on the sidewalk & trail master plan. Also to add missing connections to trails.	
Dump Truck	**$200,000**
Additional dump truck necessary for road and alley maintenance.	
Gateway Project	**$500,000**
Gateway project.	
Hot Spot - Intersection Improvements	**$2,000,000**
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.	
South Ave Extension	**$1,486,128**
Extension of South Avenue (North of 6th Avenue) - National Guard Entrance	
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: $8,316,128

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	**$4,260,000**
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	

Zephyr Park Improvements	**$550,000**
Funded by $600,000 in state appropriation funds. Continued prep work on improvements to Zephyr Park. Surveying, public input, concept designs, etc.	
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: $8,019,500

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

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.	
Retention Pond Fencing	**$50,000**
Replace Retention Pond Fencing as needed.	
Stormwater Pump Station Upgrades	**$400,000**
Pump Station Improvements (multiple locations).	

Total: $925,000

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 # SA77.	
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	
Roll Off Dumpsters	**$30,000**
Purchase of new roll off dumpsters to replace around the city. These dumpsters are the larger sizes, 20 YD and 30 YD.	
Sanitation Side Loader Truck	**$300,000**
This side loader truck will replace Truck # SA66 2005 Peterbilt.	
Sanitation Truck Arm Assembly	**$65,000**
Side-Loader Truck Arm Assembly	
Truck Cab Cover	**$5,500**
Truck Cab Cover SA#705	

Total: $910,500

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

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.	
Modular Video Surveillance Equipment	**$25,000**
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...	
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.	
Pole Cameras	**$20,000**
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...	
Solar Speed Signs	**$15,000**
Purchase of solar speed signs for select roads based on traffic concerns.	

Total: $1,138,873

Utility Administration Requests

Itemized Requests for 2025

New Director Vehicle **$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

Alston to Tucker Water Line Extension **$1,205,000**

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.

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 **$500,000**

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

Palm Grove Dr. from Autumn Palm to Hwy301 **$1,066,000**

8" WATER LINE EXTENSION FROM aUTUMN pALM TO Hwy301 along Palm Grove Dr.

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: $3,461,000

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. Grant #25G01.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

5th Ave Streetscapes & Zephyr Park/Oakside Neighborhood Improvements **$500,000**

Install new black street poles and signs, landscape pots, benches and trash receptacles and improvements to retention pond fencing.

CRA District Land Acquisition **$348,000**

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: $1,898,000

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.

Total: $15,000

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

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.

Tyler UB Integration with City Works	**$100,000**

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.

Total: $150,000

Capital Requests by Fund

ERP Code	General Fund	2025 Capital Costs
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
ERP Code	**Special Revenue Fund**	**2025 Capital Costs**
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
ERP Code	**CRA Fund**	**2025 Capital Costs**
11005900-562000	Commercial and Residential Land Purchase (Other)	$348,000
11005900-563000	5th Ave Streetscapes & Zephyr Park/Oakside Neighborhood Improv.	$500,000
11005900-563000	Renovation of Clock Plaza	$750,000
11005900-563111	Sidewalks and Trails Continuation of Design Engineering Construction Ser.	$150,000
11005900-564000	Park and Entrance Signage - Public Art Opportunities	$150,000
		$1,898,000
ERP Code	**Impact Fee Fund**	**2025 Capital Costs**
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
ERP Code	**Utility Fund**	**2025 Capital Costs**
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
ERP Code	**Airport Fund**	**2025 Capital Costs**
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
ERP Code	**Sanitation Fund**	**2025 Capital Costs**
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

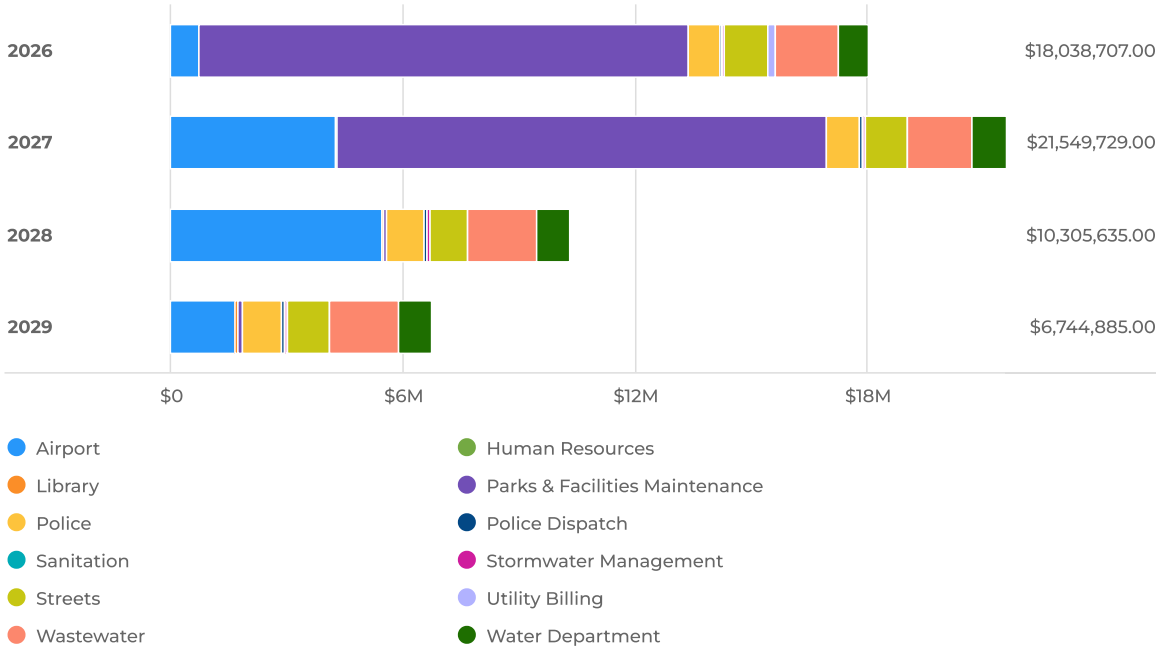
Capital Improvement Plan

Total Capital Requested

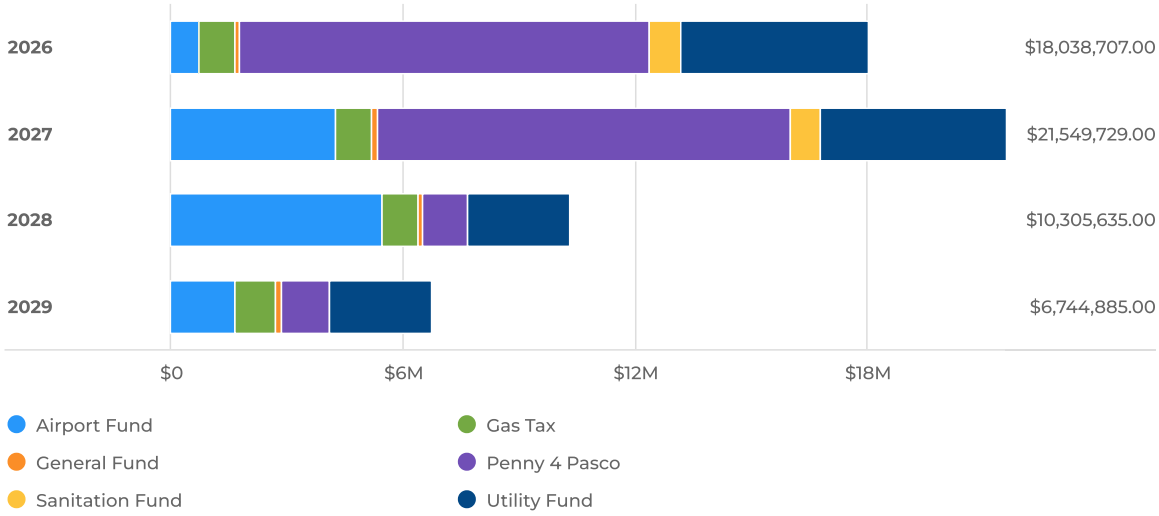
$56,638,956

119 Capital Improvement Projects

Total Funding Requested by Department



Total Funding Requested by Source



Airport Requests

Itemized Requests for 2026-2029

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

Total: $12,068,000

Streets Requests

Itemized Requests for 2026-2029

Annual Street Resurfacing	**$3,700,000**
Annual Street Resurfacing - city wide.	
City Wide Sidewalks	**$600,000**
City wide sidewalks. To continue adding sidewalks based on the sidewalk master plan. Also to add missing connections to sidewalks.	

Total: $4,300,000

Parks & Facilities Maintenance Requests

Itemized Requests for 2026-2029

City Yard Building Construction	**$15,000,000**

The existing facility was constructed in 1984 - the facilities are antiquated and more space and modernization is needed.

Historic Building Renovations	**$400,000**

Renovations, repairs and improvements to city owned historic buildings.

Landscaping	**$60,000**

Landscaping in various areas around the City.

Zephyr Park	**$10,000,000**

Construction is to begin on implementing the Zephyr Park Master Plan.

Total: $25,460,000

Sanitation Requests

Itemized Requests for 2026-2029

Roll Off Dumpsters	**$120,000**

Purchase of new roll off dumpsters to replace around the city. These dumpsters are the larger sizes, 20 YD and 30 YD.

Total: $120,000

Utility Billing Requests

Itemized Requests for 2026-2029

Re-work the Utility Customer service Area	**$200,000**

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: $200,000

Police Requests

Itemized Requests for 2026-2029

AXON Fleet3 Basic (10-Yr Rewrite)	**$176,528**

Recurring contract #41-23-22.1: (28) In-car camera systems and evidence storage.

AXON Fleet3 Basic (New)	**$176,528**

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)	**$905,935**

Recurring contract #25-23-02:(48) OSP7+ Plans include equipment and evidence storage.

Patrol Vehicles	**$2,394,292**

(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: $3,653,283

Wastewater Requests

Itemized Requests for 2026-2029

Gravity Sewer Line Rehabilitations	**$3,400,000**

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

Inventory - Wastewater	**$80,000**

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 Major Rehabilitations	**$2,350,000**

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.

Sewer Manhole Rehabilitations	**$1,000,000**

This project is to continue with the rehabilitation / repair of our sewer manholes. This will be an ongoing project from year to year.

Total: $6,830,000

Water Department Requests

Itemized Requests for 2026-2029

Backflow Replacement **$700,000**

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 **$540,000**

This project includes the pulling & rewinding of the motor, inspection of the (pump/drop pipe/shafts & bearings), etc.

Inventory - Water **$2,000,000**

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...

SCADA System Maintenance and/or Upgrades **$120,000**

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: $3,360,000

Police Dispatch Requests

Itemized Requests for 2026-2029

Dispatch Consolidation: Central Square **$251,673**

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: $251,673

Library Requests

Itemized Requests for 2026-2029

New Flooring **$50,000**

New flooring (non-carpet) for the library. Top priority, meeting room.

Purchase New Library Books and Materials **$116,000**

Purchase of new library materials like regular print books, large print books, DVDs, audiobooks, children's books, etc.

Total: $166,000

Human Resources Requests

Itemized Requests for 2026-2029

Salary Study	**$30,000**
Expenditures for Salary Study	

Total: $30,000

Stormwater Management Requests

Itemized Requests for 2026-2029

Retention Pond Fencing	**$200,000**
Replace Retention Pond Fencing as needed.	

Total: $200,000

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			
Total Airport Fund			**$718,000.00**	**$4,250,000.00**	**$5,450,000.00**	**$1,650,000.00**
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
Total Gas Tax			**$950,000.00**	**$950,000.00**	**$950,000.00**	**$1,050,000.00**
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
Total General Fund			**$101,391.00**	**$134,311.00**	**$109,376.00**	**$162,595.00**
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
Total Penny 4 Pasco			**$10,634,316.00**	**$10,700,418.00**	**$1,171,259.00**	**$1,222,290.00**
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		
Total Sanitation Fund			**$780,000.00**	**$780,000.00**	**$30,000.00**	**$30,000.00**
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
Total Utility Fund			**$4,880,000.00**	**$4,760,000.00**	**$2,620,000.00**	**$2,630,000.00**
Total Funding Sources			**$18,063,707.00**	**$21,574,729.00**	**$10,330,635.00**	**$6,744,885.00**

City Council Meeting
September 9, 2024

Action Item

BUSINESS ITEMS/PUBLIC HEARING 4.3

Reclaimed Water, Sewer and Potable Water Rates
First Reading **ORDINANCE NO. 1473-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA CREATING SECTION 51.23 OF THE CITY CODE OF ORDINANCES ESTABLISHING A NEW SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE. "**

A. Council President opens Public Hearing
B. Council President closes Public Hearing
C. City Council considers Ordinance No. 1473-24 on the First Reading

Issue:
Consider increasing water and sewer rates by 3%.

Background:
The City has not had a water or sewer rate increase since October 2021. The Raftelis rate study indicates that a rate increase is necessary so that the City can continue to maintain and improve its water and sanitary sewer infrastructure. Water and sewer rates should allow for the City to cover its operating costs, retire debt, and pay for some capital projects without debt financing. Water and sewer capital expenditures for the past 3 years have been $7,400,000 in FY 2021, $4,300,000 in 2022, and $4,500,000 in 2023. Each year, the City takes on routine expensive rehabilitation projects: sewer lines (FY 24 -- $750,000), lift stations ($550,000), and manholes ($250,000).

The City staff recommends that rates be increased by 3%. For customers within the city limits who use 4,100 gallons (the city average), their water and sewer charges will go from $66.14 to $68.11, an increase of $1.97 a month.

Attachment(s):
1. Ordinance No. 1473-24 - Water Sewer Utility Rate Ordinance(31241463.2)
2. 2023 Water and Sewer Rate Study Raftelis (1)

Fiscal Impact:
The 3% increase will result in an additional $400,000 of water and sewer revenue to meet our operating, debt requirements, and capital needs.

Staff Recommendation:

The staff recommends approval of the ordinance.

ORDINANCE NO. 1473-24

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA CREATING SECTION 51.23 OF THE CITY CODE OF ORDINANCES ESTABLISHING A NEW SCHEDULE OF RATES AND CHARGES FOR THE USE OF OR AVAILABILITY FOR THE USE OF POTABLE WATER, WASTEWATER (SEWER), AND RECLAIMED WATER; PROVIDING FOR REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Zephyrhills has determined that a large portion of the water and sewer infrastructure is reaching an age that requires replacement;

WHEREAS, the City Council of the City of Zephyrhills has determined that to maintain positive revenue flows and keep up with replacement, growth, and increasing costs, the water, wastewater (sewer), and reclaimed water rates shall be adjusted according to Exhibit "A" in this ordinance;

WHEREAS, the City Council of the City of Zephyrhills has determined that to keep up with inflation, the water, wastewater (sewer), and reclaimed water rates shall be adjusted annually on October 1st of each year, being billed starting November 1st, according to the Consumer Price Index for All Urban Consumers (CPI-U) for the South region, a current copy of which is attached hereto as Exhibit "B";

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Zephyrhills, Florida, sitting in regular session that:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Creation of Section 51.23 of the City of Zephyrhills Code of Ordinances. The City Council of the City of Zephyrhills hereby creates § 51.023 Water, Wastewater (Sewer), and Reclaimed Water Rate as follows:

§ 51.023 WATER, WASTEWATER (SEWER), AND RECLAIMED WATER RATES

a. The water, wastewater (sewer), and reclaimed water rates as established in Exhibit "A" attached hereto are here hereby adopted. The new rates established in Exhibit "A" shall be effective for on October 1, 2024.

b. Following the initial October 1, 2024, increase, the Water and Sewer rates shall increase annually on October 1st, being billed starting November 1st, according to the Consumer Price Index for All Urban Consumers (CPI-U) for the South. All rates will be increased by the 12-month increase recorded in September. In the event the index decreases, rates will not be lowered. An example of the index is attached in Exhibit "B".

c. The City Manager or designee is hereby authorized to promulgate appropriate City documents in order to implement the rate adjustment each year.

Section 3. Repealer. All ordinances, resolutions, polices and utility rates in conflict herewith are hereby repealed to the extent of any conflict.

Section 4. Severability. It is declared to be the intent of the City Council of the City of Zephyrhills, Florida, that if any section, subsection, sentence, clause, or provision of this ordinance is held invalid, the remainder of the ordinance shall be construed as not having continued the said section, subsection, sentence, clause, or provision and shall not be affected by such holding.

Section 5. Inclusion into the Code. It is the intent of the City Council that the provisions of this Ordinance shall become and be made a part of the City of Zephyrhills code, and that the sections of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to "section," "article," "regulation," or such other appropriate word or phrase in order to accomplish such intentions.

Section 6. Effective Date. This Ordinance shall become effective upon passage on the second reading and signing by the Mayor.

The foregoing Ordinance No. 1473-24 was read and passed on the first reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 9th day of September 2024.

Attest:

Ricardo Quinones, Acting City Clerk

Kenneth M. Burgess, Jr.
Council President

The foregoing Ordinance No. 1473-24 was read and passed on the second reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 23rd day of September 2024.

Attest:

Ricardo Quinones, Acting City Clerk

Kenneth M. Burgess, Jr.
Council President

The foregoing Ordinance No. 1473-24 was approved by me this 23rd of September 2024.

Melonie Bahr Monson, Mayor

Approved as to legal form and legal content
for the reliance of the City of Zephyrhills only:

Matthew E. Maggard, Esq.
City Attorney

EXHIBIT A

POTABLE WATER UTILITY RATE SCHEDULE

Effective October 1, 2024, the rates and charges for water service for all customers with available service from the City are set forth herein. Rates shown reflect service for customers located inside the City limits. An additional 25% surcharge applies to water customers located outside the City limits.

I. BASE CHARGE

The Base Charge for each water bill rendered shall be billed monthly as follows:
Single Family Residential, Individually Metered
Irrigation & Commercial

Meter Size	10/1/2021	10/1/2024	% Increase
3/4"	$5.70	$5.87	3.0%
1"	$14.25	$14.68	3.0%
1.5"	$28.50	$29.36	3.0%
2"	$45.60	$46.97	3.0%
3"	$91.20	$93.94	3.0%
4"	$142.50	$146.78	3.0%
6"	$285.00	$293.55	3.0%
Master Meter Multi Family Mobile Home	$4.28	$4.41	3.0%
RV Park (Per Unit)	$2.85	$2.94	3.2%

II. USAGE CHARGE (Per 1,000 Gallons)

The Usage Charge shall be billed monthly per thousand (1,000) gallons of metered water use or any increment therein as follows:

Single Family Residential:	10/1/2021	10/1/2024	% Increase
Block 1 (0-5,000 gallons)	$2.55	$2.63	3.1%
Block 2 (5,001-10,000 gallons)	$3.85	$3.97	3.1%
Block 3 (10,001-15,000 gallons)	$5.49	$5.65	2.9%
Block 4 (15,001-20,000 gallons)	$7.92	$8.16	3.0%
Block 5 (Above 20,000 gallons)	$10.85	$11.18	3.0%
Commercial (All Usage)	$2.88	$2.97	3.1%
Master Metered Multi-Family, Mobile Home Park & RV Park (All Usage)	$2.55	$2.63	3.1%

The Usage Charge for potable irrigation shall be billed monthly per thousand (1,000) gallons of metered water use as follows:

Potable Irrigation

First Tier

Meter Size		10/1/2021	10/1/2024	% Increase
3/4"	0 - 15,000 gallons	$5.49	$5.66	3.1%
1"	0 - 37,500 gallons	$5.49	$5.66	3.1%
1.5"	0 - 75,000 gallons	$5.49	$5.66	3.1%
2"	0 - 120,000 gallons	$5.49	$5.66	3.1%
3"	0 - 240,000 gallons	$5.49	$5.66	3.1%
4"	0 - 375,000 gallons	$5.49	$5.66	3.1%
6"	0 - 750,000 gallons	$5.49	$5.66	3.1%

Second Tier

Meter Size		10/1/2021	10/1/2024	% Increase
3/4"	15,001 - 20,000 gallons	$7.92	$8.16	3.0%
1"	37,501 - 50,000 gallons	$7.92	$8.16	3.0%
1.5"	75,001 - 100,000 gallons	$7.92	$8.16	3.0%
2"	120,000 - 160,000 gallons	$7.92	$8.16	3.0%
3"	240,000 - 230,000 gallons	$7.92	$8.16	3.0%
4"	375,000 - 500,000 gallons	$7.92	$8.16	3.0%
6"	750,000 - 1,000,000 gallons	$7.92	$8.16	3.0%

Third Tier

Meter Size		10/1/2021	10/1/2024	% Increase
3/4"	Above 20,000 gallons	$10.85	$11.18	3.0%
1"	Above 50,000 gallons	$10.85	$11.18	3.0%
1.5"	Above 100,000 gallons	$10.85	$11.18	3.0%
2"	Above 160,000 gallons	$10.85	$11.18	3.0%
3"	Above 230,000 gallons	$10.85	$11.18	3.0%
4"	Above 500,000 gallons	$10.85	$11.18	3.0%
6"	Above 1,000,000 gallons	$10.85	$11.18	3.0%

RECLAIMED WATER UTILITY RATE SCHEDULE

October 1, 2024, the rates and charges for reclaimed water service for all customers with available service from the City are set forth herein. Rates shown reflect service for customers located inside the City limits. An additional 25% surcharge applies to reclaimed water customers located outside the City limits.

I. USAGE CHARGE (Per 1,000 Gallons)

The Usage Charge shall be billed monthly per thousand (1,000) gallons of metered water use or any increment therein as follows:

	10/1/2021		10/1/2024	
All Usage > 1 Acre	0.18	$	0.19	5.6%
All Usage < 1 Acre	0.35	$	0.36	2.9%

SEWER UTILITY RATE SCHEDULE

October 1, 2024, the rates and charges for sewer service for all customers with available service from the City are set forth herein. Rates shown reflect service for customers located inside the City limits. An additional 25% surcharge applies to customers located outside the City limits.

I. BASE CHARGE

The Base Charge for each sewer bill rendered shall be billed monthly as follows:

Meter Size	10/1/2021	10/1/2024	% Increase
3/4"	$22.06	$22.72	3.0%
1"	$55.17	$56.83	3.0%
1.5"	$110.35	$113.66	3.0%
2"	$176.55	$181.85	3.0%
3"	$353.11	$363.70	3.0%
4"	$551.72	$568.27	3.0%
6"	$1,103.45	$1,136.55	3.0%

II. USAGE CHARGE (Per 1,000 Gallons)

The Usage Charge shall be billed monthly per thousand (1,000) gallons based on 100 percent of the metered water use as follows:

	10/1/2021	10/1/2024	% Increase
All Customers	$6.81	$7.01	2.9%

CITY OF
ZEPHYRHILLS

2023 Utility Revenue Sufficiency Study

August 8, 2023

RAFTELIS

Zephyrhills
jump right in

RAFTELIS

August 8, 2023

Mr. John Bostic
Utilities Director
City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Subject: 2023 Utility Revenue Sufficiency Study

Dear Mr. Bostic,

Raftelis Financial Consultants, Inc. (Raftelis) is pleased to provide this 2023 Utility Revenue Sufficiency Study Report (Report) for the City of Zephyrhills (City) to address the revenue sufficiency needs of the utility system over the next six years. We have summarized the results of our analysis in this Report for your consideration. This Report provides a forecast for the period of October 1, 2022 through September 30, 2028.

In our analysis, we have relied upon certain information and data compiled by the City including, but not limited to capital improvement programs, annual Financial Statements; the budgets; periodic reports; customer data; financing documents; and other information and data provided by the City. To the extent we have performed our analyses using the data and information obtained from the City and others in the preparation of this report, we have relied upon such information to be accurate and no assurances are intended and no representation or warranties are made with respect thereto or the use made herein.

Following this letter is an executive summary and report outlining the assumptions and considerations used in developing the utility system financial projections and our observations regarding future rate levels.

It has been a pleasure working with you, and we thank you and City staff for the support provided during the course of this study.

Sincerely,

Tony Hairston

Tony Hairston
Vice President

341 N. Maitland Ave, Suite 300
Maitland, FL 32751
www.raftelis.com

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Executive Summary

Introduction

The City of Zephyrhills (City) provides a full range of utility services, including potable water and sewer service to properties located within the City limits and certain unincorporated areas in Pasco County. As of Fiscal Year (FY) 2022, utility service was provided to approximately 12,900 water customers and 9,300 sewer customers throughout the City's service area. The City's utility system is established as a utility Enterprise Fund where the user fees and charges established for water and sewer services must generate the necessary revenues to recover the full cost of providing service. The primary source of user fee revenue for the Enterprise Fund is earned from the monthly user rates, therefore it is prudent to review these rate levels periodically to ensure that revenues are sufficient to meet future expenditure needs.

The City retained Raftelis Financial Consultants, Inc. (Raftelis) to conduct a utility revenue sufficiency study to ensure water and sewer rate sustainability and equity for the next six-year period. The major components of this study include:

1. Ensure the utility system recovers its operation and maintenance costs;
2. Ensure the utility system can fund the existing and proposed debt service;
3. Ensure sufficient funding for capital improvement projects;
4. Identify any rate adjustments needed to support the water and sewer systems; and
5. Maintain adequate utility operating reserves and exceed minimum debt service coverage requirements.

The remainder of the executive summary provides an overview of the study and includes our findings for the City.

Capital Improvement Funding

During the fiscal year ending September 30, 2023 through September 30, 2028 (Forecast Period), the City's capital improvement program (CIP) contains over $53 million of capital expenditures. There are several large projects in the CIP including water main extensions, new wells, construction of a new building for the water department, major lift station and force main improvements, water quality improvements, and other capital improvements. Planned funding sources for the CIP include existing reserves, capacity fees, grants, and the issuance of new debt. The following table summarizes the projected funding sources for the City's CIP during the Forecast Period.

(Remainder of page intentionally left blank)

Table ES- 1: Projected Six-Year CIP Funding Sources

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Water Revenues	$1,213,000	$927,000	$1,108,700	$973,900	$1,164,600	$1,250,700	$6,637,900
Sewer Revenues	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200	8,437,700
Utility Operating Reserves	1,450,000	154,500	316,700	0	0	284,200	2,205,400
Capacity Fees	5,100,000	257,500	2,111,500	0	0	0	7,469,000
Water SRF Debt	0	5,459,000	0	0	0	0	5,459,000
Sewer SRF Debt [2]	1,650,000	4,995,500	1,055,800	4,328,600	2,218,400	1,136,900	15,385,200
Grants	8,150,000	1,030,000	1,055,800	0	0	0	10,235,800
Total Funding Sources	$18,858,000	$14,312,000	$7,147,800	$6,649,700	$4,769,500	$4,093,000	$55,830,000

[1] Full 6-year CIP with project descriptions shown on Exhibit 9.
[2] Sewer SRF debt includes the issuance of two separate loans as detailed in the assumptions below.

Utility Revenue Sufficiency

Utility cash revenue requirements is the term that defines the various components of cost associated with operating and maintaining a utility system. The sum of these cost components, less other income and miscellaneous utility revenues, represents the net revenue requirements to be funded from the utility rates. The revenues generated from the monthly user rates and the revenue requirements are presented in detail in the body of the report. The tables and discussion below are provided to illustrate the overall revenue sufficiency of the adopted user rates.

Table ES- 2: Water Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	$4,248,400	$4,310,700	$4,372,400	$4,435,900	$4,499,400	$4,565,100
Net Revenue Requirements [2]	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	($739,570)	($556,170)	($916,670)	($829,970)	($643,980)	($783,580)

[1] Obtained from Table 7.
[2] Obtained from Table 12.

As shown above, revenues generated by the existing water rates are expected to not be sufficient to meet the projected net revenue requirements throughout the Forecast Period. At these rates, the water system is projected to generate a deficiency up to $900,000 per year. As a result of the deficiencies, water rate adjustments are needed as shown later in this section.

The table below provides the sewer rate revenue deficiency over the next six-year period under the existing rates:

Table ES- 3: Sewer Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	$7,649,800	$7,742,400	$7,835,000	$7,927,700	$8,020,200	$8,118,000
Net Revenue Requirements [2]	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	($164,833)	($13,748)	$105,552	($289,448)	($76,024)	($683,424)

[1] Obtained from Table 8.
[2] Obtained from Table 13.

The sewer system is also forecast to be deficient for the majority of the Forecast Period. The annual deficiency significantly increases in FY 2028 due to the increased annual debt service requirements associated with the proposed Clean Water SRF Loans, as discussed further in the body of this report. Due to the projected deficiencies expected, inflationary sewer rate adjustments are needed as shown in Table ES- 4 below.

Sufficiency of Projected Utility Rate Revenues

As previously discussed, the existing rates are projected to not be sufficient to support the net revenue requirements forecast. Additionally, if these rates are not sufficient to support the net revenue requirements, then the fund balances and funding available to complete the CIP will not be sufficient. Based on conversations with staff, consumer price index (CPI) level adjustments are being considered for the monthly water and sewer rates over the Forecast Period. The table below illustrates these rate adjustments:

Table ES- 4: Annual Rate Adjustments

Fiscal Year	Water [1]	Sewer [1]
2023	0.0%	0.0%
2024	3.0%	3.0%
2025	2.5%	2.5%
2026	2.5%	2.5%
2027	2.5%	2.5%
2028	2.5%	2.5%

[1] Overall rate revenues to increase by percentages shown above.

Assuming the rate adjustments as shown on Table ES- 4 are implemented beginning October 1, 2023, and then each ensuing October 1, the following tables provide an illustration of the projected revenue sufficiency for each of the utility systems during the Forecast Period.

Table ES- 5: Water Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	$4,248,400	$4,440,000	$4,616,200	$4,800,300	$4,990,700	$5,190,200
Net Revenue Requirements	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	($739,570)	($426,870)	($672,870)	($465,570)	($152,680)	($158,480)

[1] The detailed projected revenue sufficiency for the water system over the Forecast Period can be found in Exhibit 10.

Table ES- 6: Sewer Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	$7,649,800	$7,974,700	$8,271,900	$8,578,900	$8,896,000	$9,229,600
Net Revenue Requirements	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	($164,833)	$218,552	$542,452	$361,752	$799,776	$428,176

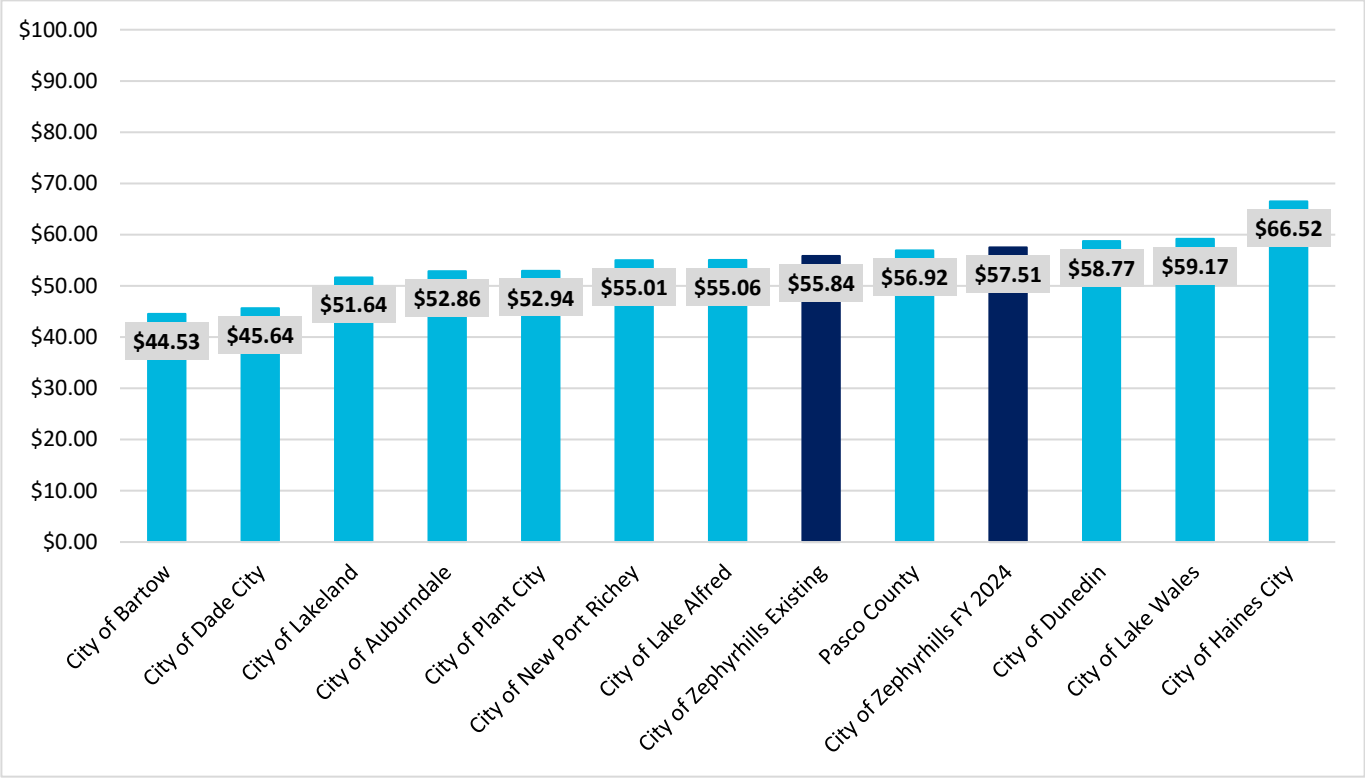
[1] The detailed projected revenue sufficiency for the sewer system over the Forecast Period can be found in Exhibit 11.

Comparison to Other Utility Providers

The figure below provides an illustration of the City's existing and proposed FY 2024 water and sewer bill at 3,000 gallons compared to that of other neighboring utilities. Since the inside City 3/4-inch single family residential customer class represents a majority of the City's customer base, the comparison below will focus on this class. As shown below, a single family residential customer using 3,000 gallons will see an increase in their combined water

and sewer monthly bill of $1.67 from $55.84 to $57.51. The City's combined bills are slightly higher than the average bill ($54.46) of the other neighboring utilities surveyed.

Figure ES- 1: 3/4-Inch Inside City Single Family Residential Water & Sewer Rate Comparison (3,000 Gallons)



Findings and Conclusions

As set forth herein, our findings and conclusions are summarized below:

1. The CPI-level adjustments to the monthly water and sewer rates over the Forecast Period should provide the City with adequate funding for the operating expenses, debt service, and planned capital improvements while maintaining adequate reserves during this period.
2. The projected rate adjustments, identified on Table ES- 4, are designed to fund approximately $53.6 million in capital projects through FY 2028. Significant projects include water main extensions, new wells, construction of a new building for the water department, major lift station and force main improvements, water quality improvements, and other capital improvements.
3. Under the proposed FY 2024 rates, the combined water and sewer bill for a single family residential customer using 3,000 gallons a month is slightly higher than the average bill of the other nearby utilities surveyed.
4. The City should consider reviewing its utility rates and adequacy during or before Fiscal Year 2026 to verify that the projected CPI-level rate adjustments will be sufficient through the next five-year period.

Section 1. Introduction

Background

The City of Zephyrhills (City) provides water and sewer service to properties located within the City limits and certain unincorporated areas in Pasco County. As of Fiscal Year (FY) 2022, utility service was provided to approximately 12,900 water customers and 9,300 sewer customers throughout the City's service area. The City accounts for its utility operations through an Enterprise Fund where the revenues, expenditures, and other financial information are maintained as a separate business enterprise supported by the user rates and fees charged for utility services.

Scope of Services

In an effort to ensure adequate funding for utility operations and capital improvements necessary to continue the provision of adequate service to existing customers and meet the requirements of growth, regulatory requirements, and utility system replacement and upgrades, the City has engaged Raftelis Financial Consultants, Inc. (Raftelis) to perform a utility revenue sufficiency study (Study). The utility revenue sufficiency study will include an evaluation of revenue sufficiency by service based on an allocation of costs among each service. Costs include operating expenses, utility debt service, and the funding of future capital improvements including the renewal and replacement of existing assets. This report utilizes a model built by Raftelis which includes a financial forecast that includes the capability to model specific utility rate adjustments to achieve the City's financial objectives through Fiscal Year 2028.

Summary of Report

In addition to Section 1, this report is subdivided into two (2) other sections. The following is a brief discussion of the remaining sections included in this report.

Section 2: Customer, Sales, and Revenues from Existing Rates – This section summarizes the historical and projected water and sewer customers and sales. Projections are primarily based on recent historical trends and expected future sales with a conservative outlook. Also included are the revenue forecasts at existing user rates.

Section 3: Utility Revenue Sufficiency – This section summarizes the City Utility Fund's forecast of revenue requirements, which serves as the basis for the revenue sufficiency analysis. Included in this section is a discussion of the assumptions utilized in the forecast of utility operating expenditures, debt service, other operating revenues, capital improvement needs and reserve fund balances. In addition, this section provides a comparison of rates to other nearby utility providers.

Acknowledgements

This report was prepared with the cooperation and assistance of City staff. Raftelis would like to thank the following individuals in particular for their valuable assistance during the course of the study: Mr. John Bostic, Utilities Director, Mr. Ted Beason, Finance Director, and the rest of City staff that provided support during this project.

Section 2. Customer, Sales, and Revenues from Existing Rates

General

A major component to determine sustained revenue sufficiency for utility service is the development of a forecast of customers and sales. The City provided historical customer billing statistics which will serve as the basis for the recent historical trends and as the forecast of customers through FY 2028.

Historical Water Customer Statistics

The City provided detailed customer billing data for the 12 consecutive months ending February 28, 2022. The information contained in the detailed customer billing data included the account number, service address, service location (i.e., inside City, outside City), service type (i.e., water, sewer), customer type, meter size, number of dwelling units, the metered monthly usage, and the corresponding billed amount. A billing frequency analysis was performed on the customer billing data to substantiate the number of accounts, units, and the corresponding usage characteristics for each customer classification. To verify the results of the bill frequency analysis, revenues were first calculated based on the resulting customer data findings and the existing monthly user rates. This information was then compared to the revenues shown in the billing data itself. The calculated revenues from the bill frequency analysis were within 1% different from the revenues within the billing data. This revenue test validates the customer and characteristics of the data.

A review of the water customer data from the bill frequency analysis indicates that the City provides service to four distinctive customer groups as shown below:

- Single Family Residential;
- Master Metered Residential;
- Commercial; and
- Irrigation.

The following table provides a summary of the bill frequency analysis, including the number of customer accounts, units, annual metered consumption, and the average monthly consumption by customer group. The table also separates the customers by location.

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Table 1: FY 2022 Water Customer Statistics

Description [1]	Inside City	Outside City	Total
Single Family Residential			
Customer Accounts	7,147	2,902	10,049
Units/ERUs [2]	7,177	2,910	10,087
Annual Metered Gallons (1,000s)	253,332	99,984	353,316
Average Monthly Use (gallons)	2,900	2,900	2,900
Master Metered Residential			
Customer Accounts	41	18	59
Units/ERUs [2]	1,787	498	2,285
Annual Metered Gallons (1,000s)	62,399	12,620	75,019
Average Monthly Use (gallons)	2,900	2,100	2,700
Commercial			
Customer Accounts	811	61	872
Units/ERUs [2]	2,002	159	2,161
Annual Metered Gallons (1,000s)	248,338	11,433	259,771
Average Monthly Use (gallons)	10,300	6,000	10,000
Irrigation			
Customer Accounts	1,737	158	1,895
Units/ERUs [2]	2,178	180	2,358
Annual Metered Gallons (1,000s)	131,857	3,268	135,125
Average Monthly Use (gallons)	5,000	1,500	4,800
Total			
Customer Accounts	9,736	3,139	12,875
Units/ERUs [2]	13,144	3,747	16,891
Annual Metered Gallons (1,000s)	695,926	127,305	823,231
Average Monthly Use (gallons)	4,400	2,800	4,100

[1] Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.
[2] Amounts represent dwelling units for master metered residential customers and 3/4-inch meter equivalents for all other customers.

As shown on the table above, the City served over 12,800 customer accounts during FY 2022 with an average monthly consumption of 4,100 gallons per unit/equivalent residential unit (ERU). The single family residential class, which represents the largest number of customer accounts for the water system, had an average monthly consumption of just under 3,000 gallons. Commercial customers used significantly more than the other customer classes within the water system, with an average monthly use per ERU of 10,000 gallons.

In addition to the review of historical customer statistics, the existing water rates were applied to these customer statistics in order to calculate historical water revenue by customer class. The table below distinguishes between the monthly base charges and the volumetric portion of water revenues. The revenues derived from the base charges comprise approximately 29% of total water system revenues. The remaining 71% of water revenues are derived from metered usage which can vary month to month due to a variety of circumstances including seasonal demand, weather, economic conditions, and other factors. The City's largest customer class, single family residential, generated approximately $1.8 million in annual water revenues during the period analyzed which is approximately 44% of the total water system rate revenues.

(Remainder of page intentionally left blank)

Table 2: FY 2022 Water Rate Revenues

Description	Inside City	Outside City	Total
Single Family Residential			
Base Charges	$490,900	$249,000	$739,900
Volumetric Charges	709,600	368,300	1,077,900
Total Charges	$1,200,500	$617,300	$1,817,800
Master Metered Residential			
Base Charges	$91,800	$32,000	$123,800
Volumetric Charges	159,100	40,300	199,400
Total Charges	$250,900	$72,300	$323,200
Commercial			
Base Charges	$136,900	$13,600	$150,500
Volumetric Charges	715,200	41,200	756,400
Total Charges	$852,100	$54,800	$906,900
Irrigation			
Base Charges	$149,000	$15,400	$164,400
Volumetric Charges	895,200	24,200	919,400
Total Charges	$1,044,200	$39,600	$1,083,800
Total			
Base Charges	$868,600	$310,000	$1,178,600
Volumetric Charges	2,479,100	474,000	2,953,100
Total Charges	$3,347,700	$784,000	$4,131,700

Note: Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.

Historical Sewer Customer Statistics

For the sewer system, detailed customer billing data for the 12 consecutive months ending February 28, 2022 was also relied on to establish the foundation of customers and average consumption characteristics. Based on the results of the billing frequency analysis, the following customer groups were identified as the City's sewer customers:

- Single Family Residential;
- Master Metered Residential;
- RV Park; and
- Commercial.

The table below provides the number of customers, units/ERUs, consumption, and the average monthly consumption by customer group for the period analyzed.

(Remainder of page intentionally left blank)

Table 3: FY 2022 Sewer Customer Statistics

Description [1]	Inside City	Outside City	Total
Single Family Residential			
Customer Accounts	6,991	1,450	8,441
Units/ERUs [2]	6,999	1,454	8,453
Annual Metered Gallons (1,000s)	246,574	39,877	286,451
Average Monthly Use (gallons)	2,900	2,300	2,800
Master Metered Residential			
Customer Accounts	40	3	43
Units/ERUs [2]	1,964	95	2,059
Annual Metered Gallons (1,000s)	71,352	1,580	72,932
Average Monthly Use (gallons)	3,000	1,400	3,000
RV Park			
Customer Accounts	N/A	1	1
Units/ERUs [2]	N/A	358	358
Annual Metered Gallons (1,000s)	N/A	8,560	8,560
Average Monthly Use (gallons)	N/A	2,000	2,000
Commercial			
Customer Accounts	754	20	774
Units/ERUs [2]	1,823	61	1,884
Annual Metered Gallons (1,000s)	222,316	7,086	229,402
Average Monthly Use (gallons)	10,200	9,700	10,100
Total			
Customer Accounts	7,785	1,474	9,259
Units/ERUs [2]	10,786	1,968	12,754
Annual Metered Gallons (1,000s)	540,242	57,103	597,345
Average Monthly Use (gallons)	4,200	2,400	3,900

[1] Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.
[2] Amounts represent dwelling units for master metered residential customers and 3/4-inch meter equivalents for all other customers.

For the sewer system, the City provided service to approximately 9,300 customer accounts and the average monthly use per unit/ERU for the entire sewer system was 3,900 gallons. The single family residential class, which is also the largest customer class for the sewer system, comprises approximately 91% of the customer accounts, 48% of the annual consumption, and the class averaged 2,800 gallons on a monthly basis during the period analyzed. Master metered residential represented over 40 customers accounts and approximately 2,100 dwelling units. Their average monthly usage during FY 2022 was slightly higher, relative to single family residential, at 3,000 gallons per unit.

The table below provides the revenues that were calculated based on the resulting customer data findings from the billing frequency analysis and the existing sewer rates.

(Remainder of page intentionally left blank)

Table 4: FY 2022 Sewer Rate Revenues

Description	Inside City	Outside City	Total
Single Family Residential			
Base Charges	$1,852,800	$481,200	$2,334,000
Volumetric Charges	1,679,200	339,400	2,018,600
Total Charges	$3,532,000	$820,600	$4,352,600
Master Metered Residential			
Base Charges	$390,100	$23,600	$413,700
Volumetric Charges	485,900	13,400	499,300
Total Charges	$876,000	$37,000	$913,000
RV Park			
Base Charges	N/A	$59,200	$59,200
Volumetric Charges	N/A	72,800	72,800
Total Charges	N/A	$132,000	$132,000
Commercial			
Base Charges	$482,600	$20,200	$502,800
Volumetric Charges	1,514,000	60,300	1,574,300
Total Charges	$1,996,600	$80,500	$2,077,100
Total			
Base Charges	$2,725,500	$584,200	$3,309,700
Volumetric Charges	3,679,100	485,900	4,165,000
Total Charges	$6,404,600	$1,070,100	$7,474,700

Note: Based on detailed customer billing data for the 12 consecutive months ending February 28, 2022.

As shown on the table above, approximately 44% of total sewer system rate revenues were derived from the monthly fixed base charges. The single family residential customer class generated approximately $4.4 million in annual revenue during the period analyzed which represents 58% of the total annual sewer system rate revenue. Master metered residential sewer revenue was just under $1 million, or 12% of the total sewer rate revenue.

Customer and Sales Forecast

The development of a forecast of sales, units/ERUs, and customers is necessary in the evaluation of the adequacy of water and sewer system rate levels. The billing frequency analysis provides historical actual data associated with the number of accounts and units together with the total metered consumption by customer class which will serve as the basis for the forecast of customers through FY 2028.

Pursuant to discussions with staff, reviewing historical growth, and maintaining a conservative approach to forecasting customer growth, an average annual growth rate of 2.2% is assumed for the water system through FY 2028. This growth rate equates to an average of 293 new customer accounts per year. A summary of the forecasted growth in customer accounts, units/ERUs, and total metered consumption for the water system is provided in Table 5 below with more detailed information provided in Exhibit 1.

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Table 5: Water Customer Forecast

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Customer Accounts	13,355	13,605	13,855	14,105	14,365	14,635
Units/ERUs	17,391	17,651	17,911	18,181	18,451	18,731
Annual Metered Consumption (1,000 gallons)	843,050	853,420	863,810	874,550	885,270	896,360
Avg. Monthly Consumption per Unit (gallons)	4,000	4,000	4,000	4,000	4,000	4,000

As shown in the table above, with an average annual increase of 2.2% per year, it is projected that the City will provide water service to over 14,600 customer accounts by FY 2028.

Table 6 below provides a summary of the forecast of customers and sales for the sewer system. Further detail on the sewer customer projections can be found in Exhibit 2 at the end of this report.

Table 6: Sewer Customer Forecast

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Customer Accounts	9,599	9,779	9,959	10,139	10,319	10,509
Units/ERUs	13,094	13,274	13,454	13,634	13,814	14,004
Annual Metered Consumption (1,000 gallons)	608,860	614,970	621,080	627,180	633,290	639,750
Avg. Monthly Consumption per Unit (gallons)	3,900	3,900	3,800	3,800	3,800	3,800

Revenue from Existing Rates

The projection of customers, units/ERUs and consumption discussed in this section serves as the basis for the water and sewer revenue forecast. By applying the adopted monthly user rates to the customer statistics, the expected operating revenue from existing rates for each year can be calculated. The forecast schedule of operating revenue from rates for the water and sewer systems are shown on Table 7 and Table 8 below.

Table 7: Water Revenue Forecast at Existing Rates

Fiscal Year [1]	Base Charge Revenue	Volumetric Charge Revenue	Total Revenue
2023	$1,214,700	$3,033,700	$4,248,400
2024	$1,233,700	$3,077,000	$4,310,700
2025	$1,252,500	$3,119,900	$4,372,400
2026	$1,271,900	$3,164,000	$4,435,900
2027	$1,291,500	$3,207,900	$4,499,400
2028	$1,311,800	$3,253,300	$4,565,100

[1] The revenue projections shown above are based on the existing water rates. Projected revenue under the proposed rates is summarized in Table 17 and Exhibit 10 at the end of this report.

Table 8: Sewer Revenue Forecast at Existing Rates

Fiscal Year [1]	Base Charge Revenue	Volumetric Charge Revenue	Total Revenue
2023	$3,403,700	$4,246,100	$7,649,800
2024	$3,453,300	$4,289,100	$7,742,400
2025	$3,502,900	$4,332,100	$7,835,000
2026	$3,552,600	$4,375,100	$7,927,700
2027	$3,602,200	$4,418,000	$8,020,200
2028	$3,654,500	$4,463,500	$8,118,000

[1] The revenue projections shown above are based on the existing sewer rates. Projected revenue under the proposed rates is summarized in Table 18 and Exhibit 11 at the end of this report.

Based on the forecasted customer growth and usage trends, the water and sewer revenues are projected to increase between 1.2 and 1.4% annually during the Forecast Period.

Section 3. Utility Revenue Sufficiency

General

The various components of cost associated with operating and maintaining a utility system, as well as the cost of financing the renewal and replacement of facilities and capital improvements for upgrades and expansion, are generally referred to as the utility revenue requirements and are accounted for on a cash basis. The sum of these cost components, after adjusting for other income and miscellaneous utility revenues, represents the net revenue requirements that must be funded from the utility rates. The projected revenue requirements include the various generalized cost components described below:

- Operating Expenses: These expenses include the cost of labor, insurance, electricity, chemicals, materials, supplies, administration, and other items necessary for the operation and maintenance of the utility system.
- Debt Service: Debt service includes the principal and interest on the City's current outstanding BB&T loan, state revolving fund (SRF) loans, and any other debt obligations payable from the net operating revenues of the utility system. As discussed further below, the projected revenue requirements also include the assumption that the City will issue additional debt during the six-year period to fund certain capital improvements.
- Other Revenue Requirements: This component of cost includes, in general, any ongoing capital improvements to be funded from rate revenue, transfers to reserves for future infrastructure rehabilitation, funding of certain capital projects on a pay-as-you-go basis, transfers to the City's General Fund, and other revenue requirements.

Principal Assumptions and Considerations

The projected revenue requirements are summarized in this section and are provided in more detail in the exhibits at the end of this report. The major assumptions, considerations and analyses that are included in the development of the projected revenue requirements are as follows:

1. The City Utility Fund's operating budget for FY 2023, and the actual historical expenditures from prior fiscal years served as the basis for expenditure projections. The various divisions in the budget are allocated between the water and sewer system based on a variety of factors including direct allocations to water and sewer, number and type of personnel, and allocations based on the number of customer accounts in each system. Unless otherwise noted, the underlying assumptions and expenditure amounts included therein are assumed to be reasonable and reflect anticipated operations. Such budgetary amounts are incorporated into the revenue requirements component of the study, except for adjustments and assumptions as noted below.
2. The operating and maintenance expenditures budgeted for FY 2023 are projected for the remaining five years of the Forecast Period (i.e., through September 30, 2028). Non-operating expenditures have been adjusted to account for operating and other capital, debt service, and other expenditures separately. Schedules providing budget line-item detail of projected operating expenses are shown on Exhibits 7 and 8 at the end of this report. The primary assumptions associated with the projected operating expenses as developed for the Forecast Period are as follows:
    a. Salaries and wages for existing budgeted positions are increased above budgeted amounts by 3.0% annually to reflect wage adjustments resulting from promotions and merit increases as well as cost

of living adjustments due to inflationary pressures. Health care expenditures (i.e., group health) are projected to increase by 5.0% annually, much faster than salaries and taxes due to recent trends in the industry.

b. There are two additional personnel assumed to be hired in FY 2024: Distribution Operator and Collections Technician. The salaries and benefits for the new personnel have been factored into the forecast of operating and maintenance expenses. By FY 2028, these additional employees account for a total budget impact of approximately $122,000. For forecast purposes, the costs for the Distribution Operator have been allocated to the water system, and the costs for the Collections Technician have been allocated to the sewer system.
c. Operating expenditures such as purchased power (electricity) and chemicals that generally correlate to water and wastewater flow levels are projected using a factor that accounts for both increases in annual flows as well as unit cost increases. The objective of this factor is to account for increases in demand, in addition to inflationary cost adjustments, that are the primary cost drivers for expenditures of this nature. During the Forecast Period, these expenditures are escalated between 3.5 – 4.3% per year.
d. Repair and maintenance related expenses are projected to increase above the budgeted levels by 3.0% per year. This factor is based on the historical annual increases derived from the Engineering News Record (ENR) construction cost index. The ENR index provides an annual average index of construction and material costs which can be measured year after year. The five and ten-year historical annual compound growth rate, based on the ENR index, was 4.0% and 3.5%, respectively.
e. Other expenditures such as professional services, supplies, telephone, uniforms, miscellaneous tools and equipment, and other operating costs are projected to increase above the budgeted levels by 2.5-3.0% per year to reflect anticipated general inflation. Assumptions for inflation were based on the Consumer Price Index as projected by the Congressional Budget Office as contained in *The Budget and Economic Outlook: 2023 to 2033* report published in February 2023 (the most recent update published at the time of this analysis).
f. The FY 2023 budget included $500,000 of professional services within the Sewer Division. According to information obtained from the budget, these services are related to manhole geolocating and renewal of a wastewater treatment plant operating permit. Based on discussions with staff, some of the services are more one-time in nature and non-recurring. Therefore, the projected costs for this line item have been reduced to historical levels beyond FY 2023.

3. The Utility Fund transfers a portion of rate revenues to the City's General Fund which represents a financial return to the City's general government for the operation of the utility enterprise. Currently, the Utility Fund transfers 10.0% of annual rate revenues to the General Fund. For the forecast, these appropriations to the General Fund will continue at this same percentage. The total transfer from the water and sewer systems ranges between $1.2 million - $1.4 million per year over the Forecast Period. The transfer from each individual utility system is summarized on Exhibits 7 and 8.
4. The capital expenditures planned over the next six years are based on the City Utility Fund's capital improvement program (CIP) provided by staff. The CIP identifies $53.6 million in project expenditures through FY 2028 and comprises a variety of major additions, extensions, improvements, and rehabilitations of the utility systems. The costs of the CIP, as provided by staff, were reflected in today's dollar value for all six years of the plan. For the purposes of this analysis, the capital costs after FY 2023 were escalated by approximately 2.5% per year to account for rising costs and inflation. As shown in Exhibit 9 at the end of this report, the inflated CIP totals $55.8 million in project expenditures through FY 2028.

   With average expenditures of over $9.3 million per year, a variety of funding sources will be needed for the CIP as the yearly average exceeds the revenues available from user rates after paying for operating expenses and existing debt service. There are several large projects in the CIP including water main extensions, new wells, construction of a new building for the water department, major lift station and force main improvements, water quality improvements, and other capital improvements. Table 9 below illustrates the

anticipated funding sources for the CIP, which is fully funded from a combination of rate revenues (pay-as-you-go capital) and reserves, capacity fees, grants, and the issuance of new debt.

Table 9: Projected Six-Year CIP Funding Sources

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Water Revenues	$1,213,000	$927,000	$1,108,700	$973,900	$1,164,600	$1,250,700	$6,637,900
Sewer Revenues	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200	8,437,700
Utility Operating Reserves	1,450,000	154,500	316,700	0	0	284,200	2,205,400
Capacity Fees	5,100,000	257,500	2,111,500	0	0	0	7,469,000
Water SRF Debt	0	5,459,000	0	0	0	0	5,459,000
Sewer SRF Debt [2]	1,650,000	4,995,500	1,055,800	4,328,600	2,218,400	1,136,900	15,385,200
Grants	8,150,000	1,030,000	1,055,800	0	0	0	10,235,800
Total Funding Sources	$18,858,000	$14,312,000	$7,147,800	$6,649,700	$4,769,500	$4,093,000	$55,830,000

[1] Full 6-year CIP with project descriptions shown on Exhibit 9.
[2] Sewer SRF debt includes the issuance of two separate loans as detailed in the assumptions below.

5. As of September 30, 2022, the City had five outstanding debt obligations payable from the net revenues of the utility system. The Clean Water SRF Loan WW805020 (SRF Loan WW805020) and the Clean Water SRF Loan WW805030 (SRF Loan WW805030) relate to the 2008 expansion of the wastewater treatment plant. Both debt issuances are set to mature in FY 2028. The Series 2016 BB&T Lease (Series 2016 Lease) is related to the upgrade of the City's AMI metering system and is set to mature in FY 2026. The City recently issued the Clean Water SRF Loan WW510531 (SRF Loan WW510531) and the Clean Water SRF Loan WW510550 (SRF Loan WW510550). The SRF Loan WW510531 funded advanced wastewater treatment plant upgrades and the SRF Loan WW510550 funded a reclaimed water main extension. The total annual debt service requirement on the outstanding debt is approximately $2.3 million through FY 2026, and approximately $1.6 million annually through the end of the Forecast Period. Each of the outstanding debt obligations is allocated between water and sewer for forecasting purposes. The SRF loans are allocated entirely to the sewer system, while the Series 2016 Lease is allocated based on the number of water and sewer customer accounts.
6. A portion of the six-year CIP is assumed to be funded from proceeds obtained from the issuance of additional debt. Debt funding can provide significant advantages by spreading out the cost of major capital programs over ten or more years, which reduces the burden on existing customers and shares the debt repayment on future customers that benefit from such improvements or expansions. This study assumes one Drinking Water SRF loan and two Clean Water SRF loans. The loan costs, funding assumptions and annual debt service requirements are provided on the table below. To accurately review the revenue sufficiency for the water and sewer systems separately, each of the new debt obligations have been allocated based on the use of project funds for each obligation.

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Table 10: New Debt Assumptions

Description	2023 Clean Water SRF Loan	2024 Drinking Water SRF Loan	2026 Clean Water SRF Loan
Project Funds Available from Loan Proceeds	$7,701,300	$5,459,000	$7,683,900
Issuance Cost [1]	158,600	110,700	157,400
Capitalized Interest [2]	228,900	75,700	186,900
Total Loan Principal	$8,088,800	$5,645,400	$8,028,200
Term of Issue (Years)	20	20	20
Interest Rate	2.00%	3.00%	2.50%
Assumed Issue Date	April 1, 2023	October 1, 2023	October 1, 2025
Assumed First Payment Date	October 1, 2025	October 1, 2024	October 1, 2027
Annual Debt Service Requirement	**$494,700**	**$379,500**	**$515,000**

[1] Issuance costs calculated as 2.0% of Project Funds plus Capitalized Interest.
[2] Three years of capitalized interest is assumed on the 2023 Clean Water SRF Loan, one year of capitalized interest is assumed on the 2024 Drinking Water SRF Loan, and two years of capitalized interest is assumed on the 2026 Clean Water SRF Loan. Capitalized interest delays the date of the first debt service payment.

7. An important component of the evaluation of the utility system is the resulting liquidity and cash reserve balance of the utility. Available operating reserves represent the cash that is considered unrestricted and available to meet day-to-day funding needs as well as to be able to provide funds to meet any unexpected emergencies requiring immediate financial resources. Based on prudent utility business principles and discussions with City staff, the equivalent of six months (180 days) of operation and maintenance expenses is targeted as the minimum levels of unrestricted utility operating reserves to be maintained during the Forecast Period. As shown on the table below, the unrestricted utility operating reserves are slightly below the minimum target balance by the end of the Forecast Period. The water and sewer capacity fee fund fluctuates throughout the six-year period as they are being increased by new growth paying capacity fees and decreased as it is being used to fund certain growth-related CIP projects.

Table 11: Projected Fund Balances

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Utility Operating Reserve [2]	$4,532,079	$4,169,260	$3,722,141	$3,618,323	$4,265,419	$4,250,914
Minimum Target Balance (6 months O&M)	*$4,044,100*	*$4,000,600*	*$3,912,300*	*$4,040,700*	*$4,172,900*	*$4,310,300*
Water & Sewer Utility Capacity Fees [3]	$1,989,655	$2,413,555	$983,455	$1,664,855	$2,357,655	$3,085,855

[1] Detailed utility fund balance projections provided on Exhibit 13.
[2] Amounts represent balance at the end of each fiscal year and include revenues from projected rate increases discussed further below.
[3] Amounts represent balance at the end of each fiscal year.

8. The City collects other operating revenues from miscellaneous charges for specific customer services such as reclaimed water charges, scrap sales, and other miscellaneous revenues. These miscellaneous revenues are available to reduce the amount of revenue requirements needed to be collected from the monthly water and sewer user rates. The miscellaneous revenues are projected to remain constant at the FY 2023 budget level for the remainder of the Forecast Period. Interest income is also recognized as an available revenue source to fund utility expenditures. These miscellaneous utility revenues are provided in the FY 2023 budget and are projected to remain at the 2023 budget level for the remainder of the Forecast Period.
9. Capacity fees are a one-time charge to new development for growth-related capital investment. The residential water capacity fee is currently $1,140 and the residential sewer capacity fee is $2,400. Revenue from capacity fees is typically used to directly fund capital expansion related to growth or to fund the debt

service for growth-related capital projects. Based on the customer forecast outlined in Section 2 of this report, the collection of water and sewer capacity fees during the Forecast Period is anticipated to average approximately $783,000 per year. Since such revenues are not recurring, the utility system should not be too reliant on these fees to meet its capital expansion costs.

Revenue Requirements Summary

The projected net revenue requirements for the water system during the Forecast Period, less miscellaneous revenues, are summarized on the following table.

Table 12: Projected Water Net Revenue Requirements

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Operating Expenses	$3,374,100	$3,539,000	$3,400,000	$3,511,600	$3,626,400	$3,745,600
Debt Service	427,990	427,990	807,490	807,490	379,500	379,500
Capital from Rates	1,213,000	927,000	1,108,700	973,900	1,164,600	1,250,700
Gross Revenue Requirements	$5,015,090	$4,893,990	$5,316,190	$5,292,990	$5,170,500	$5,375,800
Less: Miscellaneous Revenues	27,120	27,120	27,120	27,120	27,120	27,120
Net Revenue Requirements	$4,987,970	$4,866,870	$5,289,070	$5,265,870	$5,143,380	$5,348,680

[1] The projected revenue requirements for the water system over the Forecast Period is detailed on Exhibit 10 at the end of this report.

As can be seen on the table above, the water net revenue requirements fluctuate throughout the Forecast Period. Operating expenses are increasing primarily due to inflationary pressures and additional staffing. Existing annual debt service requirements allocated to the water system are reduced after FY 2026 with the maturity of the Series 2016 Lease. The remaining debt service is related to the projection of new debt from the 2024 Drinking Water SRF Loan. Water pay-as-you-go for capital improvements (i.e., Capital from Rates) depend on the timing and costs of the CIP.

The projected net revenue requirements for the sewer system, net of miscellaneous revenue sources, are summarized on the table below:

Table 13: Projected Sewer Net Revenue Requirements

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Operating Expenses	$4,714,100	$4,462,100	$4,424,600	$4,569,700	$4,719,400	$4,874,900
Debt Service	1,871,628	1,871,628	1,871,628	2,366,328	2,056,404	2,571,404
Capital from Rates	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200
Gross Revenue Requirements	$7,880,728	$7,822,228	$7,795,528	$8,283,228	$8,162,304	$8,867,504
Less: Miscellaneous Revenues	66,095	66,080	66,080	66,080	66,080	66,080
Net Revenue Requirements	$7,814,633	$7,756,148	$7,729,448	$8,217,148	$8,096,224	$8,801,424

[1] The projected revenue requirements for the sewer system over the Forecast Period is detailed on Exhibit 11 at the end of this report.

In similar context to the operating expenses for the water system, the sewer system is also anticipated to experience cost escalations due to inflationary pressures. The decrease shown in FY 2024 is primarily due to the reduction in professional services costs within the Sewer Division. Annual debt service on the sewer system includes both existing and projected new debt. Sewer pay-as-you-go for capital improvements (i.e., Capital from Rates) depend on the timing and costs of the CIP.

Sufficiency of Existing Utility Rate Revenues

As shown in the table below, the projected revenues from existing water rates calculated in Section 2 above are compared to the water net revenue requirements outlined on Table 12. Under existing water rate levels, the revenues

generated are anticipated to not meet the net revenue requirements throughout the Forecast Period. As a result of the deficiencies, water rate adjustments are projected as shown later in this section.

Table 14: Water Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	$4,248,400	$4,310,700	$4,372,400	$4,435,900	$4,499,400	$4,565,100
Net Revenue Requirements [2]	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	($739,570)	($556,170)	($916,670)	($829,970)	($643,980)	($783,580)

[1] Obtained from Table 7.
[2] Obtained from Table 12.

The existing sewer rates are also forecast to be deficient for the majority of the Forecast Period. The annual deficiency ranges from approximately $13,000 to over $600,000 during the forecast. As a result of these deficiencies, sewer rate adjustments are projected as shown in Table 16 below.

Table 15: Sewer Revenue Sufficiency Forecast at Existing Rates

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Existing Rates [1]	$7,649,800	$7,742,400	$7,835,000	$7,927,700	$8,020,200	$8,118,000
Net Revenue Requirements [2]	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	($164,833)	($13,748)	$105,552	($289,448)	($76,024)	($683,424)

[1] Obtained from Table 8.
[2] Obtained from Table 13.

Sufficiency of Projected Utility Rate Revenues

As previously discussed, the existing rates will not be sufficient to support the net revenue requirements forecast. Additionally, if the rates are not sufficient to support the net revenue requirements, then the fund balances and funding available to complete the CIP will not be sufficient. Based on conversations with staff, consumer price index (CPI) level adjustments are being considered for the monthly water and sewer rates. The table below illustrates the projected CPI percentages that are based on data provided in *The Budget and Economic Outlook: 2023 to 2033* report published by the Congressional Budget Office:

Table 16: Annual Rate Adjustments

Fiscal Year	Water [1]	Sewer [1]
2023	0.0%	0.0%
2024	3.0%	3.0%
2025	2.5%	2.5%
2026	2.5%	2.5%
2027	2.5%	2.5%
2028	2.5%	2.5%

[1] Overall rate revenues to increase by percentages shown above.

Assuming the rate adjustments as shown on Table 16 are implemented beginning October 1, 2023, and then each ensuing October 1, the following tables provide an illustration of the projected revenue sufficiency for each of the utility systems over the Forecast Period.

Table 17: Water Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	$4,248,400	$4,440,000	$4,616,200	$4,800,300	$4,990,700	$5,190,200
Net Revenue Requirements	4,987,970	4,866,870	5,289,070	5,265,870	5,143,380	5,348,680
Surplus/(Deficiency)	($739,570)	($426,870)	($672,870)	($465,570)	($152,680)	($158,480)

[1] The detailed projected revenue sufficiency for the water system over the Forecast Period can be found in Exhibit 10.

Table 18: Sewer Revenue Sufficiency Forecast under Projected Rate Adjustments

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Rate Revenue from Projected Rates	$7,649,800	$7,974,700	$8,271,900	$8,578,900	$8,896,000	$9,229,600
Net Revenue Requirements	7,814,633	7,756,148	7,729,448	8,217,148	8,096,224	8,801,424
Surplus/(Deficiency)	($164,833)	$218,552	$542,452	$361,752	$799,776	$428,176

[1] The detailed projected revenue sufficiency for the sewer system over the Forecast Period can be found in Exhibit 11.

Debt Service Coverage

Financial indicators are useful tools and metrics that can be used by a utility system to evaluate operational performance, monitor trends, and can provide staff and management with decision-making tools. Many cash flow and liquidity ratios are generally used by bond rating agencies when evaluating a utility for a bond rating. It should be stressed that financial indicators do not tell the whole story when it comes to utility operations and performance but provide specific data points to be used in conjunction with many other factors. When reviewing utility statistics, it is prudent to also consider the age of a utility's assets, the major capital needs of the system, the stability of rate revenues, etc. The section below provides a brief discussion on the appropriate debt service coverage ratios required along with a review of the debt service coverage levels achieved during the Forecast Period.

Debt service coverage is a key financial indicator and a minimum ratio that is typically required as a covenant established with the issuance of utility debt. Most utilities have some form of borrowed money that they are required to repay at an agreed upon interest rate. To ensure that a system can handle the repayment amount with interest and continue to operate normally, a loan issuer will establish a coverage ratio whereby net revenue divided by annual debt service requirements will yield a number higher than 1.00 (usually ranging from 1.15 to 1.25). The minimum annual debt service coverage requirement set forth in the City's Clean Water SRF Loan agreements is 1.15x. As shown on the table below, and detailed on Exhibit 12, under the projected rate increases and the issuance of new debt outlined earlier in this section, the projected debt service coverages exceed the minimum requirement each year of the Forecast Period.

Table 19: Projected Debt Service Coverage

Description [1]	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Net Revenue	$3,903,215	$4,506,800	$5,156,700	$5,391,100	$5,634,100	$5,892,500
Capacity Fees	1,283,400	671,400	671,400	671,400	682,800	718,200
Available for Debt Service	$5,186,615	$5,178,200	$5,828,100	$6,062,500	$6,316,900	$6,610,700
Debt Service Requirement	$1,561,704	$1,561,704	$1,941,204	$2,435,904	$2,435,904	$2,950,904
Coverage Ratio Achieved (Min. Required = 1.15x)	3.32	3.32	3.00	2.49	2.59	2.24

[1] The detailed projected debt service coverage for the utility system over the Forecast Period can be found in Exhibit 12.

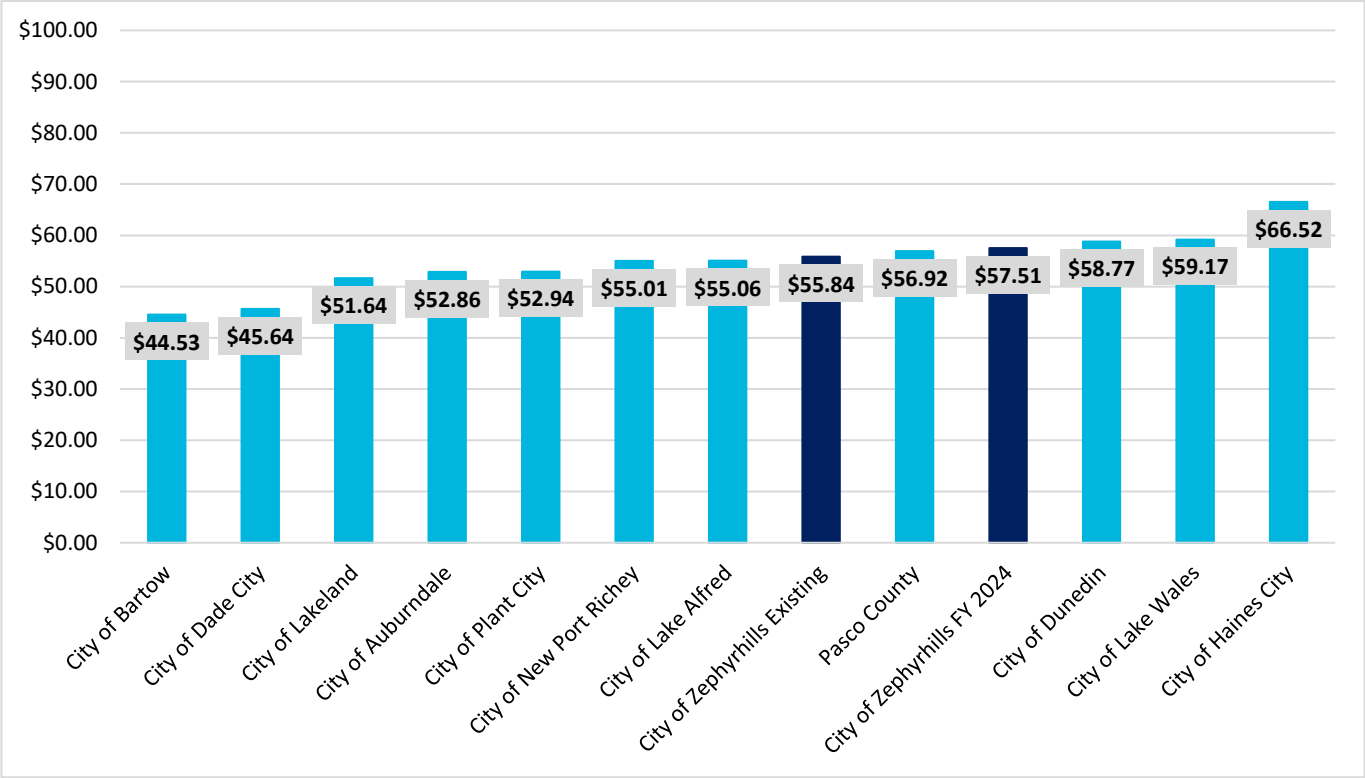
Comparison to Other Local Utilities

A common analysis reviewed by utility providers is how their rates compare to those of other neighboring utilities. The following figure compares the City's existing and proposed FY 2024 water and sewer bill to that of other local utility providers. When making comparisons of rates between different utilities, several factors may influence the rate levels being charged. These factors include but are not limited to:

- Size of customer base or overall economies of scale with other utility services;
- Level of treatment and effluent disposal methods;
- Plant age, capacity utilization, grant and other outside funding sources;
- General fund and administrative fee transfers to municipal or County governments;
- Bond covenants and funding requirements of the rates; and
- Specific rate structure attributes for each customer class and usage level.

Since the inside City 3/4-inch single family residential customer class represents a majority of the City's customer base, the comparison below will focus on this class. At 3,000 gallons of consumption, the City's water and sewer bills for this customer class are slightly above the average of the other local communities' bill of $54.46. Under the proposed FY 2024 rates, the customer will see an increase of $1.67 from $55.84 to $57.51.

Figure 1: 3/4-Inch Inside City Single Family Residential Water & Sewer Rate Comparison (3,000 Gallons)



EXHIBITS

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Customer Projections

Description	Estimated 2022	Growth Scenario	Projected Fiscal Year 2023	2024	2025	2026	2027	2028
Single Family Residential (Inside City)								
Customer Growth		Normal	290	150	150	150	160	160
ERU Growth			290	150	150	160	160	160
Average Monthly Customers	7,147		7,437	7,587	7,737	7,887	8,047	8,207
Average Monthly ERUs	7,177		7,467	7,617	7,767	7,927	8,087	8,247
Annual Metered Gallons (000s)	253,332		263,570	268,860	274,160	279,810	285,450	291,100
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Single Family Residential (Outside City)								
Customer Growth		Normal	120	60	60	60	60	70
ERU Growth			120	60	60	60	60	70
Average Monthly Customers	2,902		3,022	3,082	3,142	3,202	3,262	3,332
Average Monthly ERUs	2,910		3,030	3,090	3,150	3,210	3,270	3,340
Annual Metered Gallons (000s)	99,984		104,110	106,170	108,230	110,290	112,350	114,760
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Master Metered Residential (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	41		41	41	41	41	41	41
Average Monthly Units	1,787		1,787	1,787	1,787	1,787	1,787	1,787
Annual Metered Gallons (000s)	62,399		62,400	62,400	62,400	62,400	62,400	62,400
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Master Metered Residential (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	18		18	18	18	18	18	18
Average Monthly Units	498		498	498	498	498	498	498
Annual Metered Gallons (000s)	12,620		12,620	12,620	12,620	12,620	12,620	12,620
Average Metered per Unit	2.1	Normal	2.1	2.1	2.1	2.1	2.1	2.1
Commercial (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	811		811	811	811	811	811	811
Average Monthly ERUs	2,002		2,002	2,002	2,002	2,002	2,002	2,002
Annual Metered Gallons (000s)	248,338		248,340	248,340	248,340	248,340	248,340	248,340
Average Metered per Unit	10.3	Normal	10.3	10.3	10.3	10.3	10.3	10.3
Commercial (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	61		61	61	61	61	61	61
Average Monthly ERUs	159		159	159	159	159	159	159
Annual Metered Gallons (000s)	11,433		11,430	11,430	11,430	11,430	11,430	11,430
Average Metered per Unit	6.0	Normal	6.0	6.0	6.0	6.0	6.0	6.0
Subtotal Inside City Excluding Irrigation								
Customer Growth			290	150	150	150	160	160
Unit Growth			290	150	150	160	160	160
Average Monthly Customers	7,999		8,289	8,439	8,589	8,739	8,899	9,059
Average Monthly Units	10,966		11,256	11,406	11,556	11,716	11,876	12,036
Annual Metered Gallons (000s)	564,069		574,310	579,600	584,900	590,550	596,190	601,840
Average Metered per Unit	4.3		4.3	4.2	4.2	4.2	4.2	4.2

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Customer Projections

Description	Estimated 2022	Growth Scenario	Projected Fiscal Year 2023	2024	2025	2026	2027	2028
Subtotal Outside City Excluding Irrigation								
Customer Growth			120	60	60	60	60	70
Unit Growth			120	60	60	60	60	70
Average Monthly Customers	2,981		3,101	3,161	3,221	3,281	3,341	3,411
Average Monthly Units	3,567		3,687	3,747	3,807	3,867	3,927	3,997
Annual Metered Gallons (000s)	124,037		128,160	130,220	132,280	134,340	136,400	138,810
Average Metered per Unit	2.9		2.9	2.9	2.9	2.9	2.9	2.9
Irrigation (Inside City)								
Customer Growth		Normal	70	40	40	40	40	40
ERU Growth			90	50	50	50	50	50
Average Monthly Customers	1,737		1,807	1,847	1,887	1,927	1,967	2,007
Average Monthly ERUs	2,178		2,268	2,318	2,368	2,418	2,468	2,518
Annual Metered Gallons (000s)	131,857		137,310	140,330	143,360	146,390	149,410	152,440
Average Metered per Unit	5.0	Normal	5.0	5.0	5.0	5.0	5.0	5.0
Irrigation (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	158		158	158	158	158	158	158
Average Monthly ERUs	180		180	180	180	180	180	180
Annual Metered Gallons (000s)	3,268		3,270	3,270	3,270	3,270	3,270	3,270
Average Metered per Unit	1.5	Normal	1.5	1.5	1.5	1.5	1.5	1.5
Total Water System								
Customer Growth			480	250	250	250	260	270
Unit Growth			500	260	260	270	270	280
Average Monthly Customers	12,875		13,355	13,605	13,855	14,105	14,365	14,635
Average Monthly Units	16,891		17,391	17,651	17,911	18,181	18,451	18,731
Annual Metered Gallons (000s)	823,231		843,050	853,420	863,810	874,550	885,270	896,360
Average Metered per Unit	4.1		4.0	4.0	4.0	4.0	4.0	4.0
Water Production								
Annual Water Production Gallons (000s)	880,347		902,000	913,000	924,000	935,000	947,000	959,000
Millions of Gallons per day (MGD)	2.412		2.471	2.501	2.532	2.562	2.595	2.627
Unbilled Annual Gallons (000s)	57,116		58,950	59,580	60,190	60,450	61,730	62,640
Unbilled Water Percentage	6.49%	Normal	6.49%	6.49%	6.49%	6.49%	6.49%	6.49%

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Customer Projections

Description	Estimated 2022	Growth Scenario	Projected Fiscal Year 2023	2024	2025	2026	2027	2028
Single Family Residential (Inside City)								
Customer Growth		Normal	280	150	150	150	150	160
ERU Growth			280	150	150	150	150	160
Average Monthly Customers	6,991		7,271	7,421	7,571	7,721	7,871	8,031
Average Monthly ERUs	6,999		7,279	7,429	7,579	7,729	7,879	8,039
Annual Metered Gallons (000s)	246,574		256,440	261,720	267,010	272,290	277,580	283,210
Average Metered per Unit	2.9	Normal	2.9	2.9	2.9	2.9	2.9	2.9
Single Family Residential (Outside City)								
Customer Growth		Normal	60	30	30	30	30	30
ERU Growth			60	30	30	30	30	30
Average Monthly Customers	1,450		1,510	1,540	1,570	1,600	1,630	1,660
Average Monthly ERUs	1,454		1,514	1,544	1,574	1,604	1,634	1,664
Annual Metered Gallons (000s)	39,877		41,520	42,350	43,170	43,990	44,810	45,640
Average Metered per Unit	2.3	Normal	2.3	2.3	2.3	2.3	2.3	2.3
Master Metered Residential (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	40		40	40	40	40	40	40
Average Monthly Units	1,964		1,964	1,964	1,964	1,964	1,964	1,964
Annual Metered Gallons (000s)	71,352		71,350	71,350	71,350	71,350	71,350	71,350
Average Metered per Unit	3.0	Normal	3.0	3.0	3.0	3.0	3.0	3.0
Master Metered Residential (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	3		3	3	3	3	3	3
Average Monthly Units	95		95	95	95	95	95	95
Annual Metered Gallons (000s)	1,580		1,580	1,580	1,580	1,580	1,580	1,580
Average Metered per Unit	1.4	Normal	1.4	1.4	1.4	1.4	1.4	1.4
RV Park (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
Unit Growth			0	0	0	0	0	0
Average Monthly Customers	1		1	1	1	1	1	1
Average Monthly Units	358		358	358	358	358	358	358
Annual Metered Gallons (000s)	8,560		8,560	8,560	8,560	8,560	8,560	8,560
Average Metered per Unit	2.0	Normal	2.0	2.0	2.0	2.0	2.0	2.0
Commercial (Inside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	754		754	754	754	754	754	754
Average Monthly ERUs	1,823		1,823	1,823	1,823	1,823	1,823	1,823
Annual Metered Gallons (000s)	222,316		222,320	222,320	222,320	222,320	222,320	222,320
Average Metered per Unit	10.2	Normal	10.2	10.2	10.2	10.2	10.2	10.2
Commercial (Outside City)								
Customer Growth		No Growth	0	0	0	0	0	0
ERU Growth			0	0	0	0	0	0
Average Monthly Customers	20		20	20	20	20	20	20
Average Monthly ERUs	61		61	61	61	61	61	61
Annual Metered Gallons (000s)	7,086		7,090	7,090	7,090	7,090	7,090	7,090
Average Metered per Unit	9.7	Normal	9.7	9.7	9.7	9.7	9.7	9.7

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Customer Projections

Description	Estimated 2022	Growth Scenario	Projected Fiscal Year 2023	2024	2025	2026	2027	2028
Subtotal Inside City								
Customer Growth			280	150	150	150	150	160
Unit Growth			280	150	150	150	150	160
Average Monthly Customers	7,785		8,065	8,215	8,365	8,515	8,665	8,825
Average Monthly Units	10,786		11,066	11,216	11,366	11,516	11,666	11,826
Annual Metered Gallons (000s)	540,242		550,110	555,390	560,680	565,960	571,250	576,880
Average Metered per Unit	4.2		4.1	4.1	4.1	4.1	4.1	4.1
Subtotal Outside City								
Customer Growth			60	30	30	30	30	30
Unit Growth			60	30	30	30	30	30
Average Monthly Customers	1,474		1,534	1,564	1,594	1,624	1,654	1,684
Average Monthly Units	1,968		2,028	2,058	2,088	2,118	2,148	2,178
Annual Metered Gallons (000s)	57,103		58,750	59,580	60,400	61,220	62,040	62,870
Average Metered per Unit	2.4		2.4	2.4	2.4	2.4	2.4	2.4
Total Sewer System								
Customer Growth			340	180	180	180	180	190
Unit Growth			340	180	180	180	180	190
Average Monthly Customers	9,259		9,599	9,779	9,959	10,139	10,319	10,509
Average Monthly Units	12,754		13,094	13,274	13,454	13,634	13,814	14,004
Annual Metered Gallons (000s)	597,345		608,860	614,970	621,080	627,180	633,290	639,750
Average Metered per Unit	3.9		3.9	3.9	3.8	3.8	3.8	3.8
Annual Treated Gallons at WRF (000s)	611,740		623,530	629,790	636,050	642,300	648,560	655,180
Million Gallons per Day	1.676		1.708	1.725	1.743	1.760	1.777	1.795

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Water Revenue from Existing Rates

Description	Estimated 2022	Projected Fiscal Year 2023	2024	2025	2026	2027	2028
Base Charge Revenue							
Single Family - Inside City	$490,900	$510,700	$521,000	$531,300	$542,200	$553,200	$564,100
Single Family - Outside City	249,000	259,200	264,400	269,500	274,600	279,800	285,800
Master Metered - Inside City	91,800	91,800	91,800	91,800	91,800	91,800	91,800
Master Metered - Outside City	32,000	32,000	32,000	32,000	32,000	32,000	32,000
Commercial - Inside City	136,900	136,900	136,900	136,900	136,900	136,900	136,900
Commercial - Outside City	13,600	13,600	13,600	13,600	13,600	13,600	13,600
Irrigation - Inside City	149,000	155,100	158,600	162,000	165,400	168,800	172,200
Irrigation - Outside City	15,400	15,400	15,400	15,400	15,400	15,400	15,400
Total Base Charge Revenue	$1,178,600	$1,214,700	$1,233,700	$1,252,500	$1,271,900	$1,291,500	$1,311,800
Volumetric Revenue							
Block 1							
Single Family - Inside City	$561,300	$584,000	$595,800	$607,500	$620,000	$632,500	$645,000
Single Family - Outside City	264,300	275,200	280,700	286,100	291,500	296,900	303,300
Master Metered - Inside City	159,100	159,100	159,100	159,100	159,100	159,100	159,100
Master Metered - Outside City	40,300	40,300	40,300	40,300	40,300	40,300	40,300
Commercial - Inside City	715,200	715,200	715,200	715,200	715,200	715,200	715,200
Commercial - Outside City	41,200	41,100	41,100	41,100	41,100	41,100	41,100
Irrigation - Inside City	522,300	543,900	555,900	567,900	580,000	591,900	604,000
Irrigation - Outside City	20,100	20,200	20,200	20,200	20,200	20,200	20,200
Total Block 1	$2,323,800	$2,379,000	$2,408,300	$2,437,400	$2,467,400	$2,497,200	$2,528,200
Block 2							
Single Family - Inside City	$102,700	$106,800	$109,000	$111,100	$113,400	$115,700	$118,000
Single Family - Outside City	58,300	60,800	62,000	63,200	64,400	65,600	67,000
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	69,000	71,800	73,400	75,000	76,600	78,200	79,800
Irrigation - Outside City	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Total Block 2	$231,200	$240,600	$245,600	$250,500	$255,600	$260,700	$266,000
Block 3							
Single Family - Inside City	$22,400	$23,300	$23,800	$24,300	$24,800	$25,300	$25,800
Single Family - Outside City	18,900	19,700	20,100	20,500	20,900	21,300	21,800
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	303,900	316,400	323,300	330,300	337,200	344,200	351,100
Irrigation - Outside City	2,900	2,800	2,800	2,800	2,800	2,800	2,800
Total Block 3	$348,100	$362,200	$370,000	$377,900	$385,700	$393,600	$401,500
Block 4							
Single Family - Inside City	$9,200	$9,500	$9,700	$9,800	$10,100	$10,300	$10,500
Single Family - Outside City	10,000	10,400	10,600	10,800	11,000	11,200	11,400
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	0	0	0	0	0	0	0
Irrigation - Outside City	0	0	0	0	0	0	0
Total Block 4	$19,200	$19,900	$20,300	$20,600	$21,100	$21,500	$21,900

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Water Revenue from Existing Rates

Description	Estimated 2022	Projected Fiscal Year 2023	2024	2025	2026	2027	2028
Block 5							
Single Family - Inside City	$14,000	$14,500	$14,900	$15,200	$15,500	$15,800	$16,200
Single Family - Outside City	16,800	17,500	17,900	18,300	18,700	19,100	19,500
Master Metered - Inside City	0	0	0	0	0	0	0
Master Metered - Outside City	0	0	0	0	0	0	0
Commercial - Inside City	0	0	0	0	0	0	0
Commercial - Outside City	0	0	0	0	0	0	0
Irrigation - Inside City	0	0	0	0	0	0	0
Irrigation - Outside City	0	0	0	0	0	0	0
Total Block 5	$30,800	$32,000	$32,800	$33,500	$34,200	$34,900	$35,700
Total Volumetric Revenue by Class							
Single Family - Inside City	$709,600	$738,100	$753,200	$767,900	$783,800	$799,600	$815,500
Single Family - Outside City	368,300	383,600	391,300	398,900	406,500	414,100	423,000
Master Metered - Inside City	159,100	159,100	159,100	159,100	159,100	159,100	159,100
Master Metered - Outside City	40,300	40,300	40,300	40,300	40,300	40,300	40,300
Commercial - Inside City	715,200	715,200	715,200	715,200	715,200	715,200	715,200
Commercial - Outside City	41,200	41,100	41,100	41,100	41,100	41,100	41,100
Irrigation - Inside City	895,200	932,100	952,600	973,200	993,800	1,014,300	1,034,900
Irrigation - Outside City	24,200	24,200	24,200	24,200	24,200	24,200	24,200
Total Volumetric Revenue	$2,953,100	$3,033,700	$3,077,000	$3,119,900	$3,164,000	$3,207,900	$3,253,300
Total Water Revenue by Class							
Single Family - Inside City	$1,200,500	$1,248,800	$1,274,200	$1,299,200	$1,326,000	$1,352,800	$1,379,600
Single Family - Outside City	617,300	642,800	655,700	668,400	681,100	693,900	708,800
Master Metered - Inside City	250,900	250,900	250,900	250,900	250,900	250,900	250,900
Master Metered - Outside City	72,300	72,300	72,300	72,300	72,300	72,300	72,300
Commercial - Inside City	852,100	852,100	852,100	852,100	852,100	852,100	852,100
Commercial - Outside City	54,800	54,700	54,700	54,700	54,700	54,700	54,700
Irrigation - Inside City	1,044,200	1,087,200	1,111,200	1,135,200	1,159,200	1,183,100	1,207,100
Irrigation - Outside City	39,600	39,600	39,600	39,600	39,600	39,600	39,600
Total Water Revenue	$4,131,700	$4,248,400	$4,310,700	$4,372,400	$4,435,900	$4,499,400	$4,565,100

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Sewer Revenue from Existing Rates

Description	Estimated 2022	Projected Fiscal Year 2023	2024	2025	2026	2027	2028
Base Charge Revenue							
Single Family - Inside City	$1,852,800	$1,926,900	$1,966,600	$2,006,300	$2,046,000	$2,085,700	$2,128,100
Single Family - Outside City	481,200	501,100	511,000	520,900	530,900	540,800	550,700
Master Metered - Inside City	390,100	390,100	390,100	390,100	390,100	390,100	390,100
Master Metered - Outside City	23,600	23,600	23,600	23,600	23,600	23,600	23,600
RV Park - Outside City	59,200	59,200	59,200	59,200	59,200	59,200	59,200
Commercial - Inside City	482,600	482,600	482,600	482,600	482,600	482,600	482,600
Commercial - Outside City	20,200	20,200	20,200	20,200	20,200	20,200	20,200
Total Base Charge Revenue	$3,309,700	$3,403,700	$3,453,300	$3,502,900	$3,552,600	$3,602,200	$3,654,500
Volumetric Revenue							
Block 1							
Single Family - Inside City	$1,679,200	$1,746,400	$1,782,300	$1,818,300	$1,854,300	$1,890,300	$1,928,700
Single Family - Outside City	339,400	353,300	360,400	367,400	374,400	381,300	388,400
Master Metered - Inside City	485,900	485,900	485,900	485,900	485,900	485,900	485,900
Master Metered - Outside City	13,400	13,400	13,400	13,400	13,400	13,400	13,400
RV Park - Outside City	72,800	72,800	72,800	72,800	72,800	72,800	72,800
Commercial - Inside City	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000
Commercial - Outside City	60,300	60,300	60,300	60,300	60,300	60,300	60,300
Total Block 1	$4,165,000	$4,246,100	$4,289,100	$4,332,100	$4,375,100	$4,418,000	$4,463,500
Total Volumetric Revenue by Class							
Single Family - Inside City	$1,679,200	$1,746,400	$1,782,300	$1,818,300	$1,854,300	$1,890,300	$1,928,700
Single Family - Outside City	339,400	353,300	360,400	367,400	374,400	381,300	388,400
Master Metered - Inside City	485,900	485,900	485,900	485,900	485,900	485,900	485,900
Master Metered - Outside City	13,400	13,400	13,400	13,400	13,400	13,400	13,400
RV Park - Outside City	72,800	72,800	72,800	72,800	72,800	72,800	72,800
Commercial - Inside City	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000	1,514,000
Commercial - Outside City	60,300	60,300	60,300	60,300	60,300	60,300	60,300
Total Volumetric Revenue	$4,165,000	$4,246,100	$4,289,100	$4,332,100	$4,375,100	$4,418,000	$4,463,500
Total Sewer Revenue by Class							
Single Family - Inside City	$3,532,000	$3,673,300	$3,748,900	$3,824,600	$3,900,300	$3,976,000	$4,056,800
Single Family - Outside City	820,600	854,400	871,400	888,300	905,300	922,100	939,100
Master Metered - Inside City	876,000	876,000	876,000	876,000	876,000	876,000	876,000
Master Metered - Outside City	37,000	37,000	37,000	37,000	37,000	37,000	37,000
RV Park - Outside City	132,000	132,000	132,000	132,000	132,000	132,000	132,000
Commercial - Inside City	1,996,600	1,996,600	1,996,600	1,996,600	1,996,600	1,996,600	1,996,600
Commercial - Outside City	80,500	80,500	80,500	80,500	80,500	80,500	80,500
Total Sewer Revenue	$7,474,700	$7,649,800	$7,742,400	$7,835,000	$7,927,700	$8,020,200	$8,118,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Miscellaneous Revenue Projections

Description	Actual 2020	Actual 2021	Budgeted FY 2022	Budgeted FY 2023	Adjustments	Adjusted FY 2023	Escalation Reference	Projected FY 2024	2025	2026	2027	2028	2029	% Allocated To Water
Water Meter Installation	$244,368	$419,918	$0	$0	$0	$0	Constant	$0	$0	$0	$0	$0	$0	100.0%
Water Connection Fees	0	0	0	0	0	0	Constant	0	0	0	0	0	0	100.0%
Water Extension Charges	0	0	0	0	0	0	Constant	0	0	0	0	0	0	100.0%
Sewer Connection Fees	0	0	0	0	0	0	Constant	0	0	0	0	0	0	0.0%
Sewer Extension Charges	0	0	0	0	0	0	Constant	0	0	0	0	0	0	0.0%
Reclaimed Water Charges	0	0	0	0	20,215	20,215	Constant	20,200	20,200	20,200	20,200	20,200	20,200	0.0%
Outside Services	0	0	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Interest Income Utility	27,991	9,459	20,000	10,000	0	10,000	Constant	10,000	10,000	10,000	10,000	10,000	10,000	36.0%
Interest Income Wa Conn	0	0	0	0	0	0	Constant	0	0	0	0	0	0	100.0%
Interest Income Sewer Conn	0	0	0	0	0	0	Constant	0	0	0	0	0	0	0.0%
Gain (Loss) On Fixed Assets	14,902	6,615	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Surplus Property Sales	10,530	12,871	10,000	10,000	(10,000)	0	Constant	0	0	0	0	0	0	50.0%
SCRAP Sales - Utility	5,957	4,462	6,000	6,000	0	6,000	Constant	6,000	6,000	6,000	6,000	6,000	6,000	50.0%
Contributions Fr Priv Sources	0	0	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Gain (Loss) Sale Of Investment	0	0	0	0	0	0	Constant	0	0	0	0	0	0	50.0%
Miscellaneous Revenue	193,015	63,168	57,000	57,000	0	57,000	Constant	57,000	57,000	57,000	57,000	57,000	57,000	36.0%
State Revolving Fund Proceeds	0	0	314,563	1,224,530	(1,224,530)	0	Constant	0	0	0	0	0	0	50.0%
Nestle Waters Settlement Agmt.	2,132,578	138,000	130,000	0	0	0	Constant	0	0	0	0	0	0	0.0%
Federal-Other Physical Env.	2,620,067	0	4,000,000	0	0	0	Constant	0	0	0	0	0	0	50.0%
Total	$5,249,408	$654,493	$4,537,563	$1,307,530	($1,214,315)	$93,215		$93,200	$93,200	$93,200	$93,200	$93,200	$93,200	

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Amended Budget	FY 2023 Budget Amount	Adjustments	FY 2023 Adjusted	Allocation Percentage Method	Water	Sewer	FY 2023 Allocation Amount Water	Sewer
Utility Administration												
Personnel Services												
Salaries	$125,838	$136,084	$135,501	$137,666	$148,682	$0	$148,682	Personnel	45.0%	55.0%	$66,900	$81,800
Fica Taxes	7,235	7,207	7,443	8,535	9,218	0	9,218	Personnel	45.0%	55.0%	4,100	5,100
Medicare Taxes	1,692	1,685	1,741	1,996	2,156	0	2,156	Personnel	45.0%	55.0%	1,000	1,200
Retirement Contributions	33,832	37,384	43,282	31,255	36,504	0	36,504	Personnel	45.0%	55.0%	16,400	20,100
Group Health	29,630	31,021	32,652	32,966	33,956	0	33,956	Personnel	45.0%	55.0%	15,300	18,700
Worker's Compensation	0	0	0	7,838	2,415	0	2,415	Personnel	45.0%	55.0%	1,100	1,300
E10 Sub Totals:	$198,227	$213,381	$220,619	$220,256	$232,931	$0	$232,931				$104,800	$128,200
Operating Expenditures												
Professional Services	$12,569	$38,289	$73,904	$132,431	$75,000	$0	$75,000	Personnel	45.0%	55.0%	$33,800	$41,300
Pro. Svcs. - Software & Support	0	0	46,660	90,140	104,339	0	104,339	Personnel	45.0%	55.0%	47,000	57,400
Contractual Services	1,974	1,409	25,078	127,474	120,000	0	120,000	Personnel	45.0%	55.0%	54,000	66,000
Telephone	646	658	690	1,000	1,000	0	1,000	Personnel	45.0%	55.0%	500	600
Freight and Postage Services	152	90	71	200	200	0	200	Personnel	45.0%	55.0%	100	100
Copy Machine Leases	1,200	1,200	1,278	1,200	1,400	0	1,400	Personnel	45.0%	55.0%	600	800
Property and Casualty Insurance	0	0	0	0	19,654	0	19,654	Personnel	45.0%	55.0%	8,800	10,800
Repair & Maint Vehicles	394	281	280	500	500	0	500	Personnel	45.0%	55.0%	200	300
Office Supplies	68	365	489	700	700	0	700	Personnel	45.0%	55.0%	300	400
Operating Supplies	128	857	484	1,000	1,000	0	1,000	Personnel	45.0%	55.0%	500	600
Gas & Oil	1,160	32,034	222	500	500	0	500	Personnel	45.0%	55.0%	200	300
Memberships/Dues	978	523	715	1,000	1,000	0	1,000	Personnel	45.0%	55.0%	500	600
Training	7,101	2,271	2,017	5,000	5,000	0	5,000	Personnel	45.0%	55.0%	2,300	2,800
Depreciation Expense	4,277	4,270	2,135	0	0	0	0	Personnel	45.0%	55.0%	0	0
E20 Sub Totals:	$30,647	$82,247	$154,023	$361,145	$330,293	$0	$330,293				$148,800	$182,000
Capital Outlay												
Machinery and Equipment	$0	$0	$0	$0	$0	$0	$0	Personnel	45.0%	55.0%	$0	$0
E40 Sub Totals:	$0	$0	$0	$0	$0	$0	$0				$0	$0
Debt Service												
Loan Principal/Int Wwtp	$215,437	$195,322	$174,778	$1,317,076	$1,427,352	($1,427,352)	$0	Personnel	45.0%	55.0%	$0	$0
Loan Suntrust Bond Refinance	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Loan Wwtp Expan/Upgde	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
BB&T Fathom Loan	54,283	98,510	84,816	737,915	737,915	(737,915)	0	Personnel	45.0%	55.0%	0	0
Defer Bond Issue Cost/Loss	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Bond Issuance Cost	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
E50 Sub Totals:	$269,720	$293,832	$259,594	$2,054,991	$2,165,267	($2,165,267)	$0				$0	$0
Transfers												
Administrative Transfer Gf	$1,001,200	$1,037,026	$1,237,898	$1,372,755	$1,203,481	$0	$1,203,481	Revenue	36.0%	64.0%	$433,300	$770,200
Admin Transfer-GF Special	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Adminstrative Transfer Af	176,850	176,850	176,850	234,850	234,850	0	234,850	Equal	50.0%	50.0%	117,400	117,400
Trf To Water Reuse Reserve	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Trf To Wa/Sw Connection Fees	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
PILOT	216,000	0	0	0	0	0	0	Revenue	36.0%	64.0%	0	0
E70 Sub Totals:	$1,394,050	$1,213,876	$1,414,748	$1,607,605	$1,438,331	$0	$1,438,331				$550,700	$887,600
Reserves & Non-Operating Exp												
Undesigned Wwtp Loan Proc	$0	$0	$0	$0	$0	$0	$0	Equal	50.0%	50.0%	$0	$0
Contingency	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve for Grant Match	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve Accumulated Hours	0	0	0	0	0	0	0	Personnel	45.0%	55.0%	0	0
Reserve for CBF	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Water Reuse	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Water Connection Fees	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Sewer Connection Fees	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
Reserve-Other Restricted Funds	0	0	0	0	0	0	0	Equal	50.0%	50.0%	0	0
E90 Sub Totals:	$0	$0	$0	$0	$0	$0	$0				$0	$0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Amended Budget	FY 2023 Budget Amount	Adjustments	FY 2023 Adjusted	Allocation Percentage Method	Water	Sewer	FY 2023 Allocation Amount Water	Sewer
Dept 3000 Sub Totals:	$1,892,644	$1,803,336	$2,048,984	$4,243,997	$4,166,822	($2,165,267)	$2,001,555				$804,300	$1,197,800
Utility Billing												
Personnel Services												
Salaries	$128,358	$158,394	$169,954	$193,655	$186,131	$0	$186,131	Accounts	58.0%	42.0%	$108,000	$78,200
Overtime	405	306	321	500	500	0	500	Accounts	58.0%	42.0%	300	200
Fica Taxes	7,440	8,906	9,427	12,007	11,540	0	11,540	Accounts	58.0%	42.0%	6,700	4,800
Medicare Taxes	1,740	2,083	2,205	2,808	2,699	0	2,699	Accounts	58.0%	42.0%	1,600	1,100
Retirement Contributions	10,224	13,963	17,267	20,954	21,931	0	21,931	Accounts	58.0%	42.0%	12,700	9,200
Group Health	20,721	34,455	48,656	54,444	44,335	0	44,335	Accounts	58.0%	42.0%	25,700	18,600
Worker's Compensation	0	0	0	668	313	0	313	Accounts	58.0%	42.0%	200	100
E10 Sub Totals:	$168,888	$218,107	$247,830	$285,036	$267,449	$0	$267,449				$155,200	$112,200
Operating Expenditures												
Medical Services	$65	$65	$1,158	$150	$300	$0	$300	Accounts	58.0%	42.0%	$200	$100
Professional Services	5,381	8,081	0	0	10,000	0	10,000	Accounts	58.0%	42.0%	5,800	4,200
Contractual Services	651,758	1,008,762	758,883	750,000	650,000	0	650,000	Accounts	58.0%	42.0%	377,000	273,000
Processing Fees Credit Cards	120,820	108,658	116,622	130,000	135,000	0	135,000	Accounts	58.0%	42.0%	78,300	56,700
Telephone	760	1,708	1,152	1,500	2,500	0	2,500	Accounts	58.0%	42.0%	1,500	1,100
Freight and Postage Services	65	469	847	1,100	90,000	0	90,000	Accounts	58.0%	42.0%	52,200	37,800
Property and Casualty Insurance	0	0	0	0	10,993	0	10,993	Accounts	58.0%	42.0%	6,400	4,600
Copy Machine Leases	1,163	1,392	1,294	1,400	1,320	0	1,320	Accounts	58.0%	42.0%	800	600
Office Supplies	1,842	1,640	600	800	600	0	600	Accounts	58.0%	42.0%	300	300
Operating Supplies	786	654	392	600	600	0	600	Accounts	58.0%	42.0%	300	300
Software	0	0	0	100,000	0	0	0	Accounts	58.0%	42.0%	0	0
Training	0	0	0	1,700	3,000	0	3,000	Accounts	58.0%	42.0%	1,700	1,300
E20 Sub Totals:	$782,640	$1,131,429	$880,948	$987,250	$904,313	$0	$904,313				$524,500	$380,000
Capital Outlay												
Machinery and Equipment	$0	$2,419	$5,174	$3,000	$200,000	($200,000)	$0	Accounts	58.0%	42.0%	$0	$0
E40 Sub Totals:	$0	$2,419	$5,174	$3,000	$200,000	($200,000)	$0				$0	$0
Dept 1300 Sub Totals:	$951,528	$1,351,955	$1,133,952	$1,275,286	$1,371,762	($200,000)	$1,171,762				$679,700	$492,200
Water												
Personnel Services												
Salaries	$393,969	$431,249	$437,549	$550,917	$591,299	$0	$591,299	Water	100.0%	0.0%	$591,300	$0
Overtime	31,648	29,405	34,553	30,000	30,000	0	30,000	Water	100.0%	0.0%	30,000	0
Fica Taxes	26,216	26,727	27,857	34,157	36,661	0	36,661	Water	100.0%	0.0%	36,700	0
Medicare Taxes	6,131	6,251	6,515	7,988	8,574	0	8,574	Water	100.0%	0.0%	8,600	0
Retirement Contributions	138,719	152,963	194,349	58,853	68,791	0	68,791	Water	100.0%	0.0%	68,800	0
Group Health	170,701	190,975	215,464	250,154	232,217	0	232,217	Water	100.0%	0.0%	232,200	0
Worker's Compensation	0	0	0	19,792	20,677	0	20,677	Water	100.0%	0.0%	20,700	0
E10 Sub Totals:	$767,384	$837,570	$916,287	$951,861	$988,219	$0	$988,219				$988,300	$0
Operating Expenditures												
Medical Services	$262	$88	$332	$200	$200	$0	$200	Water	100.0%	0.0%	$200	$0
Laboratory Analysis	7,745	11,905	8,178	10,000	50,000	0	50,000	Water	100.0%	0.0%	50,000	0
Professional Services	69,241	114,906	89,321	165,088	150,000	0	150,000	Water	100.0%	0.0%	150,000	0
Contractual Services	48,162	8,676	52,468	60,000	95,000	0	95,000	Water	100.0%	0.0%	95,000	0
Water Tank Maintenance	22,590	22,590	23,832	30,000	40,000	0	40,000	Water	100.0%	0.0%	40,000	0
Property Tax	0	73	78	0	200	0	200	Water	100.0%	0.0%	200	0
Telephone	11,853	14,239	15,104	20,000	25,000	0	25,000	Water	100.0%	0.0%	25,000	0
Freight and Postage Services	124	158	71	500	500	0	500	Water	100.0%	0.0%	500	0
Electricity	115,407	110,206	118,810	140,000	140,000	0	140,000	Water	100.0%	0.0%	140,000	0
Water & Sewer Expense	152	2,405	1,845	200	200	0	200	Water	100.0%	0.0%	200	0
Refuse Removal	73	0	0	0	0	0	0	Water	100.0%	0.0%	0	0
Leases & Rentals	0	0	0	1,000	1,000	0	1,000	Water	100.0%	0.0%	1,000	0
Copy Machine Leases	269	518	385	500	500	0	500	Water	100.0%	0.0%	500	0
Property and Casualty Insurance	0	0	0	0	40,176	0	40,176	Water	100.0%	0.0%	40,200	0
Repair & Maint-Buildings	7,753	5,971	1,945	4,000	4,000	0	4,000	Water	100.0%	0.0%	4,000	0
Repair & Maint-Equipment	22,303	20,220	5,692	39,761	45,000	0	45,000	Water	100.0%	0.0%	45,000	0
Repair & Maint Vehicles	6,853	15,910	13,190	14,000	18,000	0	18,000	Water	100.0%	0.0%	18,000	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Amended Budget	FY 2023 Budget Amount	Adjustments	FY 2023 Adjusted	Allocation Percentage Method	Water	Sewer	FY 2023 Allocation Amount Water	Sewer
Repair & Maint-Water Lines	0	0	0	0	150,000	0	150,000	Water	100.0%	0.0%	150,000	0
Licenses and Permits	103,136	100	450	1,000	2,000	0	2,000	Water	100.0%	0.0%	2,000	0
Office Supplies	441	134	1,640	3,040	3,000	0	3,000	Water	100.0%	0.0%	3,000	0
Operating Supplies	17,652	29,531	34,008	35,000	48,000	0	48,000	Water	100.0%	0.0%	48,000	0
Uniforms	3,725	2,434	2,944	4,000	4,000	0	4,000	Water	100.0%	0.0%	4,000	0
Tools, Small Equipment	4,645	9,438	5,490	8,000	8,000	0	8,000	Water	100.0%	0.0%	8,000	0
Chemicals & Chlorine Gas	20,890	18,262	16,340	20,000	25,000	0	25,000	Water	100.0%	0.0%	25,000	0
Gas & Oil	21,004	22,047	29,498	25,000	35,000	0	35,000	Water	100.0%	0.0%	35,000	0
Memberships/Dues	1,095	1,650	1,695	2,000	2,000	0	2,000	Water	100.0%	0.0%	2,000	0
Training	8,456	6,275	4,071	12,000	15,000	0	15,000	Water	100.0%	0.0%	15,000	0
E20 Sub Totals:	$493,831	$417,736	$427,387	$595,289	$901,776	$0	$901,776				$901,800	$0
Capital Outlay												
Land Acquisition	$0	$0	$0	$0	$0	$0	$0	Water	100.0%	0.0%	$0	$0
Buildings/Bldg Improvements	0	0	0	350,000	3,000,000	(3,000,000)	0	Water	100.0%	0.0%	0	0
Infrastructure	732,108	183,873	486,147	4,245,149	2,270,000	(2,270,000)	0	Water	100.0%	0.0%	0	0
Machinery and Equipment	78,223	220,136	91,339	133,414	235,000	(235,000)	0	Water	100.0%	0.0%	0	0
Inventory Purchases	200,936	292,443	377,488	354,618	500,000	(500,000)	0	Water	100.0%	0.0%	0	0
E40 Sub Totals:	$1,011,267	$696,452	$954,974	$5,083,181	$6,005,000	($6,005,000)	$0				$0	$0
Dept 3300 Sub Totals:	$2,272,482	$1,951,758	$2,298,648	$6,630,331	$7,894,995	($6,005,000)	$1,889,995				$1,890,100	$0
Wastewater												
Personnel Services												
Salaries	$566,071	$537,179	$504,492	$681,490	$719,025	$0	$719,025	Sewer	0.0%	100.0%	$0	$719,000
Overtime	57,606	58,785	80,069	50,000	50,000	0	50,000	Sewer	0.0%	100.0%	0	50,000
Fica Taxes	36,068	32,941	32,597	42,252	44,580	0	44,580	Sewer	0.0%	100.0%	0	44,600
Medicare Taxes	8,435	7,704	7,623	9,882	10,426	0	10,426	Sewer	0.0%	100.0%	0	10,400
Retirement Contributions	150,363	165,681	200,546	64,668	77,458	0	77,458	Sewer	0.0%	100.0%	0	77,500
Group Health	154,229	147,495	170,604	192,878	170,693	0	170,693	Sewer	0.0%	100.0%	0	170,700
Worker's Compensation	0	0	0	35,054	17,445	0	17,445	Sewer	0.0%	100.0%	0	17,400
E10 Sub Totals:	$972,772	$949,785	$995,931	$1,076,224	$1,089,627	$0	$1,089,627				$0	$1,089,600
Operating Expenditures												
Medical Services	$466	$239	$1,899	$500	$500	$0	$500	Sewer	0.0%	100.0%	$0	$500
Professional Services	8,555	15,700	18,425	535,000	500,000	0	500,000	Sewer	0.0%	100.0%	0	500,000
Contractual Services	1,061	462	126	500	500	0	500	Sewer	0.0%	100.0%	0	500
Contractual Hauling	80,968	92,504	85,659	85,000	95,000	0	95,000	Sewer	0.0%	100.0%	0	95,000
Property Tax	127	34	86	0	50	0	50	Sewer	0.0%	100.0%	0	100
Telephone	8,746	11,546	11,391	10,000	12,000	0	12,000	Sewer	0.0%	100.0%	0	12,000
Freight and Postage Services	211	396	335	500	500	0	500	Sewer	0.0%	100.0%	0	500
Electricity	361,004	336,933	348,839	300,000	400,000	0	400,000	Sewer	0.0%	100.0%	0	400,000
Water & Sewer Expense	4,187	4,061	5,035	5,000	12,000	0	12,000	Sewer	0.0%	100.0%	0	12,000
Refuse Removal	3,981	4,249	4,527	5,000	6,000	0	6,000	Sewer	0.0%	100.0%	0	6,000
Copy Machine Leases	231	0	42	0	0	0	0	Sewer	0.0%	100.0%	0	0
Property and Casualty Insurance	0	0	0	0	264,420	0	264,420	Sewer	0.0%	100.0%	0	264,400
Repair & Maint-Buildings	16,324	9,116	5,281	13,000	28,000	0	28,000	Sewer	0.0%	100.0%	0	28,000
Repair & Maint-Equipment	115,085	112,015	73,619	90,000	90,000	0	90,000	Sewer	0.0%	100.0%	0	90,000
Repair & Maint Vehicles	15,678	15,370	13,278	25,000	25,000	0	25,000	Sewer	0.0%	100.0%	0	25,000
Repair & Maint-Infrastructure	0	35,321	73,397	100,000	125,000	0	125,000	Sewer	0.0%	100.0%	0	125,000
Licenses and Permits	1,596	400	929	1,000	1,500	0	1,500	Sewer	0.0%	100.0%	0	1,500
Office Supplies	922	545	961	2,560	1,200	0	1,200	Sewer	0.0%	100.0%	0	1,200
Operating Supplies	26,435	28,540	29,935	30,462	35,000	0	35,000	Sewer	0.0%	100.0%	0	35,000
Uniforms	5,034	2,753	3,633	5,000	5,000	0	5,000	Sewer	0.0%	100.0%	0	5,000
Tools, Small Equipment	3,367	5,806	3,252	6,000	6,000	0	6,000	Sewer	0.0%	100.0%	0	6,000
Chemicals & Chlorine Gas	120,293	146,143	178,520	225,000	250,000	0	250,000	Sewer	0.0%	100.0%	0	250,000
Laboratory Analysis	15,696	18,735	18,431	20,000	25,000	0	25,000	Sewer	0.0%	100.0%	0	25,000
Gas & Oil	20,463	19,956	25,701	25,000	35,000	0	35,000	Sewer	0.0%	100.0%	0	35,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Operating Budget

Description	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Amended Budget	FY 2023 Budget Amount	Adjustments	FY 2023 Adjusted	Allocation Percentage Method	Water	Sewer	FY 2023 Allocation Amount Water	Sewer
Memberships/Dues	1,050	1,620	1,590	1,600	1,800	0	1,800	Sewer	0.0%	100.0%	0	1,800
Training	8,697	5,131	5,651	10,000	15,000	0	15,000	Sewer	0.0%	100.0%	0	15,000
Depreciation Expense	1,584,024	1,611,851	1,998,055	0	0	0	0	Sewer	0.0%	100.0%	0	0
E20 Sub Totals:	$2,404,201	$2,479,426	$2,908,597	$1,496,122	$1,934,470	$0	$1,934,470				$0	$1,934,500
Capital Outlay												
Land Acquisition	$0	$0	$0	$0	$0	$0	$0	Sewer	0.0%	100.0%	$0	$0
Buildings/Bldg Improvements	0	0	0	0	0	0	0	Sewer	0.0%	100.0%	0	0
Machinery and Equipment	125,126	136,419	347,092	131,153	20,000	(20,000)	0	Sewer	0.0%	100.0%	0	0
Capital Purchases Inventory	10,989	4,550	12,013	23,326	20,000	(20,000)	0	Sewer	0.0%	100.0%	0	0
Infrastructure	3,608,870	2,379,135	6,147,898	10,433,547	13,530,000	(13,530,000)	0	Sewer	0.0%	100.0%	0	0
E40 Sub Totals:	$3,744,985	$2,520,104	$6,507,003	$10,588,026	$13,570,000	($13,570,000)	$0				$0	$0
Dept 3500 Sub Totals:	$7,121,958	$5,949,315	$10,411,531	$13,160,372	$16,594,097	($13,570,000)	$3,024,097				$0	$3,024,100
Expense Totals:	$12,238,612	$11,056,364	$15,893,115	$25,309,986	$30,027,676	($21,940,267)	$8,087,409				$3,374,100	$4,714,100

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Utility Administration							
Personnel Services							
Salaries	$66,900	Labor	$69,000	$71,100	$73,300	$75,500	$77,800
Fica Taxes	4,100	Labor	4,300	4,500	4,700	4,900	5,100
Medicare Taxes	1,000	Labor	1,100	1,200	1,300	1,400	1,500
Retirement Contributions	16,400	Labor	16,900	17,500	18,100	18,700	19,300
Group Health	15,300	Ins-Health	16,100	17,000	17,900	18,800	19,800
Worker's Compensation	1,100	Labor	1,200	1,300	1,400	1,500	1,600
E10 Sub Totals:	$104,800		$108,600	$112,600	$116,700	$120,800	$125,100
Operating Expenditures							
Professional Services	$33,800	Inflation	$34,900	$35,800	$36,700	$37,700	$38,700
Pro. Svcs. - Software & Support	47,000	Inflation	48,500	49,800	51,100	52,400	53,800
Contractual Services	54,000	Inflation	55,700	57,100	58,600	60,100	61,700
Telephone	500	Inflation	600	700	800	900	1,000
Freight and Postage Services	100	Inflation	200	300	400	500	600
Copy Machine Leases	600	Inflation	700	800	900	1,000	1,100
Property and Casualty Insurance	8,800	Inflation	9,100	9,400	9,700	10,000	10,300
Repair & Maint Vehicles	200	Maintenance	300	400	500	600	700
Office Supplies	300	Inflation	400	500	600	700	800
Operating Supplies	500	Inflation	600	700	800	900	1,000
Gas & Oil	200	Inflation	300	400	500	600	700
Memberships/Dues	500	Inflation	600	700	800	900	1,000
Training	2,300	Inflation	2,400	2,500	2,600	2,700	2,800
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	$148,800		$154,300	$159,100	$164,000	$169,000	$174,200
Capital Outlay							
Machinery and Equipment	$0	Inflation	$0	$0	$0	$0	$0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Debt Service							
Loan Principal/Int Wwtp	$0	N/A	$0	$0	$0	$0	$0
Loan Suntrust Bond Refinance	0	N/A	0	0	0	0	0
Loan Wwtp Expan/Upgde	0	N/A	0	0	0	0	0
BB&T Fathom Loan	0	N/A	0	0	0	0	0
Defer Bond Issue Cost/Loss	0	N/A	0	0	0	0	0
Bond Issuance Cost	0	N/A	0	0	0	0	0
E50 Sub Totals:	$0		$0	$0	$0	$0	$0
Transfers							
Administrative Transfer Gf	$433,300	Input	$444,000	$461,700	$480,100	$499,100	$519,100
Admin Transfer-GF Special	0	Inflation	0	0	0	0	0
Adminstrative Transfer Af	117,400	Inflation	121,000	124,100	127,300	130,500	133,800
Trf To Water Reuse Reserve	0	Inflation	0	0	0	0	0
Trf To Wa/Sw Connection Fees	0	Inflation	0	0	0	0	0
PILOT	0	Inflation	0	0	0	0	0
E70 Sub Totals:	$550,700		$565,000	$585,800	$607,400	$629,600	$652,900
Reserves & Non-Operating Exp							
Undesigned Wwtp Loan Proc	$0	N/A	$0	$0	$0	$0	$0
Contingency	0	N/A	0	0	0	0	0
Reserve for Grant Match	0	N/A	0	0	0	0	0
Reserve Accumulated Hours	0	N/A	0	0	0	0	0
Reserve for CBF	0	N/A	0	0	0	0	0
Reserve-Water Reuse	0	N/A	0	0	0	0	0
Reserve-Water Connection Fees	0	N/A	0	0	0	0	0
Reserve-Sewer Connection Fees	0	N/A	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Reserve-Other Restricted Funds	0	N/A	0	0	0	0	0
E90 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 3000 Sub Totals:	$804,300		$827,900	$857,500	$888,100	$919,400	$952,200
Utility Billing							
Personnel Services							
Salaries	$108,000	Labor	$111,300	$114,700	$118,200	$121,800	$125,500
Overtime	300	Labor	400	500	600	700	800
Additional Personnel	0	Input	0	0	0	0	0
Fica Taxes	6,700	Labor	7,000	7,300	7,600	7,900	8,200
Medicare Taxes	1,600	Labor	1,700	1,800	1,900	2,000	2,100
Retirement Contributions	12,700	Labor	13,100	13,500	14,000	14,500	15,000
Group Health	25,700	Ins-Health	27,000	28,400	29,900	31,400	33,000
Worker's Compensation	200	Labor	300	400	500	600	700
E10 Sub Totals:	$155,200		$160,800	$166,600	$172,700	$178,900	$185,300
Operating Expenditures							
Medical Services	$200	Inflation	$300	$400	$500	$600	$700
Professional Services	5,800	Inflation	6,000	6,200	6,400	6,600	6,800
Contractual Services	377,000	Inflation	388,400	145,000	148,700	152,500	156,400
Processing Fees Credit Cards	78,300	Inflation	80,700	82,800	84,900	87,100	89,300
Telephone	1,500	Inflation	1,600	1,700	1,800	1,900	2,000
Freight and Postage Services	52,200	Constant	52,200	52,200	52,200	52,200	52,200
Property and Casualty Insurance	6,400	Inflation	6,600	6,800	7,000	7,200	7,400
Copy Machine Leases	800	Inflation	900	1,000	1,100	1,200	1,300
Office Supplies	300	Inflation	400	500	600	700	800
Operating Supplies	300	Inflation	400	500	600	700	800
Software	0	Inflation	0	0	0	0	0
Training	1,700	Inflation	1,800	1,900	2,000	2,100	2,200
E20 Sub Totals:	$524,500		$539,300	$299,000	$305,800	$312,800	$319,900
Capital Outlay							
Machinery and Equipment	$0	Inflation	$0	$0	$0	$0	$0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 1300 Sub Totals:	$679,700		$700,100	$465,600	$478,500	$491,700	$505,200
Water							
Personnel Services							
Salaries	$591,300	Labor	$609,100	$627,400	$646,300	$665,700	$685,700
Additional Personnel	0	Input	55,700	57,400	59,200	61,000	62,900
Overtime	30,000	Labor	30,900	31,900	32,900	33,900	35,000
Fica Taxes	36,700	Labor	37,900	39,100	40,300	41,600	42,900
Medicare Taxes	8,600	Labor	8,900	9,200	9,500	9,800	10,100
Retirement Contributions	68,800	Labor	70,900	73,100	75,300	77,600	80,000
Group Health	232,200	Ins-Health	243,900	256,100	269,000	282,500	296,700
Worker's Compensation	20,700	Labor	21,400	22,100	22,800	23,500	24,300
E10 Sub Totals:	$988,300		$1,078,700	$1,116,300	$1,155,300	$1,195,600	$1,237,600
Operating Expenditures							
Medical Services	$200	Inflation	$300	$400	$500	$600	$700
Laboratory Analysis	50,000	Inflation	51,500	52,800	54,200	55,600	57,000
Professional Services	150,000	Inflation	154,500	158,400	162,400	166,500	170,700
Contractual Services	95,000	Inflation	97,900	100,400	103,000	105,600	108,300
Water Tank Maintenance	40,000	Maintenance	41,200	42,500	43,800	45,200	46,600
Property Tax	200	Inflation	300	400	500	600	700
Telephone	25,000	Inflation	25,800	26,500	27,200	27,900	28,600
Freight and Postage Services	500	Inflation	600	700	800	900	1,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Electricity	140,000	W Prod	146,000	151,500	157,200	163,200	169,400
Water & Sewer Expense	200	Inflation	300	400	500	600	700
Refuse Removal	0	Inflation	0	0	0	0	0
Leases & Rentals	1,000	Inflation	1,100	1,200	1,300	1,400	1,500
Copy Machine Leases	500	Inflation	600	700	800	900	1,000
Property and Casualty Insurance	40,200	Inflation	41,500	42,600	43,700	44,800	46,000
Repair & Maint-Buildings	4,000	Maintenance	4,200	4,400	4,600	4,800	5,000
Repair & Maint-Equipment	45,000	Maintenance	46,400	47,800	49,300	50,800	52,400
Repair & Maint Vehicles	18,000	Maintenance	18,600	19,200	19,800	20,400	21,100
Repair & Maint-Water Lines	150,000	Maintenance	154,500	159,200	164,000	169,000	174,100
Licenses and Permits	2,000	Inflation	2,100	2,200	2,300	2,400	2,500
Office Supplies	3,000	Inflation	3,100	3,200	3,300	3,400	3,500
Operating Supplies	48,000	Inflation	49,500	50,800	52,100	53,500	54,900
Uniforms	4,000	Inflation	4,200	4,400	4,600	4,800	5,000
Tools, Small Equipment	8,000	Inflation	8,300	8,600	8,900	9,200	9,500
Chemicals & Chlorine Gas	25,000	W Prod	26,100	27,100	28,200	29,300	30,500
Gas & Oil	35,000	Inflation	36,100	37,100	38,100	39,100	40,100
Memberships/Dues	2,000	Inflation	2,100	2,200	2,300	2,400	2,500
Training	15,000	Inflation	15,500	15,900	16,300	16,800	17,300
E20 Sub Totals:	$901,800		$932,300	$960,600	$989,700	$1,019,700	$1,050,600
Capital Outlay							
Land Acquisition	$0	N/A	$0	$0	$0	$0	$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Inventory Purchases	0	N/A	0	0	0	0	0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 3300 Sub Totals:	$1,890,100		$2,011,000	$2,076,900	$2,145,000	$2,215,300	$2,288,200
Wastewater							
Personnel Services							
Salaries	$0	Labor	$0	$0	$0	$0	$0
Overtime	0	Labor	0	0	0	0	0
Fica Taxes	0	Labor	0	0	0	0	0
Medicare Taxes	0	Labor	0	0	0	0	0
Retirement Contributions	0	Labor	0	0	0	0	0
Group Health	0	Ins-Health	0	0	0	0	0
Worker's Compensation	0	Labor	0	0	0	0	0
E10 Sub Totals:	$0		$0	$0	$0	$0	$0
Operating Expenditures							
Medical Services	$0	Inflation	$0	$0	$0	$0	$0
Professional Services	0	Inflation	0	0	0	0	0
Contractual Services	0	Inflation	0	0	0	0	0
Contractual Hauling	0	WW Flow	0	0	0	0	0
Property Tax	0	Inflation	0	0	0	0	0
Telephone	0	Inflation	0	0	0	0	0
Freight and Postage Services	0	Inflation	0	0	0	0	0
Electricity	0	WW Flow	0	0	0	0	0
Water & Sewer Expense	0	Inflation	0	0	0	0	0
Refuse Removal	0	Inflation	0	0	0	0	0
Copy Machine Leases	0	Inflation	0	0	0	0	0
Property and Casualty Insurance	0	Inflation	0	0	0	0	0
Repair & Maint-Buildings	0	Maintenance	0	0	0	0	0
Repair & Maint-Equipment	0	Maintenance	0	0	0	0	0
Repair & Maint Vehicles	0	Maintenance	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Water Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Repair & Maint-Infrastructure	0	Maintenance	0	0	0	0	0
Licenses and Permits	0	Inflation	0	0	0	0	0
Office Supplies	0	Inflation	0	0	0	0	0
Operating Supplies	0	Inflation	0	0	0	0	0
Uniforms	0	Inflation	0	0	0	0	0
Tools, Small Equipment	0	Inflation	0	0	0	0	0
Chemicals & Chlorine Gas	0	WW Flow	0	0	0	0	0
Laboratory Analysis	0	Inflation	0	0	0	0	0
Gas & Oil	0	Inflation	0	0	0	0	0
Memberships/Dues	0	Inflation	0	0	0	0	0
Training	0	Inflation	0	0	0	0	0
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	$0		$0	$0	$0	$0	$0
Capital Outlay							
Land Acquisition	$0	N/A	$0	$0	$0	$0	$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Capital Purchases Inventory	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 3500 Sub Totals:	$0		$0	$0	$0	$0	$0
Expense Totals:	$3,374,100		$3,539,000	$3,400,000	$3,511,600	$3,626,400	$3,745,600

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Utility Administration							
Personnel Services							
Salaries	$81,800	Labor	$84,300	$86,900	$89,600	$92,300	$95,100
Fica Taxes	5,100	Labor	5,300	5,500	5,700	5,900	6,100
Medicare Taxes	1,200	Labor	1,300	1,400	1,500	1,600	1,700
Retirement Contributions	20,100	Labor	20,800	21,500	22,200	22,900	23,600
Group Health	18,700	Ins-Health	19,700	20,700	21,800	22,900	24,100
Worker's Compensation	1,300	Labor	1,400	1,500	1,600	1,700	1,800
E10 Sub Totals:	$128,200		$132,800	$137,500	$142,400	$147,300	$152,400
Operating Expenditures							
Professional Services	$41,300	Inflation	$42,600	$43,700	$44,800	$46,000	$47,200
Pro. Svcs. - Software & Support	57,400	Inflation	59,200	60,700	62,300	63,900	65,500
Contractual Services	66,000	Inflation	68,000	69,700	71,500	73,300	75,200
Telephone	600	Inflation	700	800	900	1,000	1,100
Freight and Postage Services	100	Inflation	200	300	400	500	600
Copy Machine Leases	800	Inflation	900	1,000	1,100	1,200	1,300
Property and Casualty Insurance	10,800	Inflation	11,200	11,500	11,800	12,100	12,500
Repair & Maint Vehicles	300	Maintenance	400	500	600	700	800
Office Supplies	400	Inflation	500	600	700	800	900
Operating Supplies	600	Inflation	700	800	900	1,000	1,100
Gas & Oil	300	Inflation	400	500	600	700	800
Memberships/Dues	600	Inflation	700	800	900	1,000	1,100
Training	2,800	Inflation	2,900	3,000	3,100	3,200	3,300
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	$182,000		$188,400	$193,900	$199,600	$205,400	$211,400
Capital Outlay							
Machinery and Equipment	$0	Inflation	$0	$0	$0	$0	$0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Debt Service							
Loan Principal/Int Wwtp	$0	N/A	$0	$0	$0	$0	$0
Loan Suntrust Bond Refinance	0	N/A	0	0	0	0	0
Loan Wwtp Expan/Upgde	0	N/A	0	0	0	0	0
BB&T Fathom Loan	0	N/A	0	0	0	0	0
Defer Bond Issue Cost/Loss	0	N/A	0	0	0	0	0
Bond Issuance Cost	0	N/A	0	0	0	0	0
E50 Sub Totals:	$0		$0	$0	$0	$0	$0
Transfers							
Administrative Transfer Gf	$770,200	Input	$797,500	$827,200	$857,900	$889,600	$923,000
Admin Transfer-GF Special	0	Inflation	0	0	0	0	0
Adminstrative Transfer Af	117,400	Inflation	121,000	124,100	127,300	130,500	133,800
Trf To Water Reuse Reserve	0	Inflation	0	0	0	0	0
Trf To Wa/Sw Connection Fees	0	Inflation	0	0	0	0	0
PILOT	0	Inflation	0	0	0	0	0
E70 Sub Totals:	$887,600		$918,500	$951,300	$985,200	$1,020,100	$1,056,800
Reserves & Non-Operating Exp							
Undesigned Wwtp Loan Proc	$0	N/A	$0	$0	$0	$0	$0
Contingency	0	N/A	0	0	0	0	0
Reserve for Grant Match	0	N/A	0	0	0	0	0
Reserve Accumulated Hours	0	N/A	0	0	0	0	0
Reserve for CBF	0	N/A	0	0	0	0	0
Reserve-Water Reuse	0	N/A	0	0	0	0	0
Reserve-Water Connection Fees	0	N/A	0	0	0	0	0
Reserve-Sewer Connection Fees	0	N/A	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Reserve-Other Restricted Funds	0	N/A	0	0	0	0	0
E90 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 3000 Sub Totals:	$1,197,800		$1,239,700	$1,282,700	$1,327,200	$1,372,800	$1,420,600
Utility Billing							
Personnel Services							
Salaries	$78,200	Labor	$80,600	$83,100	$85,600	$88,200	$90,900
Overtime	200	Labor	300	400	500	600	700
Additional Personnel	0	Input	0	0	0	0	0
Fica Taxes	4,800	Labor	5,000	5,200	5,400	5,600	5,800
Medicare Taxes	1,100	Labor	1,200	1,300	1,400	1,500	1,600
Retirement Contributions	9,200	Labor	9,500	9,800	10,100	10,500	10,900
Group Health	18,600	Ins-Health	19,600	20,600	21,700	22,800	24,000
Worker's Compensation	100	Labor	200	300	400	500	600
E10 Sub Totals:	$112,200		$116,400	$120,700	$125,100	$129,700	$134,500
Operating Expenditures							
Medical Services	$100	Inflation	$200	$300	$400	$500	$600
Professional Services	4,200	Inflation	4,400	4,600	4,800	5,000	5,200
Contractual Services	273,000	Inflation	281,200	105,000	107,700	110,400	113,200
Processing Fees Credit Cards	56,700	Inflation	58,500	60,000	61,500	63,100	64,700
Telephone	1,100	Inflation	1,200	1,300	1,400	1,500	1,600
Freight and Postage Services	37,800	Constant	37,800	37,800	37,800	37,800	37,800
Property and Casualty Insurance	4,600	Inflation	4,800	5,000	5,200	5,400	5,600
Copy Machine Leases	600	Inflation	700	800	900	1,000	1,100
Office Supplies	300	Inflation	400	500	600	700	800
Operating Supplies	300	Inflation	400	500	600	700	800
Software	0	Inflation	0	0	0	0	0
Training	1,300	Inflation	1,400	1,500	1,600	1,700	1,800
E20 Sub Totals:	$380,000		$391,000	$217,300	$222,500	$227,800	$233,200
Capital Outlay							
Machinery and Equipment	$0	Inflation	$0	$0	$0	$0	$0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 1300 Sub Totals:	$492,200		$507,400	$338,000	$347,600	$357,500	$367,700
Water							
Personnel Services							
Salaries	$0	Labor	$0	$0	$0	$0	$0
Overtime	0	Labor	0	0	0	0	0
Fica Taxes	0	Labor	0	0	0	0	0
Medicare Taxes	0	Labor	0	0	0	0	0
Retirement Contributions	0	Labor	0	0	0	0	0
Group Health	0	Ins-Health	0	0	0	0	0
Worker's Compensation	0	Labor	0	0	0	0	0
E10 Sub Totals:	$0		$0	$0	$0	$0	$0
Operating Expenditures							
Medical Services	$0	Inflation	$0	$0	$0	$0	$0
Laboratory Analysis	0	Inflation	0	0	0	0	0
Professional Services	0	Inflation	0	0	0	0	0
Contractual Services	0	Inflation	0	0	0	0	0
Water Tank Maintenance	0	Maintenance	0	0	0	0	0
Property Tax	0	Inflation	0	0	0	0	0
Telephone	0	Inflation	0	0	0	0	0
Freight and Postage Services	0	Inflation	0	0	0	0	0
Electricity	0	W Prod	0	0	0	0	0

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Water & Sewer Expense	0	Inflation	0	0	0	0	0
Refuse Removal	0	Inflation	0	0	0	0	0
Leases & Rentals	0	Inflation	0	0	0	0	0
Copy Machine Leases	0	Inflation	0	0	0	0	0
Property and Casualty Insurance	0	Inflation	0	0	0	0	0
Repair & Maint-Buildings	0	Maintenance	0	0	0	0	0
Repair & Maint-Equipment	0	Maintenance	0	0	0	0	0
Repair & Maint Vehicles	0	Maintenance	0	0	0	0	0
Repair & Maint-Water Lines	0	Maintenance	0	0	0	0	0
Licenses and Permits	0	Inflation	0	0	0	0	0
Office Supplies	0	Inflation	0	0	0	0	0
Operating Supplies	0	Inflation	0	0	0	0	0
Uniforms	0	Inflation	0	0	0	0	0
Tools, Small Equipment	0	Inflation	0	0	0	0	0
Chemicals & Chlorine Gas	0	W Prod	0	0	0	0	0
Gas & Oil	0	Inflation	0	0	0	0	0
Memberships/Dues	0	Inflation	0	0	0	0	0
Training	0	Inflation	0	0	0	0	0
E20 Sub Totals:	$0		$0	$0	$0	$0	$0
Capital Outlay							
Land Acquisition	$0	N/A	$0	$0	$0	$0	$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Inventory Purchases	0	N/A	0	0	0	0	0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 3300 Sub Totals:	$0		$0	$0	$0	$0	$0
Wastewater							
Personnel Services							
Salaries	$719,000	Labor	$740,600	$762,900	$785,800	$809,400	$833,700
Additional Personnel	0	Input	52,400	54,000	55,700	57,400	59,200
Overtime	50,000	Labor	51,500	53,100	54,700	56,400	58,100
Fica Taxes	44,600	Labor	46,000	47,400	48,900	50,400	52,000
Medicare Taxes	10,400	Labor	10,800	11,200	11,600	12,000	12,400
Retirement Contributions	77,500	Labor	79,900	82,300	84,800	87,400	90,100
Group Health	170,700	Ins-Health	179,300	188,300	197,800	207,700	218,100
Worker's Compensation	17,400	Labor	18,000	18,600	19,200	19,800	20,400
E10 Sub Totals:	$1,089,600		$1,178,500	$1,217,800	$1,258,500	$1,300,500	$1,344,000
Operating Expenditures							
Medical Services	$500	Inflation	$600	$700	$800	$900	$1,000
Professional Services	500,000	Inflation	50,000	51,300	52,600	54,000	55,400
Contractual Services	500	Inflation	600	700	800	900	1,000
Contractual Hauling	95,000	WW Flow	98,900	102,500	106,100	109,900	113,800
Property Tax	100	Inflation	200	300	400	500	600
Telephone	12,000	Inflation	12,400	12,800	13,200	13,600	14,000
Freight and Postage Services	500	Inflation	600	700	800	900	1,000
Electricity	400,000	WW Flow	416,200	431,100	446,200	461,800	478,200
Water & Sewer Expense	12,000	Inflation	12,400	12,800	13,200	13,600	14,000
Refuse Removal	6,000	Inflation	6,200	6,400	6,600	6,800	7,000
Copy Machine Leases	0	Inflation	0	0	0	0	0
Property and Casualty Insurance	264,400	Inflation	272,400	279,300	286,300	293,500	300,900
Repair & Maint-Buildings	28,000	Maintenance	28,900	29,800	30,700	31,700	32,700
Repair & Maint-Equipment	90,000	Maintenance	92,700	95,500	98,400	101,400	104,500
Repair & Maint Vehicles	25,000	Maintenance	25,800	26,600	27,400	28,300	29,200

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Sewer Operating Budget Projections

Description	Adjusted FY 2023	Escalation Factor	Fiscal Year Ending September 30, 2024	2025	2026	2027	2028
Repair & Maint-Infrastructure	125,000	Maintenance	128,800	132,700	136,700	140,900	145,200
Licenses and Permits	1,500	Inflation	1,600	1,700	1,800	1,900	2,000
Office Supplies	1,200	Inflation	1,300	1,400	1,500	1,600	1,700
Operating Supplies	35,000	Inflation	36,100	37,100	38,100	39,100	40,100
Uniforms	5,000	Inflation	5,200	5,400	5,600	5,800	6,000
Tools, Small Equipment	6,000	Inflation	6,200	6,400	6,600	6,800	7,000
Chemicals & Chlorine Gas	250,000	WW Flow	260,100	269,400	278,900	288,700	299,000
Laboratory Analysis	25,000	Inflation	25,800	26,500	27,200	27,900	28,600
Gas & Oil	35,000	Inflation	36,100	37,100	38,100	39,100	40,100
Memberships/Dues	1,800	Inflation	1,900	2,000	2,100	2,200	2,300
Training	15,000	Inflation	15,500	15,900	16,300	16,800	17,300
Depreciation Expense	0	Inflation	0	0	0	0	0
E20 Sub Totals:	$1,934,500		$1,536,500	$1,586,100	$1,636,400	$1,688,600	$1,742,600
Capital Outlay							
Land Acquisition	$0	N/A	$0	$0	$0	$0	$0
Buildings/Bldg Improvements	0	N/A	0	0	0	0	0
Machinery and Equipment	0	N/A	0	0	0	0	0
Capital Purchases Inventory	0	N/A	0	0	0	0	0
Infrastructure	0	N/A	0	0	0	0	0
E40 Sub Totals:	$0		$0	$0	$0	$0	$0
Dept 3500 Sub Totals:	$3,024,100		$2,715,000	$2,803,900	$2,894,900	$2,989,100	$3,086,600
Expense Totals:	$4,714,100		$4,462,100	$4,424,600	$4,569,700	$4,719,400	$4,874,900

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Capital Improvement Program - Inflated

Project Description	Funding Source	Fiscal Year 2023	2024	2025	2026	2027	2028	TOTAL
Annual CIP Inflation Percentage		0.0%	3.0%	2.5%	2.5%	2.5%	2.5%	
Cumulative CIP Inflation Percentage		0.0%	3.0%	5.6%	8.2%	10.9%	13.7%	
Water Projects								
New Well Construction	W_Capacity Fees	$0	$257,500	$1,583,600	$0	$0	$0	$1,841,100
12" Water, Chancey/CR39 Copeland to Tucker	W_Capacity Fees	2,000,000	0	0	0	0	0	2,000,000
8" Water Main Extension, Alston Ave to Tucker Road along Gall Blvd	W_Capacity Fees	800,000	0	0	0	0	0	800,000
8" Water Main Extension, Eiland Blvd./ Massey Rd. to Fort King Rd.	W_Capacity Fees	800,000	0	0	0	0	0	800,000
Hidden River Tie in	Reserves	0	0	316,700	0	0	0	316,700
Sunburst Water System	W_SRF_2024	0	1,030,000	0	0	0	0	1,030,000
Pressure issues north	Reserves	0	0	0	0	0	0	0
Water Line Renewals & Replacement	W_Pay-Go	200,000	206,000	211,200	216,400	221,800	227,400	1,282,800
FDOT One-way Pairs Utility Relocation	W_Pay-Go	0	0	0	0	0	0	0
8" Water Main Extension Palm Grove Dr./Autumn Palm Dr. to 301	W_Capacity Fees	0	0	527,900	0	0	0	527,900
SWFWMD Permit Mod's	W_Pay-Go	100,000	0	158,400	0	166,400	227,400	652,200
Well Rehab	W_Pay-Go	70,000	103,000	105,600	108,200	110,900	113,700	611,400
New Water Department, Design, Engineering, Buildings, Construction, etc	W_SRF_2024	0	3,605,000	0	0	0	0	3,605,000
Well Building Rehab/Replacement	W_SRF_2024	0	824,000	0	0	0	0	824,000
Well Building Evaluation	W_Pay-Go	100,000	0	0	0	0	0	100,000
Equipment, Vehicles	W_Pay-Go	243,000	103,000	105,600	108,200	110,900	113,700	784,400
Inventory Purchases from the Operating Budget	W_Pay-Go	500,000	515,000	527,900	541,100	554,600	568,500	3,207,100
Utility Billing Projects								
Capital Outlay from the Operating Budget	Reserves	200,000	0	0	0	0	0	200,000
Sewer Projects								
12" Reclaimed Water Interconnect with Pasco County. CR54/Dairy to Simons Rd. Along Eiland Blvd.	Reserves	1,000,000	0	0	0	0	0	1,000,000
12" Reclaimed Water Interconnect with Pasco County. CR54/Dairy to Simons Rd. Along Eiland Blvd. (Grant)	Grant	1,000,000	0	0	0	0	0	1,000,000
12" Reclaimed Water Main Wire Rd and Otis Allen to Scotland Yards Golf Course	S_SRF_2026	0	0	0	0	2,218,400	0	2,218,400
Major LS and Force Main, 23rd/Otis Allen to CR35 to Chancey/CR54	S_Capacity Fees	1,500,000	0	0	0	0	0	1,500,000
Major LS and Force Main, 23rd/Otis Allen to CR35 to Chancey/CR54 (Grant)	Grant	6,500,000	0	0	0	0	0	6,500,000
Main Force Main to the WWTP	S_SRF_2023	0	3,090,000	0	0	0	0	3,090,000
Effluent Pump Station Upgrade	S_SRF_2023	1,000,000	0	0	0	0	0	1,000,000
Lift Station at WWTP	Reserves	0	154,500	0	0	0	0	154,500
Force Main from Pretty Pond and 23rd St, east to Forbes, south to CR54, and east to LS 63	S_SRF_2026	0	0	0	0	0	1,136,900	1,136,900
Crystal Springs Water Quality Improvement	S_SRF_2026	0	0	0	4,328,600	0	0	4,328,600
Crystal Springs Water Quality Improvement (Grant)	Grant	0	0	0	0	0	0	0
WWTP SCADA System Upgrade	S_Pay-Go	25,000	25,800	26,400	27,100	27,700	28,400	160,400
Septic to Sewer Projects	S_SRF_2023	650,000	1,030,000	1,055,800	0	0	0	2,735,800
Septic to Sewer Projects (Grant)	Grant	650,000	1,030,000	1,055,800	0	0	0	2,735,800
WWTP Permit Renewal Exp 2022	S_Pay-Go	75,000	0	0	0	0	0	75,000
System Evaluation and Mapping	S_Pay-Go	100,000	103,000	105,600	108,200	110,900	113,700	641,400
Sewer Line Renewal and Replacement	S_Pay-Go	300,000	309,000	316,700	324,600	332,800	341,100	1,924,200
Sewer Manhole Major Rehabilitation	S_Pay-Go	200,000	206,000	211,200	216,400	221,800	227,400	1,282,800
Lift Station Alarm Upgrades	S_Pay-Go	70,000	72,100	73,900	75,800	83,200	85,300	460,300
Lift Station Major Rehabilitation	S_Pay-Go	300,000	309,000	316,700	324,600	332,800	341,100	1,924,200
Lift Station Generators	S_Pay-Go	125,000	128,800	132,000	162,300	166,400	170,500	885,000
Digester Rehab	S_Pay-Go	0	0	211,200	0	0	0	211,200
WWTP Generator Replacement & Building A under generator power	S_SRF_2023	0	875,500	0	0	0	0	875,500
Master Plan Update	Reserves	250,000	0	0	0	0	284,200	534,200
New gearbox & shaft for SHT #1	S_Pay-Go	0	154,500	0	0	0	0	154,500
Pole Barn (cover) for equip	S_Pay-Go	0	77,300	0	0	0	0	77,300
Machinery, Equipment, Vehicles	S_Pay-Go	100,000	103,000	105,600	108,200	110,900	113,700	641,400
TOTALS		**$18,858,000**	**$14,312,000**	**$7,147,800**	**$6,649,700**	**$4,769,500**	**$4,093,000**	**$55,830,000**

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Capital Improvement Program - Inflated

Project Description	Funding Source	Fiscal Year 2023	2024	2025	2026	2027	2028	TOTAL
Annual Project Funding Analysis								
Water Revenues	W_Pay-Go	$1,213,000	$927,000	$1,108,700	$973,900	$1,164,600	$1,250,700	$6,637,900
Sewer Revenues	S_Pay-Go	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200	8,437,700
Utility Operating Reserves	Reserves	1,450,000	154,500	316,700	0	0	284,200	2,205,400
Unfunded Projects	Unfunded	0	0	0	0	0	0	0
Water Capacity Fees	W_Capacity Fees	3,600,000	257,500	2,111,500	0	0	0	5,969,000
Sewer Capacity Fees	S_Capacity Fees	1,500,000	0	0	0	0	0	1,500,000
Clean Water SRF Loan WW510550	2022 SRF Loan	0	0	0	0	0	0	0
2023 Drinking Water SRF Loan	W_SRF_2023	0	0	0	0	0	0	0
2023 Clean Water SRF Loan	S_SRF_2023	1,650,000	4,995,500	1,055,800	0	0	0	7,701,300
2024 Drinking Water SRF Loan	W_SRF_2024	0	5,459,000	0	0	0	0	5,459,000
2026 Clean Water SRF Loan	S_SRF_2026	0	0	0	4,328,600	2,218,400	1,136,900	7,683,900
2024 Revenue Bond Issue	2024 Rev Bond	0	0	0	0	0	0	0
Other	Other	0	0	0	0	0	0	0
Grant	Grant	8,150,000	1,030,000	1,055,800	0	0	0	10,235,800
Total Funding Sources		$18,858,000	$14,312,000	$7,147,800	$6,649,700	$4,769,500	$4,093,000	$55,830,000

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Water Revenue Requirements

Description	Projected Fiscal Year Ending September 30, 2023	2024	2025	2026	2027	2028
Operating Expenses	$3,374,100	$3,539,000	$3,400,000	$3,511,600	$3,626,400	$3,745,600
Debt Service						
Clean Water SRF Loan WW805020	$0	$0	$0	$0	$0	$0
Clean Water SRF Loan WW805030	0	0	0	0	0	0
Clean Water SRF Loan WW510531	0	0	0	0	0	0
Clean Water SRF Loan WW510550	0	0	0	0	0	0
Proposed Debt Service	0	0	379,500	379,500	379,500	379,500
Total Debt Service	$0	$0	$379,500	$379,500	$379,500	$379,500
Other Expenditures						
Series 2016 BB&T Lease	$427,990	$427,990	$427,990	$427,990	$0	$0
CIP Funding	1,213,000	927,000	1,108,700	973,900	1,164,600	1,250,700
Placeholder for other expenditures	0	0	0	0	0	0
Total Other Expenditures	$1,640,990	$1,354,990	$1,536,690	$1,401,890	$1,164,600	$1,250,700
Total Gross Water Revenue Requirements	$5,015,090	$4,893,990	$5,316,190	$5,292,990	$5,170,500	$5,375,800
Less Revenues from Other Sources						
Miscellaneous Revenues	$27,120	$27,120	$27,120	$27,120	$27,120	$27,120
Placeholder for revenues from other sources	0	0	0	0	0	0
Transfer from Utility Operating Reserve	0	0	0	0	0	0
Net Water Revenue Requirements	$4,987,970	$4,866,870	$5,289,070	$5,265,870	$5,143,380	$5,348,680
Sales Revenues from Rates						
Projected Revenue from Existing Rates	$4,248,400	$4,310,700	$4,372,400	$4,435,900	$4,499,400	$4,565,100
Total Revenue from Prior Increase	0	0	131,200	247,300	369,600	498,500
Total Revenue Before Current Year Adjustment	$4,248,400	$4,310,700	$4,503,600	$4,683,200	$4,869,000	$5,063,600
Current Year Rate Adjustments						
Current Year Rate Adjustment	0.00%	3.00%	2.50%	2.50%	2.50%	2.50%
Effective Month	Jan.	Oct.	Oct.	Oct.	Oct.	Oct.
% of Current Year Effective	75%	100%	100%	100%	100%	100%
Total Revenue from Current Year Adjustments	$0	$129,300	$112,600	$117,100	$121,700	$126,600
Annual Water Rate Revenue	$4,248,400	$4,440,000	$4,616,200	$4,800,300	$4,990,700	$5,190,200
Net Revenue Surplus/(Deficiency)	($739,570)	($426,870)	($672,870)	($465,570)	($152,680)	($158,480)

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Projected Sewer Revenue Requirements

Description	Projected Fiscal Year Ending September 30, 2023	2024	2025	2026	2027	2028
Operating Expenses	$4,714,100	$4,462,100	$4,424,600	$4,569,700	$4,719,400	$4,874,900
Debt Service						
Clean Water SRF Loan WW805020	$653,179	$653,179	$653,179	$653,179	$653,179	$653,179
Clean Water SRF Loan WW805030	506,081	506,081	506,081	506,081	506,081	506,081
Clean Water SRF Loan WW510531	339,993	339,993	339,993	339,993	339,993	339,993
Clean Water SRF Loan WW510550	62,451	62,451	62,451	62,451	62,451	62,451
Proposed Debt Service	0	0	0	494,700	494,700	1,009,700
Total Debt Service	$1,561,704	$1,561,704	$1,561,704	$2,056,404	$2,056,404	$2,571,404
Other Expenditures						
Series 2016 BB&T Lease	$309,924	$309,924	$309,924	$309,924	$0	$0
CIP Funding	1,295,000	1,488,500	1,499,300	1,347,200	1,386,500	1,421,200
Placeholder for other expenditures	0	0	0	0	0	0
Total Other Expenditures	$1,604,924	$1,798,424	$1,809,224	$1,657,124	$1,386,500	$1,421,200
Total Gross Sewer Revenue Requirements	$7,880,728	$7,822,228	$7,795,528	$8,283,228	$8,162,304	$8,867,504
Less Revenues from Other Sources						
Miscellaneous Revenues	$66,095	$66,080	$66,080	$66,080	$66,080	$66,080
Placeholder for revenues from other sources	0	0	0	0	0	0
Transfer from Utility Operating Reserve	0	0	0	0	0	0
Net Sewer Revenue Requirements	$7,814,633	$7,756,148	$7,729,448	$8,217,148	$8,096,224	$8,801,424
Sales Revenues from Rates						
Projected Revenue from Existing Rates	$7,649,800	$7,742,400	$7,835,000	$7,927,700	$8,020,200	$8,118,000
Total Revenue from Prior Increase	0	0	235,100	442,000	658,800	886,500
Total Revenue Before Current Year Adjustment	$7,649,800	$7,742,400	$8,070,100	$8,369,700	$8,679,000	$9,004,500
Current Year Rate Adjustments						
Current Year Rate Adjustment	0.00%	3.00%	2.50%	2.50%	2.50%	2.50%
Effective Month	Jan.	Oct.	Oct.	Oct.	Oct.	Oct.
% of Current Year Effective	75%	100%	100%	100%	100%	100%
Total Revenue from Current Year Adjustments	$0	$232,300	$201,800	$209,200	$217,000	$225,100
Annual Sewer Rate Revenue	$7,649,800	$7,974,700	$8,271,900	$8,578,900	$8,896,000	$9,229,600
Net Revenue Surplus/(Deficiency)	($164,833)	$218,552	$542,452	$361,752	$799,776	$428,176

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Combined System Projected Debt Service Coverage

Description	Projected Fiscal Year Ending September 30, 2023	2024	2025	2026	2027	2028
System Revenues						
Total Water Rate Revenue	$4,248,400	$4,440,000	$4,616,200	$4,800,300	$4,990,700	$5,190,200
Total Sewer Rate Revenue	7,649,800	7,974,700	8,271,900	8,578,900	8,896,000	9,229,600
Total Rate Revenue	$11,898,200	$12,414,700	$12,888,100	$13,379,200	$13,886,700	$14,419,800
Other Operating Revenues	$93,215	$93,200	$93,200	$93,200	$93,200	$93,200
Placeholder for other operating revenues	0	0	0	0	0	0
Total System Revenues	$11,991,415	$12,507,900	$12,981,300	$13,472,400	$13,979,900	$14,513,000
Operating Expenses						
Water Operating Expenses	$3,374,100	$3,539,000	$3,400,000	$3,511,600	$3,626,400	$3,745,600
Sewer Operating Expenses	4,714,100	4,462,100	4,424,600	4,569,700	4,719,400	4,874,900
Total Operating Expenses	$8,088,200	$8,001,100	$7,824,600	$8,081,300	$8,345,800	$8,620,500
Net Operating Revenue	$3,903,215	$4,506,800	$5,156,700	$5,391,100	$5,634,100	$5,892,500
Debt Service						
Clean Water SRF Loan WW805020	$653,179	$653,179	$653,179	$653,179	$653,179	$653,179
Clean Water SRF Loan WW805030	506,081	506,081	506,081	506,081	506,081	506,081
Clean Water SRF Loan WW510531	339,993	339,993	339,993	339,993	339,993	339,993
Clean Water SRF Loan WW510550	62,451	62,451	62,451	62,451	62,451	62,451
Proposed Debt Service	0	0	379,500	874,200	874,200	1,389,200
Total Debt Service	$1,561,704	$1,561,704	$1,941,204	$2,435,904	$2,435,904	$2,950,904
Debt Service Coverage						
Net Revenue (Excludes Capacity Fees)	$3,903,215	$4,506,800	$5,156,700	$5,391,100	$5,634,100	$5,892,500
Capacity Fees	1,283,400	671,400	671,400	671,400	682,800	718,200
Available for Debt Service	$5,186,615	$5,178,200	$5,828,100	$6,062,500	$6,316,900	$6,610,700
Coverage Ratio Calculated	3.32	3.32	3.00	2.49	2.59	2.24
Coverage Ratio Required	1.15	1.15	1.15	1.15	1.15	1.15
Net Revenues Less Debt Service	$2,341,511	$2,945,096	$3,215,496	$2,955,196	$3,198,196	$2,941,596
Other Expenses/Transfers:						
Series 2016 BB&T Lease	$737,915	$737,915	$737,915	$737,915	$0	$0
CIP Funding	2,508,000	2,415,500	2,608,000	2,321,100	2,551,100	2,671,900
Placeholder for other expenditures	0	0	0	0	0	0
Total Other Expenses/Transfers	$3,245,915	$3,153,415	$3,345,915	$3,059,015	$2,551,100	$2,671,900
Net Surplus/(Deficit)	**($904,404)**	**($208,319)**	**($130,419)**	**($103,819)**	**$647,096**	**$269,696**

City of Zephyrhills
2023 Utility Revenue Sufficiency Study
Utility Fund Balance Projections

	Projected Fiscal Year Ending September 30,					
Description	2023	2024	2025	2026	2027	2028
Utility Operating Reserve						
Beginning Balance	$6,886,482	$4,532,079	$4,169,260	$3,722,141	$3,618,323	$4,265,419
Operating Surplus/(Deficit)	(904,404)	(208,319)	(130,419)	(103,819)	647,096	269,696
Other Transfers In	0	0	0	0	0	0
CIP Expenditures	(1,450,000)	(154,500)	(316,700)	0	0	(284,200)
Transfer to Operations	0	0	0	0	0	0
Other Transfers Out	0	0	0	0	0	0
Ending Balance	$4,532,079	$4,169,260	$3,722,141	$3,618,323	$4,265,419	$4,250,914
Min Target Balance (6 Months O&M Exp.)	$4,044,100	$4,000,600	$3,912,300	$4,040,700	$4,172,900	$4,310,300
Water & Sewer Utility Capacity Fees						
Beginning Balance	$5,796,255	$1,989,655	$2,413,555	$983,455	$1,664,855	$2,357,655
From New Customers	1,283,400	671,400	671,400	671,400	682,800	718,200
Interest Income	10,000	10,000	10,000	10,000	10,000	10,000
CIP Expenditures	(5,100,000)	(257,500)	(2,111,500)	0	0	0
Ending Balance	$1,989,655	$2,413,555	$983,455	$1,664,855	$2,357,655	$3,085,855

Action Item

BUSINESS ITEMS/PUBLIC HEARING 4.4

5L Property Annexation
First Reading. **ORDINANCE NO. 1490-24 - "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA ANNEXING APPROXIMATELY 12.92 ACRES (MOL) INTO THE CORPORATE LIMITS OF THE CITY OF SAID CITY DESCRIBED AS PARCEL 18-26-22-0010-00500-0000 ZEPHYRHILLS, FLORIDA, IN ACCORDANCE WITH SECTION 171.044, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE."**

A. Council President opens the Public Hearing
B. Council President closes the Public Hearing
C. City Council considers Ordinance No. 1490-24 on the First Reading

Issue:
This is a three-proned application for an annexation, rezoning, and future land use map amendment (FLUMA).

Background:
The parcel immediately to the north was recently annexed into the City and is the future home of Bauducco Foods facility. Bauducco Foods has no immediate plans for the subject parcel, but wants to secure the land for potential future expansion.

Attachment(s):
1. Ordinance 1490-24 5L Properties Annexation 12.92 Acres(31121861.1)
2. Map for Ord. 1490-24(31236485.1)
3. ANX 22-24 Staff Report 5L Properties Sept 9 2024 City Council
4. 5L Annexation Attachments CC Meeting August 12 2024

Fiscal Impact:
TBD.

Staff Recommendation:
Approval, please see Staff report

ORDINANCE NO. 1490-24

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA ANNEXING APPROXIMATELY 12.92 ACRES (MOL) INTO THE CORPORATE LIMITS OF THE CITY OF SAID CITY DESCRIBED AS PARCEL 18-26-22-0010-00500-0000 ZEPHYRHILLS, FLORIDA, IN ACCORDANCE WITH SECTION 171.044, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, 5L Properties, LLC, present owner of the lands hereinafter described in Section 1 below, and have requested and consented through a Petition for Annexation for approximately 12.92 acres of property (MOL) described in Section 1 below; and

WHEREAS, the City Council has determined that said property is contiguous to the municipal boundaries of the City, that the area off annexation is reasonably compact, the area will be developed for urban purposes, and currently lies within unincorporated Pasco County, and that the annexation of said property will not result in the creation of any enclave; and

WHEREAS, the City is authorized by Chapter 171.044, Florida Statutes, to annex contiguous and infill areas, and to extend the City limits upon receipt of written consent of the landowners together with the approval of the City Council after published notice and public hearings; and

WHEREAS, all other procedural and notice requirements mandated by State Law and the City's Land Development Regulations have been followed and satisfied; and

WHEREAS, the City Council has reviewed and evaluated the Petition submitted, and has determined that the annexation of said lands into the City is in the public interest and is consistent with the City's Comprehensive Plan and Land Development Regulations; and

NOW THEREFORE, BE IT ENACTED, AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA, AS FOLLOWS:

SECTION 1: The following described lands, lying and being situate in Pasco County, Florida, is hereby annexed to and included within the boundaries of the City of Zephyrhills, Florida, and municipal corporation:

Parcel I.D. No. 18-26-22-0010-00500-0000

Legal Description: ZEPHYRHILLS COLONY COMPANY LANDS IN PLAT BOOK 1, PAGE 55, THAT PORTION OF TRACTS 5, 6 AND 12 LYING WEST OF R/W OF ZEPHYRHILLS BY-PASS IN SECTION 18, TOWNSHIP 26 SOUTH, RANGE 22 EAST, PASCO COUNTY, FLORIDA.

SECTION 2: Said lands are contiguous to or are infill of the present City limits of the City of Zephyrhills. That said lands are now unincorporated and lie in the same County as said City, and when annexed would form a compact addition to the incorporated territory of said City. That owners of said lands contained in said area to be annexed have given written consent to have such annexation for said area.

SECTION 3: The City of Zephyrhills, Florida is authorized by the legislature of the State of Florida, pursuant to Section 177.044, Florida Statutes, and pursuant to the Charter of the City of Zephyrhills, to annex contiguous and infill areas and to extend the City limits or territorial boundaries upon receipt of a written consent of all owners of land contained in the area to be

annexed, together with the approval of the City Council of the City of Zephyrhills, of said annexation duly expressed by Ordinance.

SECTION 4: Upon this Ordinance becoming effective, the property Owners of said property shall be entitled to all the rights and privileges and immunities as are from time-to-time granted to property Owners of the City of Zephyrhills, Florida as further provided in Chapter 171.044, Florida Statutes, and shall further be subject to the responsibilities of ownership as may from time-to-time be determined by the governing authority of the City of Zephyrhills, Florida and the provisions of said Chapter 171.044, Florida Statutes.

SECTION 5: It is the intention of the City Council of the City of Zephyrhills, Florida by passage of this Ordinance to annex the above-described lands to said City within its territorial limits and the boundary lines of said City are hereby redefined and extended so as to include said area of land within its territorial limits upon the final passage of this Ordinance.

SECTION 6: Within seven (7) days after adoption, the City Clerk shall file a certified copy of the Ordinance, together with a map which clearly shows the annexed area, with the Clerk of the Courts of Pasco County, Florida; the Chairman of the Board of County Commissioners of Pasco County, Florida; the Property Appraiser of Pasco County, Florida; and the Department of State, Secretary of State, State of Florida, pursuant to Section 171.044, Florida Statutes.

SECTION 7: The provisions of this ordinance are declared to be severable and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid or unconstitutional, this decision shall not affect the validity of the remaining section, sentences, clause and phrases of this ordinance, which shall remain in effect it being the legislative intent that this ordinance shall stand notwithstanding the invalidity of any part.

SECTION 8: Any ordinance in conflict with this ordinance is hereby repealed by implication.

SECTION 9: The provisions of this Ordinance shall not be codified, but the annexed property shall be incorporated and included in all appropriate maps of the City Limits of the City of Zephyrhills.

SECTION 10: This Ordinance shall become effective upon passage on the second reading and signing by the Mayor.

The foregoing Ordinance No. 1490-24 was introduced, read, and passed on the first reading in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 9th day of September 2024.

Attest:

Ricardo Quinones, Acting City Clerk	Kenneth M. Burgess, Jr. Council President

The foregoing Ordinance No. 1490-24 was read and passed on the second reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 23rd day of September 2024.

Attest:

Ricardo Quinones, Acting City Clerk	Kenneth M. Burgess, Jr. Council President

The foregoing Ordinance No. 1490 -24 was approved by me this 23rd day of September 2024.

_____
Melonie Bahr Monson, Mayor

Approved as to legal form and legal content
for the reliance of the City of Zephyrhills only:

_____
Matthew E. Maggard, Esq.
City Attorney

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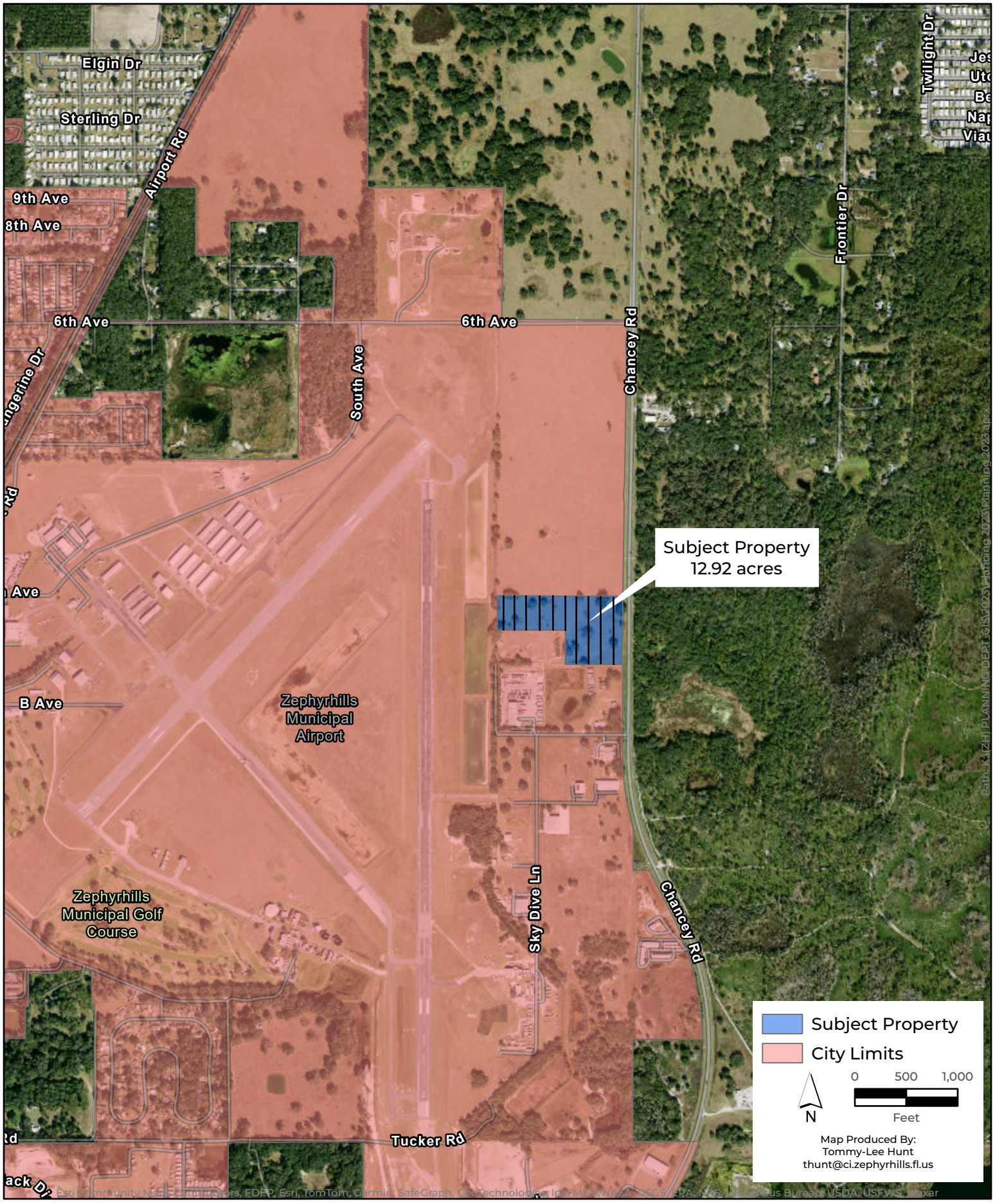


City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

STAFF REPORT
MEMORANDUM

To: City Council and Honorable Mayor
From: Rod Corriveau, AICP – Principal Planner
RE: ANX 22-24 – 5L Properties Annexation, Land Use Map Amendment, and Rezoning
Date: September 9, 2024

I. BACKGROUND & INFORMATION

A. History | Application Summary

The property is located on Chancey Road, south of 6th Avenue and consists of approximately 12.92 acres. Consent, through applications, were provided by 5L Properties to annex, amend the future land use map and rezone the properties for light industrial uses.

Image 1 – Subject Property View from Chancey Road Courtesy of Google Imagery, Dec. 2023

B. Site Information

Owner: 5L Properties, Inc.
Location: West of Chancey Road & south of 6th Ave. See Map 1 – Location Map.

Existing Land Use: Cattle grazing.
Subject to Moratorium(s)? No.
Available Water Capacity? Yes, according to John Bostic III, Utilities Director[1]

Parcel Future Land Use and Zoning District					
Parcel ID/Acreage	Current Political Jurisdiction	Current FLU	Proposed FLU	Current Zoning	Proposed Zoning
18 26 22 0010 00500 0000 12.92 acres (mol)	Pasco County	IL	IN	AC	LI

II. DATA & ANALYSIS REVIEW

A. Character Analysis

The subject property is located west of Chancey Road and south of 6th Ave and is adjacent to the Zephyrhills Municipal Airport. It is contiguous with the current municipal boundaries of the City as shown in Map 1.[2] The overall subject property consists of 12.92 acres, mol. (more or less) of undeveloped land, and contains no jurisdictional wetlands.

West – City of Zephyrhills Municipal Airport, located in the City of Zephyrhills municipal boundary.
East – Chancey Road and vacant land owned by 5L Properties in unincorporated Pasco County.
North – 6th Avenue and vacant land owned by Ellece USA 19 Inc, located in incorporated Zephyrhills.
South – Improved property owned by Heyl Investments, LLC, located in incorporated Zephyrhills.

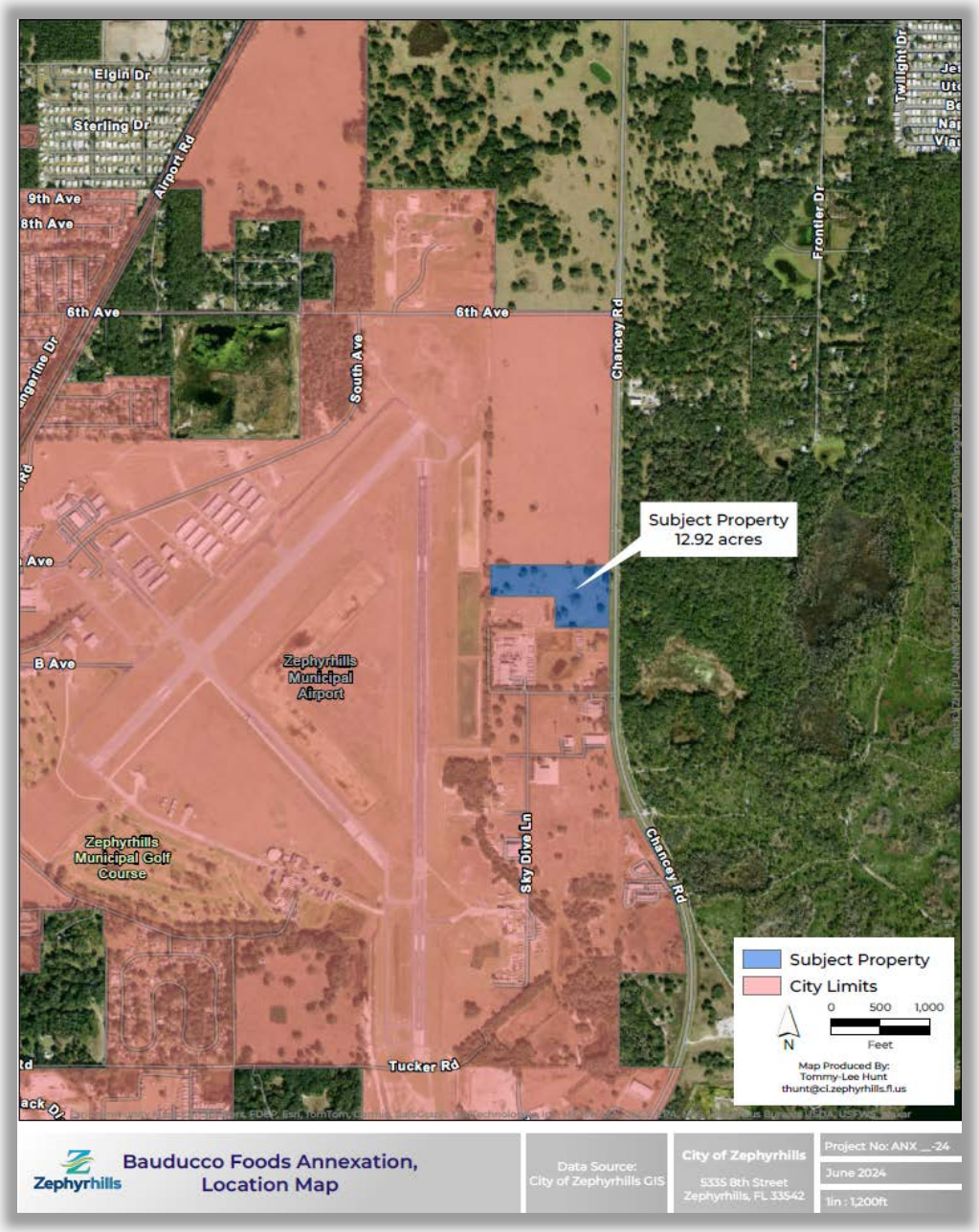
B. Compatibility Analysis

1. Annexation
   (a) The subject property proposed for annexation is currently located within unincorporated Pasco County. The property's boundary is contiguous to the City's boundary, not part of another incorporated municipality, and will be used for urban purposes (light industrial).
   (b) The subject property is located within the City's Joint Planning Area (JPA) and Utility Service Area.
   (c) No objections have been received to date from outside agencies or

[1] See attached email from John Bostic III indicating available capacity.
[2] All maps discussed herein are attached to this Staff report.

residents.

(d) Pursuant to §171.044 F.S., the owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality. The petition bears the signatures of the property owners' agent of record. All noticing requirements under §171.044 F. S. have been met for this petition.

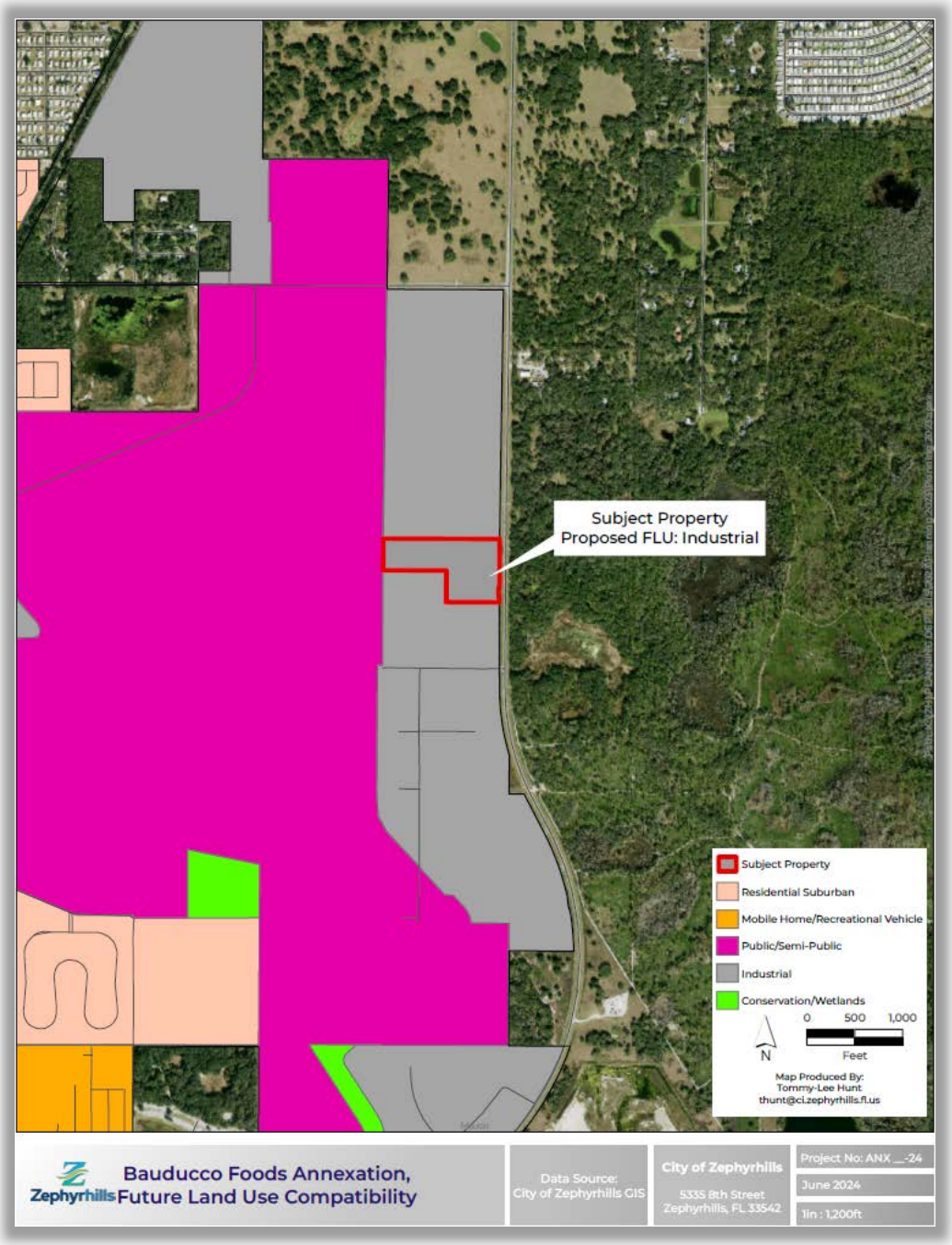


Map 1 – Location of Property Courtesy of Zephyhills GIS Dept.

2. Future Land Use Map (FLUMA) Amendment
   (a) The subject property is 12.92 ± acres, therefore is subject to the provisions of a small-scale comprehensive plan amendment;
   (b) The request is to change the subject property's future land use designation from County IL (Industrial-Light) to City IN (Industrial), please see Map 2 – Proposed Future Land Use Map on page 5;
   (c) The proposed change is consistent with the City of Zephyrhills Comprehensive Plan Goals, Objectives, and Policies;
   (d) Utility capacity is available for the proposed petition;
   (e) Transportation:
      (1) Subject parcel is south of 6th Ave, west of unimproved Kittyhawk Drive, and Chancey Road is on the east side of the property. Chancey Road is an improved County owned and maintained collector road.
      (2) If the property is developed, access to the property may be proposed through improvements to Kittyhawk Drive or Chancey Road.
      (3) Minimal developer related improvements are anticipated along the nearby roadway network that may include acceleration/deceleration lanes on Chancey, or improving Kittyhawk Drive.

   The proposed future land use map amendment (FLUMA) is consistent with Chapter 163, Part II, FS; the City of Zephyrhills Comprehensive Plan, and the City's Land Development Code. It is also consistent and compatible with the land use/development trends of the area. Due to the proximity of the airport, Staff will work with the FAA to determine any possible aeronautical issues if the property is developed. Any future development shall be consistent with all City, County, State, and Federal regulations.

3. Zoning Amendment
   (a) The request is to change the subject property's zoning classification from County AC (Agricultural District) to City LI (Light Industrial). The subject property has original zoning from 1975. Please see Map 3 – Proposed Zoning Map on page 7.
   (b) The requested zoning designation is consistent with the development patterns and zoning designations of the much of the developed area and surrounding properties and will not create "spot zoning". Properties abutting the subject parcel have future land use classifications of LI and/or zoning for light industrial. The City's municipal airport abuts the property on the western border.
   (c) The subject petition is not anticipated to create a situation of premature development based on the development patterns in the general vicinity and utility infrastructure availability. Water and sewer lines are present on 6th Avenue and on Chancey Road.



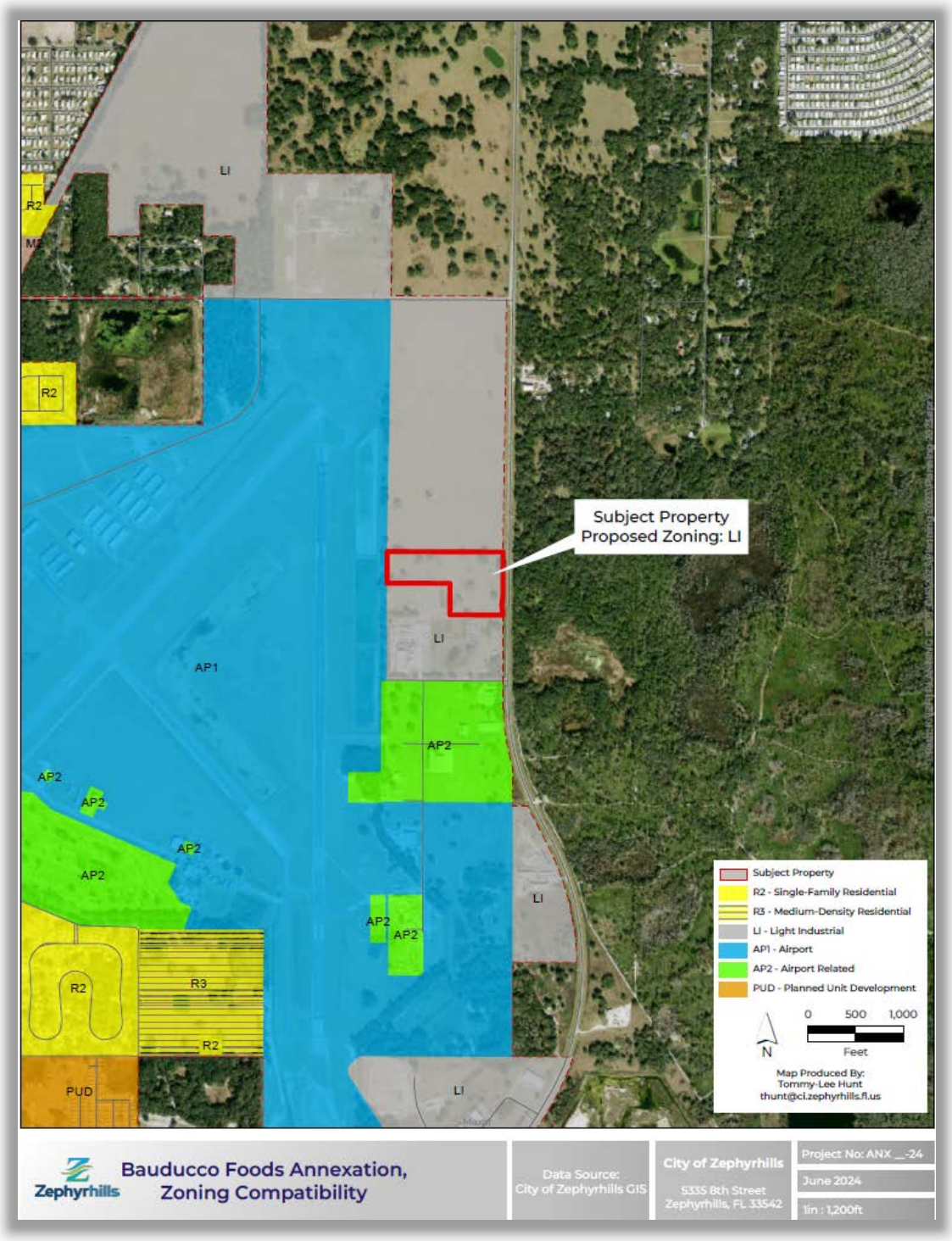
Map 2 – Proposed Future Land Use Map Courtesy of Zephyrhills GIS Dept.

The subject property is a vacant, unimproved site in the Airport Industrial area. Its incorporation into the City will potentially spur additional development and/or redevelopment within the vicinity. The proposed zoning is consistent with the City of Zephyrhills Comprehensive Plan, LDC, and City codes and ordinances. It is also compatible/consistent with the growth and development trends of the general area.

C. **Natural & Historic Resources Analysis**

The following site characteristics are provided:

1. Soil Types – The majority of the site is Tavares sand with 0-5% slope. Wauchula fine sand with 0-5% slope can be found nearest to Chancey Road. Both soil types are considered arable, or generally acceptable for development as Class III soil types identified by USDA Land Capability System Class.
2. Flood Plain – The entirety of the subject property is located in Flood Zone "X" and is outside the 100-year flood zone.
3. Stormwater – The stormwater system will be designed to provide storage and treatment of runoff as required by state and local jurisdictional requirements including but not limited to SWFWMD.
4. Wetlands/Water Bodies – There are no water bodies on the subject property.
5. Historic/Archaeological Resources – The subject property is located outside of the Zephyrhills Historic District and is not projected to impact any identified historic resources. If archaeological resources are found onsite during development, notification shall be made to the Florida Department of Historical Resources and any other required agencies.
6. Natural Resources – Pasco County data shows this habitat is not significant for endangered or protected species. If resources, such as gopher tortoise, burrowing owls, etc. are found on site during development of the property, a full report and mitigation and/or relocation plan shall be submitted to the City and other agencies as required by law.



Map 3 – Proposed Zoning Map Courtesy of Zephyrhills GIS Dept.

D. Public Services Analysis | Impact

POLICE	Projected general police service demand is within satisfactory limits for future development of the site proposed for light industrial uses. Areas immediately to the south are within the County. Both City and County properties receive regular patrols.
FIRE	Projected general fire service demand is within satisfactory limits for future development of the site proposed for light industrial use. Staff, through the JPA has begun the coordination process for County review at various department levels. Adequate fire/ems service exists within the County. Staff will coordinate with the Fire Marshall when site plans are submitted for review.
WATER	Water service is available to the subject property and services by the City for future development. Projected general water service demand is <20,000 gallons per day. The Utilities Department has determined that the City has sufficient capacity to service typical industrial development on the site.[3]
SEWER	The project will be required to connect to the City's sanitary sewer system for future development. Projected general service demand is <20,000 gallons per day (gpd).
SANITATION	Future development will be required to utilize City Sanitation services. The City collaborates with Pasco County for use of their landfill site. The County's facility has adequate capacity and the increased pickups can be absorbed into the current level of service, therefore the anticipated impact is within acceptable levels.
TRANSPORTATION	Access for the project is proposed via Chancey Road, but access may be utilized through the improvement of Kittyhawk Drive. Pasco County public transit does not currently service the area.
SCHOOLS	No impacts are expected for the school system.

E. **Comp Plan Analysis and Verified Applicant Response**

The purpose of the Industrial (IN) land use classification is to depict those areas of the City that are now developed, or appropriate to be developed, in an industrial manner; and so as to encourage the reservation and use of consolidated areas for industrial use in a manner and location consistent with surrounding use, transportation facilities, and natural resource characteristics.

[3] Please see attached email dated June 10, 2024 from John Bostic III confirming adequate water supply.

Primary uses include facilities such as research & development, light manufacturing/assembly, wholesale/distribution; storage/warehouse and secondary uses include office, commercial, transient accommodations, and public/semi-public uses with a maximum floor area ratio of 0.50.
Appropriate locational characteristics generally include acreage with sufficient size to encourage an industrial park type arrangement with provisions for internal service access with minimal impact on adjoining uses, and with good access to transportation and utility facilities such as a collector or arterial roadway network, rail facilities, airports and mass transit. Compatible zoning districts include light industrial or a planned unit development.

According to the adopted Comprehensive Plan, the industrial acreage projection for 2025 was a need for 227 acres for industrial uses.

Comprehensive Plan Consistency:

OBJECTIVE LU-1-1: To encourage efficient development in areas which will have the capacity to contribute more to the City in revenue than it will consume in services that meet the above-mentioned goals and consistent with this adopted plan.

Response: The addition of industrial land to the City's tax rolls, industrial development on this will diversify the tax base. In terms of cost of services to the community, industrial lands produce more tax revenues than they consume, including the provision of emergency and police personnel calls. It further provides economic benefits to the City with an increased tax base and will provide employment opportunities that traditionally pay more than service industries.

POLICY LU-1-1-1: The City shall continue to enforce land development regulations to ensure orderly development, that at a minimum, contain provisions which:

1. Regulate the subdivision of land;
2. Regulate signage;
3. Provide for drainage and stormwater management;
4. Provide requirements for the provision of open space, and safe and convenient on-site traffic flow and parking requirements;
5. Coordinate future land uses with soil conditions, topography, and availability of facilities and services;
6. Ensure that development orders and permits are issued only when it is documented that such development is consistent with the adopted level of service standards and that facilities and services are available concurrent with the impacts of development;
7. Protect the limited amount of wetlands and other environmentally

sensitive natural resources;
8. Protect the potable well fields by designating appropriate activities and land uses
9. Within well-head protection areas and environmentally sensitive land;
10. Provision of mixed land use designations, such as recreation…in residential areas;
11. Discourage the proliferation of urban sprawl.

Response: Any future proposed or submitted development applications will be in compliance with each of the above criteria as applicable. The developer shall have the responsibility to submit all plans to the appropriate governmental agency for review and comment. Any revision or amendments necessary will be positively acted upon to assure compliance in each instance. The property owner intends to market to industrial developers or end users. The tax base generated by any development on this parcel will be a positive contribution the City's tax base.

ARCHAEOLOGICAL AND HISTORIC RESOURCES

OBJECTIVE LU-1-4: The City will develop mechanisms to ensure the protection of archaeological and historical resources.

Response: There are no known archaeological or historic resources on this site. To further protect any resources that may be found, the City will require in the development order issued, that if archeological or historical resources are found on-site, all construction activities will cease immediately, and proper authorities are to be notified of the discovery. Any remediation necessary will occur prior to any construction activities commencing.

OBJECTIVE LU-1-7: All development activities shall ensure the protection of natural resources and potable well fields.

Response: The site proposed for the Future Land Use Map amendment is not located within a wellhead protection zone, not in a flood plain nor contains any wetlands. Pasco County/FEMA maps were reviewed to assess the flood potential of the subject parcel. No portion of the subject parcel is located within the 100-year flood plain area.

OBJECTIVE LU-1-7-1: The clearing of trees and wetland vegetation shall be prohibited unless permits are obtained from the property government entities.

Response: Prior to any site development permits, the developer shall be responsible to apply for and acquire any permits from the appropriate governmental agencies.

OBJECTIVE LU-1-7-2: Species of flora and fauna identified as endangered,

threatened, or species of special concern, as defined by Federal Law or Florida Statutes, and found to exist in Zephyrhills by the Florida Game Fresh Water Fish commission, shall be protected through compliance with appropriate Federal and State regulations.

Response: There are no known endangered, threatened, or species of special concern as defined by Federal law or Florida Statutes on this site. To further protect any resources that may be found, the City will require in any development order issued, that if any species of flora and fauna identified as endangered, threatened, or species of special concern are found on-site, all construction activities will cease immediately, and proper authorities are to be notified of the discovery. Any remediation necessary will occur prior to any construction activities commencing.

OBJECTIVE LU-1-7-3: Consider in land use planning and regulation, the impact of land use on water quality and quantity; the availability of land water and other natural resources to meet demands; and the potential for flooding.

OBJECTIVE LU-1-7-4: The clearing of trees and wetland vegetation shall be prohibited unless permits are received from appropriate governmental entities.

OBJECTIVE LU-1-7-5: The developer/owner of any new development or redevelopment shall be responsible for on-site management of stormwater run-off in a manner so that post- development run-off rates, volumes and pollutant loads do not exceed existing conditions.

Response: The owner/developer shall comply with each of these provisions during the planning, design, engineering, staff review, permitting, construction, and inspection process of the subject property.

NEIGHBORHOOD INTEGRITY AND AESTHETIC

OBJECTIVE LU-9: Improve and enhance the visual appearance of neighborhoods and commercial areas in the City.

POLICY LU-1-9-1: The land development regulations shall provide for reduction of confusion and visual clutter through control of size, placement, and related aspects of signage.

Response: The site plan, when presented to the City, shall promote the intent of the industrial district, the intent of the zoning and land use categories, and be designed in sympathy with the adjacent uses of land. The subject property's entry signage shall be reviewed and permitted by Staff to assure it meets all signage requirements of the City.

URBAN SERVICE AREA AND ANNEXATION

OBJECTIVE LU1-10-1: The City manages its growth through the establishment of a future service area, guidelines for annexation and the execution and maintenance of interlocal agreements with Pasco County.

POLICY LU-1-10-2 The City shall maintain an Interlocal Agreement with Pasco County that designates existing and future service areas for the City of Zephyrhills. Amendments to the boundary of the "Future Service Area" shall require an amendment of this Comprehensive Plan.

Response: Subject property is located within the interlocal agreements' service area. The future land use amendment is required if the property is developed.

POLICY LU-1-10-3: The City will not consider the annexation of lands outside of the "Future Service Area" established by this Element.

Response: The subject policy is within the identified area.

Policy LU-1-10-4: The City will consider the annexation of lands within the "Future Service Area" in accordance with the following criteria:

1. The land to be annexed can be served by public water and sewer within three years;
2. It can be demonstrated that adequate water supply is available to serve the area to be annexed at the time of annexation or can be provided concurrent with anticipated development;
3. It can be demonstrated that roadway levels of service can be satisfied within the area to be annexed at the time of annexation or can be provided concurrent with anticipated development;
4. It can be demonstrated that general public services such as fire and police protection can be provided concurrent with anticipated development.
5. It can be demonstrated that adopted levels of service for parks and recreation, stormwater management, solid waste management and schools can be met by anticipated development within the area to be annexed;
6. It can be demonstrated that the principles and standards for energy efficiency, energy conservation and reduction of greenhouse gas emissions establishes by the City can be equaled or exceeded within the area to be annexed.

Response: Water and sewer services are adjacent to the subject property. The owner/developer of any future site application shall be required to submit an application to the City and/or County for access and construct any required improvements to the transportation network as required by the City and/or County

codes. All level of service standards shall be met concurrent with any development.

ECONOMIC DEVELOPMENT
GOAL ECO-1: To provide a diverse economic base which affords the City of Zephyrhills and its residents a maximum amount of economic opportunity.

Response: The addition of industrial lands will reduce the reliance on residential ad valorem tax base and will diversify the economic base. Once developed with an industrial user, this property will provide additional employment opportunities which traditionally compensate higher than service industry jobs.

POLICY ECO-I-2-3: It shall be the policy of the City of Zephyrhills to develop and maintain programs which assist suitable new companies in expansion and relocation efforts in order to create annually, a number of jobs, when combined with jobs in new industries, that exceeds the average annual growth in employment over the past five years.

Response: Proactively annexing and providing the correct FLU and Zoning designations to Industrial properties will provide additional opportunities for new or expanding companies to locate in a more efficient manner.

OBJECTIVE ECO-1-4: The City shall ensure that land is allocated for future commercial, industrial and conservation/open space land uses to allow for a viable economy.

POLICY ECO-1-4-1: It shall be the policy of the City of Zephyrhills to provide for the location and clustering of major commercial and industrial activities according to the following guidelines:
a. In close proximity to principal arterials.
b. With access to appropriate utilities (water, sewer, electricity, gas, telephone) or to allow for provision of these utilities.
c. With access to mass transit routes where feasible.
d. With on-site rail facilities and airport access, if appropriate, and available.
e. So as to have acceptable impacts to the natural environment and adjacent land uses.

POLICY ECO-1-6-2: It shall be the policy of the City of Zephyrhills to continue support for the Zephyrhills Industrial Park.

Response: Through the annexation, comprehensive plan amendment, and zoning amendment, the City will be increasing its industrial land availability in close proximity to principal arterials (US 98, US 301, I-75, I-4), access to utilities, air and rail access, and will have minimal impacts to the natural environment and adjacent land uses. The

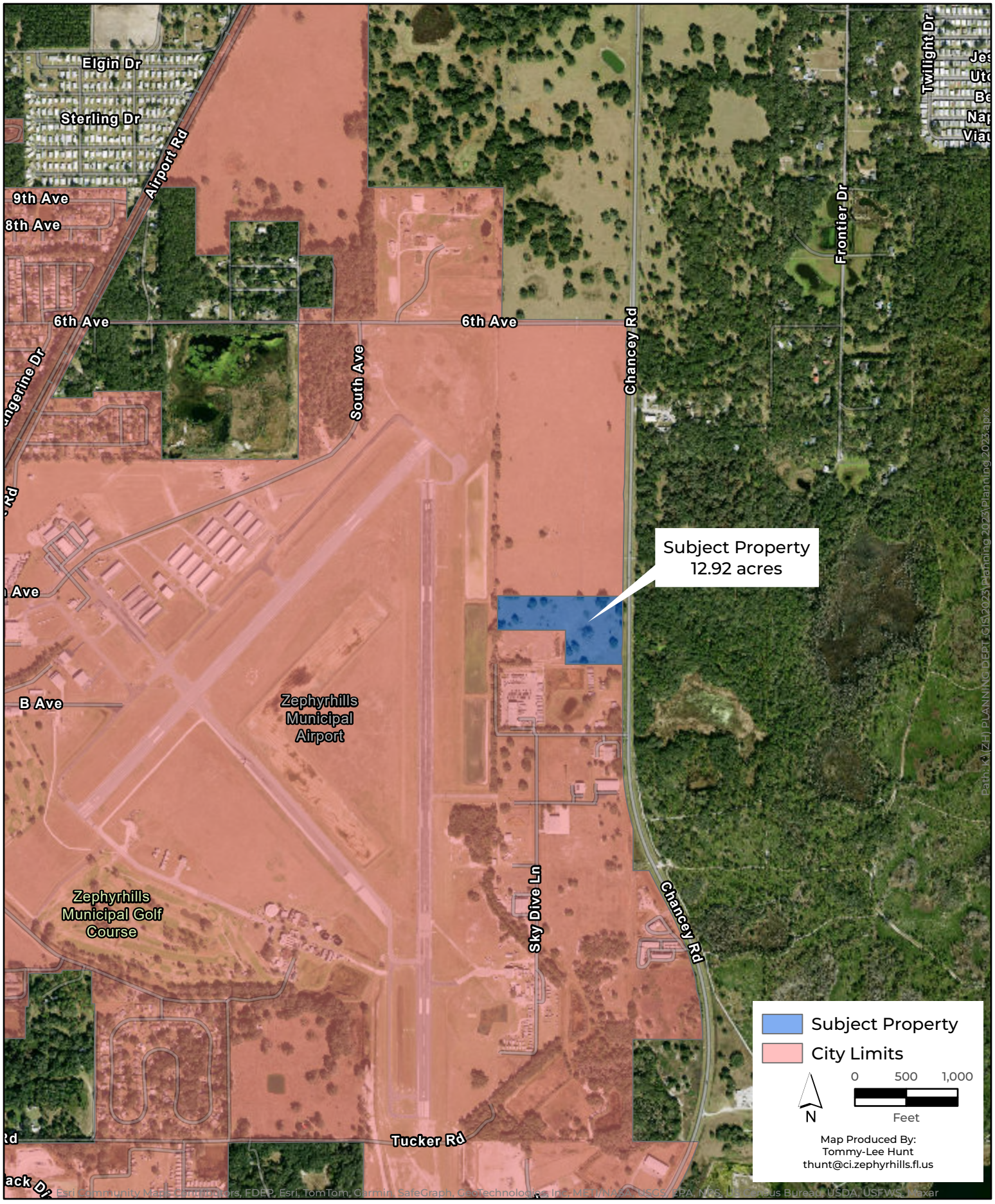
subject property is located adjacent to the "Airport Industrial Park" and is part of the future vision for the City's Industrial Corridor.

III. RECOMMENDATION

Site Plan Review Committee – Recommended approval on June 18, 2024

Planning Commission – Recommended approval on July 16, 2024

Staff - Based upon Staff's analysis herein, along with supporting documentation - Staff recommends approval of this petition for annexation, rezoning to LI (Light Industrial) and FLUMA to I (Industrial).



Zephyrhills

Bauducco Foods Annexation, Location Map

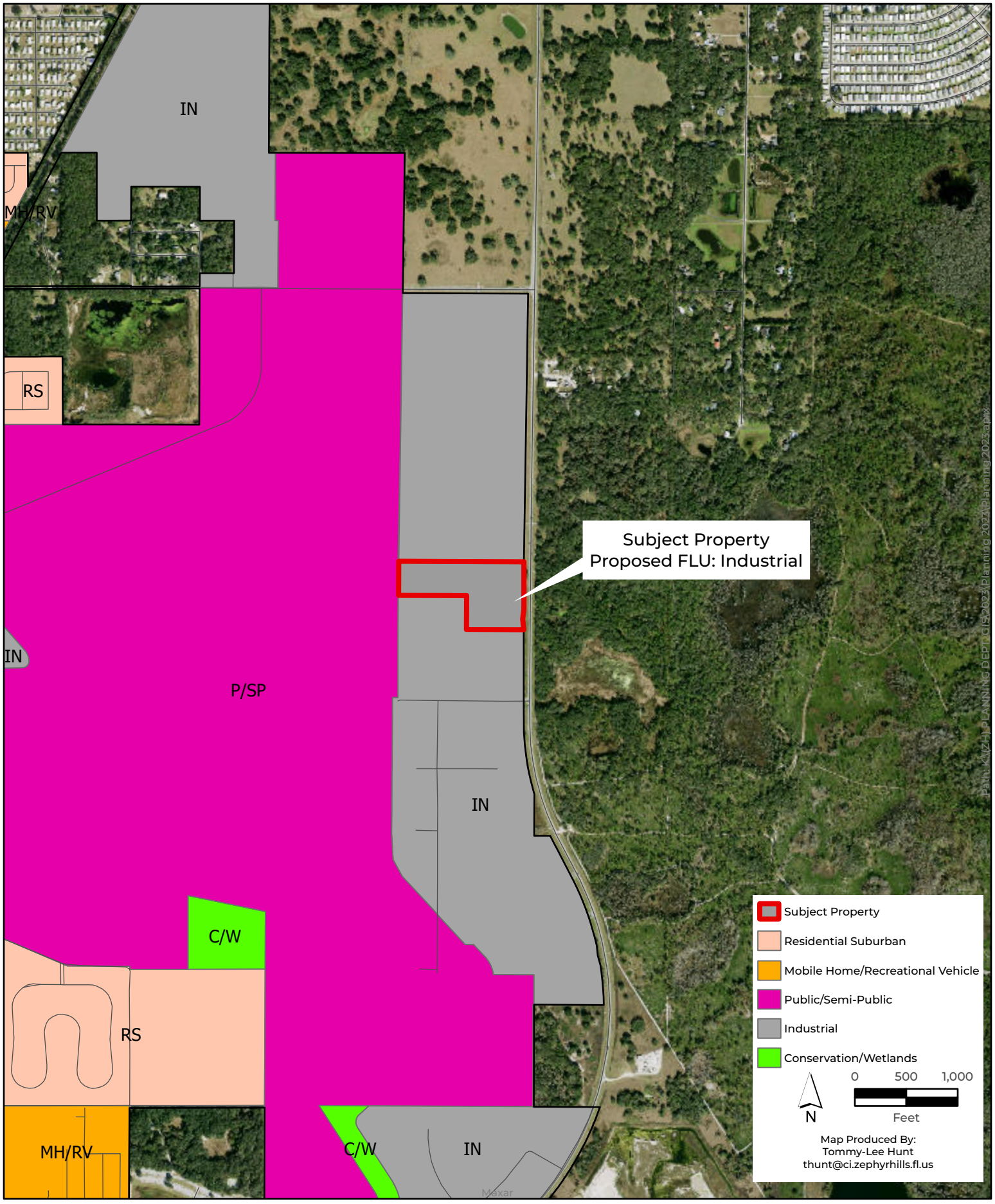
Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Project No: ANX __-24

June 2024

1in : 1,200ft



Zephyrhills

Bauducco Foods Annexation, Future Land Use Compatibility

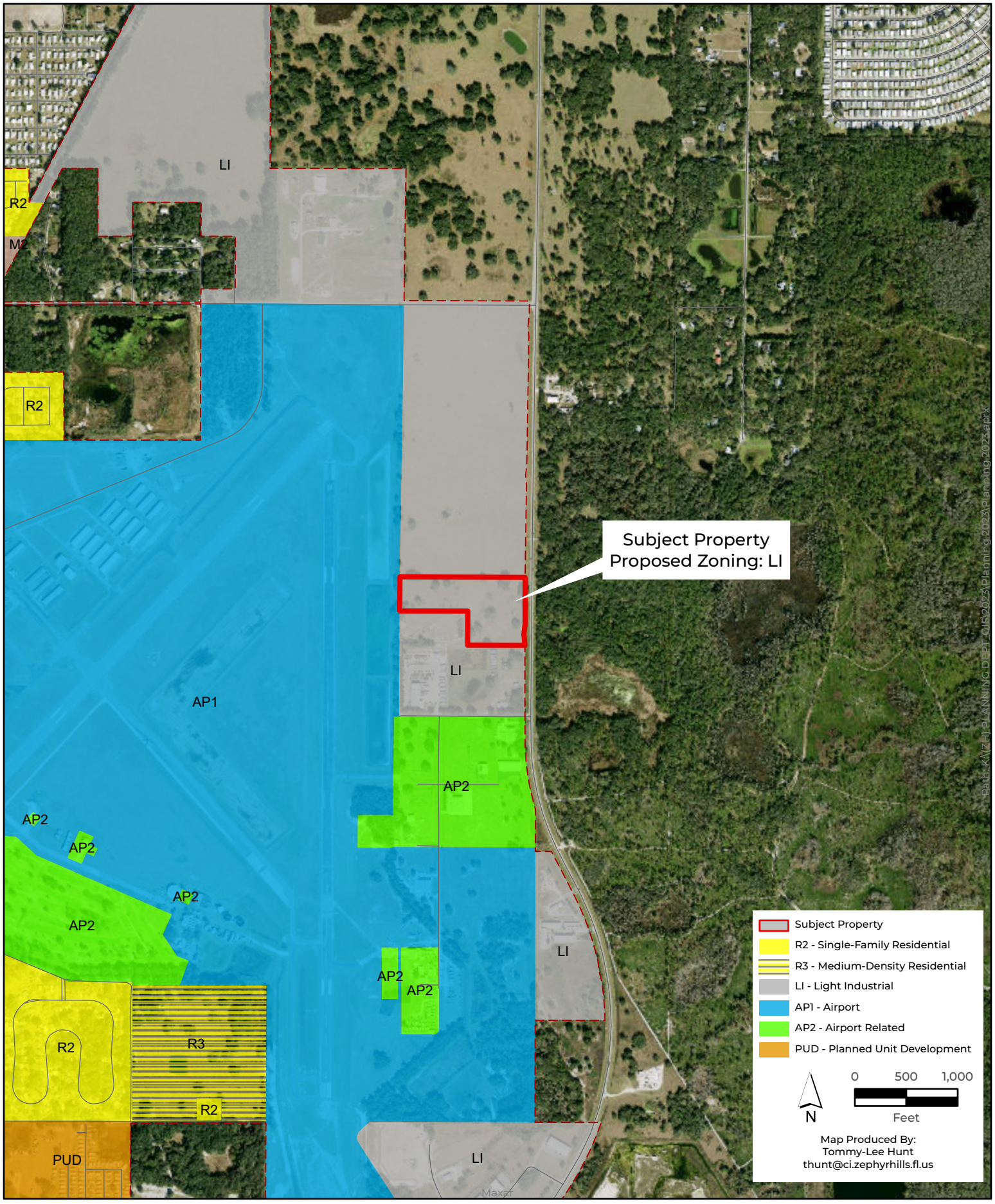
Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Project No: ANX __-24

June 2024

1in : 1,200ft



Zephyrhills

Bauducco Foods Annexation, Zoning Compatibility

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Project No: ANX __-24

June 2024

1in : 1,200ft

From: John Bostic III
To: Rodney Corriveau, AICP; C.J. Funnell
Cc: Todd Vandeberg
Subject: Re: Request for Water Capacity for New Development
Date: Monday, June 10, 2024 6:35:34 PM
Attachments: image003.png
image004.png
image005.png
image006.png

There should be plenty for this parcel as I am aware of what may go there. ASs long as there is nothing extravagant being proposed.

Thank you,
John

John Bostic III
Utilities Director
City of Zephyrhills
5335 8th Street
Zephyrhills, FL, 33542
PH: 813-780-0000 Ext. 3508
FAX: 813-780-0005
ci.zephyrhills.fl.us

Disclaimer: Fla. Stat. 668.6076 "Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."

From: Rodney Corriveau, AICP <RCorriveau@ci.zephyrhills.fl.us>
Sent: Monday, June 10, 2024 3:33 PM
To: John Bostic III <JBostic@ci.zephyrhills.fl.us>; C.J. Funnell <cjfunnell@ci.zephyrhills.fl.us>
Cc: Todd Vandeberg <TVandeberg@ci.zephyrhills.fl.us>
Subject: Request for Water Capacity for New Development

John/CJ
We are processing an annexation for approx.. 12.92 acres to be zoned industrial. Can you please indicate if we have water capacity for a yet to be determined **industrial** use in the City?
I have attached the application. Again, we have no proposal at this point, just an annexation and zoning to Light Industrial and FLUMA to Industrial. Perhaps we could base on a worst-case scenario to cover ourselves.
TY, Rod

Rodney Corriveau, AICP
Principal Planner
City of Zephyrhills
5335 8th Street
Zephyrhills, FL, 33542

PH: 813-780-0201
FAX: 813-780-0005
ci.zephyrhills.fl.us

Disclaimer: Fla. Stat. 668.6076 "Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."

City Council Meeting
September 9, 2024

Action Item

BUSINESS ITEMS/PUBLIC HEARING 4.5

5L Property Future Land Use Map Amendment and Rezoning
First Reading. **ORDINANCE NO. 1491-24 - "AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA PROPOSING AN AMENDMENT TO THE CITY'S COMPREHENSIVE PLAN, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT TO THE FUTURE LAND USE MAP CHANGING FROM COUNTY IL TO CITY IN (INDUSTRIAL) AND THE ZONING DESIGNATION FROM COUNTY AC TO CITY LI (LIGHT INDUSTRIAL) FOR APPROXIMATELY 12.92 ACRES OF REAL PROPERTY LOCATED SOUTH OF 6TH AVENUE, WEST OF CHANCEY ROAD AND EAST OF THE ZEPHYRHILLS MUNICIPAL AIRPORT AND HAVING PARCEL ID# 18-26-22-0010-00500-0000; PROVIDING FOR REPEALER, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE."**

A. Council President opens the Public Hearing
B. Council President closes the Public Hearing
C. City Council considers Ordinance No. 1491-24 on the First Reading

Issue:
This is a three-proned application for an annexation, rezoning, and future land use map amendment (FLUMA).

Background:
The parcel immediately to the north was recently annexed into the City and is the future home of Bauducco Foods facility. Bauducco Foods has no immediate plans for the subject parcel, but wants to secure the land for potential future expansion.

Attachment(s):
1. Ordinance 1491-24 5L Properties Comp Plan and Rezoning Amendment 12(31121837.1)
2. ANX 22-24 Staff Report 5L Properties Sept 9 2024 City Council
3. 5L Annexation Attachments CC Meeting August 12 2024

Fiscal Impact:
TBD.

Staff Recommendation:
Approval, please see Staff report

ORDINANCE NO. 1491-24

AN ORDINANCE OF THE CITY OF ZEPHYRHILLS, FLORIDA PROPOSING AN AMENDMENT TO THE CITY'S COMPREHENSIVE PLAN, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT TO THE FUTURE LAND USE MAP CHANGING FROM COUNTY IL TO CITY IN (INDUSTRIAL) AND THE ZONING DESIGNATION FROM COUNTY AC TO CITY LI (LIGHT INDUSTRIAL) FOR APPROXIMATELY 12.92 ACRES OF REAL PROPERTY LOCATED SOUTH OF 6TH AVENUE, WEST OF CHANCEY ROAD AND EAST OF THE ZEPHYRHILLS MUNICIPAL AIRPORT AND HAVING PARCEL ID# 18-26-22-0010-00500-0000; PROVIDING FOR REPEALER, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, Chapters 125 and 163 Florida Statutes, authorize the City Council of the City of Zephyrhills to prepare and enforce a Comprehensive Plan for the development of the City; and

WHEREAS, the City Council has determined that the proposed amendment meets the criteria for a Small-Scale Comprehensive Plan Amendment pursuant to Section 163.3184, Florida Statutes, and the Zephyrhills Comprehensive Plan; and

WHEREAS, the Zephyrhills Planning Commission has reviewed the proposed amendment and has recommended approval by the City Council; and

WHEREAS, the Local Planning Agency, on July 16, 2024, held a public meeting on the proposed amendment to the Comprehensive Plan with due public notice, pursuant to Section 125.55(2), Florida Statutes, and recommended approval to the City Council; and

WHEREAS, the City has complied with all requirements and procedures of Florida law in processing this amendment to the Zephyrhills Comprehensive Plan including, but not limited to, Section 163.3184, Florida Statutes.

WHEREAS, the proposed Future Land Use Map amendment meets the criteria of a small-scale Future Land Use Map amendment and is consistent with the goals, objectives and policies of the Comprehensive Plan; and

WHEREAS, the City Council has determined that the Industrial (IN) future land use classification would be appropriate, would promote the general welfare, and would encourage proper development within the City; and

WHEREAS, the City Council has determined that the Light Industrial Zoning Designation would be appropriate, would promote the general welfare, and would encourage proper development within the City; and

WHEREAS, the City Council desires to hereby formally adopt the amendment to the City's Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Zephyrhills, Florida, as follows:

Section 1. The Whereas Clauses above are true and accurate and are incorporated by reference and made a part of this Ordinance.

Section 2. This Ordinance is enacted pursuant to Chapter 163, Florida Statutes, and under the home rule powers of the City.

Section 3. The following described lands, lying and being situated in the City of Zephyrhills, to wit:

Parcel I.D. No. 18-26-22-0010-00500-0000

Legal Description: ZEPHYRHILLS COLONY COMPANY LANDS IN PLAT BOOK 1, PAGE 55, THAT PORTION OF TRACTS 5, 6 AND 12 LYING WEST OF R/W OF ZEPHYRHILLS BY-PASS IN SECTION 18, TOWNSHIP 26 SOUTH, RANGE 22 EAST, PASCO COUNTY, FLORIDA.

The Future Land Use Map designation is hereby changed from County IL to City IN (Industrial) and included within the boundaries of the City of Zephyrhills, Florida and the Zoning Designation is hereby rezoned from County AC to City LI (Light Industrial) and included within the boundaries of the City of Zephyrhills, Florida.

Section 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. That if any section, sentence, clause, or phrase of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this ordinance.

Section 6. This Ordinance shall become effective upon passage on the second reading and signing by the Mayor.

The foregoing Ordinance No. 1491-24 was read and passed on the first reading in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 9th day of September 2024.

Attest:

_____ _____

Ricardo Quinones, Acting City Clerk
Kenneth M. Burgess, Jr.
Council President

The foregoing Ordinance No. 1491-24 was read and passed on the second reading, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 23rd day of September, 2024.

Attest:

_____ _____

Ricardo Quinones, Acting City Clerk
Council President
Kenneth M. Burgess, Jr.

The foregoing Ordinance No. 1491-24 was approved by me this 23rd day of September, 2024.

_____

Melonie Bahr Monson, Mayor

Approved as to legal form and legal content
for the reliance of the City of Zephyrhills only:

_____

Matthew E. Maggard, Esq.
City Attorney

#31121837v1

STAFF REPORT
MEMORANDUM

To: City Council and Honorable Mayor
From: Rod Corriveau, AICP – Principal Planner
RE: ANX 22-24 – 5L Properties Annexation, Land Use Map Amendment, and Rezoning
Date: September 9, 2024

I. BACKGROUND & INFORMATION

A. History | Application Summary

The property is located on Chancey Road, south of 6th Avenue and consists of approximately 12.92 acres. Consent, through applications, were provided by 5L Properties to annex, amend the future land use map and rezone the properties for light industrial uses.

Image 1 – Subject Property View from Chancey Road Courtesy of Google Imagery, Dec. 2023

B. Site Information

Owner: 5L Properties, Inc.
Location: West of Chancey Road & south of 6th Ave. See Map 1 – Location Map.

Existing Land Use: Cattle grazing.
Subject to Moratorium(s)? No.
Available Water Capacity? Yes, according to John Bostic III, Utilities Director[1]

Parcel Future Land Use and Zoning District					
Parcel ID/Acreage	Current Political Jurisdiction	Current FLU	Proposed FLU	Current Zoning	Proposed Zoning
18 26 22 0010 00500 0000 12.92 acres (mol)	Pasco County	IL	IN	AC	LI

II. DATA & ANALYSIS REVIEW

A. Character Analysis

The subject property is located west of Chancey Road and south of 6th Ave and is adjacent to the Zephyrhills Municipal Airport. It is contiguous with the current municipal boundaries of the City as shown in Map 1.[2] The overall subject property consists of 12.92 acres, mol. (more or less) of undeveloped land, and contains no jurisdictional wetlands.

West – City of Zephyrhills Municipal Airport, located in the City of Zephyrhills municipal boundary.
East – Chancey Road and vacant land owned by 5L Properties in unincorporated Pasco County.
North – 6th Avenue and vacant land owned by Ellece USA 19 Inc, located in incorporated Zephyrhills.
South – Improved property owned by Heyl Investments, LLC, located in incorporated Zephyrhills.

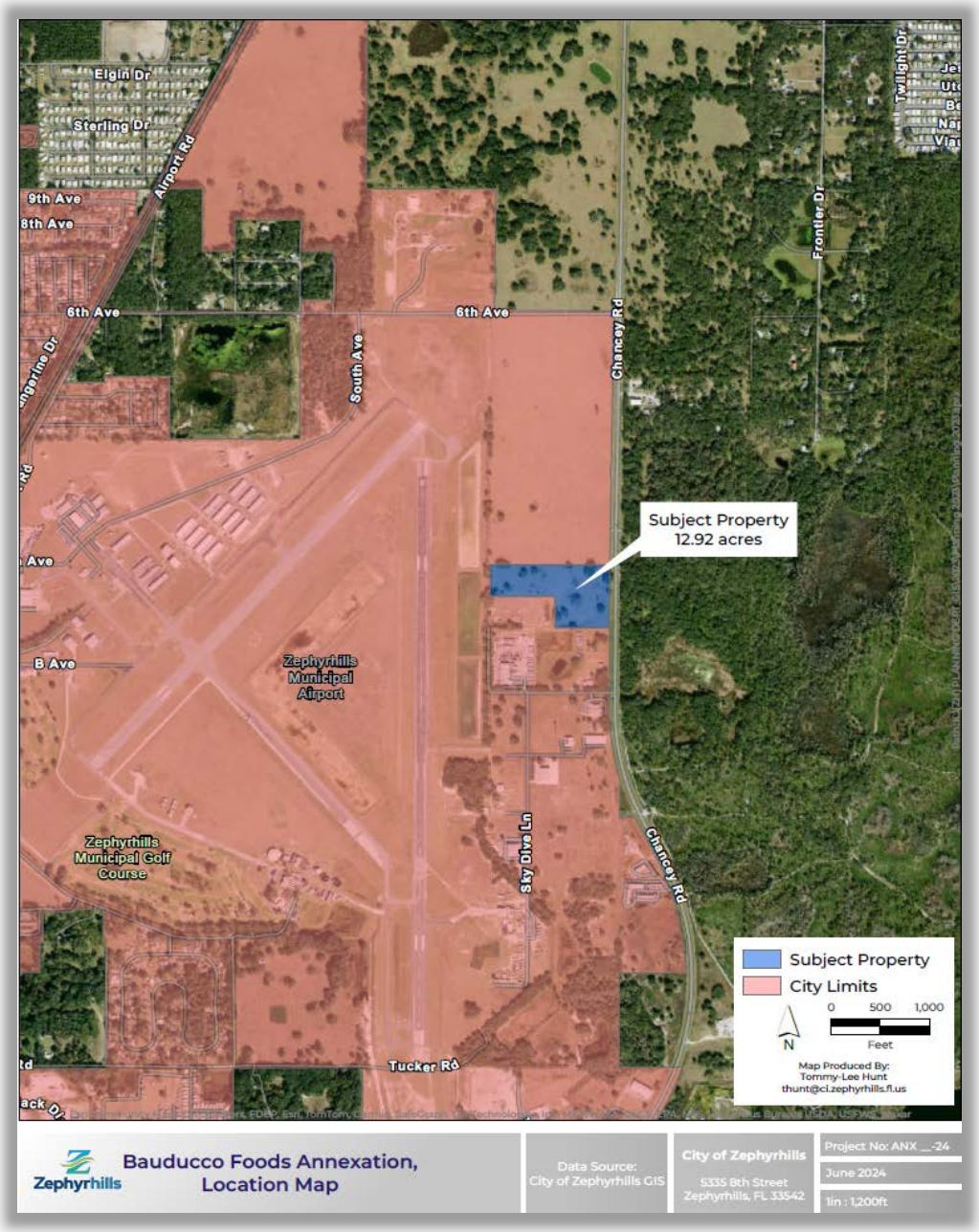
B. Compatibility Analysis

1. Annexation
   (a) The subject property proposed for annexation is currently located within unincorporated Pasco County. The property's boundary is contiguous to the City's boundary, not part of another incorporated municipality, and will be used for urban purposes (light industrial).
   (b) The subject property is located within the City's Joint Planning Area (JPA) and Utility Service Area.
   (c) No objections have been received to date from outside agencies or

[1] See attached email from John Bostic III indicating available capacity.
[2] All maps discussed herein are attached to this Staff report.

residents.

(d) Pursuant to §171.044 F.S., the owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality. The petition bears the signatures of the property owners' agent of record. All noticing requirements under §171.044 F. S. have been met for this petition.

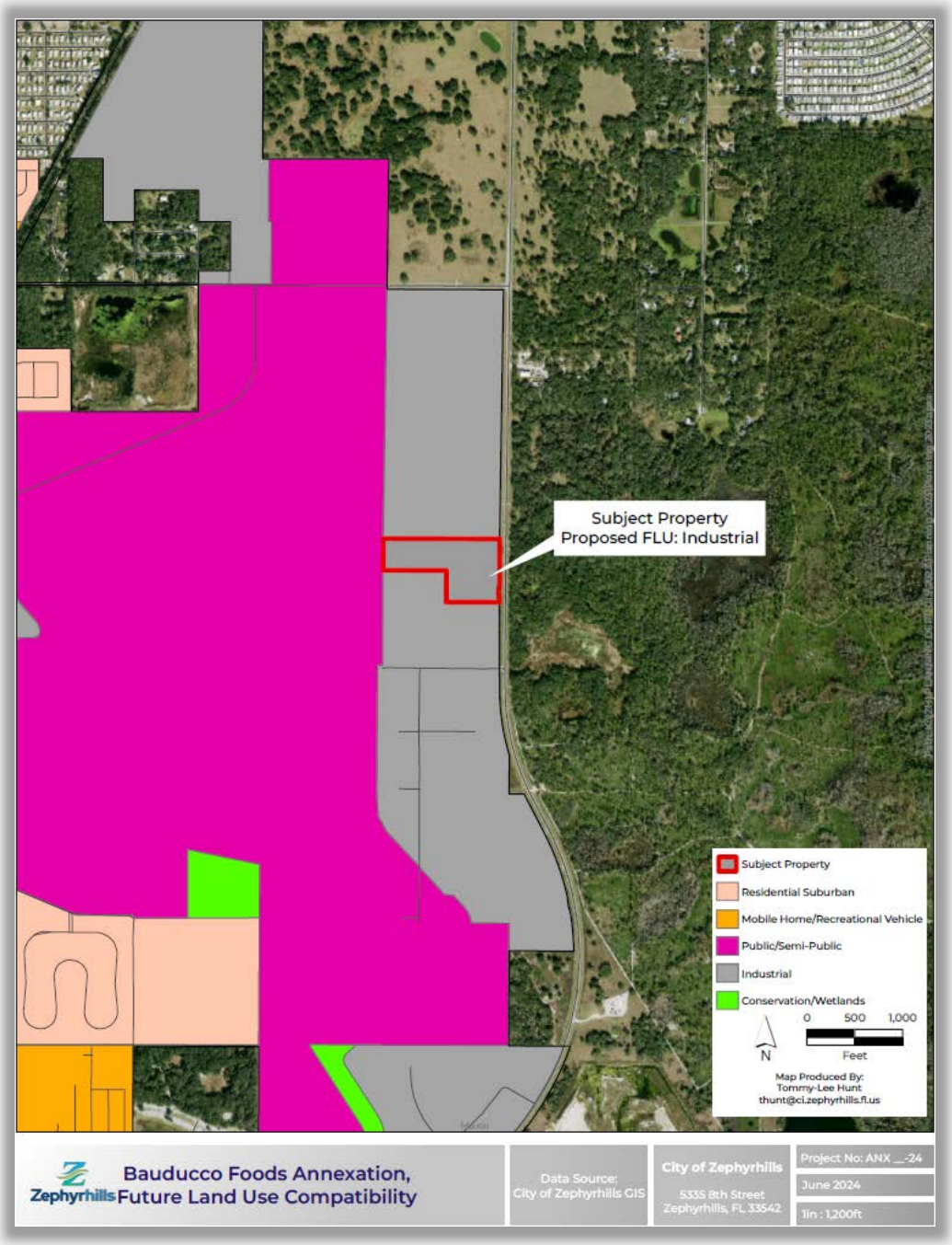


Map 1 – Location of Property Courtesy of Zephyhills GIS Dept.

2. Future Land Use Map (FLUMA) Amendment
   (a) The subject property is 12.92 ± acres, therefore is subject to the provisions of a small-scale comprehensive plan amendment;
   (b) The request is to change the subject property's future land use designation from County IL (Industrial-Light) to City IN (Industrial), please see Map 2 – Proposed Future Land Use Map on page 5;
   (c) The proposed change is consistent with the City of Zephyrhills Comprehensive Plan Goals, Objectives, and Policies;
   (d) Utility capacity is available for the proposed petition;
   (e) Transportation:
      (1) Subject parcel is south of 6th Ave, west of unimproved Kittyhawk Drive, and Chancey Road is on the east side of the property. Chancey Road is an improved County owned and maintained collector road.
      (2) If the property is developed, access to the property may be proposed through improvements to Kittyhawk Drive or Chancey Road.
      (3) Minimal developer related improvements are anticipated along the nearby roadway network that may include acceleration/deceleration lanes on Chancey, or improving Kittyhawk Drive.

   The proposed future land use map amendment (FLUMA) is consistent with Chapter 163, Part II, FS; the City of Zephyrhills Comprehensive Plan, and the City's Land Development Code. It is also consistent and compatible with the land use/development trends of the area. Due to the proximity of the airport, Staff will work with the FAA to determine any possible aeronautical issues if the property is developed. Any future development shall be consistent with all City, County, State, and Federal regulations.

3. Zoning Amendment
   (a) The request is to change the subject property's zoning classification from County AC (Agricultural District) to City LI (Light Industrial). The subject property has original zoning from 1975. Please see Map 3 – Proposed Zoning Map on page 7.
   (b) The requested zoning designation is consistent with the development patterns and zoning designations of the much of the developed area and surrounding properties and will not create "spot zoning". Properties abutting the subject parcel have future land use classifications of LI and/or zoning for light industrial. The City's municipal airport abuts the property on the western border.
   (c) The subject petition is not anticipated to create a situation of premature development based on the development patterns in the general vicinity and utility infrastructure availability. Water and sewer lines are present on 6th Avenue and on Chancey Road.



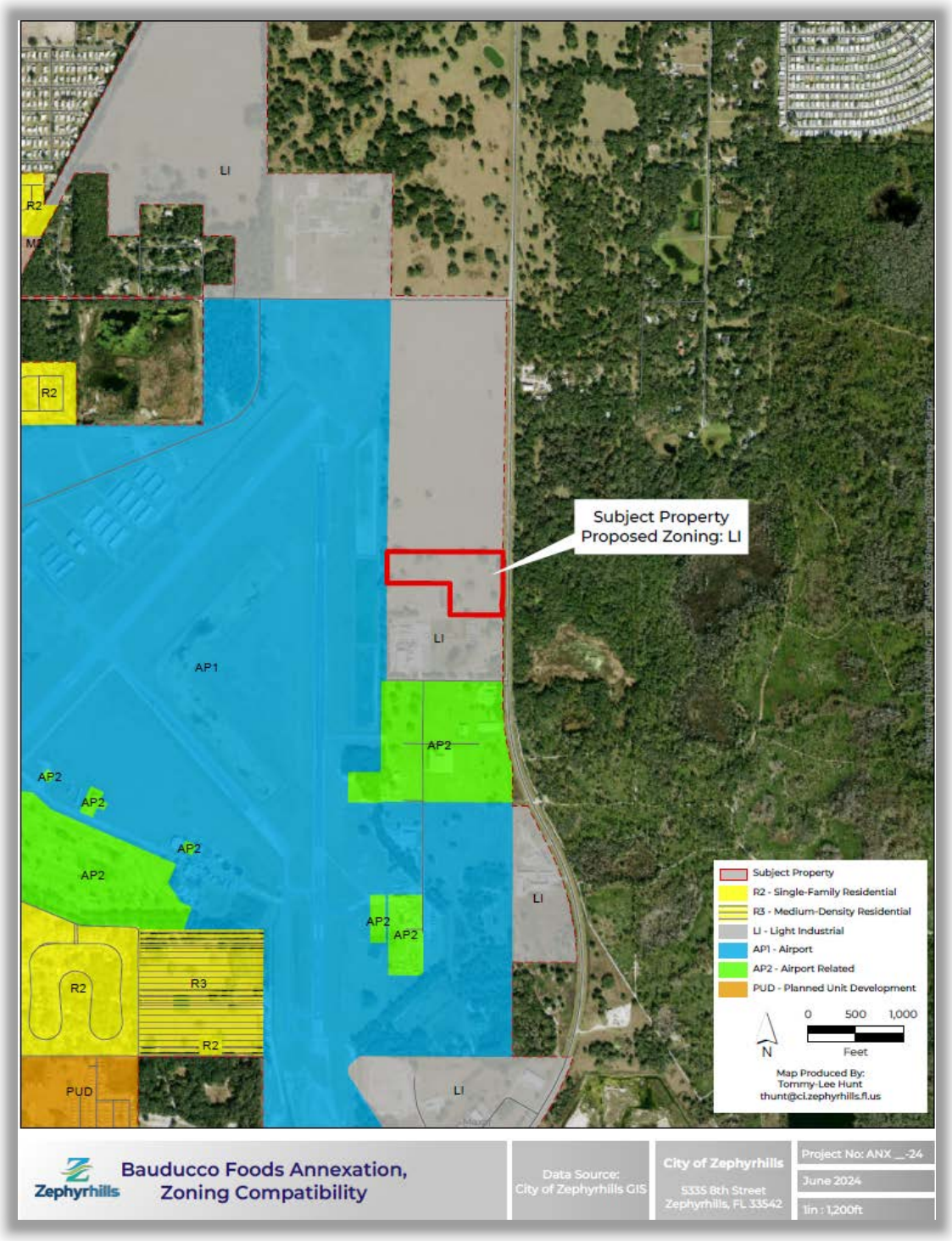
Map 2 – Proposed Future Land Use Map Courtesy of Zephyrhills GIS Dept.

The subject property is a vacant, unimproved site in the Airport Industrial area. Its incorporation into the City will potentially spur additional development and/or redevelopment within the vicinity. The proposed zoning is consistent with the City of Zephyrhills Comprehensive Plan, LDC, and City codes and ordinances. It is also compatible/consistent with the growth and development trends of the general area.

C. **Natural & Historic Resources Analysis**

The following site characteristics are provided:

1. Soil Types – The majority of the site is Tavares sand with 0-5% slope. Wauchula fine sand with 0-5% slope can be found nearest to Chancey Road. Both soil types are considered arable, or generally acceptable for development as Class III soil types identified by USDA Land Capability System Class.
2. Flood Plain – The entirety of the subject property is located in Flood Zone "X" and is outside the 100-year flood zone.
3. Stormwater – The stormwater system will be designed to provide storage and treatment of runoff as required by state and local jurisdictional requirements including but not limited to SWFWMD.
4. Wetlands/Water Bodies – There are no water bodies on the subject property.
5. Historic/Archaeological Resources – The subject property is located outside of the Zephyrhills Historic District and is not projected to impact any identified historic resources. If archaeological resources are found onsite during development, notification shall be made to the Florida Department of Historical Resources and any other required agencies.
6. Natural Resources – Pasco County data shows this habitat is not significant for endangered or protected species. If resources, such as gopher tortoise, burrowing owls, etc. are found on site during development of the property, a full report and mitigation and/or relocation plan shall be submitted to the City and other agencies as required by law.



Map 3 – Proposed Zoning Map Courtesy of Zephyrhills GIS Dept.

D. Public Services Analysis | Impact

POLICE	Projected general police service demand is within satisfactory limits for future development of the site proposed for light industrial uses. Areas immediately to the south are within the County. Both City and County properties receive regular patrols.
FIRE	Projected general fire service demand is within satisfactory limits for future development of the site proposed for light industrial use. Staff, through the JPA has begun the coordination process for County review at various department levels. Adequate fire/ems service exists within the County. Staff will coordinate with the Fire Marshall when site plans are submitted for review.
WATER	Water service is available to the subject property and services by the City for future development. Projected general water service demand is <20,000 gallons per day. The Utilities Department has determined that the City has sufficient capacity to service typical industrial development on the site.[3]
SEWER	The project will be required to connect to the City's sanitary sewer system for future development. Projected general service demand is <20,000 gallons per day (gpd).
SANITATION	Future development will be required to utilize City Sanitation services. The City collaborates with Pasco County for use of their landfill site. The County's facility has adequate capacity and the increased pickups can be absorbed into the current level of service, therefore the anticipated impact is within acceptable levels.
TRANSPORTATION	Access for the project is proposed via Chancey Road, but access may be utilized through the improvement of Kittyhawk Drive. Pasco County public transit does not currently service the area.
SCHOOLS	No impacts are expected for the school system.

E. **Comp Plan Analysis and Verified Applicant Response**

The purpose of the Industrial (IN) land use classification is to depict those areas of the City that are now developed, or appropriate to be developed, in an industrial manner; and so as to encourage the reservation and use of consolidated areas for industrial use in a manner and location consistent with surrounding use, transportation facilities, and natural resource characteristics.

[3] Please see attached email dated June 10, 2024 from John Bostic III confirming adequate water supply.

Primary uses include facilities such as research & development, light manufacturing/assembly, wholesale/distribution; storage/warehouse and secondary uses include office, commercial, transient accommodations, and public/semi-public uses with a maximum floor area ratio of 0.50.
Appropriate locational characteristics generally include acreage with sufficient size to encourage an industrial park type arrangement with provisions for internal service access with minimal impact on adjoining uses, and with good access to transportation and utility facilities such as a collector or arterial roadway network, rail facilities, airports and mass transit. Compatible zoning districts include light industrial or a planned unit development.

According to the adopted Comprehensive Plan, the industrial acreage projection for 2025 was a need for 227 acres for industrial uses.

Comprehensive Plan Consistency:

OBJECTIVE LU-1-1: To encourage efficient development in areas which will have the capacity to contribute more to the City in revenue than it will consume in services that meet the above-mentioned goals and consistent with this adopted plan.

Response: The addition of industrial land to the City's tax rolls, industrial development on this will diversify the tax base. In terms of cost of services to the community, industrial lands produce more tax revenues than they consume, including the provision of emergency and police personnel calls. It further provides economic benefits to the City with an increased tax base and will provide employment opportunities that traditionally pay more than service industries.

POLICY LU-1-1-1: The City shall continue to enforce land development regulations to ensure orderly development, that at a minimum, contain provisions which:

1. Regulate the subdivision of land;
2. Regulate signage;
3. Provide for drainage and stormwater management;
4. Provide requirements for the provision of open space, and safe and convenient on-site traffic flow and parking requirements;
5. Coordinate future land uses with soil conditions, topography, and availability of facilities and services;
6. Ensure that development orders and permits are issued only when it is documented that such development is consistent with the adopted level of service standards and that facilities and services are available concurrent with the impacts of development;
7. Protect the limited amount of wetlands and other environmentally

sensitive natural resources;
8. Protect the potable well fields by designating appropriate activities and land uses
9. Within well-head protection areas and environmentally sensitive land;
10. Provision of mixed land use designations, such as recreation…in residential areas;
11. Discourage the proliferation of urban sprawl.

Response: Any future proposed or submitted development applications will be in compliance with each of the above criteria as applicable. The developer shall have the responsibility to submit all plans to the appropriate governmental agency for review and comment. Any revision or amendments necessary will be positively acted upon to assure compliance in each instance. The property owner intends to market to industrial developers or end users. The tax base generated by any development on this parcel will be a positive contribution the City's tax base.

ARCHAEOLOGICAL AND HISTORIC RESOURCES

OBJECTIVE LU-1-4: The City will develop mechanisms to ensure the protection of archaeological and historical resources.

Response: There are no known archaeological or historic resources on this site. To further protect any resources that may be found, the City will require in the development order issued, that if archeological or historical resources are found on-site, all construction activities will cease immediately, and proper authorities are to be notified of the discovery. Any remediation necessary will occur prior to any construction activities commencing.

OBJECTIVE LU-1-7: All development activities shall ensure the protection of natural resources and potable well fields.

Response: The site proposed for the Future Land Use Map amendment is not located within a wellhead protection zone, not in a flood plain nor contains any wetlands. Pasco County/FEMA maps were reviewed to assess the flood potential of the subject parcel. No portion of the subject parcel is located within the 100-year flood plain area.

OBJECTIVE LU-1-7-1: The clearing of trees and wetland vegetation shall be prohibited unless permits are obtained from the property government entities.

Response: Prior to any site development permits, the developer shall be responsible to apply for and acquire any permits from the appropriate governmental agencies.

OBJECTIVE LU-1-7-2: Species of flora and fauna identified as endangered,

threatened, or species of special concern, as defined by Federal Law or Florida Statutes, and found to exist in Zephyrhills by the Florida Game Fresh Water Fish commission, shall be protected through compliance with appropriate Federal and State regulations.

Response: There are no known endangered, threatened, or species of special concern as defined by Federal law or Florida Statutes on this site. To further protect any resources that may be found, the City will require in any development order issued, that if any species of flora and fauna identified as endangered, threatened, or species of special concern are found on-site, all construction activities will cease immediately, and proper authorities are to be notified of the discovery. Any remediation necessary will occur prior to any construction activities commencing.

OBJECTIVE LU-1-7-3: Consider in land use planning and regulation, the impact of land use on water quality and quantity; the availability of land water and other natural resources to meet demands; and the potential for flooding.

OBJECTIVE LU-1-7-4: The clearing of trees and wetland vegetation shall be prohibited unless permits are received from appropriate governmental entities.

OBJECTIVE LU-1-7-5: The developer/owner of any new development or redevelopment shall be responsible for on-site management of stormwater run-off in a manner so that post- development run-off rates, volumes and pollutant loads do not exceed existing conditions.

Response: The owner/developer shall comply with each of these provisions during the planning, design, engineering, staff review, permitting, construction, and inspection process of the subject property.

NEIGHBORHOOD INTEGRITY AND AESTHETIC

OBJECTIVE LU-9: Improve and enhance the visual appearance of neighborhoods and commercial areas in the City.

POLICY LU-1-9-1: The land development regulations shall provide for reduction of confusion and visual clutter through control of size, placement, and related aspects of signage.

Response: The site plan, when presented to the City, shall promote the intent of the industrial district, the intent of the zoning and land use categories, and be designed in sympathy with the adjacent uses of land. The subject property's entry signage shall be reviewed and permitted by Staff to assure it meets all signage requirements of the City.

URBAN SERVICE AREA AND ANNEXATION

OBJECTIVE LU1-10-1: The City manages its growth through the establishment of a future service area, guidelines for annexation and the execution and maintenance of interlocal agreements with Pasco County.

POLICY LU-1-10-2 The City shall maintain an Interlocal Agreement with Pasco County that designates existing and future service areas for the City of Zephyrhills. Amendments to the boundary of the "Future Service Area" shall require an amendment of this Comprehensive Plan.

Response: Subject property is located within the interlocal agreements' service area. The future land use amendment is required if the property is developed.

POLICY LU-1-10-3: The City will not consider the annexation of lands outside of the "Future Service Area" established by this Element.

Response: The subject policy is within the identified area.

Policy LU-1-10-4: The City will consider the annexation of lands within the "Future Service Area" in accordance with the following criteria:

1. The land to be annexed can be served by public water and sewer within three years;
2. It can be demonstrated that adequate water supply is available to serve the area to be annexed at the time of annexation or can be provided concurrent with anticipated development;
3. It can be demonstrated that roadway levels of service can be satisfied within the area to be annexed at the time of annexation or can be provided concurrent with anticipated development;
4. It can be demonstrated that general public services such as fire and police protection can be provided concurrent with anticipated development.
5. It can be demonstrated that adopted levels of service for parks and recreation, stormwater management, solid waste management and schools can be met by anticipated development within the area to be annexed;
6. It can be demonstrated that the principles and standards for energy efficiency, energy conservation and reduction of greenhouse gas emissions establishes by the City can be equaled or exceeded within the area to be annexed.

Response: Water and sewer services are adjacent to the subject property. The owner/developer of any future site application shall be required to submit an application to the City and/or County for access and construct any required improvements to the transportation network as required by the City and/or County

codes. All level of service standards shall be met concurrent with any development.

ECONOMIC DEVELOPMENT

GOAL ECO-1: To provide a diverse economic base which affords the City of Zephyrhills and its residents a maximum amount of economic opportunity.

Response: The addition of industrial lands will reduce the reliance on residential ad valorem tax base and will diversify the economic base. Once developed with an industrial user, this property will provide additional employment opportunities which traditionally compensate higher than service industry jobs.

POLICY ECO-I-2-3: It shall be the policy of the City of Zephyrhills to develop and maintain programs which assist suitable new companies in expansion and relocation efforts in order to create annually, a number of jobs, when combined with jobs in new industries, that exceeds the average annual growth in employment over the past five years.

Response: Proactively annexing and providing the correct FLU and Zoning designations to Industrial properties will provide additional opportunities for new or expanding companies to locate in a more efficient manner.

OBJECTIVE ECO-1-4: The City shall ensure that land is allocated for future commercial, industrial and conservation/open space land uses to allow for a viable economy.

POLICY ECO-1-4-1: It shall be the policy of the City of Zephyrhills to provide for the location and clustering of major commercial and industrial activities according to the following guidelines:

a. In close proximity to principal arterials.
b. With access to appropriate utilities (water, sewer, electricity, gas, telephone) or to allow for provision of these utilities.
c. With access to mass transit routes where feasible.
d. With on-site rail facilities and airport access, if appropriate, and available.
e. So as to have acceptable impacts to the natural environment and adjacent land uses.

POLICY ECO-1-6-2: It shall be the policy of the City of Zephyrhills to continue support for the Zephyrhills Industrial Park.

Response: Through the annexation, comprehensive plan amendment, and zoning amendment, the City will be increasing its industrial land availability in close proximity to principal arterials (US 98, US 301, I-75, I-4), access to utilities, air and rail access, and will have minimal impacts to the natural environment and adjacent land uses. The

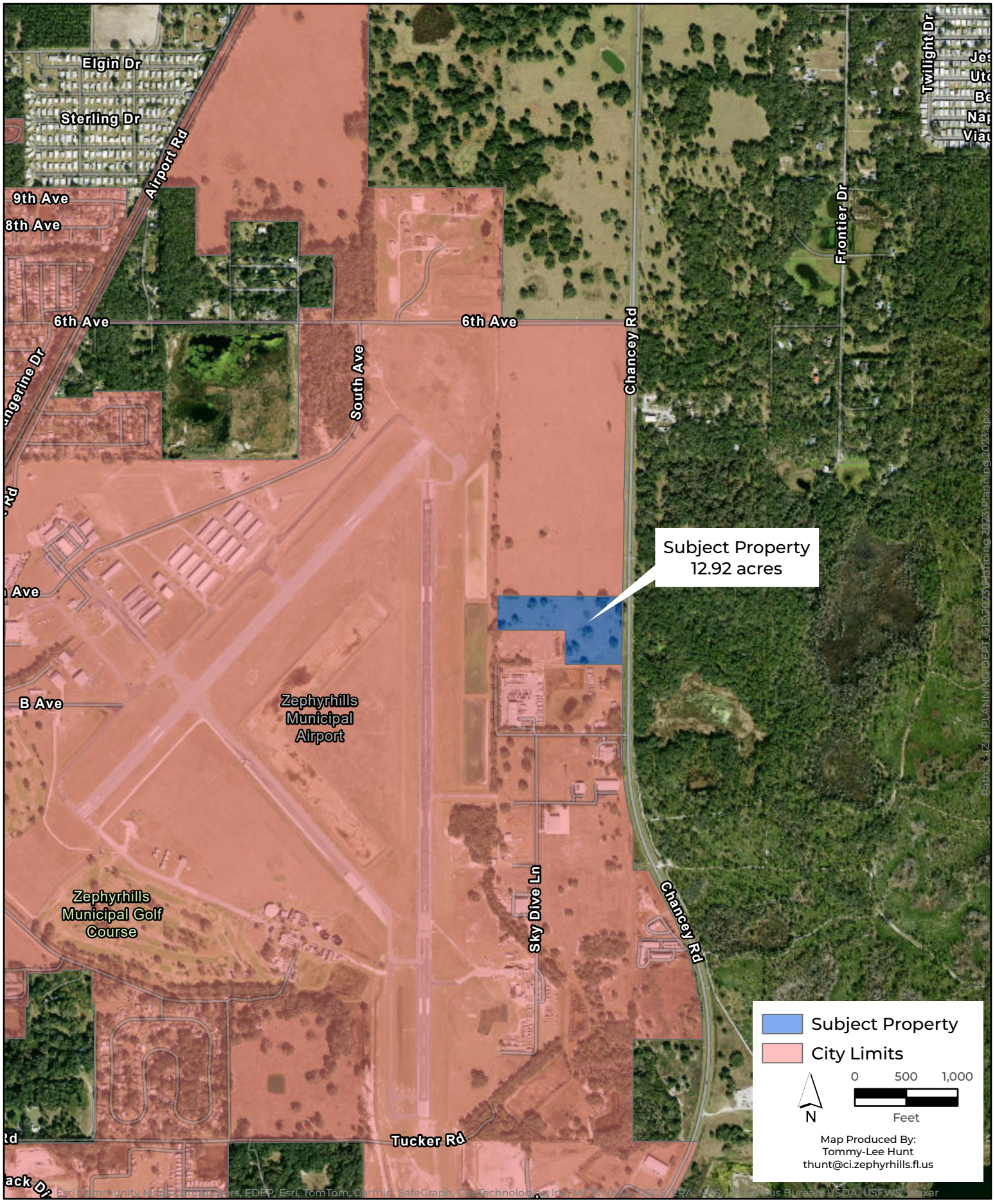
subject property is located adjacent to the "Airport Industrial Park" and is part of the future vision for the City's Industrial Corridor.

III. RECOMMENDATION

Site Plan Review Committee – Recommended approval on June 18, 2024

Planning Commission – Recommended approval on July 16, 2024

Staff - Based upon Staff's analysis herein, along with supporting documentation - Staff recommends approval of this petition for annexation, rezoning to LI (Light Industrial) and FLUMA to I (Industrial).



Zephyrhills

Bauducco Foods Annexation, Location Map

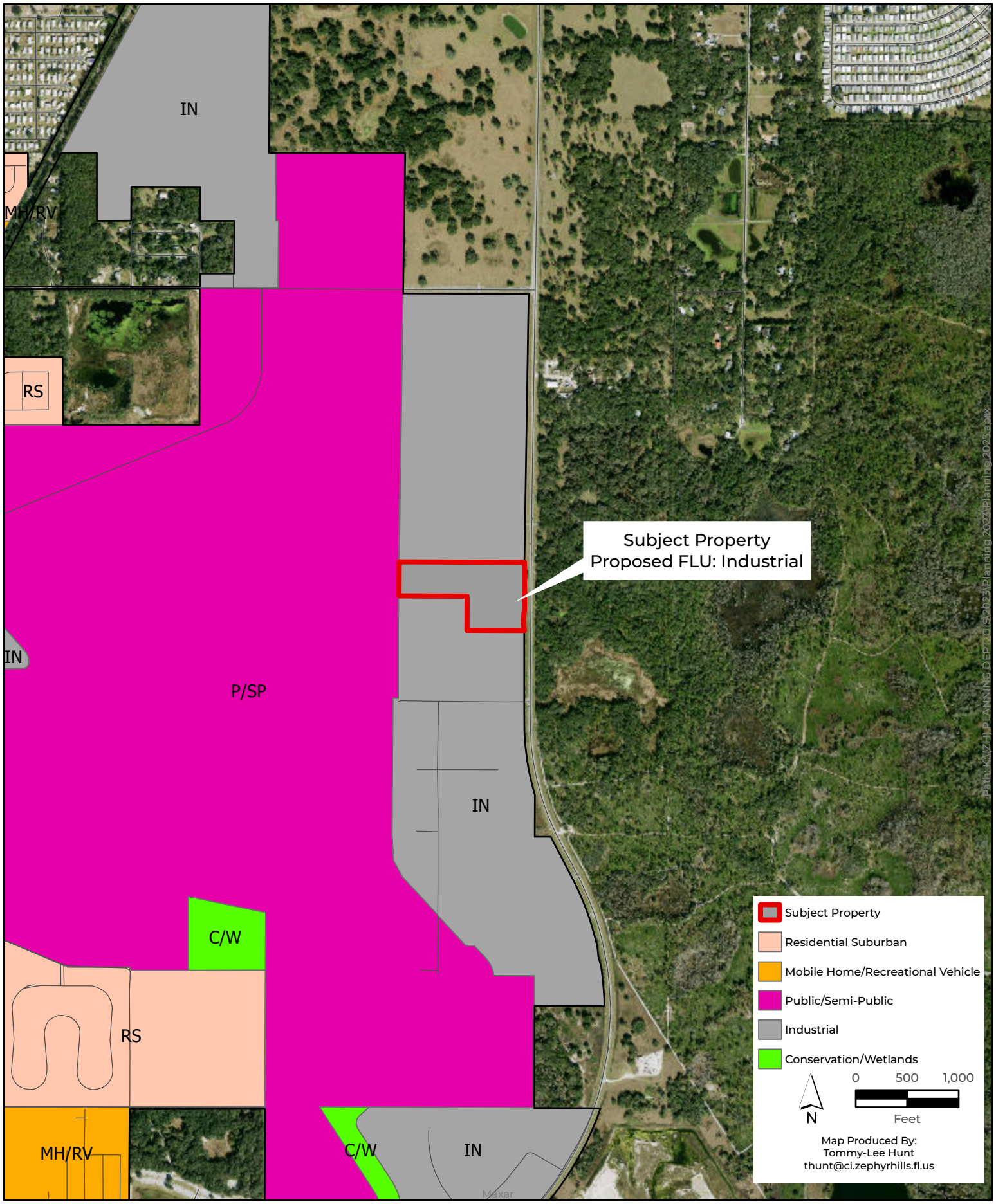
Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Project No: ANX __-24

June 2024

1in : 1,200ft



Bauducco Foods Annexation, Future Land Use Compatibility

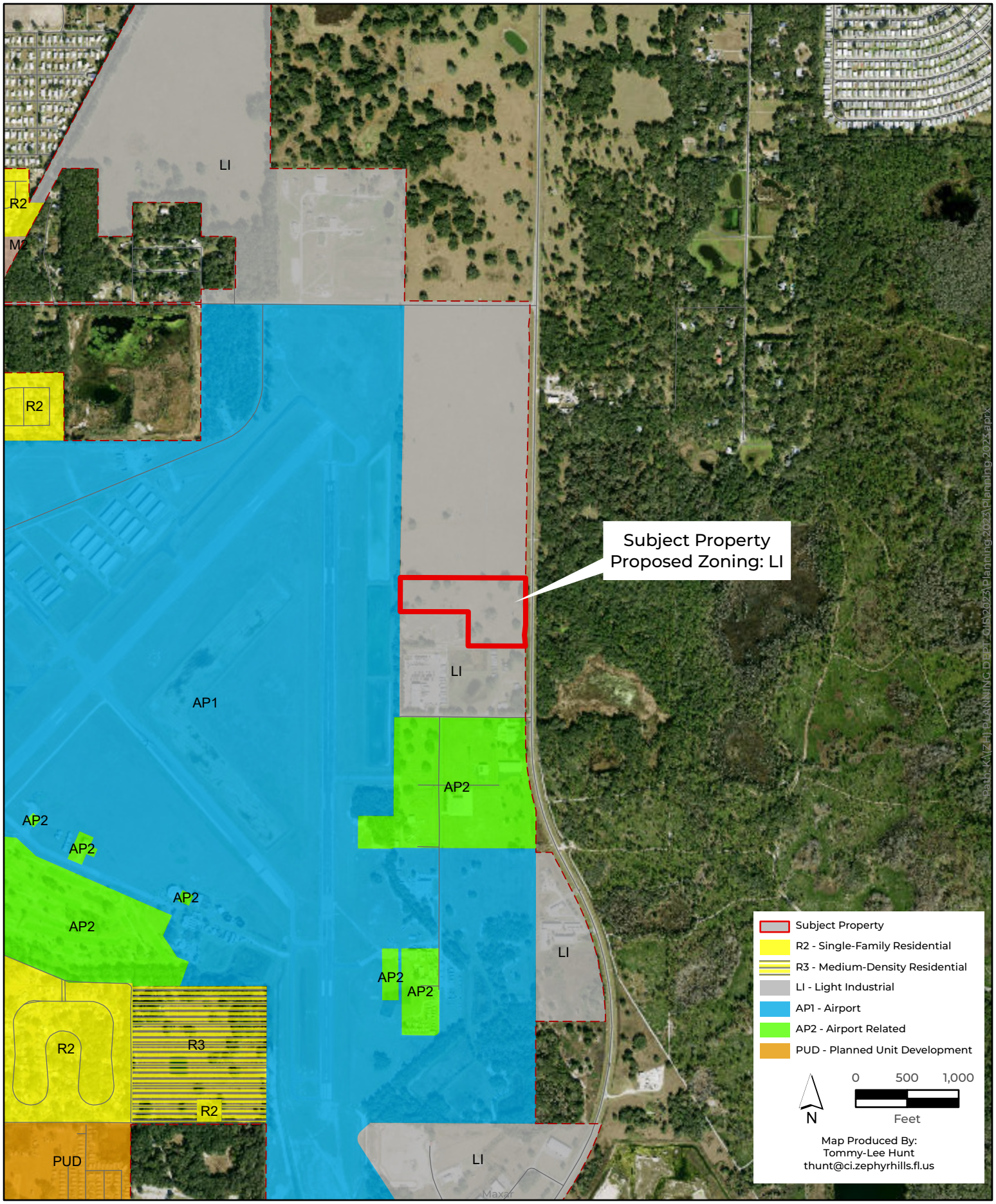
Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Project No: ANX __-24

June 2024

1in : 1,200ft



Zephyrhills

Bauducco Foods Annexation, Zoning Compatibility

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

Project No: ANX __-24

June 2024

1in : 1,200ft

From: John Bostic III
To: Rodney Corriveau, AICP; C.J. Funnell
Cc: Todd Vandeberg
Subject: Re: Request for Water Capacity for New Development
Date: Monday, June 10, 2024 6:35:34 PM
Attachments: image003.png
image004.png
image005.png
image006.png

There should be plenty for this parcel as I am aware of what may go there. ASs long as there is nothing extravagant being proposed.

Thank you,
John

John Bostic III
Utilities Director
City of Zephyrhills
5335 8th Street
Zephyrhills, FL, 33542
PH: 813-780-0000 Ext. 3508
FAX: 813-780-0005
ci.zephyrhills.fl.us

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From: Rodney Corriveau, AICP <RCorriveau@ci.zephyrhills.fl.us>
Sent: Monday, June 10, 2024 3:33 PM
To: John Bostic III <JBostic@ci.zephyrhills.fl.us>; C.J. Funnell <cjfunnell@ci.zephyrhills.fl.us>
Cc: Todd Vandeberg <TVandeberg@ci.zephyrhills.fl.us>
Subject: Request for Water Capacity for New Development

John/CJ
We are processing an annexation for approx.. 12.92 acres to be zoned industrial. Can you please indicate if we have water capacity for a yet to be determined **industrial** use in the City?
I have attached the application. Again, we have no proposal at this point, just an annexation and zoning to Light Industrial and FLUMA to Industrial. Perhaps we could base on a worst-case scenario to cover ourselves.
TY, Rod

Rodney Corriveau, AICP
Principal Planner
City of Zephyrhills
5335 8th Street
Zephyrhills, FL, 33542

PH: 813-780-0201
FAX: 813-780-0005
ci.zephyrhills.fl.us

Disclaimer: Fla. Stat. 668.6076 "Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."

City Council Meeting
September 9, 2024

Action Item

BUSINESS ITEMS/PUBLIC HEARING 4.6

ELLECE USA 19 INC (Bauducco Foods) Conditional Use
First Reading **RESOLUTION NO. 827-24 – "A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS RELATED TO HEIGHT, APPROVING A CONDITIONAL USE TO EXCEED THE HEIGHT LIMITATIONS OF THE LI (LIGHT INDUSTRIAL) ZONING DISTRICT ON PARCEL NO. 07-26-22-0000-00100-0012; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE; AND PROVIDING AN EFFECTIVE DATE."**

A. Council President opens Public Hearing
B. Council President closes Public Hearing
C. City Council considers Resolution No.827-24 on the First Reading

Issue:
Approval of conditional use for Bauducco manufacturing with maximum of 63' in height.

Background:
Height requested is necessary for the Bauducco manufacturing. FAA has singed off on the height.

Attachment(s):
1. Resolution 827-24 Conditional Use sixty-three feet (63')(31238903.1)
2. CUP_Application_EXECUTED (2)
3. Bauducco Engineer review email
4. Construction Plans
5. Bauducco Foods Presentation from applicant

Fiscal Impact:

Staff Recommendation:
Approval

RESOLUTION NO. 827-24

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS RELATED TO HEIGHT; APPROVING A CONDITIONAL USE TO EXCEED THE HEIGHT LIMITATIONS OF THE LI (LIGHT INDUSTRIAL) ZONING DISTRICT ON PARCEL NO. 07-26-22-0000-00100-0012; FINDING CONFORMITY WITH THE COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application was filed by ELLECE USA 19 INC for a conditional use to exceed the height limitations of the LI (Light Industrial) zoning district to allow an increase toa maximum of height of sixty-three feet (63') on manufacturing buildings to be located on approximately 72.0 acres of real property generally located at the northwest corner of Pretty Pond Road and Wire Road with the parcel ID no: 07-26-22-0000-00100-0012; and

WHEREAS, the subject property zoning is LI (Light Industrial) which allows up to maximum height of 30 feet or two stories; and

WHEREAS, the City of Zephyrhills Land Development Code, Subsection 7.01.01.04 allows for heights in excess of the maximum established for the zoning district to be considered as a conditional use in accordance with the following:

1. Mid-rise structures (between three and five stories inclusive) may be erected if all applicable requirements of resolution #147 are met;
2. Mid-rise structures, when permitted, may be erected to a height not exceeding 75 feet if the building is set back from each setback line at least one additional foot for each additional two feet of building height above 30 feet; and
3. In no case shall a structure exceed the height limitations determined to protect the approach and clear air zones established for the Zephyrhills Municipal Airport, as currently adopted or subsequently amended.

WHEREAS, the application for a conditional use to exceed the height limitations of the zoning district has been found to be in compliance with the requirements of Subsection 7.01.01.04 and the standards of a conditional use outlined in Part 11.10.00 of the City of Zephyrhills Land Development Code; and

WHEREAS, the granting of the conditional use shall be subject to the following:

1. The holder of a conditional use permit shall be authorized to utilize the site or location of the use only in a manner specified in the written approval and conditions specified therein. Any substantial expansion, alteration or change in the conditional use authorized by the written approval must be reviewed by City Council in the same manner in which the original conditional use was reviewed.
2. An expansion, alteration or change of a conditional use shall be deemed to exist where a substantial modification of the standards provided for in number 1 above results from activity associated with the conditional use or a substantial change of circumstances or conditions arise.
3. The conditions and stipulations shall become part of the written approval and must followed by the applicant or any successor in interest.
4. The conditional use shall run with the subject property.
5. The conditional use shall obtain an approved site development plan and all necessary permits from the City of Zephyrhills or other jurisdictional entity and shall pay all related impact fees.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ZEPHYRHILLS, FLORIDA:

Section 1. The foregoing findings are incorporated herein by reference and made a part hereof.

Section 2. The application to exceed the height limitations of the LI zoning district with a maximum of sixty-three feet (63') for the construction of a manufacturing facility on the property with Parcel ID number. 07-26-22-0000-00100-0012 is hereby approved.

Section 3. The conditional use is approved for the benefit of the applicant and the applicant's successors and/or assigns and for only for the use to construct a manufacturing facility with a maximum height of sixty-three feet (63') of as specified within the application only, subject to the conditions stated herein. The character and benefit of this conditional use shall not change but may be transferred without City Council approval by resolution.

Section 4. The conditional use shall expire 12 months after the date of approval, unless a building permit or commercial check has been issued or initiated within the 12-month period.

Section 4. The City Council does hereby expressly find that the provisions of this resolution are in conformity with the Comprehensive Plan of the City of Zephyrhills, as amended.

This Resolution No. 827-24 shall run with the subject property and shall inure to the benefit of and be binding upon ELLECE USA 19 INC., as owner, and its successors and assigns. All references to "applicant" herein shall mean ELLECE USA 19 INC. and its successors and assigns.

The foregoing Resolution No. 827-24 was read and passed, following a public hearing, in an open and regular meeting of the City Council of the City of Zephyrhills, Florida, on this 9th day of September 2024.

Attest:

_____
Ricardo Quinones, Acting City Clerk

_____
Kenneth M. Burgess, Jr.
Council President

The foregoing Resolution No. 827-24 was approved by me this 9th day of September 2024.

_____
Melonie Bahr Monson, Mayor

Approved as to legal form and legal content for the
sole reliance of the City of Zephyrhills

_____
Matthew E. Maggard, City Attorney

#31238903v1

City of Zephyrhills
Planning Department
5335 8th Street | Zephyrhills, FL 33542
www.ci.zephyrhills.fl.us
813-780-0006

CONDITIONAL USE PETITION

This process is intended to ensure that requests meet the requirements of the City of Zephyrhills Land Development Code, Article XI, Part 11.10.00 concerning conditional use requests. A conditional use is not permitted as of right and approval from the Zephyrhills City Council must be obtained with level three review prior to the commencement of any conditional use. Conditional uses may only be located as seen in Table 2.02.01 of the city's adopted Land Development Code.

PLEASE NOTE: Site development/amendment plans, commercial checks, and other processes, permits, authorizations and fees may be applicable after the approval of a conditional use but are not included in this petition application.

Time Limitation

Approved Conditional Uses expire 12 months after the date of approval, unless a building permit or commercial check has been issued or initiated within the 12-month period. *See the city's Land Development Code, Article XI, Part 11.10.02 (B).*

Procedure

Pre-application Meetings: Pre-application meetings are required prior to submitting this petition. To set up a pre-application meeting, please call the Planning Department at 813-780-0006. Petitions will not be accepted without a meeting.

Petition Submission: The deadline to submit petitions is the last business day of the month at 4:00 PM. Incomplete petitions will not be accepted. Petitions received after the filing deadline will be held until the next Site Plan Review cycle.

Site Plan Review Committee Meeting: Complete petitions filed at or before the deadline will be scheduled for review by the Site Plan Review Committee (SPRC). The SPRC will provide a recommendation or deny forwarding the petition to the Planning Commission. The SPRC meets regularly on the third (3rd) Wednesday of the month at 9:30 AM. An authorized representative must be in attendance for this meeting.

Planning Commission: Planning Commission meetings are held the 3rd Tuesday of the month at 6:00 PM. The Planning Department will give due public notice that a public hearing will be held by the Planning Commission to consider the petition request. Owners of property within 150 feet of the subject site will be notified of the request and invited to comment. The Petitioner, and/or his authorized representative(s) shall appear at the Planning Commission meeting. The Petitioner should be prepared to address the guidelines and standards for the conditional use. After considering the request, recommendation of the SPRC, and comments by the petitioner and public, the Planning Commission will make a recommendation to City Council to approve the petition as presented, approve the petition with conditions, or deny the request.

City Council: The recommendations of the Planning Commission and SPRC will be forwarded to the City Council. Staff will give a planning report where City Council will consider the recommendations of the Planning Commission and SPRC, and review the request. The City Council may recommend that the City Attorney create a resolution pertaining to the petition to be read at the next City Council meeting at a public hearing. A sign will be placed on the subject property notifying the general public of the hearings. At the public hearing, the City Council may vote to approve the resolution as presented, approve the resolution with conditions, or deny the petition request.

Application Checklist

All required materials listed below shall be submitted in unison as one complete package. The City of Zephyrhills reserves the right to refuse incomplete applications and will not accept partial applications to meet filing deadline requests unless written approval is received from the Planning Director or City Manager prior to submittal.

REQUIRED MATERIALS

One (1) hard copy and (1) electronic copy, provided on a CD/DVD or flashdrive, or via a Dropbox or similar link, of the following information is required:

- ☐ **Petition Form, Permission to reproduce and applicable Agent Authorizations**
- ☐ **Petition Fee** ($800)
- ☐ **Proof of Ownership**
- ☐ **Boundary Survey and Legal Description**
- ☐ **Surrounding Property Owners List and Envelopes**

  For the purpose of public notice, petitioners are required to provide the following:

  (1) A list of properties within a 200-foot radius of the subject property with the property address, parcel identification number, and owner's name and mailing address.

  (2) Stamped envelopes address to the property owners.
- ☐ **Residential Impact Statement**
- ☐ **Environmental Report**

  To include an inventory of all Federal and State listed plant and animal species on the property.
- ☐ **Historic and Archaeological Resources Report**

  To include a map and inventory of all properties that may be impacted by the proposed project.
- ☐ **Residential Impact Statement**

  Justification Report

  (1) Analysis for Compliance
  - Consistency with the Comprehensive Plan
  - Consistency with the Land Development Code and City Ordinances
  - Surrounding Future Land Use and Zoning Analysis
  - Statement of Compliance with Land Development Code, Section 11.10.01(B)
    (a) The proposed use will not adversely affect or contribute to the deterioration of quality of life or property values in the immediate neighborhood;
    (b) The proposed use is consistent with the character of and existing land use patterns in the surrounding area;
    (c) The proposed use will not create or excessively increase traffic or parking congestion, or otherwise affect public safety;
    (d) The site upon which the proposed use is to be located has suitable drainage, access, ingress and egress, off-street parking and loading areas;
    (e) The site upon which the proposed use is to be located has or may have screening or buffering to prevent interference with the enjoyment of surrounding areas;
    (f) The proposed site meets the applicable requirements of the zoning district in which it is located;
    (g) Any existing or proposed signs or lighting will not adversely affect surrounding areas or vehicular traffic;
    (h) The proposed use will not interfere with or adversely affect the health, safety or welfare of the surrounding community area.

  (2) Map Series
  - Recent aerial photograph of the site and surrounding area showing boundaries, source and date;
  - Existing Future Land Use and Zoning maps;
  - Natural Resource maps – soils, flood zones, aquifer recharge, wetlands, biological hotspots, etc.;
  - Transportation maps.
- ☐ **Concept Plan**

  If the proposed Conditional Use will be followed with site improvements or a new site development plan, a concept plan is required to be submitted with this application. Upon approval of the Conditional Use Petition, the applicant may then apply for Site Plan Review.

  Statement of Use

  Submit a detailed, summary statement of the proposed use to be conducted on the subject property.

City of Zephyrhills
Planning Department
5335 8th Street | Zephyrhills, FL 33542
www.ci.zephyrhills.fl.us
813-780-0006

OFFICE USE ONLY

File No. _____

Submittal Date _____

Project Name _____

CONDITIONAL USE PETITION FORM

PROJECT INFORMATION

PROJECT NAME: BAUDUCCO FOODS

SUBJECT PROPERTY ADDRESS: WEST OF CHANCEY ROAD, SOUTH OF 6TH AVENUE

PARCEL ID NUMBER(S): 07-26-22-0000-00100-0012 AND 18-26-22-0010-00500-0000

ACREAGE/SQ. FOOTAGE: 75.8± ACRES **ZONING CLASSIFICATION** LIGHT INDUSTRIAL

CURRENT LAND USE: VACANT **FUTURE LAND USE CLASSIFICATION** INDUSTRIAL

PROPOSED USE: MANUFACTURING WAREHOUSE

CONTACT INFORMATION

PROPERTY OWNER: RICARDO YUKI
FIRM: ELLECE USA 19, INC (BAUDUCCO FOODS)
ADDRESS: 1750 NW 133RD AVE., MIAMI, FL 33182
PHONE NUMBER(S): 305-477-9270 EMAIL: StefanoM@bauduccofoods.com

PETITIONER: RICARDO YUKI
FIRM: ELLECE USA 19, INC (BAUDUCCO FOODS)
ADDRESS: 1750 NW 133RD AVE., MIAMI, FL 33182
PHONE NUMBER(S): 305-477-9270 EMAIL: StefanoM@bauduccofoods.com

AUTHORIZED AGENT: GREGORY R. CRAWFORD
FIRM: FLORIDA ENGINEERING GROUP, INC
ADDRESS: 5127 S. ORANGE AVENUE, SUITE 200, ORLANDO, FL 32809
PHONE NUMBER(S): 407-895-0324 EMAIL: gcrawford@feg-inc.us

The Petitioner, as owner of the above described land does respectfully request the City of Zephyrhills to take all action necessary to process the CONDITIONAL USE. The Petitioner, as owner and/or representative of the above described land agrees to pay all related costs associated with this petition, including but not limited to: advertisement fees and consultant review fees as well as future required development fees, permit fees, impact fees and other review process fees.

Submitted by (firm): ELLECE USA 19, INC (BAUDUCCO FOODS)

Signature: _____ **Owner Signature:** _____

Print Name: RICARDO YUKI **Print Name:** RICARDO YUKI

Date: 02/09/2024 **Date:** 02/09/2024

FW: (23-101) Bauducco Foods - Progress Set

Todd Vandeberg <TVandeberg@ci.zephyrhills.fl.us>
Mon 4/22/2024 12:50 PM
To:Carlos Maldonado <CMaldonado@ci.zephyrhills.fl.us>

Carlos,

Can you please include this email in the Bauducco site plan case file? Thanks,

Todd Vandeberg
Planning Director
City of Zephyrhills
5335 8th Street
Zephyrhills, FL, 33542
PH: 813-780-0006 x3505
FAX: 813-780-0005
ci.zephyrhills.fl.us

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From: Craig Cornelison <craig@cornelison-eng.com>
Sent: Friday, April 19, 2024 2:12 PM
To: Todd Vandeberg <TVandeberg@ci.zephyrhills.fl.us>
Subject: RE: (23-101) Bauducco Foods - Progress Set

EXTERNAL EMAIL

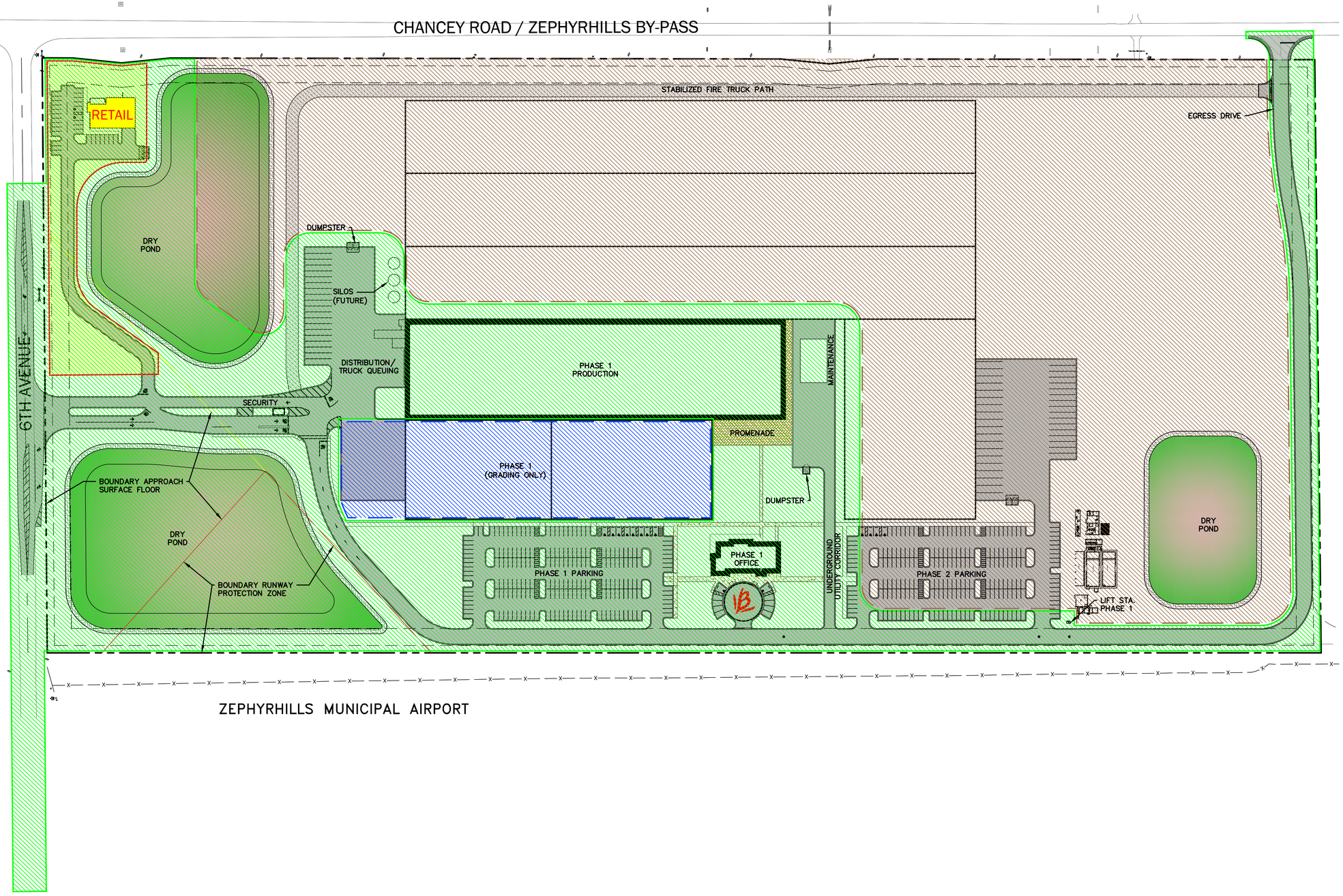
I looked at the plans and didn't see anything that was out of line. The right turn lane on 6th seemed a little short, but that would be subject to final plans. It was a little unclear what they were proposing. I am guessing that the shaded areas are future phases. Hopefully the final plans will clarify that. The notes seem to need to be updated, which would help clarify what is being proposed. Since it is just a progress set, I didn't really go through them in detail.

If you need me to look a little further, just let me know.

Craig L. Cornelison, P.E. (FL, AL, NC, SC, TN)

CORNELISON ENGINEERING & DESIGN, INC.
7810 Gall Boulevard #409
Zephyrhills, FL 33541
Tel: 813-788-7835, Ext. 102
Cell: 863-581-1590
craig@cornelison-eng.com
LinkedIn profile

From: Todd Vandeberg <TVandeberg@ci.zephyrhills.fl.us>
Sent: Friday, April 12, 2024 4:45 PM



GRAPHIC SCALE

100' 0 50' 100' 200'

1" = 100'

- PHASE 1
- PHASE 1A
- PHASE 1 UNTOUCHED LANDS
- PHASE 1 BUILDING PAD READY GRADING ONLY
- PHASE 2
- FUTURE PHASES

DATE	REVISIONS	BY	CHECKED

PHASE PLAN
BAUDUCCO FOODS
6th AVENUE/CHANCEY ROAD
ZEPHYRHILLS, FLORIDA

FEG FLORIDA ENGINEERING GROUP
Engineering the Future

5127 S. Orange Avenue, Suite 200
Orlando, FL 32809
Phone: 407-895-0324
Fax: 407-895-0325

www.feg-inc.us

OVERALL SITE PLAN

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
CPN	CPN	GRC	GRC

PROJECT NO. 23-101
SCALE 1" = 100'
DATE FEBRUARY 07, 2024
SHEET NO. C-6
SHEET 6 OF 1

23-101 OverallSitePlan.dwg

PRESENTATION TO THE CITY OF ZEPHYRHILLS

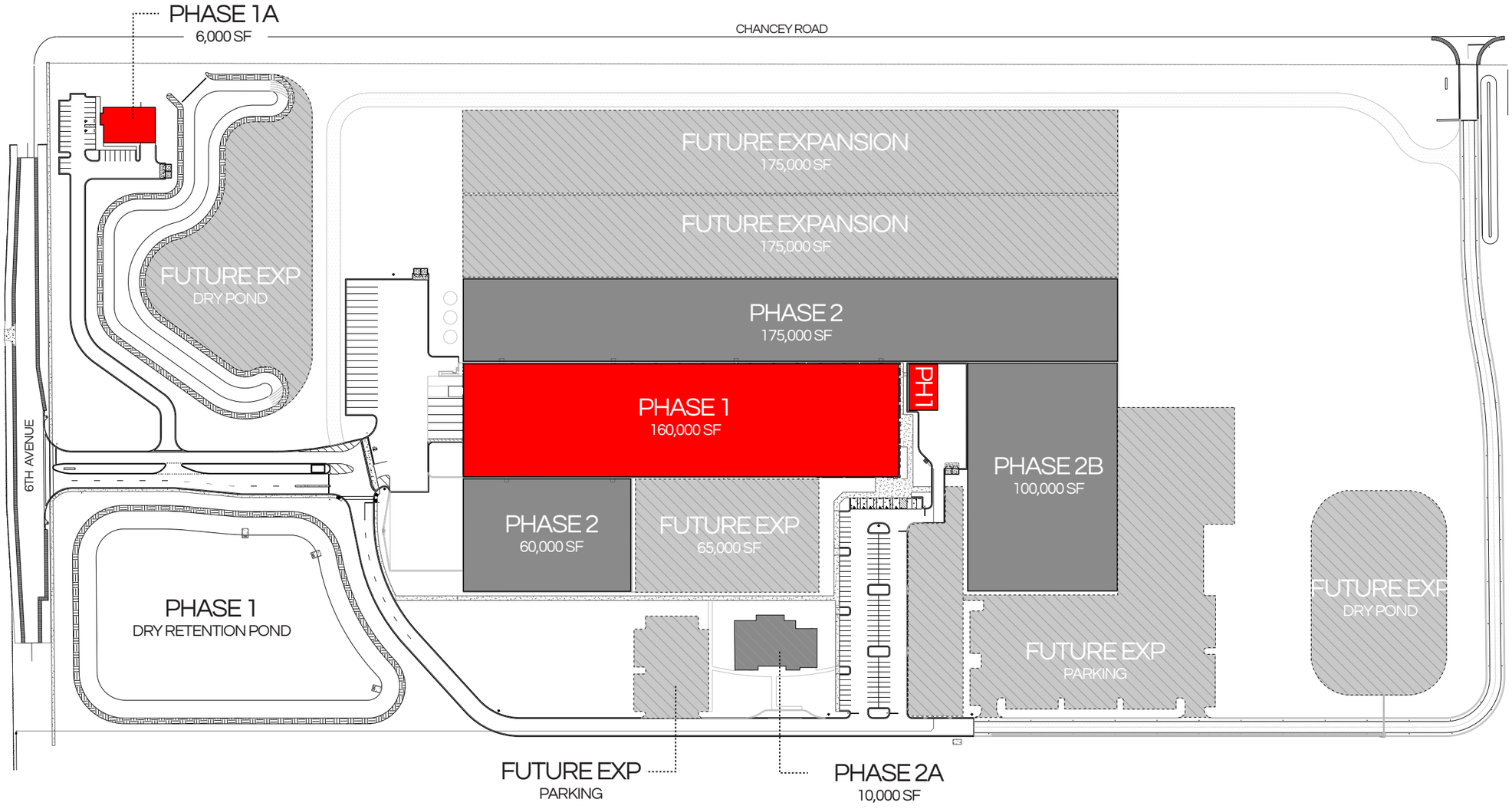
This presentation is to demonstrate design intent for exterior treatments and materials.
Final product and product specifications to be contained within Construction Documents.

PROJECT VISUALIZATION

An exhibition of the main exterior features from the buildings within the Bauducco Industrial Campus

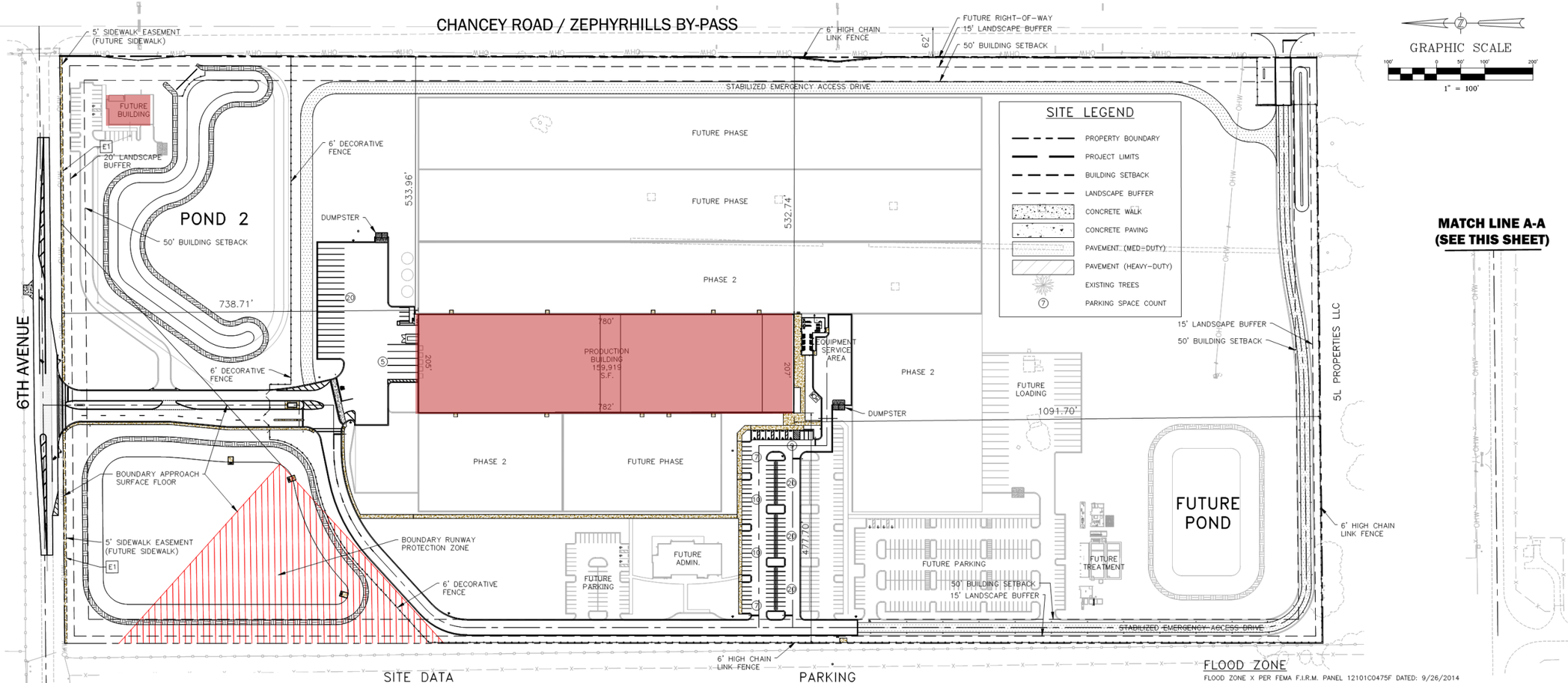
SITE LOCATION

SITE DEVELOPMENT



Walker Design

BAUDUCCO FOODS
PRESENTATION TO THE CITY OF ZEPHYRHILLS
07.16.2024



ZEPHYRHILLS MUNICIPAL AIRPORT

EASEMENT KEYNOTES

E1: 5' SIDEWALK EASEMENT

SITE DATA

PROPERTY LOCATION: CHANCEY ROAD AND 6TH AVENUE ZEPHYRHILLS, FL

EXISTING PROPERTY ZONING: LIGHT INDUSTRIAL (LI)
PROPOSED PROPERTY ZONING: LIGHT INDUSTRIAL (LI)

PROPERTY FUTURE LAND USE DESIGNATION: INDUSTRIAL
EXISTING USE: VACANT
PROPOSED USE: MANUFACTURING
TOTAL AREA: 72.866± ACRES
PROJECT AREA: (PHASE 1) 40.00± ACRES

PROPOSED BUILDING: 159,912 S.F.
PROPOSED GROSS FLOOR AREA:

BUILDING SETBACKS (REQUIRED)

FRONT	(NORTH)	50'
SIDE	(SOUTH)	20'
SIDE	(EAST)	50'
STREET SIDE	(WEST)	40'

BUILDING SETBACKS (PROPOSED)

FRONT	(NORTH)	738.71'
SIDE	(SOUTH)	1,091.70
SIDE	(EAST)	533.96'
REAR	(WEST)	477.70'

MAXIMUM ALLOWABLE BUILDING HEIGHT: 63'
BUILDING HEIGHT (PROPOSED): 42'

BUILDING CONSTRUCTION TYPE
TYPE 2B (II (111)), UNPROTECTED – FULLY SPRINKLERED

MAXIMUM ALLOWABLE FAR: 0.50 PROPOSED: 0.05

MAXIMUM ALLOWABLE ISR: 0.85 PROPOSED: 0.13

PARKING

PARKING REQUIRED

1 SPACES PER 2 EMP	100 SPACES
TOTAL PARKING REQUIRED	100 SPACES
SPACES REQUIRED TO BE RESERVED FOR HANDICAP	4 SPACES

PARKING PROVIDED

STANDARD PARKING SPACES	97 SPACES
HANDICAP PARKING	6 SPACES
TRUCK PARKING	25 SPACES
TOTAL PARKING PROVIDED	128 SPACES

SITE AREA CALCULATIONS

	EXISTING		PROPOSED		
BUILDING	0 S.F.		159,919 S.F.		
PAVING/SIDEWALK	0 S.F.		108,367 S.F.		
IMPERVIOUS AREA	0 S.F.	0 AC. 000.00 %	268,286 S.F.	6.16 AC.	8.45 %
PERVIOUS AREA	3,174,054 S.F.	72.866 AC. 100.00 %	2,905,768 S.F.	66.71 AC.	91.55 %
TOTAL SITE AREA	3,174,054 S.F.	72.866 AC. 100.00 %	3,174,054 S.F.	72.87 AC.	100.00 %

ITE TRIP GENERATION

DESCRIPTION	ITE CODE	ADT	PM	AM
MANUFACTURING	140	683	132	101

FEG FLORIDA ENGINEERING GROUP
Engineering the Future

FLOOD ZONE

FLOOD ZONE X PER FEMA F.I.R.M. PANEL 12101C0475F DATED: 9/26/2014

SOILS

1 – WAUCHULA FINE SAND, 0 TO 5 PERCENT SLOPES
6 – TAVARES SAND, 0 TO 5 PERCENT SLOPES
12 – ASTATULA FINE SANDS, 0 TO 5 PERCENT SLOPES

WETLAND STATEMENT

THERE ARE NO JURISDICTIONAL WETLANDS WITHIN THE PROJECT AREA.

HAZARDOUS MATERIALS STATEMENT

DURING CONSTRUCTION, WHEN COMBUSTIBLES ARE BROUGHT ONTO THE SITE IN SUCH QUANTITIES AS DEEMED HAZARDOUS BY THE FIRE OFFICIAL, ACCESS ROADS & A SUITABLE TEMPORARY SUPPLY OF WATER ACCEPTABLE TO THE FIRE DEPARTMENT SHALL BE PROVIDED & MAINTAINED.

LIGHTING NOTE

LIGHTING SHALL COMPLY WITH CITY OF ZEPHYRHILLS – SITE DEVELOPMENT PLAN COMMERCIAL DESIGN STANDARDS.

COMMERCIAL DESIGN STANDARDS NOTE

THE PROJECT SHALL COMPLY WITH THE COMMERCIAL DESIGN STANDARDS SET FORTH IN THE CITY OF ZEPHYRHILLS – SITE DEVELOPMENT PLAN LAND DEVELOPMENT CODE.

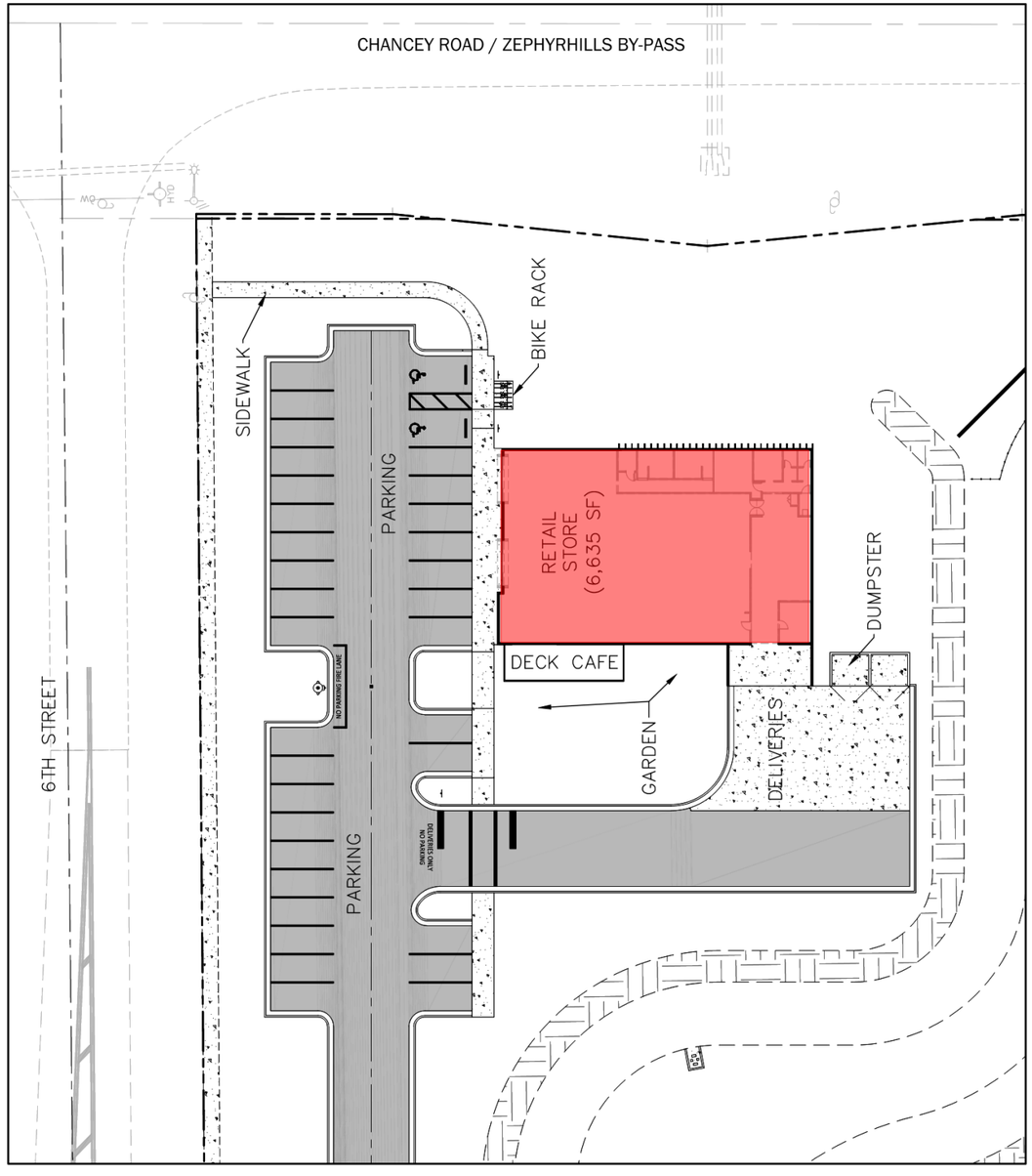
DUMPSTER NOTE

THE DUMPSTER SHALL HAVE OPAQUE GATING AND THE WALL SHALL HAVE A DECORATIVE CONCRETE CAP. WALL SHALL BE ARCHITECTURALLY COMPATIBLE MATERIAL TO THE PRINCIPLE BUILDING.

SIGNAGE NOTE

BILLBOARDS & POLE SIGNS SHALL BE PROHIBITED. GROUND & FASCIA SIGNS SHALL BE PER CITY OF ZEPHYRHILLS – SITE DEVELOPMENT PLAN LAND DEVELOPMENT CODE.

This presentation is to demonstrate design intent for exterior treatments and materials.
Final product and product specifications to be contained within Construction Documents.



NORTH

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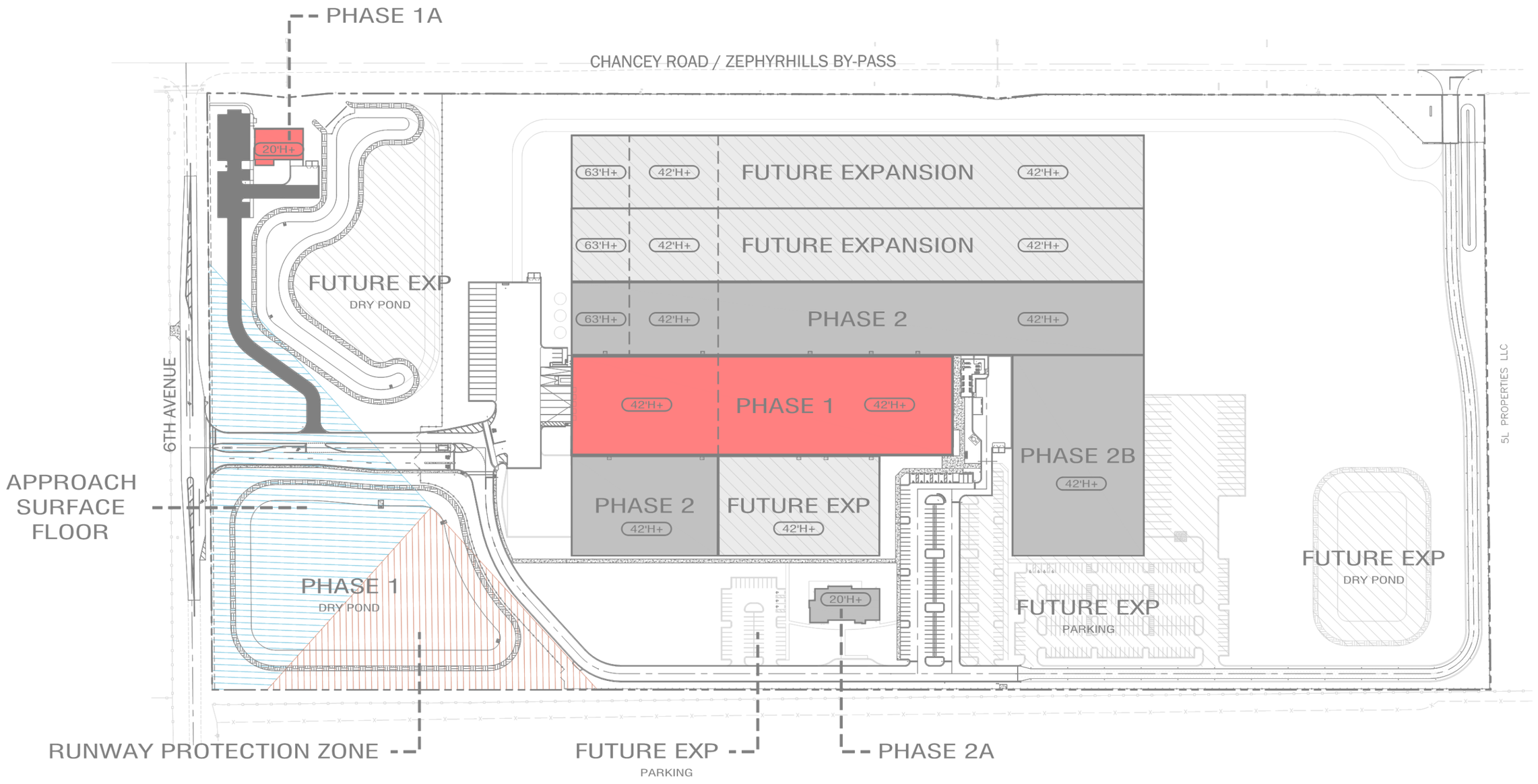

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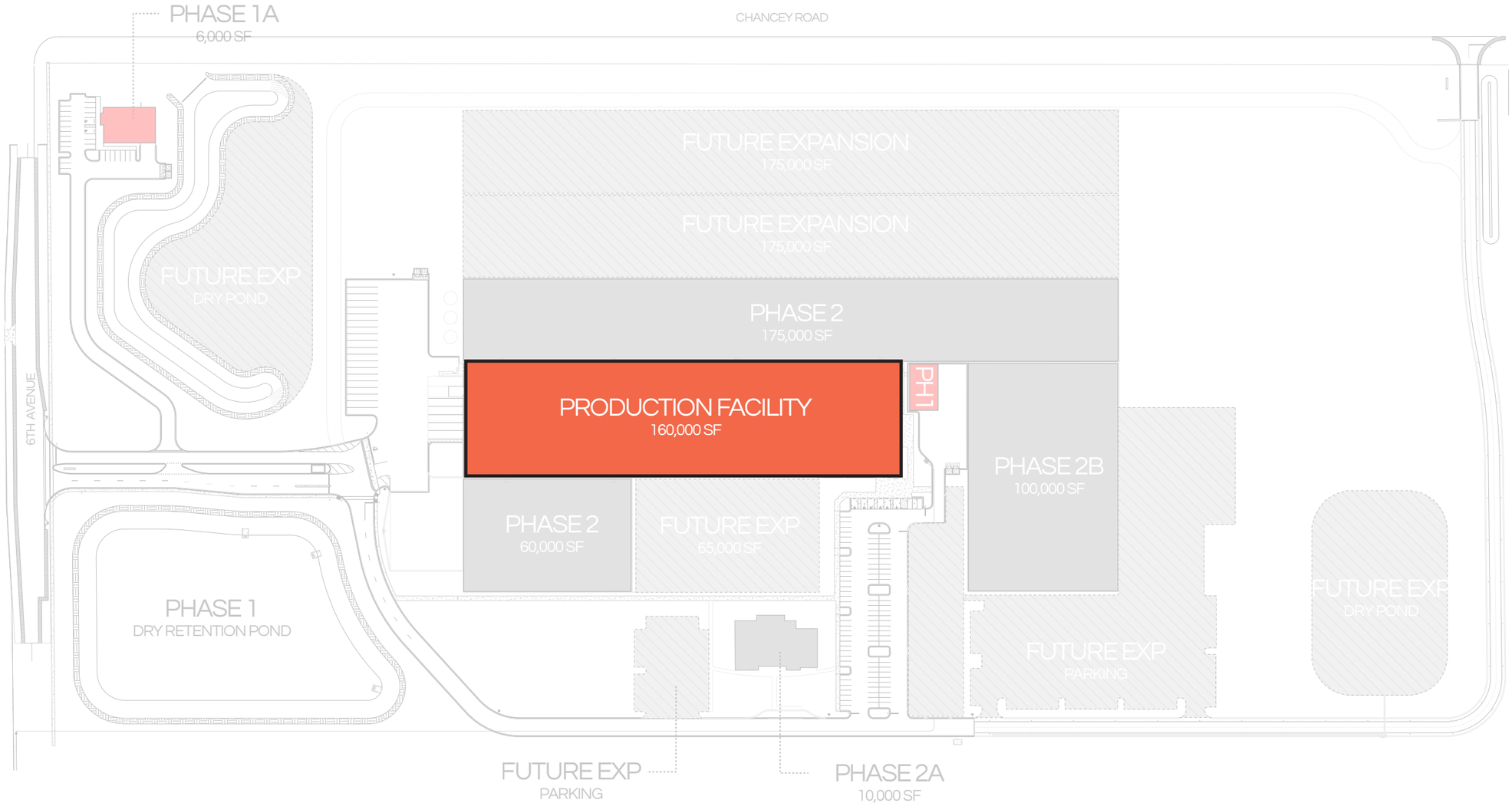
PHASE 1: PRODUCTION FACILITY



NORTH

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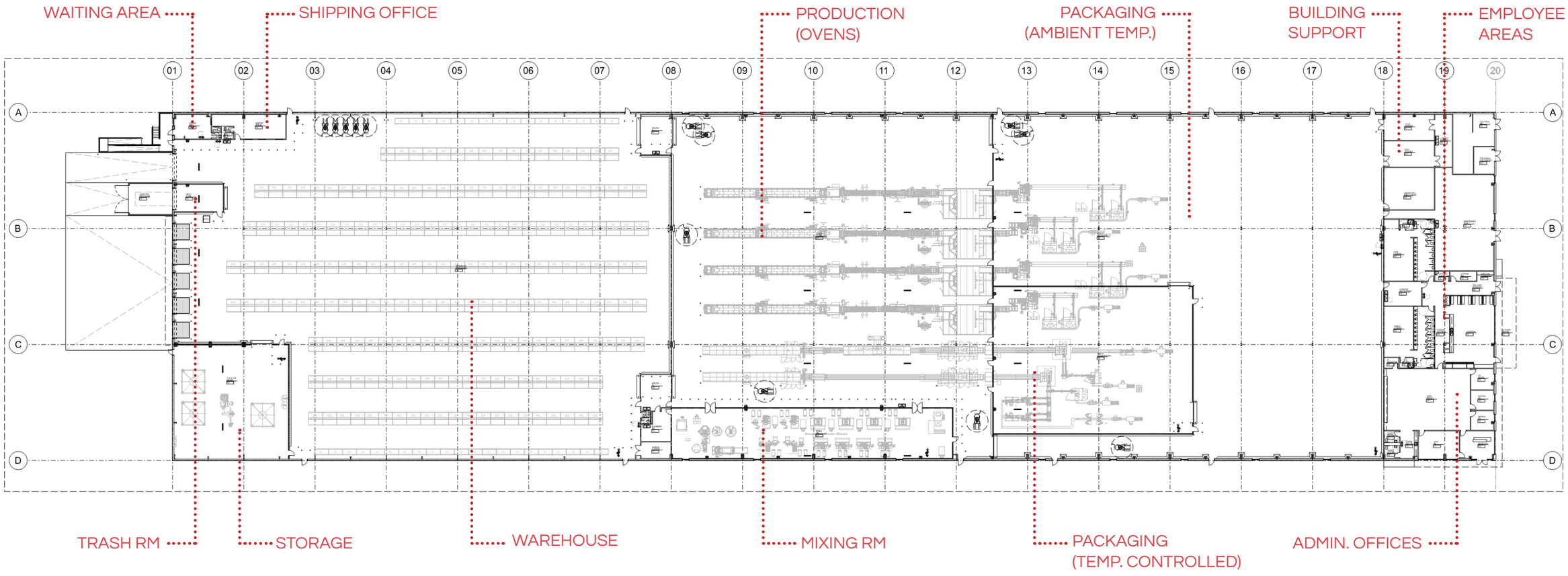

NORTH

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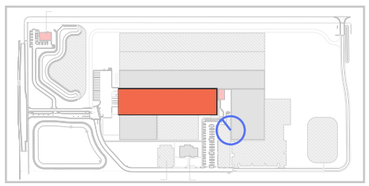
07.16.2024

PRODUCTION FACILITY

SOUTH WEST FACADE



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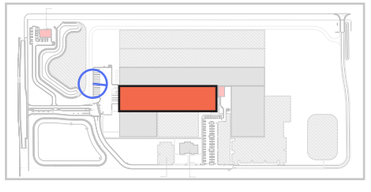
PRODUCTION FACILITY

NORTH FACADE



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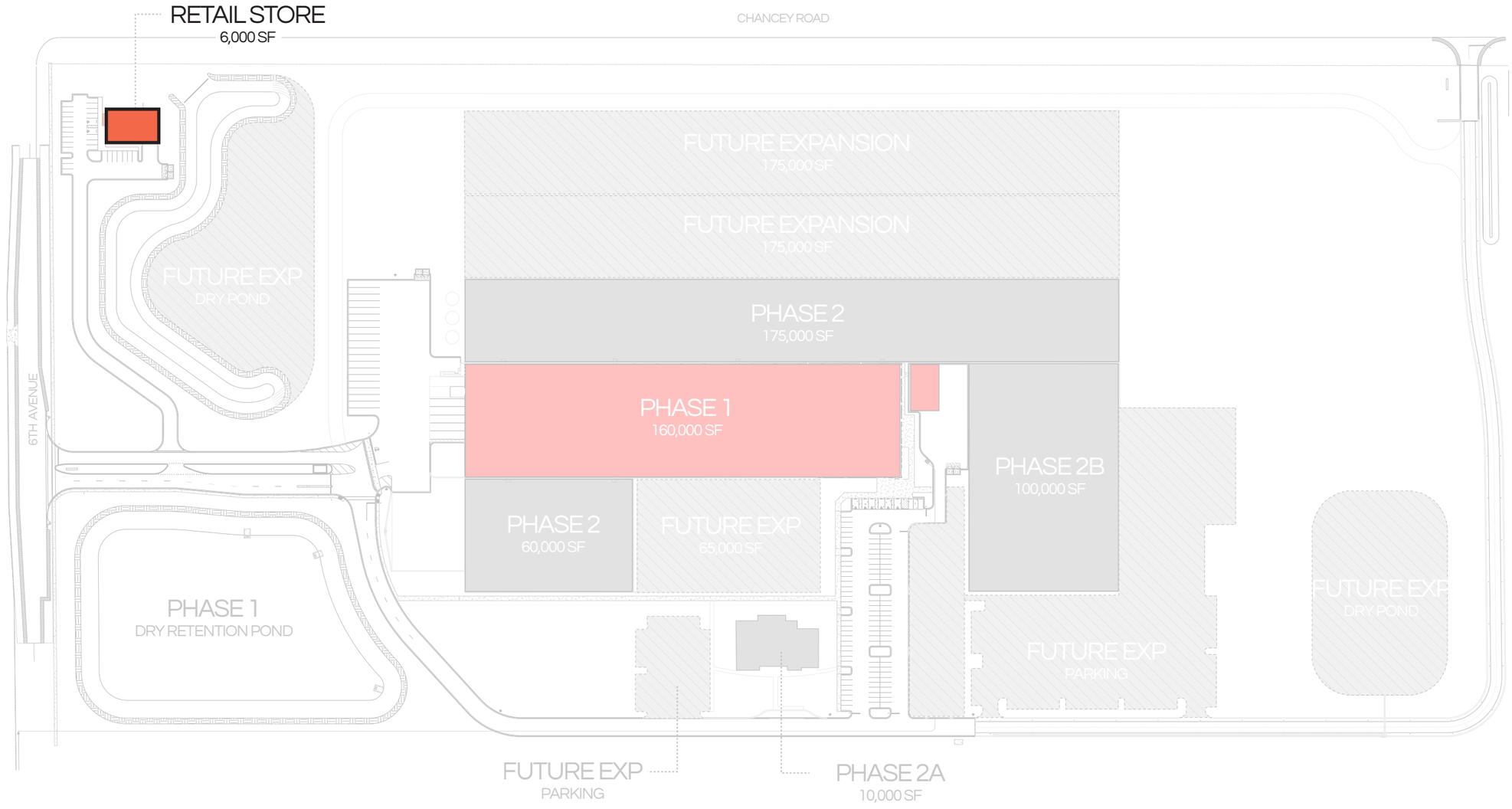
PHASE 1A: RETAIL STORE



NORTH

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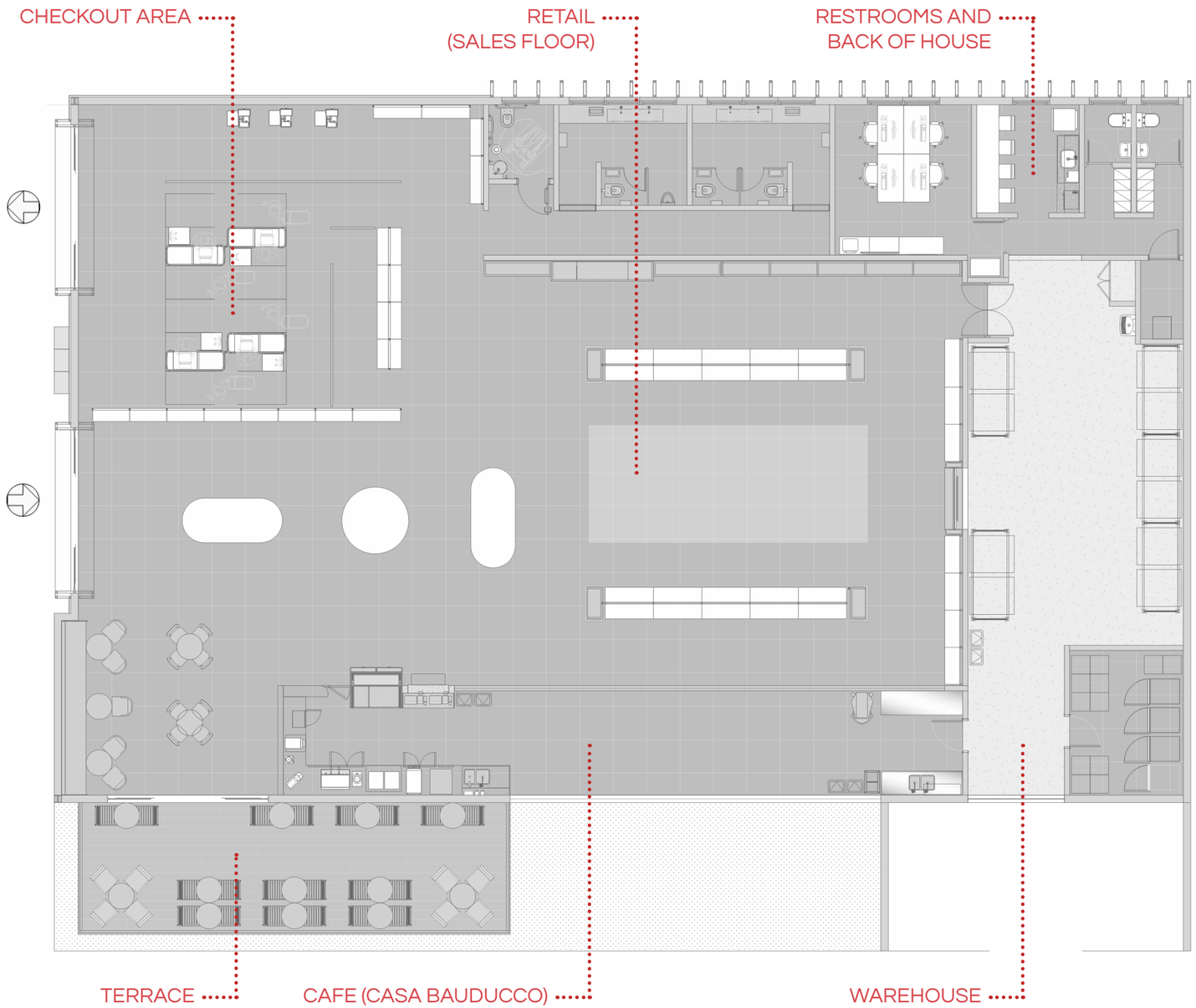

NORTH

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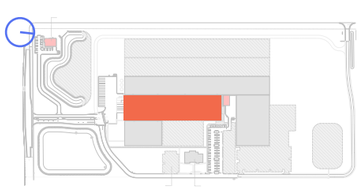
RETAIL STORE
NORTH FACADE



RETAIL STORE
INTERIOR RENDERINGS

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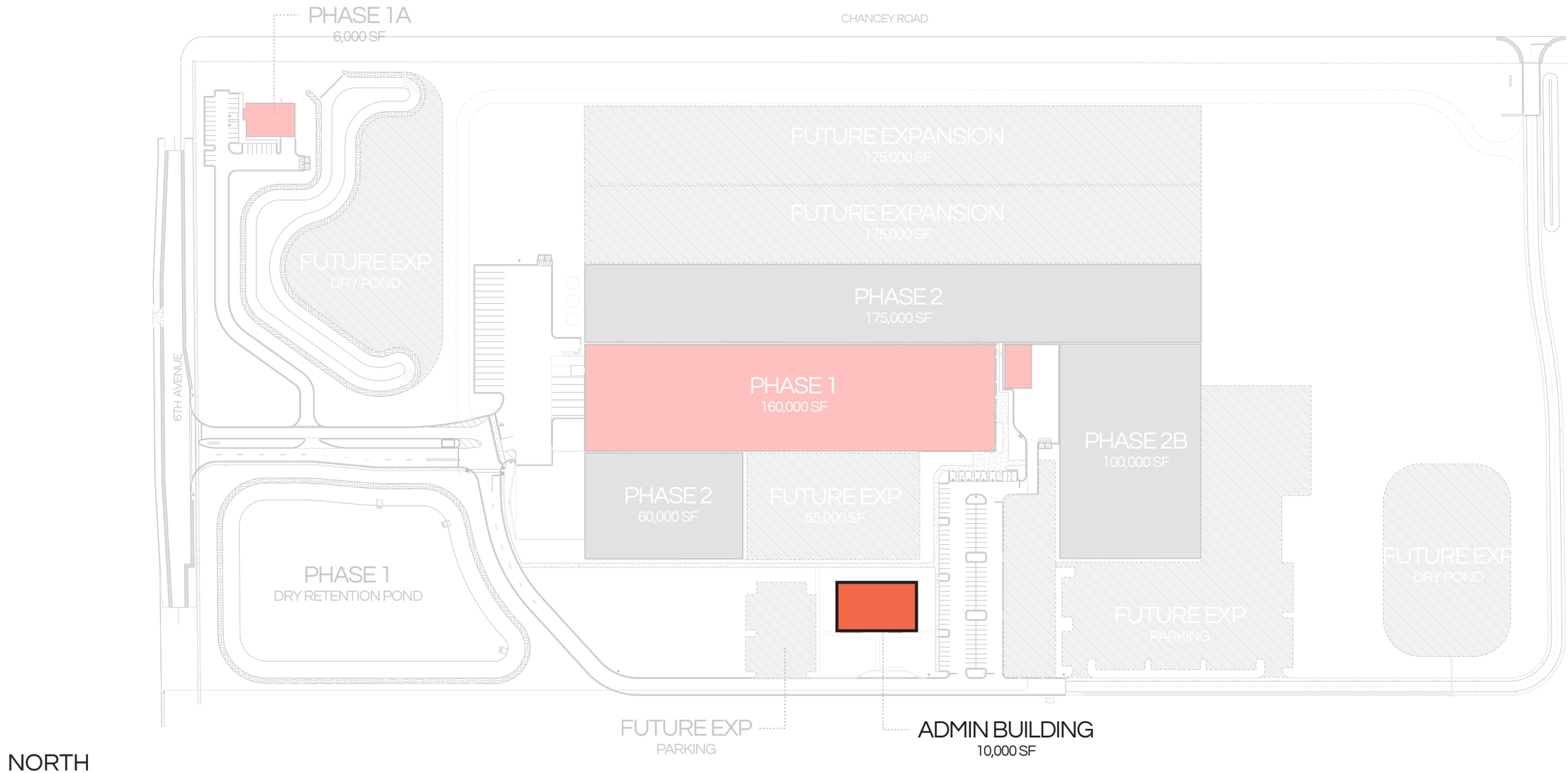
PHASE 2A: ADMIN. BUILDING



NORTH

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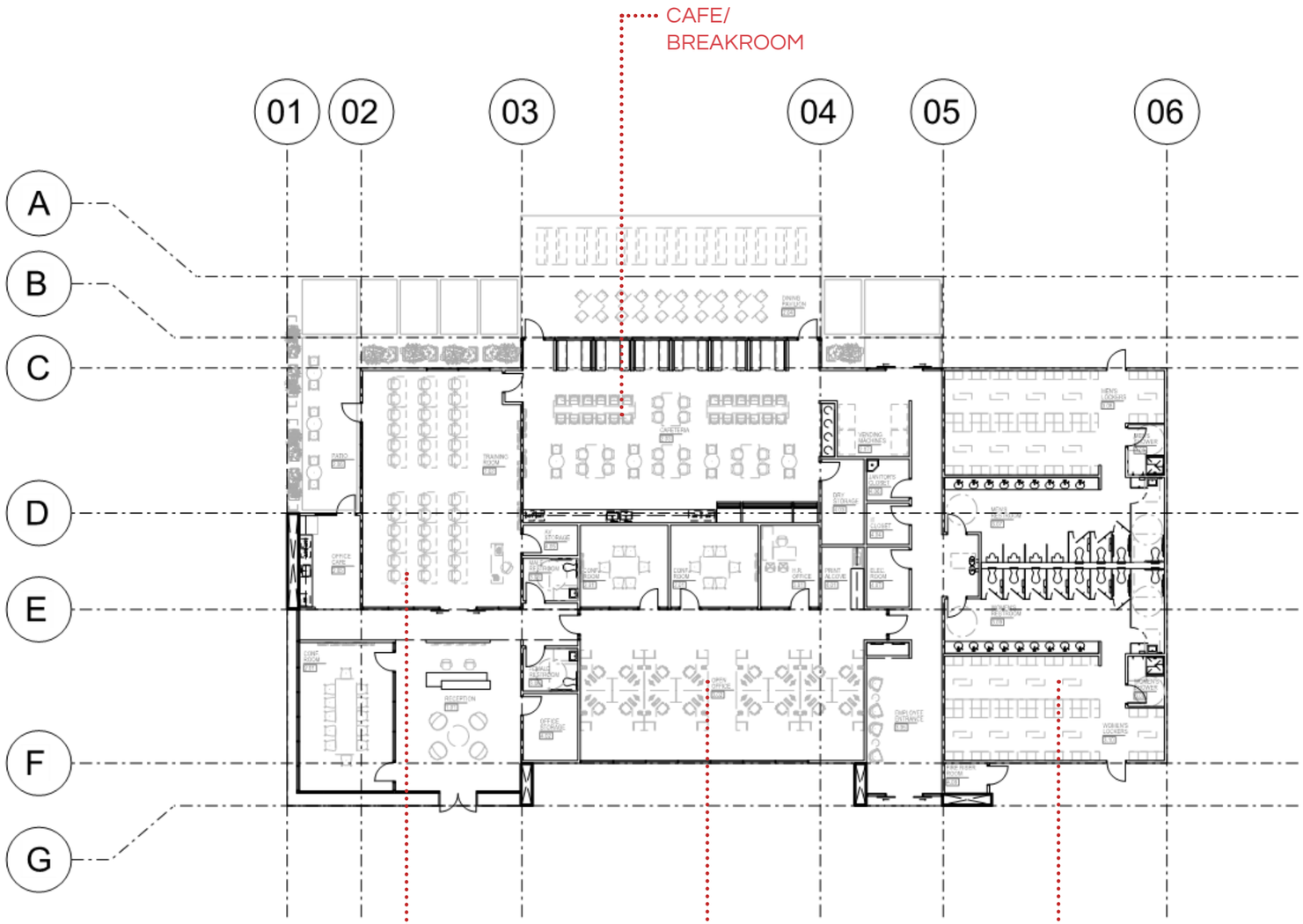
PHASE 2A: ADMIN. BUILDING



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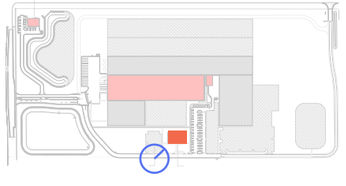
07.16.2024

ADMIN. BUILDING
NORTH WEST FACADE



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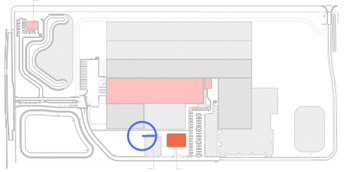
ADMIN. BUILDING
NORTH FACADE



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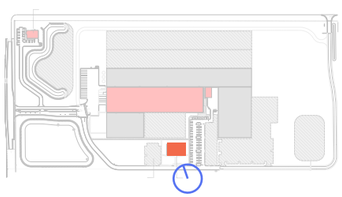
ADMIN. BUILDING
WEST FACADE



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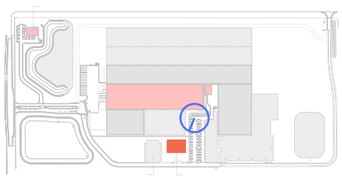
ADMIN. BUILDING
EAST FACADE



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PRESENTATION TO THE CITY OF ZEPHYRHILLS
07.16.2024

Thank You

This presentation is to demonstrate design intent for exterior treatments and materials.
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DICK'S

SELF STORAGE

DICK'S

SELF STORAGE

City of Zephyrhills – City Council Meeting – 9/9/2024

ArcGIS Urban and Esri Professional Services

Zephryhills Planning Department will be introducing the City's representatives from Esri, the global leader in Geographic Information Systems (GIS) and location intelligence. The city currently leverages the ArcGIS Platform with the Small Government Enterprise Agreement, which has been used throughout multiple departments since 2020.

During this meeting the Esri Smart Cities Team will demonstrate the capabilities of ArcGIS Urban, a web-based planning system built as an extension in ArcGIS. Urban enables data-driven urban design by using existing zoning regulations to visualize interactive 3D models and test alternative scenarios.

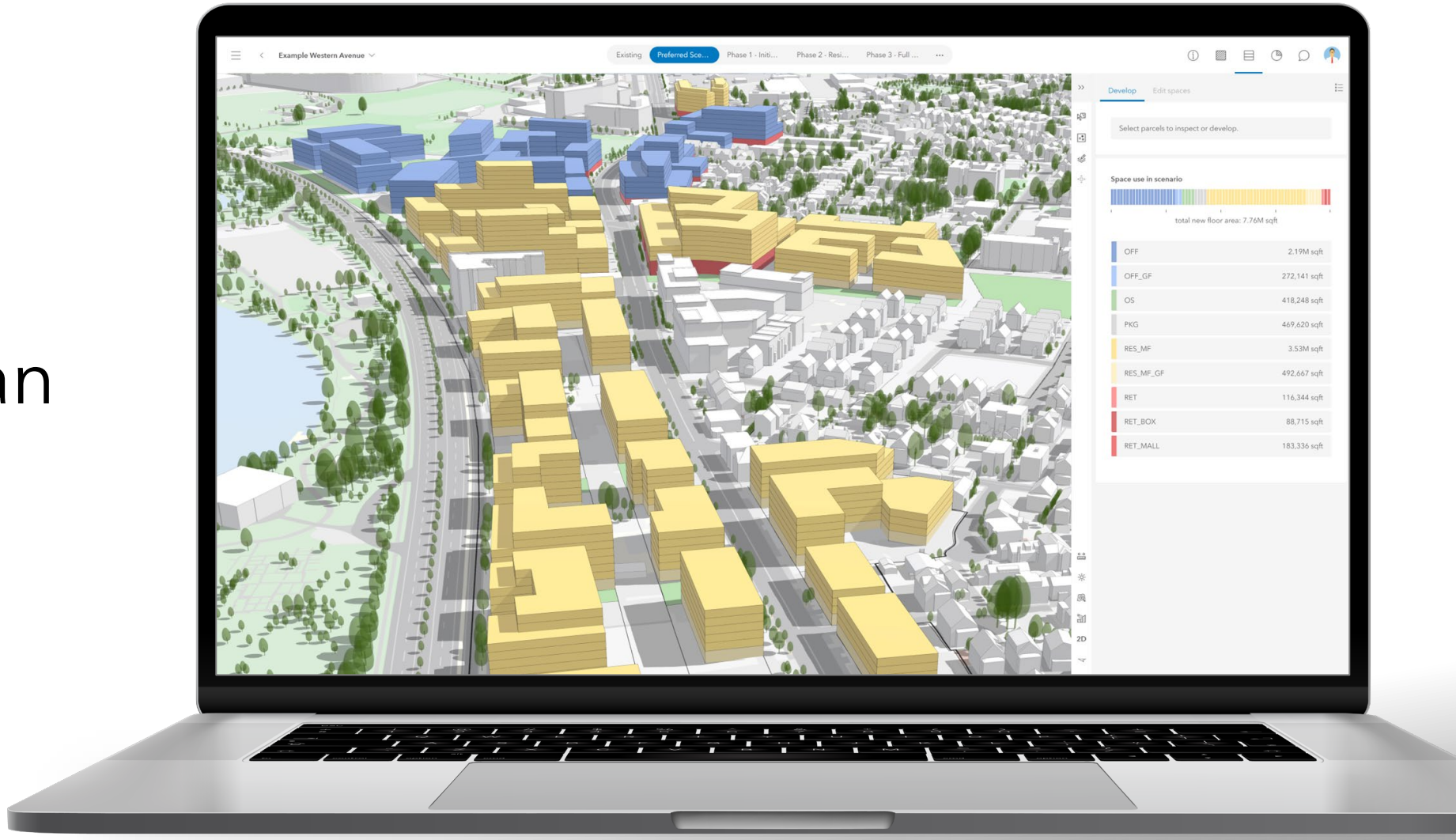
Esri Professional Services will provide an overview of the implementation of an initial planning solution using ArcGIS Urban. This includes the data preparation and configuration of two example scenarios for focused pilot areas, followed by the knowledge transfer to enable the City of Zephyrhills Planning Department to continue leveraging ArcGIS Urban for future projects.

ArcGIS Urban

Collaborative

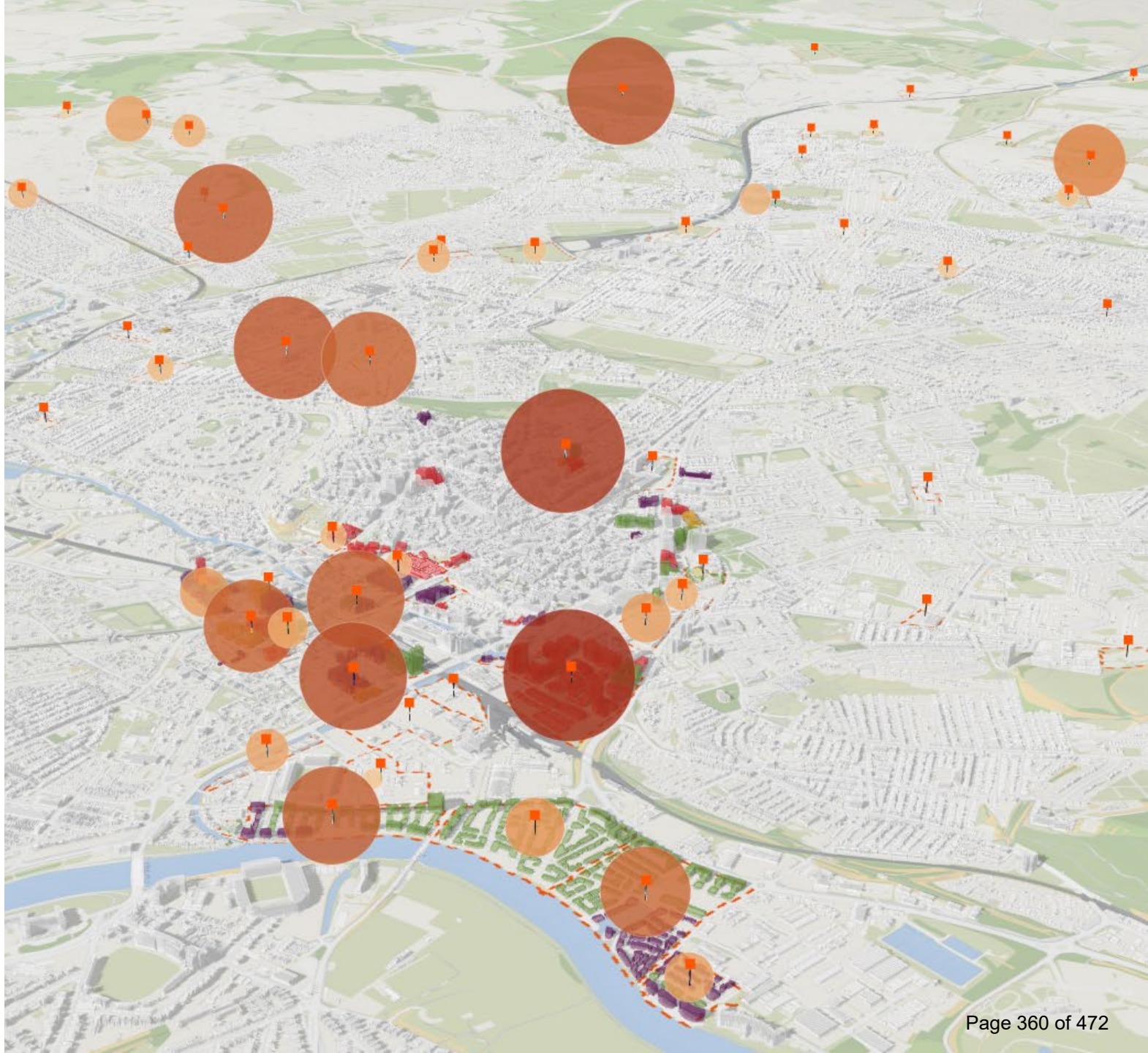
Data-driven

Urban Planning



EVALUATE HOUSING/ECONOMIC NEEDS

Balance top-down regional objectives with bottom-up strategies by tracking capacity in real time

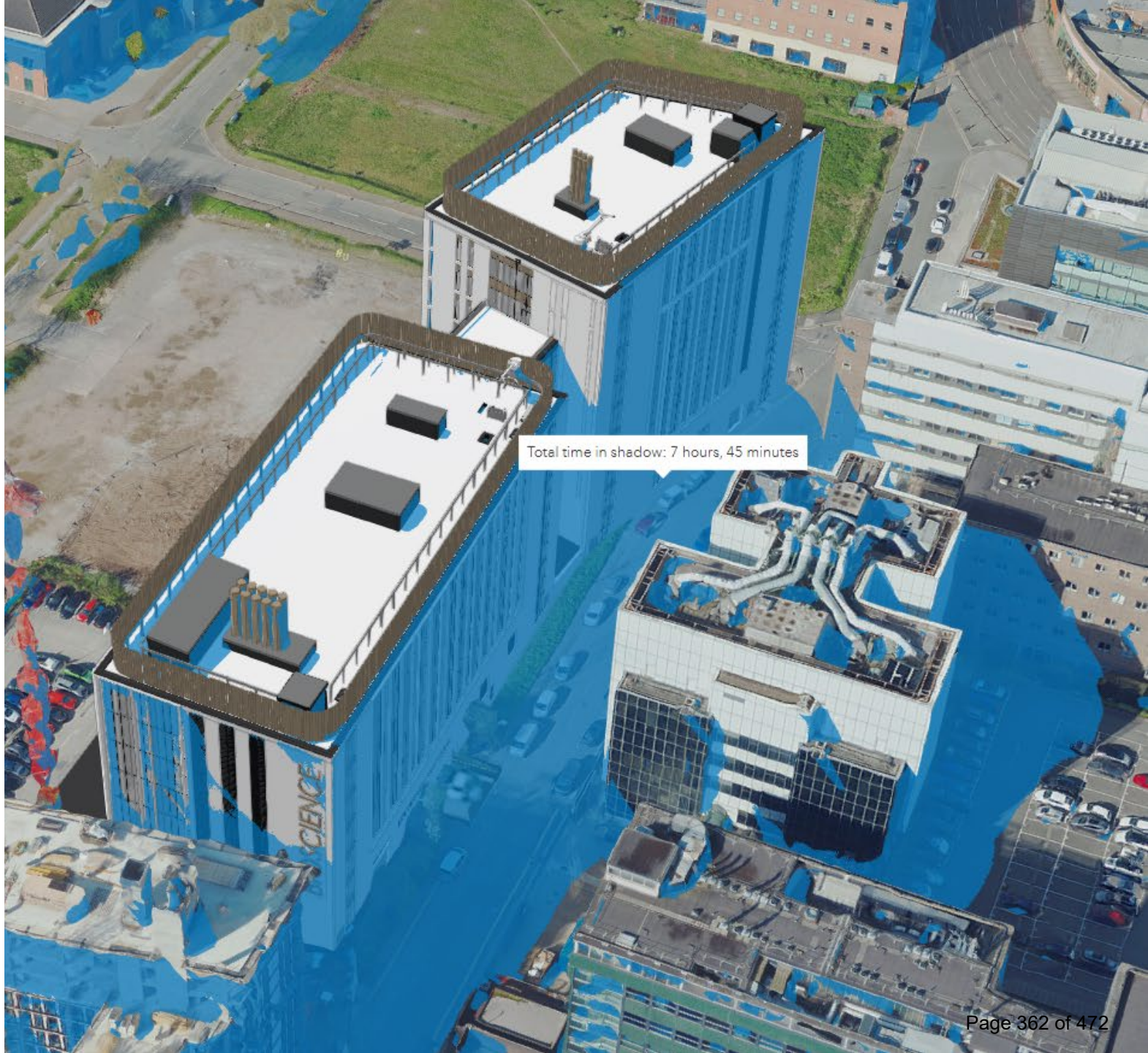


ILLUSTRATE NEW OPPORTUNITIES

Build out planning scenarios with 3D modeling and customized metrics for any parcel, district, or neighborhood.

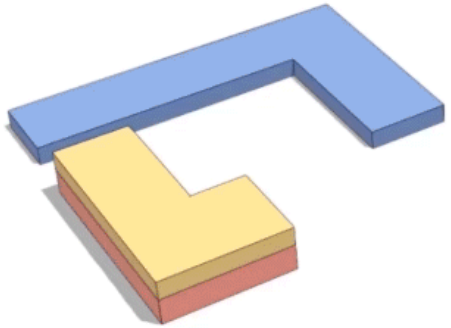
REVIEW DEVELOPMENT APPLICATIONS

Integrate with your planning application system and streamline the design review process by analyzing proposals in context.

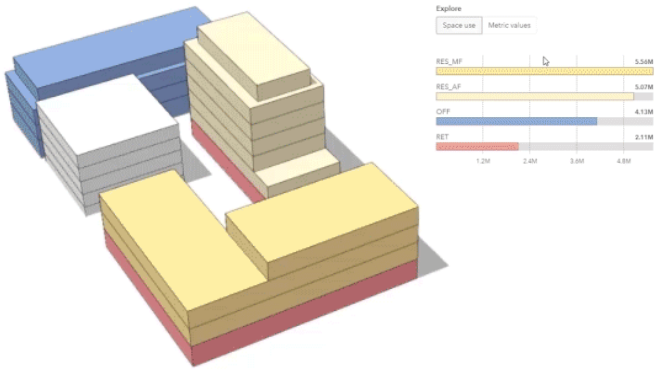


ArcGIS Urban

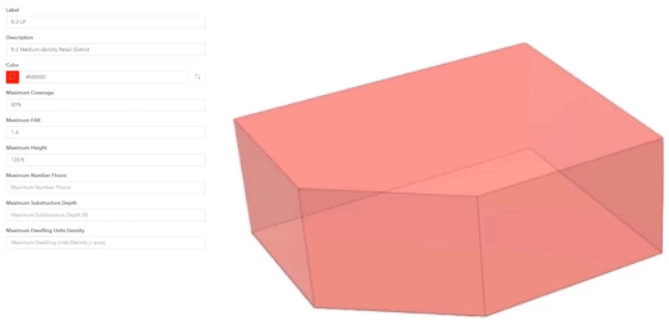
ArcGIS Urban is a web-based planning system built as an extension to ArcGIS Online. Urban enables **data-driven** urban design by **linking regulatory changes** with the ability to both parametrically and interactively model and test alternative scenarios.



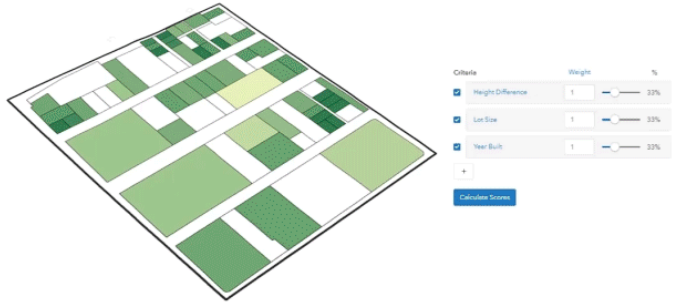
Sketch build out scenarios



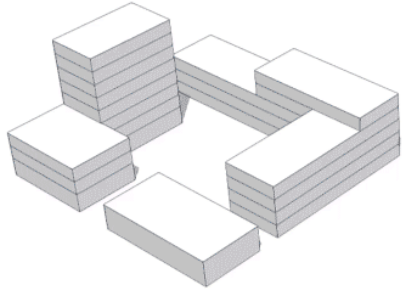
Evaluate designs with dashboards



Test land-use and zoning code changes



Model suitability to identify sites



Perform interactive spatial analysis

ArcGIS Urban Initial Capability

Purpose

Many cities today are experiencing massive challenges managing and responding to growing populations and the demands related to public and private capital expenditure on new development and infrastructure. ArcGIS Urban provides a set of tools to orchestrate the urban development lifecycle. ArcGIS Urban is a system of web-based tools to create and manage plans and projects, engage with community stakeholders, and assist with decision making.

Value Proposition

Esri provides the tools to empower collaboration between planners, stakeholders, and the community to address current needs and emerging demands such as housing shortages, climate resiliency, and economic uncertainty. With ArcGIS Urban, you can evaluate the impacts of multiple zoning, land-use, and development scenarios with 3D visualizations and urban analytics. Specifically ArcGIS Urban supports:

3D scenario modeling

Design in the context of your city or town's digital twin for a comprehensive understanding of the urban environment. Leverage this digital representation to enhance collaboration with stakeholders and the public and support more informed decision-making.

Data-driven analysis

Apply ready-to-use space uses, building types, and metrics and gain real-time insights on the potential impacts of policy and development changes with urban visualizations.

Streamlined project review

Manage the urban development pipeline as part of a digital twin of your city. Integrate building information modeling (BIM), external 3D content, and data from your permitting system to streamline the project review process.

Collaborative urban planning

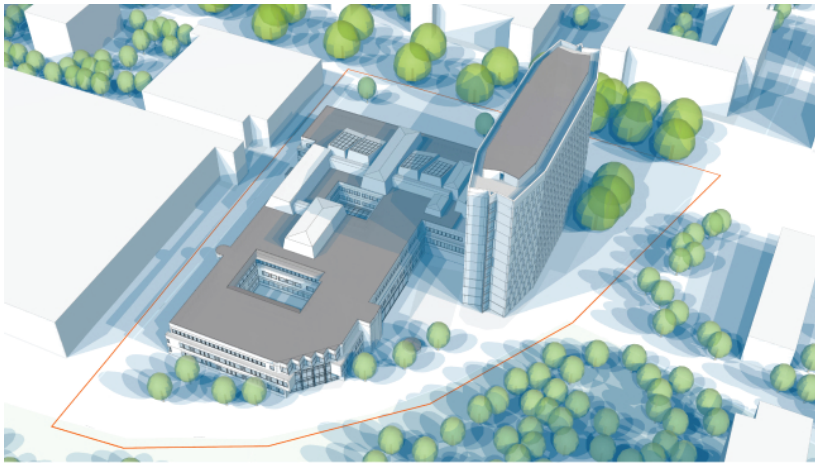
Communicate proposals and increase buy-in with easy-to-understand visualizations and metrics. Reach new audiences and boost access to key demographic groups by incorporating online feedback and discussions throughout the planning process.

Implementation Services

Esri will support implementation of an initial planning solution using ArcGIS Urban by assisting you to:

- Prepare the necessary data sets for a focused pilot area, publishing these datasets to your ArcGIS Online Organization and configuring a customer-specific ArcGIS Urban instance.
- Configure two example scenarios for the focused pilot area (e.g., corridor plan, area plan, neighborhood plan, or transit-oriented development plan, etc.)
- Provide knowledge transfer to build in-house capabilities for getting started with ArcGIS Urban including how to navigate and configure ArcGIS Urban, add new Plans, Projects, custom Indicators and Ideas, how to make ArcGIS Urban accessible to the public and utilize Overview vs. Designer mode capabilities.
- Provide knowledge transfer to build in-house capabilities for deploying, extending, and maintaining ArcGIS Urban datasets.

These initial capabilities provide a foundation for conducting meaningful planning tasks while also positioning you to expand your data and enable more advanced business workflows in the future.



Quotation # Q-529740

Date: August 26, 2024

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

Customer # 14620 Contract # ENTERPRISE AGREEMENT

City of Zephyrhills
City Hall Offices
5335 8th St
Zephyrhills, FL 33542-4312

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 8/26/2024 To: 11/24/2024

ATTENTION: Todd Vandeberg
PHONE: (813) 788-2313
EMAIL:

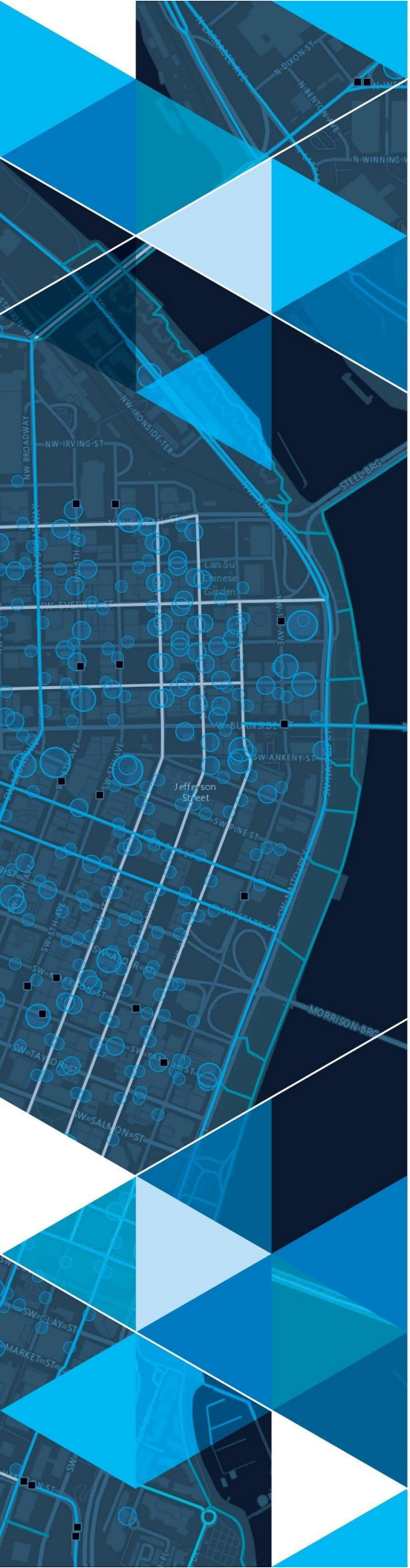
Material	Qty		Unit Price	Total
178731	2		$1,650.00	$3,300.00
ArcGIS Urban Online Annual Subscription				

Subtotal:	$3,300.00
Sales Tax:	$0.00
Estimated Shipping and Handling (2 Day Delivery):	$0.00
Contract Price Adjust:	$0.00
Total:	$3,300.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact:	Email:	Phone:
Zach Hernandez	zhernandez@esri.com	909-369-4654 x4654

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at https://go.esri.com/MAPS apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at https://www.esri.com/en-us/legal/terms/state-supplemental apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.



AN ESRI
PROPOSAL

July 3, 2024

Proposal for ArcGIS Urban Initial Capability Deployment and Knowledge Transfer Workshop

Prepared for:

Todd Vandeberg, Planning Director
City of Zephyrhills
5335 8th Street
Zephyrhills, FL, 33542

Esri Proposal Number: P018902

380 New York Street
Redlands, California 92373-8100 USA
909 793 2853
info@esri.com
esri.com

esri | THE SCIENCE OF WHERE™

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Task 2 ArcGIS Urban Knowledge Transfer Workshop 4

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Appendix A Responsibilities, Assumptions, and Deliverable Review and Acceptance 8

A.1. General City Responsibilities 8

A.2. General Assumptions 8

A.3. Deliverable Review and Acceptance 9

Appendix B ArcGIS Urban Initial Capability Deployment Required Datasets 11

1.0 Introduction

The City of Zephyrhills, FL (the City) has requested Environmental Systems Research Institute, Inc. (Esri) to provide consulting and implementation services for preparing data and deploying ArcGIS Urban to support initial planning capabilities.

Many cities and counties today are experiencing massive challenges managing and responding to growing populations and the demands related to public and private capital expenditure on new development and infrastructure. ArcGIS Urban provides a set of tools to orchestrate the urban development life cycle. ArcGIS Urban is a system of web-based and desktop tools designed to create and manage plans and projects, engage with community stakeholders, and assist with decision making.

Esri will work with the City to execute the below tasks to implement initial planning capabilities in ArcGIS Urban:

- Prepare the necessary datasets for one mutually agreed upon focused pilot area, publish these datasets to the City's ArcGIS Online organization, and configure a City-specific ArcGIS Urban instance
- Configure two example scenarios for the one agreed upon focused pilot area (e.g., corridor plan, area plan, neighborhood plan, or transit-oriented development plan)
- Provide knowledge transfer to build in-house capabilities for getting started with ArcGIS Urban, including how to navigate and configure ArcGIS Urban; add new plans, projects, and indicators; make ArcGIS Urban accessible to the public; and utilize overview vs. designer mode capabilities
- Provide knowledge transfer to build in-house capabilities for deploying, extending, and maintaining ArcGIS Urban datasets

These initial capabilities provide a foundation that can allow the City to start conducting meaningful planning tasks using ArcGIS Urban while also positioning the City to expand its data and enable more advanced business workflows in the future.

The following sections describe the scope of services, schedule, pricing, terms and conditions, and purchasing instructions.

2.0 Scope of Work

Please refer to Appendix A of this proposal for general assumptions, the City's responsibilities, and the deliverable review and acceptance process that apply to this Scope of Work.

Task 1 ArcGIS Urban Initial Capability Deployment

Esri will provide assist the City with preparing the necessary datasets for one mutually agreed upon focused pilot area, data processing services to prepare the necessary datasets for the one focused pilot area, publishing these datasets to the City's existing ArcGIS Online organization, and configuring a City-specific ArcGIS Urban instance. The proposed consulting services will include the following topics:

- Remote kickoff meeting to review and discuss goals and data requirements
- Data preparation and processing
- ArcGIS Urban application deployment
- Scenario configuration

Additionally, Esri will conduct recurring status meetings during the ArcGIS Urban initial capability deployment described in Task 1. The number and cadence of these meetings will be agreed upon during the kickoff meeting.

Task 1.1 Deployment Kickoff Meeting

Esri will lead a one-hour kickoff meeting with City staff to introduce each party's team members and to review and discuss the deployment goals, schedule, data requirement and agree upon a focused pilot area. A summary of required source data is available in Appendix B. The kickoff meeting will be hosted remotely by Esri and will include a presentation of the goals and associated activities to guide the discussion. Esri will provide a summary of the items discussed and agreed upon during the kick-off meeting, to be accepted as defined in Appendix A.3.

Task 1.2 Data Preparation and Processing

After acceptance from the City, Esri will support the City with the collection and preparation of the required source data and will process this data once it is provided by the City. The prepared data will then be published as feature services to the City's ArcGIS Online organization, enabling these services to be consumed and edited by ArcGIS Urban once deployed. The following data preparation and processing steps will be performed by Esri:

- Conduct a data preparation review meeting
- Re-project data to appropriate coordinate system
- Perform basic cleanup on parcel geometry using automated geoprocessing tools (repair geometry, generalize, multipart to single part)
- Assign standard road classification to street centerlines
- Assign parcel edge information
- Provide consulting support to the City in converting its zoning code parameters into the ArcGIS Urban data model (e.g., FAR, setbacks, heights, coverage, overlays)

- Provide consulting support to the City in the interpretation of its land use parameters (e.g., FAR, coverage, dwelling units per acre, net area factor)
- Load parcel, zoning, project, plan, and indicator geometries and attributes into the ArcGIS Urban data model
- Publish loaded layers as feature services to the City's ArcGIS Online organization
- Conduct a geospatial data review with the City of the loaded data
- Conduct a review of the City's focus plan area documentation so the Esri consultant can understand the focus plan for incorporation into the ArcGIS Urban deployment

Task 1.3 ArcGIS Urban Deployment

Once all necessary feature services are published to the City's ArcGIS Online organization, Esri will perform the following steps to deploy ArcGIS Urban:

- Populate ArcGIS Urban configuration tables to read to the previously published services, including previously created services for existing 3D buildings
- Configure ArcGIS Online permissions, enabling specified groups and accounts to access the ArcGIS Urban web application
- Configure the plan area, focused project, and custom indicator(s) identified during the kickoff meeting, documented in the Kick-off Meeting Summary, and deployed to ArcGIS Urban. Esri anticipates configuration may include tasks such as adding descriptions, URL links, charts, etc. to the deployed features using the web-based interface.

Task 1.4 Scenario Configuration

Upon completion of the ArcGIS Urban deployment, Esri will create up to two scenarios for either one zoning plan or one land use plan, or for one proposed project, based on input gathered during the kickoff meeting and within the mutually agreed upon focus pilot area. These scenarios should represent planning alternatives such as a business-as-usual scenario or a proposed development scenario that can be used for visualizing and comparing existing and proposed zoning intensities (FAR, maximum height, lot coverage), setbacks, and allowed uses in parcels.

Esri Task 1 Deliverables

1. Project kickoff meeting summary
2. Processed data listed in Appendix B for use in ArcGIS Urban for one mutually agreed upon focus area
3. Deploy ArcGIS Urban and processed data to the City's ArcGIS Online instance
4. Create up to two scenarios for either one zoning plan or one land use plan, or for one proposed project

Task 2 ArcGIS Urban Knowledge Transfer Workshop

Esri will deliver a remote knowledge transfer workshop to the City's staff on the use and deployment of the ArcGIS Urban application. During the workshop, Esri will conduct follow-along demos and exercises of the application to familiarize the City's staff with ArcGIS Urban features and functionality. The workshop will cover topics on how to add 3D models of development projects and evaluate zoning-based development potential for any parcel within a study area. It will also cover how ArcGIS Urban helps quickly reveal capacity for additional growth, locations likely to support this growth, and potential impacts of policy changes. The workshop will also cover ArcGIS Urban deployment via ArcGIS Urban Manager and the deployment validation process as well as some advanced ArcGIS Urban topics.

The knowledge transfer workshop is typically structured with multiple sessions, as follows, but the Esri consultant will work with the City to restructure the workshop sessions if changes are needed.

1. ArcGIS Urban Introduction and Usage
    - Session 1 – ArcGIS Urban Introduction – Overview and Projects
    - Session 2 – ArcGIS Urban Usage – Plans and Indicators
    - Session 3 – Planning Exercises
    - Session 4 – Planning Exercises, Q&A
2. ArcGIS Urban Deployment
    - Session 5 – Deployment

Esri Task 2 Deliverables

5. One remote ArcGIS Urban Knowledge Transfer Workshop

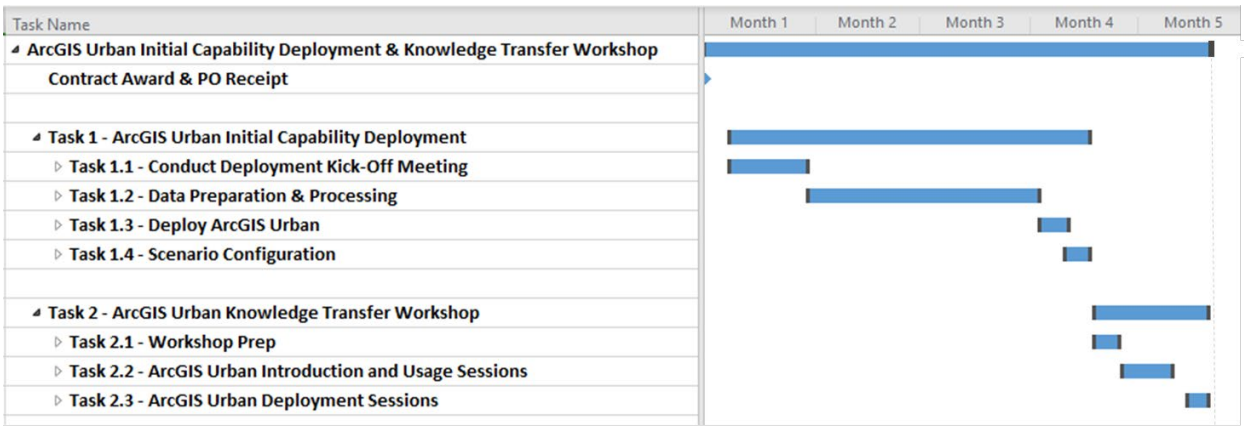
Table 1 - Summary of ArcGIS Urban Initial Capability Deployment and Knowledge Transfer Workshop Deliverables

Deliverable No.	Deliverable Name	Deliverable Type
1	Project kick-off meeting summary	Document
2	Processed data listed in Appendix B for use in ArcGIS Urban for one mutually agreed upon focus area	Migrated Data
3	Deploy ArcGIS Urban and processed data to the City's ArcGIS Online instance	Configured COTS Software
4	Create up to two scenarios for either one zoning plan or one land use plan, or for one proposed project	Configured COTS Software
5	One remote ArcGIS Urban Knowledge Transfer Workshop	Remote Support

3.0 Schedule

Delivering the proposed ArcGIS Urban initial capability deployment and the ArcGIS Urban Knowledge Transfer Workshop typically requires three to four months, depending on the availability of the City data and staff. Esri has also included one month of remote ArcGIS Urban follow-on support. A sample schedule is provided below.

A schedule of the proposed tasks will be mutually agreed upon between the City and Esri within 10 business days following the kickoff meeting.



4.0 Pricing

Esri is pleased to provide the following pricing to The City to provide the Geographic Information Systems services stated above. The price for this proposed work has been estimated based upon an anticipated award of a firm-fixed-price (FFP) task order subject to the terms and conditions of the Professional Services Agreement linked below. The required staff, computer and travel expenses for this statement of work have been estimated based on prior experience with work of a similar nature. Esri proposes a firm-fixed-price of **$49,000** to complete the project as defined in this proposal.

The proposed price is exclusive of applicable state and local taxes for which the City shall remain responsible. The City will be invoiced on a monthly basis, according to the percentage of work completed during the previous 30-day period. Invoices are to be paid within 30 days of receipt of invoice. This proposal is valid for 90 days from the submittal date above.

Terms and Conditions:

By purchasing these services, the customer agrees to the Professional Services Agreement G363, which will take precedence over any other terms and/or customer ordering documents. The terms and conditions can be found at: https://www.esri.com/en-us/legal/terms/services

Purchasing:

To order these services as quoted, please email the following items to Sydney Rich or fax to (909) 798-2003.

1. Purchase Order:
    - To the order of Environmental Systems Research Institute, Inc.
    - In the amount of the Total Price above
    - Referencing this Proposal No. P018902, dated July 3, 2024
    - Containing the following language:

      "The Purchase Order is being placed pursuant to the terms and conditions of the Agreement. The terms of that Agreement shall supersede any additional or inconsistent terms contained here."
2. Signed Copy of the Agreement
3. A copy of this proposal.

When Esri receives the required documents, as stated above, Esri will contact you to discuss staff assignments and travel arrangements. We look forward to supporting you.

Contact

Sydney Rich | Consultant
Built Environment – Professional Services
Esri | T: 909 793 2853 x5042
srich@esri.com | www.esri.com

Appendix A Responsibilities, Assumptions, and Deliverable Review and Acceptance

A.1. General City Responsibilities

The City is responsible for the following items during delivery of the proposed ArcGIS Urban Initial Capability Deployment and Knowledge Transfer Workshop scope of work.

- Coordinate and ensure the participation of appropriate City staff members
- Communicate urban planning needs and priorities to the Esri project manager and consultant(s)
- Acquire an ArcGIS Online organizational account and the necessary Esri software licenses before Task 1 begins (NOTE – ArcGIS Online and software licenses are not included in this proposal)
- Acquire, at a minimum, ArcGIS Online Creator-level named user account and ArcGIS Urban licenses for all workshop attendees
- ArcGIS Urban application will be deployed to the City's ArcGIS Online organization account
- Provide the Esri consultant(s) with access to the City's data and ArcGIS Urban environment, as necessary
- Provide remote workshop participants with workstations that meet or exceed the recommended system requirements outlined at: https://doc.arcgis.com/en/urban/get-started/get-started-system-requirement.htm. Each participant's workstation must be configured with a headset and web camera for the remote workshop sessions.
- Prepare and provide the datasets in the formats listed in Appendix B – ArcGIS Urban Initial Capability Deployment Required Datasets by the deadline agreed upon during the project kick-off meeting.

A.2. General Assumptions

Esri based the proposed scope of work and pricing on the following assumptions.

- Esri will provide guidance and support (e.g., templates, examples, and review meetings) as the customer completes the conversion of their zoning code into ArcGIS Urban's data model. The converted zoning is not intended for legal purposes.
- Workshops in Task 2 are limited to no more than 12 participants.

- Topics outside the scope of services proposed above include but are not limited to ArcGIS Online setup and configuration and publishing and sharing Portal for ArcGIS.
- All work will be performed using the latest version of Esri's commercial off-the-shelf (COTS) software that is configured to meet the capabilities described in the proposal, unless otherwise specified in the scope of services.
- Existing errors in the City data will not be corrected by Esri as part of any data processing and upload.
- All work by Esri will be performed remotely from an Esri office. No work by Esri staff will take place at the City site.
- Pricing assumes all consulting and management services will be provided remotely from Esri's offices during Esri's normal business hours, 8:00 AM to 5:00 PM based on the location of the Esri staff, Monday through Friday, excluding Esri holidays.

Hardware / Software

- All work will be performed on the latest version of Esri products, unless otherwise specified in the Scope of Work.
- Documentation for ArcGIS COTS software is available in ArcGIS help online and is not included in any project-specific documentation, nor is documentation for third-party software or hardware.
- Unless otherwise specified in the price section, this proposal does not include the costs of any Esri COTS software, third-party software, or hardware.

Data

- Data to be migrated will be provided by the Customer in an Esri-compatible or Esri-convertible format.
- Unless otherwise specified in this proposal, Esri will not be responsible for data cleaning.
- Existing errors in the source data will not be corrected by Esri as part of any data upload.

A.3. Deliverable Review and Acceptance

Timely review and acceptance of the FFP deliverables is critical to maintaining the project schedule.

The proposed scope of work assumes the following acceptance process and review cycles for each deliverable specified in the matrix below. The City is responsible for providing Esri with written acceptance for each deliverable specified in the summary of deliverables table at the end of the scope of work associated with City -selected options in accordance with this matrix.

Esri can provide a sample acceptance letter for review at the beginning of the project.

Deliverable Type	Acceptance Process
Configured COTS Software	• The City will provide written acceptance to Esri within five days of completion of Task 1.4 – Scenario Configuration, otherwise the deliverable is deemed accepted.
Document	• Esri and the City agree on the summary format (e.g. – Email, Word, Excel, PowerPoint). • Esri submits a draft summary to the City for review. • The City's review period is five days. • The City compiles comments from reviewers, de-conflicts comments, removes comments that are out of scope, and submits a single set of comments to Esri. • Esri and the City discuss comments and agree on changes, if any, that will be made. • Esri submits a final summary to the City and the City provides written acceptance to Esri within two days of receipt.
Migrated Data	• The City will provide written acceptance to Esri within five days of completion of Task 1.2 – Data Preparation & Processing, otherwise the deliverable is deemed accepted.
Remote Support	• The remote knowledge transfer workshop is deemed accepted when Esri provides the workshop sessions specified in the Scope of Work.

Appendix B ArcGIS Urban Initial Capability Deployment Required Datasets

Urban Component	Dataset	Format	Description
Context	Existing Buildings (optional)	Scene Service with associated Feature Service	A scene service published to ArcGIS Online for existing 3D buildings. In order to support ArcGIS Urban masking functionality, this scene service must also have an associated feature service.
	Context Information	Web Scene	A web scene containing any additional layers that may help with providing additional context information in ArcGIS Urban (e.g., trees, planimetric data, administrative boundaries, neighborhood boundaries, TAZs, points of interest).
Indicators	Indicator	Feature Service	In ArcGIS Urban, indicators are used to help inform your planning decisions. An indicator dataset typically show numeric values from counts, sums, or summary statistics (e.g., population projections, green space, population density).
Plans	Parcels	Polygon feature class or shapefile	All parcels in your local coordinate system. The data will be generalized, geometries will be repaired, and z coordinates will be added using Esri's World Elevation Service.
	Capacity Indicators	Table	Existing condition information about population, number of households and jobs. Must include link to parcels (e.g., PIN).
	Street Centerlines	Line feature class or shapefile	All street centerlines in your local coordinate system with road class information.
	Zoning Boundaries	Polygon feature class or shapefile	Polygon layer of zoning boundaries within plan area selected for IOC.
	Zoning Parameters	Table / PDF	Table and/or PDF containing the information pertaining to each zoning code like FAR, max height, lot coverage, setbacks, etc.
	Zoning Overlay Boundaries	Polygon feature class or shapefile	Polygon layer of the zoning overlay boundary selected for the IOC.
	Zoning Overlay Parameters	Table / PDF	Table and/or PDF containing the information pertaining to the zoning overlay boundary selected for IOC (e.g., coverage, FAR, max height, setbacks, DUA) and the method of override (replace, add, subtract).
	Plan Area Boundary	Polygon feature class or shapefile	Please provide a polygon layer defining the extent of the plan area boundary selected for the IOC.
	Plan Details	Documents	Additional materials that help to inform the public about the plan (e.g., text, images, charts, web page links).
Projects	Projects	Polygon feature class or shapefile	Locations of known development projects. Each project should be represented as a polygon defining the extent of the project area and should include a project name and status.
	Project Details	Documents	Additional materials that help to inform the public about the project (e.g., text, images, charts, web page links).
	Buildings (optional)	Scene Service	3D model of a development project. Needs to be published to ArcGIS Online as a 3D Object Scene Layer and at the correct geographic location.

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Staff Report

Memorandum

To: Planning Commission

From: Tommy-Lee Hunt, GIS/Community Planner

RE: ANX 23-24 MiTek Annexation, Land Use Map Amendment, and Rezoning

Date: August 27th, 2024

I. BACKGROUND & INFORMATION

A. History | Application Summary

This Annexation, Future Land Use Map Amendment (FLUMA), and Rezoning Petition was presented to the City by Christian Bassolino, Engineer on behalf of the Property Owner, MiTek, Inc. The subject site is 9.98 acres More or Less (MOL) and located on the southside of Tucker Road, immediately north of the MiTek property already within the City. See Figure 1 — Aerial Map and Figure 2 — Location Map.[1]

Figure 1 — Aerial Map

[1] 'Figures' contained herein are attached in original format.

ACCORDING TO THE APPLICANT AND THE UTILTIES DEPARTMENT, THE ANTICIPATED IMPACT ON THE CITY'S WATER SUPPLY IS: 3 MILLION GPY OR +/- 10 THOUSAND GPD AT PROJECT BUILD-OUT. THE UTILITIES DEPARTMENT HAS DEEMED THIS APPLICATION 'BENEFICIAL' TO THE CITY.

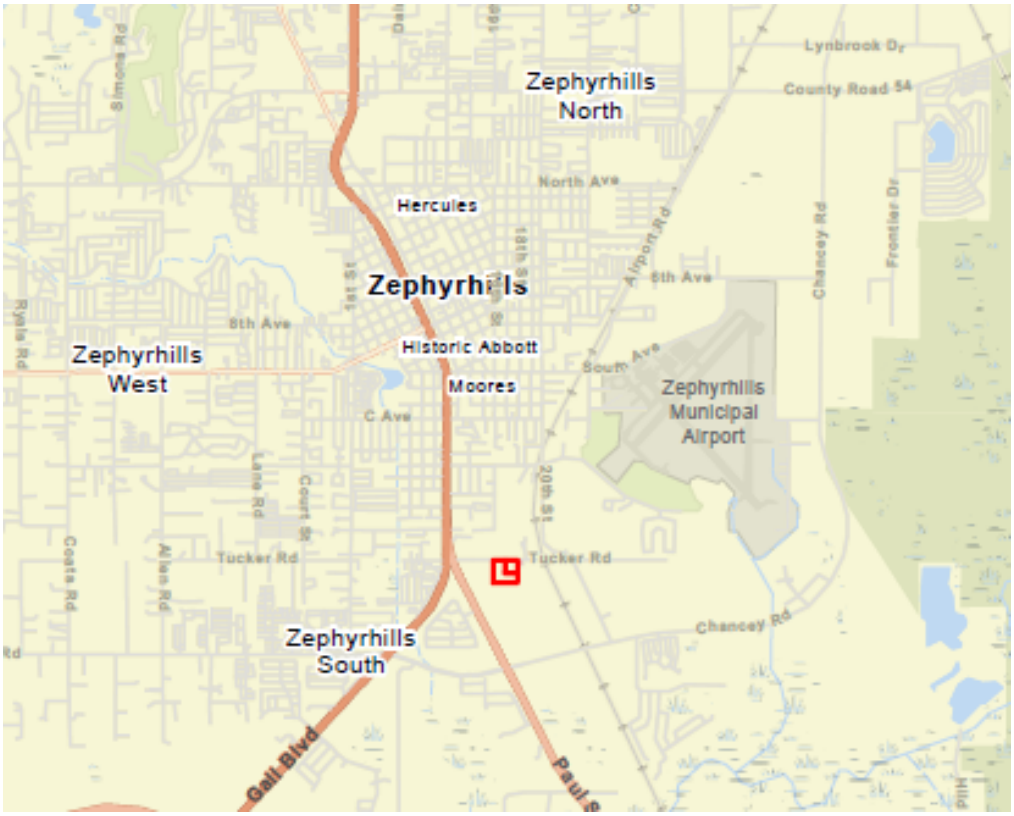


Figure 2 — Location Map

B. Site Information

Applicant | Owner:	MiTek, Inc.
Location:	South side of Tucker Road, west of Pine Street
Parcel ID Number(s):	23-26-21-0020-00200-0000, 23-26-21-0020-00200-0010
Acreage:	9.98 Acres (MOL)
Existing Land Use:	Vacant and Residential
Existing Future Land Use:	County Industrial-Light
Proposed Future Land Use:	IN (Industrial)
Existing Zoning:	County AC
Proposed Zoning:	LI (Light Industrial)

II. DETAILED PROJECT DESCRIPTION

MiTek, Inc. is a construction technology company that fosters the adoption of offsite construction. The subject property is generally located south of Tucker Road in the southern portion of the City of Zephyrhills. The subject of this three-part application under review includes approximately 9.98 acres and stems from the applicant purchasing two tracts of land adjacent to their property already within the city limits. The subject property is square in shape and is bordered to the south and southwest by MiTek properties. The future manufacturing plant operation will be directly to the south and southeast of the subject property.

This application identifies Parcel ID Numbers 23-26-21-0020-00200-0000 and 23-26-21-0020-00200-0010; including the two individually addressed lots listed below within its boundary. 38822 and 38834 Tucker Road. Both properties fall under the second Parcel ID Number.

The Zephyrhills future land use map indicates the subject area to the south and east of the subject property as Industrial. The City Zoning Map assigns the Light Industrial zoning district to the surrounding areas of the subject property. The applicant proposes to annex these lots from unincorporated Pasco County into the City of Zephyrhills.

The general area of southeastern Zephyrhills contains a blend of Industrial, Mixed use and Residential uses. The County jurisdiction is generally approximately 3000 feet MOL in dept from the north side of the subject property before reaching the existing city boundary of properties on the Eagle Ranch Drive cul-de-sac. The properties in this area contain Future Land Use Map Plan categories of Industrial, Mixed Use, Residential, and Recreation/Open Space within the Zephyrhills city boundary. The unincorporated county lands that abut the north side of the subject property are platted for large lot industrial and residential uses.

III. PROPOSED DEVELOPMENT

This applicant plans to use this annexed property as secondary access to their additional property to the south and southeast during the construction phase of their manufacturing plant. This manufacturing plant will be located on the larger two tracts of land, while the subject property being annexed is not slated for any structures, see Figure 3 — Site Concept.

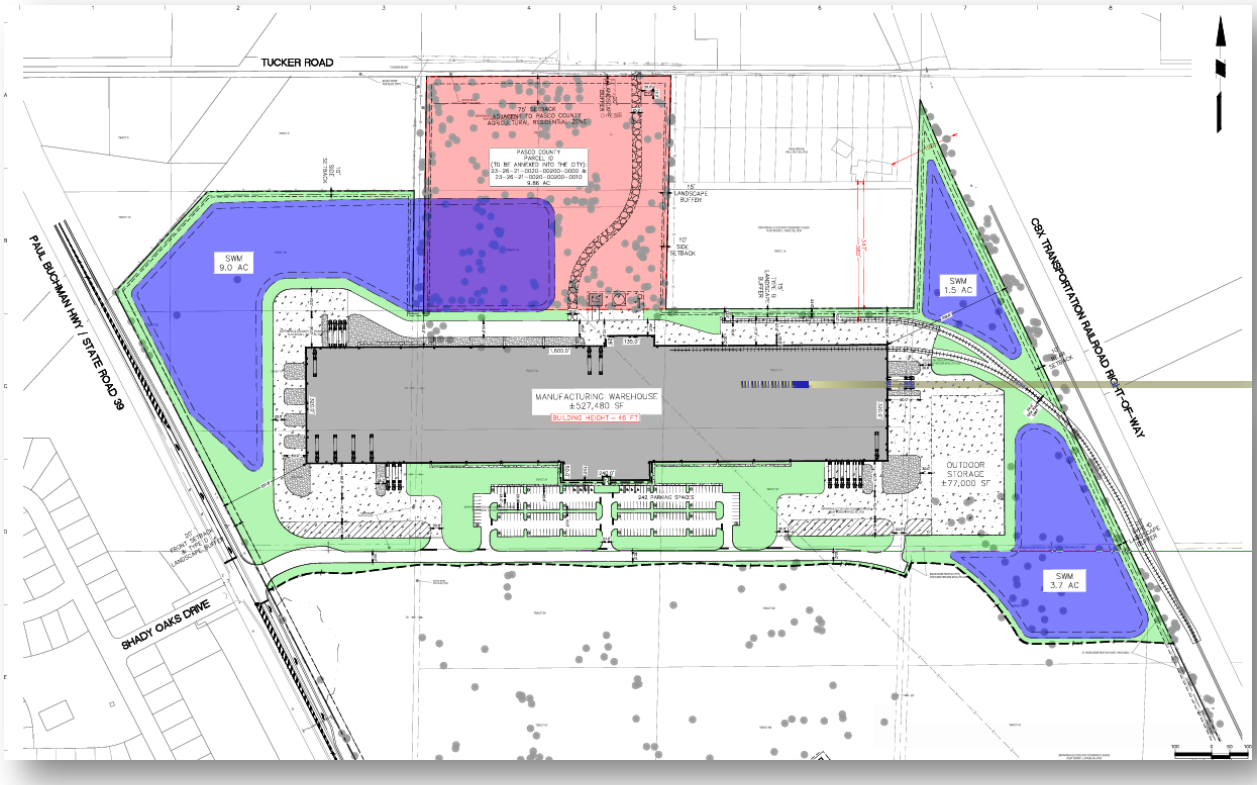


Figure 3 — Site Concept *Curtesy Langan Engineering Inc.*

IV. DATA & ANALYSIS REVIEW

A. Character Analysis

East – Agriculture and various residential uses.

West – Commercial and warehousing.

North – Vacant and residential.

South – Vacant, site of future manufacturing plant.

B. Compatibility Analysis/Annexation

Annexation: The proposed annexation portion of the three-pronged petition meets the following criteria set forth under State Statutes, and compiles with the Joint Planning Area agreement between the County of Pasco and City of Zephyrhills (Please see Figure 3 — Proposed Properties Annexation Area Map):

State Statutes Chapter 171.043 Character of the area to be annexed. A municipal governing body may propose to annex an area only if it meets the general standards of subsection (1) and the requirements of either subsection (2) or subsection (3).

1. The total area to be annexed must be contiguous to the municipality's boundaries at the time the annexation proceeding is begun and reasonably compact, and no part of the area shall be included within the boundary of another incorporated municipality.
2. Part or all of the area to be annexed must be developed for urban purposes. An area developed for urban purposes is defined as any area which meets any of the following standards:
    a) It has a total resident population equal to at least two persons for each acre of land included within its boundaries;
    b) It has a total resident population equal to at least one person for each acre of land included within its boundaries and is subdivided into lots and tracts so that at least 60 percent of the total number of lots and tracts are 1 acre or less in size; or
    c) It is so developed that at least 60 percent of the total number of lots and tracts in the area at the time of annexation are used for urban purposes, and it is subdivided into lots and tracts so that at least 60 percent of the total acreage, not counting the acreage used at the time of annexation for nonresidential urban purposes, consists of lots and tracts 5 acres or less in size.
3. In addition to the area developed for urban purposes, a municipal governing body may include in the area to be annexed any area which does not meet the requirements of subsection (2) if such area either:
    a) Lies between the municipal boundary and an area developed for urban purposes, so that the area developed for urban purposes is either not adjacent to the municipal boundary or cannot be served by the municipality without extending services or water or sewer lines through sparsely developed area; or
    b) Is adjacent, on at least 60 percent of its external boundary, to any combination of the municipal boundary and the boundary of an area developed for urban purposes as defined in subsection (2).

Currently the subject property is surrounded on two sides (south and west) by MiTek properties that are already located within the city limits. Staff feels that an annexation at this location is reasonable and meets the legal requirements for inclusion into the City boundary. Furthermore, the proposal meets the guidelines as prescribed above.

Compatibility: The immediate area of south Zephyrhills includes lands that are privately owned tracts owned by both MiTek, Inc. and Gagne Trust. The Gagne owned lands are on the northwest and south sides of Chancey Road which is slated to provide mixed uses until the southern city limits and Paul Buchman Hwy on the westside.

The general area of this portion of the city includes existing industrial facilities and general businesses. To the east is the CSX Railroad that abuts to the southeastern MiTek property already in the City.

1. Future Land Use Map (FLUMA) Amendment
   a) The subject property (9.98 acres) qualifies as a small-scale plan amendment;
   b) The request is to change the subject property's future land use designation from County IL to Industrial and is consistent with the abutting properties, which are:
      i. Industrial Light to the north (County)
      ii. Industrial Light to the east (County)
      iii. Industrial to the south
      iv. Industrial & Industrial Light to the west
   c) The proposed change is consistent with the City of Zephyrhills Comprehensive Plan Goals, Objectives, and Policies;
   d) Utility capacity is available for the proposed petition. As indicated by the applicant and verified by Planning Staff "[John Bostic] …
   e) Transportation:
      1. Subject property abuts Tucker Road, and a County ROW use permit will be required at the time of site plan review;
      2. The industrial development of the facility to the south is projected to have a maximum daily trip generation of 460 trips at the worst case. The AM peak hour total trips is estimated to be 56 trips with the PM peak hour total being estimated at 51 trips.

The proposed future land use map amendment (FLUMA) is consistent with Chapter 163, Part II, FS, the City of Zephyrhills Comprehensive Plan, and the City's Land Development. It is also consistent and compatible with the land use/development trends of the area as it provides an essential industrial element. See Figure 4 — Proposed FLU Map.

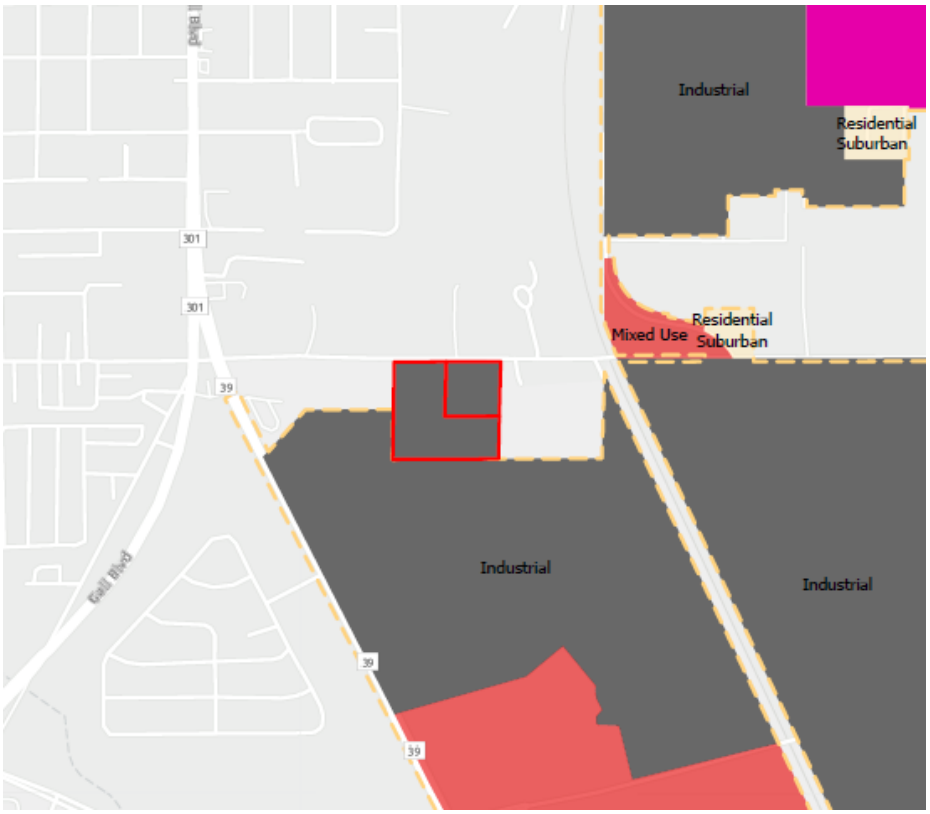


Figure 4 – Proposed FLU Map

2. Rezoning

a) The request is to change the subject property's zoning classification from County AC to LI;
b) The requested zoning designation is consistent with the development patterns and zoning designations of the area and surrounding properties. The surrounding properties are:
    i. I1 and AR to the north (County)
    ii. AC to the east (County)
    iii. LI to the south
    iv. C2 (County) and LI to the west;
c) The subject petition and subsequent development will not exhibit premature development based on the development patterns in the general vicinity and utility infrastructure availability.

The proposed zoning is consistent with the City of Zephyrhills Comprehensive Plan, Land Development Code, and City codes and ordinances. It is also compatible/consistent with the growth and development trends of the area. As the City grows, the need for industrially zoned properties becomes greater. The rezoning and FLUMA furthers these goals and objectives of the Comprehensive Plan while remaining consistent with the adjacent zoning, while providing for employment opportunities and increased tax base. See Figure 5 — Proposed Zoning Map.

Figure 5 — Proposed Zoning Map

C. Natural & Historic Resources Analysis

The following site characteristics are provided (An Environmental Resources Report produced by Modica & Associates (M&A) dated June 2024 has been submitted by the applicant and is available upon request):

1. Soil Types – Moderately well drained soil (Tavares Sand, Zero to 5 percent). See M&A report.
2. Flood Plain – The subject property is located in Flood Zone "X" and is outside the 100-year flood zone. There is no identified apparent flood related threat.
3. Wetlands | Water Bodies – Per the M&A report, there are no wetlands on the subject annexation property, but one wetland system and one surface water body on the additional properties owned by MiTek to the south.
4. Historic | Archaeological Resources – The subject property is located outside of the Zephyrhills Historic District and is not projected to impact any identified historic resources. If archaeological resources are found onsite during development, notification should be made to the Florida Department of Historical Resources.
5. Natural resources – There appears to be several potential qualifying habitat areas including but not limited to gopher tortoises. Proper permits shall be obtained prior to construction activities, as well as a full report and mitigation and/or relocation plan shall be submitted to the City if such activities are found on site.

D. Public Services Analysis | Impact

POLICE	Projected general police service demand is within the City's existing service capabilities.
FIRE	It is anticipated that the projected general fire service demand is within the County's existing service capabilities. The City is currently coordinating with the County.
WATER	ACCORDING TO THE APPLICANT AND THE UTILITIES DEPARTMENT, THE ANTICIPATED IMPACT OIN THE CITY'S WATER SUPPLY IS 3 MILLION GALLONS PER YEAR. THE UTILITIES DEPARTMENT HAS DEEMED THIS APPLICATION 'BENEFICIAL' TO THE CITY.
SEWER	Anticipated minimal impact according to the Utilities Department.
SANITATION	Future development will be required to utilize City Sanitation services. The City partners with Pasco County for the use of their landfill site. Anticipated impact is minimal.
TRANSPORTATION	The proposal does not require a formal traffic impact study as the subject site to be annexed will not contain any vehicular traffic.
SCHOOL	Industrial impacts on the school system are typically negligible.

E. Comp Plan & LDC Analysis and Verified Applicant Response

The requested annexation, re-zoning, future land use amendment appears to be consistent with the Goals, Objectives, and Policies of the City of Zephyrhills Comprehensive Plan. A review of the Comprehensive Plan and the Land Development Plan Code has been conducted by the applicant and verified by City Staff. Relevant goals, objectives, and policies are identified below and a brief statement regarding consistency of the proposed amendment has been provided.

Implementation

Goal LU-1: To achieve an economically and diversified tax base that ensures:

> *a. The residential/family character of the City of Zephyrhills is maintained and protected while recognizing the economic benefits of s diversified economic base; …*

The proposed MiTek Inc. development shall meet this goal as it refers to the considerations and requirements of the Land Development Code for the adjoining residential lots to the north.

LAND DEVELOPMENT REGULATIONS

Objective LU-1-1 To encourage efficient development in areas which will have the capacity to contribute more to the City in revenue than it will consume in services that meet the above-mentioned goals and consistent with this adopted plan.

It is Planning Staffs' understanding that approval for the requests contained herein will not overburden the demand for public services, please direct specific questions regarding water usage to the Utilities Department. However, the planned improvements are expected to experience an increase in ad valorem property taxes. The proposal should, under Staff's understanding, represent no gross or net taxation on the services offered by the City. Further, this expansion will potentially serve additional residents with employment. It will not create urban sprawl as it is considered an infill light industrial project located in a community with varied development pattern.

POLICY

Objective LU-1-1: The City shall continue to enforce land development regulations to ensure orderly development, that at a minimum, contain provisions which:

a. regulate the subdivision of land;
b. regulate signage;
c. provide for drainage and storm water management;
d. provide requirements for the provision of open space, and safe and convenient on site traffic flow and parking requirements;
e. coordinate future land uses with soil conditions, topography, and availability of facilities and services;
f. ensure that development orders and permits are issued only when it is documented that such development is consistent with the adopted level of service standards and that facilities and services are available concurrent with the impacts of development;
g. protect the limited amount of wetlands and other environmentally sensitive natural resources;
h. protect the potable well fields by designating appropriate activities and land uses
i. within well-head protection areas and environmentally sensitive land;
j. provision of mixed land use designations…
k. discourage the proliferation of urban sprawl.

The proposed MiTek Inc. project shall comply with each of the above criteria. The owners/contractors shall submit all plans to the appropriate governmental agencies for review and comment. The proposed project shall comply with all applicable regulations and requirements as required by the reviewing agencies, departments, and adopted codes, ordinances, and regulations as required by city, county, and state regulations. Any revision or amendments necessary shall be positively acted upon to assure compliance in each instance.

URBAN SUPPORT CLASSIFICATION

Industrial (IN)

The purpose of this category to depict those areas of the city that are now developed, or appropriate to be developed, in an industrial manner; and so as to encourage the reservation and use of consolidated areas for industrial use in a manner and location consistent with surrounding use, transportation facilities, and natural resource characteristics.

Use Characteristics: Those uses appropriate to and consistent with this category include:

Primary Uses: Research/Development; Light Manufacturing/Assembly; Wholesale/Distribution; Storage/Warehouse;

Secondary Uses: Office; Retail Commercial; Personal Business Service; Commercial/Business Service; Transient Accommodations; Public/Semi-Public.

Locational Characteristics: This category is generally appropriate to locations with sufficient size to encourage an industrial park type arrangement with provisions for internal service access in locations suitable for light industrial use with minimal adverse impact on adjoining uses, and with good access to transportation and utility facilities such as the major collector, arterial roadway network, rail facilities, airports, and mass transit.

Buffering: An appropriate buffer as determined by the Zephyrhills Land Development Code and verified by Staff shall be provided in and between the IN designated land and adjoining Commercial designated land.

Zoning Compatibility: The following zoning districts are compatible with the IN land use category: LI – Light Industrial PUD – Planned Development.

According to the City of Zephyrhills, *Sec. 7.06.04.01. - Landscape buffering and screening*, Types B and D buffers shall be installed. Type B buffer includes a 15-foot wide buffer planted with a single row of shade trees having a maximum spacing of 50 feet on center. A visual screen designed to be 80 percent opaque within one year and a minimum of six feet in height at installation shall also be provided with this buffer. The screen may include an opaque fence, wall, hedge, berm or any combination thereof. Wooden fences shall be prohibited. Walls and fences shall not exceed eight feet in height. Shrubs that are used to provide a visual screen shall be spaced a maximum of five feet on center. A Type D buffer includes a minimum ten-foot wide buffer with shade trees planted having a maximum spacing of 50 feet on center. The remainder of the buffer shall be landscaped with shrubs, at a minimum rate of five shrubs per tree or palms, ground cover and sod.

According to Section 7.07.06 (C), a fence, wall or hedge of a height not exceeding eight (8) feet may be permitted provided that the clear sight triangle is maintained, and in Section 7.07.06 (D), for security purposes, fences in C3, LI, AP1, and AP2 may be topped with barbed wire of not more than three strands, provided the lowest strand is not less than six and one-half feet above grade. (Please note this section of the LDC refers to property perimeter boundaries and does not prohibit a property owner from installing said appurtenances within or inside the property).

OBJECTIVE

LU-1-2: The integrity and quality of life will continue to be maintained in existing and future residential neighborhoods.

The proposed MiTek Inc. project shall be compatible with the surrounding area a shall not interfere with the integrity of the areas established neighborhoods or quality of life for current residents. Landscaping and buffering/berming shall address all necessary issues stemming from the expansion, see response to Policy LU-1-2-3-4, below.

POLICY

LU-1-2-3-4: *Land development shall take place in a manner that is compatible with the type and scale of surrounding land uses.*

The proposed development of the subject property shall be in compliance with the City's Land Development Code. All construction shall comply with current standards in order to take into consideration the company needs and those of the residential properties to the north that will be remaining in unincorporated Pasco County.

The subject site is surrounded on all sides with an Industrial future land use category and well-established Light Industrial zoned property on two sides. Staff considers it to be compatible with the surrounding Industrial land use categories, surrounding Light Industrial zoning district sites, and the established development pattern of the area, as well as the city's adopted Industrial Corridor Master Plan. The applicant/developer shall provide adequate screening and buffering to adjacent properties. A landscape/buffering plan that demonstrates compliance with all applicable sections of the City's LDC, and is designed in sympathy, to the greatest reasonable extent possible, with the adjacent residents' concerns shall be presented to the City for review and approval.

ARCHAEOLOGICAL AND HISTORICAL RESOURCES

OBJECTIVE

LU-1-4: *The City will develop mechanisms to ensure the protection of archaeological and historical resources.*

The subject property lies outside the historical district and there are no historical structures or archaeological areas identified within the boundaries of the subject property.

NATURAL RESOURCES

OBJECTIVE

LU-1-7: *All development activities shall ensure the protection of natural resources and potable well fields.*

LU-1-7-1: T*he clearing of trees and wetland vegetation shall be prohibited unless permits are obtained from the proper governmental entities.*

LU-1-7-2: *Species of flora and fauna identified as endangered, threatened, or species of special concern, as defined by Federal Law or Florida Statutes, and found to exist in Zephyrhills by the Florida Game Fresh Water Fish Commission, shall be protected through compliance with appropriate Federal and State regulations.*

LU-1-7-3: *Consider in land use planning and regulation, the impact if land use on water quality and quantity; the availability of land, water, and other natural resources to meet demands; and the potential for flooding.*

LU-1-7-4: *The clearing of trees and wetland vegetation shall be prohibited unless permits are received from appropriate governmental entities.*

LU-1-7-5: *The developer/owner of any new development or redevelopment shall be responsible for on-site management of stormwater run-off in a manner so that post-development run-off rates, volumes and pollutant loads do not exceed existing conditions.*

The owner and its contractor shall comply with each of these provisions during the planning, design, engineering, staff review, permitting, construction, and inspection process of the MiTek Inc. project. The Environmental Resource Report provided by the applicant provides details on findings such as gopher tortoises and wood stork nesting sites. Further research/review and possible mitigation/relocation shall be required at the time of site plan review and approval, and prior to commencement of construction.

V. RECOMMENDATION

Site Plan Review Committee — The SPRC recommended approval of the annexation, rezoning, and Future Land Use Map Amendment at its regularly scheduled meeting on July 16, 2024. The SPRC moved the request forward to the Planning Commission

Planning Commission — August 27, 2024

Staff —

NOTES:
1. BASEMAP AND BOUNDARY INFORMATION REFERENCED FROM A PLAN ENTITLED "ALTA/NSPS LAND TITLE SURVEY – PAUL BUCHMAN PARCEL", DATED 1 DECEMBER 2023, CONDUCTED BY COMPASS POINT SURVEYORS.
2. AERIAL IMAGE PROVIDED BY BING MAPS; CAPTURED ON 02/29/2024.

200 0 100 200
SCALE: 1" = 200'

No.	Description	Date
	Revisions	

SIGNATURE JOSEPH J. YANNUCCI, JR. DATE SIGNED
PROFESSIONAL ENGINEER FL Lic. No. 65969

LANGAN
Langan Engineering and Environmental Services, LLC.
13485 Veterans Way, Suite 120
Orlando, FL 32827
T: 407.974.2900 F: 407.974.2901 www.langan.com
FL CERTIFICATE OF AUTHORIZATION No. 00006051/LB8172/LB8198

Project
MITEK MANUFACTURING WAREHOUSE
ZEPHYRHILLS
PASCO COUNTY FLORIDA

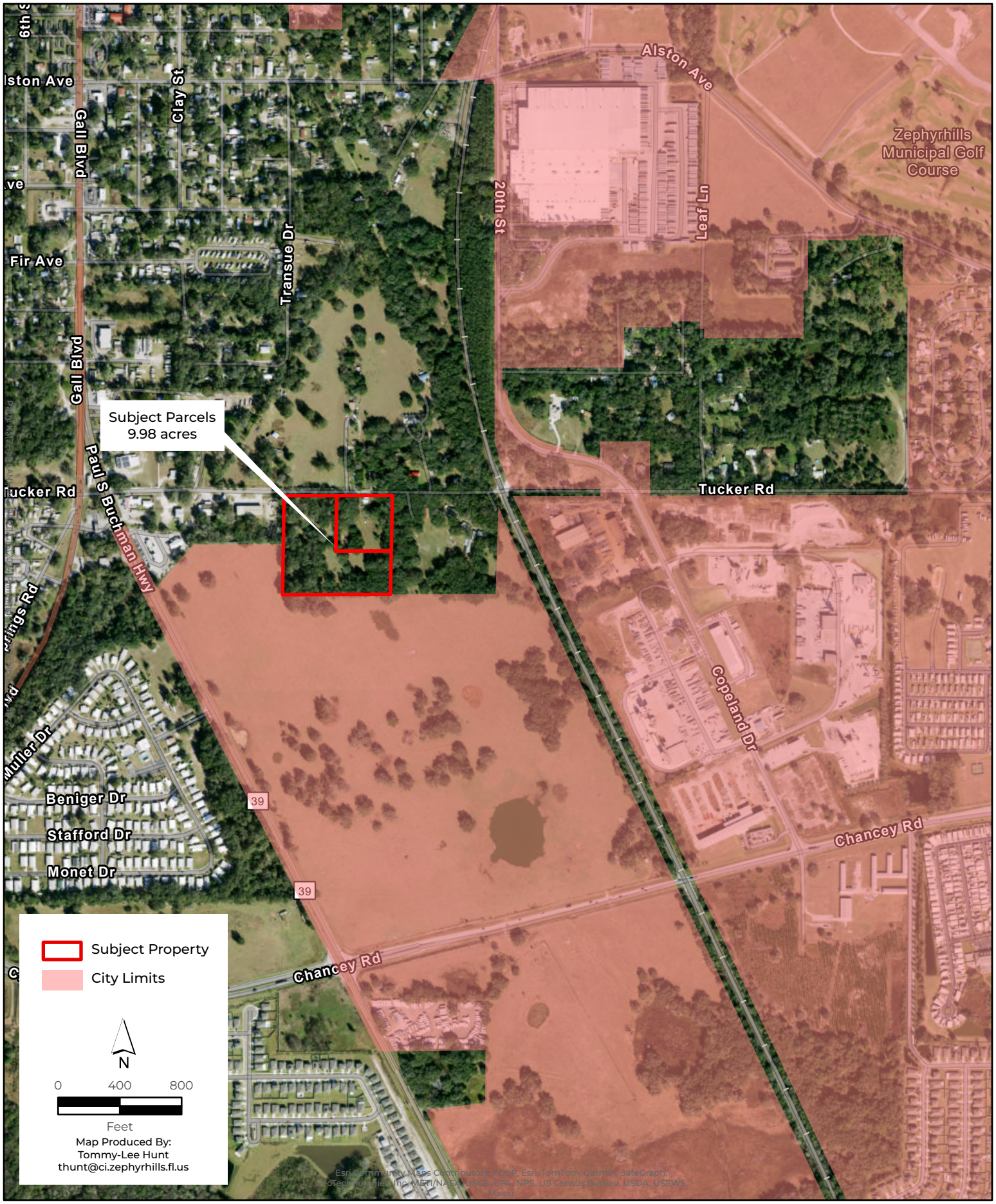
Drawing Title
AERIAL MAP

Project No. 342027201
Date 05 APRIL 2024
Drawn By CRB
Checked By JJY

Drawing No. FG-01

LANGAN
Project No. 342027201

©2024 Langan



MiTek Annexation Location

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

ANX 0023-24

August 2024

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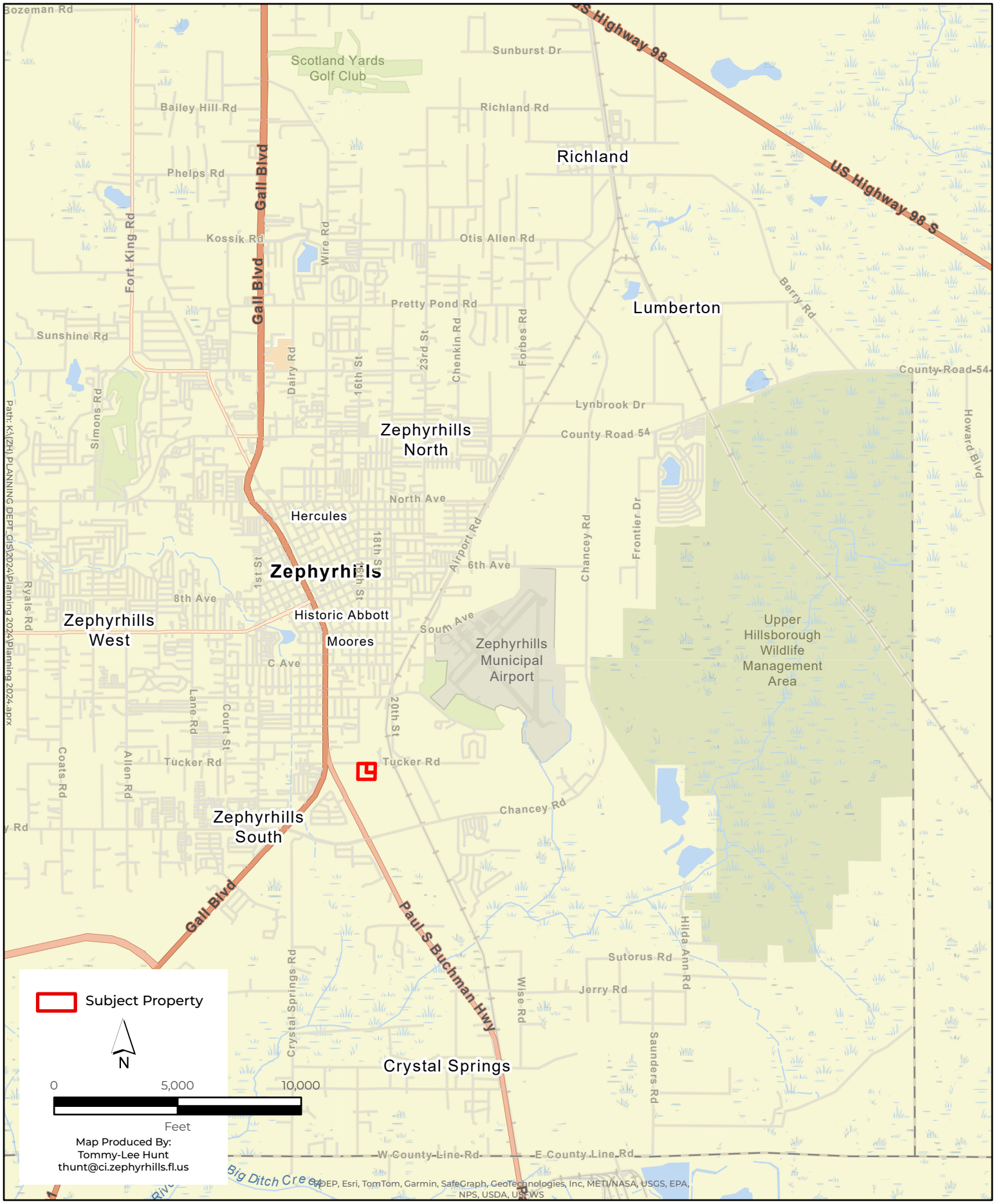
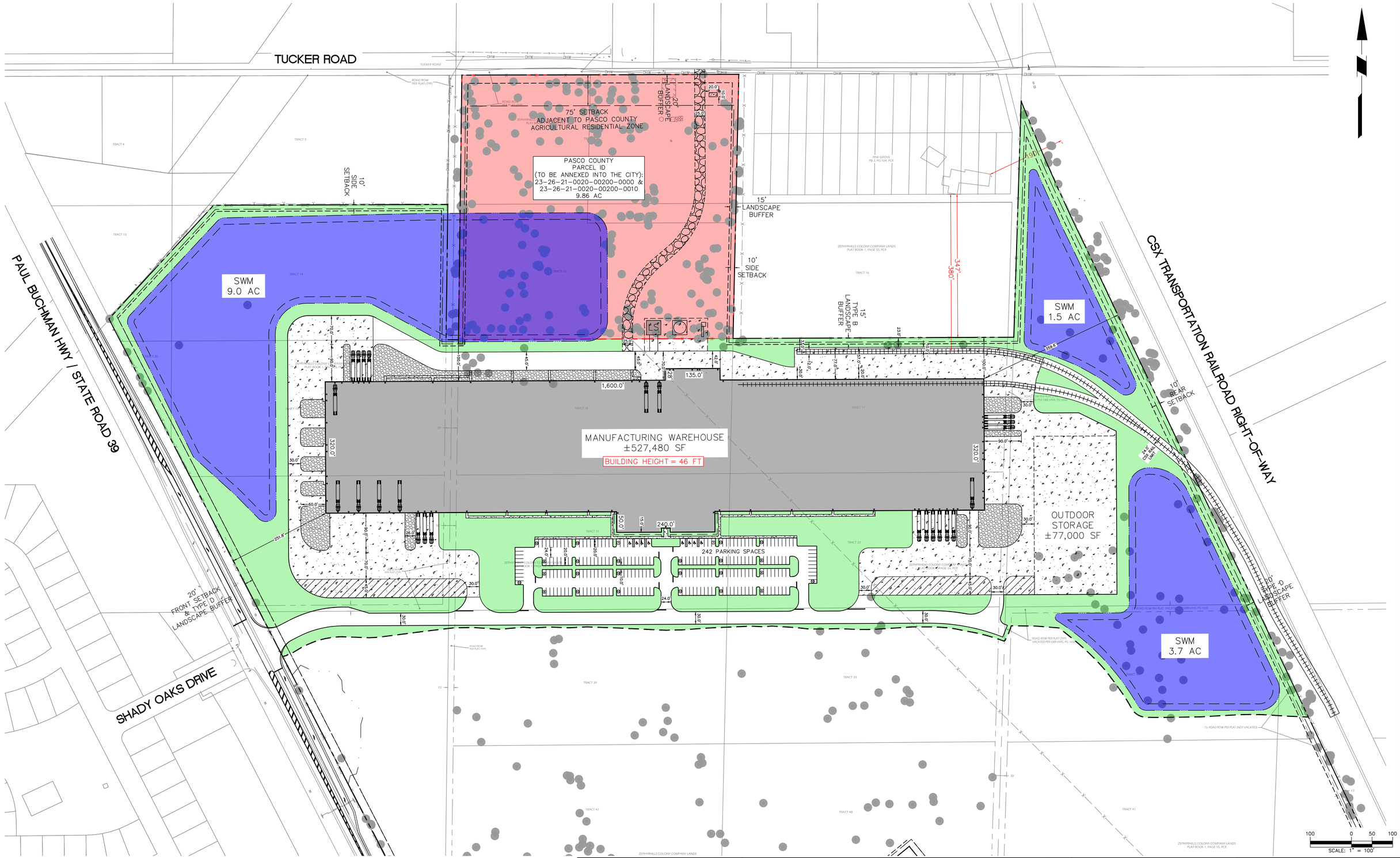


MiTek Annexation Location

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

ANX 0023-24
August 2024
1in : 5,000ft



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Date	Description	No.
Revisions		

SIGNATURE JOSEPH J. YANNUCCI, JR. DATE SIGNED
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13485 Veterans Way, Suite 120
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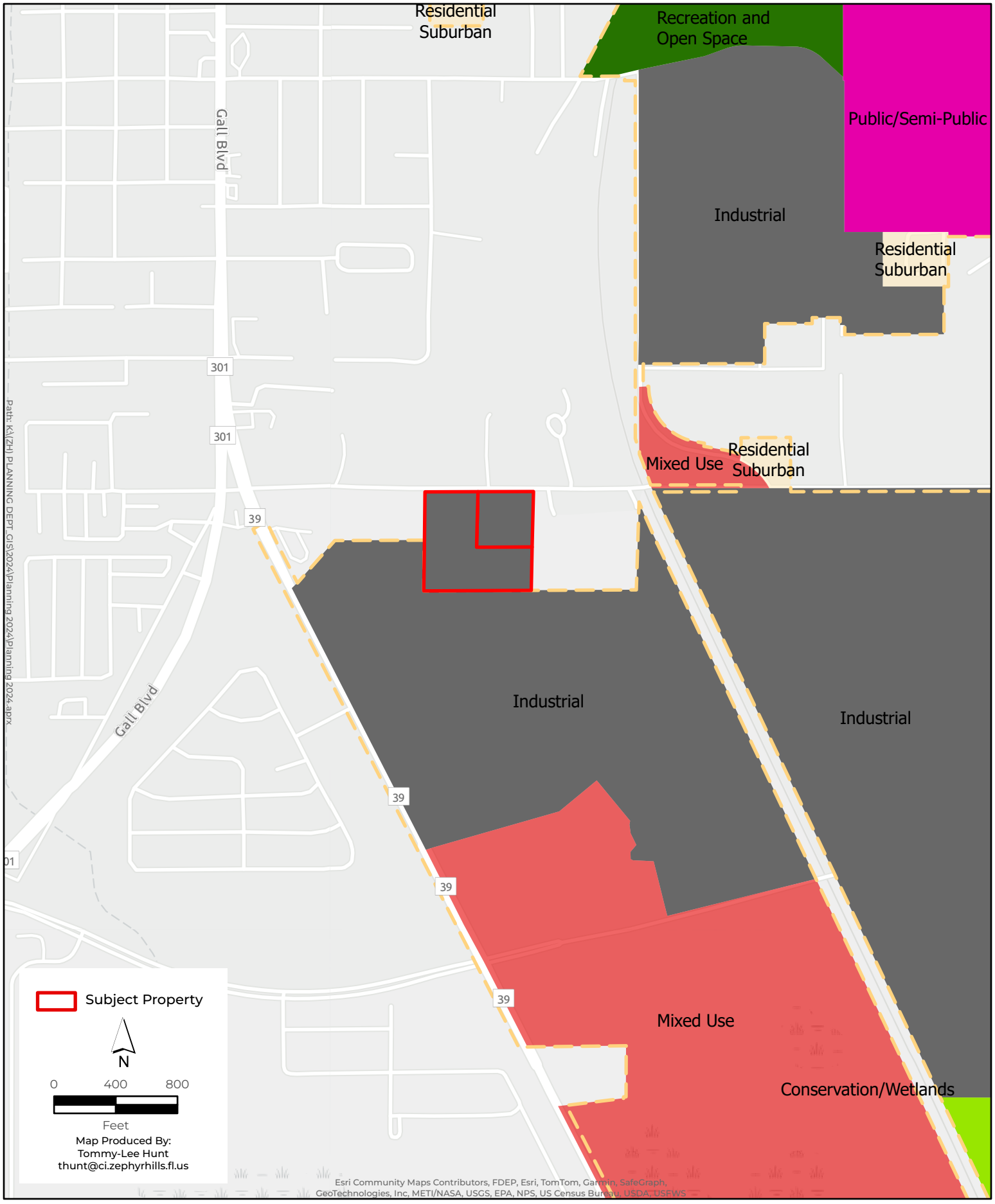
FL CERTIFICATE OF AUTHORIZATION No. 00006601/LB8172/LB8198

Project	MITEK MANUFACTURING WAREHOUSE ZEPHYRHILLS PASCO COUNTY FLORIDA
Drawing Title	CONCEPT PLAN
Project No.	342027201
Date	26 JUNE 2024
Drawn By	CRB
Checked By	JJY
Drawing No.	CP-01

LANGAN
Project No. 342027201
©2024 Langan

Date: 6/25/2024 Time: 16:40 User: cbassolino Style Table: Langan.stb Layout: CP-01 Document Code: 342027201-0101-CS101-0106



Proposed Future Land Use

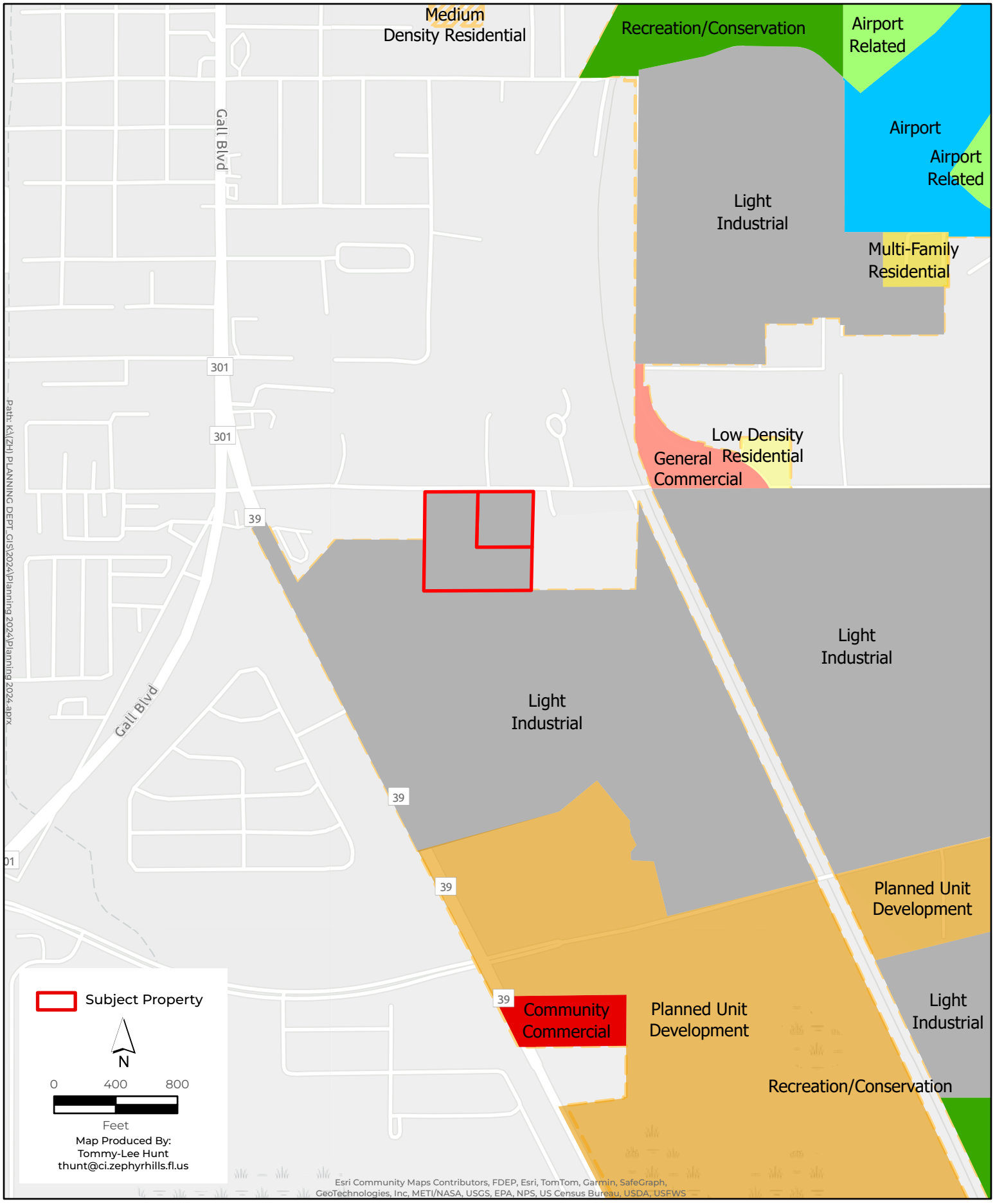
Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

ANX 0023-24

August 2024

1in : 5,000ft



Proposed Zoning

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

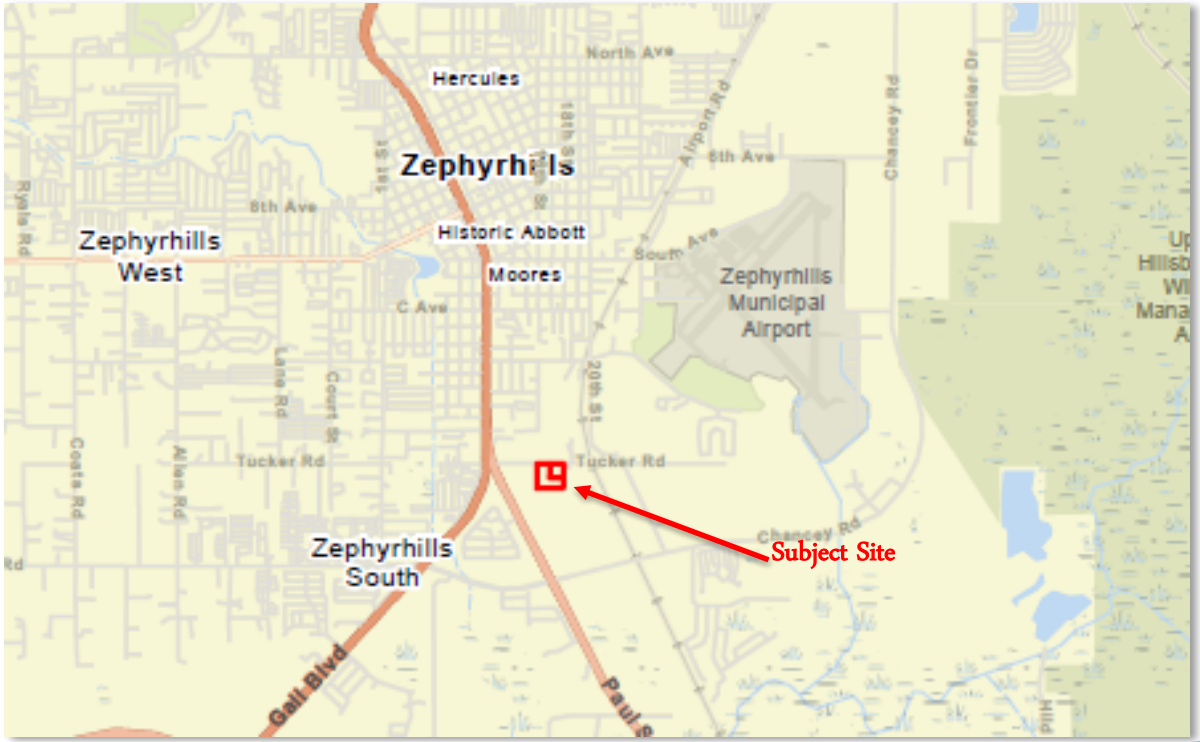
ANX 0023-24
August 2024
1in : 5,000ft

MiTek Inc.

Annexation, Re-zoning, & Future Land Use Amendment (FLUMA)

City of Zephyrhills File # ANX 0023-24

Project Location



- South side of Tucker Rd
- 1,120 ft east of Paul Buchman Hwy
- 750 ft west of the CSX Railroad

Figure 2 – Location Map

Project Aerial

Figure 1 – Aerial Map

Site Information

- Acreage: 9.98 acres MOL (more or less)
- Existing Land Use: Vacant & Residential
- Existing Future Land Use: County Industrial-Light
- **Proposed Future Land Use: IN (Industrial)**
- Existing Zoning: County AC
- **Proposed Zoning: LI (Light Industrial)**

Proposed Use

The projected use of this site is for utility infrastructure and a secondary access to MiTek's future manufacturing facility to the south.

Annexation Criteria - State Statutes Chapter 171.043

1. The total area to be annexed must be contiguous to the municipality's boundaries at the time the annexation proceeding is begun and reasonably compact, and no part of the area shall be included within the boundary of another incorporated municipality.

2. Part or all of the area to be annexed must be developed for urban purposes. An area developed for urban purposes is defined as any area which meets any of the standards...[outlined in the State Statutes].

3. In addition to the area developed for urban purposes, a municipal governing body may include in the area to be annexed any area which does not meet the requirements of subsection (2)...

Compatibility

The request is to change the subject property's future land use designation from County IL to Industrial and is consistent with the abutting properties, which are:

i. Industrial Light to the north (County)
ii. Industrial Light to the east (County)
iii. Industrial to the south
iv. Industrial & Industrial Light to the west

The proposed FLUMA is consistent with Chapter 163, Part II, FS, the City of Zephyrhills Comprehensive Plan, and the City's Land Development. It is also consistent and compatible with the land use/development trends of the area as it provides an essential industrial element.

The requested zoning designation is consistent with the development patterns and zoning designations of the area and surrounding properties. The surrounding properties are:

i. I1 and AR to the north (County)
ii. AC to the east (County)
iii. LI to the south
iv. C2 (County) and LI to the west;

The proposed zoning is consistent with the City of Zephyrhills Comprehensive Plan, Land Development Code, and City codes and ordinances. It is also compatible/consistent with the growth and development trends of the area. As the City grows, the need for industrially zoned properties becomes greater. The rezoning and FLUMA furthers these goals and objectives of the Comprehensive Plan while remaining consistent with the adjacent zoning, while providing for employment opportunities and increased tax base.

Public Services Analysis | Impact

POLICE	Projected general police service demand is within the City's existing service capabilities.
FIRE	It is anticipated that the projected general fire service demand is within the County's existing service capabilities. The City is currently coordinating with the County.
WATER	ACCORDING TO THE APPLICANT AND THE UTILITIES DEPARTMENT, THE ANTICIPATED IMPACT OIN THE CITY'S WATER SUPPLY IS 3 MILLION GALLONS PER YEAR. THE UTILITIES DEPARTMENT HAS DEEMED THIS APPLICATION 'BENEFICIAL' TO THE CITY.
SEWER	Anticipated minimal impact according to the Utilities Department.
SANITATION	Future development will be required to utilize City Sanitation services. The City partners with Pasco County for the use of their landfill site. Anticipated impact is minimal.
TRANSPORTATION	The proposal does not require a formal traffic impact study as the subject site to be annexed will not contain any vehicular traffic.
SCHOOL	Industrial impacts on the school system are typically negligible.

Recommendations

- **Site Plan Review Committee** -— The SPRC recommended approval of the annexation, rezoning, and Future Land Use Map Amendment at its regularly scheduled meeting on July 16, 2024. The SPRC moved the request forward to the Planning Commission.

- **Planning Commission Execution**— August 27, 2024

**** Staff recommends approval****

Staff Report

Memorandum

To: Planning Commission

From: Tommy-Lee Hunt, GIS/Community Planner

RE: CU 11-24 MiTek Conditional Use Petition

Date: August 27th, 2024

I. BACKGROUND & INFORMATION

A. History | Application Summary

This is an application for a conditional use petition to exceed the height limitations of the LI (Light Industrial) zoning district. The proposal is for the construction of a 46' manufacturing warehouse on 100.43 acres (MOL) of real property, see Attachment 1 – Elevations for illustrations. The project is located on Paul S. Buchman Highway and Chancey Road and bordered to the east by the CSX Railroad, see Figure 1 – Location Map. At its regularly scheduled meeting on July 16, 2024, the SPRC recommended approval of the conditional use to exceed the heigh limitations of the LI zoning designation[1]. Please see conditional use requirements discussion, page 6 – for zoning designation discussion.

Figure 1 – Location Map

[1] At its July 16, 2024 meeting, the SPRC approved an Annexation, Rezoning, and Future Land Use Map amendment for two parcels north of the subject property also owned by MiTek. Please note that this annexation petition is not a subject of this application as those parcels will only be utilized for additional site access and no structures exceeding the height limitations. Further discussion is contained herein.

B. Site Information

Applicant | Owner:	MiTek, Inc.
Location:	East of Paul S. Buchman HWY, North of Chancey Rd, and just West of the CSX Railroad
Parcel ID Number(s):	23-26-21-0020-01300-0020, 24-26-21-0010-03900-0010
Acreage:	100.43 Acres (MOL)
Existing Use of Land:	Vacant
Existing Future Land Use:	Industrial
Existing Zoning:	Light Industrial
Proposed Height:	46’ above F.F.E. (Finished Floor Elevation)
Site Serviced by Utilities?	Yes
Flood Zone(s):	X, A, AE

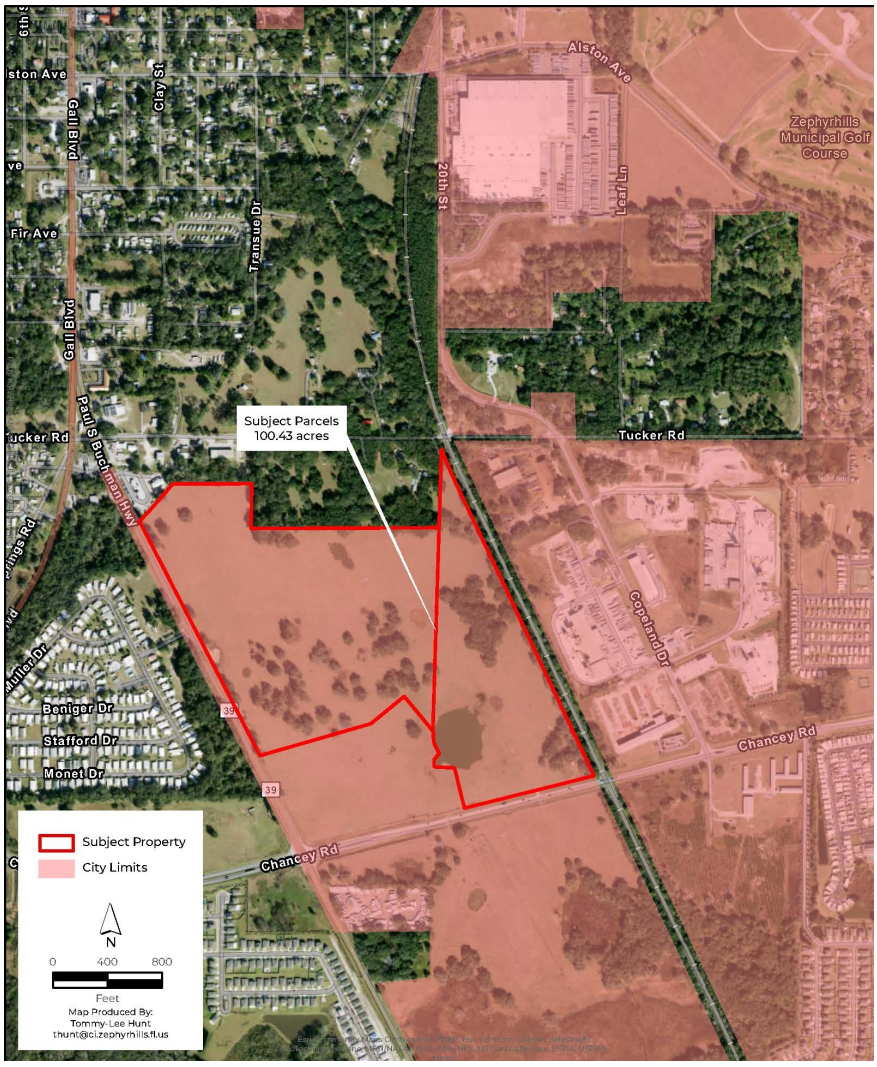


Figure 2 – Project Aerial

II. DATA & ANALYSIS REVIEW

Height Review (LDC Part 7.01.01.04) –

The applicants are requesting to exceed the 2-story (30-foot) height limitation of the LI zoning district (LDC Subsection 7.01.00, Zoning District Performance and Dimensional Standards) to construct a 46 FT industrial manufacturing facility. Light Industry/Manufacturing is permitted as-of-right in the LI zoning designation. Buildings between thirty and 75ft are classified as 'mid-rise structures', under subsection 7.01.01.04 in the LDC[2]. Mid-rise structures may be permitted to exceed the height limitations of a zoning district as a conditional use, subject to the following:

a. Mid-rise structures, when permitted, may be erected to a height not exceeding 75 feet if the building is set back from each setback line at least one additional foot for each 2 feet of building height above 30 feet.

The conceptual site plans provided by the applicant indicate a maximum building height of 46 feet, as measured from the finished floor elevation.

CONCEPT PLAN

The design proposal, the 46 feet manufacturing is located centrally on the subject properties. Please see Figure 3 – Concept Plan, for the typical proposed elevations attached to this report (for illustrative purposes only).

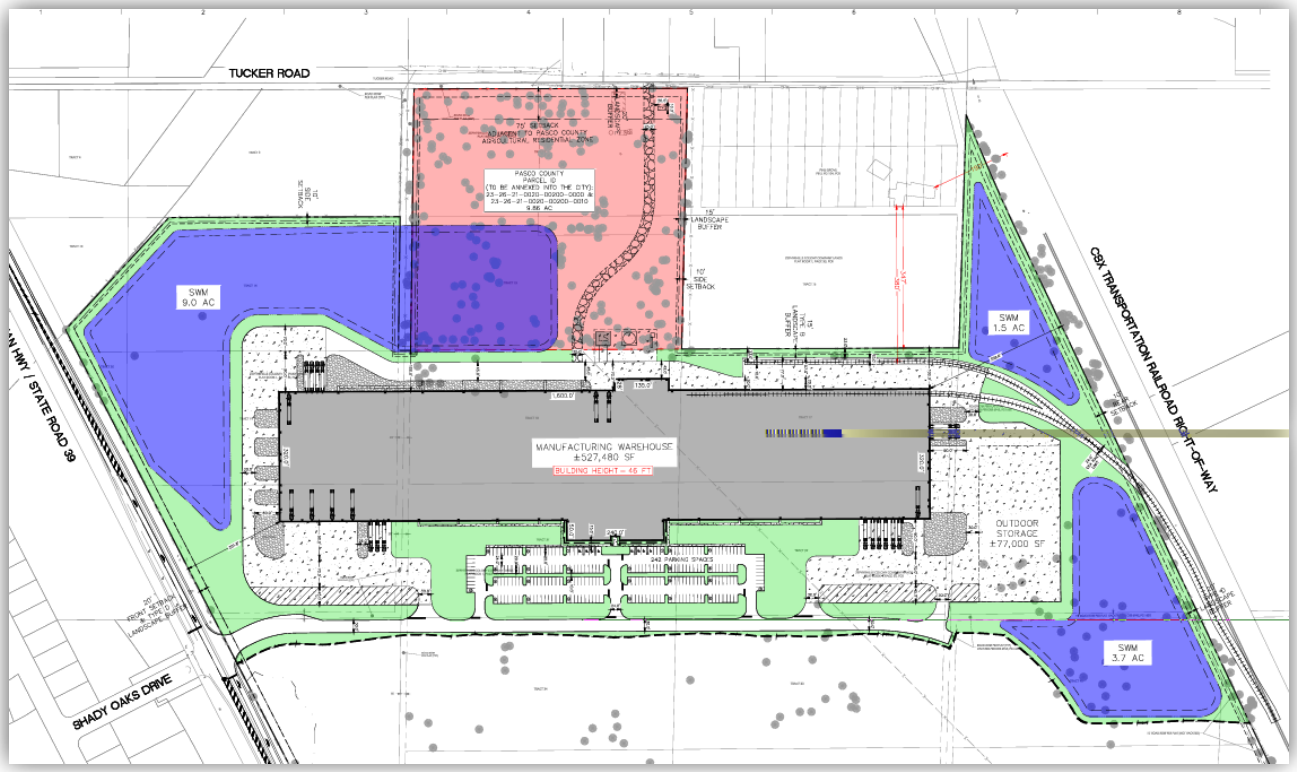


Figure 3 – Concept Plan *Curtesy of Langa Engineering*

[2] The City of Zephyrhills LDC requires an additional one-foot (1) setback for each two (2) feet of building height above 30 feet (Sec. 7.01.01.04(B)(3)(b)

b. In no case shall a structure exceed the height limitations determined to protect the approach and clear air zones established for the Zephyrhills Municipal Airport, as currently adopted or subsequently amended.

All applicants for site development/construction plan approvals and permits are required by City Ordinance to complete the FAA's online notice criteria tool. Verification from the FAA that a project is not of concern, or a possible obstruction is required to be provided to the city prior to the issuance of any permits. Should a project be determined to be of concern, the FAA will require an extended review process on their end. The 46 feet building proposed in this application for conditional use is not expected to be of concern in regards to proximity to the airport, as confirmed by the FAA Reports provided by the applicant.

Photo 1 – Subject Site Viewed from Paul Buchman HWY looking Southeast. *Google Imagery – December 2023*

c. Compliance with Resolution # 147 is required.

City Resolution No. 147 primarily pertains to the allowance of mid-rise structures and additional conditions related to the Fire Department. All plans shall meet the adopted building code and fire code standards, as well as any additional standards which may be required by Pasco County Fire Rescue.

Conditional Use Requirements (LDC Part 11.10.00) -

A. The proposed conditional use will not adversely affect or contribute to the deterioration of life or property values in the immediate neighborhood

The purpose of a Conditional Use permit is to, in part, mitigate any potential impacts to adjacent properties and the community in general. The applicant's response to this question is that the project will be designed to prevent adverse impacts and avoid deterioration of quality of life or property values in the immediate neighborhood. The applicant will be required to meet minimum site design standards **and** enhanced standards can be required for landscaping, buffering and screening to reduce any potential impact.

B. The proposed conditional use is consistent with the character of and existing land use patterns in the surrounding area.

The proposed industrial use is consistent with the current Future Land Use and zoning designations in the surrounding area. Similar mid-rise structures (between 30ft and 75ft) in the area consist of the Morrow Steel facility on Copeland Drive, Lightening Steel Inc. facility on Trump Place, and the Professional Hair Labs factory on Correia Drive. Furthermore, the site has been designed to utilize the existing topography to the greatest extent possible.

C. The proposed conditional use will not create or excessively increase traffic or parking congestion or otherwise affect public safety.

Site access is proposed via a private access easement off US 39/Paul Buchman Highway.

D. The site upon which the proposed conditional use is to be located has suitable drainage, access, ingress and egress, off-street parking and loading areas.

The SPRC recommended approval of the conditional use to exceed height (on July 16, 2024). The subject property is not located within the Basin of Special Concern and drainage plans will be reviewed by the city's consultants at the time of site development plan review to ensure compliance. With a master drainage system, adequate soils and site access, the site shall have adequate drainage, access, ingress and egress, off-street parking and loading area. Care shall be taken regarding floodplain management and adequate retention meeting all District and City standards.

E. The site upon which the proposed conditional use is to be located has or may have screening or buffering to prevent interference with the enjoyment of surrounding areas.

Perimeter buffer and screening standards of the LDC will be required on all perimeters and around mechanical systems and dumpster enclosures. Interior and parking lot landscaping, as well as landscaping along retention areas, will also be required to prevent interference with the enjoyment of surrounding areas. The preservation of wetland areas will further buffer the subject site from surrounding properties.

F. The proposed site meets applicable requirements of the zoning district in which it is located.

All zoning district regulations of the LDC will be applicable and assessed at the time of site development plan review. As previously stated, a light industry/manufacturing facility in the LI zoning designation is permitted as-of-right. Please see Figure 4 - Zoning Map.

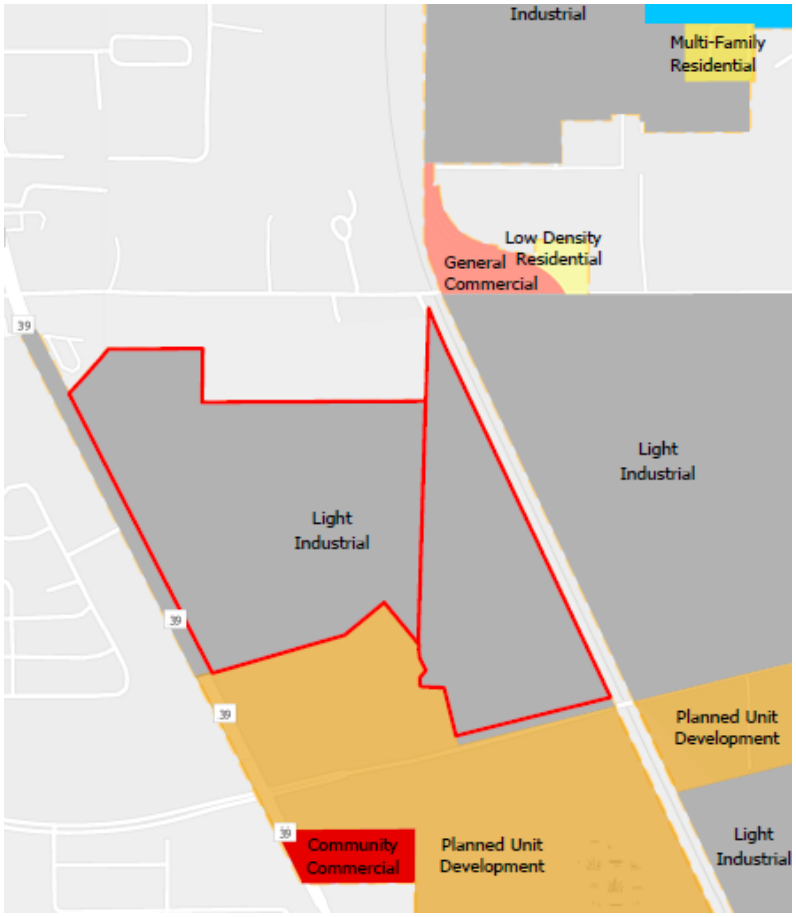


Figure 4 – Zoning Map – City of Zephyrhills

G. Any existing or proposed signs or lighting will not adversely affect surrounding areas or vehicular traffic.

Proposed signage shall be consistent with the city's standards as outlined in Article VIII of the LDC at the time of permitting. Parking lot and pedestrian lighting shall be designed so as to not spill onto adjacent roadways or properties and will be reviewed at the time of site development plan review and shall be consistent with LDC minimum requirements.

H. The proposed conditional use will not interfere with or adversely affect the health, safety or welfare of the surrounding community area.

There is no indication that the proposed conditional use to exceed the height limitations of the zoning district will negatively impact the health, safety or welfare of the surrounding community. Any and all FAA regulations pertaining to building height shall be reviewed by the proper permitting agencies at the time an engineering site plan is presented to the City. Initial coordination with the FAA, through the on-line notice criteria tool has indicated that the project DOES NOT EXCEED NOTICE CRITERIA.

Utilities Discussion -

According to Mr. Bostic, Utilities Services Director, adequate capacity is available to serve the Project. The proposed use is anticipated to demand 3 million (gallons per day) GPD. Additionally, during the construction of the project, utility infrastructure will be required to be built. As such, a Utilities Service Agreement shall be required as part of this development and all development plans.

The development of the subject site, along with the necessary installation of required utilities, will help facilitate the buildout of the City at its southern end.

Environmental Setting –

Floodplain Management:
According to the National Flood Hazard Layer FIRMette, significant portions of the subject property, as well as adjacent sites are within the "X" flood zone of minimal flood hazard. Towards the southwest portion of the subject there is a water body with a "Zone A" designation, while towards the west boundary along US 39, there is a flood area with "Zone AE" designation. Please refer to Figure 8 - FEMA FIRMette Map on page 11 for more details.

Figure 5 – FEMA Firmette Map *Curtesy of FEMA*

Due to the floodplain issues, at the time of site plan review and approval, construction documents shall clearly indicate proper construction management practices, and a phased approach to land clearing and excavation to avoid erosion and provide stability for the subject property as well as adjacent properties.

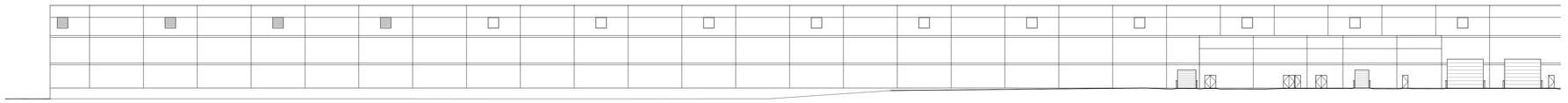
Furthermore, City Staff, the developer, and project engineer shall conduct a pre-construction meeting to discuss such requirements. Site inspections shall be performed to ensure compliance and avoid adverse impacts to the subject property AND adjacent properties at the time of development, as well as post-improvement.

III. Recommendation

Site Plan Review Committee – The SPRC recommended approval of the conditional use to exceed the height limitations at its regularly scheduled meeting on July 16, 2024. The SPRC moved the request forward to the Planning Commission

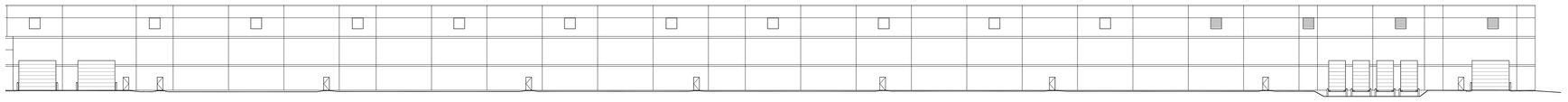
Planning Commission — August 27, 2024

Staff —



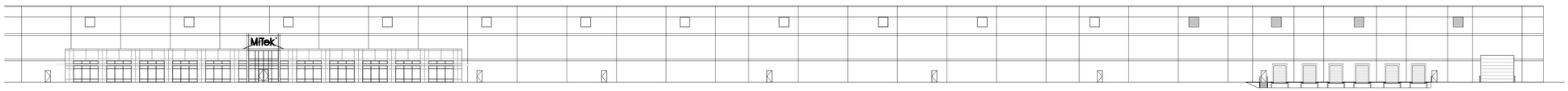
9 A4.1 **North Elevation B**

Scale: 1" = 30'



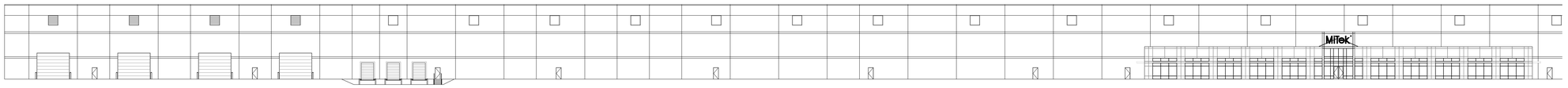
8 A4.1 **North Elevation A**

Scale: 1" = 30'



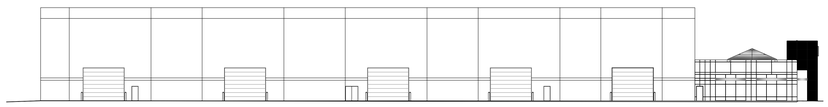
7 A4.1 **South Elevation B**

Scale: 1" = 30'



6 A4.1 **South Elevation A**

Scale: 1" = 30'

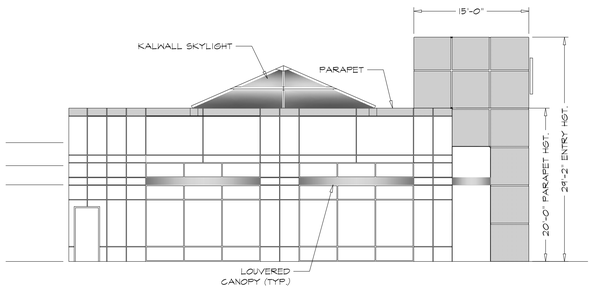


5 A4.1 **West Office/Warehouse Elevation**

Scale: 1" = 30'

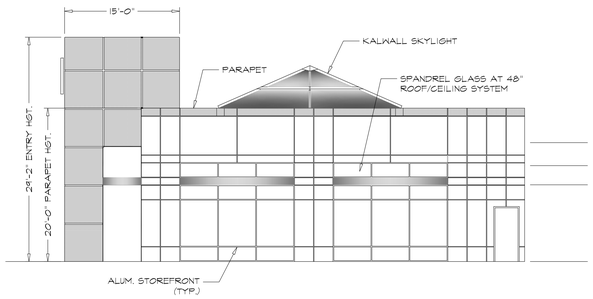
4 A4.1 **East Office/Warehouse Elevation**

Scale: 1" = 30'



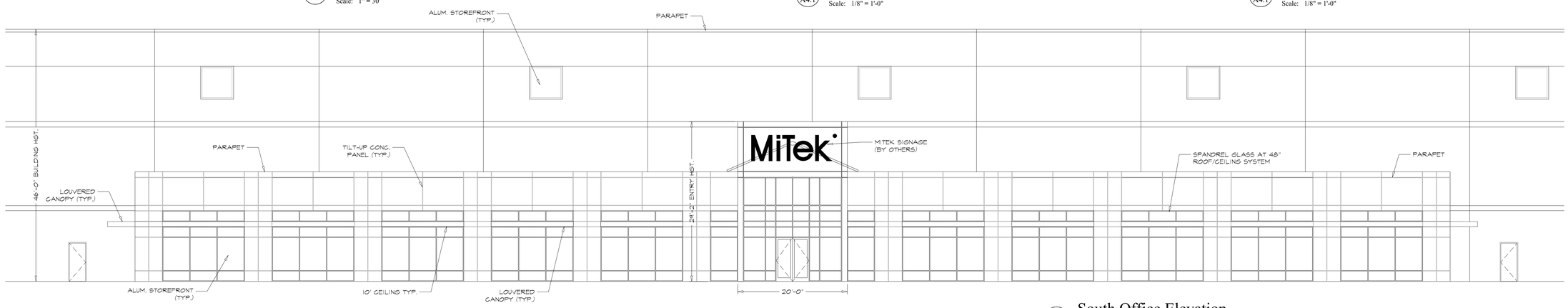
3 A4.1 **West Office Elevation**

Scale: 1/8" = 1'-0"



2 A4.1 **East Office Elevation**

Scale: 1/8" = 1'-0"



1 A4.1 **South Office Elevation**

Scale: 1/8" = 1'-0"

Release Notes:
Issued for CUP 6/26/2024

synerBuild Design

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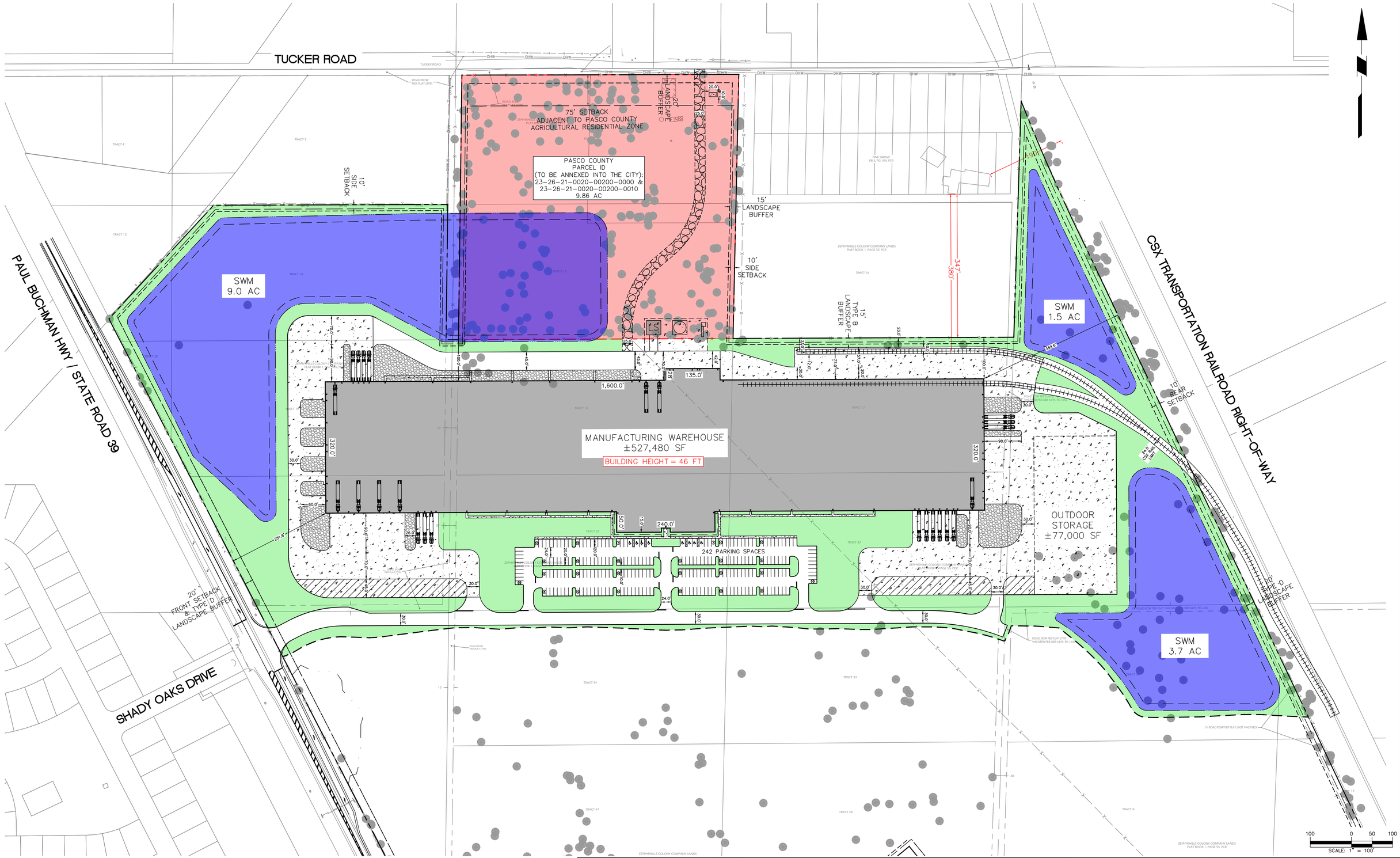
New Building for MiTek
Zephyrhills, Florida

Construction Drawings (50% Complete)

Not for regulatory approval, permitting, or construction

Comm. No.	SBD240220
Date	6/26/2024
Drawn by:	JDG
Checked by:	JDG

A4.1



NOTES:
1. BASEMAP AND BOUNDARY INFORMATION REFERENCED FROM A PLAN ENTITLED "ALTA/NSPS LAND TITLE SURVEY – PAUL BUCHMAN PARCEL", DATED 1 DECEMBER 2023, CONDUCTED BY COMPASS POINT SURVEYORS.

Date	Description	No.
Revisions		

SIGNATURE JOSEPH J. YANNUCCI, JR. DATE SIGNED
PROFESSIONAL ENGINEER FL Lic. No. 65969

LANGAN
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T: 407.974.2900 F: 407.974.2901 www.langan.com
FL CERTIFICATE OF AUTHORIZATION No. 00006601/LB8172/LB8198

Project	MITEK MANUFACTURING WAREHOUSE ZEPHYRHILLS PASCO COUNTY FLORIDA
Drawing Title	CONCEPT PLAN
Project No.	342027201
Date	26 JUNE 2024
Drawn By	CRB
Checked By	JJY
Drawing No.	CP-01

LANGAN
Project No. 342027201

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Date: 6/25/2024 Time: 16:40 User: cbassolino Style Table: Langan.stb Layout: CP-01 Document Code: 342027201-0101-CS101-0106

NOTES:
1. BASEMAP AND BOUNDARY INFORMATION REFERENCED FROM A PLAN ENTITLED "ALTA/NSPS LAND TITLE SURVEY – PAUL BUCHMAN PARCEL", DATED 1 DECEMBER 2023, CONDUCTED BY COMPASS POINT SURVEYORS.
2. AERIAL IMAGE PROVIDED BY BING MAPS; CAPTURED ON 02/29/2024.

200 0 100 200
SCALE: 1" = 200'

No.	Description	Date
	Revisions	

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Project
MITEK MANUFACTURING WAREHOUSE
ZEPHYRHILLS
PASCO COUNTY FLORIDA

Drawing Title
AERIAL MAP

Project No.	342027201
Date	05 APRIL 2024
Drawn By	CRB
Checked By	JJY

Drawing No.
FG-01

LANGAN
Project No. 342027201

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Date: 4/5/2024 Time: 13:32 User: cbassolino Style Table: Langan.stb Layout: EX-01 Document Code: 342027201-0101-CS101-0104

Staff Report

Memorandum

To: Planning Commission

From: Tommy-Lee Hunt, GIS/Community Planner

RE: CU 11-24 MiTek Conditional Use Petition

Date: August 27th, 2024

I. BACKGROUND & INFORMATION

A. History | Application Summary

This is an application for a conditional use petition to exceed the height limitations of the LI (Light Industrial) zoning district. The proposal is for the construction of a 46' manufacturing warehouse on 100.43 acres (MOL) of real property, see Attachment 1 – Elevations for illustrations. The project is located on Paul S. Buchman Highway and Chancey Road and bordered to the east by the CSX Railroad, see Figure 1 – Location Map. At its regularly scheduled meeting on July 16, 2024, the SPRC recommended approval of the conditional use to exceed the heigh limitations of the LI zoning designation[1]. Please see conditional use requirements discussion, page 6 – for zoning designation discussion.

Figure 1 – Location Map

[1] At its July 16, 2024 meeting, the SPRC approved an Annexation, Rezoning, and Future Land Use Map amendment for two parcels north of the subject property also owned by MiTek. Please note that this annexation petition is not a subject of this application as those parcels will only be utilized for additional site access and no structures exceeding the height limitations. Further discussion is contained herein.

B. Site Information

Applicant | Owner:	MiTek, Inc.
Location:	East of Paul S. Buchman HWY, North of Chancey Rd, and just West of the CSX Railroad
Parcel ID Number(s):	23-26-21-0020-01300-0020, 24-26-21-0010-03900-0010
Acreage:	100.43 Acres (MOL)
Existing Use of Land:	Vacant
Existing Future Land Use:	Industrial
Existing Zoning:	Light Industrial
Proposed Height:	46' above F.F.E. (Finished Floor Elevation)
Site Serviced by Utilities?	Yes
Flood Zone(s):	X, A, AE

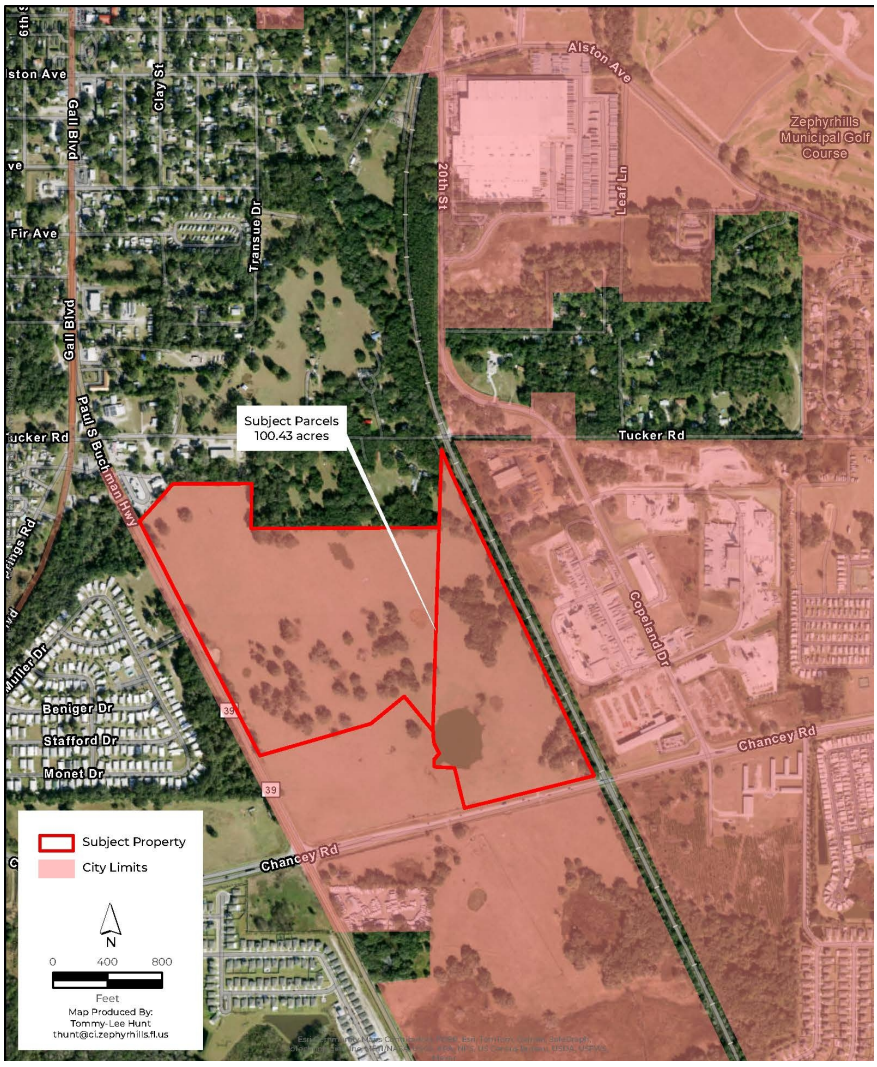


Figure 2 – Project Aerial

II. DATA & ANALYSIS REVIEW

Height Review (LDC Part 7.01.01.04) –

The applicants are requesting to exceed the 2-story (30-foot) height limitation of the LI zoning district (LDC Subsection 7.01.00, Zoning District Performance and Dimensional Standards) to construct a 46 FT industrial manufacturing facility. Light Industry/Manufacturing is permitted as-of-right in the LI zoning designation. Buildings between thirty and 75ft are classified as 'mid-rise structures', under subsection 7.01.01.04 in the LDC[2]. Mid-rise structures may be permitted to exceed the height limitations of a zoning district as a conditional use, subject to the following:

a. Mid-rise structures, when permitted, may be erected to a height not exceeding 75 feet if the building is set back from each setback line at least one additional foot for each 2 feet of building height above 30 feet.

The conceptual site plans provided by the applicant indicate a maximum building height of 46 feet, as measured from the finished floor elevation.

CONCEPT PLAN

The design proposal, the 46 feet manufacturing is located centrally on the subject properties. Please see Figure 3 – Concept Plan, for the typical proposed elevations attached to this report (for illustrative purposes only).

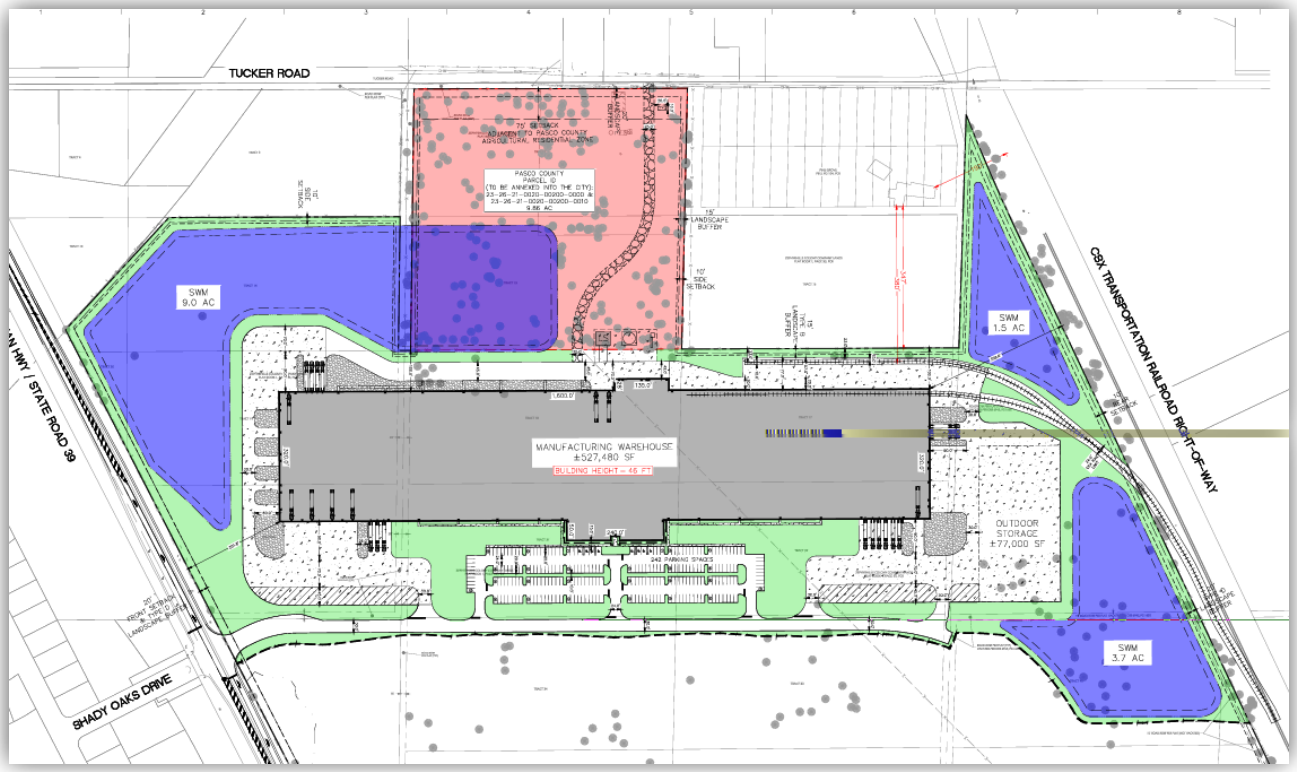


Figure 3 – Concept Plan *Curtesy of Langa Engineering*

[2] The City of Zephyrhills LDC requires an additional one-foot (1) setback for each two (2) feet of building height above 30 feet (Sec. 7.01.01.04(B)(3)(b)

b. In no case shall a structure exceed the height limitations determined to protect the approach and clear air zones established for the Zephyrhills Municipal Airport, as currently adopted or subsequently amended.

All applicants for site development/construction plan approvals and permits are required by City Ordinance to complete the FAA's online notice criteria tool. Verification from the FAA that a project is not of concern, or a possible obstruction is required to be provided to the city prior to the issuance of any permits. Should a project be determined to be of concern, the FAA will require an extended review process on their end. The 46 feet building proposed in this application for conditional use is not expected to be of concern in regards to proximity to the airport, as confirmed by the FAA Reports provided by the applicant.

Photo 1 – Subject Site Viewed from Paul Buchman HWY looking Southeast. *Google Imagery – December 2023*

c. Compliance with Resolution # 147 is required.

City Resolution No. 147 primarily pertains to the allowance of mid-rise structures and additional conditions related to the Fire Department. All plans shall meet the adopted building code and fire code standards, as well as any additional standards which may be required by Pasco County Fire Rescue.

Conditional Use Requirements (LDC Part 11.10.00) -

A. The proposed conditional use will not adversely affect or contribute to the deterioration of life or property values in the immediate neighborhood

The purpose of a Conditional Use permit is to, in part, mitigate any potential impacts to adjacent properties and the community in general. The applicant's response to this question is that the project will be designed to prevent adverse impacts and avoid deterioration of quality of life or property values in the immediate neighborhood. The applicant will be required to meet minimum site design standards **and** enhanced standards can be required for landscaping, buffering and screening to reduce any potential impact.

B. The proposed conditional use is consistent with the character of and existing land use patterns in the surrounding area.

The proposed industrial use is consistent with the current Future Land Use and zoning designations in the surrounding area. Similar mid-rise structures (between 30ft and 75ft) in the area consist of the Morrow Steel facility on Copeland Drive, Lightening Steel Inc. facility on Trump Place, and the Professional Hair Labs factory on Correia Drive. Furthermore, the site has been designed to utilize the existing topography to the greatest extent possible.

C. The proposed conditional use will not create or excessively increase traffic or parking congestion or otherwise affect public safety.

Site access is proposed via a private access easement off US 39/Paul Buchman Highway.

D. The site upon which the proposed conditional use is to be located has suitable drainage, access, ingress and egress, off-street parking and loading areas.

The SPRC recommended approval of the conditional use to exceed height (on July 16, 2024). The subject property is not located within the Basin of Special Concern and drainage plans will be reviewed by the city's consultants at the time of site development plan review to ensure compliance. With a master drainage system, adequate soils and site access, the site shall have adequate drainage, access, ingress and egress, off-street parking and loading area. Care shall be taken regarding floodplain management and adequate retention meeting all District and City standards.

E. The site upon which the proposed conditional use is to be located has or may have screening or buffering to prevent interference with the enjoyment of surrounding areas.

Perimeter buffer and screening standards of the LDC will be required on all perimeters and around mechanical systems and dumpster enclosures. Interior and parking lot landscaping, as well as landscaping along retention areas, will also be required to prevent interference with the enjoyment of surrounding areas. The preservation of wetland areas will further buffer the subject site from surrounding properties.

F. The proposed site meets applicable requirements of the zoning district in which it is located.

All zoning district regulations of the LDC will be applicable and assessed at the time of site development plan review. As previously stated, a light industry/manufacturing facility in the LI zoning designation is permitted as-of-right. Please see Figure 4 - Zoning Map.

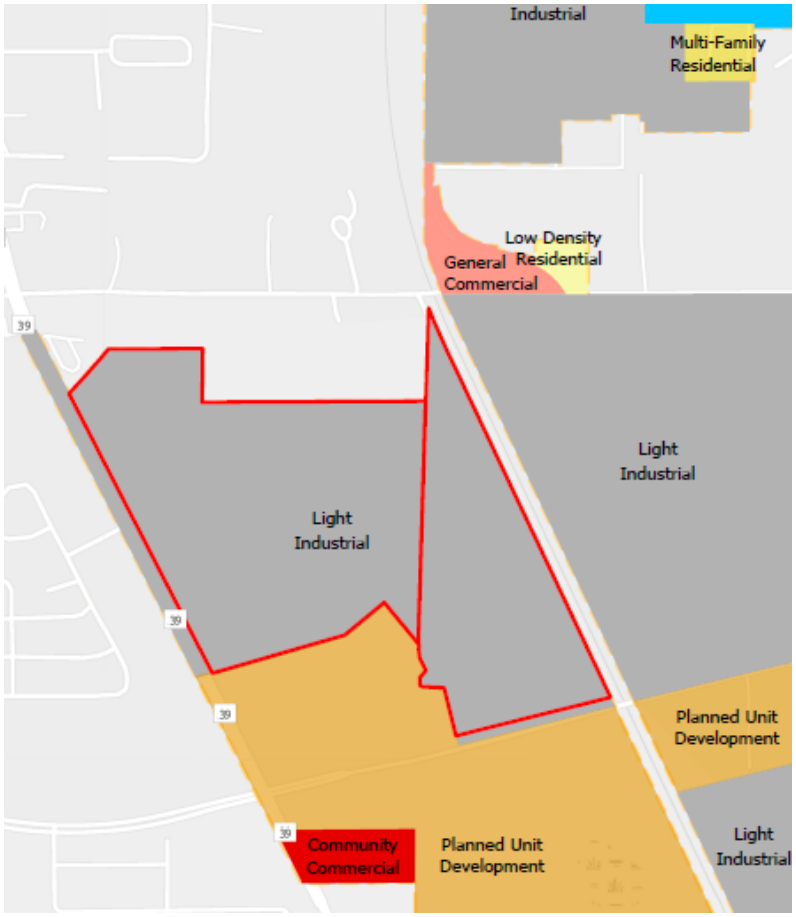


Figure 4 – Zoning Map – City of Zephyrhills

G. Any existing or proposed signs or lighting will not adversely affect surrounding areas or vehicular traffic.

Proposed signage shall be consistent with the city's standards as outlined in Article VIII of the LDC at the time of permitting. Parking lot and pedestrian lighting shall be designed so as to not spill onto adjacent roadways or properties and will be reviewed at the time of site development plan review and shall be consistent with LDC minimum requirements.

H. The proposed conditional use will not interfere with or adversely affect the health, safety or welfare of the surrounding community area.

There is no indication that the proposed conditional use to exceed the height limitations of the zoning district will negatively impact the health, safety or welfare of the surrounding community. Any and all FAA regulations pertaining to building height shall be reviewed by the proper permitting agencies at the time an engineering site plan is presented to the City. Initial coordination with the FAA, through the on-line notice criteria tool has indicated that the project DOES NOT EXCEED NOTICE CRITERIA.

Utilities Discussion -

According to Mr. Bostic, Utilities Services Director, adequate capacity is available to serve the Project. The proposed use is anticipated to demand 3 million (gallons per day) GPD. Additionally, during the construction of the project, utility infrastructure will be required to be built. As such, a Utilities Service Agreement shall be required as part of this development and all development plans.

The development of the subject site, along with the necessary installation of required utilities, will help facilitate the buildout of the City at its southern end.

Environmental Setting –

Floodplain Management:
According to the National Flood Hazard Layer FIRMette, significant portions of the subject property, as well as adjacent sites are within the "X" flood zone of minimal flood hazard. Towards the southwest portion of the subject there is a water body with a "Zone A" designation, while towards the west boundary along US 39, there is a flood area with "Zone AE" designation. Please refer to Figure 8 - FEMA FIRMette Map on page 11 for more details.

Figure 5 – FEMA Firmette Map *Curtesy of FEMA*

Due to the floodplain issues, at the time of site plan review and approval, construction documents shall clearly indicate proper construction management practices, and a phased approach to land clearing and excavation to avoid erosion and provide stability for the subject property as well as adjacent properties.

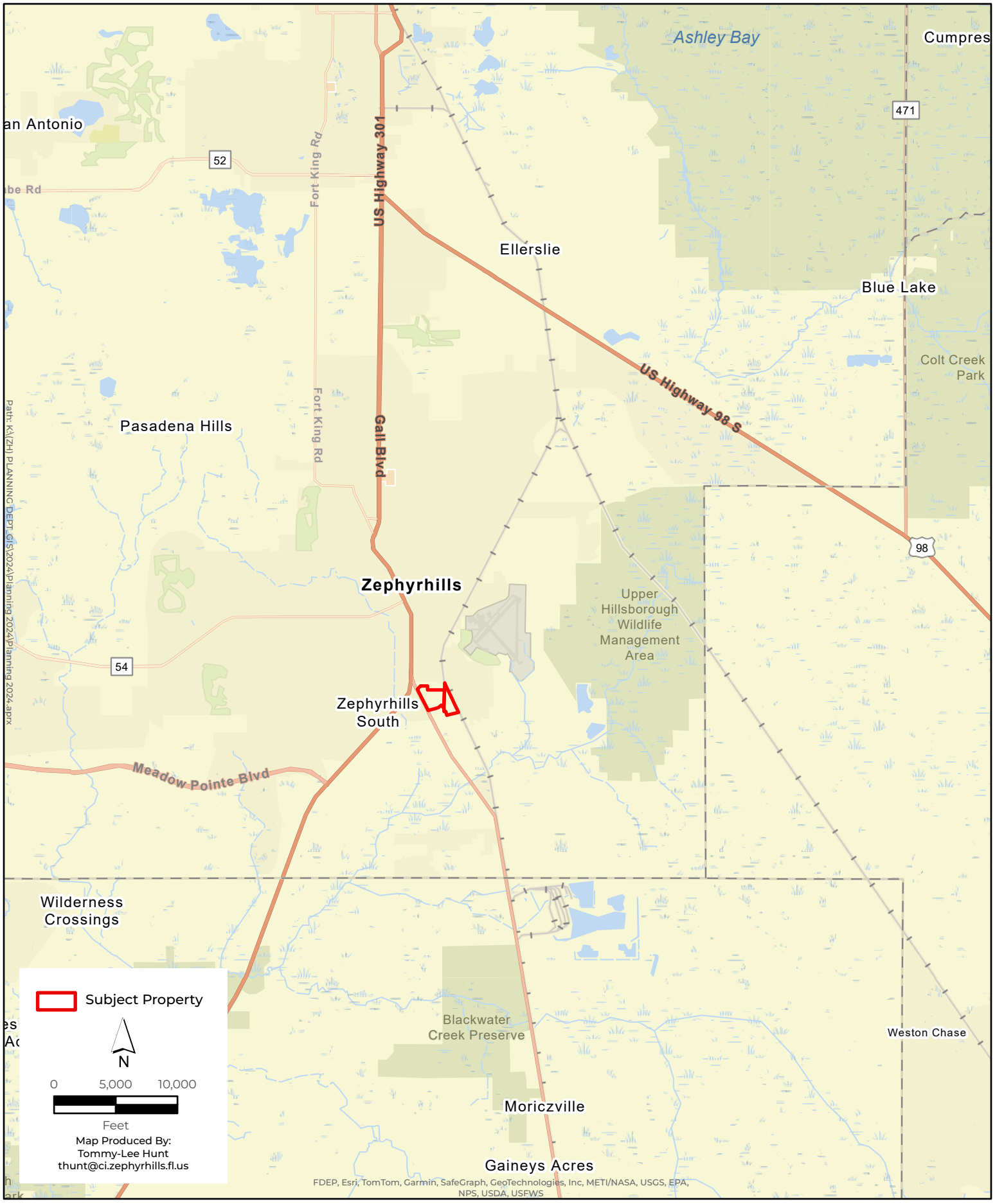
Furthermore, City Staff, the developer, and project engineer shall conduct a pre-construction meeting to discuss such requirements. Site inspections shall be performed to ensure compliance and avoid adverse impacts to the subject property AND adjacent properties at the time of development, as well as post-improvement.

III. Recommendation

Site Plan Review Committee – The SPRC recommended approval of the conditional use to exceed the height limitations at its regularly scheduled meeting on July 16, 2024. The SPRC moved the request forward to the Planning Commission

Planning Commission — August 27, 2024

Staff —



Zephyrhills **MiTek Project Location**

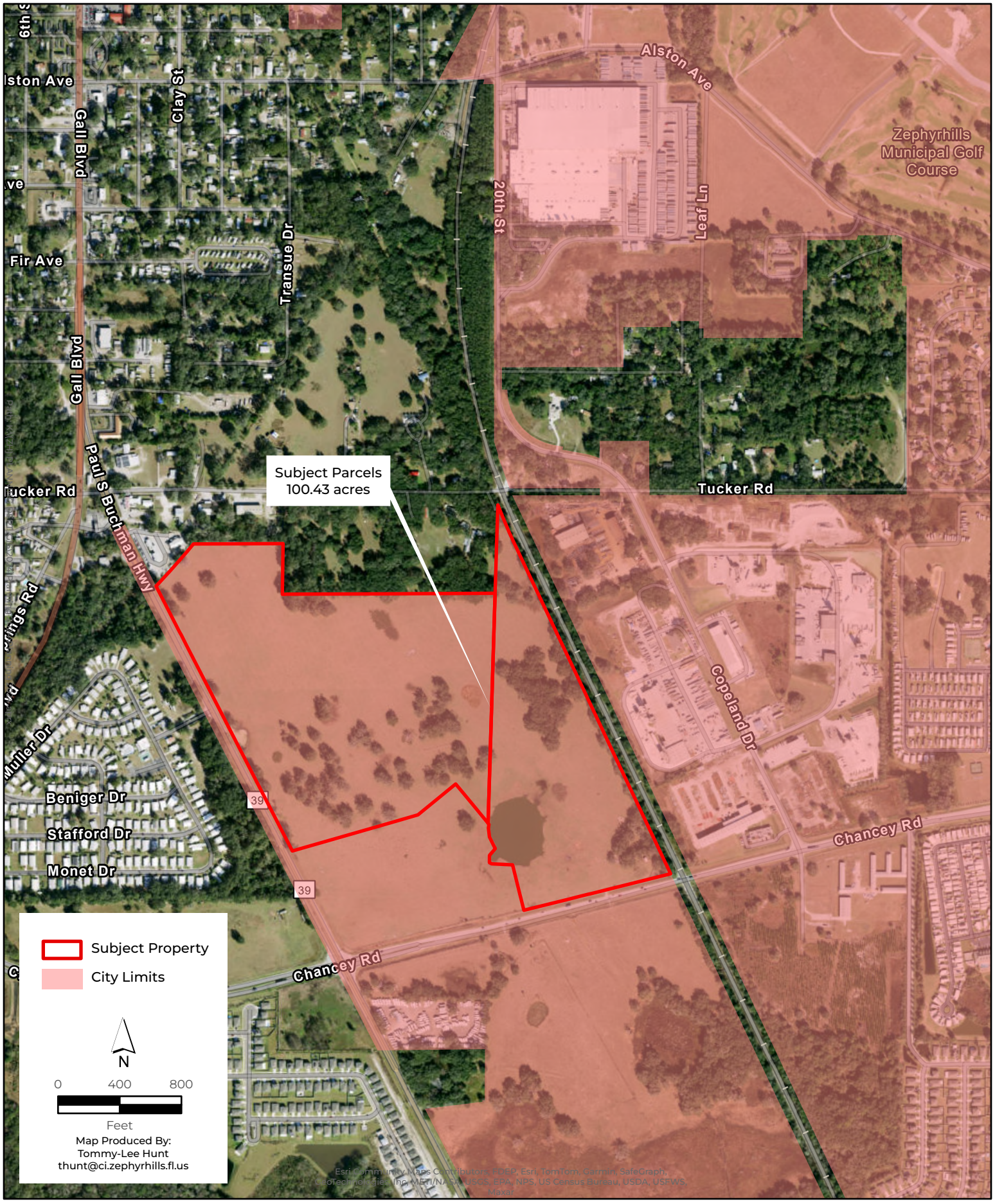
Data Source: City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

ANX 0023-24

August 2024

1in : 10,000ft

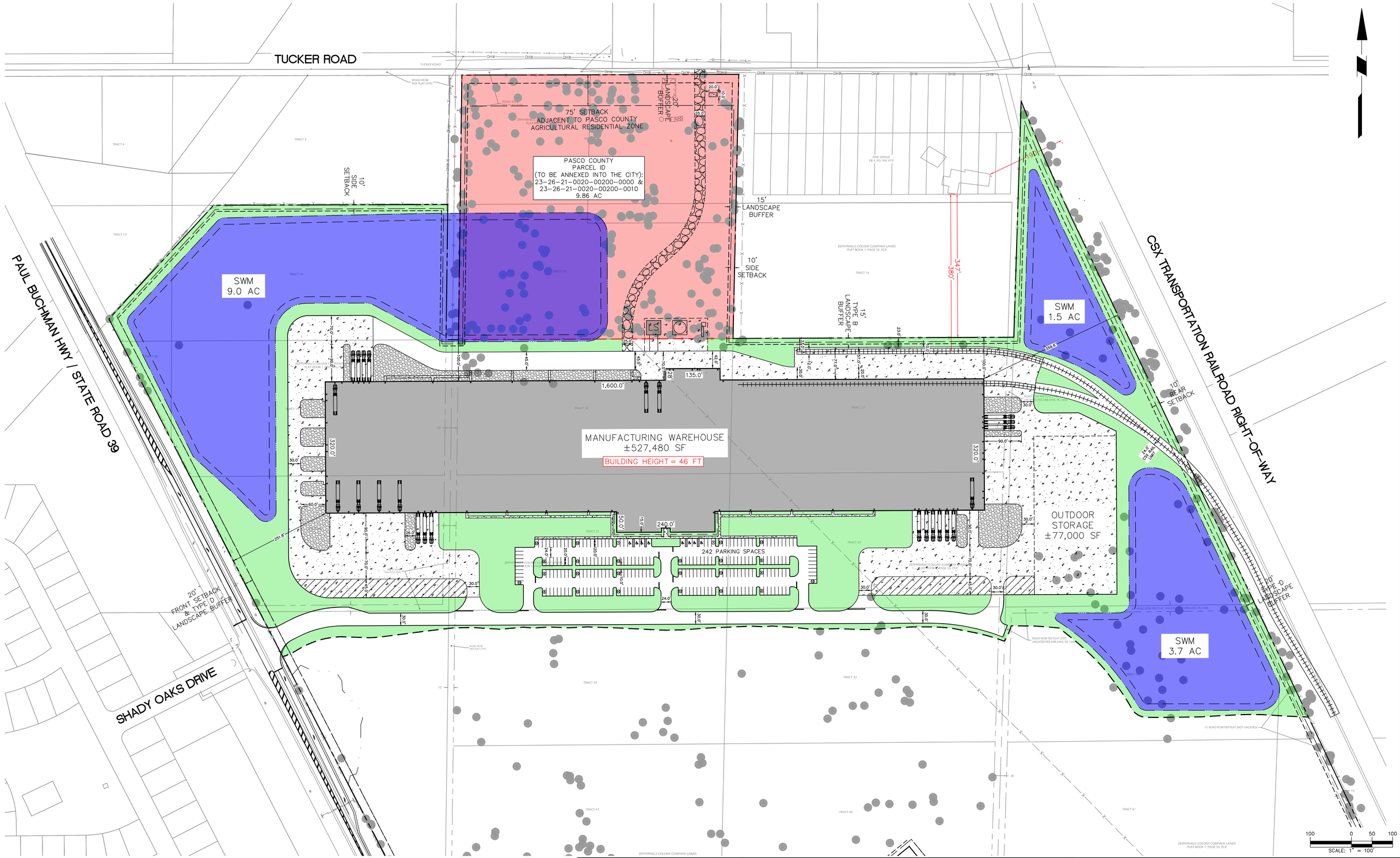


MiTek Project Location

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

ANX 0023-24
August 2024
1in : 800ft



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Date	Description	No.
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Drawing No.	CP-01

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Project No. 342027201
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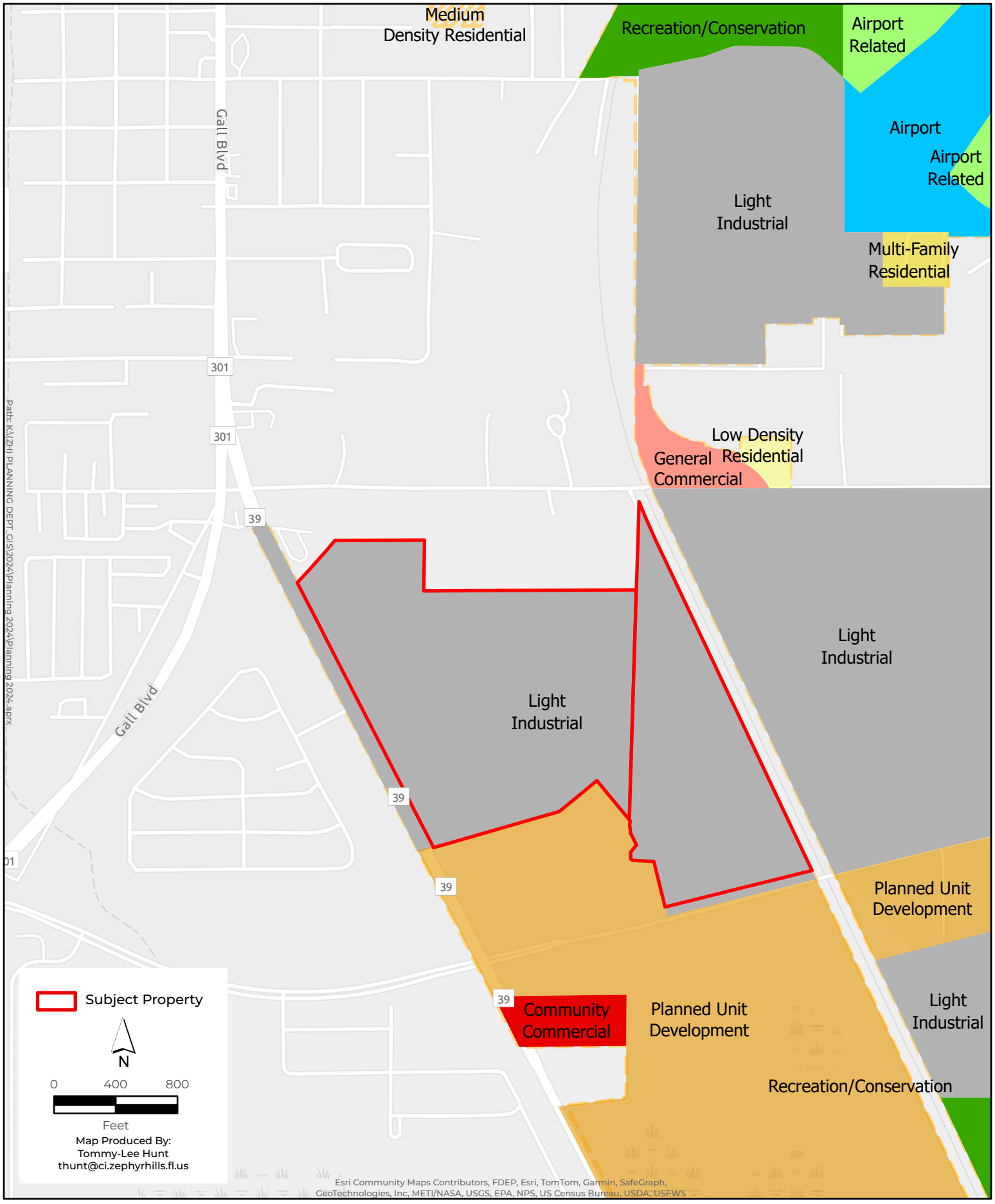
Date: 6/25/2024 Time: 16:40 User: cbassolino Style Table: Langan.stb Layout: CP-01 Document Code: 342027201-0101-CS101-0106

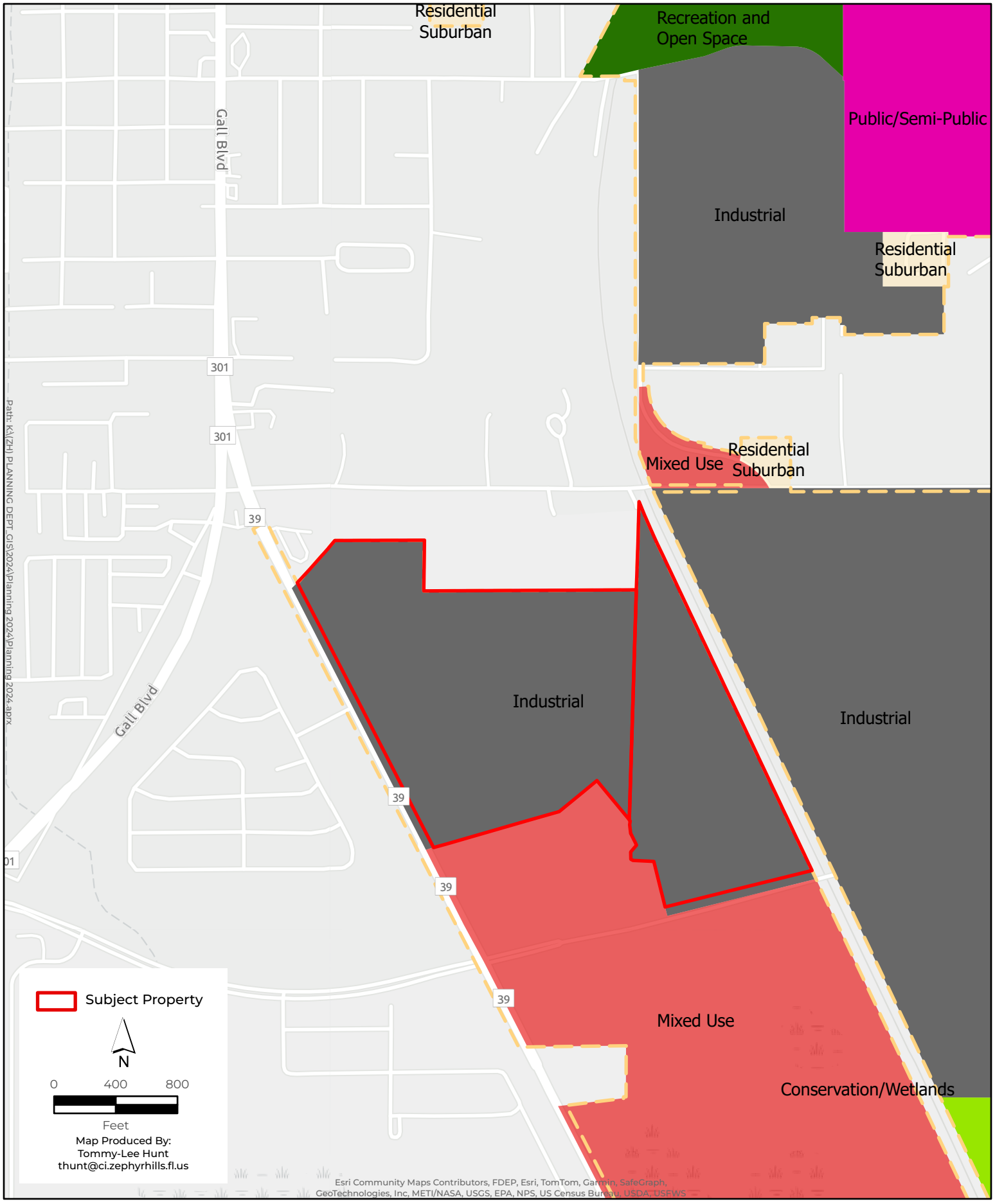


Zoning Map

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

ANX 0023-24
August 2024
1in : 5,000ft



Zephyrhills

Future Land Use Map

Data Source:
City of Zephyrhills GIS

City of Zephyrhills
5335 8th Street
Zephyrhills, FL 33542

ANX 0023-24

August 2024

1in : 5,000ft

National Flood Hazard Layer FIRMette

FEMA

82°10'43"W 28°12'56"N

82°10'6"W 28°12'25"N

0 250 500 1,000 1,500 2,000 Feet

1:6,000

Basemap Imagery Source: USGS National Map 2023

Legend

FG-06

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone D*

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- 20.2 / 17.5 Cross Sections with 1% Annual Chance / Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS
- Digital Data Available
- No Digital Data Available
- Unmapped

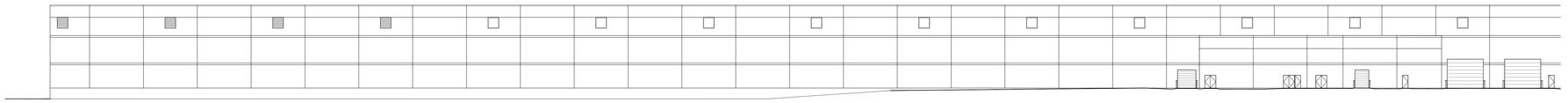
N

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 2/1/2024 at 2:10 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



9 A4.1 North Elevation B

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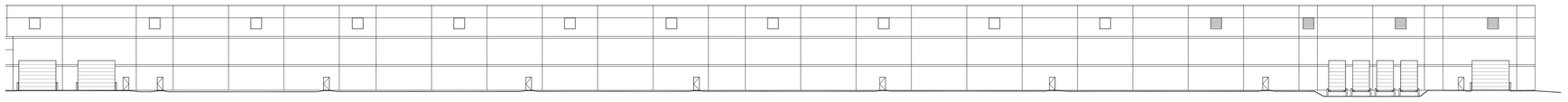

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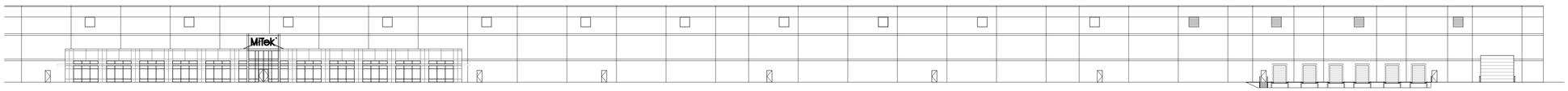

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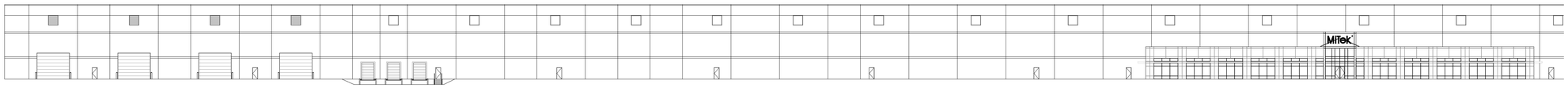

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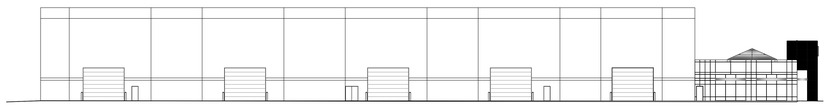
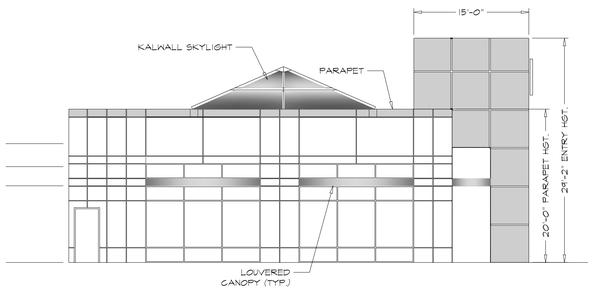


5 A4.1 West Office/Warehouse Elevation

Scale: 1" = 30'

4 A4.1 East Office/Warehouse Elevation

Scale: 1" = 30'



3 A4.1 West Office Elevation

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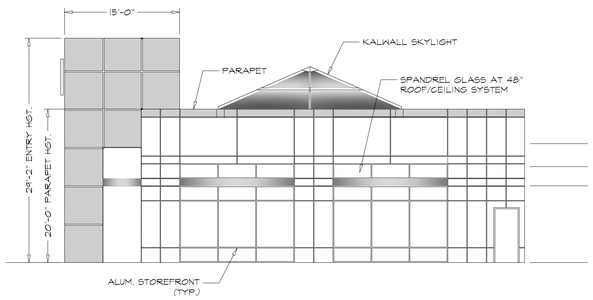
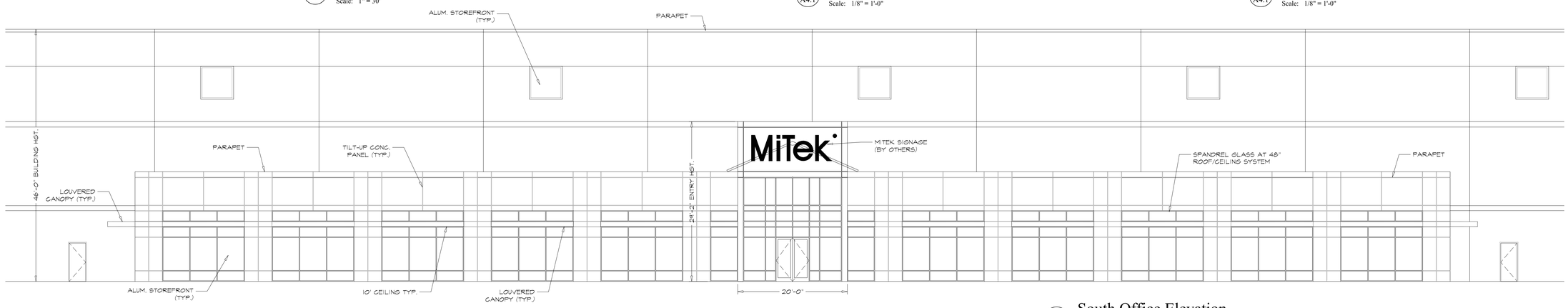


2 A4.1 East Office Elevation

Scale: 1/8" = 1'-0"



1 A4.1 South Office Elevation

Scale: 1/8" = 1'-0"

Release Notes:
Issued for CUP 6/26/2024

synerBuild Design

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New Building for MiTek
Zephyrhills, Florida

Construction Drawings (50% Complete)

Not for regulatory approval, permitting, or construction

Comm. No.	SBD240220
Date	6/26/2024
Drawn by:	JDG
Checked by:	JDG

A4.1

MiTek Inc.

Conditional Use – To Exceed Provisions in Sec. 7.01.01.04 – Height Regulations

City of Zephyrhills File # CU 0011-24

Project Proposed Use:

Industrial Manufacturing Facility

Project Location

Figure 1 – Location Map

- East of Paul Buchman Hwy
- West of the CSX Railroad
- North of Chancey Rd

Project Aerial

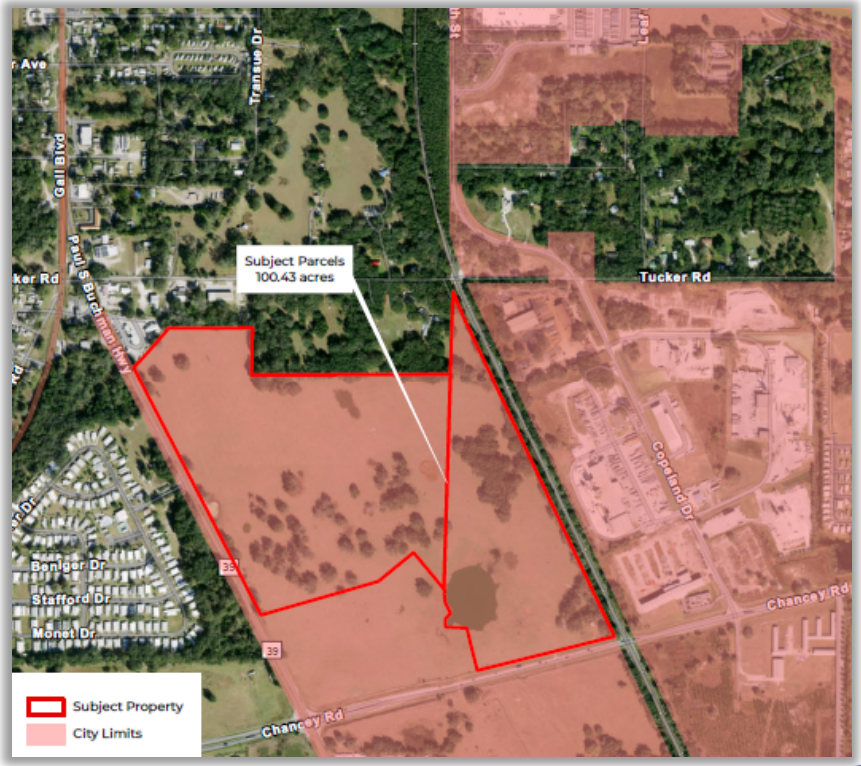


Figure 2 – Aerial Map

Subject Site viewed from US 39/Paul Buchman Hwy (looking southeast)

Google Imagery – December 2023

LI Zoning Designation

Permitted AS-OF-RIGHT

- Light industry/manufacturing facility

Figure 3 - Zoning Map

Essential Issue For Conditional Use:

- One **46’ MANUFACTURING BUILDING**

Concept Plan

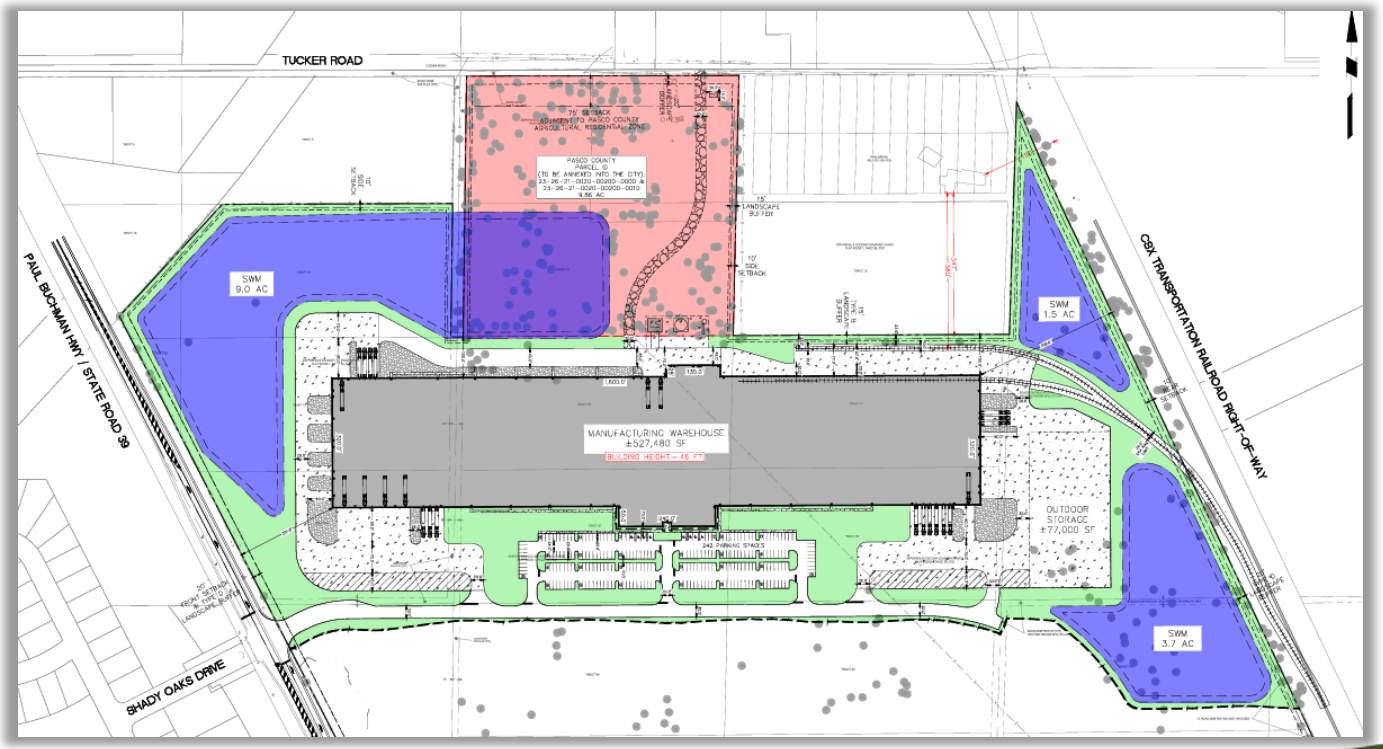


Figure 4 – Concept Plan

Curtesy Langan Engineering

Conditional Use Review Criteria

City of Zephyrhills LDC Part 11.10.00

- Not adversely affect the neighborhood
- Consistent with Surrounding Area Character
- Adequate Screening and Buffering
- Meets the Requirements of the LI Zoning District
- Traffic Concerns/Parking
- Drainage

Other Important Considerations

- The applicant has provided FAA Reports that indicate **there is no expected concern with the proposed height with proximity to the Zephyrhills Municipal Airport.**
- **The Utilities Department has indicated that there is adequate water supply** to service this future development and it is not subject to the current moratorium restrictions.

Recommendations

- **Site Plan Review Committee** -— The SPRC recommended approval of the Conditional use petition at its regularly scheduled meeting on July 16, 2024. The SPRC moved the request forward to the Planning Commission.

- **Planning Commission Execution**— August 27, 2024

**** Staff recommends approval****

City Council Meeting
September 9, 2024

Information Only

CITY MANAGER'S REPORT 6.1

City of Zephyrhills Rebranding Update

Issue:

Background:

In September 2023, the City of Zephyrhills completed an exhaustive, research-driven, community-wide identity initiative in partnership with North Star Place Branding + Marketing -- widely regarded as America's leading place branding organization for small and medium-sized communities. This effort is designed to help Zephyrhills as we grow toward our preferred future.

Since then, city staff has begun deploying the new brand in the digital and real-life environment. Future branded-based projects include park monument signage, entryway monument signage, industrial park monument signage, and painting the city's water tower; this is a coordinated effort among the City Manager, CRA Director, Public Information Officer, and other departments.

The overarching goal of the city's branding initiative is three-fold:

- **Economic Development:** retaining and attracting the right jobs and investment; stimulating tourism.
- **Defining our place in Pasco County:** growth is happening, and we must own our narrative and stand proud.
- **Professionalization of municipal services:** always raising our standards and projecting value to our residents.

Attachment(s):

1. City Council Rebranding Update (9-9-2024)

Fiscal Impact:

Staff Recommendation:

Zephyrhills City Council

Rebranding Update (9-9-2024)

Zephyrhills
jump right in

The Goals:

Economic Development: retaining and attracting the right jobs and investment; stimulating tourism.

Defining our place in Pasco County: growth is happening, we must own our narrative and stand proud.

Professionalization of municipal services: always raising our standards and projecting value to our residents.

About the Brand

- The invitational line, “Jump Right In,” conveys a strong sense of action and possibility. It allows Zephyrhills to deliver the idea that there is a better way of life here that is easy to access and achieve. This message has a subtle tie to water and also speaks to skydiving. Furthermore, it is adaptable to message all of the benefits of life and business in Zephyrhills. This line can be used for events, groups, and tourists to invite people to give Zephyrhills a try.

- Research showed that outsiders had a hard time knowing the pronunciation of Zephyrhills. This led to the two-color breakup of the city’s name, making it simpler to read but also giving people a moment of pause on this memorable name.

- The flowing portion of the “Z” mark provides a sense of forward motion and ease, while also highlighting Zephyrhills' best-known features—the air and water.

Zephyrhills
jump right in

Zephyrhills Logo Family

Zephyrhills Department Logo Family

Zephyrhills
BUILDING DEPARTMENT

Zephyrhills
MUNICIPAL AIRPORT

Zephyrhills
PUBLIC WORKS

Zephyrhills
UTILITIES-WASTEWATER

Zephyrhills
UTILITIES-WATER

POLICE
ZEPHYRHILLS
SERVICE • RESPECT • DIGNITY
1914

Brand Standards + Versions

Logo Usage Guidelines

The following guidelines illustrate the proper use of the Zephyrhills logo.

PRIMARY LOGO
The lockup of the logo with the tagline underneath is the preferred logo, and should be used in most circumstances.

LOGO (WITHOUT TAGLINE)
This logo may also be used without the tagline. This is generally recommended when the tagline is being used as a headline or graphic element in the same design in which the logo appears or when space is limited.

ICON
The icon should be used when the primary logo's size is too large for the space it will occupy. The icon can also be used as a standalone design element/identifier.

HORIZONTAL LOGO
This logo should be used when there isn't enough vertical height for the primary logo. This version can be used with and without the tagline.

LOGO SAFE AREA
No other object should be placed within the safe area around the logo. The safe area is an area identified by the height of the 'Z' in Zephyrhills.

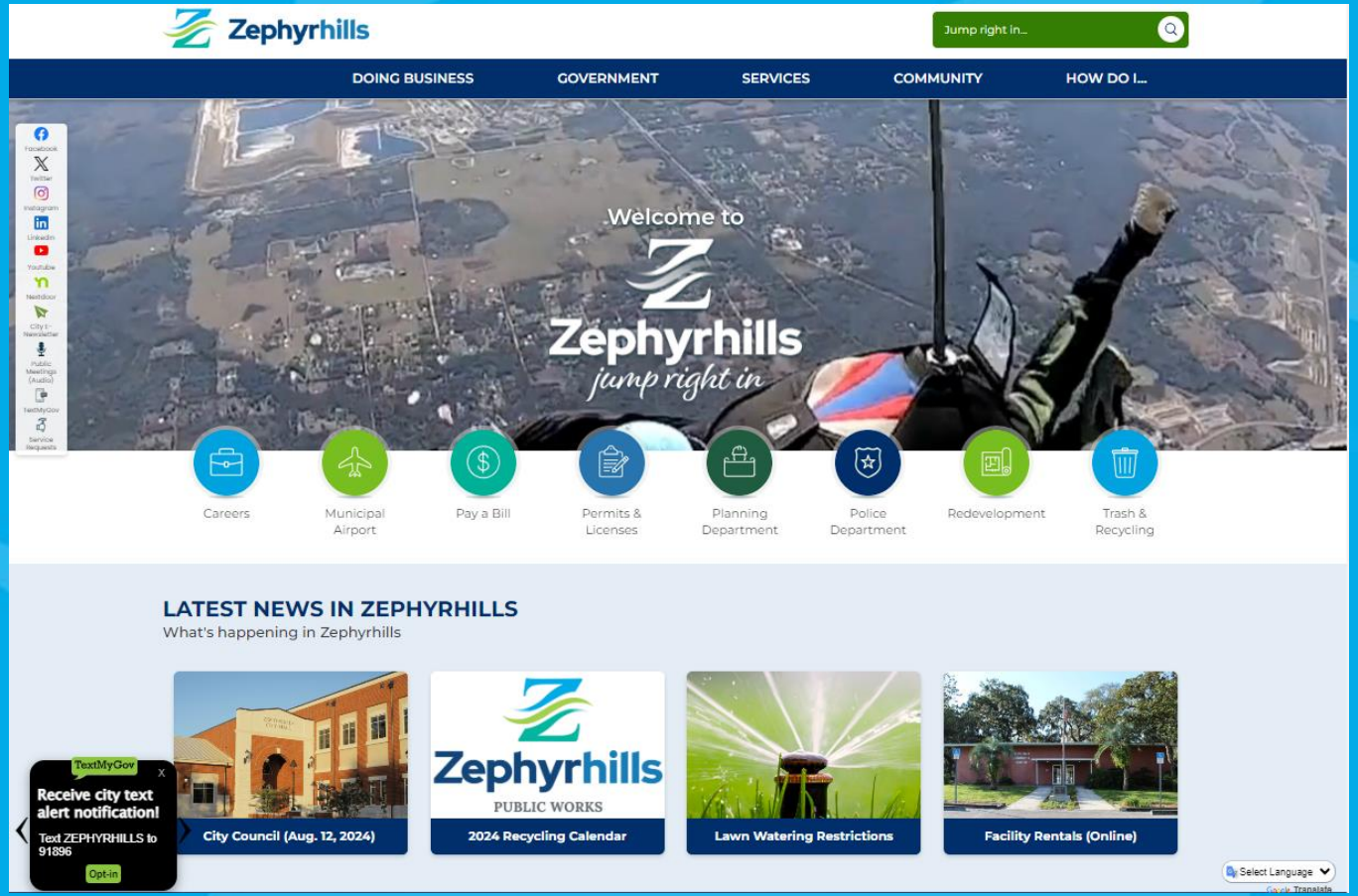
1-COLOR VERSIONS
The 1-color version of the logo should be used in circumstances where a limited palette is required, or when the logo is printed in black and white.

3

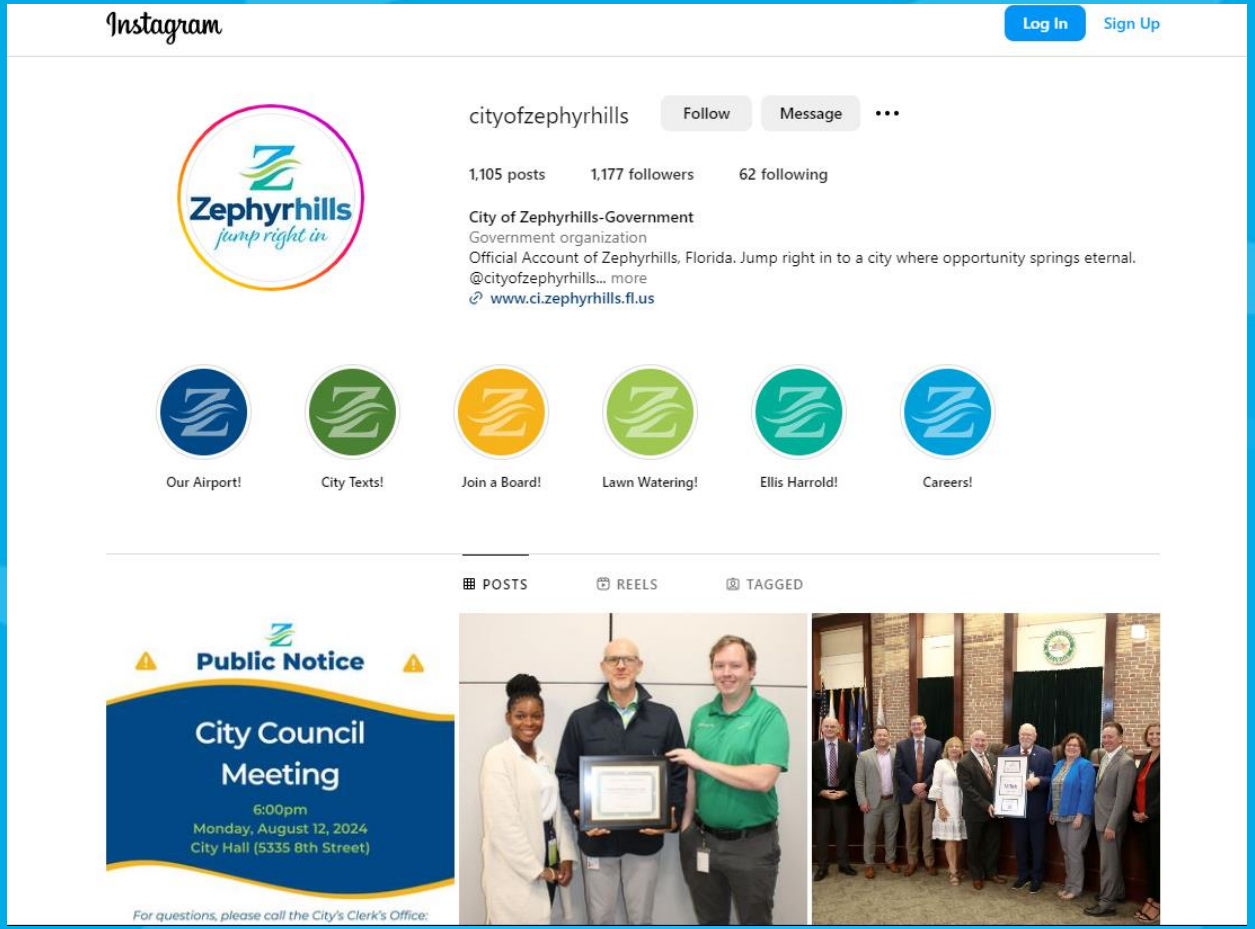
Rebranding Current Progress

- Branded Website
- Branded Social Media
- Branded Email Signature
- Branded City Vehicles
- Branded Garbage Cans + Recycling Bins
- Branded Apparel + Safety Vests
- Branded Pole Banners
- Branded Collateral + Merchandise/Promotions

Rebranding Current Progress



Rebranding Current Progress



Rebranding Current Progress

Rebranding Current Progress

Rebranding Current Progress

Rebranding Current Progress

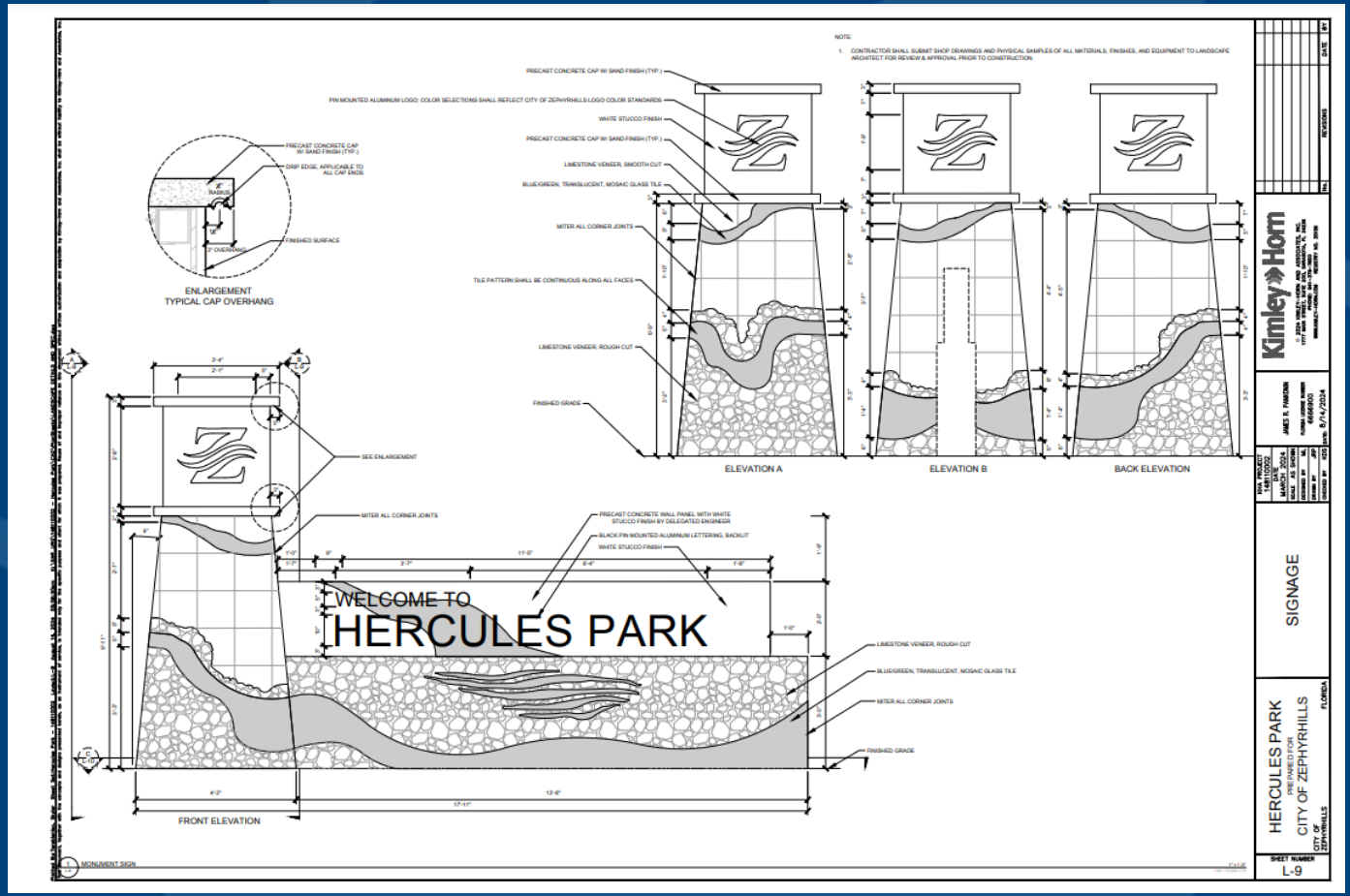
Rebranding Current Progress

Rebranding Current Progress

Future Ideas + Plans (Examples)

- Branded City Hall Lobby Wall
- Branded Park Monument Signage
- Branded Municipal Building Monument Signage
- Branded Entryway Signage
- Branded Industrial Park Corridor Sign
- Branded Water Tower Painting
- Branded Street Signs
- Branded Downtown Mural

Branded Park Sign (Example)



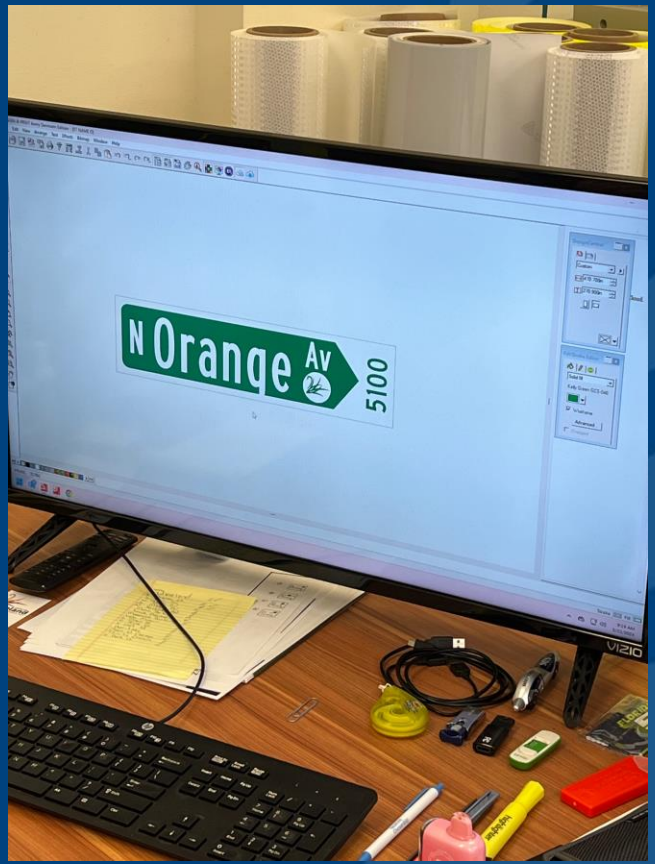
Branded Entryway (Example)

Branded City Hall Lobby Wall (Example)

Branded Water Tower (Example)

Branded Street Sign (Example)

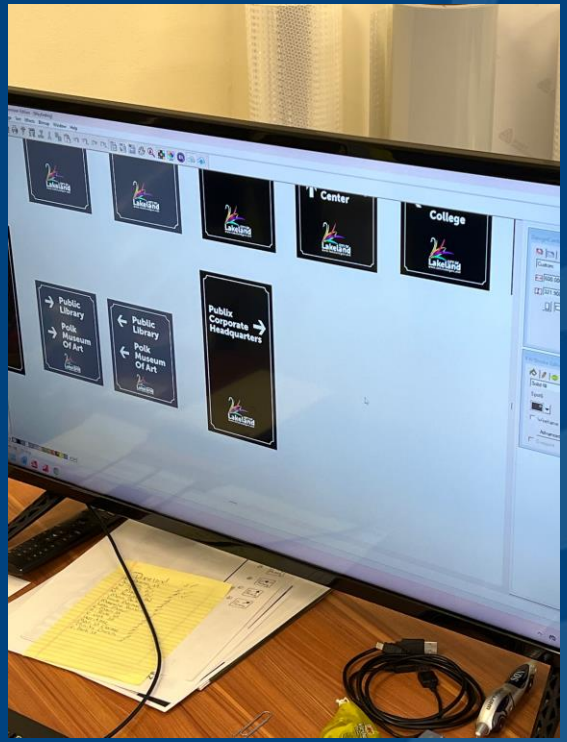
Branded Street Sign (Example)



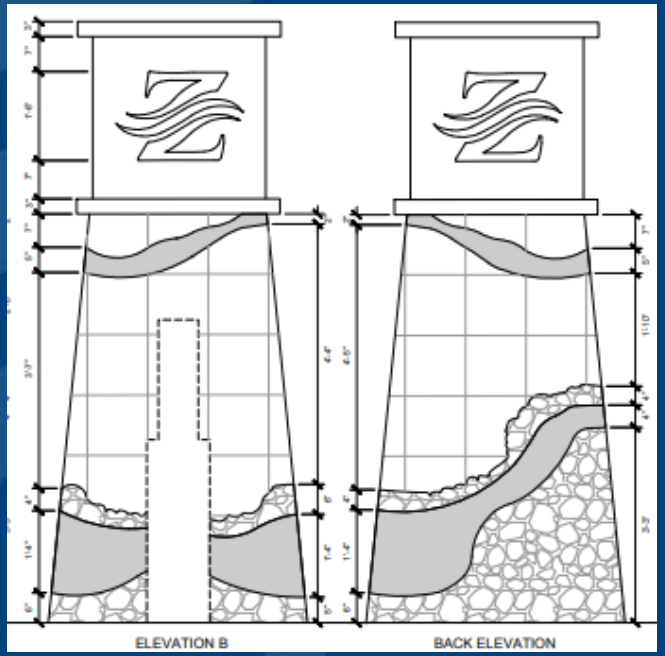
City of Lakeland

Branded Street Sign (Example)

City of Lakeland



Branded Median Installation (Example)



Branded Downtown Mural (Example)

Branded Municipal Building Monument Signage (Example)

City of Johnson City, TN

Branded Industrial Park Signage (Example)

City of Sun Prairie, WI

Zephyrhills
jump right in

Thank you!