



# City of Plant City Fiscal Year 2023-24 Budget



**Adopted Version**



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# **INTRODUCTION**

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## Budget Message

Bill McDaniel, City Manager

September 25, 2023

Honorable Mayor, Vice Mayor, City Commissioners, and Citizens:

The Fiscal Year 2023-24 Budget is a balanced, responsible budget with a proactive spending plan that will benefit Plant City taxpayers for years to come. The General Fund Budget for Fiscal Year 2023-24 is \$50,458,963, while the total budget (including Water/Sewer, Solid Waste, Stormwater, Streets, and several special revenue funds) is \$108,779,353. The millage rate is set at 5.7157 mills, which includes 1.0 mil dedicated solely to street resurfacing and related maintenance. With a net increase of nine employees, the City's total workforce will be 491 employees.

This budget serves as a spending plan and investment in our community and our workforce. The CRA has dedicated funds to Downtown and Midtown to encourage private sector development to revitalize the area. The following core strategies are emphasized in this budget:

- Facilitate Economic Development
- Foster Community Engagement
- Empower Outstanding Customer Service
- Engage in Effective Communication with Internal and External Stakeholders
- Maximize Organizational Effectiveness

### **ECONOMIC DEVELOPMENT**

Plant City is the second largest incorporated city in Hillsborough County and is located along the I-4 corridor. The City provides funding to the Plant City Economic Development Corporation for creating new jobs, investment of new capital, and expansion of the local tax base in Plant City. Therefore, \$150,000 is included in the budget for the Plant City Economic Development Corporation to market Plant City on a full-time basis, which includes a \$10,000 annual investment fee to the Tampa Hillsborough Economic Development Corporation to furnish leads and identify incentive programs for new business recruitment and existing business expansion.

Financial aid is budgeted for the following organizations: Plant City Chamber of Commerce (\$65,000); Boys and Girls Club of Plant City (\$20,000); Railroad Museum Society (\$25,000); Economic Incentive QTI Program (\$31,114); Plant City Main Street (\$50,000); Arts Council of Plant City (\$10,000); and, \$2,000 each to Black Heritage Celebration, Improvement League of Plant City for MLK Festival, and the Plant City Christmas Parade.

### **INVESTING IN OUR WORKFORCE**

The employees of the City of Plant City are our greatest asset, just like in the private sector. As such, all full-time, non-bargaining employees are proposed to receive a 13.5% adjustment on October 1 which includes a 4.5% increase attributed to COLA and a 9% market adjustment. In addition, the following have been included:

- Non-Step Employees
  - Minimum starting rate of \$17.20 per hour
  - Maintain the current pay grade structure
- Police Department Step Employees
  - Maintain current step plan and percentages between steps
  - Employees are eligible for a step increase on their anniversary date
- Fire Department Step Employees – Captains and Battalion Chiefs Only
  - Maintain current step plan and percentages between steps
  - Employees are eligible for a step increase on their anniversary date
- Increased the workforce to 491 by adding nine new positions at a cost of \$586,100, which includes eight Governmental positions and one Enterprise position.
- \$20,000 to continue the tuition reimbursement program for employees seeking a degree and \$40,000 to continue the Certified Public Manager (CPM) program.
- An annual holiday bonus of \$250.

- A monthly car allowance of \$400 for eligible employees.
- An additional \$63,000 across all funds to share the 3.75% health insurance premium increase with employees.

Fire Department Collective Bargaining Unit (CBU) Employees – Firefighters and Drivers

- CBU employees are being offered a 13.5% COLA/market adjustment on October 1.
- In addition, eligible employees are being offered a 4% merit increase on their anniversary date.
- Implementation will be based upon ratification of the pending collective bargaining agreement.

### **INVESTING IN CAPITAL OUTLAY**

The City has major Capital Improvement Projects on the horizon as an investment in our community to maintain the utility system, improve travel on roads throughout the City, provide aesthetically pleasing park spaces, and enhance the quality of life for our residents and businesses.

- Invest \$4.3 million to resurface arterial roads, neighborhood streets, and sidewalks: \$4 million is generated from the 1.0 mil property tax and \$300,000 will be funded from a Community Development Block Grant.
- Several Parks and Recreation projects: add \$500,000 toward the construction of a new Planteen Events Center; improve cemetery roadways for \$125,000; provide \$300,000 toward funding the construction of a new cemetery administration building; \$150,000 to initiate design and development of a columbarium; replace the Recreation Division's storage barn at the Otis M. Andrews Sport Complex for \$250,000; and other park improvements for \$1,111,000.
- Water and sewer infrastructure improvements of \$4,890,000 to repair lift stations, replace generators, pumps, water storage tanks, meters, and force mains to improve water quality and provide a more efficient system; and \$600,000 to evaluate sustainability and resilience of the City's Water Reclamation Facility and \$1,500,000 to upgrade the reclaimed water storage tanks.
- Appropriate \$50,000 toward the future upgrade of the Advance Traffic Management System (ATMS); \$50,000 for Fiber Optic Cable Upgrade, and \$100,000 for Traffic Signal Cabinets.
- Invest \$200,000 towards the rehabilitation and repair of stormwater drainage pipes and inlets, and \$100,000 for bridge and culvert repairs.

### **FUND DISCUSSION**

The **General Fund** budget is projected to rise \$3.68 million over Fiscal Year 2022-23 due to \$3,239,507 additional ad valorem tax revenue, \$600,000 for ½ Cent Sales Tax, and \$491,000 in franchise fees. The dedicated 1.0 mil of the ad valorem millage rate will generate revenue of \$4,003,818, which is committed solely for street resurfacing and related infrastructure improvements.

The **Street Fund** remained stable at \$3.1 million, with a minor increase of \$114,847. Increases in operating costs and capital outlay resulted in \$198,696 being taken from fund balance. This fund has improved significantly.

The **Water and Sewer Fund** budget of \$27.5 million increased by \$4,351,239. The increase is primarily due to an increase in revenues, and a \$2,000,000 transfer from the Wastewater Development Fee fund to pay for debt service. The budget will use \$0 of fund balance for operating expenses and current projects. Revenue projections include a rate increase of 3.58% based on the deflator index as specified in the code.

The **Solid Waste Fund** budget of \$9.9 million increased by \$444,320. This increase is due to increase in disposal costs and increase in demand for service as the City grows. Revenue projections include a 3% increase for all customers, as specified in the code.

The **Stormwater Fund** will see an increase of \$457,007 to a total budget of \$4.3 million, primarily due to the 3% rate increase per code to address drainage improvements. The budget includes \$500,000 toward the McIntosh Preserve Wetland Expansion project, which resulted in the use of \$288,027 from fund balance.

The **Community Redevelopment Agency** assessed valuation increased to \$346.6 million, with a tax increment value of \$277.7 million over the base value of \$68.9 million. The Plant City millage rate remained at 5.7157, which generated an additional \$309,089 to be used in the district. Some main projects are parking lot improvements (\$50,000), street resurfacing generated from the 1.0 mil (\$263,834), parking lot at Alabama and Evers Streets (\$100,000), South Collins Street intersection improvements (\$100,000), brick road restoration (\$100,000), and Midtown utility improvements (\$100,000).

### **ORGANIZATION-WIDE POSITIONS**



There was an increase of nine positions added to the budget for Fiscal Year 2023-24; specifically, an increase of eight positions to the General Fund, and an increase of one position to the Solid Waste Fund. A detailed listing can be seen below:

#### **General Fund**

- A Senior Planning Technician was added to Planning & Zoning.
- Three Police Officers to work solely in the CRA District were added to the Police Department, and two Community Services Officers.
- A Parks Ranger and a Tennis Facility Coordinator for the Parks & Recreation Department.

#### **Solid Waste Fund**

- One Refuse Collector position was added due to the increase in service requirements.

#### **SPECIAL RECOGNITION**

The City received several awards throughout various departments. Below are a few of these special recognitions:

The Finance department received the Distinguished Budget Presentation Award from the Government Financial Officers Association (GFOA) for the seventh consecutive year. The award is the highest form of recognition in governmental budgeting and represents a significant achievement for the City and its budget. We believe the current budget will meet the guidelines of the Program's requirements to receive the award.

The GFOA awarded the City the Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report for the sixth consecutive year. This prestigious award meets the program requirements and satisfies generally accepted accounting principles and applicable legal requirements.

In addition, GFOA awarded the City its first-ever Popular Annual Financial Report (PAFR) Award, for producing a condensed version of the annual financial report, which provides our readers an overview of the City and its financial activities.

The Plant City Police Department was reaccredited by the Commission for Florida Law Enforcement Accreditation (CFA) for the seventh consecutive cycle and maintained designation as an Excelsior agency. The CFA Excelsior designation is the highest level of achievement in Florida accreditation that a criminal justice agency can achieve.

Police department employees received individual awards from the following outside agencies:

- Sara Collins - Telecommunicator of the Year (Optimist Club)
- Detective Brittany English - Officer of the Year (Optimist Club)
- Officer Joshua Snyder – Officer of the Year (East Hillsborough Law Enforcement Appreciation Association)
- Carmen Butts - Civilian of the Year (Elks Club)
- Chief James M. Bradford - President's Award (Plant City Black Heritage Celebration)

The Fire department had an individual award presented to Battalion Chief John Carter as the 2022 Firefighter of the Year by the Elks Club. Chief Carter collected turkeys to sponsor families at Christmas through the Plant City United Food Bank.

The Hillsborough County Planning Commission presented the Award of Merit in the *Investment, Planning & Historic* category to the City of Plant City for Fire Station 3 which supports the motto "Preserving the Past. Embracing the Future."

The Florida Water Environment Association awarded the Utilities department with the Public Education Award in the Campaign Category, which recognizes organizations for significant accomplishments that foster and support the development of public education and outreach programs. The organization also awarded Chief Plant Operator Patrick Murphy with the Leroy H. Scott Award, which is given to a wastewater treatment plant operator who has made the greatest contribution to fellow operators, or who did the best job in operating a plant.

These accomplishments are a testament to the daily contributions and dedication of all employees in the City.

#### **CONCLUSION**

The Fiscal Year 2023-24 Budget is balanced thanks to the collective efforts of all departments. I want to thank CFO Diane Reichard, Budget Manager LaChica Spencer, and our department directors for their outstanding efforts in preparing a sustainable spending plan for Fiscal Year 2023-24.

I sincerely appreciate the leadership and support from the City Commission in guiding the financial policies of the City in an effective manner.

Respectively submitted,

Bill McDaniel  
City Manager

## Core Strategies

The City Manager's five Core Strategies are used throughout the budget process.

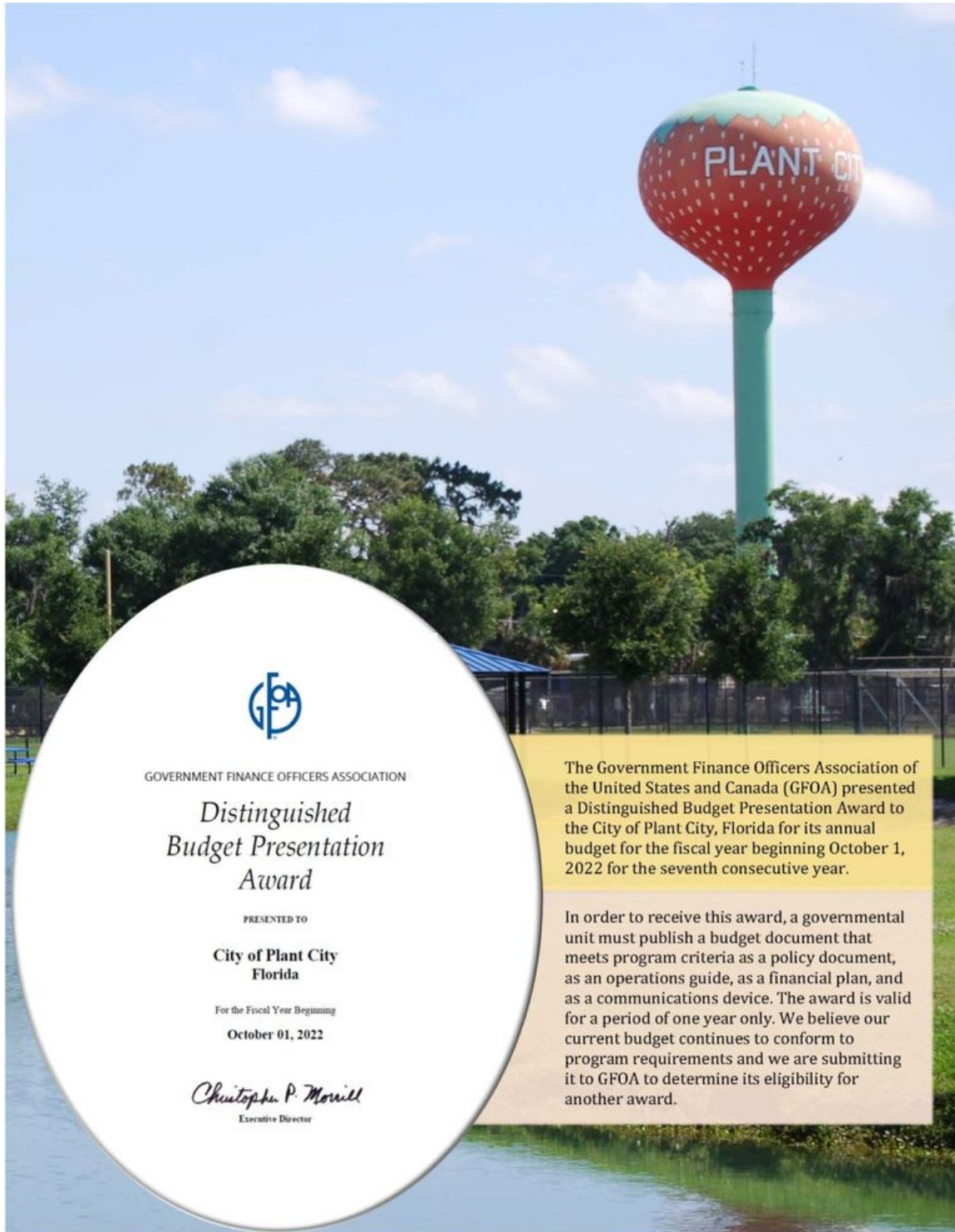
**Direct References:** Capital Projects & Performance Measures



## Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Plant City, Florida for its annual budget for the fiscal year beginning October 1, 2021 for the sixth consecutive year.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.



## **Commission**



### **City Commission**

Nathan A. Kilton, Mayor  
Mary Thomas Mathis, Vice Mayor  
William D. Dodson, City Commissioner  
Michael S. Sparkman, City Commissioner  
Jason Jones, City Commissioner

### **City Manager**

Bill McDaniel

### **Chief Financial Officer**

Diane Reichard

### **City Attorney**

Kenneth W. Buchman

### **City Clerk**

Kerri J. Miller

# Department and Division Managers

## City Manager

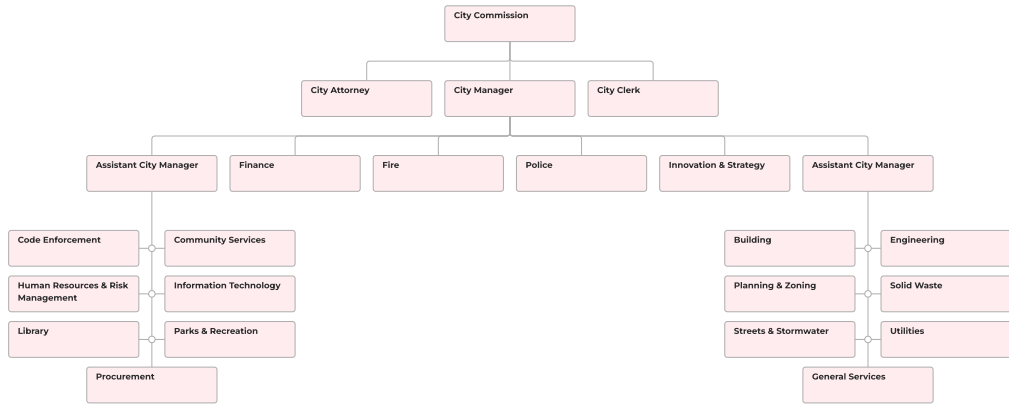
## Bill McDaniel

Assistant City Manager	Mercedes Perez
Assistant City Manager	Jack Holland
Chief Financial Officer	Diane Reichard
Budget Manager	LaChica Spencer
Chief Accountant	Tyler Corbett
Utility Billing Manager	Leticia Camargo
Innovation & Strategy Director	Lauren Shatto
Procurement Director	Robert Rosenstein
Interim Fire Chief	Tim Mossgrove
Human Resources & Risk Management Director	Cristi Charlow
Police Chief	James Bradford
Building Official	Ray Proctor
Code Enforcement Manager	Tina Barber
Community Services Manager	Denise McDaniel
General Services Manager	Jim Rini
Sr. Fleet Coordinator	Mark Emery
Information Technology Manager	Kent Andrel
Parks & Recreation Director	Julie Garretson
Parks Superintendent	Wayne Meyer
Cemetery Superintendent	Greg Novak
Recreation Superintendent	Tim Fettig
Planning & Zoning Manager	Julie Ham
Library Director	Paul Shaver
City Engineer	Robert Wassum
Streets and Stormwater Director	Wayne Everhart
Solid Waste Director	Jill Sessions
Utilities Director	Lynn Spivey
Utilities Maintenance Superintendent	Luis Oquendo
Utilities Maintenance Superintendent	Tony Bauer
Utilities Operations Superintendent	Mike Darrow



# Organization Chart

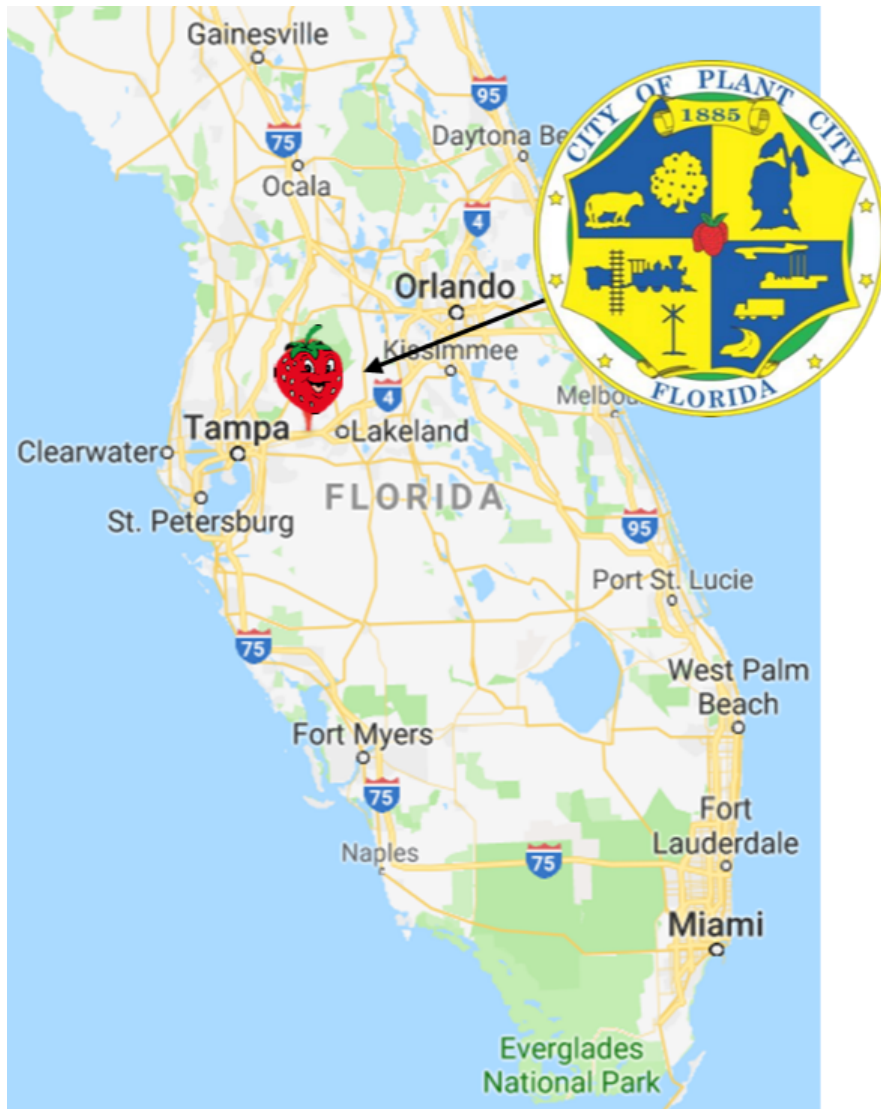
## Organization Chart





## City Overview

Plant City is located in Hillsborough County on the west coast of Florida between Tampa and Orlando.



## City Overview - Governance

**Date of Incorporation:** January 10, 1885

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

**Original Charter Adopted:** 1927

**Form of Government:** Commission - Manager

**Mayors Serving Plant City since 1885:** 68

**City Managers Serving Plant City since 1927:** 16 (1927 Charter enacted to appoint a mayor)

## City Overview - Contact Information

**Website:** [www.plantcitygov.com](http://www.plantcitygov.com) (<http://www.plantcitygov.com>)

**Address:** 302 W. Reynolds Street, Plant City FL 33563

**Phone:** 813-659-4200

## City Overview - City Facilities

Facility	Address
City Hall	302 West Reynolds Street
Fire Station 1	604 East Alexander Street
Fire Station 2	809 North Alexander Street
Fire Station 3	1702 North Park Road
Library	302 McLendon Street
Parks and Recreation	1904 South Park Road
Police	1 Police Center Drive
SGM Community Center	302 South Maryland Avenue
Streets/Stormwater	4702 Sydney Road
Traffic	1304 West Spenser Street
Utilities/Solid Waste	1802 West Spooner Drive

## City Overview - Historic Overview

### ***Located in the Heart of Central Florida***

Plant City has a rich history dating back to the mid-1800s when settlers first began to populate Florida. Plant City was incorporated in 1885, 16 years after the state was chartered. Plant City derives its name not from the surrounding agricultural industry which greatly added to the city's growth, but from Henry Bradley Plant.

### ***Ichepucksassa***

Plant City's original name was Ichepucksassa after the Indian village that once occupied this territory. So much confusion was created with the spelling and pronunciation that the Irish postmaster renamed the village Cork, after his home city. In 1884, Henry B. Plant extended the South Florida Railroad into the town and one year later, when the town was incorporated, it was once again renamed this time in honor of Henry B. Plant.

### ***The Winter Strawberry Capital of the World***

Originally, Plant City was a large cotton center. Changing its major crop to strawberries has brought it national recognition. Today, over 3/4 of the nation's midwinter strawberries come from Plant City. At the Florida Strawberry Festival, held each winter, you can taste some of the finest shortcake, pie, and cobblers made from the freshest strawberries in the land.

### ***Additional Information on Plant City History***

Other information regarding the history of Plant City is available at the Quintilla Geer Bruton Archives Center located on the ground floor of the 1914 Plant City High School Community Center, 605 North Collins Street, Plant City, Florida 33563. The Center holds more than 2,000 books, family, historical, genealogical and photographic files, periodicals, newspapers and records on microforms.

# City Overview - Detail Overview

## **Profile of the Government**

The City of Plant City, a municipal corporation of the State of Florida located in Hillsborough County, was initially incorporated on January 10, 1885. Plant City is strategically located in Central Florida, along the I-4 corridor nestled between three large metropolitan cities: 25 miles east of Tampa, and 50 miles west of Orlando, and within ten miles of Lakeland. Plant City prides itself as the “Winter Strawberry Capital of the World,” and offers a hometown feel of a warm, thriving community. With its network of highways, state roads, and active rail lines that run through the community, Plant City provides the perfect location for manufacturing and distribution ventures. In addition, Plant City has proven to be an integral part of the global marketplace utilizing the cargo facilities at three international airports, three regional airports and the Port of Tampa.

Plant City has a reputation as a community that proudly offers safe walkable neighborhoods, charming historic districts, high quality schools, unique retail, dining and entertainment options. The City's location, climate, natural resources, and sense of community have influenced the City's growth. Residents and visitors enjoy numerous year-round recreational opportunities, which results in the perfect blend of community and prosperity.

The citizens enjoy a full range of services including general government, police and fire protection, ambulance service, engineering, streets, traffic, parks, recreation, planning, zoning, community services, code enforcement, and a library. The City also provides water, wastewater treatment, solid waste and stormwater as enterprise activities. Electric, telephone, gas and cable television services are provided by franchisees. The City includes two dependent special districts consisting of Community Redevelopment Agency and Walden Lake Community Association Local Government Neighborhood Improvement District.

## **City Structure**

The City operates under the Commission/Manager form of government. Five Commissioners are elected at large for a three-year term with no term limits, which constitute the governing body of the City with legislative authority. The City Commission enact laws and ordinances, approve the annual budget, set policy and direction for various functions of the government, and appoint citizens to serve on various advisory boards and committees. At the first regular meeting in June, the City Commission shall, by majority, elect one of its members as Mayor. The Mayor selects the Vice-Mayor, and together, they serve a one-year term until the successor is appointed.

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

## **Local Economy**

Plant City has a population of approximately 40,365 residents and is also a popular seasonal destination for visitors and part-time residents from both the United States and abroad during the winter months. Close proximity to the Tampa International Airport provides convenient access to part-time residents and out-of-state visitors. The population has increased over the last six years and is projected to continue to steadily increase.

Seasonal employment is common in Plant City due to the influx of seasonal residents and visitors during the winter months. The length of the typical “season,” when most visitors and seasonal residents visit, lasts from approximately November through April. The seasonal influx of visitors and part-time residents does not create challenges for retail and commercial businesses, it only enhances the year-round client base to remain financially sustainable.

Property values have significantly increased in 2017 through 2022, rebounding from its lowest level in 2013, resulting in assessed property values that exceeded Plant City's peak in 2008. The property tax base is split 49-51 between residential and non-residential types. As the second largest city in Hillsborough County, and the largest city in Hillsborough County along the I-4 corridor, the City's number one priority is “Facilitating Economic Development.” The City continues to support the Plant City Economic Development Corporation, which is assisting with job creation and capital investment to expand the local tax base. Commercial developments continue to grow on Park Road and County Line Road. Also, the City is in the process of extending utilities on SR-39 which accommodate future growth. New residential stock will expand over the next ten years as new developments are approved in the northeast sector and the south end of town. The City is optimistic about the economic growth occurring in the community.

There are approximately 20,400 jobs in over 2,200 registered businesses in Plant City. The three largest workplace sectors include: Manufacturing (2,058 jobs) Retail Trade (2,919 jobs), and Health Care and Social Assistance (2,385 jobs). The municipality has recovered from the impacts of the 2007-2010 recession, with a current jobs-to-population ratio of 0.51. Today, there is greater employee inflow than outflow, with the highest employment densities located near Plant City Airport, around South Florida Baptist Hospital, and in the commercial cluster along James L. Redman Parkway/East Alexander Street.

**Redevelopment**

Plant City’s primary redevelopment area called “Midtown” is comprised of 15 acres near the City’s downtown. The City purchased property and completed street, water, sewer, stormwater, and clean-up activities, making the area prime for a firm to develop. The development should be consistent with the *CRA Redevelopment Plan and Midtown Redevelopment Vision Plan*. Various uses include retail, restaurant, office, and residential. This mixed-use development should include strong pedestrian design characteristics to promote pedestrian traffic and activity. Long-range plans for this area in the CRA district include road and parking improvements and using a mixed-use developer to improve Midtown. The CRA district continues to invest in downtown and midtown through incentives that create jobs and retain existing businesses, as well as improve the tax base.

**Comprehensive Plan and Zoning Code**

The Plant City Commission adopted a major update to the *Imagine 2040: Plant City Comprehensive Plan* on February 8, 2016 to ensure the implementation of the vision and goals of the residents of Plant City. Plant City’s future vision is as follows:

*Plant City is a diverse and vibrant “hometown” community. People work together to solve problems and ensure a better future for their children. Local businesses grow and prosper through innovation and hard work. Local government makes prudent investments in infrastructure and services. The safety and wellbeing of our citizens is a priority.*

This update was crafted to streamline and improve the overall understanding of the document, address legislative mandates, remove duplication, correct inconsistencies, prioritize staff resources, update project status, and encourage future economic opportunities within Plant City. Furthermore, the policy direction contained within this plan protects the integrity and character of our neighborhoods and the natural environment of Plant City. In addition, the adopted level-of-service standards for potable water, wastewater, transportation, solid waste, stormwater, public schools and recreation will be maintained through and beyond the horizon year of 2040.

Looking ahead, Plant City is projected to increase in population to more than 71,000 by 2040. Where will they live? Where will they work? Where will they play? How will they get there? Based on the results of extensive public outreach on these and other questions, the general structure and framework of the *Imagine 2040: Plant City Comprehensive Plan* was reorganized to include an introduction and four major components that, when combined, represent Plant City as a whole: People, Places, Natural Spaces and Governance. These four components are representative of those fundamental growth management elements required by Chapter 163, Part II, Florida Statutes.

To this end, the major goals of the Comprehensive Plan and Zoning Code is to promote or provide for a *Unique Sense of Place, Thriving Local Economy, Superior Education/Skills, Citizen Involvement and Quality Services & Infrastructure*.

**Growth**

Plant City continues to experience healthy business development activity. Over 4.7 million sq. ft. of business space has been either constructed or under construction over the past 12 months which is expected to generate over 842 jobs and nearly \$747 million in capital investment.

Some of the following major projects are under construction or have been completed in the 2022-23 budget year:

<b>Business</b>	<b>Type</b>	<b>Sq. Ft</b>	<b>Est. Jobs</b>	<b>Capex</b>
<b>Rice Road Commerce Park Ph 3 Building #5</b>	Warehouse	214,743		\$12MM



Business	Type	Sq. Ft	Est. Jobs	Capex
<b>County Line Farms</b>				
<b>Building #1 (Ace Hardware Corp)</b>	Warehouse	710,000	162	\$67.5MM
<b>Chick Fil A</b>	Restaurant	4,777		
<b>Toufayan</b>	Manufacturing	170,000	180	\$30MM
<b>Hope Lutheran Church – New Sanctuary</b>	Church	7,000		
<b>Gas Station/Dunkin Donuts</b>	Gas Station/Restaurant	4,675		
<b>City Furniture</b>	Warehouse/Retail/Office	1,263,248	500	\$120MM
<b>Fancy Farms Logistics Center</b>	Warehouse	298,967		\$15MM
<b>Plant City Mini Storage (James L Redman)</b>	Mini Warehouse	88,532		
<b>Central Florida Commerce Center Phase 4</b>	Warehouse	327,200		\$16.5MM
<b>Eastland East – Phase 1 (Southern Oaks)</b>	Warehouse	727,000		\$40MM
<b>Lakeside Logistics Phase 2</b>	Warehouse	414,549		\$20MM
<b>Baycare South Florida Baptist Hospital</b>	Regional Hospital	511,895		\$326MM

The following projects are planned and expected construction to begin this reporting year:

Business	Type	Sq. Ft	Est. Jobs	Capex
<b>Sonoco Expansion</b>	Manufacturing	250,000		\$12.5MM
<b>County Line Road Industrial</b>	Warehouse	330,460		\$16.5MM
<b>County Line Farms Phase II (Lowe's)</b>	Warehouse	1,204,632	200	\$70MM
<b>Eastland West Industrial Bldg 1</b>	Warehouse	320,000		
<b>Eastland West Industrial Bldg 2</b>	Warehouse	211,950		
<b>Eastland West Industrial Bldg 3</b>	Warehouse	229,500		
<b>Lakeside – Sage or Cadence</b>	Warehouse	167,200		
<b>Lakeside Station Ph III</b>	Warehouse	553,313		
<b>Lakeside Station – Weg Park Rd Complex</b>	Commercial/Retail	118,000		
<b>Lakeside Station Ph V</b>	Warehouse	1,203,611		
<b>Paradise Storage Conversion/Expansion</b>	Mini Storage	22,084 (new)		
<b>Rist Properties Cold Storage Expansion</b>	Cold Storage Warehouse	59,953		
<b>Stingray Chevrolet Collision Center</b>	Dealership Auto Shop	51,000		
<b>Walden Woods Office Complex</b>	Office	15,143		
<b>Roberts Ranch Road Industrial Bldg 1-RNDC</b>	Warehouse	812,500	700	\$70MM
<b>Roberts Ranch Road Industrial Bldg 2</b>	Warehouse	605,000		
<b>Master Building Products Warehouse</b>	Warehouse	158,663	25	\$15MM

# Population Overview



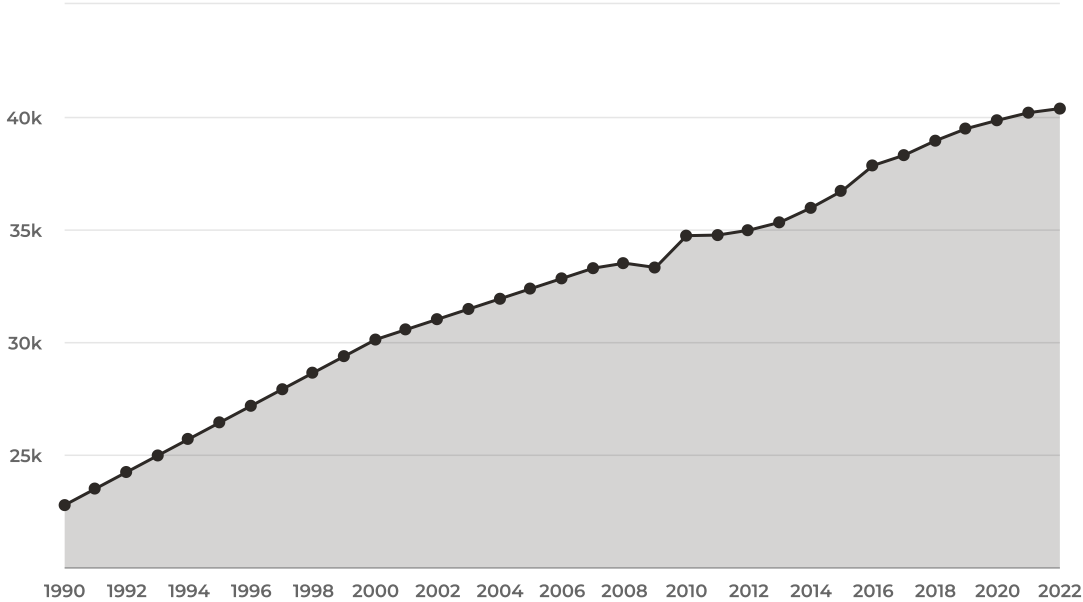
TOTAL POPULATION

**40,365**

▲ **.5%**  
vs. 2021

GROWTH RANK

**232** out of **414**  
Municipalities in Florida



\* Data Source: Client entered data for year 2022



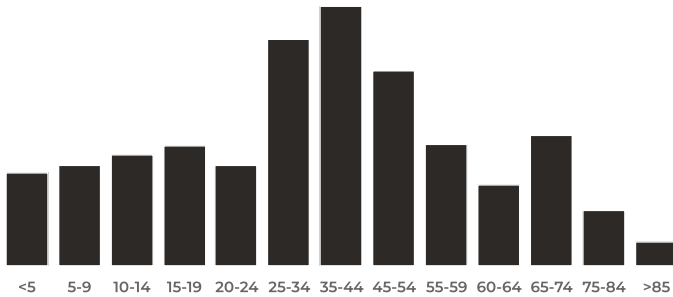
DAYTIME POPULATION

**41,669**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey 5-year estimates

## POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

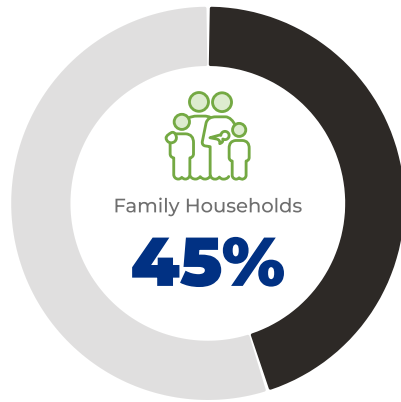
\* Data Source: American Community Survey 5-year estimates

## Household Analysis

TOTAL HOUSEHOLDS

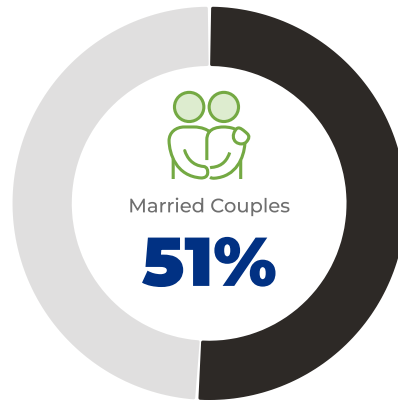
# 14,500

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



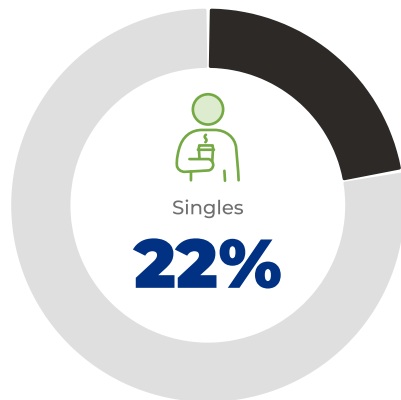
▼ 4%

lower than state average



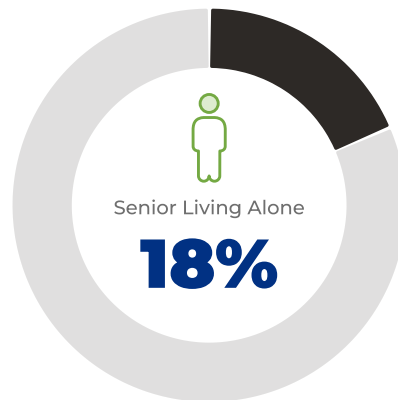
▲ 9%

higher than state average



▼ 24%

lower than state average



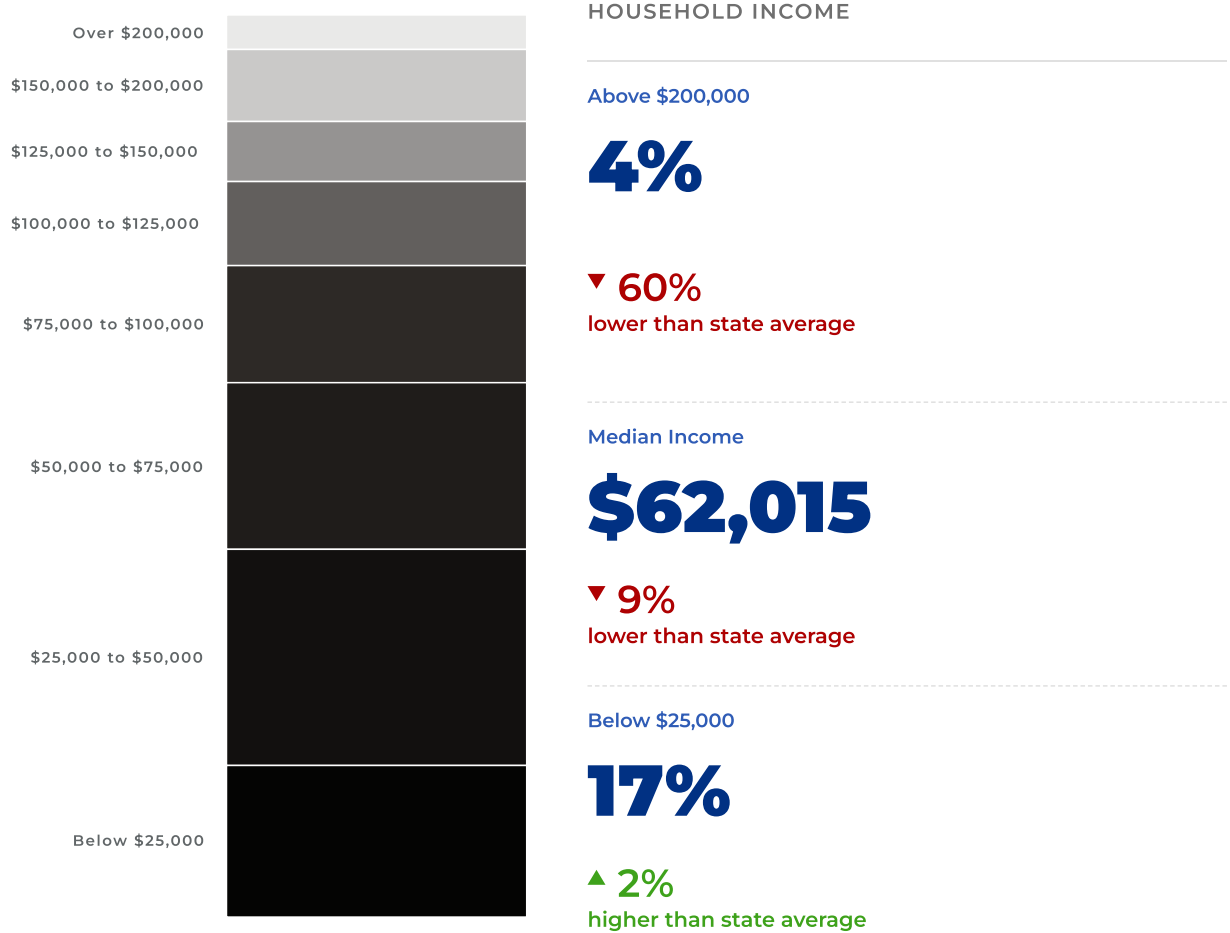
▲ 14%

higher than state average

*\* Data Source: American Community Survey 5-year estimates*

# Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



\* Data Source: American Community Survey 5-year estimates



# **Mission, Vision, and Values Statements**

## **Mission Statement**

Our mission is to provide excellent customer service, ensure safety, preserve hometown values and promote economic opportunity.

## **Vision Statement**

An Ethical, transparent, and creative organization, recognized for the depth and quality of our service to our community.

## **Values Statement**

Leadership is more than a T.I.T.L.E., it's Respect too!



## Mission Statement

*Our mission is to provide excellent customer service, ensure safety, preserve hometown values and promote economic opportunity.*

## Vision Statement

*An Ethical, transparent, and creative organization, recognized for the depth and quality of our service to our community.*

## Values Statement

*Leadership is more than a T.I.T.L.E., it's Respect too!*

# Values

## TEAMWORK

We will know we are living out this value when we exhibit the following behaviors one to another (and to others we serve):

1. Open and frequent communication.
2. Cooperation.
3. Collaboration, initiative and innovation.

## INTEGRITY

We will know we are living out this value when we exhibit the following behaviors one to another (and to others we serve):

1. We value input from all parties.
2. We are impartial and trustworthy.
3. Our decisions and actions are seen as fair.

## TRANSPARENCY

We will know we are living out this value when we exhibit the following behaviors one to another (and to others we serve):

1. We are accessible (we can be reached in a timely manner).
2. We are responsive.
3. We are open to and invite participation and collaboration.

## LEADERSHIP

We will know we are living out this value when we exhibit the following behaviors one to another (and to others we serve):

1. Effective communication.
2. Visionaries.
3. Consistent.

## EXCELLENCE

We will know we are living out this value when we exhibit the following behaviors one to another (and to others we serve):

1. Knowledge and application of best practices that have been tried, tested, and proven by other organizations.
2. Continuously meet and exceed all expectations.
3. Continuously learning and improving.

## RESPECT

We will know we are living out this value when we exhibit the following behaviors one to another (and to others we serve):

1. Interact with others with politeness and civility.
2. Seek and listen to input from others.
3. Fairly consider the opinions of others.



## VALUES

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# Financial Policies

Includes:

- Financial Policy
  - Fund Structure
  - Basis of Budgeting
  - Budget Process
- Fund Balance/Reserve Policy

# Financial Policy

The City of Plant City Financial Policy serves as a foundation for long- and short-range planning, facilitate decision making, and provide direction to staff for handling the City's day-to-day financial business. The policy establishes the financial guidelines that provide a standard of performance endorsed by both the City Commission and management. A written policy becomes the conscience of the organization by reducing the uncertainties for making unprecedented financial decisions. Due to the diverse nature of the City's numerous departments, clearly defined financial policies minimize the risk of developing conflicting or inconsistent goals and objectives which could have a negative impact on the overall financial position of the City.

## **Fund Structure**

### **Major Funds**

Below is a list of funds, of which, the City has five major funds, two in Governmental – General Fund and CRA and three in proprietary, Water/Sewer, Stormwater and Solid Waste.

### **Governmental Funds**

The City maintains twenty governmental funds. The largest of these funds is the General Fund which contains the operating expenditures for general government services, public safety, physical environment, transportation, culture and recreation, and economic development. Other funds included in the governmental fund category are ten Special Revenue funds (Community Redevelopment Agency Fund, Law Enforcement Trust Fund, Federal Equitable Shared Fund, Ticket Surcharge Fund, Community Investment Tax Fund, Cemetery Escrow Fund, Library Donations Fund, Community Development Fund, Street Fund, and Tree Fund. There are also two debt service funds: CIT Debt Service Fund and 2012 Non-Ad Valorem Debt Service Fund). In addition, there are eight Capital Projects funds (Capital Improvement Fund, Street RR&I Fund, Community Investment Tax Fund, Library Impact Fees Fund, Fire Impact Fees Fund, Police Impact Fees Fund, Parks and Recreation Impact Fees Fund, and Transportation Mobility Fees).

### **Proprietary Funds**

The City maintains ten proprietary funds, comprised of enterprise funds, capital project funds, and internal service funds. There are three enterprise funds that are used to report revenues and expenses the same way that private enterprise does with the motive to recover all costs and make a profit. These include Water/Sewer Fund, Solid Waste Fund, and Stormwater Fund. All enterprise funds are expected to be self-supporting. In addition, there are five enterprise Capital Project funds (Water/Sewer RR&I Fund, Water Development Fund, Wastewater Development Fund, Solid Waste RR&I Fund, and Stormwater RR&I Fund). There are two internal service funds which are used to centralize services and allocate the cost of service within the City government. These are the Fleet Replacement Fund and the Workers' Compensation Fund.

### **Fiduciary Funds**

Fiduciary funds are used to account for resources held for the benefit of parties outside the City. The accounting used for fiduciary funds is much like that used for proprietary funds. These funds are not available to support City operations. The City's safety employee's pension trust fund is included in the fiduciary fund type. This fund is not budgeted.

***See Fund Structure for flow chart of Governmental and Proprietary Funds.***

## **Operating Budget Policies**

- The fiscal year of the City is October 1 through September 30 as prescribed by State Statutes.
- In January, the Chief Financial Officer issues a budget calendar setting forth all the dates when budget instructions will be issued and when proposed department budgets and Capital Improvement Program requests are due. The calendar also lists dates of budget decisions and department head meetings to review the proposed budget with the City Manager. ***See Budget Process.***

- On or before September 1 each year, the City Manager presents to the City Commission a proposed budget for the fiscal year commencing October 1, along with an explanatory message.
- The City Manager's proposed budget shall be available to the public for inspection and copying and published on the City's website. The County Tax Collector sends a notice to all property owners, in accordance with the Truth in Millage Act, stating the effect of the millage rate on their property tax bill, as well as the scheduled dates and location of the public hearings.
- During the scheduled City Commission meetings in September, the City Commission holds two public hearings on the proposed budget. At the second public hearing, the City Commission adopts the budget by the passage of an ordinance.
- Encumbrance Carryover – If a fund has open and valid purchase orders at the end of a fiscal year, those related appropriations are encumbered and carried over to the ensuing fiscal year and added to the budget appropriations to cover the actual expense when it occurs.
- All appropriations not spent or encumbered at the end of the fiscal year lapse into the fund balance applicable to the specific fund, except for Capital Projects and Grant Funds.
- Annual budgets are adopted for the General Fund, Special Revenue Funds, Debt Service Funds and Enterprise Funds.
- Budgetary control is maintained at the department level. Department heads are permitted to transfer appropriations between line items within the operating expense category of their budget. Transfers between categories requires City Manager approval. The City Manager may transfer from contingency within the special appropriations category to any department within the General Fund. All other types of budget transfers or amendments must be approved by the City Commission. Expenditures may not legally exceed budgeted appropriations at the department level.
- The City Commission may amend the adopted budget, upon recommendation by the City Manager, by making supplemental appropriations from actual revenues received, anticipated revenues, grant revenues, bond proceeds, new fees or encumbrances carried over from the prior fiscal year.
- The City Commission may amend the adopted budget, upon recommendation by the City Manager, by decreasing appropriations below the adopted budget during the fiscal year brought upon by changes in service demand, economic conditions and projected growth limits.
- The City will comply with all Federal, State and Local legal requirements pertaining to the operating budget.
- The City has the following budgetary basis: Budgets for funds that have formal budgetary integration are prepared in accordance with generally accepted accounting principles. Budgets for governmental funds are adopted using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are recognized in the period in which the fund liability is incurred (except matured interest on general long-term debt, which is recognized when due). While budgets for the proprietary fund types are not required by generally accepted accounting principles (GAAP) or by state or local law, they are adopted using the modified accrual basis of accounting to provide for comparability with the other funds. Comparing a budget prepared on a cash basis to actual expenses recorded on the accrual basis can be misleading in a budget document. The following three items are presented differently: capital project expenses, principal debt payments and reserve for future capital.
- A balanced budget is achieved when the amounts available from taxation and other revenue sources, including amounts from the unassigned fund balance, equal the total appropriations for expenditures.
- Fund balance is made up of nonspendable, restricted, committed, assigned and unassigned. Nonspendable fund balance consists of amounts that cannot be spent either because they are in a nonspendable form or because they are legally or contractually required to remain intact. Restricted fund balance consists of amounts that can be spent only for specific purposes because of the City Charter, City Code, State or Federal laws, or externally imposed conditions by grantors or creditors. Committed fund balance consists of amounts that can be used only for specific purposes determined by a formal action by the city commission or resolution. Assigned fund balance consists of amounts that have been designated by the City for a particular purpose but are neither restricted nor committed. Unassigned fund balance consists of all amounts not included in the other classifications. On February 8, 2021, the City Commission adopted Resolution No. 20-2021, which revised the Fund Balance Policy. This policy is included in a separate section.
- The City will employ an expenditure and revenue forecasting system to allow for effective financial planning.

- Essential services will receive first priority for funding. The City will attempt to maintain current service levels for all essential services.
- The City will consider non-essential services for reduction or elimination, if necessary, before essential services.
- The City will consider the establishment of user fees as an alternative to service reductions or elimination.
- The City will attempt to avoid layoffs of permanent employees to balance the budget. If possible, personnel reductions will be scheduled to come primarily from attrition.
- The City will pay for all current expenditures with current revenues. Long-term debt will not be used for funding current expenditures. The City will not accrue future years' revenues or roll over short-term debt.
- The budget will provide for adequate maintenance and repair of capital plant and equipment and provide for their replacement when funds are available.
- The City will maintain a vehicle replacement fund and will charge the user fund annually for replacement of the equipment. The amount of the charge will provide funds for the projected future cost of replacing the vehicles.
- The budget will provide sufficient funding to cover annual debt service costs.
- The City will consider technological and capital investment programs which are cost effective and which will reduce operating costs, as high funding priorities.
- The City will maintain a budgetary control system to ensure adherence to the budget and will use a budget/encumbrance control system to ensure proper budgetary control.
- The City administration will prepare quarterly reports comparing actual revenues and expenditures to budgeted amounts.
- Where possible, the City will integrate service levels and performance measures within the budget.
- At least annually, surplus and obsolete property will be disposed of through auction. This revenue will be returned to the fund that purchased the equipment.
- All enterprise fund operations should be self-supporting and will pay administrative and other appropriate service charges to the General Fund for administrative support.
- The total number of permanent full-time and part-time positions approved in the annual operating budget may not be exceeded without prior approval of the City Commission.
- The City will coordinate the development of the Capital Improvement Program with the development of the operating budget to ensure future operating expenditures and revenues associated with new capital improvements will be projected and incorporated into the current and future operating budgets.
- The City will update the Financial Trend Monitoring System annually to provide current information regarding its financial condition.

### **Revenue Policies**

- The City will take active measures to encourage economic development, thereby developing a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.
- The City will consider establishing user charges and fees at a level closely related to the full cost of providing the services (i.e. direct, indirect and capital costs), taking into consideration similar charges/fees being levied by other organizations.
- The City will recalculate the full cost of activities supported by user fees to identify the impact of inflation and other cost increases, and will take this into account when revising fees.
- Targeting specific revenues for special programs or projects is discouraged, as it promotes fiscal inflexibility. However, intergovernmental grant assistance will be targeted as much as possible toward capital improvements.
- The City will seek Federal and State grant and capital improvement funds for projects of benefit to the City and for which funds to cover increased operating expenses are projected to be available.
- The City will avoid the use of one-time revenues for ongoing expenditures. Any such use shall be noted and justified in the budget. One-time revenues should be used to fund one-time expenditures.
- The City will maintain development fees and impact fees to help meet projected capital needs and will review those fees on an annual basis.

### **Debt Policies**

- The City will issue bonds only for capital improvements including infrastructure and equipment, of which the term shall not exceed the useful life of the expenditure being financed.



- Whenever possible, the City will use special assessment, revenue, or self-supporting bonds instead of general obligation bonds.
- The City will limit general obligation bonds to no greater than two and a half percent (2.5%) of the non-exempt assessed valuation of the City.
- The City will not issue notes or bonds to subsidize or finance current operations.
- The City will publish and distribute an official statement for each bond issue.
- If cost effective, the City will purchase private bond insurance at the time of issuance of the bonds.
- General Obligation debt will not be used to finance the activities of enterprise funds whether of a capital or operating nature.
- The City will defease existing bond issues if the resulting savings is significant.
- The City will maintain an adequate debt service fund regarding each bond issue.
- The City will seek to maintain high bond ratings in order to minimize borrowing costs and preserve access to credit.

### **Cash Management / Investment Policies**

- The City will deposit all cash receipts within twenty-four hours of receipt.
- The City will collect revenues aggressively, including past due bills of any type and will utilize an outside collection agency to accomplish this.
- The City will maintain a prudent cash management and investment program in order to meet daily cash requirements, increase funds available for investment, and earn maximum rates of return on invested funds commensurate with appropriate security.
- The City will follow its adopted investment policy when handling public funds.
  - The primary objectives of the adopted investment policy, in priority order of investment activities shall be safety, liquidity, and yield. Investments not listed in the investment policy are prohibited.
  - The City Manager receives a quarterly investment report which includes a management summary of the investment portfolio and a listing of the transitions made over the last quarter. The summary shall be prepared in a manner to ascertain whether investment activities during the reporting period have conformed to the investment policy regarding authorized investment types, credit rating, maturity limitations and, portfolio consumption.

### **Accounting, Auditing and Financial Reporting Policies**

- An independent audit will be performed annually, including the issuance of a management letter.
- The City administration will promptly evaluate the audit management letter recommendations, determine the proper actions in response to these recommendations and complete within established time frames, all actions that correct or otherwise resolve the matters included in the management letter.
- The City will produce financial reports in accordance with Generally Accepted Accounting Principles (GAAP).
- The City will maintain the highest level of accounting practices consistent with Generally Accepted Accounting Principles promulgated by the Government Accounting Standards Board.

### **Capital Improvement Program Policies**

- The City will adopt the first year of a multi-year Capital Improvements Program and Asset Management Program. These programs will be updated annually and every effort will be made to complete all improvements in accordance with the plans.
- The City will coordinate the development of the Capital Improvement Program with the development of the operating budget to ensure future operating expenditures and revenues associated with new capital improvements will be projected and incorporated into the current and future operating budgets.
- The Asset Management Program is for maintenance of capital improvements for the purpose of taking care of what currently exists.
- A Capital Improvement Project is defined as infrastructure, equipment or construction which results in a capitalized asset costing more than \$50,000 and having a useful life of two or more years.
- The City will determine the least costly financing method available for all new capital improvement projects.

- All projects in the Comprehensive Improvement Element (CIE) of the Comprehensive Plan will be included in the Capital Improvement Program.

# Fund Structure

## Major Funds

Below is a list of funds, of which, the City has five major funds, two in Governmental – General Fund and CRA and three in proprietary, Water/Sewer, Stormwater and Solid Waste.

## Governmental Funds

The City maintains twenty governmental funds. The largest of these funds is the General Fund which contains the operating expenditures for general government services, public safety, physical environment, transportation, culture and recreation, and economic development. Other funds included in the governmental fund category are ten Special Revenue funds (Community Redevelopment Agency Fund, Law Enforcement Trust Fund, Federal Equitable Shared Fund, Ticket Surcharge Fund, Community Investment Tax Fund, Cemetery Escrow Fund, Library Donations Fund, Community Development Fund, Street Fund, and Tree Fund. There are also two debt service funds: CIT Debt Service Fund and 2012 Non-Ad Valorem Debt Service Fund). In addition, there are eight Capital Projects funds (Capital Improvement Fund, Street RR&I Fund, Community Investment Tax Fund, Library Impact Fees Fund, Fire Impact Fees Fund, Police Impact Fees Fund, Parks and Recreation Impact Fees Fund, and Transportation Mobility Fees).

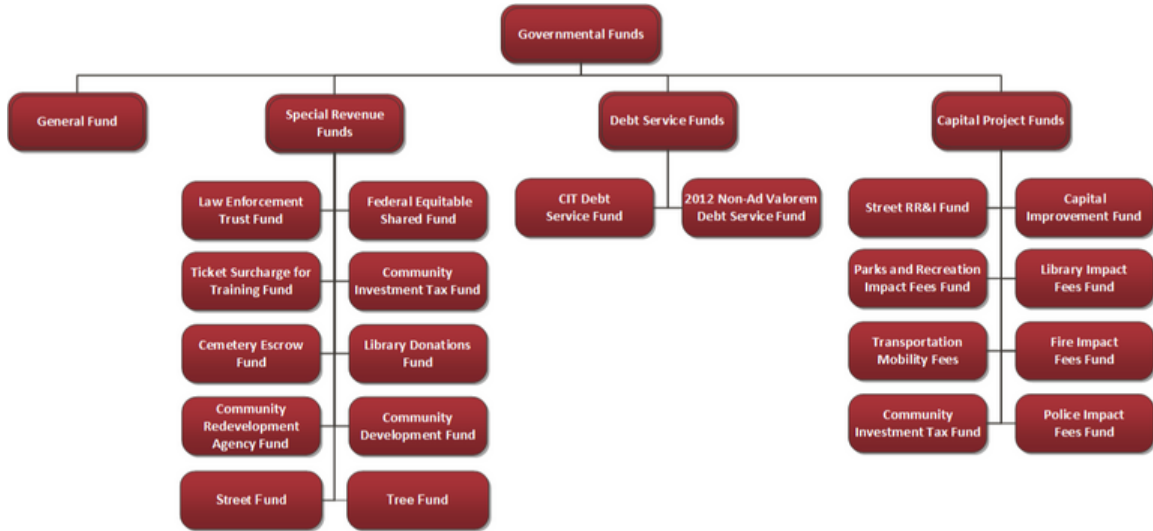
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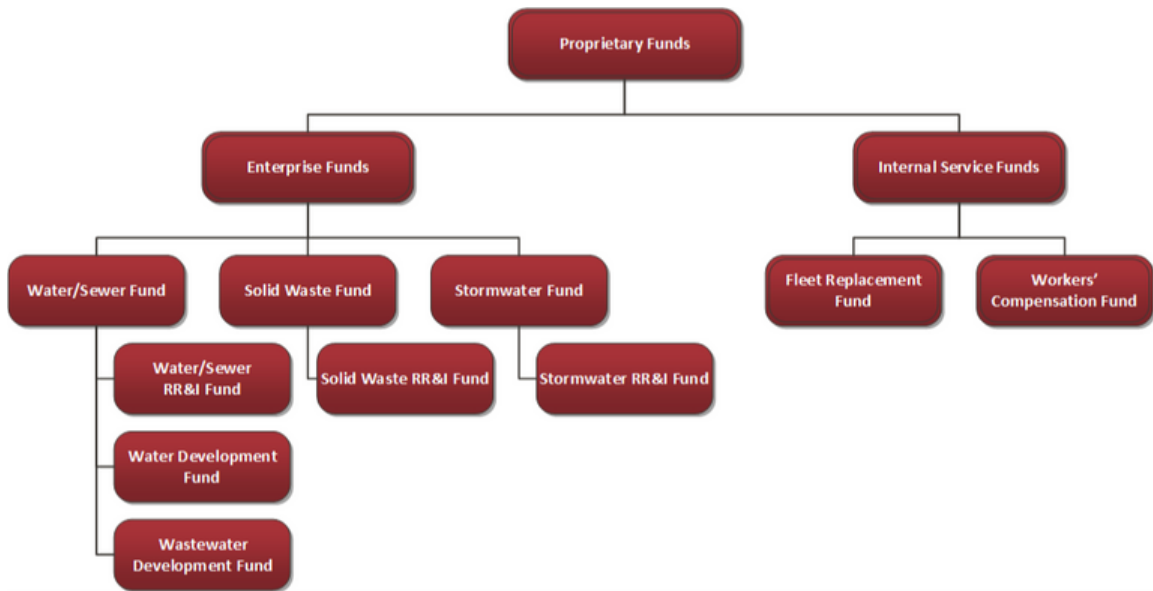
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## Governmental Fund Structure



## Proprietary Fund Structure



# Basis of Budgeting

*See Financial Policy for full description*

The City has the following budgetary basis: Budgets for funds that have formal budgetary integration are prepared in accordance with generally accepted accounting principles. Budgets for governmental funds are adopted using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are recognized in the period in which the fund liability is incurred (except matured interest on general long-term debt, which is recognized when due). While budgets for the proprietary fund types are not required by generally accepted accounting principles (GAAP) or by state or local law, they are adopted using the modified accrual basis of accounting to provide for comparability with the other funds. Comparing a budget prepared on a cash basis to actual expenses recorded on the accrual basis can be misleading in a budget document. The following three items are presented differently: capital project expenses, principal debt payments and reserve for future capital.

# Budget Phases

## Phase I – Planning

### January – February

- City Commission approves budget calendar and establishes citywide core values
- City Commission prioritizes capital projects for 5-year Capital Improvement Plan

## Phase II – Department Preparation

### March - April

- Departments submit requests for additional personnel, reclassifications, and promotions
- Human Resources Department evaluates job descriptions, pay grades, and salary ranges
- Budget Manager distributes forms and information to departments regarding budget requests

### May

- Departments submit goals, objectives and performance measures
- Budget Manager reviews financial budget requests and makes recommendations along with the department's goals, objectives and performance measures.

## Phase III – City Manager Budget Review

### May - June

- City Manager, CFO and Budget Manager review goals, objectives and department requests
- Under the direction of the City Manager, the CFO and Budget Manager balance the budget that will be presented to the City Commission in July
- Property Appraiser submits estimate of current year total assessed values

## Phase IV – City Commission Budget Review

### July

- City Manager presents tentative citywide and Community Redevelopment Agency budgets
- City Commission conducts budget review sessions and provides staff direction
- City Commission tentatively adopts budget and millage rate

### August

- City notifies Property Appraiser of proposed millage rate and date, time and place of the first budget public hearing
- CFO and Budget Manager finalizes budget document and prepare for budget adoption

## Phase V – Final Review and Budget Adoption

### September

- CRA district approves budget prior to adoption of total budget
- City advertises public hearing and notice of property tax increase, if applicable
- City Commission conducts final hearing to adopt millage rate and the budget
- City notifies Property Appraiser and files TRIM compliance

# Budget Timeline

The below budget timeline displays the order and projected months that each budget item occurs in during the budget cycle.



# Fund Balance/Reserve Policy

## I. Scope

The Governmental Accounting Standard Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, establishes classifications to provide consistency in fund balance reporting and greater transparency in the governmental sector. This fund balance/reserve policy defines those classifications, establishes appropriate levels of fund balance/reserves by various fund types, and the spending hierarchy associated with use and replenishment of reserves.

## II. General Objectives

This policy serves as a measure of financial resources available in governmental and proprietary funds to mitigate current and future risks. Establishing a fund balance/reserve policy is the most responsible way to ensure against unanticipated events which would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services.

A fund balance/reserve policy will ensure the City maintains adequate reserves in various operating funds and provides the capacity to: (1) meet daily cash flow financial needs, (2) secure and maintain investment grade bond ratings, (3) offset significant economic downturns or revenue shortfalls, and (4) provide funds for unforeseen expenditures related to emergencies. The information derived from consistent reporting will identify available resources to repay long-term debt, reduce property taxes, add new governmental programs, expand existing programs, or enhance financial position.

## III. Governmental Fund Classifications

The procedures for reporting certain categories of fund balance within the annual financial statements for the City's governmental funds are classified in one of the following categories:

- *Nonspendable* – amounts that cannot be spent because they are either (a) not in spendable form, such as prepaid items, inventories, or long-term notes receivable; or (b) legally or contractually required to be maintained intact, such as the principal portion of an endowment.
- *Restricted* – amounts that can be spent only for specific purposes stipulated by (a) external resource providers, such as creditors, grantors, contributors, or laws or regulations of other governmental entities; or (b) imposed by law through constitutional provisions or enabling legislation that creates the revenue source and restricts its use.
- *Committed* – amounts that can be used only for the specific purposes determined by formal action (resolution) of the City Commission, the City's highest level of decision-making authority. Commitments are binding unless removed by the City Commission's formal action. Any formal action should occur prior to the end of the fiscal year.
- *Assigned* – amounts approved by the City Manager intended to be used for specific purposes that are not restricted or committed.
- *Unassigned* – the remaining portion of fund balance that does not fall into another category; applies to the General Fund only.

## IV. Description of Funds

### Governmental Funds

- General Fund – This fund has various classifications and is the only governmental fund that has unassigned fund balance. The target unassigned reserve is in addition to all other reserves or designation of fund balance which have expenditure authority limited to a specific purpose.
- Special Revenue Funds – These funds are created with an underlying legal authority as an individual fund to account for proceeds from a specific revenue source that is legally restricted to expenditures for a specified purpose. Therefore, the residual balance at year end are reported as restricted.
- Debt Service Fund – These funds are subject to certain restrictions associated with the issuance of bonds. This policy does not create any specific reservation within the debt service fund, but rather reports the end-of-the-year balances as restricted.
- Capital Projects Funds – These funds are created to account for resources designated to construct or acquire governmental fixed assets or major capital improvements. Occasionally, projects extend beyond a single fiscal year. The various governmental Impact Fee funds are restricted for specific uses as outlined in the City Code of Ordinances. The other capital project funds, i.e., Renewal and Replacement funds are classified as committed for the outstanding project obligations because as the project is complete, the funds can be transferred back to the originating operating fund.

### Enterprise Funds

The City has three enterprise funds to account for the following utility services: water/sewer, solid waste, and stormwater. These utility funds should maintain a fund balance level to provide adequate cash reserves to provide a good financial management plan. The water/sewer rate study recommends four months of expenditures, and the solid waste rate study recommends 90 days of operating expenses.

### Internal Service Funds

- Fleet Fund – This fund is designated to cover the cost to purchase future vehicle and equipment replacement. With a funded vehicle replacement policy in place the City is able to provide a financially cost-effective and efficient Fleet Replacement Fund.



- Workers' Compensation Fund – This fund is designed to cover premiums, claims, and other operating expenses related to Worker's Compensation insurance coverage.

## V. Target Level

The fund balance/reserve levels established by this policy shall be in addition to all other reservations, including but not limited to amount reserved for debt service or renewal and replacement of long-lived assets.

The City will establish a fund balance target level to maintain adequate cash flow and reduce the demand for short-term borrowing. The unassigned fund balance is the residual amount available that has not been restricted, committed, or assigned to a specific purpose.

- General Fund - This fund shall strive to maintain at least 25% of operating revenues, which excludes resources that have been committed or assigned to some other purpose.
- Special Revenue Funds – These funds will have no minimum reserve required. These funds can be spent to zero.
- Debt Service Funds – These funds shall maintain a minimum balance as outlined in bond covenants. If there are no specific requirements, the fund shall maintain a balance at year end equal to 50% of the debt service payments for the next fiscal year.
- Enterprise Funds - The enterprise operating funds shall strive to maintain at least 25% of operating revenues.
- Fleet Fund – The City strives to maintain a minimum fund balance of at least 75% of the projected replacement value of the current capital equipment in accordance with the most recent audited financial statement.
- Workers' Compensation Fund – This fund shall maintain a balance equal to the total year-end claims payable plus at least 25% of the current operating expenses.

In addition, to the target level, the City shall maintain at least \$3 million in each of the following three funds: general fund, water/sewer fund, and solid waste fund to be committed to emergency expenses related to disaster recovery. These funds will be used to cover the costs associated with mitigating and recovering from a disaster. If funds are used, they should be replenished over a three-year period. All other governmental funds, enterprise non-operating funds, and internal service funds have different objectives, cash flow patterns; therefore, the appropriate level of fund balance is determined on a case-by-case basis.

## VI. Spending Hierarchy

The City shall spend restricted amounts first unless there are legal documents that prohibit this practice. Prior to the use of unassigned/unrestricted fund balance amounts, the City shall use committed funds first, followed by assigned amounts, provided those classifications could be used. In the event that the unassigned fund balance exceeds the target level, the excess may be utilized for any lawful purpose within the fund, preferably one-time expenditures which are not recurring operating costs. Appropriation from unassigned fund balance shall require City Commission approval. In the event the unassigned fund balance falls below the target level prescribed, the City Manager shall present a solid plan to replenish the fund balance/reserve within three years.

## VII. Annual Review

During the annual budget adoption process, the Chief Financial Officer shall review the unassigned fund balance from the most recent annual audit for compliance with the provisions of this policy. An estimated fund balance calculation of the current adopted budget is used to determine the amount of fund balance available at the beginning of the period for which the budget is being prepared. The amounts of restricted, committed, and unassigned fund balance shall also be determined as part of this annual process.

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City Website: <https://www.plantcitygov.com/> [↗](#)

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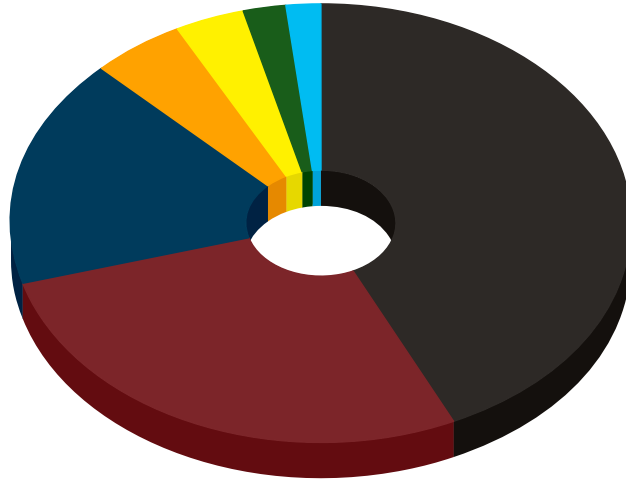
# **BUDGET OVERVIEW**

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## Executive Overview - Citywide Overview

Overall Citywide revenues and expenditures at \$108,779,353 are \$12,383,370 more than the 2022-23 adopted budget. Detailed information for all discussion points below can be found throughout the budget book in their respective sections.

### Expenditures by Type



- Personnel Services (Budgeted)(42.97%)
- Operating Expenses (Budgeted)(27.60%)
- Capital Outlay (Budgeted)(16.91%)
- Transfers Out (Budgeted)(4.86%)
- Debt Service (Budgeted)(3.64%)
- Other Uses (Budgeted)(2.22%)
- Grants and Aids (Budgeted)(1.81%)

# Executive Summary - Citywide Overview

## PERSONAL SERVICES

The total amount of personal services increased by \$5,752,604 or 14.03% from \$40,988,587 in 2022-23, to \$46,741,191 in the 2023-24 Budget.

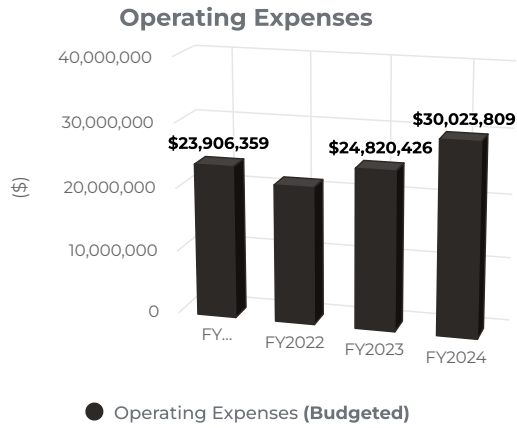
- Staff
  - The total number of full-time equivalent (FTE) positions had a net increase of nine positions. The City's total workforce will be 491 employees. The following changes resulted in a net cost increase of \$802,790 in Fiscal Year 2023-24:
    - Add eight new positions to General Fund:
      - Park Ranger was added to Parks.
      - Tennis Facility Coordinator was added to Recreation.
      - Senior Planning Technician was added to Planning & Zoning.
      - Police Department added two Community Service Officers.
      - Police Department also added three Law Enforcement Officers.
    - Add one new position to Solid Waste Fund:
      - Refuse Collector was added to Recycling Division.
- Wages and Fringe Benefits:
  - All full-time non-bargaining employees will receive a 13.5% increase adjustment (4.5% for cost-of-living and a 9% market adjustment). In addition:
    - Full-time regular and temp-to-perm general employees hired before October 1, 2022, will be eligible for a compression adjustment.
    - Police Department step employees will maintain current step plan and percentages between gaps. Employees are eligible for a step increase on their anniversary date.
    - Fire Department step employees (Captains and Battalion Chiefs only) will maintain current step plan and percentages between gaps. These step employees are eligible for a step increase on their anniversary date.
  - Fire Department Collective Bargaining Unit (CBU) employees (Firefighters and Drivers), based upon the collective bargaining agreement ratified September 25, 2023, will receive 13.5% COLA/Market Adjustment and be eligible for a 4% merit increase on their anniversary date.
  - The City will maintain \$250 holiday bonus and the monthly car allowance of \$400 for eligible positions.
  - Health insurance premiums increased 3.75% for 2023-24 fiscal year, which will be shared with employees. The City realized an additional cost of \$63,000 across all funds.
- Retirement Contributions:
  - The City contributes 8% of the individual's regular compensation to all regular, full-time employees.
  - The City provides a defined benefit pension plan for Firefighters and Police Officers pursuant to the provisions in F.S. 175 and F.S. 185.

# Executive Summary - Citywide Overview

## OPERATING EXPENSES

This category increased by \$5,204,383 or 20.96%, from \$24,819,426 to \$30,023,809. Several factors contribute to the increase:

- Due to rising costs, budgets for chemicals, utilities, and contractual services have increased significantly.
- Additionally, the increase is attributed to recording \$3.37 million cost allocation in this category as opposed to the non-operating category.



# Executive Summary - Citywide Overview

## Grants and Aid

This category remained relatively stable at \$457,189 compared to last year's total of \$456,005.

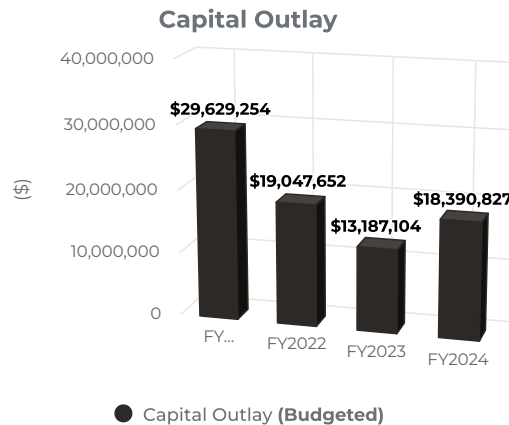
# Executive Summary - Citywide Overview

## CAPITAL OUTLAY

This category increased by \$5,203,723 or 39.46%, from \$13,187,104 to \$18,390,827. This increase entails \$1.9 million for new capital projects while the remaining influx is due to an emphasis to complete existing capital projects. A detailed list of all capital projects is included in the Capital Improvement section. Some of the major projects include:

- Resurfacing arterial roads and neighborhood streets, \$4 million.
- Public Safety training facility, \$150,000.
- Resurface City-owned parking lots, \$225,000.
- Upgrade playground equipment, \$460,000.
- Recreation Athletics Event Barn, \$250,000
- Planteen Events Center, \$250,000.
- Lakeside Station Park, \$500,000.
- Water/Sewer Resiliency Program, \$600,000.
- Reclaimed water storage tanks, \$1,500,000.
- Stormwater McIntosh Preserve, \$500,000.

In June 2023, the City Commission approved the fleet requests totaling \$4,111,300 for Fiscal Year 2023-24 as a budget adjustment to the Fiscal Year 2022-23 budget using fund balance.



# Executive Summary - Citywide Overview

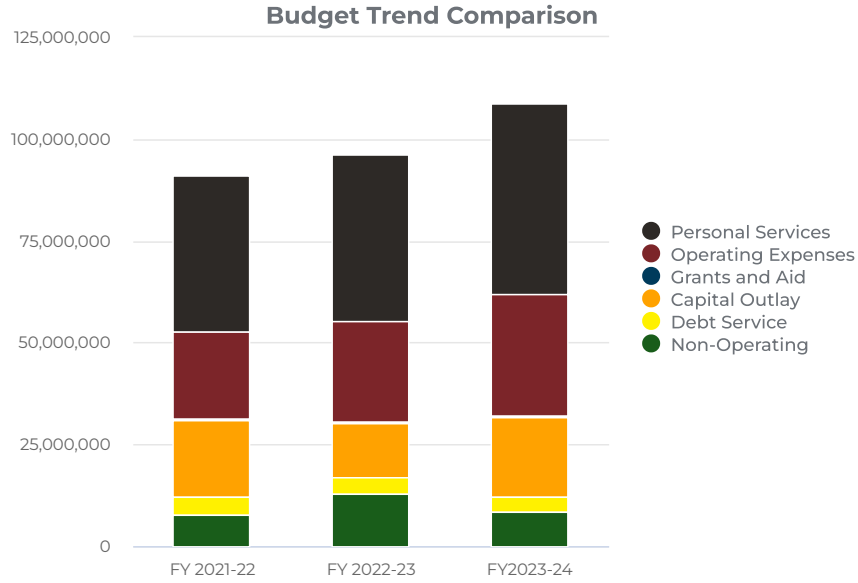
## DEBT SERVICES

.This category remained relatively stable over last year, decreasing slightly from \$3,995,282 to \$3,955,267. The City incurred no new debt, and two governmental debts will be paid off this fiscal year.

# Executive Summary - Citywide Overview

## NON-OPERATING

This category decreased by \$6,165,248 from \$12,987,395 to \$6,822,147. This decrease is primarily due to recording cost allocation as operating expense. Also, there is \$871,661 decrease in contingency across all funds.





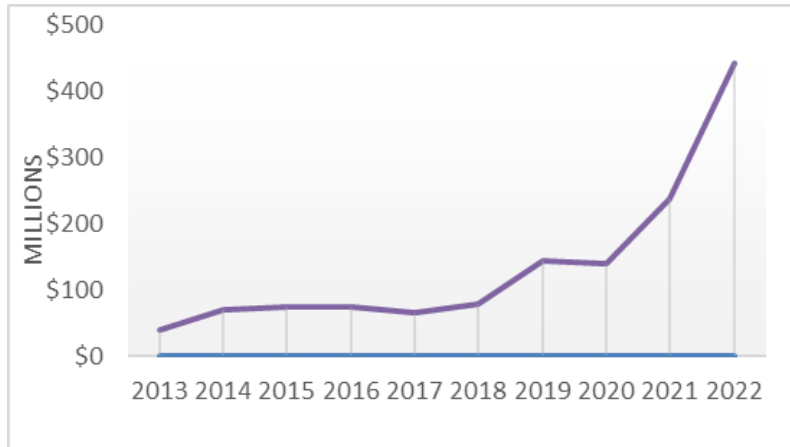
## Executive Summary - Fiscal Sustainability

Overall, the City is fiscally stable. Yearly, the City completes a financial trend analysis to review the fiscal position of the City. Results for financial trends for FY 2022 reflects that 26 of the 27 trends were positive and one was marginal.

- Community Resources Financial Trends

- Population increased from 35,313 to 40,365 over the past ten years which equates to 5,052 residents or 14.3%.
- Plant City’s unemployment rate decreased to 2.4, which is below the State, County, and US unemployment rates.
- Total construction value (*in constant dollars*) rose significantly in ten years from \$40,100,324 to \$442,387,075.

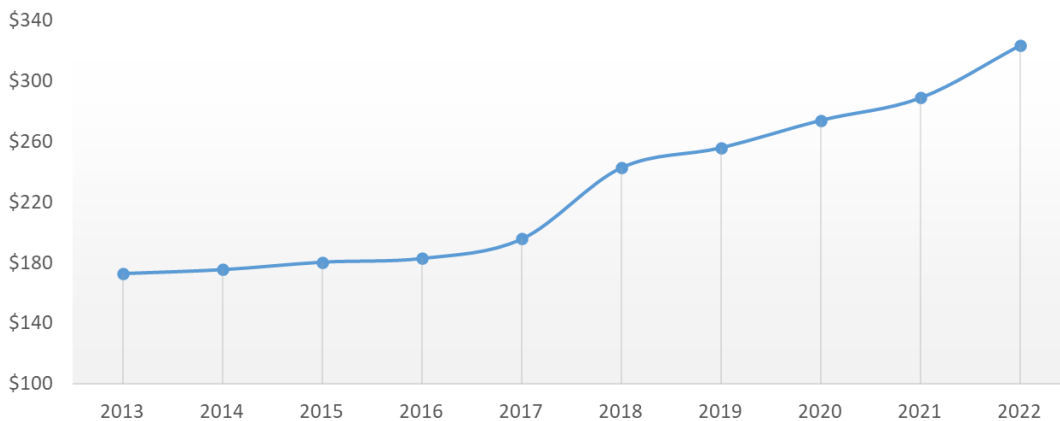
**Total Construction Value**



- Taxable Value Financial Trends

- Taxable values have increased for the past five years, and will continue for the next two years:
  - FY 2022 is \$3,011,689,326
  - FY 2023 is \$3,617,941,434
  - FY 2024 is \$4,214,544,952
- Property tax revenue per capita continues to rise to \$300.23.

**Property Tax Revenue Per Capita**

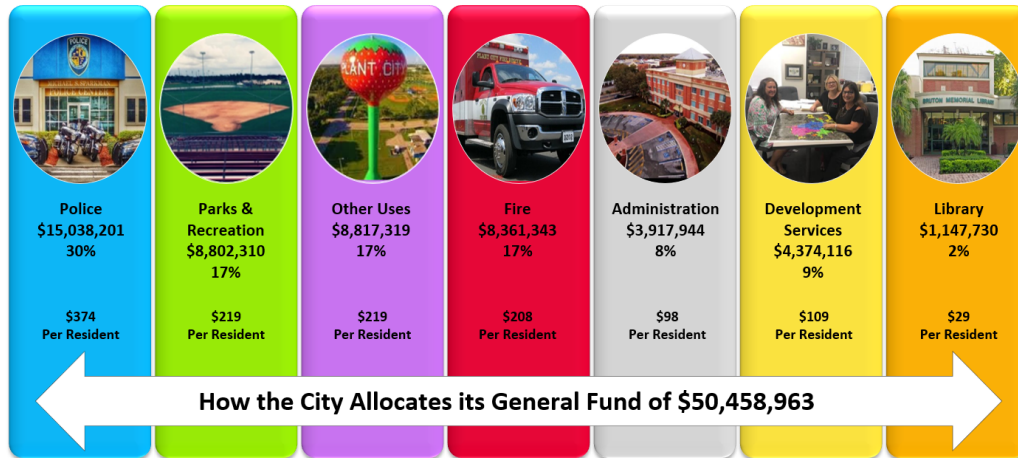


- Expenditures and Operating Position Financial Trends

- Total operating expenditures per capita have remained relatively stable over the past ten years and ended at \$602.95.
- The City serves its citizens with 11.79 employees per 1,000 residents. From FY 2006 through FY 2009, the City deployed 14 employees per 1,000 citizens.

- The unassigned fund balance ended at \$21,278,753 or 44% of net operating revenue. In addition, by policy, \$3 million is categorized as Committed Fund Balance for emergency reserves.

## Executive Summary - General Fund

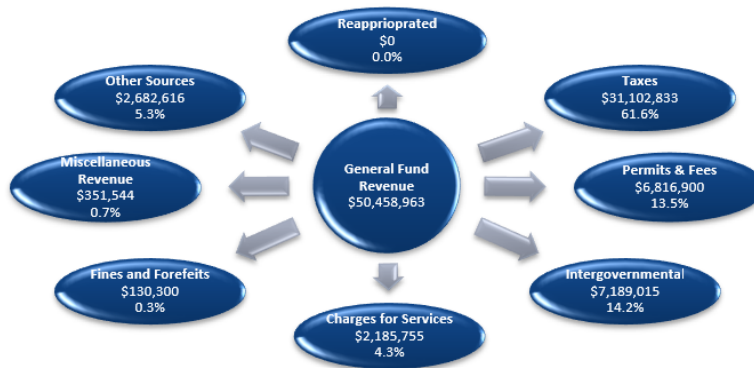


The General Fund reflects an increase in revenues and expenditures of \$3,677,593 or 7.86% from \$46,781,370 in 2022-23 to \$50,458,963 in 2023-24.

### Revenues

General Fund revenues increased \$3,677,593 from \$46,781,370 to \$50,458,963 in fiscal year 2023-24.

- Based on a 16.5% increase in property values to \$4.21 billion, the ad valorem tax revenues increased by \$4,621,453.
- The millage rate remained at 5.7157 mills. The 1.0 mil dedicated to street resurfacing will generate \$4,214,544.



Some of the major changes in General Fund revenues are as follows:

	Fiscal Year 2022-23	Fiscal Year 2023-24	Increase / Decrease
<b>Property Tax</b>	\$ 19,645,114	\$ 22,884,621	\$ 3,239,507
<b>Sales Tax-State Revenue Share</b>	1,295,136	1,560,000	264,864
<b>Communications Services Tax</b>	1,095,600	1,198,200	102,600
<b>Franchise Fees</b>	4,384,000	4,875,000	491,000
<b>Public Service Tax</b>	4,734,168	5,459,425	725,257
<b>Building Permits</b>	1,737,750	1,939,900	202,150
<b>1/2 Cent Sales Tax</b>	4,200,000	4,800,000	600,000
<b>Ambulance Fees</b>	900,000	1,050,000	150,000
<b>Transfer from Utilities</b>	2,430,425	2,682,616	252,191
	<b>\$ 40,422,193</b>	<b>\$ 46,449,762</b>	<b>\$ 6,027,569</b>

**Expenditures**

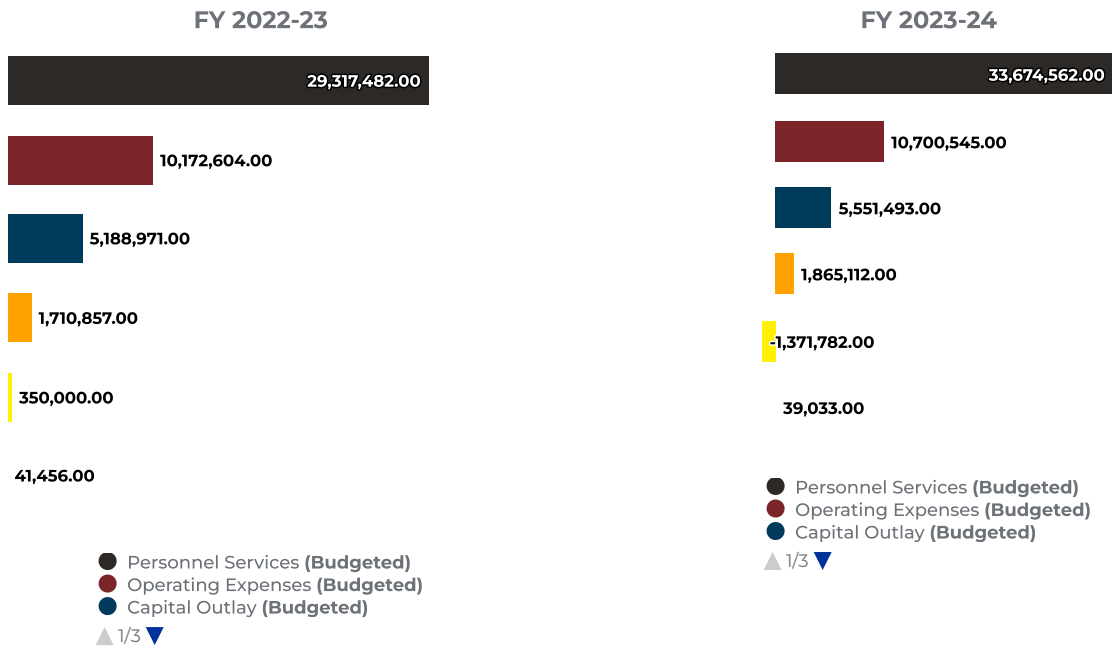
The major increase for expenditures can be found within personal services category. The personal services category increased due to adding eight positions, providing for a 13.5% market adjustment for employees, continuing with the Public Safety step plan, and sharing the cost increase for health insurance premiums with the employees.

The operating expenditure category increase can be found in several areas: fleet maintenance, fuel, utilities, supplies, chemicals, and janitorial services.

The capital outlay category increase is due to investing in some major capital improvements, such as, constructing a new archive storage building for \$250,000 and enhancing the Fuel Tanks and Monitoring System for \$120,000. Cemetery improvements for \$775,000 entails activities like property purchase, roadway rehabilitation, design for an administration building, and a columbarium.

The \$2.6 million decrease in non-operating is attributed to negative cost allocation from utilities for general fund services which was previously recorded as revenue.

	<b>Fiscal Year 2022-23</b>	<b>Fiscal Year 2023-24</b>	<b>Increase / Decrease</b>
<b>Personal Services</b>	\$ 29,317,482	\$ 33,674,562	\$ 4,357,080
<b>Operating Expenses</b>	10,172,604	10,700,545	528,941
<b>Grants and Aid</b>	1,710,857	1,865,112	154,255
<b>Capital Outlay</b>	5,188,971	6,432,493	1,243,522
<b>Non-Operating</b>	391,456	(2,213,749)	(2,605,205)
<b>Major Expenditures</b>	<b>\$ 46,780,370</b>	<b>\$ 50,458,963</b>	<b>\$ 3,678,593</b>



# Executive Summary - Special Revenue Funds - Street Fund

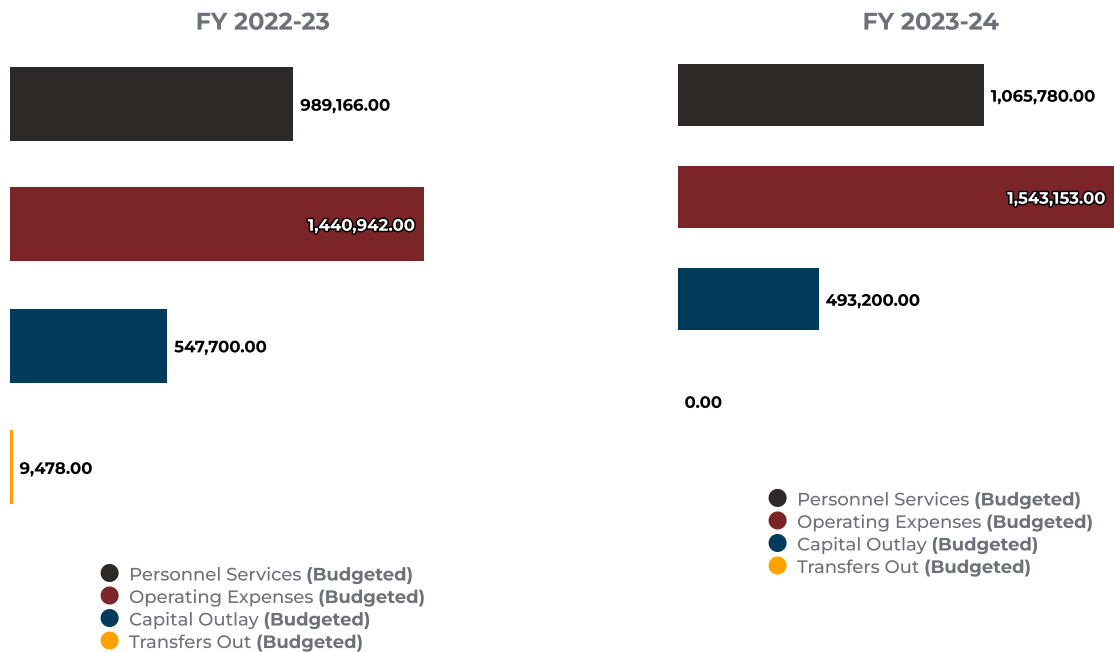
## Revenues

This fund receives revenue from three types of gas taxes. In addition, \$443,700 are reimbursements for street lighting and traffic signal maintenance.

## Expenditures

The expenditures increased \$114,847 in Fiscal Year 2023-24 with majority of the increase is in operating expenses for street lighting. The personal services increase is related to employee market adjustment and health insurance, as previously described.

	Fiscal Year 2022-23	Fiscal Year 2023-24	Increase/ Decrease
<b>Personal Services</b>	\$ 989,166	\$1,065,780	\$ 76,614
<b>Operating Expenses</b>	1,440,942	1,543,153	102,211
<b>Capital Outlay</b>	547,700	493,200	(54,500)
<b>Non-Operating</b>	9,478	0	(9,478)
<b>Total Expenses</b>	<b>\$ 2,987,286</b>	<b>\$ 3,102,133</b>	<b>\$ 114,847</b>



## Executive Summary - Enterprise Funds - Water/Sewer Fund

### Revenues

Overall, the Water/Sewer Fund revenues have risen based on the 3.58 percent rate increase and growth in the customer base. Below are the three major revenues in the Water/Sewer Fund.

	Fiscal Year 2022-23	Fiscal Year 2023-24	Increase / Decrease
<b>Water Sales</b>	\$ 8,374,320	\$ 9,038,781	\$ 664,461
<b>Wastewater Revenue</b>	11,362,680	12,833,328	1,470,648
<b>Industrial Waste</b>	2,004,000	2,000,000	(4,000)
<b>Major Revenues</b>	<b>\$ 21,741,000</b>	<b>\$ 23,872,109</b>	<b>\$ 2,131,109</b>

### Expenses

The expenses increased \$4,351,239 in Fiscal Year 2023-24 with majority of the increase in operating expenses and capital outlay. There are several operating expenses that have increased in this category: fuel, chemicals, trainings, utilities, cost allocation, fleet maintenance, and contractual services. The capital outlay category increased by \$2,503,600 due to the many capital projects. A complete listing is included in the Capital Improvement Plan section. The personal services increase is related to employee market adjustment, and health insurance, as previously described. Non-operating realized a decrease of \$1,691,152 out of the \$1,383,703 decrease due to moving cost allocation for general fund services to operating expenses.

	Fiscal Year 2022-23	Fiscal Year 2023-24	Increase / Decrease
<b>Personal Services</b>	\$ 6,465,800	\$ 7,476,453	\$ 1,010,653
<b>Operating Expenses</b>	6,249,649	8,470,140	2,220,491
<b>Capital Outlay</b>	3,918,600	6,422,200	2,503,600
<b>Debt Service</b>	3,164,486	3,164,684	198
<b>Non-Operating</b>	3,307,519	1,923,816	(1,383,703)
<b>Total Expenses</b>	<b>\$ 23,106,054</b>	<b>\$ 27,457,293</b>	<b>\$ 4,351,239</b>

### Debt Services

This expense will remain level at \$3,164,000 until the maturity in FY 2028. The debt service expense is recorded in the Water/Sewer Fund.

FY 2022-23



19,000.00



- Personnel Services (Budgeted)
  - Operating Expenses (Budgeted)
  - Capital Outlay (Budgeted)
- ▲ 1/3 ▼

FY 2023-24



30,000.00



- Personnel Services (Budgeted)
  - Operating Expenses (Budgeted)
  - Capital Outlay (Budgeted)
- ▲ 1/3 ▼

# Executive Summary - Enterprise Funds - Solid Waste Fund

## Revenues

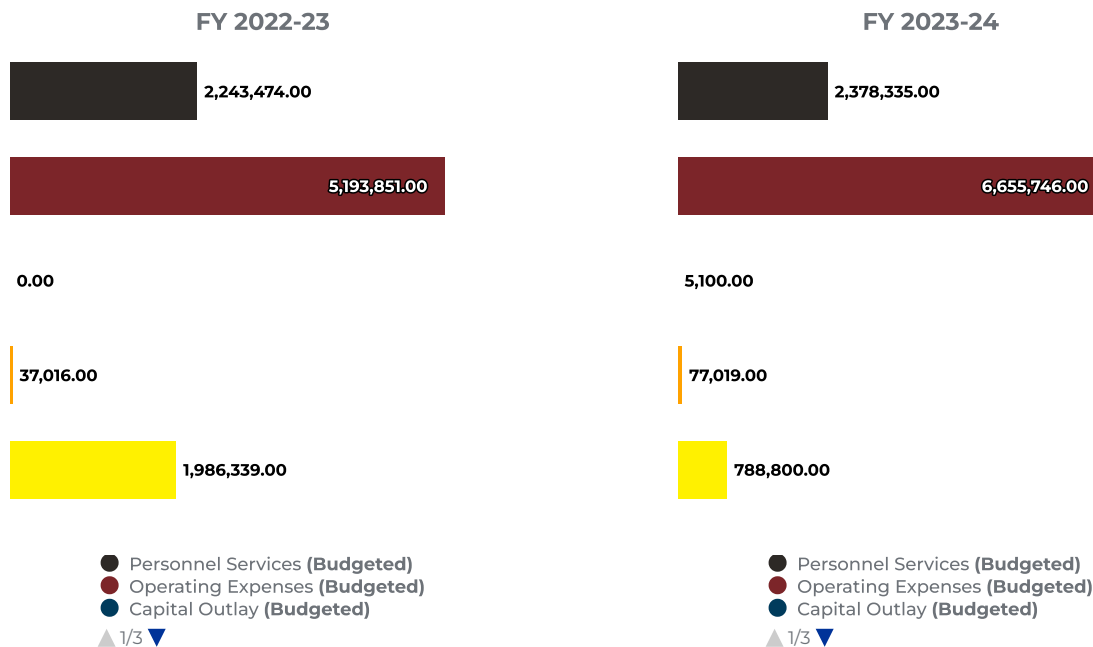
Solid Waste revenue received from the collection of residential, commercial, and roll off/compactor services are the major revenue sources in the Solid Waste Fund. The charges for services revenue is projected to increase by \$356,200 from \$9,163,800 in 2022-23 to \$9,520,000 in 2023-24. The rates increased by 3% for all customers per City code.

	Fiscal Year 2022-23	Fiscal Year 2023-24	Increase / Decrease
<b>Residential</b>	\$ 4,308,000	\$ 4,200,000	\$ (108,000)
<b>Commercial</b>	3,213,480	3,360,000	146,520
<b>Recycling</b>	96,000	10,000	(86,000)
<b>Multi-Unit Solid Waste</b>	740,280	750,000	9,720
<b>Roll Off/Compactor Services</b>	806,040	1,200,000	393,960
	<b>\$ 9,163,800</b>	<b>\$ 9,520,000</b>	<b>\$ 356,200</b>

## Expenses

Solid Waste expenses increased by \$444,320. Several items in the operating expenses category have increased: fuel, chemicals, disposal fees, utilities, and contractual services. The personal services increase is related to adding one position, employee market adjustment, and health insurance, as previously described. Non-operating realized a decrease of \$1,256,559 out of the \$1,157,536 decrease due to moving cost allocation for general fund services to operating expenses.

	Fiscal Year 2022-23	Fiscal Year 2023-24	Increase / Decrease
<b>Personal Services</b>	\$ 2,243,474	\$ 2,378,335	\$ 134,861
<b>Operating Expenses</b>	5,193,851	6,655,746	1,461,895
<b>Capital Outlay</b>	-	5,100	5,100
<b>Non-Operating</b>	2,023,355	865,819	(1,157,536)
<b>Total Expenses</b>	<b>\$ 9,460,680</b>	<b>\$ 9,905,000</b>	<b>\$ 444,320</b>





# Executive Summary - Enterprise Funds - Stormwater

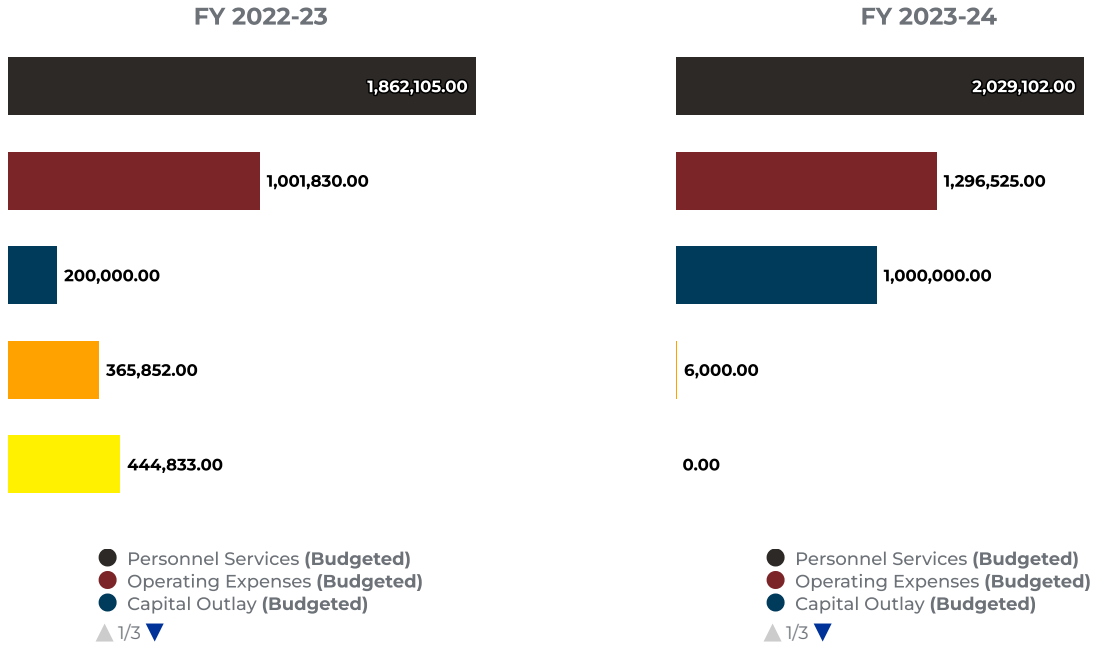
## Revenues

Revenues for the Stormwater Fund report an increase of \$457,007 to \$4,331,627 in Fiscal Year 2023-24 due to a 3% rate increase per code to address drainage improvements.

## Expenses

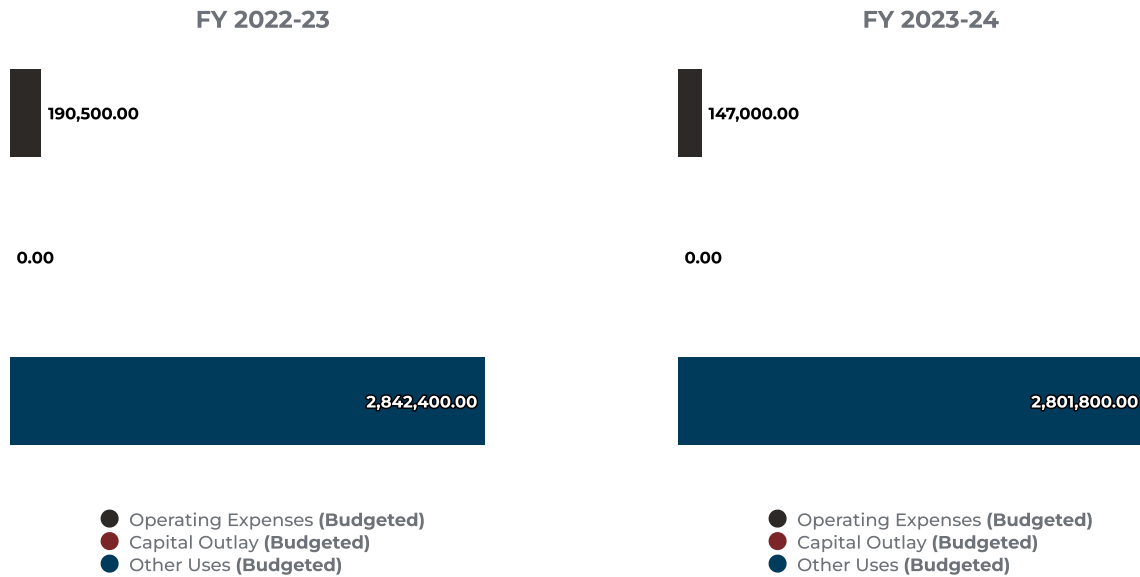
Expenses increased overall by \$457,007 from \$3,874,620 to \$4,331,627. The increase is due to the increase in capital outlay of \$800,000, primarily \$200,000 for drainage improvements, and \$500,000 to expand capacity at the McIntosh Park Wetland. The personal services increase is related to employee market adjustment, and health insurance, as previously described. Operating expenses saw an increase and realized a non-operating decrease of \$425,492 due to moving cost allocation for general fund services to operating expenses. Contingency decreased \$365,852.

	Fiscal Year 2022-23	Fiscal Year 2023-24	Increase / Decrease
Personal Services	\$ 1,862,105	\$ 2,029,102	\$ 166,997
Operating Expenses	1,001,830	1,296,525	294,695
Capital Outlay	200,000	1,000,000	800,000
Non-Operating	810,685	6,000	(804,685)
<b>Total Expenses</b>	<b>\$ 3,874,620</b>	<b>\$ 4,331,627</b>	<b>\$ 457,007</b>



## Executive Summary - Internal Service Funds - Fleet Replacement

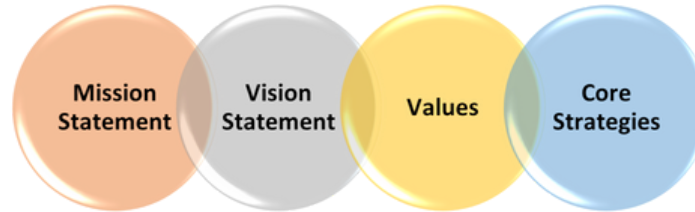
Over the past several years, the City has been conservatively spending the Fleet Maintenance Fund. The fund is now stable; therefore, the City included appropriations to replace damaged equipment and items that have exceeded their useful life. On June 26, 2023, the City Commission approved the fleet request for Fiscal Year 2023-24 as a budget adjustment of \$4,111,300 to the Fiscal Year 2022-23 budget using fund balance. Therefore, no replacement vehicles and equipment are included in the Fiscal Year 2023-24 budget. The CRA budget includes three new vehicles for the new police officers who will provide service to that district.



# Strategic Planning for Budget

## Approach

The City of Plant uses four planning tools to prepare the annual budget. These tools include the Mission Statement, Vision Statement, Values, and Core Strategies. These planning tools can be found in subsequent sections of this document.



## Strategic Planning for Budget: Setting Strategic Goals

### Setting Strategic Goals

The strategic goals of the City are the five Core Strategies:

- Facilitate Economic Development
- Foster Community Engagement
- Empower Outstanding Customer Service
- Engage in Effective Communication with Internal and External Stakeholders
- Maximize Organizational Effectiveness

These goals were created by the City Manager, embraced by the City Commission, and used throughout the budget planning process.

## Strategic Planning for Budget: Implementing Strategic Goals - Short-Term

### Implementing Strategic Goals - Short-Term

All budget proposals including personnel, operating, and capital must further one of the Core Strategies. All budget requests are reviewed with the City Manager, Assistant City Manager, Chief Financial Officer, and requesting department to ensure compliance.

# Strategic Planning for Budget: Implementing Strategic Goals - Long-Term

## Implementing Strategic Goals - Long-Term

The City's has a Capital Improvement Plan for long-term financial planning.

All departments must complete a Capital Improvement Plan worksheet which includes a brief explanation of the project (Description), scope of the project and why the project is needed (Justification), explanation of how the project will improve a Core Strategy (Core Strategies), estimated timeline for the project (Dates), estimated operating cost increase or decrease and why the cost will be change (Operating Impact), and the 5-year cost and funding of the project (Activity). After the project worksheet is submitted, Finance reviews the requests for completeness and determines if the funding sources are appropriate. The City Manager's Office reviews the requests to determine the benefit to the City as a whole, and ensure they fit within the overall Strategic Plan based on communication with the City Commission and the citizens. The City Manager prioritizes and selects projects to recommend to the City Commission for approval during budget workshop and adoption.



## Strategic Planning for Budget: Review of Performance

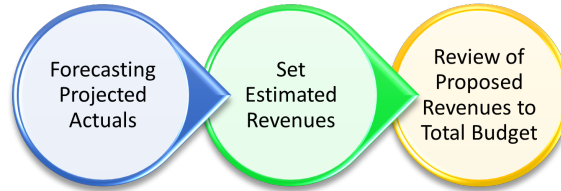
The City reviews performance through performance outcomes at the department, division, and/or program level. The department, division, and/or program set goals based on the City's Values. The program objectives include quantifiable performance measures that are based on goals and categorized by related Core Strategies. These performances outcomes are in the department, division, and/or program narratives throughout this document.

# Summary of Changes

No changes between the proposed budget and the adopted budget.

## Revenue Projections - Overview

Revenue projections are a three-step process that begin early in the budget cycle. The projection cycle is described below:



1. The first step begins with forecasting the current year projected actuals. This critical step establishes a basis to project the following year. Several factors are considered: historic, current year-to-date, and projected revenue to the end of the year.
2. The second step is to set estimated revenues for next year. The same three factors as described above are used, as well as the “Local Government Financial Handbook” from the Office of Economic and Demographic Research, which is used to estimate major revenues sources more accurately.
3. The last step occurs toward the end of the budget process, prior to adopting the “estimated revenues”. During this stage, a review of the proposed estimated revenues compared to the proposed appropriations will provide a clear picture of the overall budget. It is critical to examine the entire budget and confirm all revenue sources are realistic.

The following section provides an overview of the major revenue sources. However, a list of each revenue source can be found in the individual sections of the budget book.

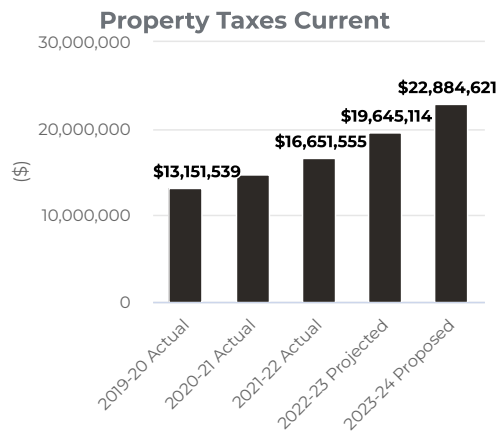
## Revenue Projections - Taxes - Overall

### Overall

Overall tax revenues have increased an average of 10% yearly over the last 5 years and is estimated to increase by \$4,621,453 in fiscal year 2023-24. The 1.0 mil ad valorem property tax dedicated to street resurfacing generated revenue totaling \$4,003,818. These property tax revenues will be used solely for street resurfacing and maintenance. Taxes include, property (ad valorem) taxes, local option infrastructure surtax (community investment tax), local option gas tax, 9<sup>th</sup> cent gas tax, communications services tax, public (utility) service tax, insurance premium tax (pension), and business tax.



## Revenue Projections - Taxes



### Ad Valorem Property Tax

Ad-valorem property tax revenue is estimated to increase to \$22,884,621 this year due to a 16.5% increase in property values. Over the last five years, the average property tax revenue increased approximately 15% each year. The specific formula for current ad valorem tax revenues is calculated by multiplying the approved millage rate (5.7157) per \$1,000 times the aggregate assessed property value (as certified by the County Property Appraiser) times 95%.

Property taxes account for \$3,239,507 of the overall tax increase.

## Revenue Projections - Taxes

### Local Option Infrastructure Surtax

Hillsborough County voters renewed the levy of an additional one cent tax on sales in the County pursuant to the provisions of Section 212.055, Florida Statutes. The City receives a portion of the tax based on an interlocal agreement with Hillsborough County and the three incorporated Hillsborough County municipalities, which expires December 31, 2026. Utilization of this tax is limited to long-term infrastructure improvements, pledges to pay debt service for improvements, acquire land for public uses, and improving facilities used as emergency shelters.

### Local Option Gas Tax and Ninth Cent Gas Tax

This tax, approved in a referendum election, provides for the levy of seven cents per gallon of motor fuel sold in the County and taxed pursuant to the provisions of Section 336, Florida Statutes. Utilization of the proceeds of this tax is limited to transportation expenditures, other infrastructure projects and bond indebtedness related to road and streets. This tax is shared with the municipalities based on a cooperative agreement between Hillsborough County and the three incorporated municipalities.

### Communications Service Tax

This tax, as authorized by Section 202, Florida Statutes, requires service providers to collect tax on telephone, VOIP, Cable TV, fax, and pagers at a rate of 6.1% as approved by the City Commission.

### Public Service Tax

Pursuant to the provisions of Section 166.231, Florida Statutes, the City Commission approved a 10% public service tax for electric, gas and water service sold to customers in the incorporated limits of the City of Plant City.

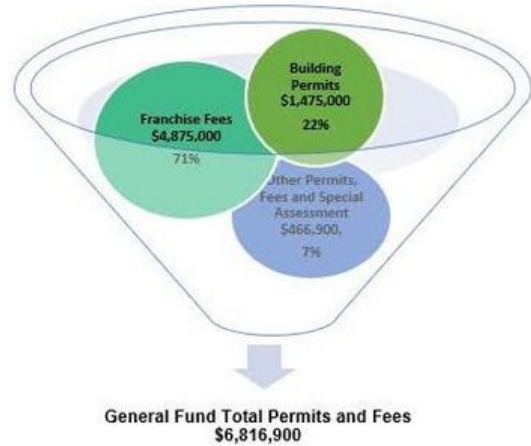
Taxes are projected mainly using the Local Government Financial Information Handbook, while also analyzing historical revenues received and current projected changes in legislature. Tax revenues are found within the Governmental Funds.

# Revenue Projections - Licenses and Permits

## Licenses and Permits

This area is estimated to increase by \$671,150 in the 2023-24 fiscal year. The increase is due to the projected increase in Electricity Utility Tax - Franchise Fees of \$491,000. Licenses and permits includes franchise fees, building, zoning, utility permits, impact and development fees, and other licenses and permits of a local nature. The revenues from this category are used for the building activities of the City.

Licenses and permits revenues are projected using both historical trends for received revenue and a prediction of the level of growth for the upcoming year. Revenue for this area is found within Governmental Funds.

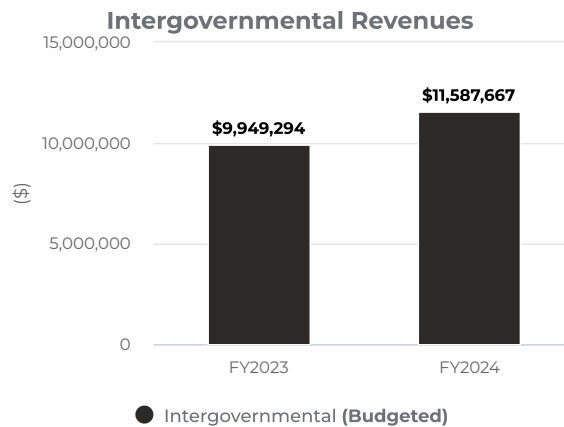


# Revenue Projections - Intergovernmental Revenues

## Intergovernmental Revenues

Intergovernmental revenues are estimated to increase by \$1,638,373. Intergovernmental revenues include federal, state, and local grants, state revenue sharing such as the City's share of state collected motor fuel taxes and sales taxes. The grant portion of this funding source is not reflected in the budget until the grant has been awarded and the appropriate legal documents are signed. Once the grant is approved, an adjustment will be made to include the match portion also. The City utilizes grant revenues for planned projects rather than allowing grant approval to skew priorities. The City's portion of revenue generated from state taxes is based on the state forecast as reported in the Local Government Financial Information Handbook.

Intergovernmental revenues are projected by reviewing grants that we plan to receive in the upcoming fiscal year along with estimates from the Local Government Financial Information Handbook. This is compared with historic trends of revenues received. Intergovernmental Revenues are found in Governmental Funds and Special Revenue Funds.





# Revenue Projections - Charges for Services

## Charges for Services

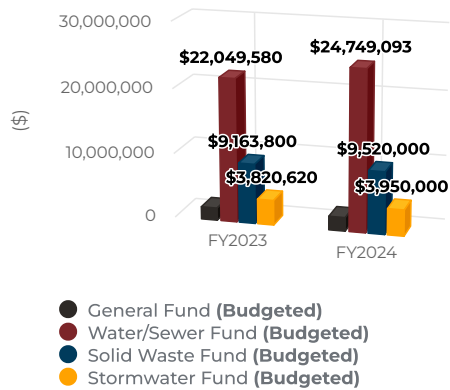
The majority of revenues for charges for services are found in the General Fund, Special Revenue Funds, Impact Fees, and the City's Enterprise Funds.

Charges for services increased by \$4,169,461 for 2023-24. The majority of the increase is due to the Water/Sewer Fund increasing by \$2,009,436 and the Solid Waste Fund increasing by \$1,639,080. The Stormwater Fund is also projected to bring in an additional \$328,920 in revenue.

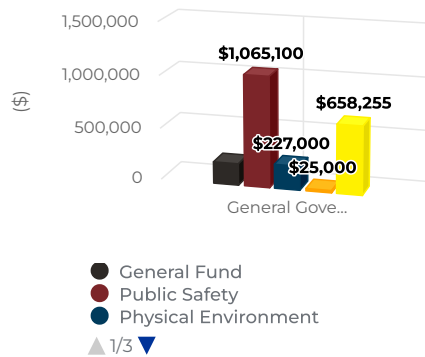
This source of revenue includes water, sewer, and solid waste user fees, parks and recreational activity fees, certification and copying documents and records, cemetery fees, sale of maps and publications, and stormwater utility fees.

Charges for service revenues are projected by reviewing the historic trends in revenue along with evaluation of any increase/decrease to potential changes to the City population that could affect the inflow of revenues

Charges for Services - Major Funds



Charges for Services - General Fund



# Revenue Projections - Fines and Forfeitures

## Fines and Forfeitures

Revenue from Fines and Forfeitures are expected to increase \$15,000 in the 2023-24 fiscal year. This revenue source includes court fines and fees, proceeds from confiscated property, and library fines. These revenues are found in the Governmental Funds.

Fines and Forfeiture revenues are projected by reviewing historical trends.

## Personnel

Includes:

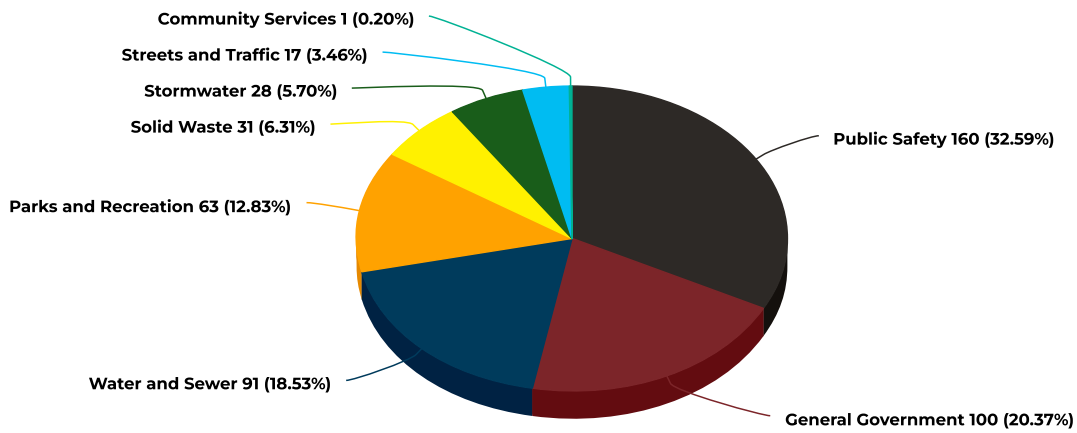
- Three Year Budget Positions by Department/Function
- Three Year Budget Positions by Department
- Personnel Changes

## Three Year Budget Positions by Department/Function

	2021-22 Actual	2022-23 Actual	2023-24 Budgeted
<b>General Fund</b>			
City Manager	4	4	4
Innovation & Strategy	4	4	4
City Attorney	3	3	3
City Clerk	3	3	3
Human Resources	5	5	5
Information Technology	6	6	6
Accounting	11	11	11
Procurement	5	5	3
Fire	55	55	55
Police	95	100	105
Planning and Zoning	5	6	7
Parks and Recreation	61	61	63
Public Library	12	12	12
Building Department	11	12	12
Code Enforcement	6	6	6
Engineering	13	13	13
General Services	9	9	11
<b>Total General Fund</b>	308	315	323
<b>Community Services</b>	1	1	1
<b>Streets and Traffic</b>	18	17	17
<b>Stormwater</b>	28	28	28
<b>Water and Sewer</b>	88	91	91
<b>Solid Waste</b>	33	30	31
<b>Total Citywide Personnel</b>	476	482	491

	2021-22 Actual	2022-23 Actual	2023-24 Budgeted
<b>Function:</b>			
General Government	97	99	100
Public Safety	150	155	160
Parks and Recreation	61	61	63
Community Services	1	1	1
Streets and Traffic	18	17	17
Stormwater	28	28	28
Water and Sewer	88	91	91
Solid Waste	33	30	31
<b>Total Citywide Personnel by Function</b>	<b>476</b>	<b>482</b>	<b>491</b>

3 Year Budgeted Positions by Department/Function



## Three Year Budget Positions by Department

Category	FY 2022	FY 2023	FY 2024
<b>Total Positions</b>	<b>476</b>	<b>482</b>	<b>491</b>
<b>Part-time</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Full-time</b>	<b>476</b>	<b>482</b>	<b>491</b>

### Office of the City Attorney

Position	FY 2022	FY 2023	FY 2024
City Attorney	1	1	1
Legal Secretary	1	1	1
Paralegal	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

### Office of the City Manager

Position	FY 2022	FY 2023	FY 2024
Assistant City Manager	2	2	2
City Manager	1	1	1
Executive Assistant II	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

### Innovation and Strategy

Position	FY 2022	FY 2023	FY 2024
ADA Coordinator	1	0	0
Community Engagement Coordinator	0	1	1
Community Engagement Professional	2	2	2
Director of Innovation & Strategy	0	1	1
Professional Standards Director	1	0	0
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

### Office of the City Clerk

Position	FY 2022	FY 2023	FY 2024
Assistant City Clerk	2	2	2
City Clerk	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

### Human Resources

Position	FY 2022	FY 2023	FY 2024
Human Resources Generalist	2	2	2
Human Resources/Risk Mgmt. Coordinator	1	1	1
Human Resources/Risk Mgmt. Director	1	1	1
Payroll Technician	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

## Information Technology

Position	FY 2022	FY 2023	FY 2024
IT Manager	1	1	1
IT Technician II	2	2	2
Network Coordinator	2	2	2
Network Technician	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

## Accounting

Position	FY 2022	FY 2023	FY 2024
Accountant I	1	1	1
Accountant II	2	2	2
Accounting Clerk I	2	2	2
Accounting Supervisor	1	1	1
Administrative Assistant II	1	1	1
Budget Manager	1	1	1
Business Tax Clerk	1	1	1
Chief Accountant	1	1	1
Chief Financial Officer	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

## Procurement

Position	FY 2022	FY 2023	FY 2024
Contract Specialist	1	1	1
Director of Procurement	0	0	1
Procurement Manager	1	1	0
Procurement Specialist	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

## Fire Rescue

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Battalion Chief	3	3	3
Deputy Chief Administration	1	1	1
Deputy Chief Operations	1	1	1
EMS Division Chief	1	0	0
Fire Chief	1	1	1
Fire Driver/Engineer	9	9	9
Fire Inspector	2	2	2
Fire Shift Captain	9	9	9
Firefighter	27	27	27
Training Division Chief	0	1	1
<b>Total</b>	<b>55</b>	<b>55</b>	<b>55</b>

## **Police**

<b>Position</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Crime Intelligence Analyst	1	1	1
Digital Evidence Technician	1	1	1
Evidence Technician	2	2	2
Executive Assistant I	1	1	1
Facilities Technician	1	1	1
Information Technology System Administrator	0	1	1
Police Captain	3	3	3
Police Chief	1	1	1
Police Community Service Officer	0	0	2
Police Corporal	5	5	5
Police Lieutenant	2	2	2
Police Officer	53	57	60
Police Sergeant	7	7	7
Public Service Representative	1	1	1
Records Technician I	1	1	1
Records Technician II	1	1	1
Telecommunications Supervisor	1	1	1
Telecommunicator I	8	8	8
Telecommunicator II	2	2	2
Telecommunicator III	4	4	4
<b>Total</b>	<b>95</b>	<b>100</b>	<b>105</b>

## **Planning & Zoning**

<b>Position</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Planner	2	3	2
Planning & Zoning Coordinator	0	0	1
Planning & Zoning Manager	1	1	1
Planning Technician	1	1	1
Senior Planner	1	1	1
Senior Planning Technician	0	0	1
<b>Total</b>	<b>5</b>	<b>6</b>	<b>7</b>

## **Recreation**

<b>Position</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Administrative Assistant I	1	1	1
Athletic Program Manager	1	1	1
Parks & Recreation Director	1	1	1
Recreation Center Coordinator	1	1	1
Recreation Superintendent	1	1	1
Recreation Supervisor	2	2	2
Recreation Supervisor II	1	1	1
Special Events Coordinator	1	1	1
Tennis Facility Coordinator	0	0	1
Tennis Facility Supervisor	1	1	1
Youth Athletics Coordinator	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>12</b>

## Parks Maintenance

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	1	1
Environmental Lands Management Supervisor	1	1	1
Foreman I	3	3	3
Foreman II	1	1	1
Groundskeeper I	17	0	0
Groundskeeper II	5	0	0
Park Ranger	2	2	3
Parks Equipment Operator I	1	18	17
Parks Equipment Operator II	1	6	6
Parks Field Supervisor	2	2	2
Parks Superintendent	1	1	1
<b>Total</b>	<b>35</b>	<b>35</b>	<b>36</b>

## Cemetery

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	1	1
Cemetery Caretaker I	0	4	4
Cemetery Caretaker II	0	1	1
Cemetery Superintendent	1	1	1
Foreman I	1	1	1
Groundskeeper I	4	0	0
Groundskeeper II	1	0	0
<b>Total</b>	<b>8</b>	<b>8</b>	<b>8</b>

## Stadium

Position	FY 2022	FY 2023	FY 2024
Foreman I	1	1	1
Groundskeeper I	4	0	0
Groundskeeper II	1	0	0
Maintenance Specialist I	1	1	1
Parks Equipment Operator I	0	4	4
Parks Equipment Operator II	0	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>

## Library

Position	FY 2022	FY 2023	FY 2024
Administration & Services Assistant	1	1	0
Administrative Assistant II	1	1	1
Circulation Services Assistant	1	1	1
Librarian	0	0	0
Library Assistant	3	3	4
Library Services Associate	1	1	1
Library Services Director	1	1	1
Library Supervisor	1	1	1
Outreach Services Associate	1	1	1
Technology Associate	1	1	1
Technology Librarian	0	0	0
Youth Services Associate	1	1	1
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>



## Building

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Building Code Inspector	1	1	1
Building Official	1	1	1
Building Permit Coordinator	0	1	1
Chief Building Inspector	1	1	1
Code Inspector/Plans Examiner	4	4	4
Permit Technician	2	2	2
Permit Technician II	1	1	1
<b>Total</b>	<b>11</b>	<b>12</b>	<b>12</b>

## Code Enforcement

Position	FY 2022	FY 2023	FY 2024
Code Enforcement Inspector	2	2	2
Code Enforcement Inspector (CRA)	1	1	1
Code Enforcement Inspector (Solid Waste)	1	1	1
Code Enforcement Manager	1	1	1
Code Enforcement Specialist	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

## Engineering

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	1	1
Assistant City Engineer Capital Projects	1	1	1
City Engineer	1	1	1
Engineer I	1	1	1
Engineering Assistant	1	1	1
Engineering Tech III	1	1	1
Engineering Tech IV	1	1	1
Engineering Tech V	1	1	1
GIS Coordinator	1	1	1
Project Manager	2	2	2
Projects Coordinator	1	1	1
Senior Engineer	1	1	1
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>

## General Services

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	0	0
Administrative Assistant II	0	1	1
Fleet Coordinator	1	1	1
Fleet Services Technician	1	0	0
General Services Coordinator	1	1	0
General Services Foreman II	1	1	1
General Services Manager	0	0	1
Maintenance Specialist I	2	2	2
Maintenance Specialist II	2	2	2
Maintenance Specialist III	1	1	1
Senior Fleet Coordinator	0	1	1
Welding Fabricator III	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

### Community Services

Position	FY 2022	FY 2023	FY 2024
Community Services Manager	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

### Traffic

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	0	0	1
Traffic Coordinator	0	1	1
Traffic Foreman II	1	0	0
Traffic Maintenance Specialist	2	2	1
Traffic Maintenance Specialist II	2	1	1
Traffic Maintenance Specialist III	1	1	1
Traffic Operations Manager	1	1	1
Traffic Signal Technician	2	2	2
<b>Total</b>	<b>9</b>	<b>8</b>	<b>8</b>

### Utility Billing

Position	FY 2022	FY 2023	FY 2024
Customer Service Professional	6	6	6
Field Services Representative	3	3	3
Utility Billing Manager	1	1	1
Utility Billing Supervisor	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

### Environmental Compliance

Position	FY 2022	FY 2023	FY 2024
Cross Connection Control Coordinator	1	1	1
Environmental Coordinator	1	1	1
Environmental Technician	1	1	1
Industrial Pretreatment Coordinator	1	1	1
Water Conservation Coordinator	1	1	1
Water Resources Supervisor	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

## Utilities Maintenance

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
CIP Engineering Manager	1	1	1
Distribution Systems Coordinator	1	1	1
Engineer Tech II	1	1	1
Equipment Operator I	3	3	3
Equipment Operator III	5	5	5
Foreman II	1	0	0
Foreman III	3	4	3
GIS Technician/CAD Support	1	1	1
Inventory Control Clerk	1	1	1
Maintenance Mechanic I	2	2	2
Maintenance Mechanic II	1	1	1
Maintenance Mechanic III	4	4	4
Maintenance Specialist I	8	8	7
Maintenance Specialist II	3	3	4
Maintenance Specialist III	5	5	5
Meter Maintenance Specialist	2	2	2
Project Development & Implementation Manager	1	1	1
Property Control Clerk	1	1	1
System Program Integrator	1	1	1
System Program Integrator Assistant	1	1	1
Utilities Construction Inspector	1	1	1
Utilities Maintenance Superintendent	1	1	2
Utilities Staff Engineer	0	1	1
Utilities Support Specialist	1	1	1
<b>Total</b>	<b>50</b>	<b>51</b>	<b>51</b>

## Utilities Operations

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Chief Plant Operator	1	1	1
Plant Operator (I-IV)	17	19	19
Utilities Director	1	1	1
Utilities Operations Superintendent	1	1	1
<b>Total</b>	<b>21</b>	<b>23</b>	<b>23</b>

## Solid Waste

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Asset Management Technician	1	1	0
Equipment Operator II	9	10	9
Equipment Operator III	8	8	7
Logistics Technician	0	0	1
Program Coordinator	1	1	1
Refuse Collector	10	6	8
Solid Waste Director	1	1	1
Supervisor I	2	2	2
Yard Operations Technician	0	0	1
<b>Total</b>	<b>33</b>	<b>30</b>	<b>31</b>

## Stormwater & Streets

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Foreman II	4	0	0
Foreman III	0	4	4
Stormwater Operator I	18	18	16
Stormwater Operator II	9	9	11
Stormwater Operator III	4	4	4
Streets & Stormwater Director	1	1	1
<b>Total</b>	<b>37</b>	<b>37</b>	<b>37</b>

# Personnel Changes

## Changes in Fiscal Year 2022-23

- **Added:** (1) Information Technology System Administrator (Police)
- **Added:** (4) Officer (Police)
- **Added:** (1) Planner (Planning & Zoning)
- **Added:** (1) Building Permit Coordinator (Building)
- **Added:** (2) Plant Operator (Utilities Operations)
- **Added:** (1) Utilities Staff Engineer (Utilities Maintenance)
- **Added:** (1) Administrative Assistant II (General Services)/ **Deleted:** (1) Administrative Assistant I (General Services)
- **Added:** (1) Traffic Coordinator (Traffic)/ **Deleted:** (1) Traffic Foreman II (Traffic)
- **Added:** (1) Equipment Operator II (Solid Waste)/ **Deleted:** (1) Refuse Collector (Solid Waste)
- **Added:** (1) Senior Fleet Coordinator (Fleet Management)/ **Deleted:** (1) Fleet Technician (Fleet Management)
- **Added:** (17) Parks Equipment Operator I (Parks)/ **Deleted:** (17) Groundskeeper I (Parks)
- **Added:** (5) Parks Equipment Operator II (Parks)/ **Deleted:** (5) Groundskeeper II (Parks)
- **Added:** (4) Cemetery Caretaker I (Cemetery)/ **Deleted:** (4) Groundskeeper I (Cemetery)
- **Added:** (1) Cemetery Caretaker II (Cemetery)/ **Deleted:** (1) Groundskeeper II (Cemetery)
- **Added:** (4) Parks Equipment Operator I (Stadium)/ **Deleted:** (4) Groundskeeper I (Stadium)
- **Added:** (1) Parks Equipment Operator II (Stadium)/ **Deleted:** (1) Groundskeeper II (Stadium)
- **Added:** (1) Foreman III (Utilities Maintenance)/ **Deleted:** (1) Foreman II (Utilities Maintenance)
- **Added:** (4) Foreman III (Stormwater & Streets)/ **Deleted:** (4) Foreman II (Stormwater & Streets)
- **Deleted:** (1) Traffic Maintenance Specialist II (Traffic)
- **Deleted:** (3) Refuse Collector (Solid Waste)

## Changes in Fiscal Year 2023-24

- **Added:** (1) Park Ranger (Parks)
- **Added:** (1) Tennis Facility Coordinator (Recreation)
- **Added:** (1) Senior Planning Technician (Planning & Zoning)
- **Added:** (1) Refuse Collector (Solid Waste)
- **Added:** (2) Community Service Officer (Police)
- **Added:** (3) Law Enforcement Officer (Police)
- **Added:** (1) Administrative Assistant II (Parks)/ **Deleted:** (1) Administrative Assistant I (Parks)
- **Added:** (1) Maintenance Specialist II (Utilities Maintenance)/ **Deleted:** (1) Maintenance Specialist I (Utilities Maint)
- **Added:** (1) Yard Operations Technician (Solid Waste)/ **Deleted:** (1) Asset Management Technician (Solid Waste)
- **Added:** (1) Refuse Collector (Solid Waste)/ **Deleted:** (1) Equipment Operator II (Solid Waste)
- **Added:** (1) Administrative Assistant I (Traffic)/ **Deleted:** (1) Traffic Maintenance Specialist (Traffic) \*
- **Added:** (1) Library Assistant (Library)/ **Deleted:** (1) Administration & Services Assistant (Library) \*
- **Added:** (1) Planning & Zoning Coordinator (Planning & Zoning)/ **Deleted:** (1) Planner (Planning & Zoning) \*
- **Added:** (1) UM Superintendent (Utilities Maintenance)/ **Deleted:** (1) Foreman III (Utilities Maintenance) \*
- **Added:** (1) Horticulturist (Parks)/ **Deleted:** (1) Equipment Operator I (Parks) \*
- **Added:** (1) Logistics Technician (Solid Waste)/ **Deleted:** (1) Equipment Operator III (Solid Waste) \*
- **Added:** (2) Stormwater Operator II (Stormwater)/ **Deleted:** (2) Stormwater Operator I (Stormwater) \*

\*Reclassifications approved mid-year after October 1, 2022.

# Budget Summary

## BUDGET SUMMARY CITY OF PLANT CITY FISCAL YEAR 2023/2024

THE PROPOSED OPERATING BUDGET EXPENDITURES  
OF THE CITY OF PLANT CITY ARE 16.5% MORE THAN  
LAST YEAR'S TOTAL OPERATING EXPENDITURES

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	ENTERPRISE FUNDS	INTERNAL SERVICE FUND	TOTAL ALL FUNDS
<b>ESTIMATED REVENUES:</b>						
Taxes:						
Ad Valorem Taxes	Millage Rate \$1,000 5.7157	22,894,621	-	-	-	22,894,621
Other Taxes		8,208,212	4,407,169	-	-	12,615,381
Permits & Fees		6,816,900	-	225,000	-	7,041,900
Intergovernmental Revenue		7,189,015	4,398,652	-	-	11,587,667
Charges For Services		2,185,755	20,000	38,219,093	2,787,400	43,212,248
Fines and Forfeits		130,300	-	-	-	130,300
Miscellaneous Revenues		351,544	718,537	961,800	161,400	2,193,281
<b>TOTAL SOURCES</b>		<b>47,776,347</b>	<b>9,544,358</b>	<b>39,405,893</b>	<b>2,948,800</b>	<b>99,675,398</b>
Transfers In		2,682,616	39,033	395,435	2,000,000	5,117,084
Fund Balances/Reserves/Net Assets			703,696	395,148	2,888,027	3,986,871
<b>TOTAL REVENUES, TRANSFERS AND BALANCES</b>		<b>50,458,963</b>	<b>10,287,087</b>	<b>790,583</b>	<b>44,293,920</b>	<b>108,779,353</b>
<b>EXPENDITURES:</b>						
General Government		9,423,711	-	-	1,500	9,425,211
Public Safety		25,423,384	455,000	-	51,500	25,929,884
Physical Environment		1,469,684	165,100	-	36,392,101	38,107,885
Transportation		3,739,983	3,527,133	-	1,000	7,268,116
Economic Environment		1,539,112	3,287,793	-	-	4,826,905
Culture/Recreation		8,480,356	1,585,000	-	12,000	10,077,356
Debt Services		-	-	790,583	3,164,684	3,955,267
<b>TOTAL EXPENDITURES</b>		<b>60,076,230</b>	<b>9,020,026</b>	<b>790,583</b>	<b>39,556,785</b>	<b>99,590,624</b>
Transfers Out		39,033	395,435	-	4,682,616	5,117,084
Fund Balances/Reserves/Net Assets		343,700	871,626	-	54,519	4,071,645
<b>TOTAL APPROPRIATED EXPENDITURES TRANSFERS, RESERVES &amp; BALANCES</b>		<b>50,458,963</b>	<b>10,287,087</b>	<b>790,583</b>	<b>44,293,920</b>	<b>108,779,353</b>

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

## Property Tax Rolls

<b>Tax Roll Year</b>	<b>CRA Area</b>	<b>Total Roll</b>	<b>Millage Rate</b>	<b>Taxes Levied</b>	<b>Rolled Back Millage Rate</b>
2003	59,065,154	1,367,123,325	4.7000	6,425,480	4.5573
2004	66,937,242	1,477,036,619	4.7000	6,942,072	4.4326
2005	91,637,551	1,671,475,959	4.7000	7,855,937	4.1738
2006	128,789,170	1,930,922,262	4.7000	9,075,335	4.1432
2007	155,107,990	2,146,703,453	4.1653	8,941,664	4.3845
2008	154,051,616	2,078,117,193	4.1653	8,655,982	4.4012
2009	125,160,283	1,819,964,573	4.7157	8,582,407	4.7205
2010	93,617,539	1,604,053,175	4.7157	7,564,233	5.3362
2011	82,468,755	1,489,754,928	4.7157	7,025,237	5.0573
2012	77,137,267	1,452,611,428	4.7157	6,850,080	4.8906
2013	78,953,053	1,517,915,227	4.7157	7,158,033	4.5654
2014	83,298,479	1,599,226,763	4.7157	7,541,474	4.5796
2015	90,145,146	1,674,448,985	4.7157	7,896,199	4.5981
2016	103,049,582	1,858,217,005	4.7157	8,762,794	4.4883
2017	116,493,484	2,000,261,839	5.7157	11,432,897	4.4969
2018	130,963,478	2,190,581,951	5.7157	12,520,709	5.3651
2019	152,490,625	2,397,560,289	5.7157	13,703,735	5.3277
2020	169,722,398	2,674,204,538	5.7157	15,284,951	5.2846
2021	196,154,441	3,011,689,326	5.7157	17,213,913	5.3370
2022	249,298,202	3,617,941,434	5.7157	20,679,068	5.0357
2023	277,720,516	4,214,544,952	5.7157	24,089,075	5.2175

## Fund Balances

ESTIMATED CHANGES IN FUND BALANCE FOR MAJOR FUNDS AS OF SEPTEMBER 30, 2023

FUND	AVAILABLE FUND BALANCE 9/30/2022	PROJECTED REVENUE	2022-23 PROJECTED EXPENSES	PROJECTED FUND BALANCE 9/30/2023	ESTIMATED REVENUE	2023-24 ESTIMATED EXPENSES
General Fund	\$ 21,278,753	\$ 48,667,503	\$ 47,605,807	\$ 22,340,449	\$ 50,458,963	\$ 50,115,263
Community Investment Tax	2,107,587	2,684,027	2,385,296	2,406,318	2,998,700	2,355,435
Street Fund	2,303,069	2,757,450	2,908,728	2,151,791	2,903,437	3,102,133
Water/Sewer Fund	15,229,219	33,445,682	31,640,072	17,034,829	27,457,293	27,457,293
Solid Waste Fund	11,054,456	10,110,255	10,509,447	10,655,264	9,905,000	9,850,481
Stormwater Fund	2,047,719	3,847,350	2,821,805	3,073,264	4,043,600	4,331,627
Community Redevelopment Fund	3,116,461	2,768,591	3,953,318	1,931,734	3,089,969	2,861,608
Total Fund Balance	\$ 57,137,264	\$ 104,280,858	\$ 101,824,473	\$ 59,593,649	\$ 100,856,962	\$ 100,073,840

### Changes in Fund Balance from FY 2022-23 to FY 2023-24 that are more than

#### **Community Investment Tax**

Revenues in the fund are projected to exceed expenditures by \$643,265, causing an increase to fund balance equal to the amount of the increase. Funds will be used for future projects.

#### **Community Redevelopment Fund**

Revenues in the fund are projected to exceed expenditures by \$228,361, causing an increase to fund balance equal to the amount of the increase. Funds will be used for projects in future years in compliance with the approved CRA plan.



## Interfund Transfers

Transferred To:					
Transferred From:	General Fund	Water/Sewer Fund	Debt Service Fund	Community Services	Total
General Fund	-	-	-	39,033	\$39,033
Water/Sewer Fund	1,893,816	2,000,000	-	-	\$3,893,816
Street Fund	-	-	-	-	\$0
Stormwater Fund	-	-	-	-	\$0
Solid Waste Fund	788,800	-	-	-	\$788,800
Community Investment Tax	-	-	395,435	-	\$395,435
<b>Total</b>	<b>\$2,682,616</b>	<b>\$2,000,000</b>	<b>\$395,435</b>	<b>\$39,033</b>	<b>\$5,117,084</b>

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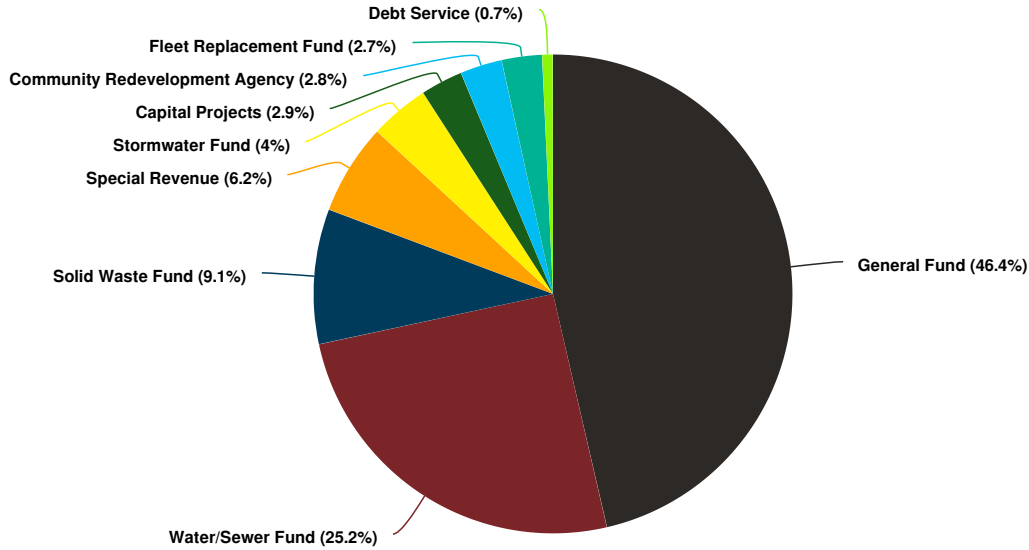
# **FUND SUMMARIES**

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## Revenue by Fund

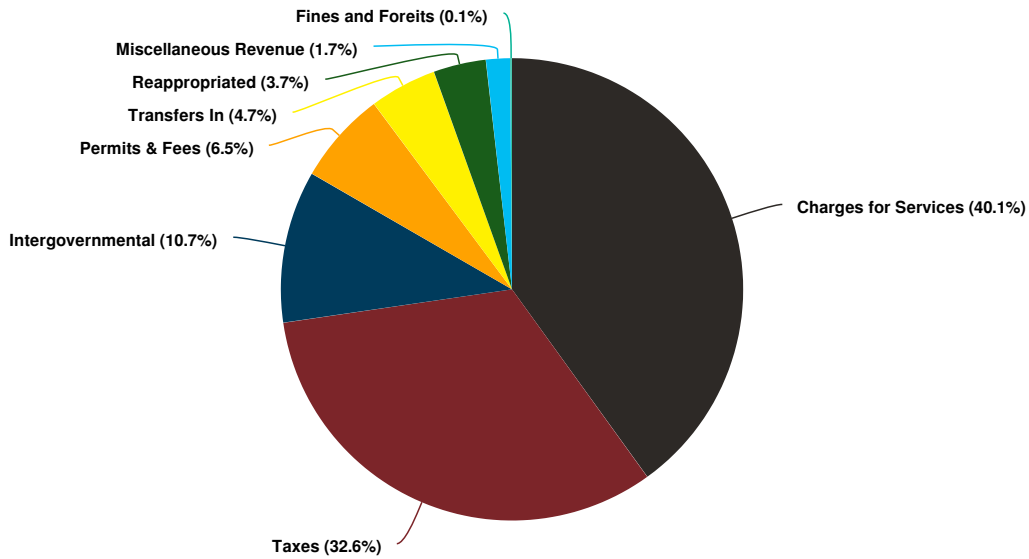
### 2024 Revenue by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Budgeted
Special Revenue					
Tree Fund	\$87,705	\$0	\$145,000	\$172,900	\$0
American Rescue Plan Act Fund	\$758,911	\$0	\$0	\$0	\$0
<b>Total Special Revenue:</b>	<b>\$8,606,177</b>	<b>\$6,116,483</b>	<b>\$6,336,583</b>	<b>\$6,202,108</b>	<b>\$6,692,118</b>
Debt Service	\$794,818	\$790,796	\$790,796	\$790,296	\$790,583
Capital Projects					
Capital Projects Fund	\$1,952,950	\$0	\$0	\$2,136,200	\$0
Water/Sewer RR&I Fund	\$5,126,744	\$0	\$9,100,000	\$14,835,000	\$0
Streets RR&I Fund	\$2,984,758	\$0	\$0	\$3,700,211	\$0
Community Investment Tax RR&I	\$1,650,000	\$0	\$0	\$1,595,000	\$0
Stormwater RR&I Fund	\$348,864	\$0	\$0	\$190,500	\$0
<b>Total Capital Projects:</b>	<b>\$17,492,261</b>	<b>\$500,000</b>	<b>\$17,118,862</b>	<b>\$29,626,797</b>	<b>\$3,105,000</b>
<b>Total:</b>	<b>\$26,893,256</b>	<b>\$7,407,279</b>	<b>\$24,246,241</b>	<b>\$36,619,201</b>	<b>\$10,587,701</b>

# Revenues by Source

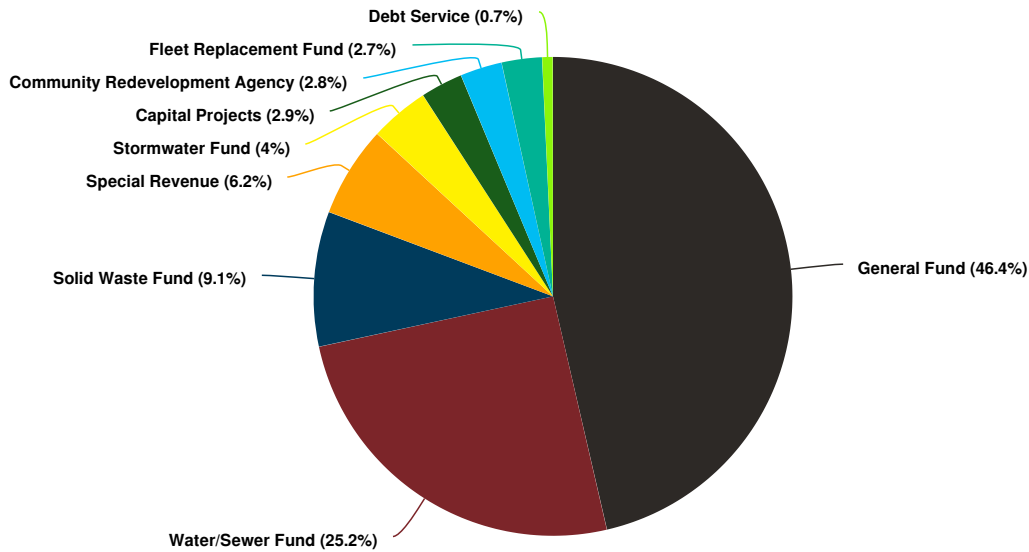
## Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$1,553,302	\$15,602,600	\$0	\$3,986,871
Taxes	\$27,832,358	\$30,842,962	\$30,842,962	\$32,220,245	\$35,510,002
Permits & Fees	\$13,425,490	\$6,362,230	\$6,362,230	\$13,595,116	\$7,041,900
Intergovernmental	\$12,131,341	\$9,949,294	\$16,888,801	\$17,661,546	\$11,587,667
Charges for Services	\$39,795,950	\$40,728,113	\$40,930,613	\$41,227,208	\$43,567,885
Fines and Foreits	\$152,110	\$115,300	\$121,300	\$148,700	\$130,300
Miscellaneous Revenue	-\$2,831,265	\$979,944	\$1,705,244	\$4,064,447	\$1,837,644
Other Sources	\$1,500,000	\$0	\$17,000	\$19,100	\$0
Transfers In	\$18,887,133	\$5,864,838	\$16,076,855	\$30,731,223	\$5,117,084
<b>Total Revenue Source:</b>	<b>\$110,893,117</b>	<b>\$96,395,983</b>	<b>\$128,547,605</b>	<b>\$139,667,585</b>	<b>\$108,779,353</b>

# Expenditures by Fund

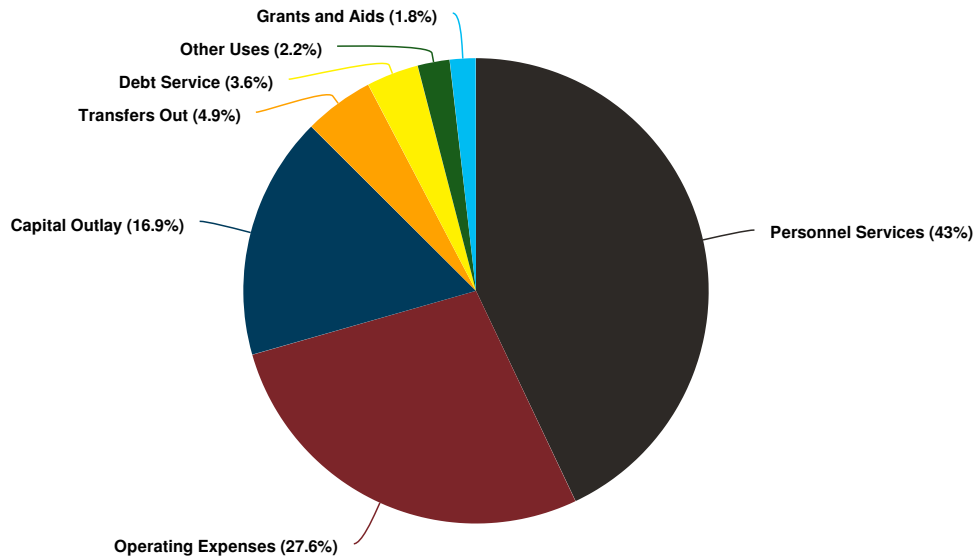
## 2024 Expenditures by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Special Revenue					
Tree Fund	\$0	\$0	\$145,000	\$145,000	\$0
American Rescue Plan Act Fund	\$758,911	\$0	\$6,379,741	\$6,555,485	\$0
<b>Total Special Revenue:</b>	<b>\$6,710,411</b>	<b>\$6,116,483</b>	<b>\$12,862,156</b>	<b>\$12,701,258</b>	<b>\$6,692,118</b>
Debt Service	\$799,340	\$790,796	\$790,796	\$790,296	\$790,583
Capital Projects					
Capital Projects Fund	\$1,128,461	\$0	\$546,065	\$0	\$0
Water/Sewer RR&I Fund	\$88,642	\$0	\$133,555	\$58	\$0
Streets RR&I Fund	\$2,503,698	\$0	\$1,298,748	\$2,800,000	\$0
Community Investment Tax RR&I	\$260,239	\$0	\$920,423	\$0	\$0
Stormwater RR&I Fund	\$112,157	\$0	\$862,310	\$0	\$0
<b>Total Capital Projects:</b>	<b>\$4,692,362</b>	<b>\$500,000</b>	<b>\$11,828,563</b>	<b>\$12,054,800</b>	<b>\$3,105,000</b>
<b>Total:</b>	<b>\$12,202,113</b>	<b>\$7,407,279</b>	<b>\$25,481,515</b>	<b>\$25,546,354</b>	<b>\$10,587,701</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type

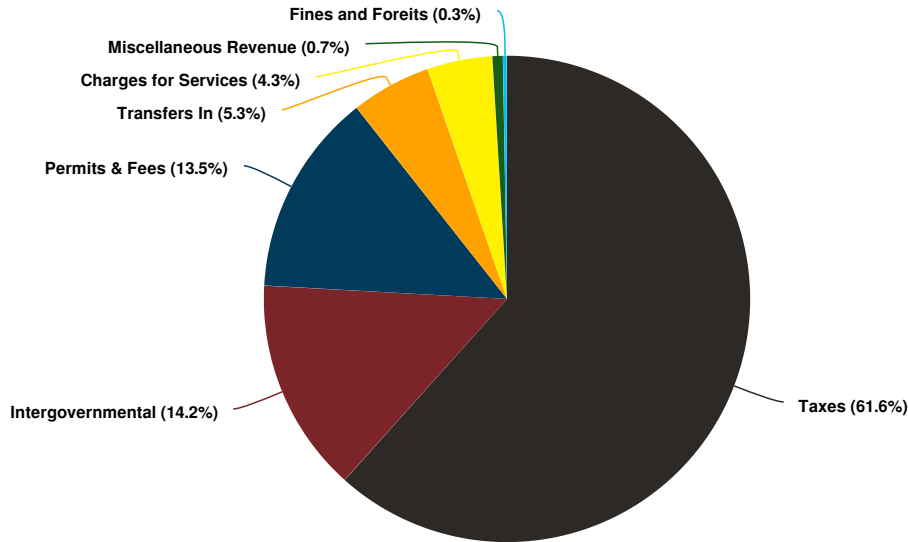


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$34,426,788	\$40,988,587	\$40,696,324	\$38,160,309	\$46,747,491
Operating Expenses	\$30,856,864	\$24,820,426	\$30,601,725	\$31,173,436	\$30,023,809
Capital Outlay	\$17,107,569	\$12,789,160	\$50,246,721	\$43,207,680	\$18,390,827
Grants and Aids	\$1,522,330	\$1,810,857	\$1,921,837	\$1,810,668	\$1,965,112
Other Uses	\$2,419,895	\$5,360,250	\$2,981,016	\$3,139,127	\$2,414,663
Transfers Out	\$6,940,102	\$6,671,421	\$6,727,855	\$7,294,124	\$5,282,184
Debt Service	\$1,194,224	\$3,955,282	\$3,955,282	\$3,954,782	\$3,955,267
<b>Total Expense Objects:</b>	<b>\$94,467,771</b>	<b>\$96,395,983</b>	<b>\$137,130,760</b>	<b>\$128,740,126</b>	<b>\$108,779,353</b>



### Revenues by Source

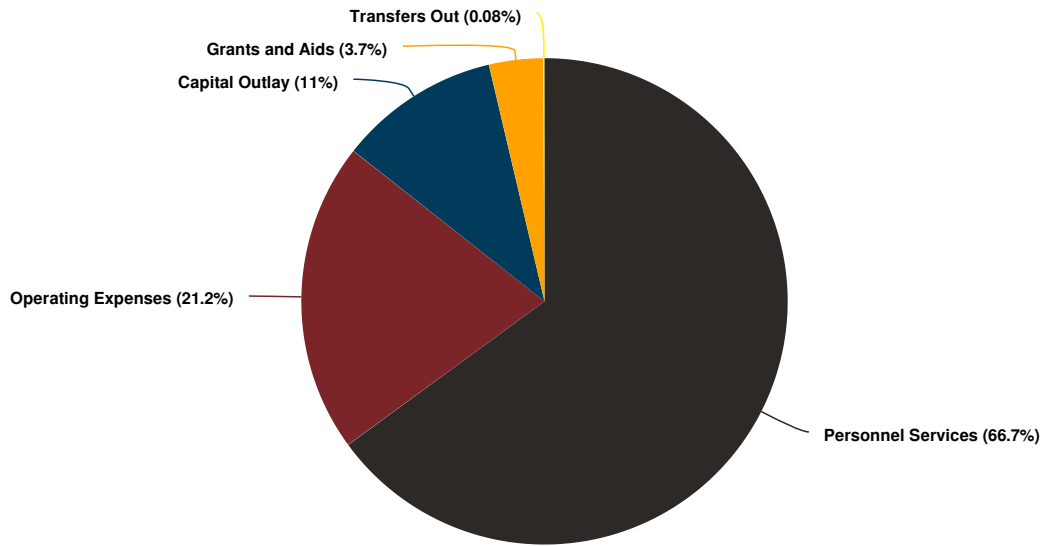
#### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$222,834	\$222,834	\$0	\$0
Taxes	\$24,385,507	\$26,744,882	\$26,744,882	\$28,184,414	\$31,102,833
Permits & Fees	\$7,821,165	\$6,145,750	\$6,145,750	\$6,466,400	\$6,816,900
Intergovernmental	\$7,343,736	\$6,239,844	\$6,369,696	\$7,019,415	\$7,189,015
Charges for Services	\$2,157,585	\$2,017,630	\$2,017,630	\$2,102,425	\$2,185,755
Fines and Foreits	\$112,424	\$115,300	\$115,300	\$107,100	\$130,300
Miscellaneous Revenue	-\$1,014,519	\$262,544	\$390,244	\$1,117,389	\$351,544
Transfers In	\$4,493,721	\$5,032,586	\$2,439,903	\$3,728,360	\$2,682,616
<b>Total Revenue Source:</b>	<b>\$45,299,620</b>	<b>\$46,781,370</b>	<b>\$44,446,239</b>	<b>\$48,725,503</b>	<b>\$50,458,963</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$25,484,689	\$29,317,482	\$29,255,040	\$28,085,994	\$33,674,562
Operating Expenses	\$8,354,320	\$10,172,604	\$10,479,655	\$9,667,106	\$10,700,545
Capital Outlay	\$4,522,122	\$4,791,027	\$5,101,754	\$4,985,256	\$5,551,493
Grants and Aids	\$1,389,561	\$1,710,857	\$1,710,857	\$1,707,668	\$1,865,112
Other Uses	\$372,944	\$747,944	-\$1,864,739	\$3,090,627	-\$1,371,782
Transfers Out	\$376,110	\$41,456	\$169,156	\$169,156	\$39,033
<b>Total Expense Objects:</b>	<b>\$40,499,746</b>	<b>\$46,781,370</b>	<b>\$44,851,724</b>	<b>\$47,705,807</b>	<b>\$50,458,963</b>

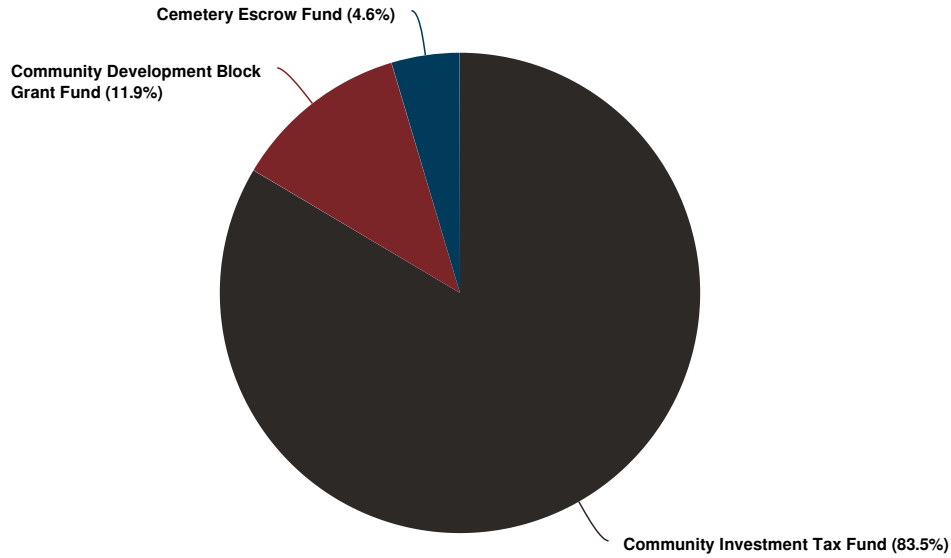




# Special Revenue Funds

## Revenue by Fund

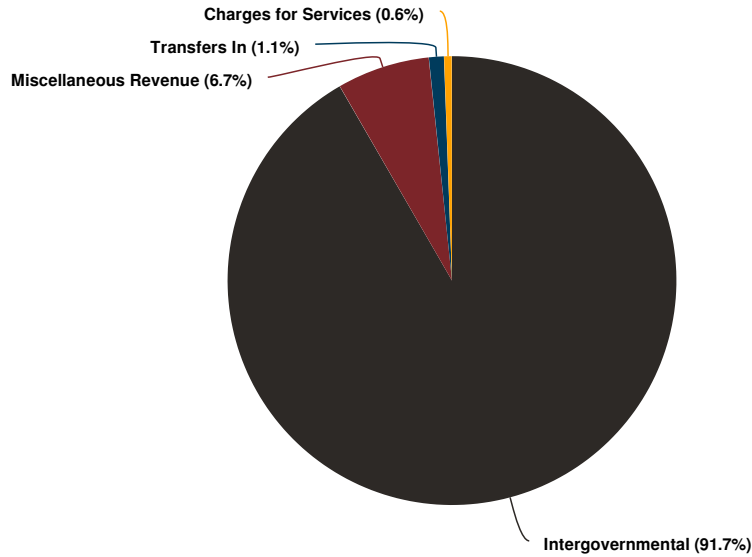
### 2024 Revenue by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Law Enforcement Trust Fund	\$106	\$0	\$4,200	\$75	\$0
Federal Equitable Shared Fund	\$34,134	\$0	\$50,900	\$35,900	\$0
Ticket Surcharge Fund	\$6,476	\$0	\$20,000	\$6,400	\$0
Community Investment Tax Fund	\$3,409,645	\$2,575,927	\$2,575,927	\$2,684,027	\$2,998,700
Cemetery Escrow Fund	\$157,036	\$110,000	\$110,000	\$145,900	\$165,100
Library Donation Fund	\$707	\$0	\$0	\$600	\$0
Community Development Block Grant Fund	\$143,127	\$443,270	\$443,270	\$398,856	\$426,185
<b>Total:</b>	<b>\$3,751,230</b>	<b>\$3,129,197</b>	<b>\$3,204,297</b>	<b>\$3,271,758</b>	<b>\$3,589,985</b>

# Revenues by Source

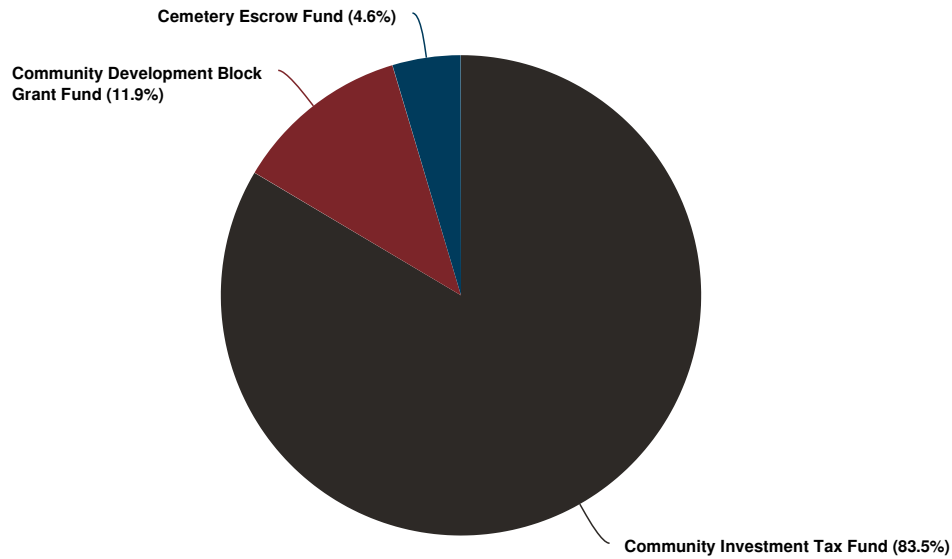
## Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$69,100	\$0	\$0
Intergovernmental	\$2,923,614	\$2,932,741	\$2,932,741	\$2,900,927	\$3,290,852
Charges for Services	\$14,618	\$20,000	\$20,000	\$7,000	\$20,000
Fines and Foreits	\$39,686	\$0	\$6,000	\$41,600	\$0
Miscellaneous Revenue	\$337,595	\$135,000	\$135,000	\$280,775	\$240,100
Transfers In	\$435,717	\$41,456	\$41,456	\$41,456	\$39,033
<b>Total Revenue Source:</b>	<b>\$3,751,230</b>	<b>\$3,129,197</b>	<b>\$3,204,297</b>	<b>\$3,271,758</b>	<b>\$3,589,985</b>

# Expenditures by Fund

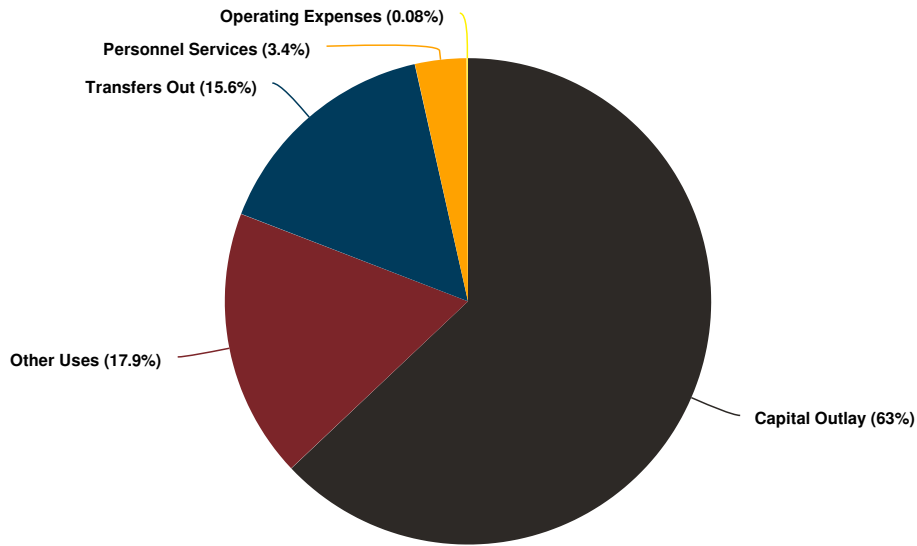
## 2024 Expenditures by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Law Enforcement Trust Fund	\$25,000	\$0	\$4,200	\$4,200	\$0
Federal Equitable Shared Fund	\$59,880	\$0	\$55,577	\$52,100	\$0
Ticket Surcharge Fund	\$154,613	\$0	\$20,000	\$12,100	\$0
Community Investment Tax Fund	\$2,444,818	\$2,575,927	\$2,575,927	\$2,385,296	\$2,998,700
Cemetery Escrow Fund	\$0	\$110,000	\$110,000	\$145,900	\$165,100
Library Donation Fund	\$16,225	\$0	\$6,319	\$10,000	\$0
Community Development Block Grant Fund	\$436,792	\$443,270	\$548,830	\$482,449	\$426,185
<b>Total:</b>	<b>\$3,137,328</b>	<b>\$3,129,197</b>	<b>\$3,320,852</b>	<b>\$3,092,045</b>	<b>\$3,589,985</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$108,926	\$110,560	\$110,510	\$85,341	\$123,259
Operating Expenses	\$35,520	\$7,710	\$34,537	\$21,150	\$2,926
Capital Outlay	\$2,095,063	\$1,920,000	\$2,078,878	\$2,046,358	\$2,260,000
Grants and Aids	\$3,000	\$0	\$6,000	\$3,000	\$0
Other Uses	\$100,000	\$190,131	\$190,131	\$0	\$643,265
Transfers Out	\$794,818	\$900,796	\$900,796	\$936,196	\$560,535
<b>Total Expense Objects:</b>	<b>\$3,137,328</b>	<b>\$3,129,197</b>	<b>\$3,320,852</b>	<b>\$3,092,045</b>	<b>\$3,589,985</b>

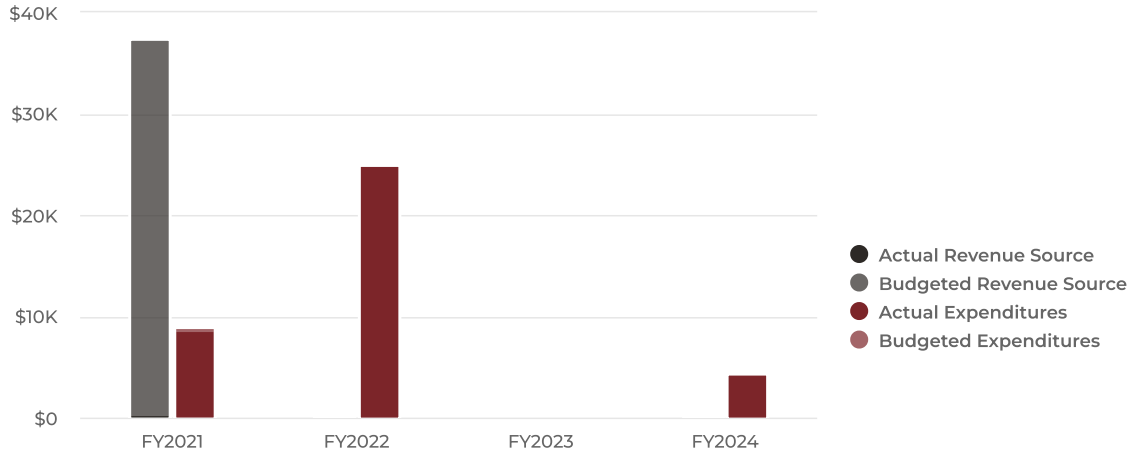


# Law Enforcement Trust Fund

The fund was established under Florida Statutes to allow law enforcement agencies to seize and forfeit any contraband that have been used in the commission of felonies. This includes vehicles, vessels, aircraft, real property, cash or any other items. The cash or proceeds from a sale of the seized items can be used by the law enforcement agency.

## Summary

The City of Plant City is projecting \$0 of revenue in FY2024, which represents a 100% increase over the prior year. Budgeted expenditures are projected to increase by 100% or \$0 to \$0 in FY2024.



## Revenues by Source

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$4,200	\$0	\$0
Miscellaneous Revenue	\$106	\$0	\$0	\$75	\$0
<b>Total Revenue Source:</b>	<b>\$106</b>	<b>\$0</b>	<b>\$4,200</b>	<b>\$75</b>	<b>\$0</b>

## Expenditures by Expense Type

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Operating Expenses	\$0	\$0	\$4,200	\$4,200	\$0
Capital Outlay	\$25,000	\$0	\$0	\$0	\$0

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Total Expense Objects:	\$25,000	\$0	\$4,200	\$4,200	\$0



## Federal Equitable Shared Fund

The fund was established under Florida Statutes for receipts and revenues received from federal criminal, administrative, or civil forfeiture proceedings and from federal asset-sharing programs. Proceeds can be used for law enforcement operations and investigations (not including payroll), training and education, public safety and detention facilities, equipment, contracting for services, travel and per diem, awards and memorials, drug and gang education and awareness programs, matching funds and community based programming.

### Revenues by Source

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$50,900	\$0	\$0
Fines and Foreits	\$33,748	\$0	\$0	\$35,400	\$0
Miscellaneous Revenue	\$386	\$0	\$0	\$500	\$0
<b>Total Revenue Source:</b>	<b>\$34,134</b>	<b>\$0</b>	<b>\$50,900</b>	<b>\$35,900</b>	<b>\$0</b>

### Expenditures by Expense Type

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Operating Expenses	\$1,880	\$0	\$2,577	\$2,100	\$0
Capital Outlay	\$55,000	\$0	\$47,000	\$47,000	\$0
Grants and Aids	\$3,000	\$0	\$6,000	\$3,000	\$0
<b>Total Expense Objects:</b>	<b>\$59,880</b>	<b>\$0</b>	<b>\$55,577</b>	<b>\$52,100</b>	<b>\$0</b>



# Ticket Surcharge Fund

Florida Statutes allows a two dollar surcharge on every traffic ticket issued and the proceeds are to be used for law enforcement officer's higher education.

## Revenues by Source

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$14,000	\$0	\$0
Fines and Foreits	\$5,938	\$0	\$6,000	\$6,200	\$0
Miscellaneous Revenue	\$538	\$0	\$0	\$200	\$0
<b>Total Revenue Source:</b>	<b>\$6,476</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$6,400</b>	<b>\$0</b>

## Expenditures by Expense Type

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Operating Expenses	\$24,613	\$0	\$20,000	\$12,100	\$0
Capital Outlay	\$130,000	\$0	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$154,613</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$12,100</b>	<b>\$0</b>



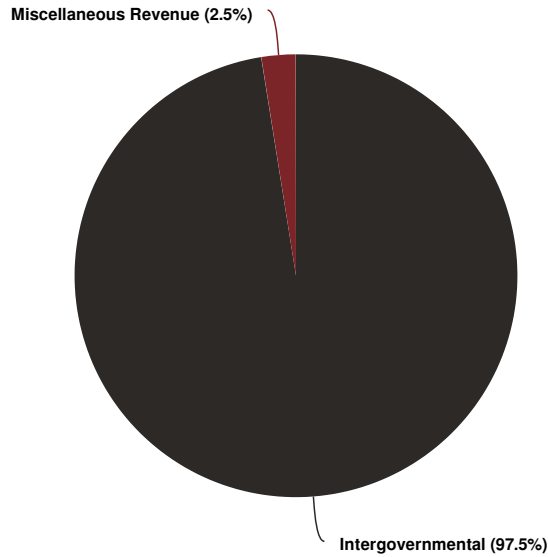


# Community Investment Tax Fund

Proceeds from a discretionary sales surtax of one and a half percent, levied by the county based on approval from a majority of the voters. The Department of Revenue distributes the revenue to the county and the county calculates the City's portion based on a population based formula. Proceed to be used to finance, plan, and construct infrastructure; or to acquire land for public recreation, conservation, or protection of natural resources.

## Revenues by Source

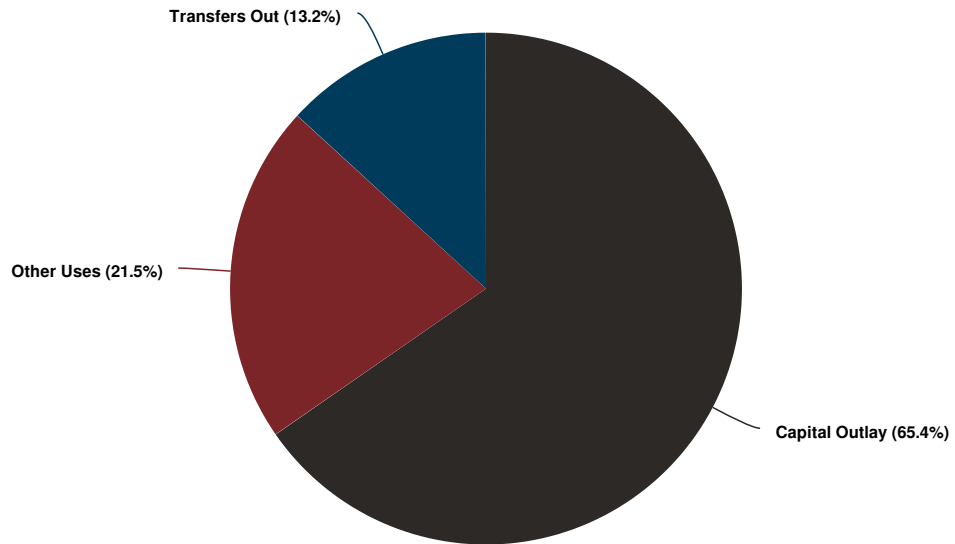
### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Intergovernmental	\$2,923,614	\$2,550,927	\$2,550,927	\$2,550,927	\$2,923,700
Miscellaneous Revenue	\$86,031	\$25,000	\$25,000	\$133,100	\$75,000
Transfers In	\$400,000	\$0	\$0	\$0	\$0
<b>Total Revenue Source:</b>	<b>\$3,409,645</b>	<b>\$2,575,927</b>	<b>\$2,575,927</b>	<b>\$2,684,027</b>	<b>\$2,998,700</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Capital Outlay	\$1,650,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,960,000
Other Uses	\$0	\$190,131	\$190,131	\$0	\$643,265
Transfers Out	\$794,818	\$790,796	\$790,796	\$790,296	\$395,435
<b>Total Expense Objects:</b>	<b>\$2,444,818</b>	<b>\$2,575,927</b>	<b>\$2,575,927</b>	<b>\$2,385,296</b>	<b>\$2,998,700</b>

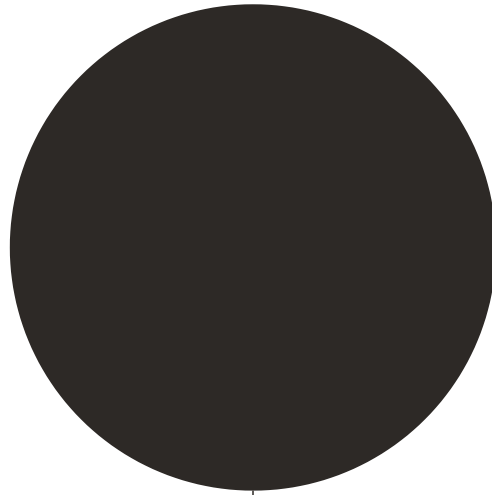


# Cemetery Escrow Fund

This fund was established per the City Code of Ordinances, Section 22-32 as a perpetual care fund for the operations of maintenance of the City cemeteries. Proceeds from lot sales shall be placed in escrow. The fund balance will accumulate until interest earned on the balance is sufficient to pay operations and maintenance costs.

## Revenues by Source

### Projected 2024 Revenues by Source

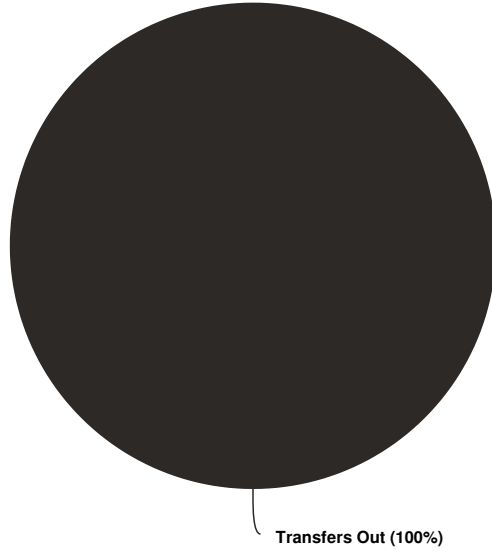


Miscellaneous Revenue (100%)

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Miscellaneous Revenue	\$157,036	\$110,000	\$110,000	\$145,900	\$165,100
<b>Total Revenue Source:</b>	<b>\$157,036</b>	<b>\$110,000</b>	<b>\$110,000</b>	<b>\$145,900</b>	<b>\$165,100</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Transfers Out	\$0	\$110,000	\$110,000	\$145,900	\$165,100
<b>Total Expense Objects:</b>	<b>\$0</b>	<b>\$110,000</b>	<b>\$110,000</b>	<b>\$145,900</b>	<b>\$165,100</b>



# Library Donation Fund

Library donation proceeds are received and used for books or improvements.

## Revenues by Source

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Miscellaneous Revenue	\$707	\$0	\$0	\$600	\$0
<b>Total Revenue Source:</b>	<b>\$707</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600</b>	<b>\$0</b>

## Expenditures by Function

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Culture/Recreation	\$16,225	\$0	\$6,319	\$10,000	\$0
<b>Total Expenditures:</b>	<b>\$16,225</b>	<b>\$0</b>	<b>\$6,319</b>	<b>\$10,000</b>	<b>\$0</b>

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type

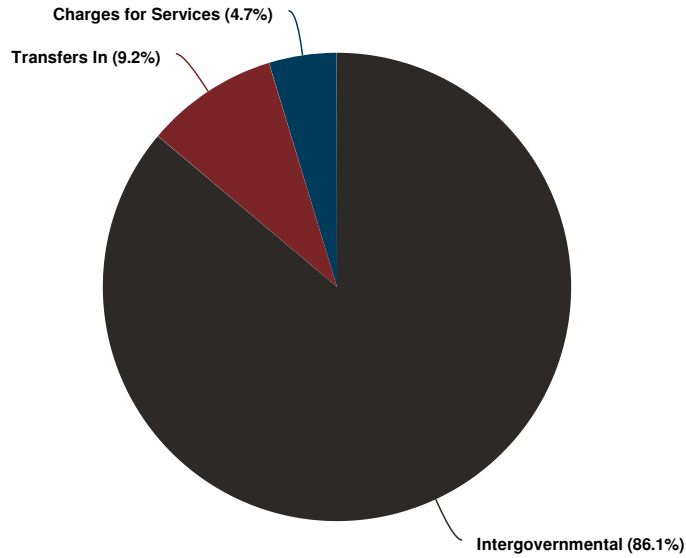
Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Operating Expenses	\$4,824	\$0	\$0	\$0	\$0
Capital Outlay	\$11,401	\$0	\$6,319	\$10,000	\$0
<b>Total Expense Objects:</b>	<b>\$16,225</b>	<b>\$0</b>	<b>\$6,319</b>	<b>\$10,000</b>	<b>\$0</b>



### Revenues by Source

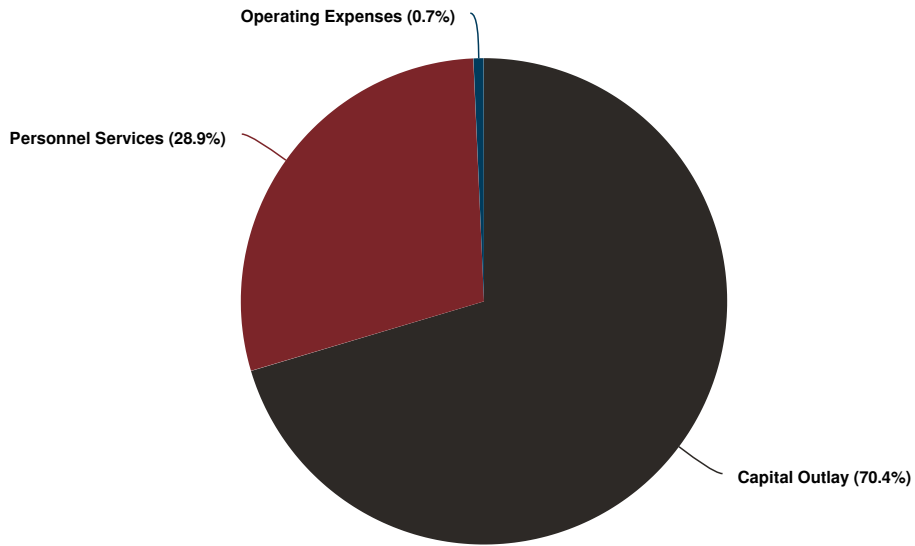
#### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Intergovernmental	\$0	\$381,814	\$381,814	\$350,000	\$367,152
Charges for Services	\$14,618	\$20,000	\$20,000	\$7,000	\$20,000
Miscellaneous Revenue	\$92,792	\$0	\$0	\$400	\$0
Transfers In	\$35,717	\$41,456	\$41,456	\$41,456	\$39,033
<b>Total Revenue Source:</b>	<b>\$143,127</b>	<b>\$443,270</b>	<b>\$443,270</b>	<b>\$398,856</b>	<b>\$426,185</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$108,926	\$110,560	\$110,510	\$85,341	\$123,259
Operating Expenses	\$4,204	\$7,710	\$7,760	\$2,750	\$2,926
Capital Outlay	\$223,662	\$325,000	\$430,560	\$394,358	\$300,000
Other Uses	\$100,000	\$0	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$436,792</b>	<b>\$443,270</b>	<b>\$548,830</b>	<b>\$482,449</b>	<b>\$426,185</b>

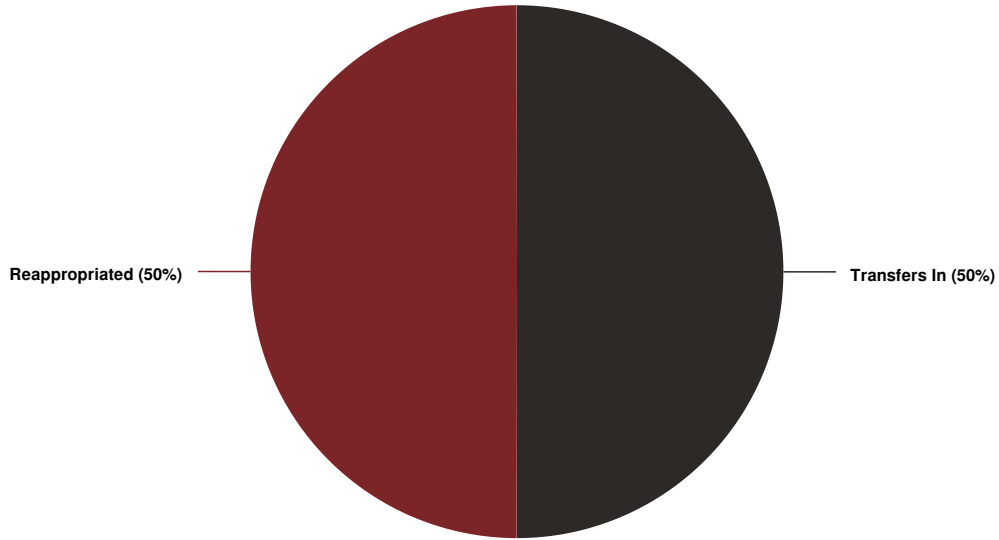




# Debt Service Funds

## Revenues by Source

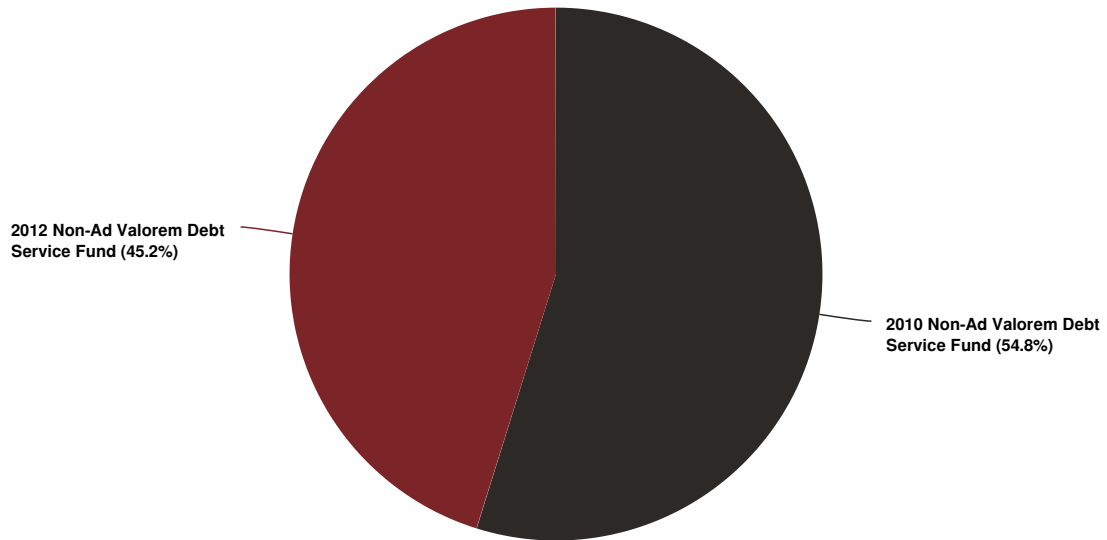
### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$0	\$0	\$395,148
Transfers In	\$794,818	\$790,796	\$790,796	\$790,296	\$395,435
<b>Total Revenue Source:</b>	<b>\$794,818</b>	<b>\$790,796</b>	<b>\$790,796</b>	<b>\$790,296</b>	<b>\$790,583</b>

# Expenditures by Fund

## 2024 Expenditures by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
2010 Non-Ad Valorem Debt Service Fund	\$438,379	\$436,754	\$436,754	\$436,254	\$433,460
2012 Non-Ad Valorem Debt Service Fund	\$360,961	\$354,042	\$354,042	\$354,042	\$357,123
<b>Total:</b>	<b>\$799,340</b>	<b>\$790,796</b>	<b>\$790,796</b>	<b>\$790,296</b>	<b>\$790,583</b>



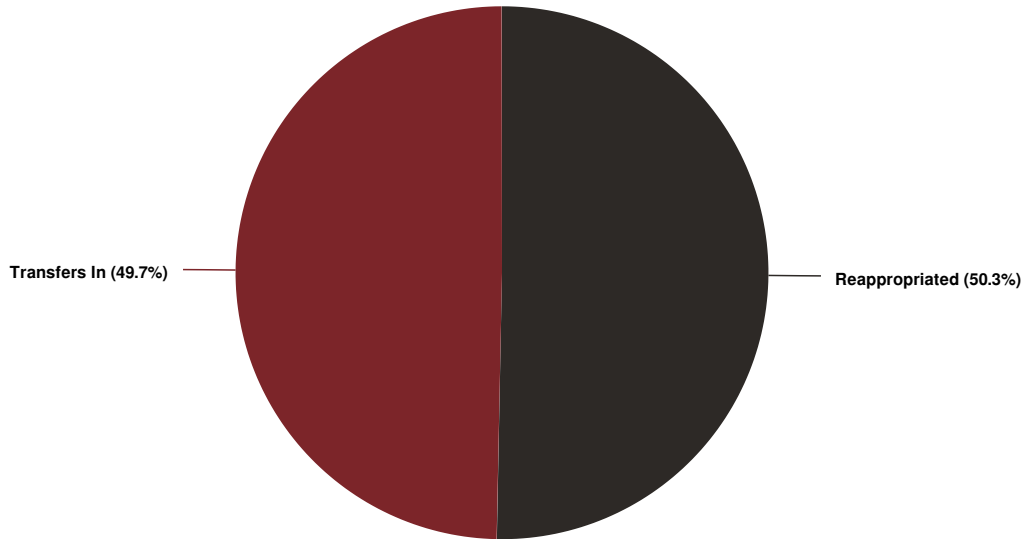
# 2010 Non-Ad Valorem Debt Service Fund

**Uses:** Refund 1999 Bonds used to construct and acquire facilities, including but not limited to a new City Hall, and infrastructure improvement to streets.

See Debt Section for more information.

## Revenues by Source

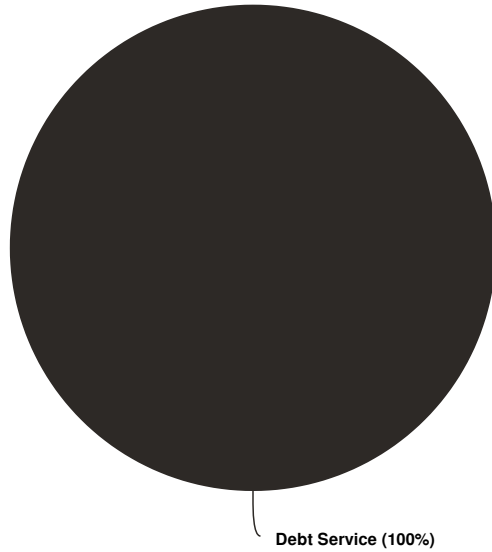
### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
<b>Revenue Source</b>					
<b>Reappropriated</b>					
Reappropriated Funds	\$0	\$0	\$0	\$0	\$218,127
<b>Total Reappropriated:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$218,127</b>
<b>Transfers In</b>					
Interfund Tsfr: Principal	\$385,000	\$400,000	\$400,000	\$400,000	\$196,873
Interfund Tsfr: Interest	\$52,317	\$36,254	\$36,254	\$36,254	\$18,460
Interfund Tsfr: OthDbtServCost	\$0	\$500	\$500	\$0	\$0
<b>Total Transfers In:</b>	<b>\$437,317</b>	<b>\$436,754</b>	<b>\$436,754</b>	<b>\$436,254</b>	<b>\$215,333</b>
<b>Total Revenue Source:</b>	<b>\$437,317</b>	<b>\$436,754</b>	<b>\$436,754</b>	<b>\$436,254</b>	<b>\$433,460</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
<b>Expense Objects</b>					
<b>Debt Service</b>					
Principal	\$385,000	\$400,000	\$400,000	\$400,000	\$415,000
Interest	\$53,379	\$36,254	\$36,254	\$36,254	\$18,460
Other Debt Service Costs	\$0	\$500	\$500	\$0	\$0
<b>Total Debt Service:</b>	<b>\$438,379</b>	<b>\$436,754</b>	<b>\$436,754</b>	<b>\$436,254</b>	<b>\$433,460</b>
<b>Total Expense Objects:</b>	<b>\$438,379</b>	<b>\$436,754</b>	<b>\$436,754</b>	<b>\$436,254</b>	<b>\$433,460</b>



## 2012 Non-Ad Valorem Debt Service Fund

**Uses:** Refund 2004 Bonds used to reconstruct and equip a Police Station, General Services Facility, and Fleet Maintenance Facility.

See Debt Section for more information.

### 2012 Series - Revenues by Source

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
<b>Revenue Source</b>					
<b>Reappropriated</b>					
Reappropriated Funds	\$0	\$0	\$0	\$0	\$177,021
<b>Total Reappropriated:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$177,021</b>
<b>Transfers In</b>					
Interfund Tsfr: Principal	\$340,000	\$340,000	\$340,000	\$340,000	\$172,979
Interfund Tsfr: Interest	\$17,502	\$14,042	\$14,042	\$14,042	\$7,123
<b>Total Transfers In:</b>	<b>\$357,502</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$180,102</b>
<b>Total Revenue Source:</b>	<b>\$357,502</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$357,123</b>

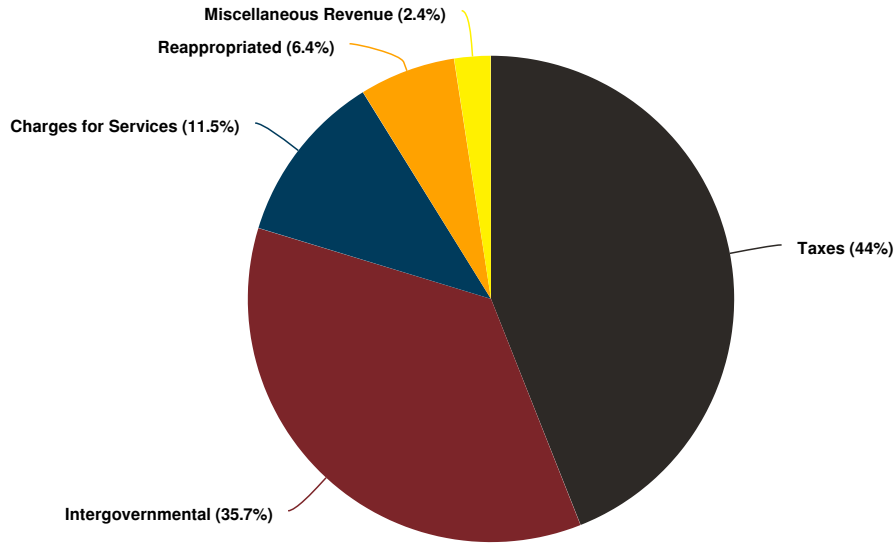
### 2012 Series - Expenditures by Expense Type

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
<b>Expense Objects</b>					
<b>Debt Service</b>					
Principal	\$340,000	\$340,000	\$340,000	\$340,000	\$350,000
Interest	\$20,961	\$14,042	\$14,042	\$14,042	\$7,123
<b>Total Debt Service:</b>	<b>\$360,961</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$357,123</b>
<b>Total Expense Objects:</b>	<b>\$360,961</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$354,042</b>	<b>\$357,123</b>



## Revenues by Source

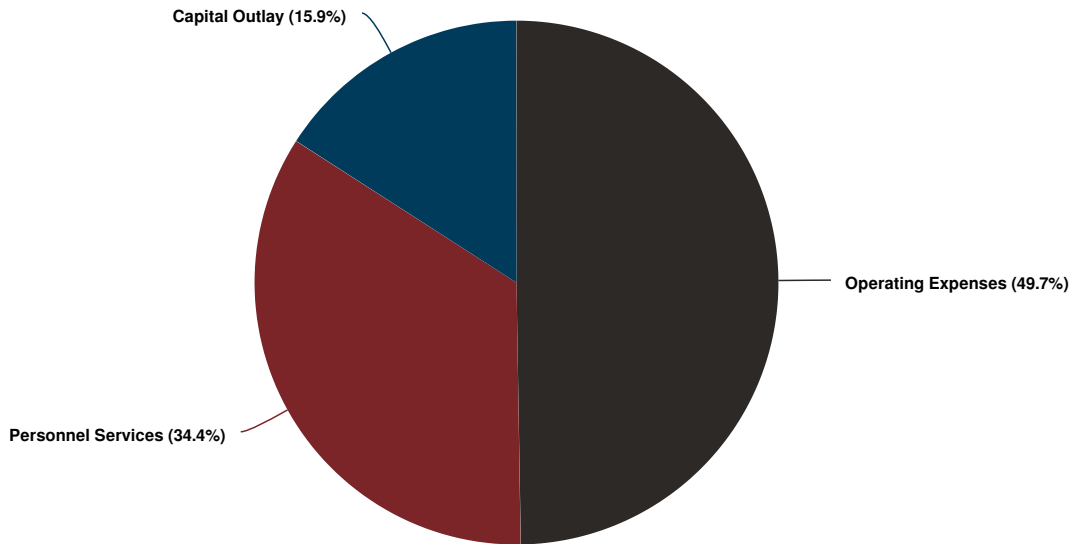
### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$480,476	\$480,476	\$0	\$198,696
Taxes	\$1,296,391	\$1,365,000	\$1,365,000	\$1,305,000	\$1,365,000
Intergovernmental	\$830,633	\$776,709	\$776,709	\$947,749	\$1,107,800
Charges for Services	\$341,919	\$340,101	\$340,101	\$340,101	\$355,637
Miscellaneous Revenue	\$39,387	\$25,000	\$25,000	\$164,600	\$75,000
Other Sources	\$1,500,000	\$0	\$0	\$0	\$0
<b>Total Revenue Source:</b>	<b>\$4,008,330</b>	<b>\$2,987,286</b>	<b>\$2,987,286</b>	<b>\$2,757,450</b>	<b>\$3,102,133</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



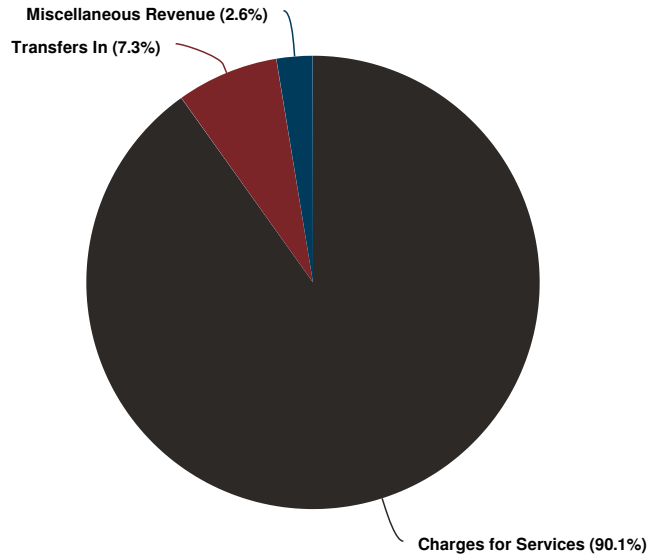
Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$777,127	\$989,166	\$909,166	\$773,511	\$1,065,780
Operating Expenses	\$1,408,101	\$1,440,942	\$1,479,836	\$1,554,739	\$1,543,153
Capital Outlay	\$381,680	\$547,700	\$618,083	\$571,000	\$493,200
Transfers Out	\$247,265	\$9,478	\$9,478	\$9,478	\$0
<b>Total Expense Objects:</b>	<b>\$2,814,173</b>	<b>\$2,987,286</b>	<b>\$3,016,563</b>	<b>\$2,908,728</b>	<b>\$3,102,133</b>



# Water/Sewer Fund

## Revenues by Source

### Projected 2024 Revenues by Source

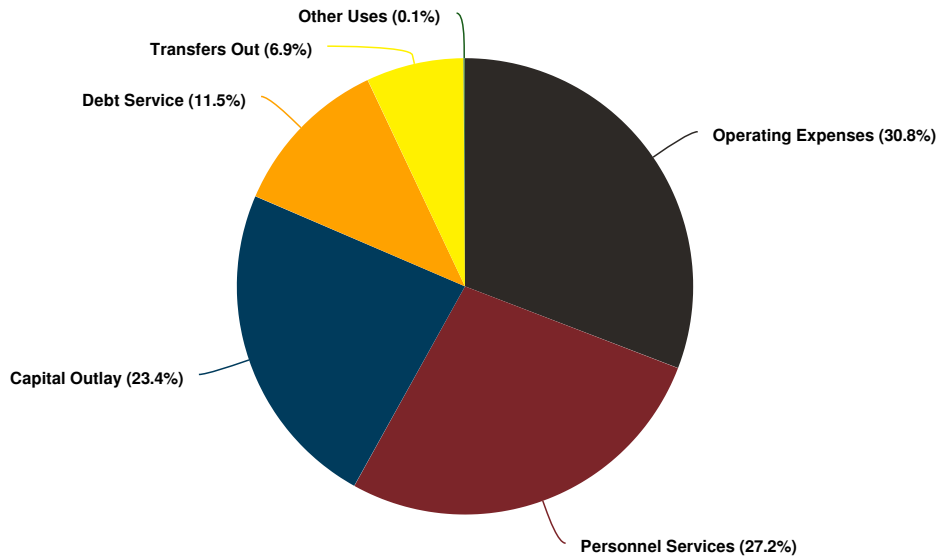


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$349,992	\$349,992	\$0	\$0
Intergovernmental	\$277,334	\$0	\$6,016,200	\$6,000,000	\$0
Charges for Services	\$22,071,680	\$22,406,062	\$22,451,562	\$23,385,182	\$24,749,093
Miscellaneous Revenue	-\$1,359,013	\$350,000	\$350,000	\$960,500	\$708,200
Transfers In	\$0	\$0	\$3,100,000	\$3,100,000	\$2,000,000
<b>Total Revenue Source:</b>	<b>\$20,990,001</b>	<b>\$23,106,054</b>	<b>\$32,267,754</b>	<b>\$33,445,682</b>	<b>\$27,457,293</b>



# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



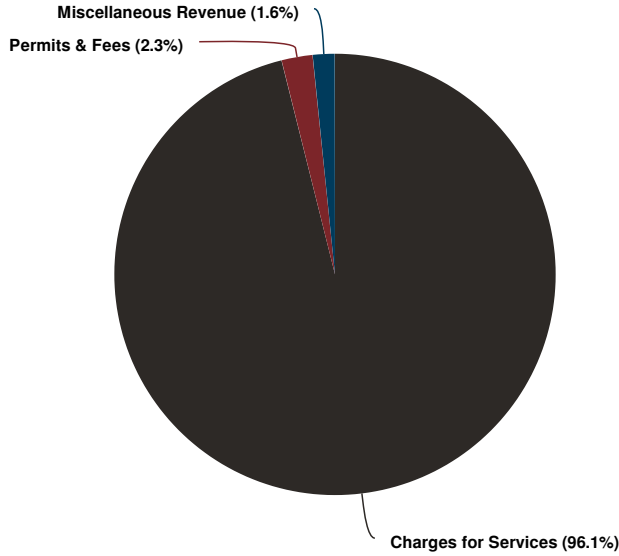
Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$4,913,755	\$6,465,800	\$6,475,500	\$5,957,925	\$7,476,453
Operating Expenses	\$10,542,844	\$6,249,649	\$7,981,792	\$7,764,240	\$8,470,140
Capital Outlay	\$5,022,961	\$3,918,600	\$13,032,378	\$13,028,100	\$6,422,200
Other Uses	\$28,992	\$19,000	\$19,000	\$28,000	\$30,000
Transfers Out	\$2,972,047	\$3,288,519	\$1,742,821	\$1,697,321	\$1,893,816
Debt Service	\$204,393	\$3,164,486	\$3,164,486	\$3,164,486	\$3,164,684
<b>Total Expense Objects:</b>	<b>\$23,684,992</b>	<b>\$23,106,054</b>	<b>\$32,415,977</b>	<b>\$31,640,072</b>	<b>\$27,457,293</b>



# Solid Waste Fund

## Revenues by Source

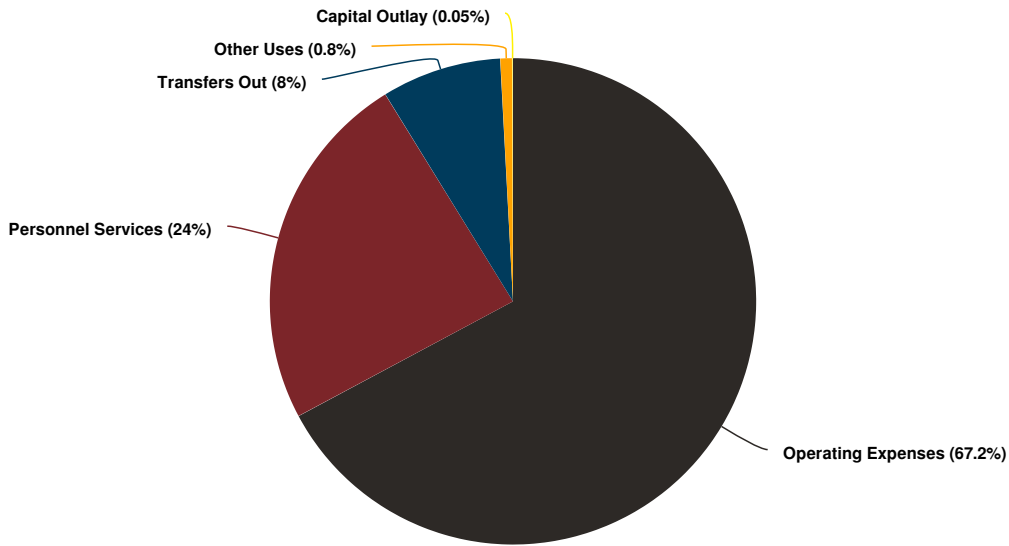
### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Permits & Fees	\$269,443	\$216,480	\$216,480	\$220,000	\$225,000
Intergovernmental	-\$2,887	\$0	\$793,455	\$793,455	\$0
Charges for Services	\$9,127,862	\$9,163,800	\$9,320,800	\$8,682,600	\$9,520,000
Miscellaneous Revenue	-\$855,252	\$80,400	\$299,400	\$414,200	\$160,000
<b>Total Revenue Source:</b>	<b>\$8,539,166</b>	<b>\$9,460,680</b>	<b>\$10,630,135</b>	<b>\$10,110,255</b>	<b>\$9,905,000</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type

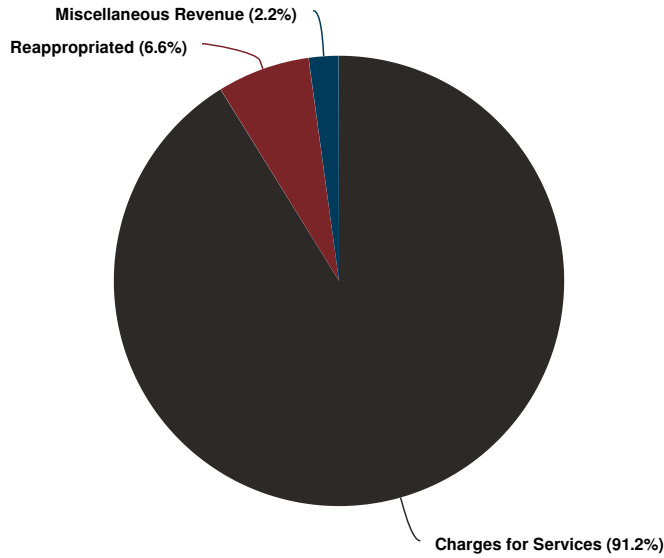


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,786,325	\$2,243,474	\$2,084,003	\$1,945,676	\$2,378,335
Operating Expenses	\$5,169,166	\$5,193,851	\$7,435,887	\$7,231,594	\$6,655,746
Capital Outlay	\$1,736,714	\$0	\$383,704	\$7,704	\$5,100
Other Uses	\$12,753	\$37,016	\$37,016	\$15,000	\$77,019
Transfers Out	\$2,038,096	\$1,986,339	\$733,104	\$1,309,473	\$788,800
<b>Total Expense Objects:</b>	<b>\$10,743,054</b>	<b>\$9,460,680</b>	<b>\$10,673,714</b>	<b>\$10,509,447</b>	<b>\$9,905,000</b>



## Revenues by Source

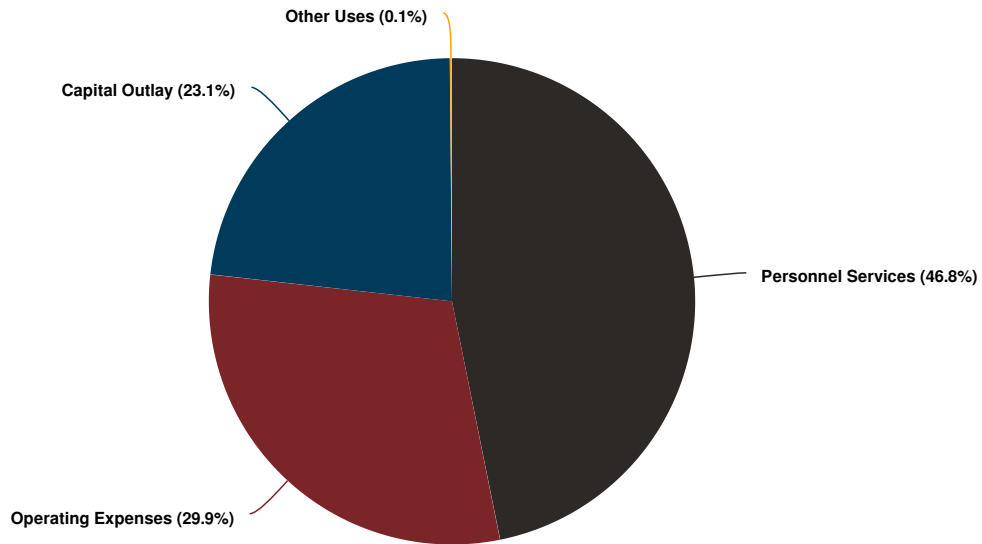
### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$0	\$0	\$288,027
Charges for Services	\$3,746,886	\$3,820,620	\$3,820,620	\$3,750,000	\$3,950,000
Miscellaneous Revenue	\$803,742	\$54,000	\$54,000	\$97,350	\$93,600
<b>Total Revenue Source:</b>	<b>\$4,550,628</b>	<b>\$3,874,620</b>	<b>\$3,874,620</b>	<b>\$3,847,350</b>	<b>\$4,331,627</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



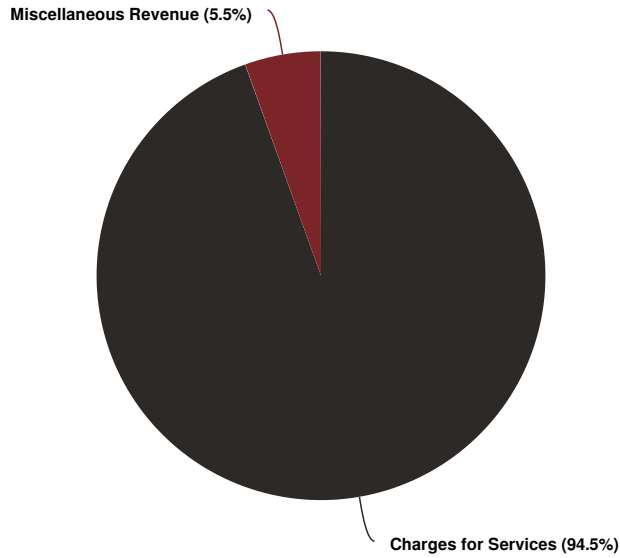
Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,355,543	\$1,862,105	\$1,862,105	\$1,311,804	\$2,029,102
Operating Expenses	\$1,396,385	\$1,001,830	\$1,479,476	\$1,226,926	\$1,296,525
Capital Outlay	\$350,000	\$200,000	\$205,190	\$205,075	\$1,000,000
Other Uses	\$5,206	\$365,852	\$293,352	\$5,500	\$6,000
Transfers Out	\$511,765	\$444,833	\$72,500	\$72,500	\$0
<b>Total Expense Objects:</b>	<b>\$3,618,899</b>	<b>\$3,874,620</b>	<b>\$3,912,623</b>	<b>\$2,821,805</b>	<b>\$4,331,627</b>



# Fleet Replacement Fund

## Revenues by Source

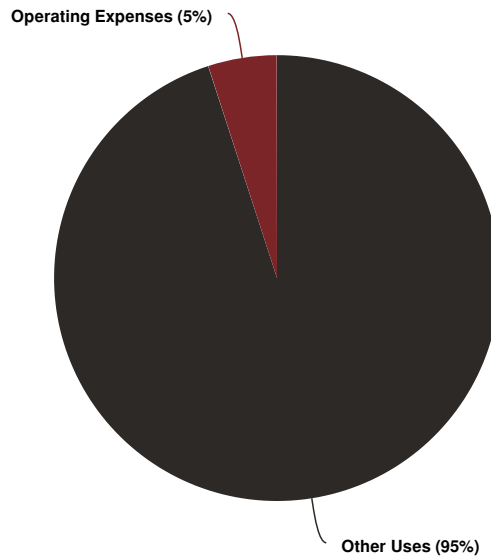
### Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$3,489,600	\$0	\$0
Charges for Services	\$2,335,400	\$2,959,900	\$2,959,900	\$2,959,900	\$2,787,400
Miscellaneous Revenue	-\$969,976	\$73,000	\$451,600	\$567,303	\$161,400
Other Sources	\$0	\$0	\$17,000	\$19,100	\$0
Transfers In	\$1,103,764	\$0	\$604,700	\$604,700	\$0
<b>Total Revenue Source:</b>	<b>\$2,469,188</b>	<b>\$3,032,900</b>	<b>\$7,522,800</b>	<b>\$4,151,003</b>	<b>\$2,948,800</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type

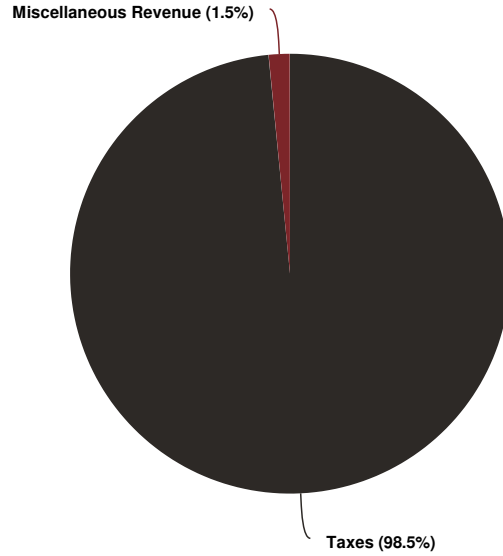


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Operating Expenses	\$2,270,324	\$190,500	\$193,100	\$96,500	\$147,000
Capital Outlay	\$0	\$0	\$10,930,054	\$6,466,823	\$0
Other Uses	\$0	\$2,842,400	\$2,842,400	\$0	\$2,801,800
<b>Total Expense Objects:</b>	<b>\$2,270,324</b>	<b>\$3,032,900</b>	<b>\$13,965,554</b>	<b>\$6,563,323</b>	<b>\$2,948,800</b>



## Revenues by Source

### Projected 2024 Revenues by Source

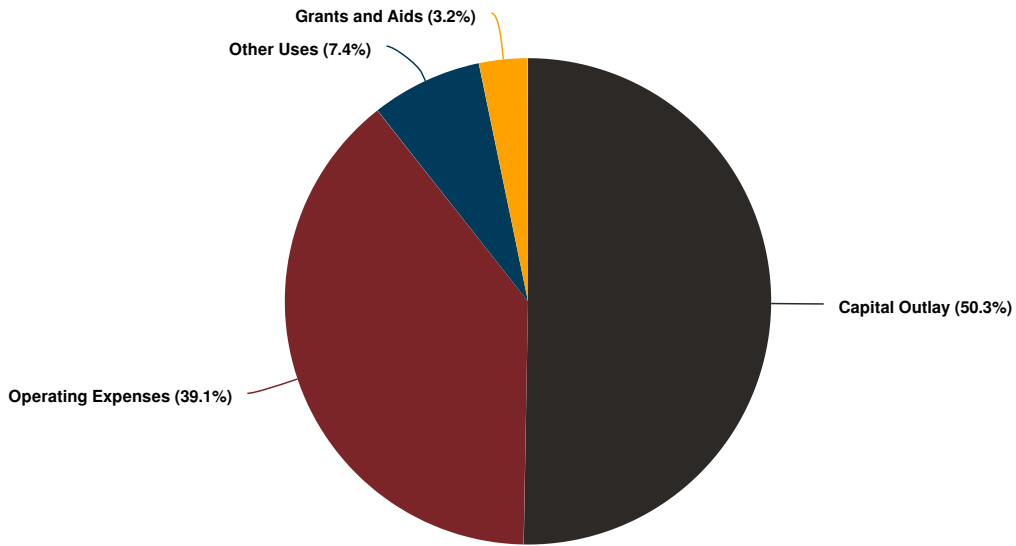


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$0	\$2,826,736	\$0	\$0
Taxes	\$2,150,460	\$2,733,080	\$2,733,080	\$2,730,831	\$3,042,169
Miscellaneous Revenue	\$799	\$0	\$0	\$37,760	\$47,800
<b>Total Revenue Source:</b>	<b>\$2,151,259</b>	<b>\$2,733,080</b>	<b>\$5,559,816</b>	<b>\$2,768,591</b>	<b>\$3,089,969</b>



# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Operating Expenses	\$500,624	\$563,340	\$565,465	\$866,181	\$1,207,774
Capital Outlay	\$627,760	\$911,833	\$3,595,353	\$2,987,137	\$1,553,834
Grants and Aids	\$129,768	\$100,000	\$204,980	\$100,000	\$100,000
Other Uses	\$0	\$1,157,907	\$1,463,856	\$0	\$228,361
Debt Service	\$190,491	\$0	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$1,448,643</b>	<b>\$2,733,080</b>	<b>\$5,829,653</b>	<b>\$3,953,318</b>	<b>\$3,089,969</b>

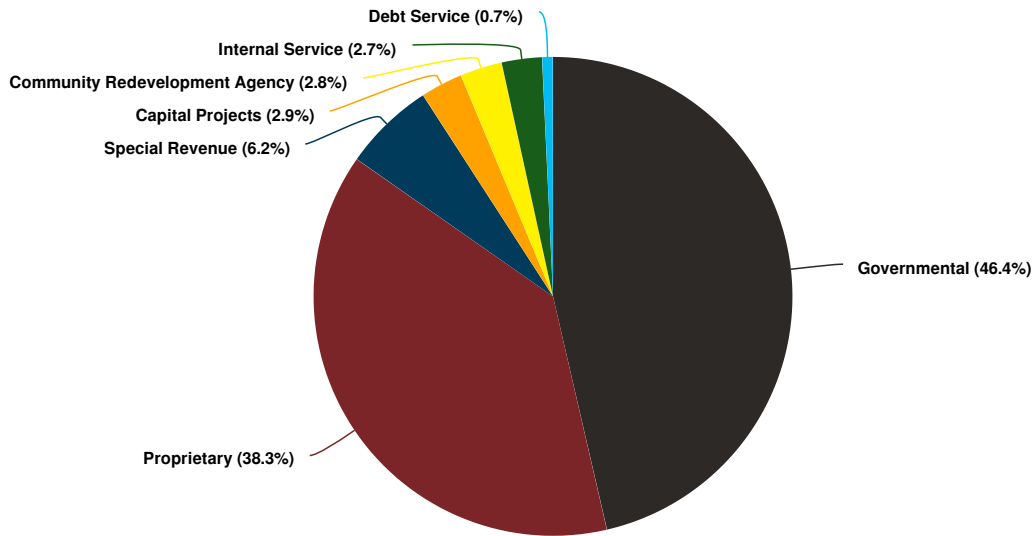
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# **FUNDING SOURCES**

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# Revenue by Fund

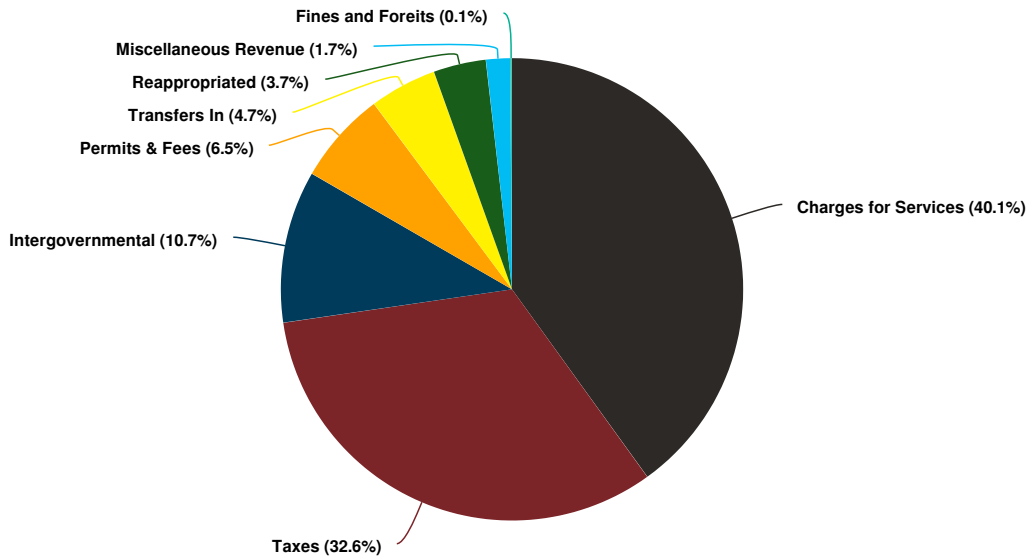
## 2024 Revenue by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Governmental	\$45,299,619	\$46,781,370	\$44,446,239	\$48,725,503	\$50,458,963
Special Revenue					
Tree Fund	\$87,705	\$0	\$145,000	\$172,900	\$0
American Rescue Plan Act Fund	\$758,911	\$0	\$0	\$0	\$0
<b>Total Special Revenue:</b>	<b>\$8,606,177</b>	<b>\$6,116,483</b>	<b>\$6,336,583</b>	<b>\$6,202,108</b>	<b>\$6,692,118</b>
Debt Service	\$794,818	\$790,796	\$790,796	\$790,296	\$790,583
Capital Projects					
Capital Projects Fund	\$1,952,950	\$0	\$0	\$2,136,200	\$0
Water/Sewer RR&I Fund	\$5,126,744	\$0	\$9,100,000	\$14,835,000	\$0
Streets RR&I Fund	\$2,984,758	\$0	\$0	\$3,700,211	\$0
Community Investment Tax RR&I	\$1,650,000	\$0	\$0	\$1,595,000	\$0
Stormwater RR&I Fund	\$348,864	\$0	\$0	\$190,500	\$0
<b>Total Capital Projects:</b>	<b>\$17,492,261</b>	<b>\$500,000</b>	<b>\$17,118,862</b>	<b>\$29,626,797</b>	<b>\$3,105,000</b>
Proprietary	\$34,079,795	\$36,441,354	\$46,772,509	\$47,403,287	\$41,693,920
Internal Service	\$2,469,188	\$3,032,900	\$7,522,800	\$4,151,003	\$2,948,800
Community Redevelopment Agency	\$2,151,259	\$2,733,080	\$5,559,816	\$2,768,591	\$3,089,969
<b>Total:</b>	<b>\$110,893,117</b>	<b>\$96,395,983</b>	<b>\$128,547,605</b>	<b>\$139,667,585</b>	<b>\$108,779,353</b>

# Revenues by Source

## Projected 2024 Revenues by Source



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Revenue Source					
Reappropriated	\$0	\$1,553,302	\$15,602,600	\$0	\$3,986,871
Taxes	\$27,832,358	\$30,842,962	\$30,842,962	\$32,220,245	\$35,510,002
Permits & Fees	\$13,425,490	\$6,362,230	\$6,362,230	\$13,595,116	\$7,041,900
Intergovernmental	\$12,131,341	\$9,949,294	\$16,888,801	\$17,661,546	\$11,587,667
Charges for Services	\$39,795,950	\$40,728,113	\$40,930,613	\$41,227,208	\$43,567,885
Fines and Foreits	\$152,110	\$115,300	\$121,300	\$148,700	\$130,300
Miscellaneous Revenue	-\$2,831,265	\$979,944	\$1,705,244	\$4,064,447	\$1,837,644
Other Sources	\$1,500,000	\$0	\$17,000	\$19,100	\$0
Transfers In	\$18,887,133	\$5,864,838	\$16,076,855	\$30,731,223	\$5,117,084
<b>Total Revenue Source:</b>	<b>\$110,893,117</b>	<b>\$96,395,983</b>	<b>\$128,547,605</b>	<b>\$139,667,585</b>	<b>\$108,779,353</b>

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# DEPARTMENTS

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# City Commission



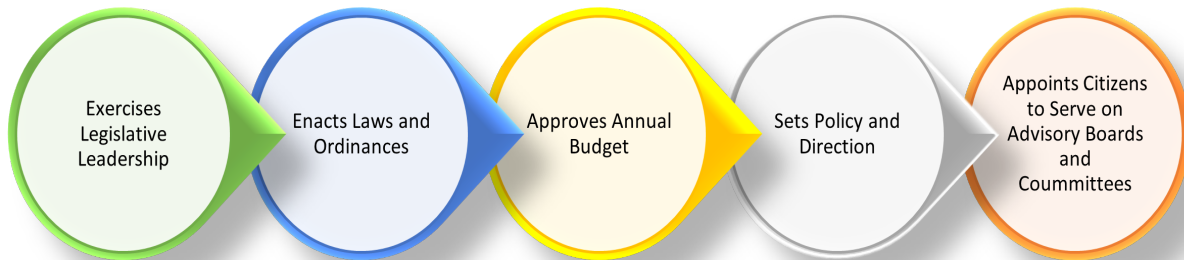
**General Fund**  
Org Code: 00150100

## Mission

To serve as representatives of the electors of the City and responsible for establishing the direction and policies of all affairs of the City.

## Program Description

The City Commission exercises legislative leadership, enacts laws and ordinances of the City, approves an annual budget to provide for the needs and services of the City, sets policy and direction for the various functions of City government and appoints citizens to serve on various advisory boards and committees.

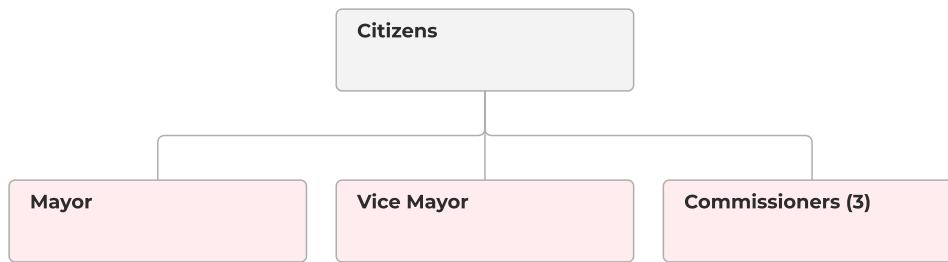


# City Commission - Personnel Information

## Personnel by Position

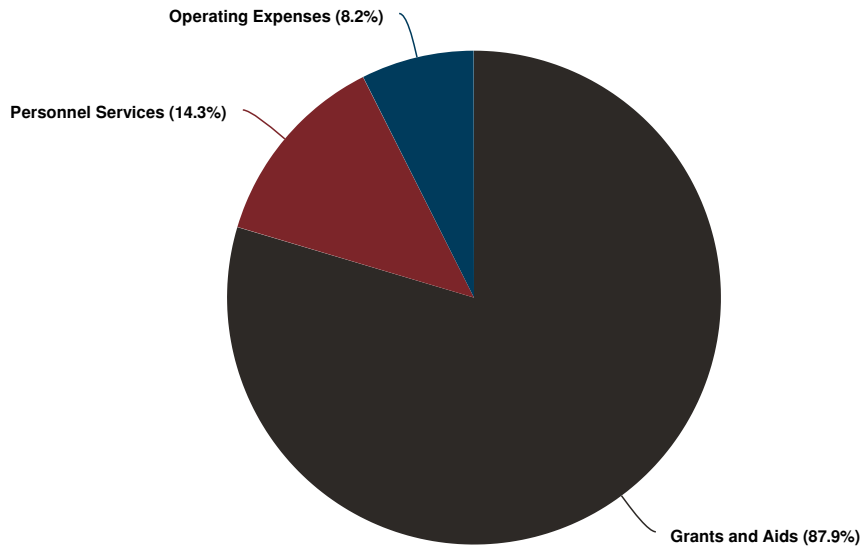
Position	FY 2022	FY 2023	FY 2024
Mayor	1	1	1
Vice Mayor	1	1	1
Commissioner	3	3	3
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

### City Commission



# City Commission - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$44,548	\$46,755	\$46,755	\$44,562	\$53,068
Operating Expenses	\$13,853	\$16,900	\$16,900	\$15,182	\$30,332
Grants and Aids	\$322,000	\$326,000	\$326,000	\$326,000	\$326,000
Other Uses	\$0	\$0	-\$62,828	\$185,118	-\$38,551
<b>Total Expense Objects:</b>	<b>\$380,401</b>	<b>\$389,655</b>	<b>\$326,827</b>	<b>\$570,862</b>	<b>\$370,849</b>



# City Attorney



General Fund  
Org Code: 00150400

## Mission

To provide legal services to the City, its officers, department heads and boards.

## Program Description

The City Attorney serves at the pleasure of the City Commission as legal adviser and counselor for the City and all its Officers in matters relating to their official duties.

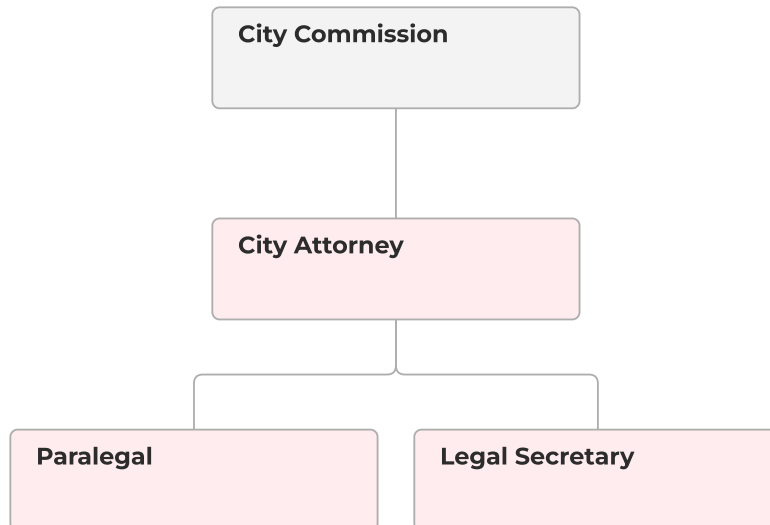
The City Attorney prepares contracts, bonds and other legal instruments; defends the City in legal proceedings when directed by the City Commission; and provides the City Commission, the City Manager, department heads, City boards and officers, the City Attorney's opinion on any question of law relating to their respective powers and duties.

## City Attorney - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
City Attorney	1	1	1
Legal Secretary	1	1	1
Paralegal	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

### City Attorney

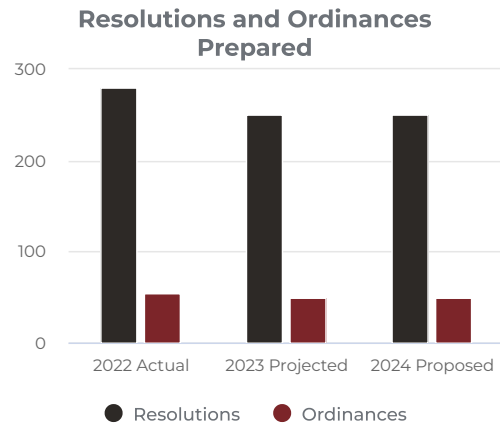


## City Attorney - Program Goals

### Value: Excellence

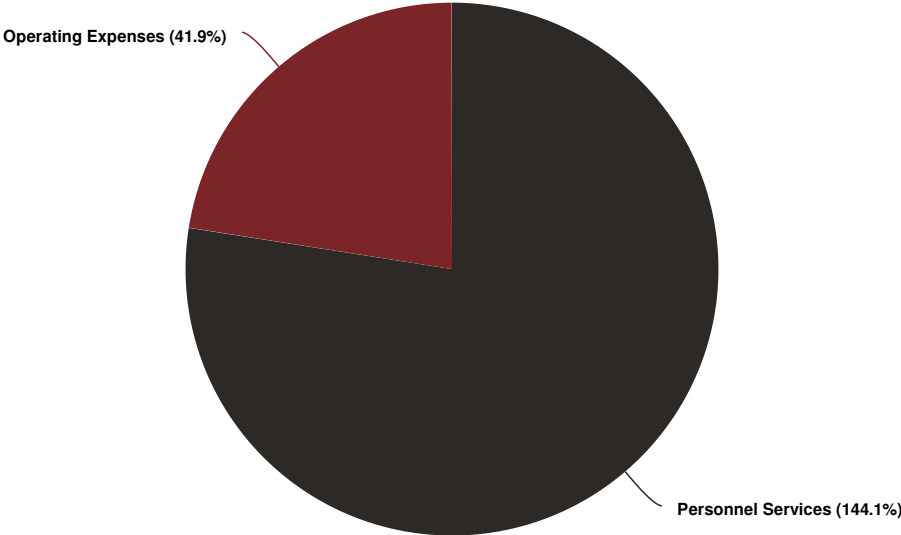
- Work cooperatively with the City Manager and department heads in providing legal services necessary to carry out the policy decision of the City Commission.
- Perform necessary legal services for the City within the amounts budgeted by the City Commission.

## City Attorney - Program Objectives



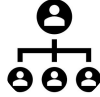
# City Attorney - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$308,706	\$353,959	\$353,959	\$355,665	\$430,992
Operating Expenses	\$109,219	\$105,432	\$127,402	\$106,933	\$125,239
Other Uses	\$0	\$0	-\$229,695	\$107,405	-\$257,079
<b>Total Expense Objects:</b>	<b>\$417,924</b>	<b>\$459,391</b>	<b>\$251,666</b>	<b>\$570,003</b>	<b>\$299,152</b>

# City Management



**General Fund**  
Org Code: 00150700

## Mission

To serve the City Commission as the City's administrative head and is responsible for the proper administration of all affairs of the City.

## Program Description

The City Manager exercises administrative leadership and managerial oversight to see that laws and ordinances are enforced, departments are supervised, the City Commission is informed of the financial condition and the needs of the City are met. The City Manager submits a proposed budget and administers it upon approval, makes recommendations to the City Commission, appoints, disciplines and removes employees of the City and assures that franchise contracts are properly administered.

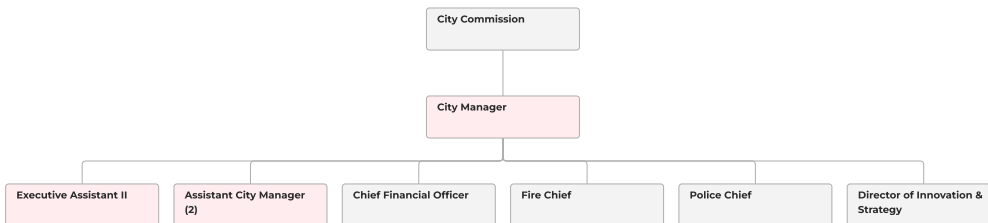
The City Manager also provides administrative support to Commissioners regarding correspondence, proclamations, meeting arrangements, and appointments.

## City Manager - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Assistant City Manager	2	2	2
City Manager	1	1	1
Executive Assistant II	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

### City Management



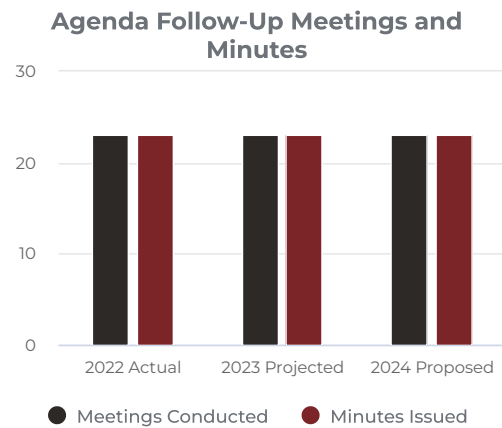
## City Management - Program Objectives



## City Management - Program Objectives



## City Management - Program Objectives

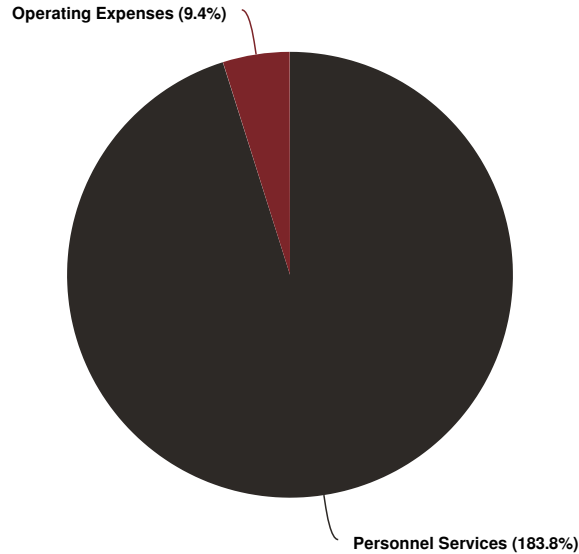


## City Management - Goals & Objectives Accomplished

- Facilitated Economic Development
- Empowered Outstanding Customer Service
- Engaged in Effective Communication with Internal and External Stakeholders
- Promoted Community Engagement
- Maximized Organizational Effectiveness

## City Management - Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$607,947	\$653,505	\$663,305	\$686,179	\$780,864
Operating Expenses	\$26,243	\$36,181	\$36,181	\$36,619	\$39,853
Capital Outlay	\$12,313	\$0	\$0	\$0	\$0
Other Uses	\$0	\$0	-\$345,086	\$345,086	-\$395,800
<b>Total Expense Objects:</b>	<b>\$646,503</b>	<b>\$689,686</b>	<b>\$354,400</b>	<b>\$1,067,884</b>	<b>\$424,917</b>

# Innovation & Strategy



**General Fund**

Org Code: 00150901

## **Mission**

To pursue and support innovation designed to enhance the delivery of public services, manage the City's Standard Operating Procedures (SOP), conduct strategic data analysis to support informed decisions making, and create unique and personal customer experiences.

## **Program Description**

Innovation and Strategy Department is comprised of three areas of responsibility.

### **Innovation**

Innovation is responsible for pursuing and supporting innovation designed to enhance the delivery of public services and executing special projects, as assigned by the City Manager, accurately, on-time, and on-budget.

### **Strategy**

Strategy is responsible for developing and designing indicators that demonstrate the effectiveness of key initiatives, assisting in the execution of the City's Strategic Plan, managing the City's SOP, and conducting strategic data analysis.

### **Community Engagement Center (CEC)**

Community Engagement Center (CEC) is responsible for creating a seamless, single point-of-contact customer experience. In addition to direct customer interaction via telephone and email, the Community Engagement Center creates and monitors internal work orders from inception to conclusion, and analyzes citizen input to continually improve the City's customer service delivery model.

# Innovation & Strategy - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Community Engagement Coordinator	0	0	1
Director of Innovation & Strategy	0	0	1
Community Engagement Professional	2	2	2
<b>Total</b>	<b>2</b>	<b>2</b>	<b>4</b>

### Innovation and Strategy





## Innovation & Strategy - Program Goals

### Value: Teamwork

- Promote a culture of innovation through coordinating and aligning strategy throughout the organization, equipping and empowering employees to be adaptive, and helping departments tackle various challenges.
- Partner with City departments and divisions to develop comprehensive SOP with the goal of increasing the operational efficiency of the City and the safety of all employees.
- Partner with City departments and divisions through the Community Engagement Center to ensure customer satisfaction by tracking of work orders.
- Partner with City departments to gather information to disseminate the City's Weekly Briefing and other print and electronic media.

### Value: Integrity

- Develop and execute SOP, which promote ethical and honest public service that reflect the values of the City.

### Value: Transparency

- Develop and design indicators that demonstrate the effectiveness of key business initiatives.

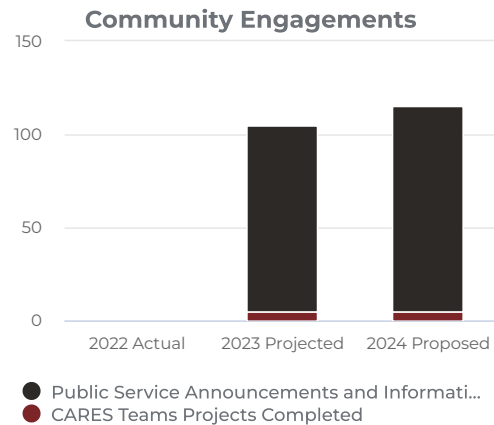
### Value: Leadership

- Apply the principles of effective leadership to resolve and respond to customer problems and concerns.

### Value: Excellence

- Seek customer service training and incorporate best practices to continually improve the customer's experience.
- Complete assigned special projects accurately, on time, and on budget.

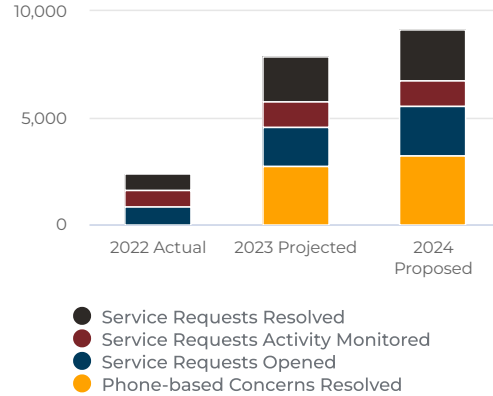
## Innovation & Strategy - Program Objectives



## Innovation & Strategy - Program Objectives



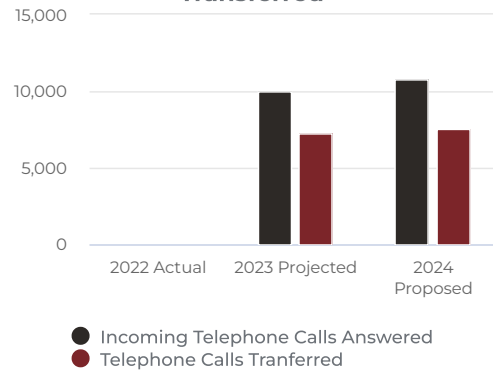
Concerns & Work Orders Resolved



## Innovation & Strategy - Program Objectives



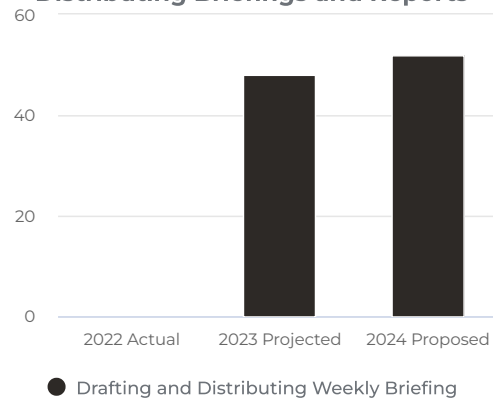
Telephone Calls Answered and Transferred



## Innovation & Strategy - Program Objectives



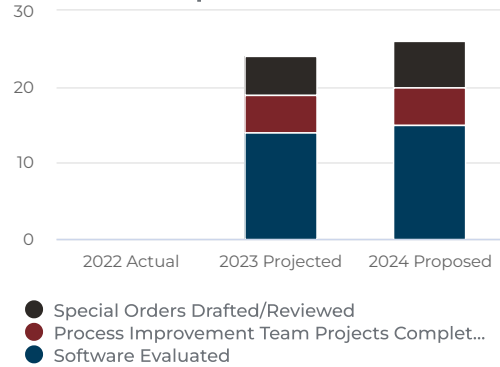
Distributing Briefings and Reports



## Innovation & Strategy - Program Objectives



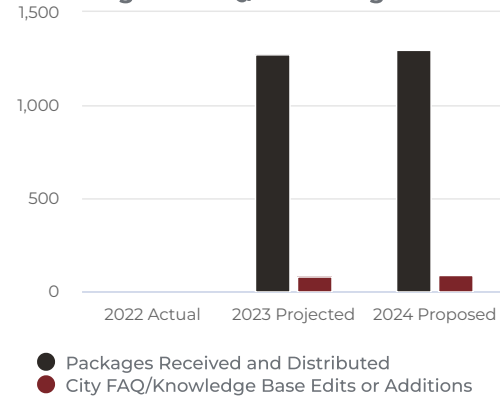
### SOPs, Special Orders, and Process Improvements



## Innovation & Strategy - Program Objectives



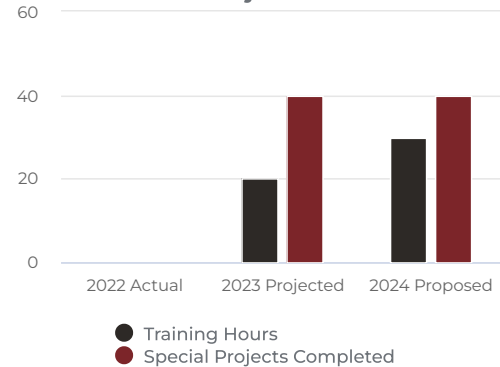
### Packages & FAQ/Knowledge Base



## Innovation & Strategy - Program Objectives

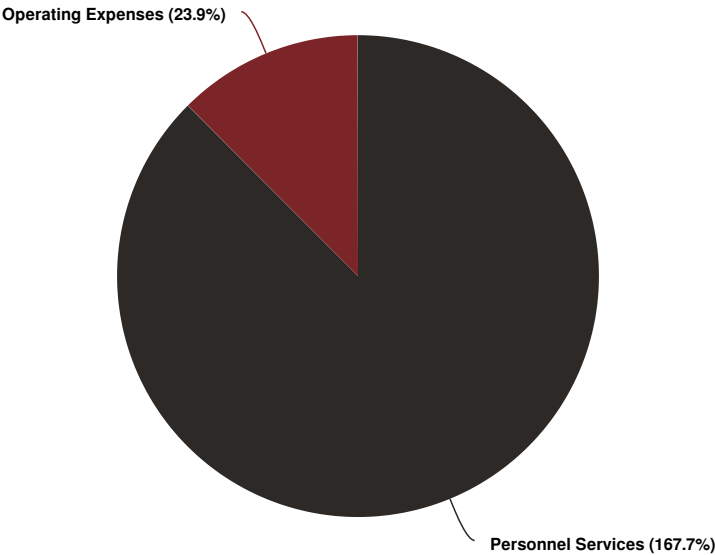


### Training Hours and Special Projects



# Innovation & Strategy - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$169,675	\$292,386	\$221,510	\$198,694	\$318,597
Operating Expenses	\$32,272	\$32,670	\$103,546	\$95,430	\$45,372
Other Uses	\$0	\$0	-\$172,029	\$172,029	-\$173,994
<b>Total Expense Objects:</b>	<b>\$201,947</b>	<b>\$325,056</b>	<b>\$153,027</b>	<b>\$466,153</b>	<b>\$189,975</b>

# City Clerk/Records Management



**General Fund**  
Org Code: 0015100

## Mission

To help establish trust and confidence in the maintaining City government records, and to provide effective and efficient public service for all citizens, while performing the functions and duties of the office in accordance with State, County, and Municipal laws.

## Program Description

The City Clerk is the Municipal Filing Officer and Records Custodian as provided by law. The City Clerk is a Charter Officer directly accountable to the City Commission as a representative of the legislative branch of government. The Office of the City Clerk is responsible for maintaining, recording, and preserving all official documents and proceedings of the City Commission. The City Clerk is the custodian of the City seal and authenticates by signature and records all official legislative actions of the City Commission. The Clerk's office records and maintains minutes, ordinances, and resolutions; keeps accurate records of the City Commission and other boards; coordinates preparation of agenda packets, meeting minutes, and calendars; publishes legal notices, hearings, ordinances, annexations and street vacations; follows up on Commission action, indexes and files agreements, resolutions, and ordinances; coordinates codification and publication of the City Code of Ordinances; maintains a comprehensive records management system, develops and administers management of the City's records, and provides the required restoration, preservation and protection of the City's documents; processes and responds to public record requests; and receives, accepts, and processes subpoenas.

## City Clerk/Records Management - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Assistant City Clerk	2	2	2
City Clerk	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

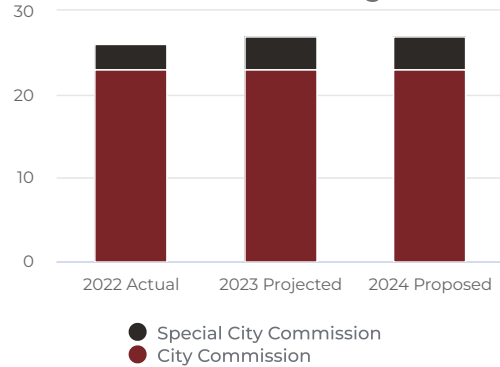
### Office of the City Clerk



## City Clerk/Records Management - Program Objectives



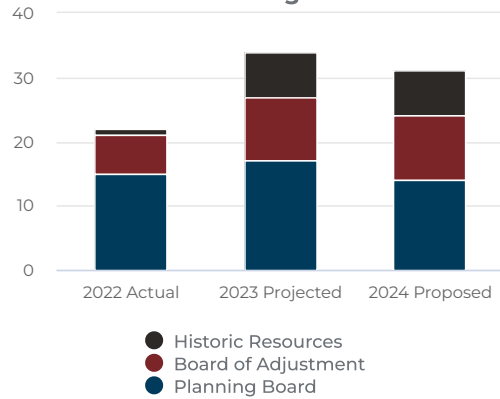
City Commission & Special City Commission Meetings



## City Clerk/Records Management - Program Objectives



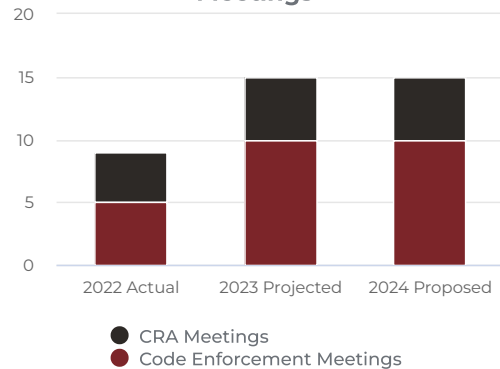
Meetings



## City Clerk/Records Management - Program Objectives



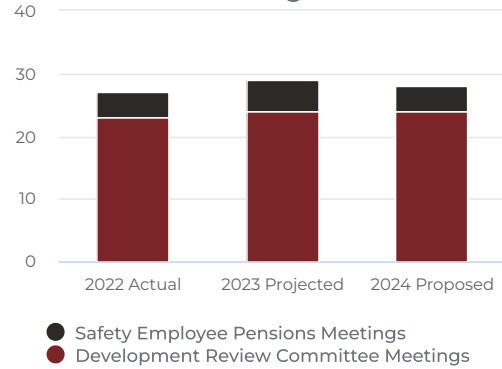
CRA and Code Enforcement Meetings



## City Clerk/Records Management - Program Objectives



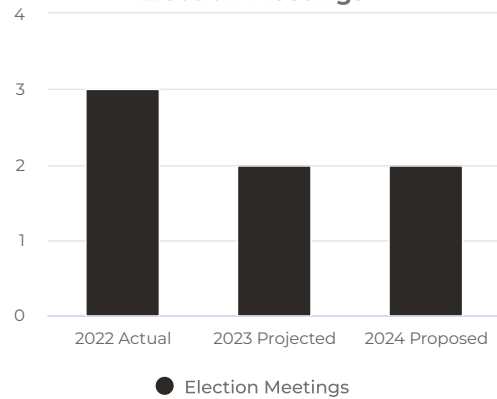
Pension and Development Review Meetings



## City Clerk/Records Management - Program Objectives

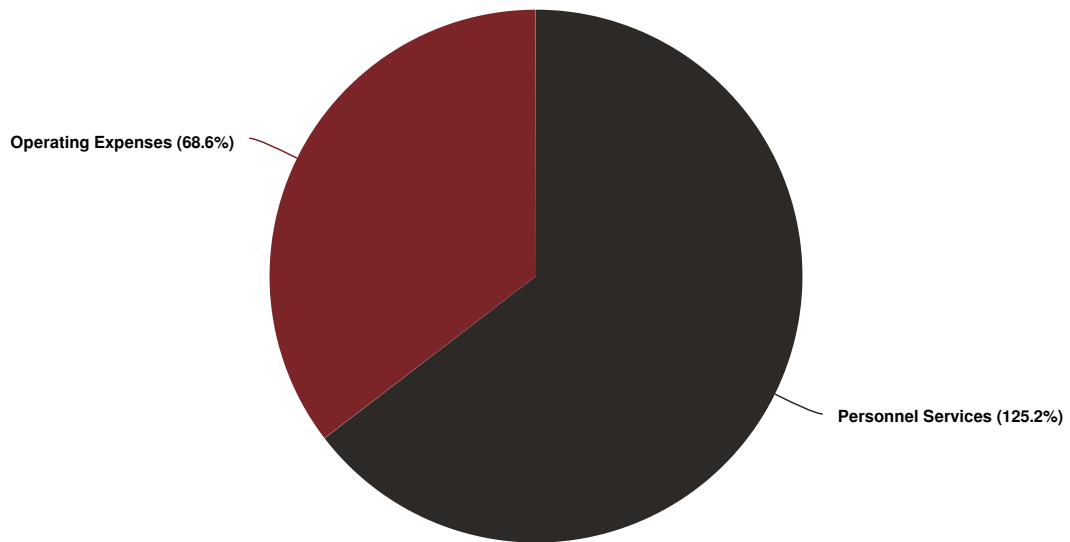


Election Meetings



# City Clerk/Records Management - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$234,506	\$250,583	\$250,583	\$233,638	\$279,966
Operating Expenses	\$121,169	\$148,955	\$160,955	\$148,020	\$153,455
Capital Outlay	\$16,616	\$0	\$0	\$0	\$0
Other Uses	\$0	\$0	-\$199,769	\$199,769	-\$209,765
<b>Total Expense Objects:</b>	<b>\$372,291</b>	<b>\$399,538</b>	<b>\$211,769</b>	<b>\$581,427</b>	<b>\$223,656</b>



# Human Resources/Risk Management



**General Fund**

Org Code: 00151300

## **Mission**

### ***Human Resources***

To recruit, employ, and maintain official records for City employees, while ensuring compliance with applicable laws and City policies.

### ***Risk Management***

Direct safety measures to reduce employee incidents and manage claims arising under the City's workers' compensation self-insurance program, and the general liability, property, automobile and miscellaneous risk programs.

## **Program Description**

### ***Human Resources***

Human Resources plans, organizes, leads, and administers various personnel services for the City and its employees. Responsibilities include interpreting policies and procedures, promoting adherence to applicable laws and regulations associated with employee relations, and providing administrative support for the employee pension plans. The Program supports the staffing needs of operating departments, investigates alleged policy violations, and provides annual development opportunities for employees.

Human Resources contributes to recruitment, pre-employment, records management, compensation, benefits administration, testing and validation, medical screening, and organizational development. All personnel activities are managed based on policies and procedures developed in accordance with City Commission directives, Federal, State, and local laws. Stakeholders include the City Manager, Directors, employees, and career applicants interested in becoming part of the City of Plant City.

### ***Risk Management***

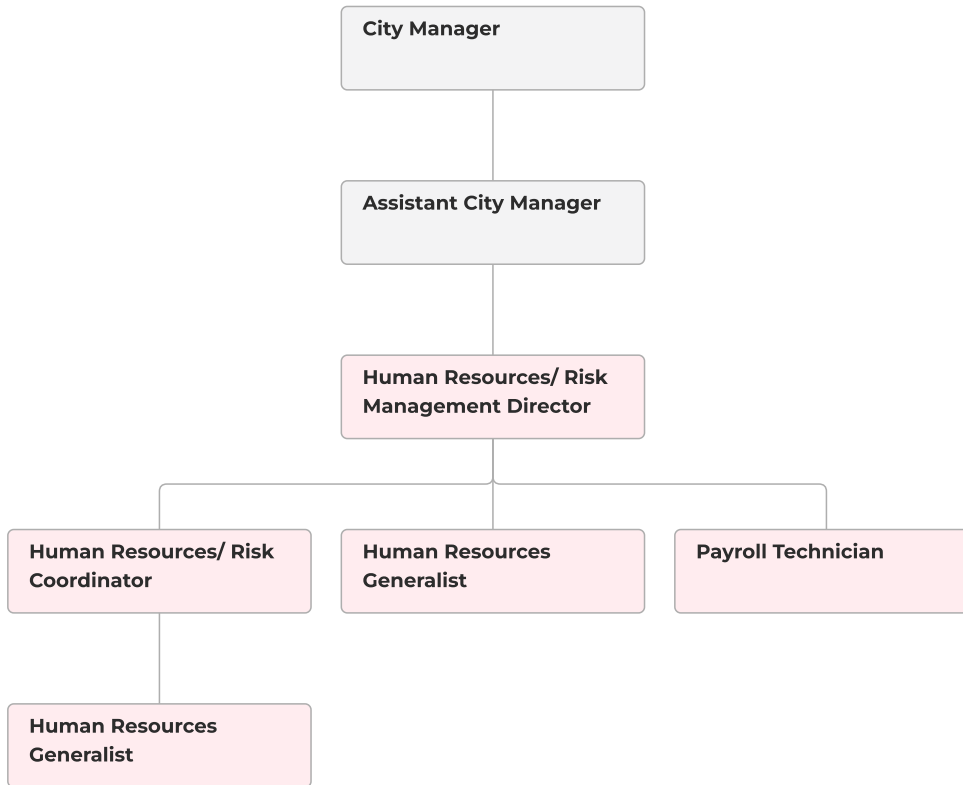
Risk Management works closely with all City Departments in an effort to protect the City's human, financial, and physical assets. The Program manages first and third-party claims. Risk Management also implements comprehensive programs to reduce accidents and liabilities, while complying with State and Federal occupational health and safety laws. The Program is responsible for developing the City's property and casualty program and designing and administering the City's employee group benefits and safety programs. Risk Management works closely with all departments, their employees, third party administrators, and the general public in an effort to manage financial risk and overall liability.

# Human Resources/Risk Management - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Human Resources Generalist	2	2	2
Human Resources/Risk Mgmt. Coordinator	1	1	1
Human Resources/Risk Mgmt. Director	1	1	1
Payroll Technician	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

### Human Resources



# Human Resources/Risk Management - Goals

## Value: Teamwork

- Work closely with City leadership in developing citywide Standard Operating Procedures (SOPs).

## Value: Integrity

- Provide effective administrative direction and oversight of all employee pension plans.
- Create an equitable, respectful, values-based hiring process.

## Value: Transparency

- Enhance interdepartmental communication to promote openness between department leaders, employees, and other department personnel.

## Value: Leadership

- Promote employee wellness by providing education on making healthier lifestyle choices through quality health plan designs.
- Enhance training through the deployment of a learning management system.

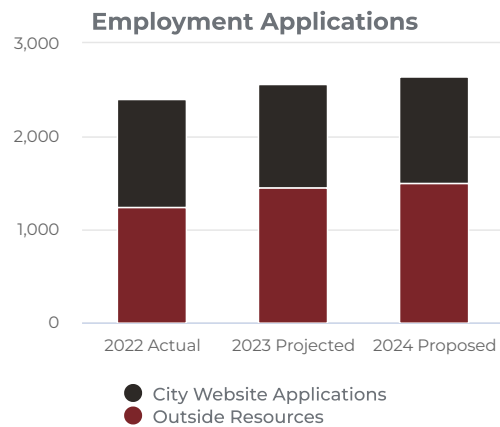
## Value: Excellence

- Effectuate sound Risk Management practices that resolve claim issues equitably and minimize potential loss exposures.

## Value: Respect

- Recognize employees for their abilities, qualities, and achievements that make the Team Plant City successful.

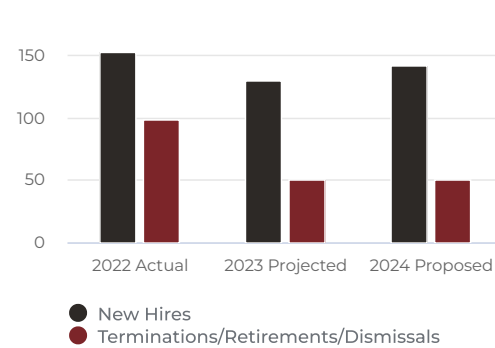
# Human Resources/Risk Management - Program Objectives



## Human Resources/Risk Management - Program Objectives



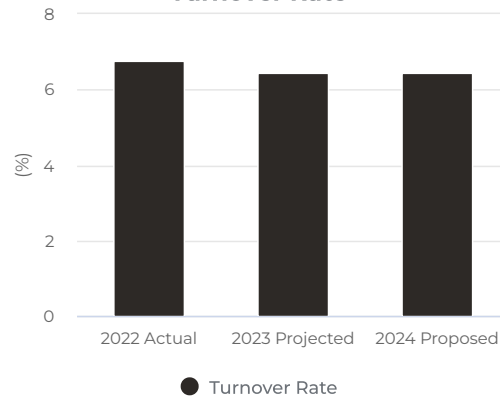
New Hires and Terminations/Retirements/Dismissals



## Human Resources/Risk Management - Program Objectives



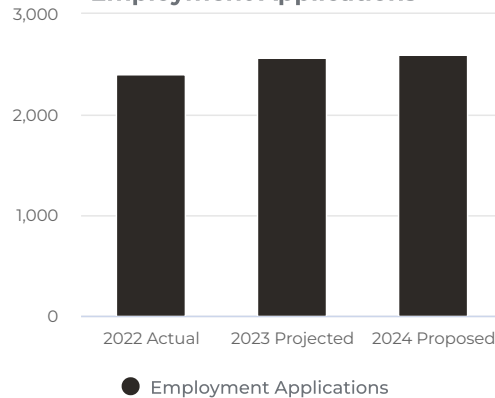
Turnover Rate



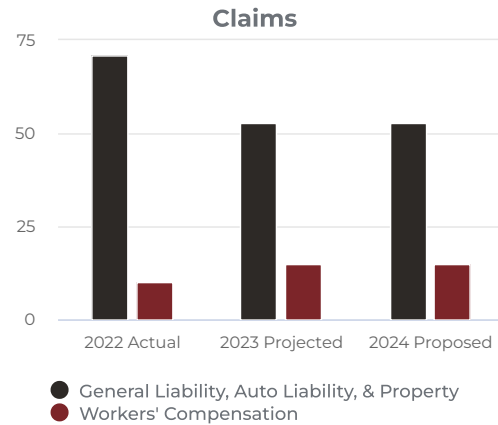
## Human Resources/Risk Management - Program Objectives



Employment Applications



## Human Resources/Risk Management - Program Objectives

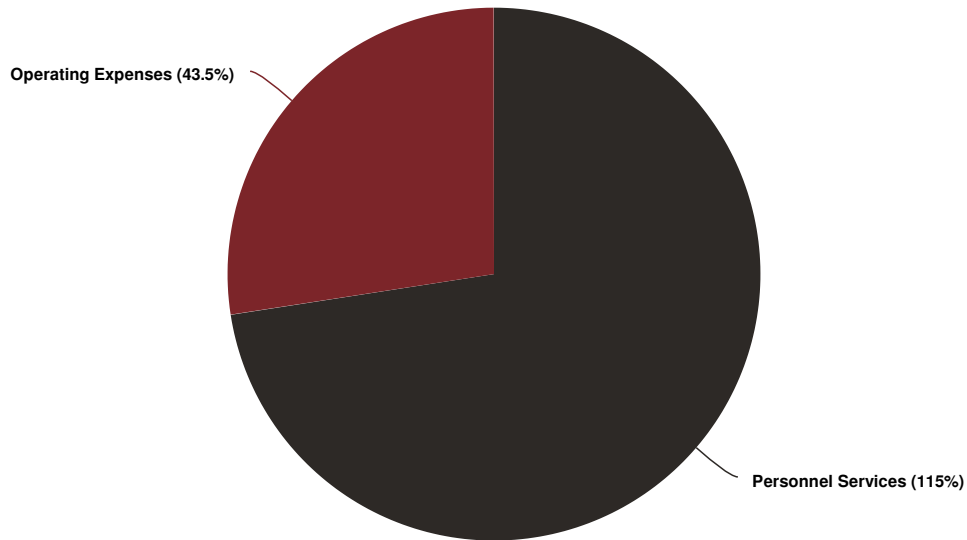


## Human Resources/Risk Management - Goals & Objectives Accomplished

- Awarded "The Best of Plant City Awards 2022" for "Employer of the Year" by the Chamber of Commerce.
- Implemented monthly New Hire Luncheon with the City Manager and Assistant City Managers where new hires from the previous month are welcomed to "Team Plant City".
- Negotiated the City's health, dental, and vision benefit plans, with new providers to minimize costs.
- Implemented online Open Enrollment for all employees within Employee Self Service (ESS) for health, dental and vision.
- Coordinated the recruitment and on-boarding process for key positions, including the Director of Innovation & Strategy, Budget Manager, and Community Services Manager.
- Streamlined and enhanced the hiring process with Ad-Vance Talent Solutions.
- Centralized temporary labor services for departments to utilize.
- Hosted successful events including Fall Jamboree, Operation Santa with Deck the Halls, City Hall Holiday Luncheon and the Employee Awards Brunch. Enhanced some of these events to offer additional appreciation for our employees.
- Facilitated the City's first Certified Public Manager (CPM) graduation where 22 city employees were recognized and congratulated for their successful completion of the Florida State University's Certified Public Manager Program.
- Supported local students by hiring the Simmons High School Catering Class to cater the Employee Service Awards Brunch.
- Promoted community outreach efforts by participating in both the Future Career Academy High School and Future Career Academy Hiring event.

# Human Resources/Risk Management - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
Expense Objects							
Personnel Services	\$349,191	\$419,083	\$418,909	\$381,151	\$431,117	\$544,349	29.9%
Operating Expenses	\$82,987	\$203,905	\$204,871	\$136,281	\$183,321	\$205,749	0.9%
Other Uses	\$0	\$0	-\$224,277	-\$276,717	\$224,277	-\$276,717	N/A
<b>Total Expense Objects:</b>	<b>\$432,178</b>	<b>\$622,988</b>	<b>\$399,503</b>	<b>\$240,714</b>	<b>\$838,715</b>	<b>\$473,381</b>	<b>-24%</b>

# Information Technology



**General Fund**  
Org Code: 00151600

## **Mission**

The mission of Information Technology (IT) is to provide leadership and guidance in support of innovation, organizational efficiency, and technology management.

## **Program Description**

Information Technology (IT) focuses on four main areas:

### **Hardware/Software Support and Upgrades**

- Five-year refresh for hardware.
- Two-year refresh for cell phones.
- Software is refreshed as needed.

### **Research and Implementation**

- Research new and existing hardware and software solutions.
- Assist departments with implementation of all technology.

### **Data Integrity, Security, and Preservation**

- Leverage cloud backup technology for data preservation and integrity.
- Collaborate with Department of Homeland Security (DHS) to maintain data security.

### **Customer Service and Training**

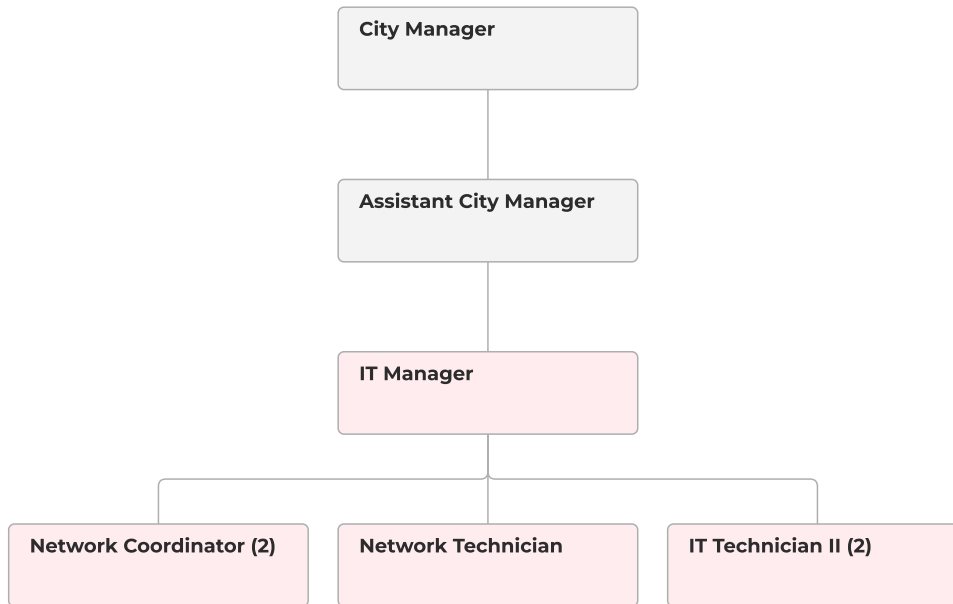
- Provide prompt and knowledgeable support to all users.
- Provide users the proper training to promote efficiency.

# Information Technology - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
IT Manager	1	1	1
IT Technician II	2	2	2
Network Coordinator	2	2	2
Network Technician	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

### Information Technology





# Information Technology - Program Goals

## Value: Teamwork

- Facilitate collaboration and communication using technology.
- Provide the tools necessary to bridge the gap between departments allowing for effective synergy.

## Value: Integrity

- Maintain a strong and secure network and prevent outside intrusions.
- Leverage cloud-based backup to prepare for worst case scenarios.
- Conduct phishing test to ensure adherence to security guidelines.

## Value: Leadership

- Provide training for all employees who wish to further their knowledge on technology and security.
- Support departments efforts to streamline tasks using technology.

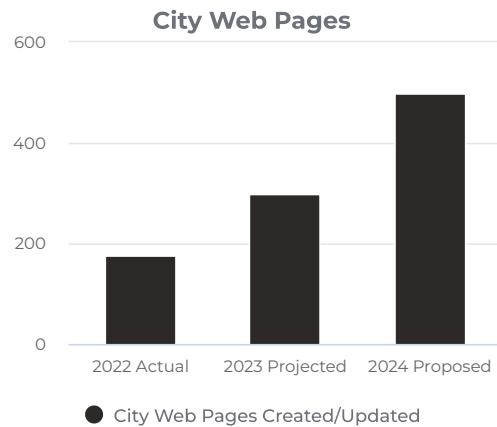
## Value: Excellence

- Research and implement solutions to streamline organizational efficiency.
- Invest time and resources to rollout Microsoft 365.
- Research new technologies to support remote work.

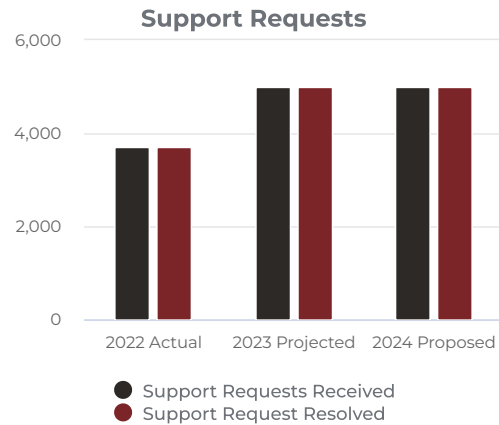
## Value: Respect

- Minimize network downtime to eliminate interruptions in workflow.

# Information Technology - Program Objectives



## Information Technology - Program Objectives



## Information Technology - Program Objectives



## Information Technology - Goals & Objectives Accomplished

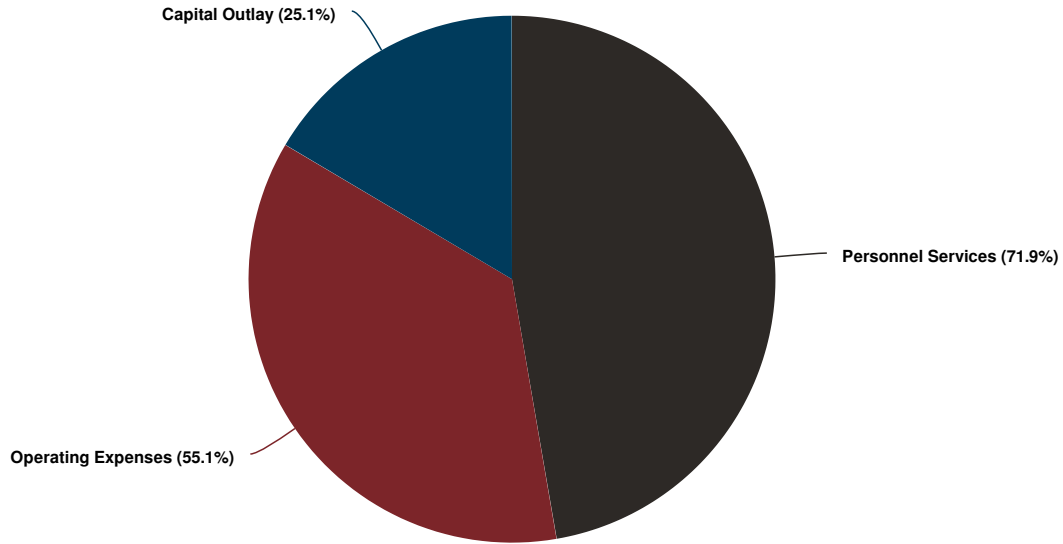
- Installed new anti-virus on all desktop and laptop computers.
- Deployed Multi-Factor Authentication (MFA) to all departments.
- Delivered new copiers to 19 different departments throughout the City.
- Upgraded Tyler Technologies Tyler Cashiering and Munis Enterprise Resource Planning (ERP) application to the newest version.
- Implemented the City's network infrastructure with newer technology to improve network and application performance.
- Two members of Information Technology began Certified Public Manager (CPM) training.

# Information Technology - Expenditures by Expense Type

## Capital Outlay

City Hall Network Refresh and Datto Upgrade 290,000  
**Total \$290,000**

## Budgeted Expenditures by Expense Type



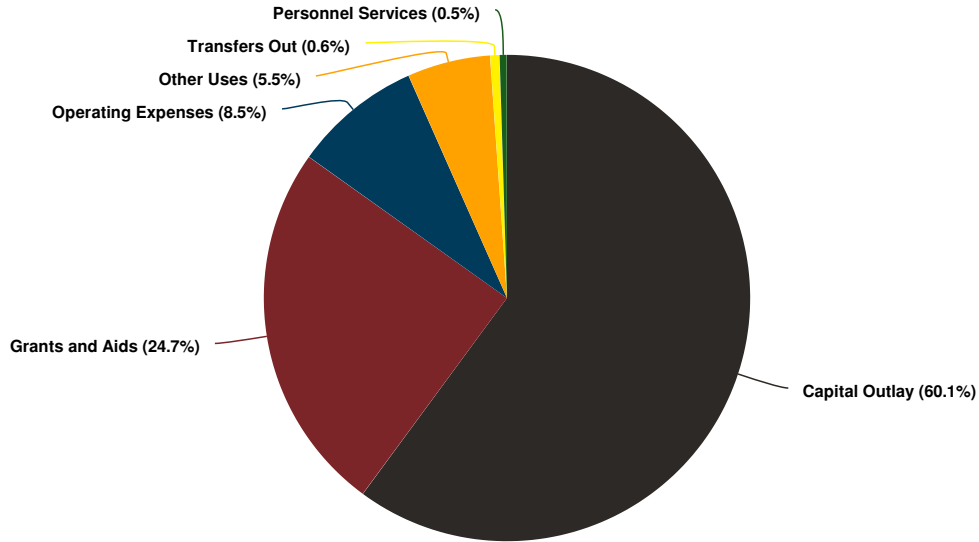
Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$430,609	\$516,934	\$516,934	\$477,810	\$587,185
Operating Expenses	\$285,011	\$442,625	\$442,625	\$396,116	\$449,519
Capital Outlay	\$79,840	\$290,000	\$290,000	\$257,843	\$204,620
Other Uses	\$0	\$0	-\$519,032	\$519,032	-\$424,993
<b>Total Expense Objects:</b>	<b>\$795,460</b>	<b>\$1,249,559</b>	<b>\$730,527</b>	<b>\$1,650,801</b>	<b>\$816,331</b>

# Special Appropriations

General Fund  
Org Code: 001519\*

## Special Appropriations - Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$6,660	\$30,000	\$30,000	\$30,000	\$30,000
Operating Expenses	\$458,912	\$550,570	\$656,765	\$397,570	\$529,787
Capital Outlay	\$2,674,758	\$3,200,211	\$3,200,211	\$3,200,211	\$3,739,983
Grants and Aids	\$1,067,561	\$1,384,857	\$1,384,857	\$1,381,668	\$1,539,112
Other Uses	\$0	\$350,000	\$330,000	\$100,000	\$343,700
Transfers Out	\$35,717	\$41,456	\$41,456	\$41,456	\$39,033
<b>Total Expense Objects:</b>	<b>\$4,243,608</b>	<b>\$5,557,094</b>	<b>\$5,643,289</b>	<b>\$5,150,905</b>	<b>\$6,221,615</b>

# Finance



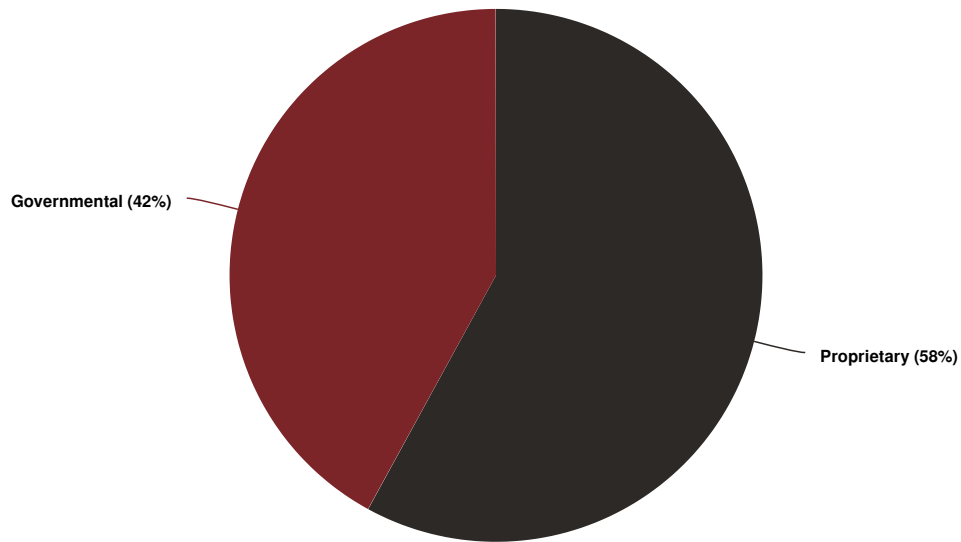
General Fund & Water/Sewer Fund

Includes:

- Accounting
- Utility Billing

## Finance - Expenditures by Fund

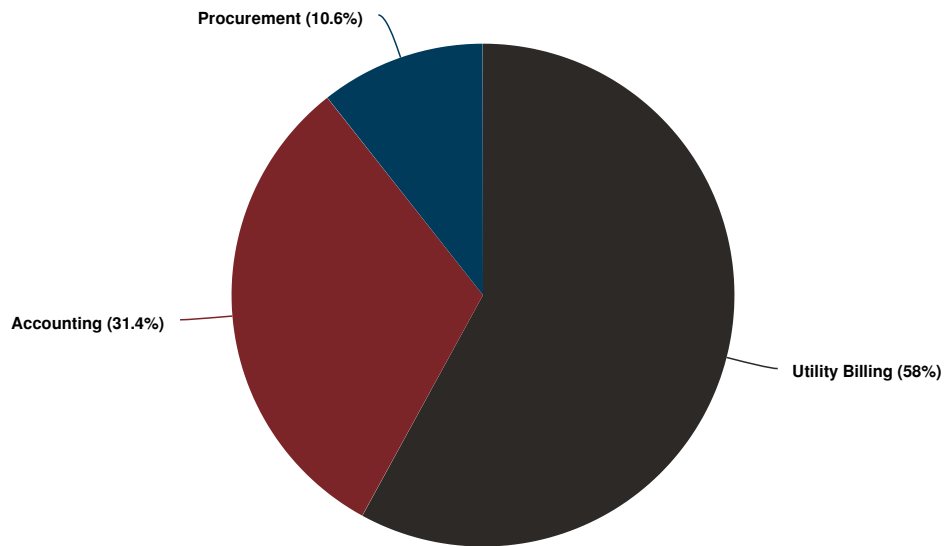
2022 Expenditures by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
General Fund	\$1,247,436	\$1,494,273	\$826,867	\$2,078,211	\$1,119,683
Water/Sewer Fund	\$1,165,053	\$1,400,987	\$1,402,610	\$1,370,208	\$1,544,419
<b>Total:</b>	<b>\$2,412,488</b>	<b>\$2,895,260</b>	<b>\$2,229,477</b>	<b>\$3,448,419</b>	<b>\$2,664,102</b>

# Finance - Expenditures by Function

## Budgeted Expenditures by Function

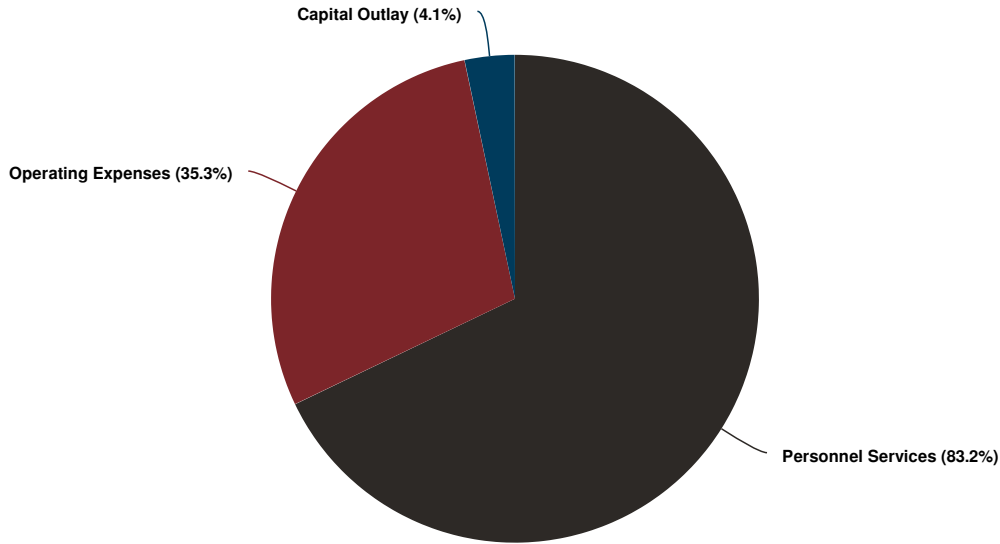


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
General Government					
Accounting	\$925,610	\$1,131,808	\$721,447	\$1,454,904	\$836,605
Procurement	\$321,826	\$362,465	\$105,420	\$623,307	\$283,078
<b>Total General Government:</b>	<b>\$1,247,436</b>	<b>\$1,494,273</b>	<b>\$826,867</b>	<b>\$2,078,211</b>	<b>\$1,119,683</b>
Physical Environment					
Office	\$938,537	\$1,080,288	\$1,113,366	\$1,088,186	\$1,215,155
Field Representatives	\$226,516	\$320,699	\$289,244	\$282,022	\$329,264
<b>Total Physical Environment:</b>	<b>\$1,165,053</b>	<b>\$1,400,987</b>	<b>\$1,402,610</b>	<b>\$1,370,208</b>	<b>\$1,544,419</b>
<b>Total Expenditures:</b>	<b>\$2,412,488</b>	<b>\$2,895,260</b>	<b>\$2,229,477</b>	<b>\$3,448,419</b>	<b>\$2,664,102</b>

## Finance - Expenditures by Expense Type

Capital Equipment	Capital Project
Desks for Accountant II's      8,400	Financial Management Information System      100,000
<b>Total                                      \$8,400</b>	<b>Total                                      \$100,000</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,724,421	\$1,948,038	\$1,947,763	\$1,831,486	\$2,215,302
Operating Expenses	\$543,145	\$681,679	\$818,876	\$821,527	\$939,516
Capital Outlay	\$2,868	\$100,000	\$111,244	\$100,000	\$108,400
Other Uses	\$28,992	\$19,000	-\$648,406	\$695,406	-\$599,116
Transfers Out	\$113,062	\$146,543	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$2,412,488</b>	<b>\$2,895,260</b>	<b>\$2,229,477</b>	<b>\$3,448,419</b>	<b>\$2,664,102</b>

# Accounting



## General Fund

Org Code: 00152101

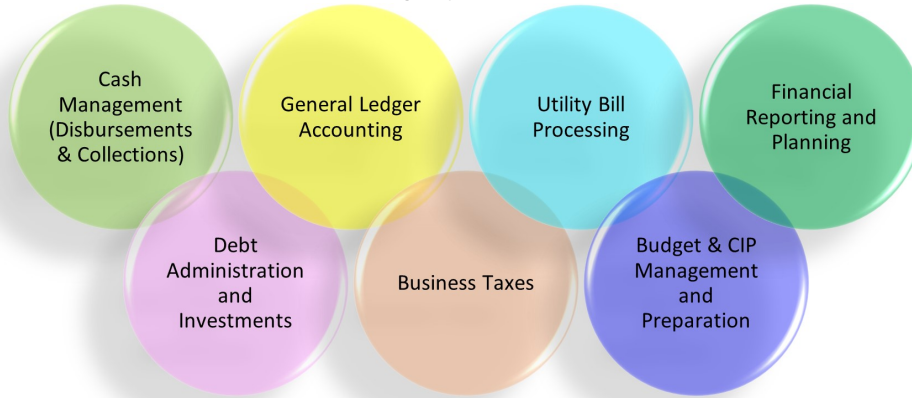
### Mission

To manage the fiscal affairs of the City ensuring that expenditures have a public purpose while employing professional standards, personal ethics and compliance with all laws, rules, and regulations.

### Program Description

The Accounting Division provides accounting and finance support to all City departments to assist with business decisions and ensure that all accounting transactions are properly authorized, recorded, and reported, while providing the best customer service to both internal and external customers. The department provides users training in the financial system.

The department also prepares an annual budget for commission approval each year. The functions performed by the accounting department include:



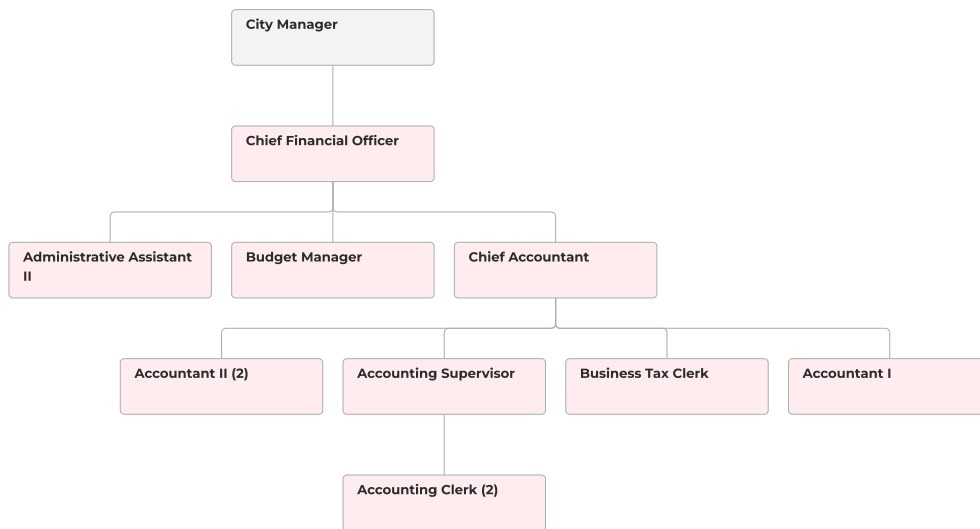


# Accounting - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Accountant I	1	1	1
Accountant II	2	2	2
Accounting Clerk I	2	2	2
Accounting Supervisor	1	1	1
Administrative Assistant II	1	1	1
Budget Manager	1	1	1
Business Tax Clerk	1	1	1
Chief Accountant	1	1	1
Chief Financial Officer	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

### Accounting



## Accounting - Program Goals

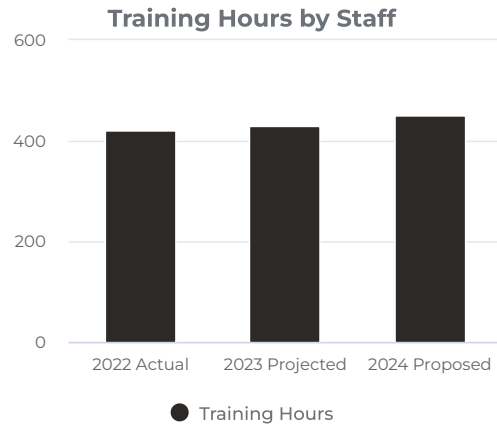
### Value: Transparency

- Provide quality quarterly financial reports to the City Manager within 30 days.
- Provide draft annual budget ten days prior to City Commission meeting.
- Submit adopted budget and budget adjustments online within five days of approval.
- Complete the annual financial audit for the City and CRA within five months after fiscal year end.
- Provide quality, award-winning financial documents that communicate the City's current and future financial position.

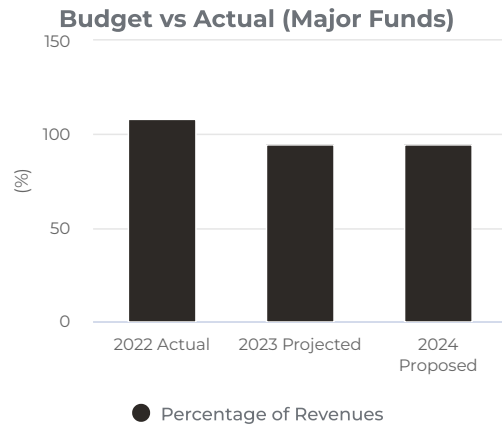
### Value: Excellence

- Offer continuing education and training to staff.
- Improve customer service through new programs and use of technology.

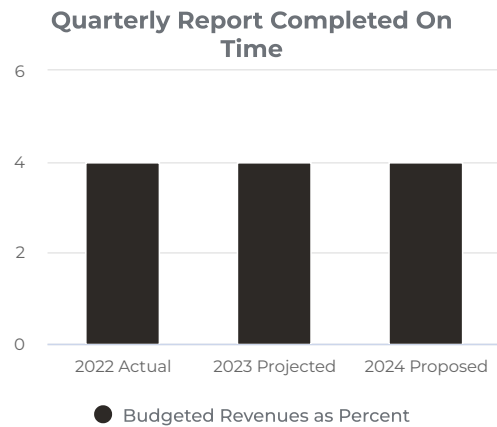
## Accounting - Program Objectives



## Accounting - Program Objectives



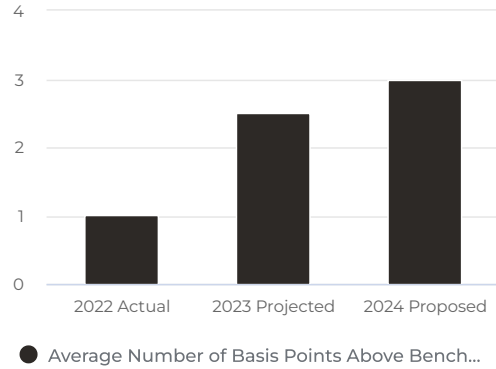
## Accounting - Program Objectives



## Accounting - Program Objectives



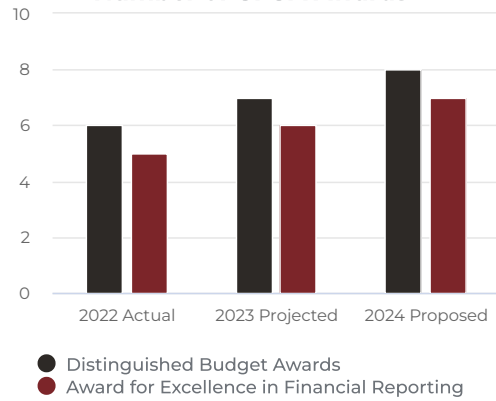
Average Number of Basis Points Above Benchmark



## Accounting - Program Objectives



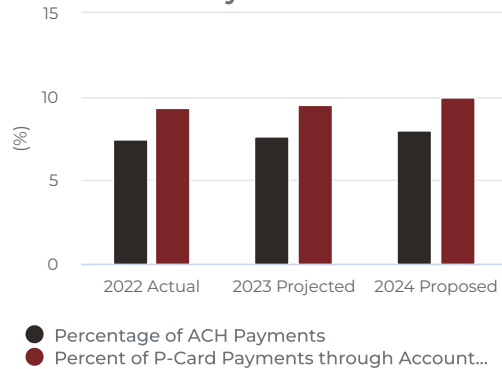
Number of GFOA Awards



## Accounting - Program Objectives



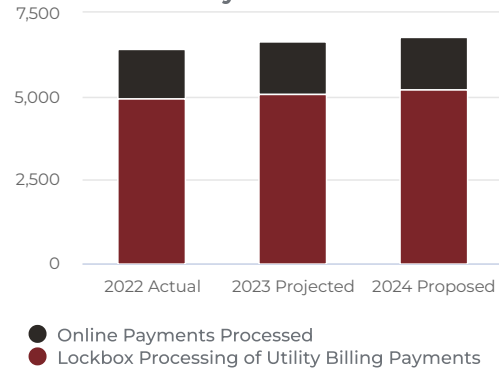
Percentage of ACH & P-Card Payments



## Accounting - Program Objectives



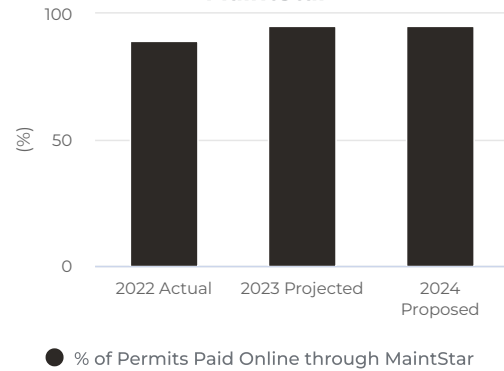
Online & Lockbox Processing of Payments



## Accounting - Program Objectives



Percentage of Permits Paid Online - MaintStar



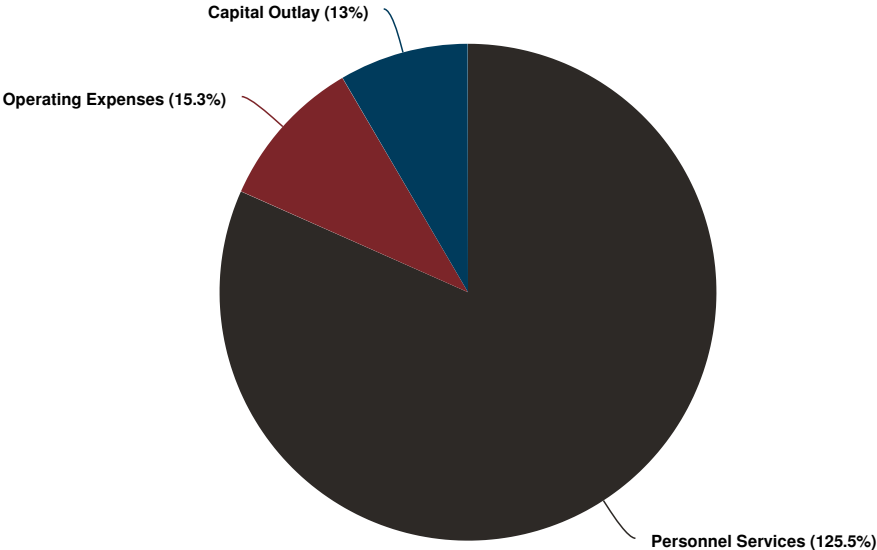
## Accounting - Goals & Objectives Accomplished

- Earned the Distinguished Budget Award from GFOA for the seventh consecutive year.
- Earned the Annual Comprehensive Financial Report (ACFR) for the Award for Excellence in Financial Reporting to the GFOA for the sixth consecutive year.
- Earned the first-ever PAFR award for Popular Annual Financial Reporting.
- Prepared necessary documents to auditors in a timely manner with several staff changes.
- Completed water/sewer and stormwater rate studies.
- Completed Cares Act reporting of \$6M to Hillsborough County.
- Submitted all documentation for Hurricane Ian reimbursement of \$1.5M through FEMA.
- Substantially completed citywide impact fee study.
- Secured new banking services contract with Truist Bank.
- Secured new auditing services contract.
- Monitored over \$19M of American Rescue Plan Act (ARPA) funding under the federal grant program

# Accounting - Expenditures by Expense Type

Capital Equipment	Capital Project
Desks for Accountant II's <span style="float: right;">8,400</span>	Financial Management Information System <span style="float: right;">100,000</span>
<b>Total <span style="float: right;">\$8,400</span></b>	<b>Total <span style="float: right;">\$100,000</span></b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$831,929	\$907,606	\$907,606	\$841,339	\$1,050,245
Operating Expenses	\$90,813	\$124,202	\$114,581	\$103,204	\$127,603
Capital Outlay	\$2,868	\$100,000	\$109,621	\$100,000	\$108,400
Other Uses	\$0	\$0	-\$410,361	\$410,361	-\$449,643
<b>Total Expense Objects:</b>	<b>\$925,610</b>	<b>\$1,131,808</b>	<b>\$721,447</b>	<b>\$1,454,904</b>	<b>\$836,605</b>

# Utility Billing



**Water/Sewer Fund**  
Org Code: 4025690\*

## **Mission**

To deliver excellent customer service with respect, professionalism, and reliability to residents and visitors.

## **Program Description**

The Utility Billing Division aids with new account activation, billing inquires, account updates, new construction water and sewer connections, meter reading and service order processing.

Programs include Office and Field Representatives.

Customer Service employees process payments for utility billing, permits, parking tickets, retiree insurance, and CDBG housing payments (Office).

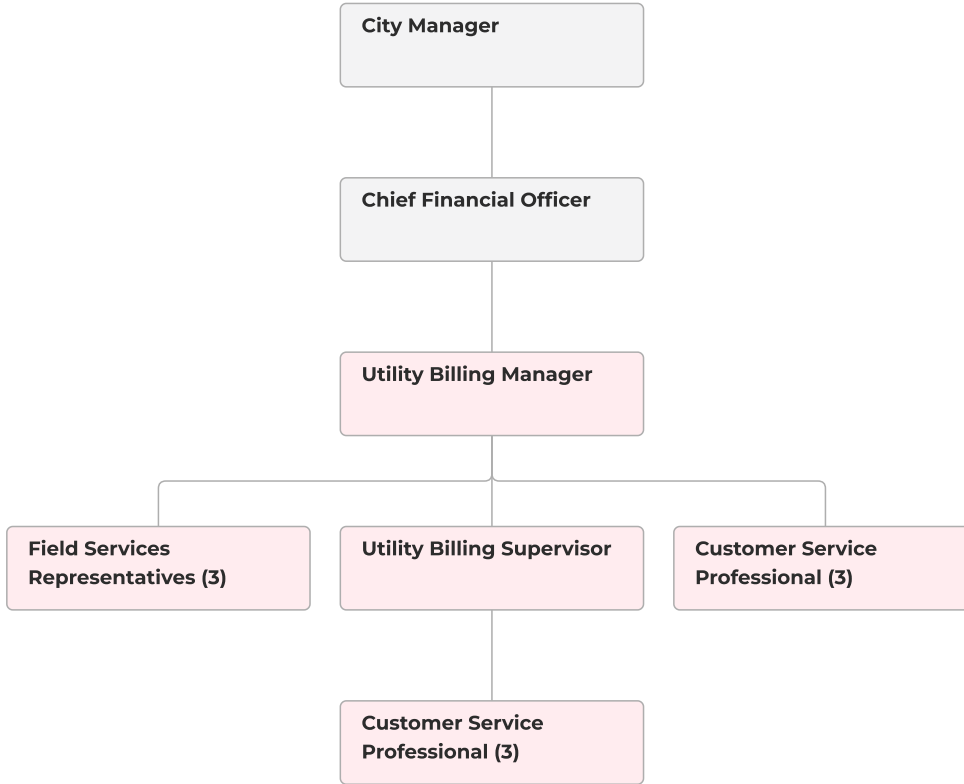
Field Service Representatives read over 13,645 meters monthly using mobile read devices, terminate, and turn on water service, perform meter tests, and respond to leak inquires (Field Representatives).

# Utility Billing - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Customer Service Professional	6	6	6
Field Services Representative	3	3	3
Utility Billing Manager	1	1	1
Utility Billing Supervisor	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

## Org Chart: Utility Billing



## Utility Billing - Program Goals

### Value: Teamwork

- Offer in-house, offsite, and online customer service training for each team member.
  - In-house training 4 times a year, 1-hour sessions.
  - Offsite training 2 times a year, 8-hour sessions.
  - Online training 4 times a year, 3-hour webinars.

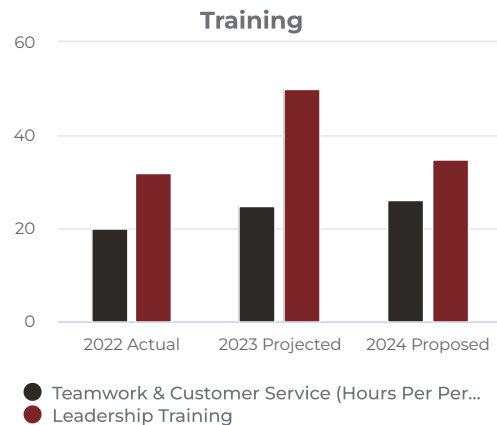
### Value: Leadership

- Offer management and leadership development training to prepare leaders in providing excellent customer service delivery and how to manage employees.

### Value: Excellence

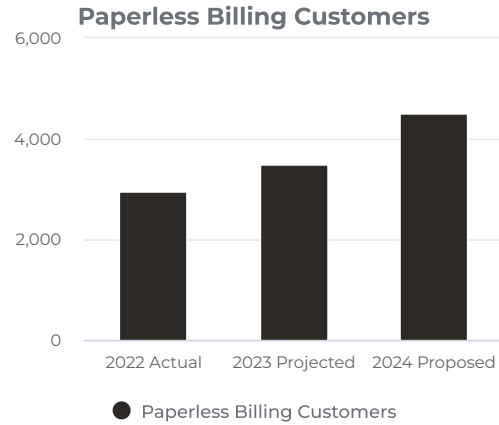
- Increase paperless billing customer base to 24%.
- Increase online payments to 70%.
- Increase online customer service application and deposit requests by 10%.
- Submit accounts to collection agency within 45 days from account termination.
- Engage in effective communication with customers by aiding with website navigation for contactless service requests.
- Increase Eye on Water Customers to 75.

## Utility Billing - Program Objectives

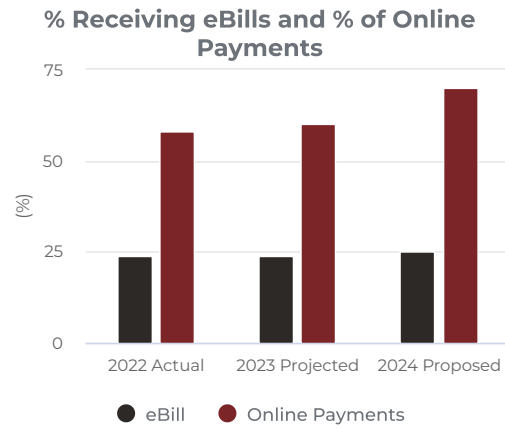




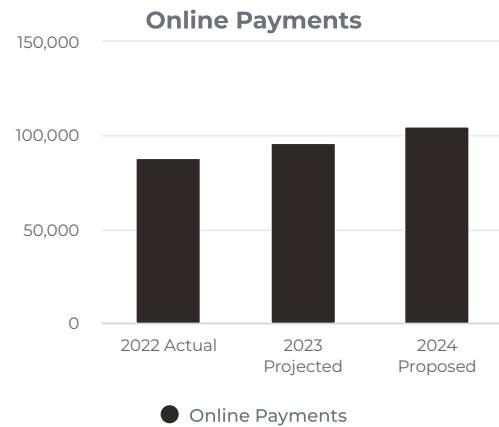
## Utility Billing - Program Objectives



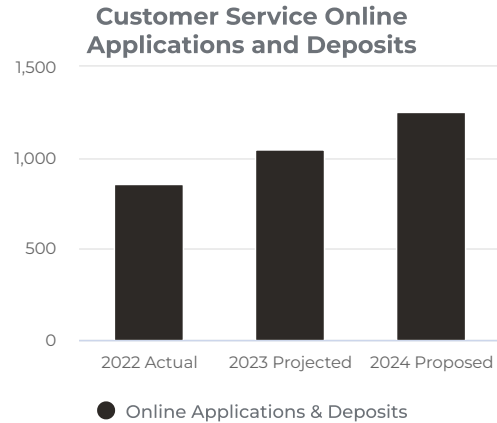
## Utility Billing - Program Objectives



## Utility Billing - Program Objectives



## Utility Billing - Program Objectives

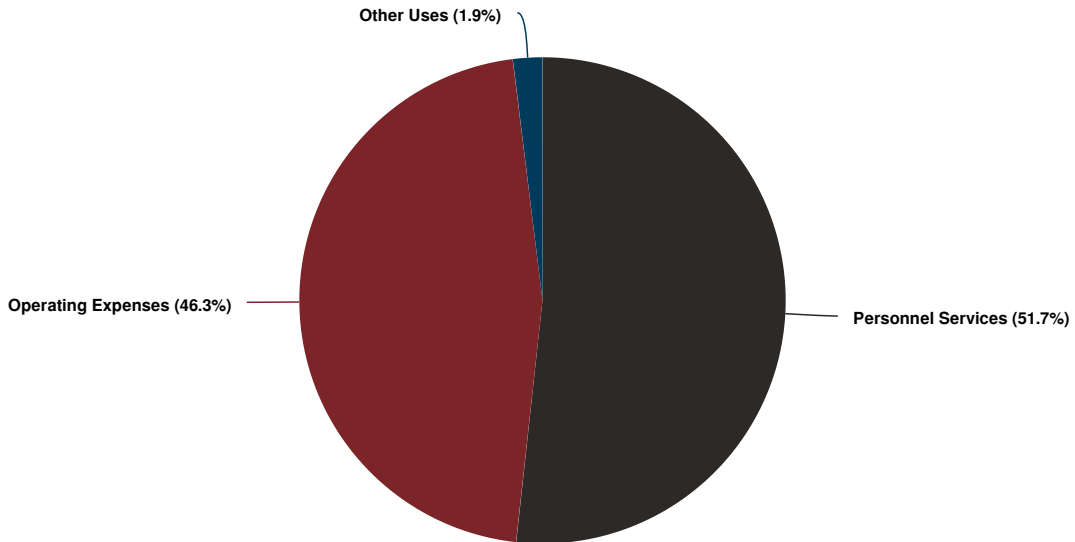


## Utility Billing - Goals & Objectives Accomplished

- Increased percentage of customers using paperless billing to 23.8%
- Completed Cart audit for multi-unit customers.
- Completed 8% of AMR to AMI (cellular) meter conversions.
- Assisted 857 customers using Utility Billing online services.

## Utility Billing - Expenditures by Expense Type

Budgeted Expenditures by Expense Type

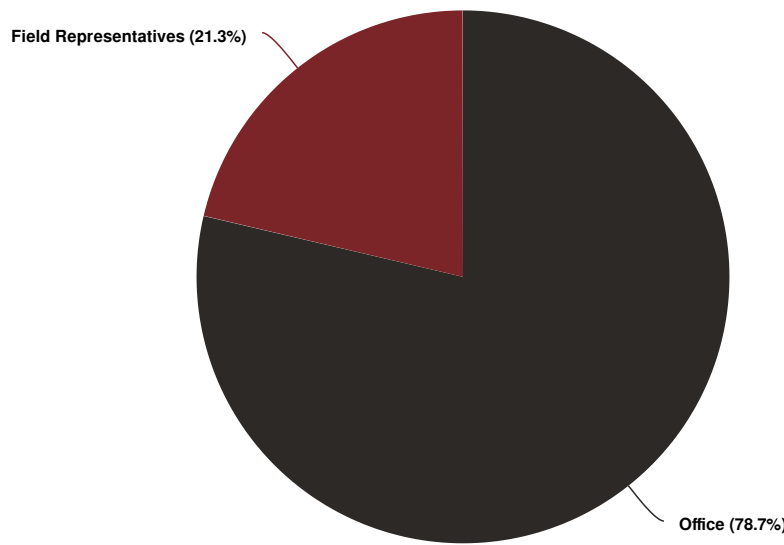


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$604,449	\$734,905	\$734,905	\$673,908	\$799,009

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Operating Expenses	\$418,550	\$500,539	\$647,082	\$668,300	\$715,410
Capital Outlay	\$0	\$0	\$1,623	\$0	\$0
Other Uses	\$28,992	\$19,000	\$19,000	\$28,000	\$30,000
Transfers Out	\$113,062	\$146,543	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$1,165,053</b>	<b>\$1,400,987</b>	<b>\$1,402,610</b>	<b>\$1,370,208</b>	<b>\$1,544,419</b>

## Utility Billing - Expenditures by Function

### Budgeted Expenditures by Function



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
Expenditures							
Physical Environment							
Utility Billing							
Office	\$938,537	\$1,080,288	\$1,113,366	\$976,121	\$1,088,186	\$1,215,155	12.5%
Field Representatives	\$226,516	\$320,699	\$289,244	\$240,372	\$282,022	\$329,264	2.7%
<b>Total Utility Billing:</b>	<b>\$1,165,053</b>	<b>\$1,400,987</b>	<b>\$1,402,610</b>	<b>\$1,216,493</b>	<b>\$1,370,208</b>	<b>\$1,544,419</b>	<b>10.2%</b>
<b>Total Physical Environment:</b>	<b>\$1,165,053</b>	<b>\$1,400,987</b>	<b>\$1,402,610</b>	<b>\$1,216,493</b>	<b>\$1,370,208</b>	<b>\$1,544,419</b>	<b>10.2%</b>
<b>Total Expenditures:</b>	<b>\$1,165,053</b>	<b>\$1,400,987</b>	<b>\$1,402,610</b>	<b>\$1,216,493</b>	<b>\$1,370,208</b>	<b>\$1,544,419</b>	<b>10.2%</b>

# Procurement



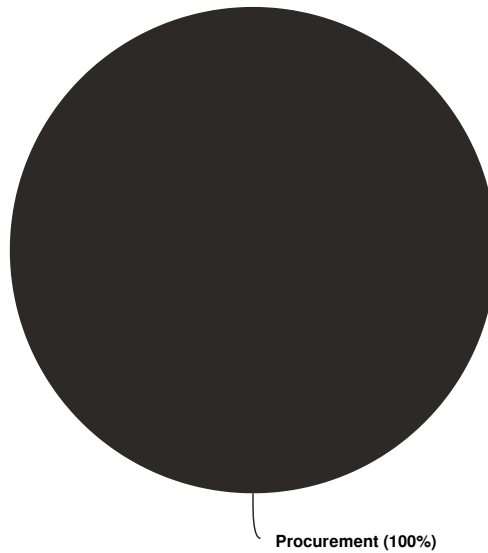
**General Fund**  
Org Code: 0015240\*

Includes:

- Procurement
- Fleet Management

## Procurement - Expenditures by Function

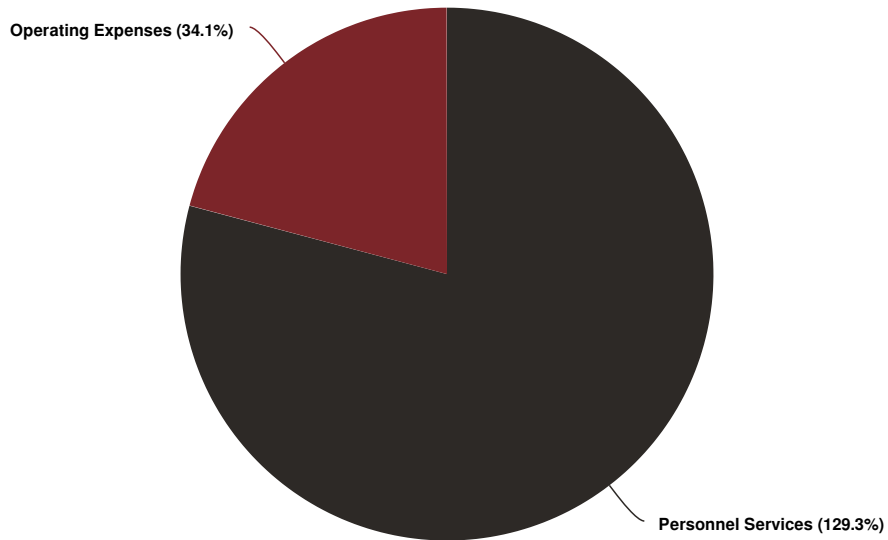
### Budgeted Expenditures by Function



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
Expenditures							
General Government							
Procurement							
Procurement	\$321,826	\$362,465	\$105,420	\$195,263	\$623,307	\$283,078	-21.9%
<b>Total Procurement:</b>	<b>\$321,826</b>	<b>\$362,465</b>	<b>\$105,420</b>	<b>\$195,263</b>	<b>\$623,307</b>	<b>\$283,078</b>	<b>-55.9%</b>
<b>Total General Government:</b>	<b>\$321,826</b>	<b>\$362,465</b>	<b>\$105,420</b>	<b>\$195,263</b>	<b>\$623,307</b>	<b>\$283,078</b>	<b>-55.9%</b>
<b>Total Expenditures:</b>	<b>\$321,826</b>	<b>\$362,465</b>	<b>\$105,420</b>	<b>\$195,263</b>	<b>\$623,307</b>	<b>\$283,078</b>	<b>-55.9%</b>

# Procurement - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
Expense Objects							
Personnel Services	\$288,044	\$305,527	\$305,252	\$296,965	\$316,239	\$366,048	-26%
Operating Expenses	\$33,782	\$56,938	\$57,213	\$77,771	\$50,023	\$96,503	-34.9%
Other Uses	\$0	\$0	-\$257,045	-\$179,473	\$257,045	-\$179,473	N/A
<b>Total Expense Objects:</b>	<b>\$321,826</b>	<b>\$362,465</b>	<b>\$105,420</b>	<b>\$195,263</b>	<b>\$623,307</b>	<b>\$283,078</b>	<b>-55.9%</b>

# Procurement



**General Fund**  
Org Code: 00152401

## Mission

To execute sensible, ethical, and innovative procurement practices which allow the City to acquire goods and services of the highest quality, at the most advantageous costs. To conduct business with excellent customer service and transparency while welcoming qualified, responsible, and diverse vendors.

## Program Description

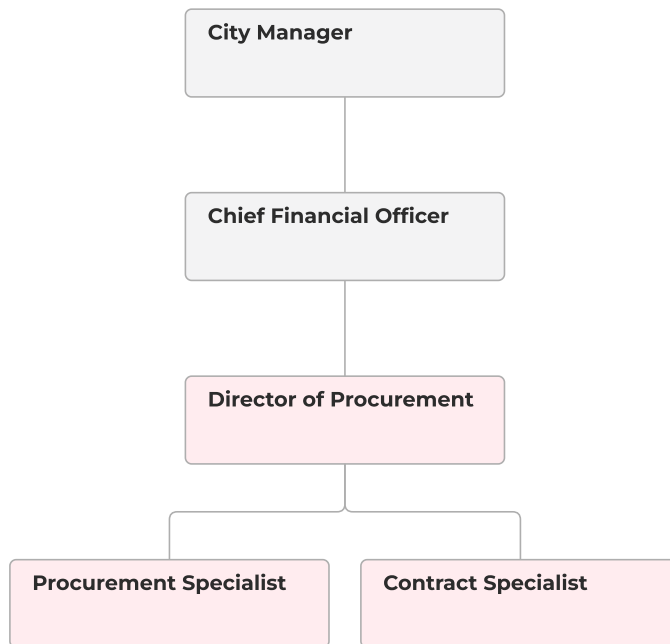
The Procurement Division prepares and issues quotes, bids, RFP's, RFQ's, RFI's, and NOI's. Procurement administers the post-solicitation process from receiving proposals through contract execution. Procurement reviews, approves, and processes all purchase requisitions; negotiates contracts, assists departments in developing scopes and specifications, manages the Purchasing Card Program, reviews, maintains, and updates procurement policies and procedures; and provides training.

## Procurement - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Contract Specialist	1	1	1
Director of Procurement	0	1	1
Procurement Manager	1	1	0
Procurement Specialist	1	1	1
<b>Total</b>	<b>2</b>	<b>3</b>	<b>3</b>

### Procurement



## Procurement - Program Goals

### Value: Teamwork

- Train City staff for better understanding of Procurement policies and procedures.

### Value: Integrity

- Review all Procurement activity for conformity to policies and procedures.

### Value: Transparency

- Ensure Procurement documents are available for public access.

### Value: Leadership

- Encourage Procurement staff to attend classes offered by the National Institute for Governmental Purchasing as well as the local and State chapters.

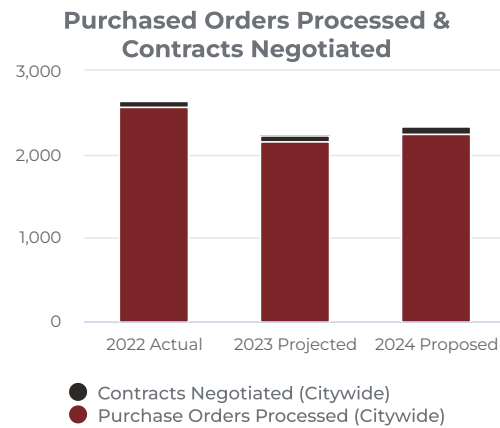
### Value: Excellence

- Seek new and use existing software programs to maintain Procurement records and activity.

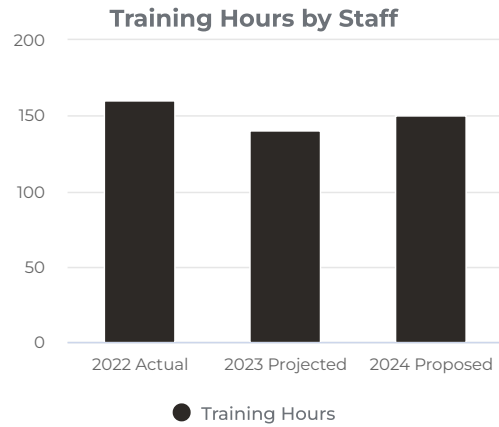
### Value: Respect

- Commit to clear communication and assistance for all City departments.

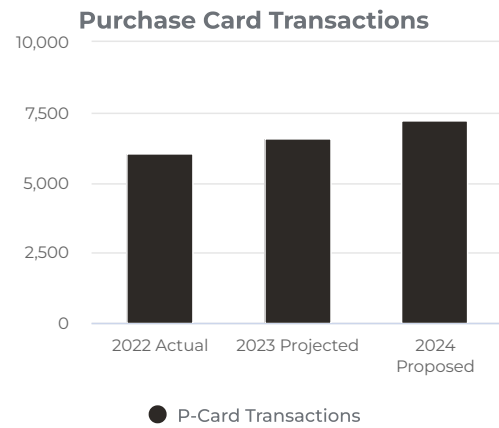
## Procurement - Program Objectives



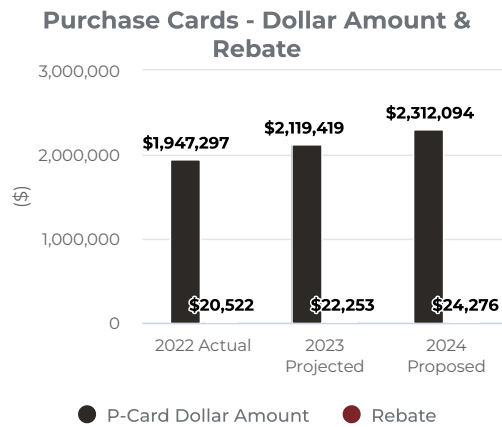
## Procurement - Program Objectives



## Procurement - Program Objectives

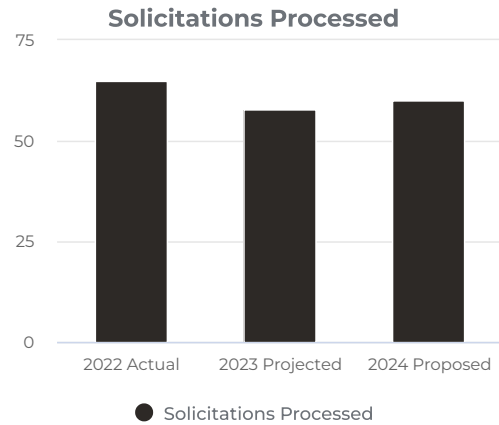


## Procurement - Program Objectives

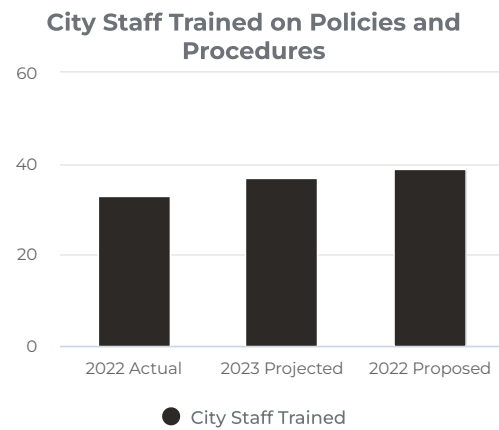




## Procurement - Program Objectives



## Procurement - Program Objectives

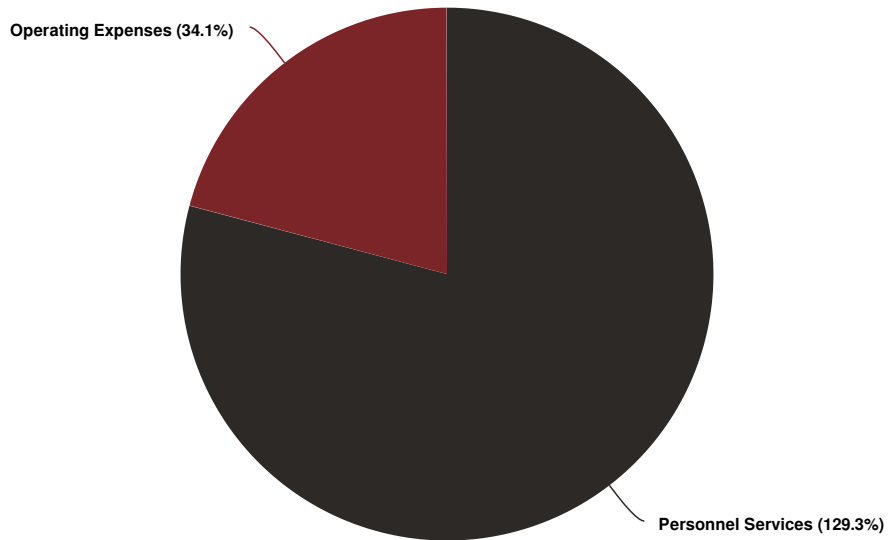


## Procurement - Goals & Objectives Accomplished

- Increased the number of annual contracts that may be used by all City departments.
- Increased the annual P-Card program rebate through increased P-Card transactions.
- Decreased purchase orders through use of the P-Card Program.
- Regularly provided staff training for Tampa Chapter of the National Institute of Governmental Purchasing (NIGP) quarterly meetings, annual Florida Association of Public Procurement Officials (FAPPO) conference, and the annual National Institute of Governmental Purchasing (NIGP) forum.

# Procurement - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$288,044	\$305,527	\$305,252	\$316,239	\$366,048
Operating Expenses	\$33,782	\$56,938	\$57,213	\$50,023	\$96,503
Other Uses	\$0	\$0	-\$257,045	\$257,045	-\$179,473
<b>Total Expense Objects:</b>	<b>\$321,826</b>	<b>\$362,465</b>	<b>\$105,420</b>	<b>\$623,307</b>	<b>\$283,078</b>

# Fire Rescue

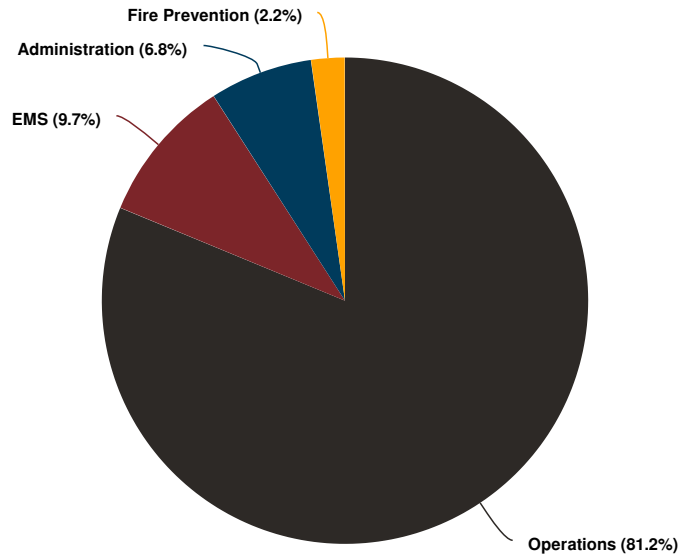


**General Fund**  
Org Code: 0015270\*

- Programs Include:
- Administration
  - Fire Prevention
  - Operations
  - EMS

## Fire Rescue - Expenditures by Function

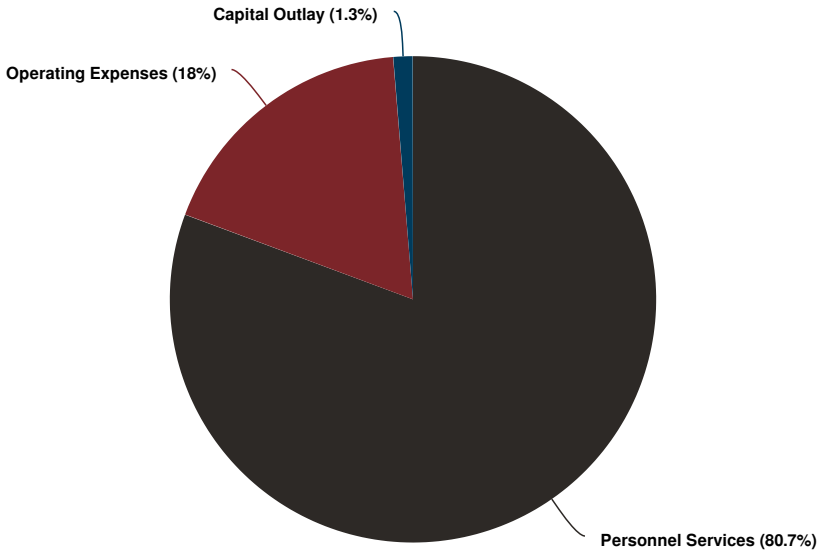
Budgeted Expenditures by Function



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Public Safety					
Fire Rescue					
Administration	\$519,424	\$462,290	\$464,090	\$457,189	\$571,349
Fire Prevention	\$108,075	\$184,945	\$184,987	\$183,476	\$187,213
Operations	\$5,998,160	\$6,414,534	\$6,501,252	\$6,446,369	\$6,792,955
EMS	\$538,318	\$638,698	\$639,348	\$614,806	\$809,826
<b>Total Fire Rescue:</b>	<b>\$7,163,977</b>	<b>\$7,700,467</b>	<b>\$7,789,677</b>	<b>\$7,701,840</b>	<b>\$8,361,343</b>
<b>Total Public Safety:</b>	<b>\$7,163,977</b>	<b>\$7,700,467</b>	<b>\$7,789,677</b>	<b>\$7,701,840</b>	<b>\$8,361,343</b>
<b>Total Expenditures:</b>	<b>\$7,163,977</b>	<b>\$7,700,467</b>	<b>\$7,789,677</b>	<b>\$7,701,840</b>	<b>\$8,361,343</b>

# Fire Rescue - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$5,806,105	\$6,231,359	\$6,273,809	\$6,294,821	\$6,744,863
Operating Expenses	\$1,140,569	\$1,345,358	\$1,350,275	\$1,284,019	\$1,507,930
Capital Outlay	\$217,303	\$123,750	\$165,593	\$123,000	\$108,550
<b>Total Expense Objects:</b>	<b>\$7,163,977</b>	<b>\$7,700,467</b>	<b>\$7,789,677</b>	<b>\$7,701,840</b>	<b>\$8,361,343</b>

# Fire Rescue: Administration



General Fund  
Org Code: 00152701

## Department Mission

To ensure the community's safety through partnerships, prevention, education, and professionalism.

## Program Description

The administration division manages the administrative and operational functions of Plant City Fire Rescue. The program functions include:

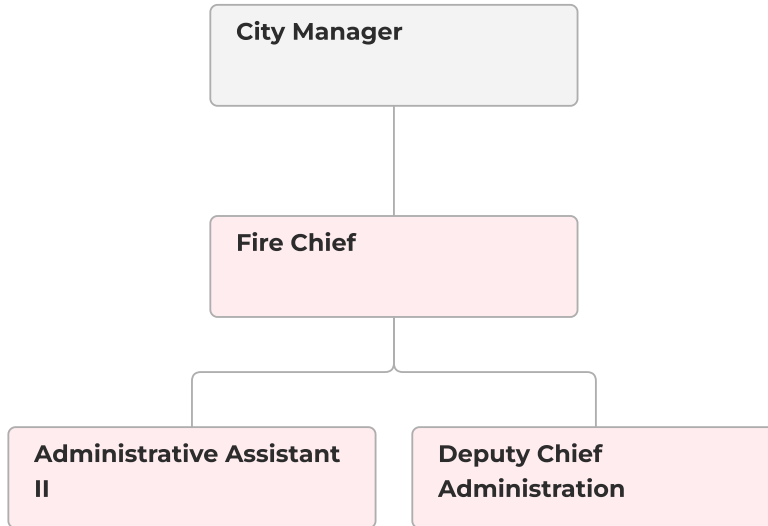
- |   |  |   |   |
|---|--|---|---|
| Administer and provide fiscal oversight on all divisions' programs. | Maintain State of Florida Advanced Life Support Service license.               | Pursue federal and state grants.  | Provide software to maintain Fire and EMS incident reports.       |
| Recruit, retain, and create succession planning for firefighters.   | Facilitate promotional assessment testing to fill vacant leadership positions. | Support personnel training and career development.                          | Maintain community partnerships to promote fire safety awareness. |
|   | Oversee contracts with private ambulance billing company for EMS services.     | Pursue accreditation through the Center for Public Safety Excellence (CPSE) |   |

# Fire Rescue: Administration - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Deputy Chief Administration	1	1	1
Fire Chief	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

## Fire Rescue: Administration



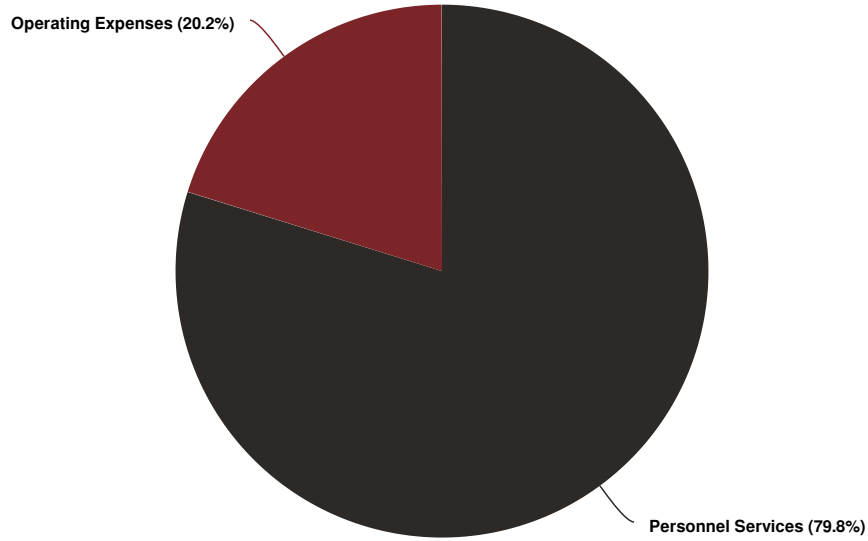
# Fire Rescue: Administration - Program Goals

### Value: Leadership

- Provide leadership and direction of all presented program objectives and performance measures for Operations, Prevention, and Emergency Medical Services.

# Fire Rescue: Administration - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$353,141	\$390,272	\$392,072	\$395,089	\$456,011
Operating Expenses	\$57,247	\$72,018	\$72,018	\$62,100	\$115,338
Capital Outlay	\$109,036	\$0	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$519,424</b>	<b>\$462,290</b>	<b>\$464,090</b>	<b>\$457,189</b>	<b>\$571,349</b>

# Fire Rescue: Fire Prevention



General Fund  
Org Code: 00152702

## Department Mission

To ensure the community's safety through partnerships, prevention, education, and professionalism.

## Program Description

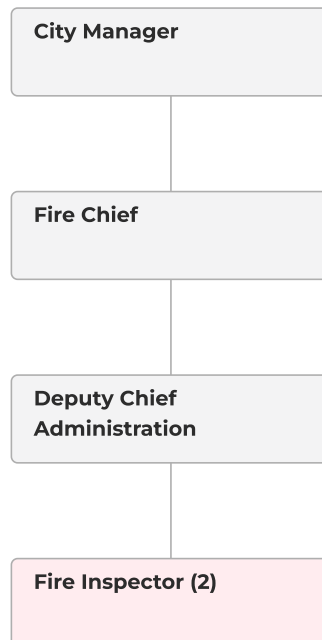
The Fire Inspector conducts annual fire prevention inspections of business occupancies as required by the Florida Fire Prevention Code. The department uses the Florida Fire Prevention Code to ensure that safety requirements are in place for all commercial occupancies to minimize property loss in the event of a fire. Prevention conducts fire safety educational programs for civic organizations, schools, as well as the general public. The Fire Inspector conducts construction site inspections and also conducts life safety plan reviews for commercial development.

## Fire Rescue: Fire Prevention - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Fire Inspector	2	2	2
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

### Fire Rescue - Fire Prevention





# Fire Rescue: Fire Prevention - Program Goals

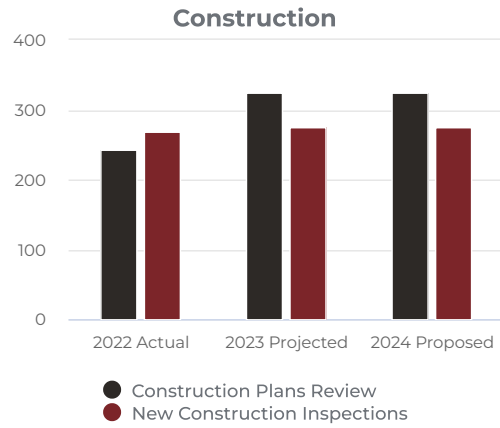
## Value: Teamwork

- Increase citizen participation in fire prevention education activities.

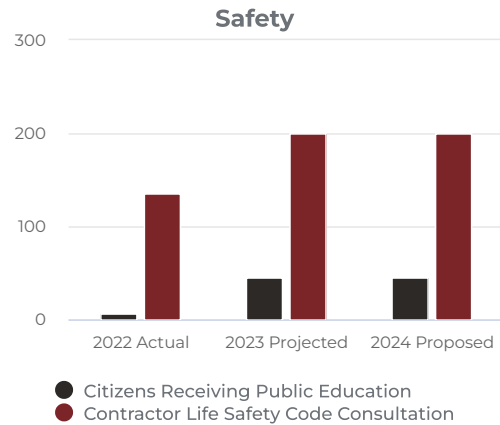
## Value: Excellence

- Perform new construction plan reviews to ensure that newly constructed buildings and infrastructure are constructed in accordance with the Florida Fire Prevention Code.
- Perform life safety inspections on commercial and institutional occupancies.
- Provide support to contractors with fire code questions pertaining to new development.

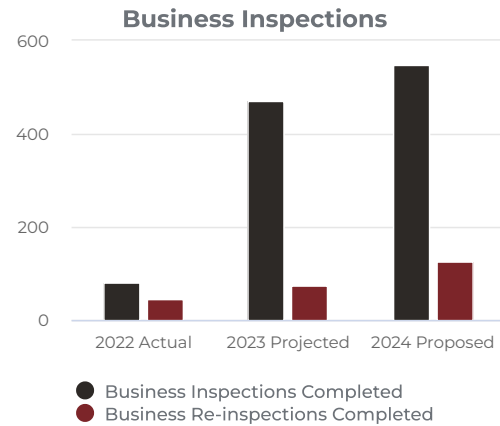
# Fire: Fire Prevention - Program Objectives



## Fire: Fire Prevention - Program Objectives



## Fire: Fire Prevention - Program Objectives

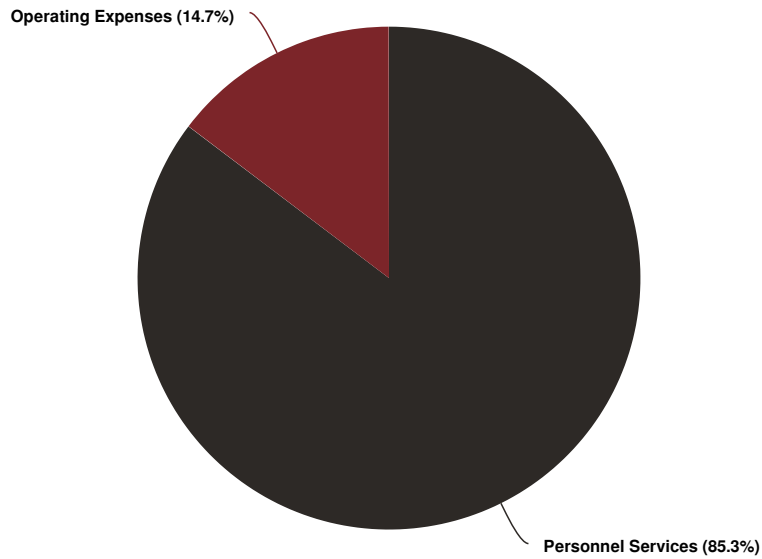


## Fire Rescue: Fire Prevention - Goals & Objectives Accomplished

- Inspected licensed daycare facilities.
- Inspected commercial and institutional facilities.
- Facilitated fire prevention public education.
- Conducted new commercial development plan reviews and permitted inspections.
- Implemented new fire inspection and pre-plan software program.

# Fire Rescue: Fire Prevention - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$96,545	\$159,675	\$159,675	\$159,244	\$159,722
Operating Expenses	\$11,530	\$25,270	\$25,312	\$24,232	\$27,491
<b>Total Expense Objects:</b>	<b>\$108,075</b>	<b>\$184,945</b>	<b>\$184,987</b>	<b>\$183,476</b>	<b>\$187,213</b>

# Fire Rescue: Operations



General Fund  
Org Code: 00152703

## **Department Mission**

To ensure the community's safety through partnerships, prevention, education, and professionalism.

## **Program Description**

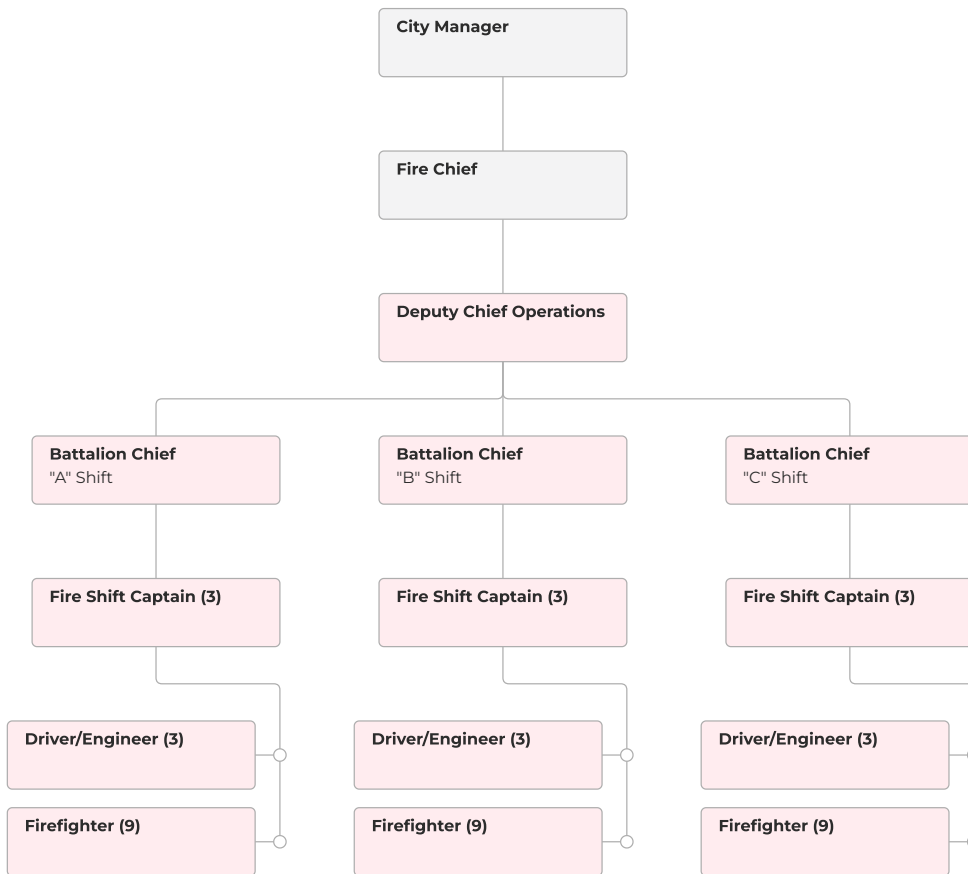
The operations program consists of one Deputy Chief of Operations that works directly with the three Battalion Chiefs to ensure operational efficiency of the department. The three Battalion Chiefs manage the three shifts that provide fire and emergency coverage to the City from three fire stations. Each 24-hour shift is staffed with a total of sixteen personnel on duty, 24 hours a day. Operations personnel are cross-trained in both Fire and Emergency Medical Services (EMS) to rapidly respond to all emergencies. Operations division provides professional training and career development to all personnel.

# Fire Rescue: Operations - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Battalion Chief	3	3	3
Fire Driver/Engineer	9	9	9
Fire Shift Captain	9	9	9
Firefighter	27	27	27
Deputy Chief Operations	1	1	1
<b>Total</b>	<b>49</b>	<b>49</b>	<b>49</b>

## Fire Rescue - Operations



## Fire Rescue: Operations - Program Goals

### Value: Transparency

- Educate community on how to reduce the level of risk from fire, natural, and manmade disasters.

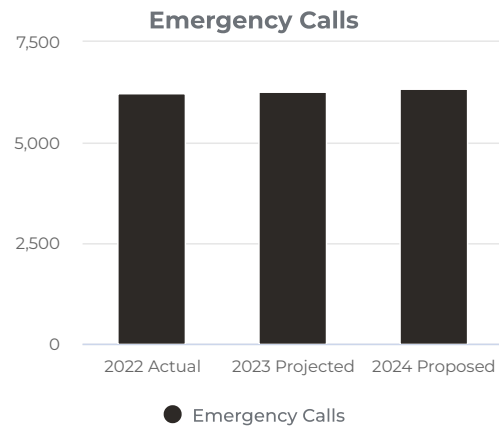
### Value: Leadership

- Train personnel to effectively respond and mitigate incidents within our community.

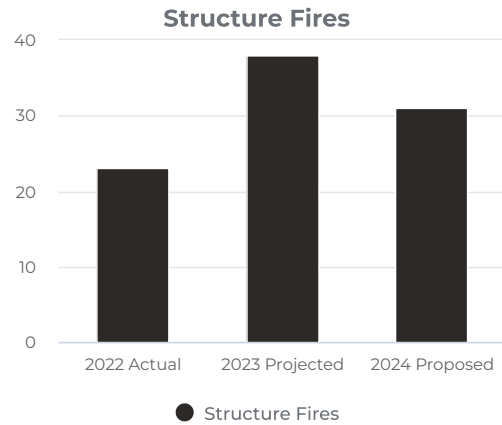
### Value: Excellence

- Provide adequate staffing, equipment, tools, and training to achieve a 6-minute response time 90% of the time.

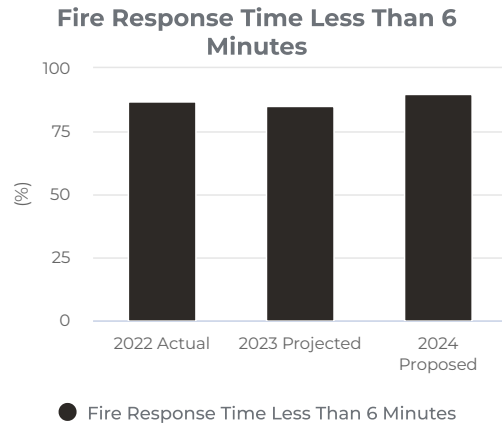
## Fire: Operations - Program Objectives



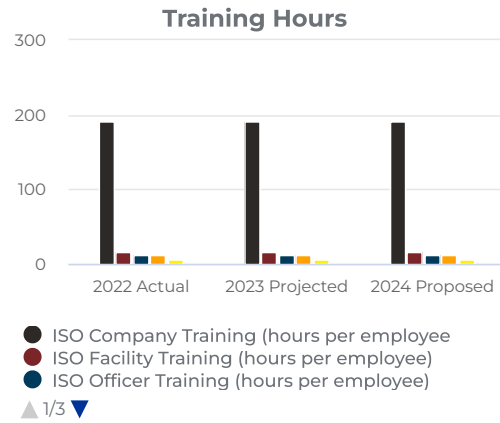
## Fire: Operations - Program Objectives



## Fire: Operations - Program Objectives



## Fire: Operations - Program Objectives



## Fire Rescue: Operations - Goals & Objectives Accomplished

- Conducted Battalion Chief officer promotional assessment.
- Promoted one Captain to the rank of Battalion Chief.
- Conducted Driver/Engineer promotional assessment.
- Promoted four Driver/Engineers to the rank of Captain.
- Conducted firefighter eligibility testing and recruitment.
- Promoted three Fire/Medics and one Fire/EMT to the rank of Driver/Engineer.
- Purchased new fire pumper apparatus.

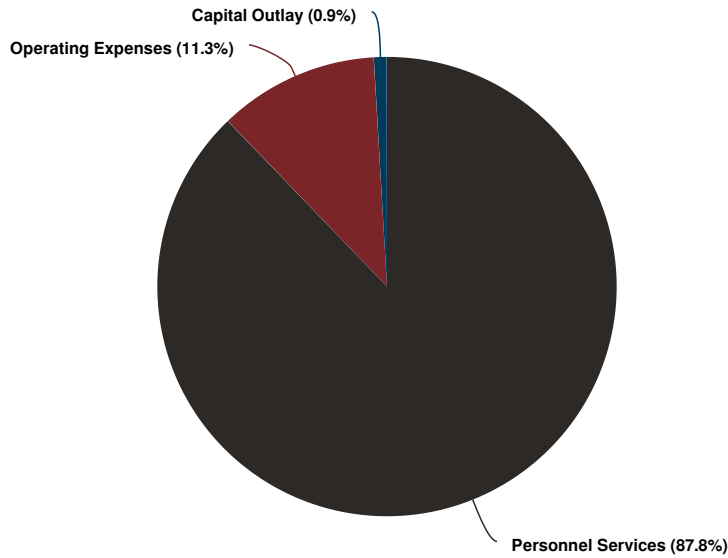


## Fire Rescue: Operations - Expenditures by Expense Type

### Capital Equipment

Structural Firefighting Gear (10)	38,000
Portable 5-inch Monitor Base	1,550
Forcible Entry Training Door Simulator	8,800
New Flag Pole	1,500
Extrication Accessories	4,600
Battery Powered Large Diameter Hose Roller	7,500
<b>Total</b>	<b>\$61,950</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$5,261,667	\$5,540,454	\$5,580,454	\$5,606,858	\$5,965,802
Operating Expenses	\$669,507	\$750,330	\$755,205	\$716,511	\$765,203
Capital Outlay	\$66,986	\$123,750	\$165,593	\$123,000	\$61,950
<b>Total Expense Objects:</b>	<b>\$5,998,160</b>	<b>\$6,414,534</b>	<b>\$6,501,252</b>	<b>\$6,446,369</b>	<b>\$6,792,955</b>

# Fire Rescue: EMS



General Fund  
Org Code: 00152705

## Department Mission

To ensure the community's safety through partnerships, prevention, education, and professionalism.

## Program Description

The EMS program consists of a Training Division Chief who works with the Deputy Chief of Administration on maintaining the standard industry credentials needed by the fire department and its personnel. This involves providing or overseeing medical training for personnel of the department. This position also analyzes departmental data to be measured against department and industry standards to identify areas that are at or above par and areas that may need to be addressed.

Plant City Fire Rescue (PCFR) is licensed to operate five ALS transport-capable rescue units, four ALS non-transport engines, and one ALS ladder truck. Each ALS unit, when in operation, is staffed with one state certified Paramedic and one state certified Emergency Medical Technician (EMT). At minimum, two ALS transport units and three ALS non-transport units are in service and available for calls 24 hours a day.

## Fire Rescue: EMS - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
EMS Division Chief	1	0	0
Training Division Chief	0	1	1
<b>Total</b>	<b>2</b>	<b>1</b>	<b>1</b>

### Fire Rescue - EMS



## Fire Rescue: EMS - Program Goals

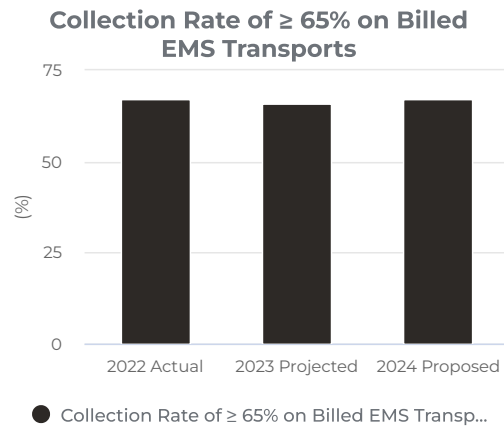
### Value: Leadership

- Deliver training to EMTs and Paramedics.

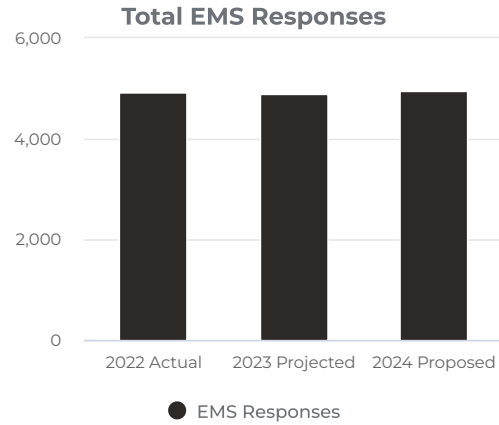
### Value: Excellence

- Maintain department and personnel industry credentials.
- Provide data an average response time of less than 6 minutes from time of dispatch for Advanced Life Support (ALS) emergency calls 90% of the time.

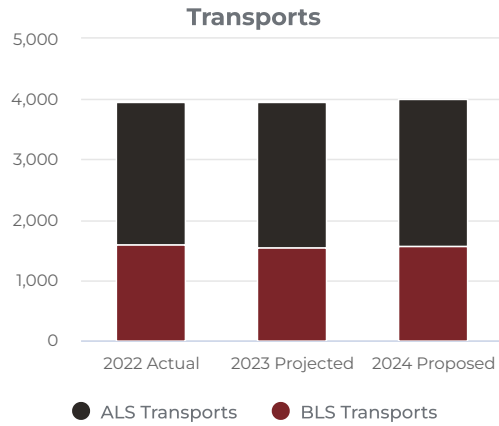
## Fire Rescue: EMS - Program Objectives



## Fire Rescue: EMS - Program Objectives



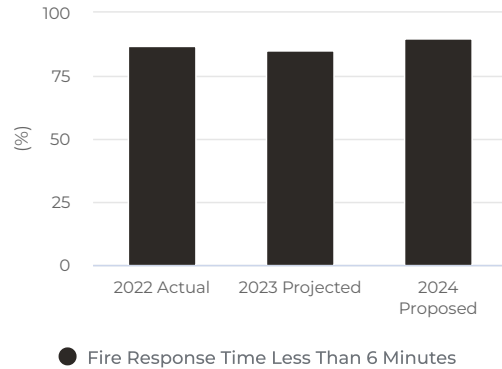
## Fire Rescue: EMS - Program Objectives



## Fire Rescue: EMS - Program Objectives



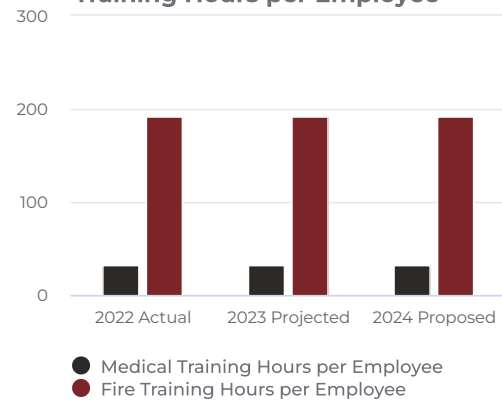
Fire Response Time Less Than 6 Minutes



## Fire Rescue: EMS - Program Objectives



Training Hours per Employee



## Fire Rescue: EMS - Goals & Objectives Accomplished

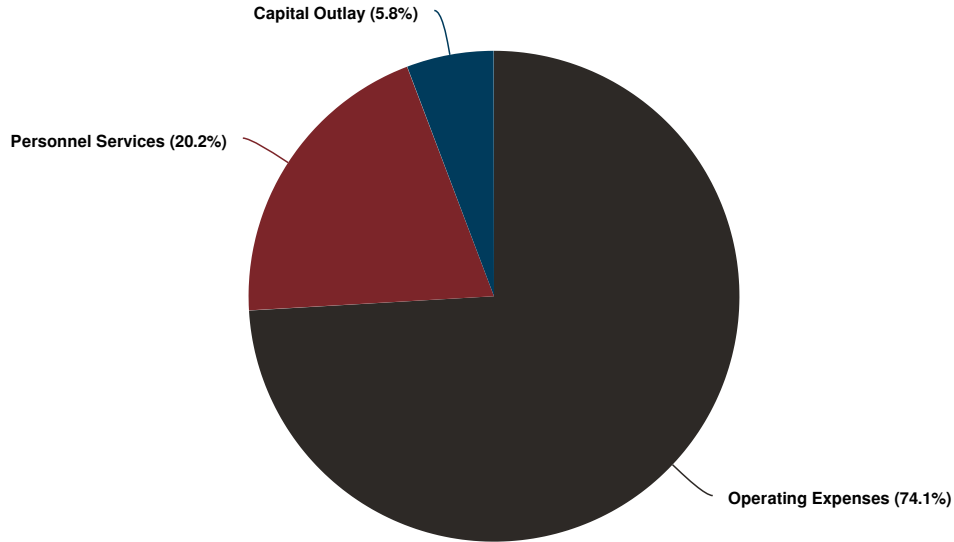
- One EMT completed paramedic internship program increasing ALS paramedic providers in the agency.
- Trained two Paramedics as a Field Training Officer (FTO) to serve as leadership during paramedic internship program.
- Implemented annual training calendar for EMS and Fire operations.
- Purchased two new ALS ambulance apparatus to replaced two existing units.
- ALS and BLS state recertification of all line personnel EMTs and Paramedics.

## Fire Rescue: EMS - Expenditures by Expense Type

### Capital Equipment

Cardiac Monitor	42,000
EMS Stair Chair	4,600
<b>Total</b>	<b>\$46,600</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$94,751	\$140,958	\$141,608	\$133,630	\$163,328
Operating Expenses	\$402,285	\$497,740	\$497,740	\$481,176	\$599,898
Capital Outlay	\$41,281	\$0	\$0	\$0	\$46,600
<b>Total Expense Objects:</b>	<b>\$538,318</b>	<b>\$638,698</b>	<b>\$639,348</b>	<b>\$614,806</b>	<b>\$809,826</b>

# Police



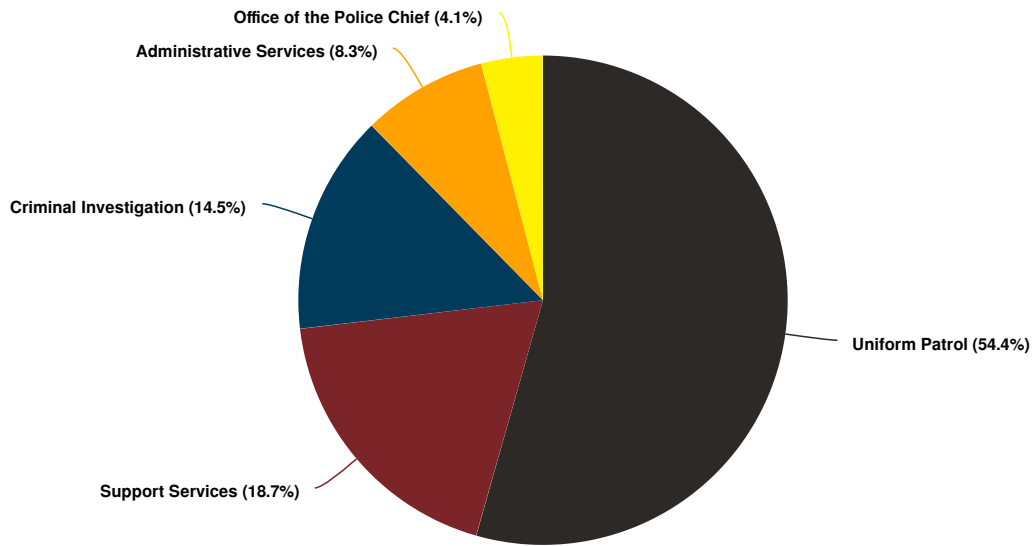
**General Fund**  
Org Code: 0015300\*

Includes:

- Office of the Chief
- Uniform Patrol
- Support Services
- Administrative Services
- Criminal Investigation

## Police - Expenditures by Function

### Budgeted Expenditures by Function

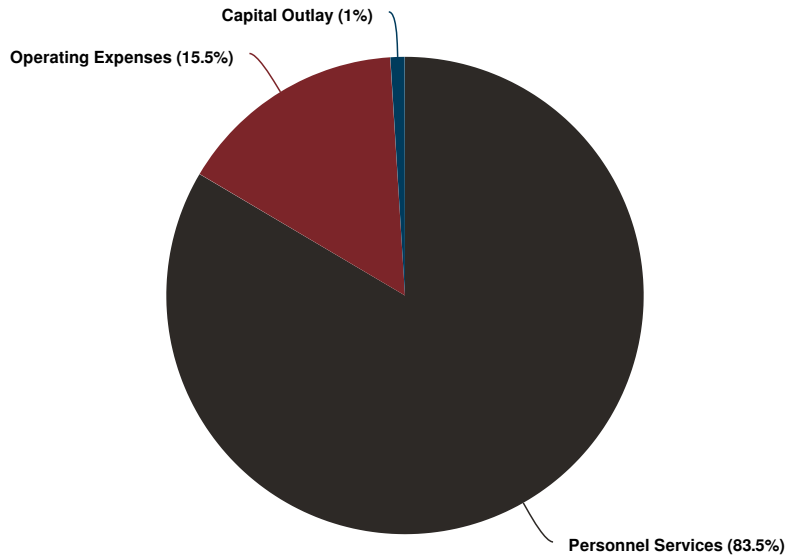


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Public Safety					
Police					
Office of the Police Chief	\$566,246	\$530,688	\$532,138	\$516,509	\$610,674
Uniform Patrol	\$6,411,122	\$7,132,975	\$7,341,996	\$7,231,449	\$8,182,460
Support Services	\$2,139,280	\$2,389,815	\$2,435,987	\$1,924,711	\$2,817,732
Administrative Services	\$894,849	\$1,151,707	\$1,154,979	\$1,000,599	\$1,245,679
Criminal Investigation	\$1,832,279	\$2,083,023	\$2,096,694	\$2,123,273	\$2,181,656
<b>Total Police:</b>	<b>\$11,843,776</b>	<b>\$13,288,208</b>	<b>\$13,561,794</b>	<b>\$12,796,541</b>	<b>\$15,038,201</b>

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
<b>Total Public Safety:</b>	<b>\$11,843,776</b>	<b>\$13,288,208</b>	<b>\$13,561,794</b>	<b>\$12,796,541</b>	<b>\$15,038,201</b>
<b>Total Expenditures:</b>	<b>\$11,843,776</b>	<b>\$13,288,208</b>	<b>\$13,561,794</b>	<b>\$12,796,541</b>	<b>\$15,038,201</b>

## Police - Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$9,382,600	\$10,781,205	\$10,790,775	\$10,144,214	\$12,556,845
Operating Expenses	\$1,934,632	\$2,355,387	\$2,378,234	\$2,271,075	\$2,334,356
Capital Outlay	\$526,544	\$151,616	\$392,785	\$381,252	\$147,000
<b>Total Expense Objects:</b>	<b>\$11,843,776</b>	<b>\$13,288,208</b>	<b>\$13,561,794</b>	<b>\$12,796,541</b>	<b>\$15,038,201</b>



# Police: Office of the Chief



General Fund  
Org Code: 00153001

## Department Mission

To maintain order, provide a safe and enjoyable community for our residents and visitors, recruit and develop a sustainable workforce that demonstrates proficiency and professionalism while creating a sense of trust and collaboration throughout the community.

## Program Description

The Office of the Chief is tasked with ensuring all administrative and operational functions of the Plant City Police Department are accomplished in accordance with applicable laws, standards, and benchmarks.

# Police: Office of the Chief - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Executive Assistant I	1	1	1
Police Chief	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

### Police - Office of the Chief



## Police: Office of the Chief - Program Goals

### Value: Excellence

- Respond to emergency and non-emergency calls for service.
- Conduct proactive crime suppression patrols.
- Conduct thorough criminal and non-criminal investigations.
- Document investigative findings in a thorough and concise manner.
- Maintain a fully operational Communications Center to include all 911 emergency operations.
- Provide a record management program that ensures all official documents are maintained accurately.
- Maintain an Evidence Section compliant with all evidence collection, storage, and disposal regulations.

### Value: Teamwork

- Provide crime prevention education throughout the community.

### Value: Leadership

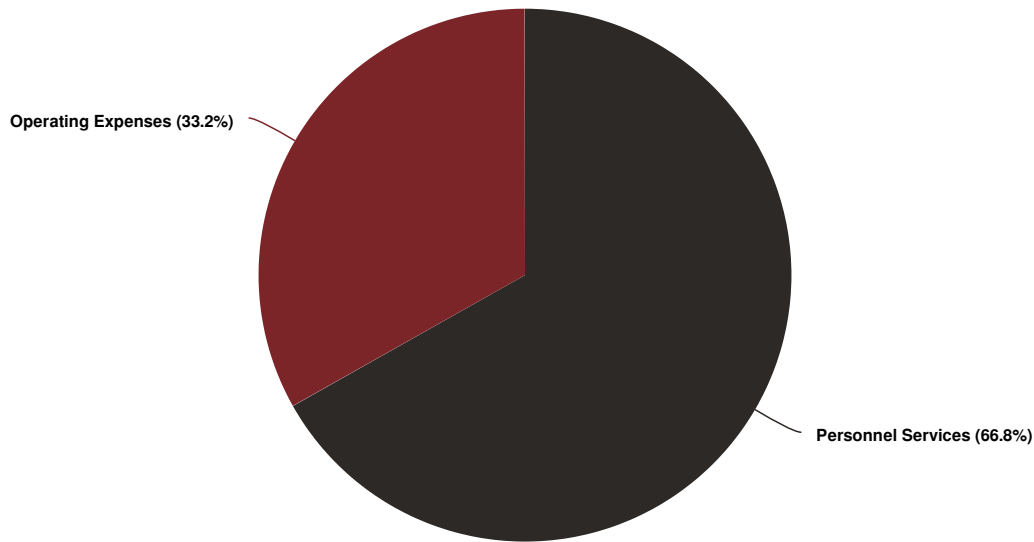
- Recruit and train a sustainable workforce.
- Identify and develop personnel that demonstrate upper level management skills.
- Administer budgetary programs, ensuring fiduciary integrity.

### Value: Transparency

- Develop and maintain collaborative partnerships with the community and other law enforcement agencies.

## Police: Office of the Chief - Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$330,506	\$342,755	\$344,205	\$329,408	\$408,146

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Operating Expenses	\$160,740	\$187,933	\$187,933	\$187,101	\$202,528
Capital Outlay	\$75,000	\$0	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$566,246</b>	<b>\$530,688</b>	<b>\$532,138</b>	<b>\$516,509</b>	<b>\$610,674</b>

# Police: Uniform Patrol



General Fund  
Org Code: 00153002

## Department Mission

To maintain order, provide a safe and enjoyable community for our residents and visitors, recruit and develop a sustainable workforce that demonstrates proficiency and professionalism while creating a sense of trust and collaboration throughout the community.

## Program Description

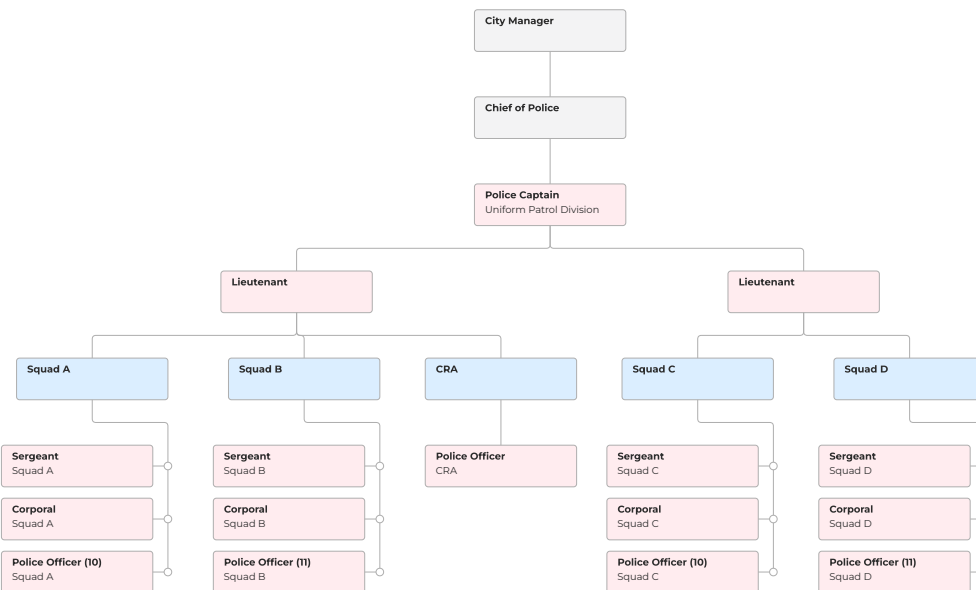
The Uniform Patrol Division is responsible for performing traditional patrol activities twenty-four hours a day. This is accomplished with proactive patrol tactics and by responding to emergency and non-emergency calls to protect and serve the citizens of Plant City. Additional responsibilities include: K9 Unit, Traffic Management Unit, Honor Guard, Chaplin services, SWAT & Community Redevelopment Area Officer.

# Police: Uniform Patrol - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Police Captain	1	1	1
Police Corporal	4	4	5
Police Lieutenant	2	2	2
Police Officer	38	43	46
Police Sergeant	6	4	4
Police Community Service Officer	0	0	2
<b>Total</b>	<b>51</b>	<b>54</b>	<b>60</b>

## Police - Uniform Patrol



## Police: Uniform Patrol - Program Goals

### Value: Excellence

- Target emerging crime trends with directed patrol.

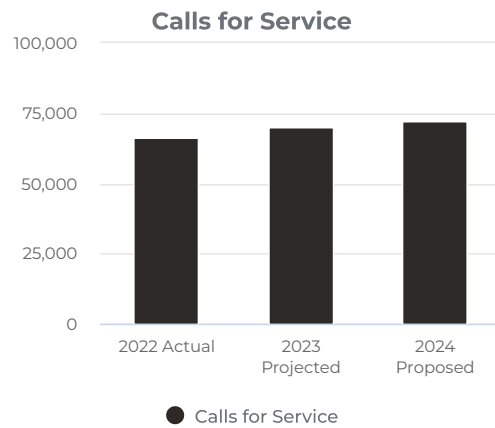
### Value: Teamwork

- Target hazardous streets and intersections to reduce traffic accidents.
- Target high crime areas with strategic allocation of resources.

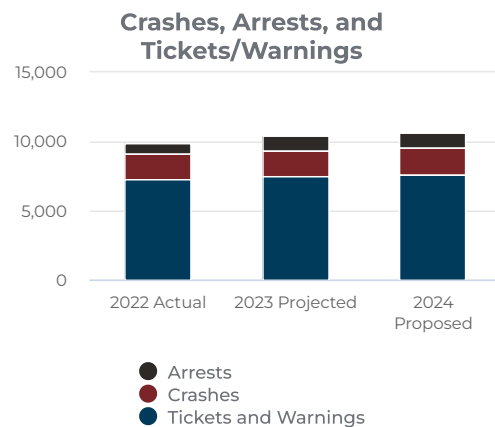
### Value: Transparency

- Work with the community to identify and resolve quality of life issues within the city.

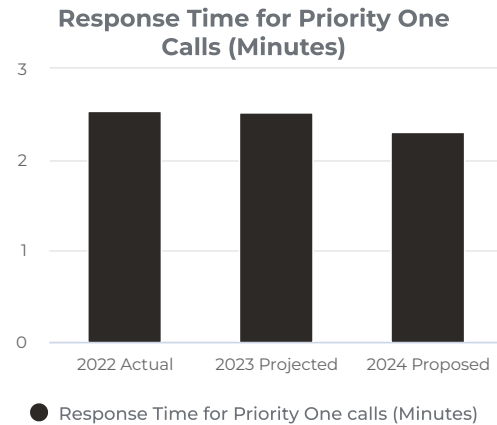
## Police: Uniform Patrol - Program Objectives



## Police: Uniform Patrol - Program Objectives



## Police: Uniform Patrol - Program Objectives



## Police: Uniform Patrol - Goals and Objectives Accomplished

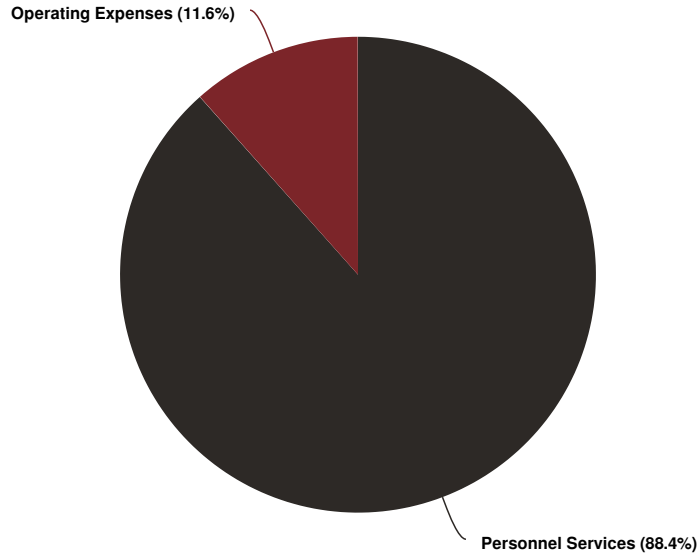
- Maintained appropriate staffing levels for police service calls.
- Maintained an average response time of five minutes or less to priority one calls for police service.
- Recorded over 750 directed deployment events, targeting traffic enforcement, and crime suppression.
- Maintained appropriate police coverage for events held within the City, such as 4<sup>th</sup> of July fireworks show at Plant City Stadium, and parades like Christmas, Dr. Martin Luther King Jr. Day, Florida Strawberry Festival, and Juneteenth.

## Expenditures by Expense Type

### Capital Equipment

Radar Units (2)	5,516
Laser Units (2)	4,300
<b>Total</b>	<b>\$9,816</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$5,585,163	\$6,080,269	\$6,087,069	\$6,013,564	\$7,237,099
Operating Expenses	\$820,443	\$1,042,890	\$1,012,465	\$1,004,885	\$945,361
Capital Outlay	\$5,516	\$9,816	\$242,462	\$213,000	\$0
<b>Total Expense Objects:</b>	<b>\$6,411,122</b>	<b>\$7,132,975</b>	<b>\$7,341,996</b>	<b>\$7,231,449</b>	<b>\$8,182,460</b>

# Police: Support Services



General Fund  
Org Code: 00153003

## Department Mission

To maintain order, provide a safe and enjoyable community for our residents and visitors, recruit and develop a sustainable workforce that demonstrates proficiency and professionalism while creating a sense of trust and collaboration throughout the community.

## Program Description

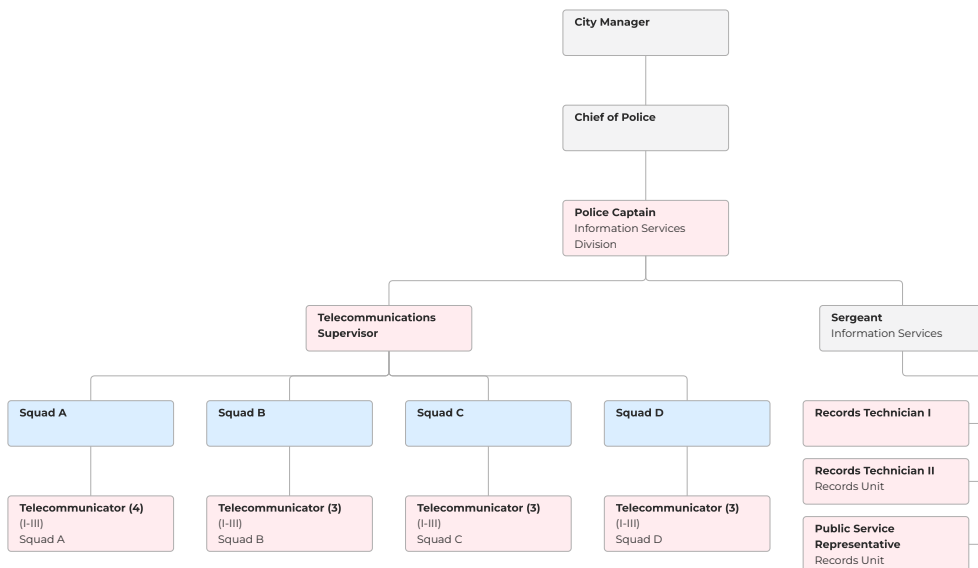
The Support Services Division is responsible for the Communications Unit, Information Technology Unit, Evidence Unit, Property Control Unit, and extra duty management.

## Police: Support Service - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Police Captain	1	1	1
Public Service Representative	1	1	1
Records Technician I	1	1	1
Records Technician II	1	1	1
Telecommunications Supervisor	1	1	1
Telecommunicator (I-III)	14	14	14
<b>Total</b>	<b>19</b>	<b>19</b>	<b>19</b>

### Police - Support Services





# Police: Support Services - Program Goals

## Communications Unit

### Value: Excellence

- Dispatch all police, fire, and medical calls as appropriate and in a professional and efficient manner.
- Dispatch all priority one 911 calls within two minutes.
- Dispatch all non-priority 911 calls within four minutes.
- Answer all calls coming into PCPD Dispatch Center within 10 seconds.
- Ensure proper routing of all calls.

### Value: Integrity

- Ensure compliance with all dissemination agreements and rules reference information obtained from FCIC / NCIC / CJNET / DAVID.

## Information Technology

### Value: Leadership

- Implement new technologies to maintain effective operation of PCPDs various information systems.

### Value: Excellence

- Perform daily backups and maintenance to PCPD's intranet network.

## Records Unit

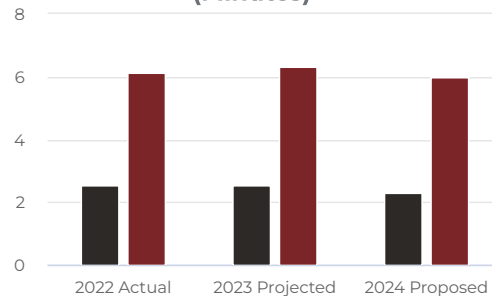
### Value: Excellence

- Process all paperwork (reports, field interview reports, citations, warning, crashes, etc.) within 24 hours of receipt.
- Assist all walk-in customers in a friendly and professional manner.
- Compile and ensure all Uniform Crime Report (UCR) statistics are accurate and submitted biannually.
- Compile and submit monthly statistics by the 5th of the following month.
- Fingerprint, conduct faulty equipment checks, and complete VIN verifications to maximize officer's time.

# Police: Support Services - Program Objectives



Average Time of Calls Dispatched (Minutes)

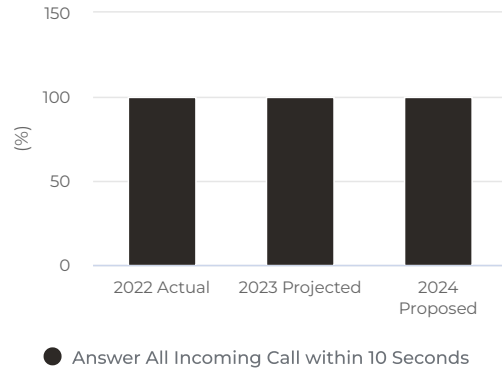


● Average Time of Priority One Calls Dispatched...  
● Average Time of Non-Priority One Calls Dispat...

## Police: Support Services - Program Objectives



### Answer All Incoming Call within 10 Seconds



## Police: Support Services - Goals and Objectives Accomplished

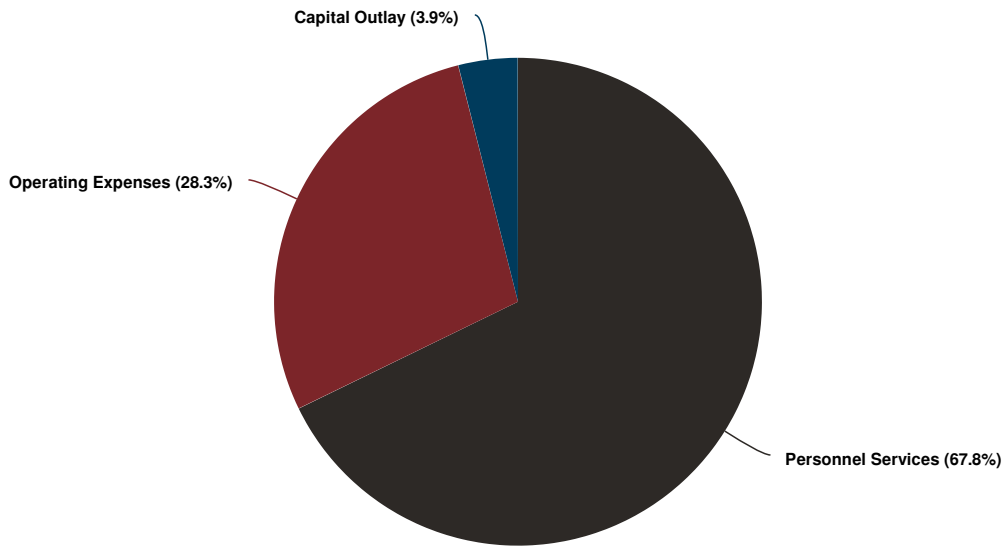
- Answered over 88,782 inbound phone calls from Plant City citizens.
- Answered 21,397 emergency 911 calls from Plant City citizens.
- Dispatched over 63,895 citizen-generated non-911 calls.
- Processed 7,800 requests from citizens, media organizations, law enforcement agencies and legal representation of all public records inquires.
- Acted on court order expungement/sealed criminal records for approved citizens through the State of Florida.

# Police: Support Services - Expenditures by Expense Type

## Capital Equipment

Security Door Electronic Access	18,000
Laptop Computers (10)	31,000
Communications Center Workstation (2)	62,000
<b>Total</b>	<b>\$111,000</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,093,815	\$1,526,218	\$1,530,138	\$1,101,864	\$1,910,239
Operating Expenses	\$608,099	\$748,597	\$790,597	\$707,595	\$796,493
Capital Outlay	\$437,366	\$115,000	\$115,252	\$115,252	\$111,000
<b>Total Expense Objects:</b>	<b>\$2,139,280</b>	<b>\$2,389,815</b>	<b>\$2,435,987</b>	<b>\$1,924,711</b>	<b>\$2,817,732</b>

# Police: Administrative Services



**General Fund**

Org Code: 00153004

## **Department Mission**

To maintain order, provide a safe and enjoyable community for our residents and visitors, recruit and develop a sustainable workforce that demonstrates proficiency and professionalism while creating a sense of trust and collaboration throughout the community.

## **Program Description**

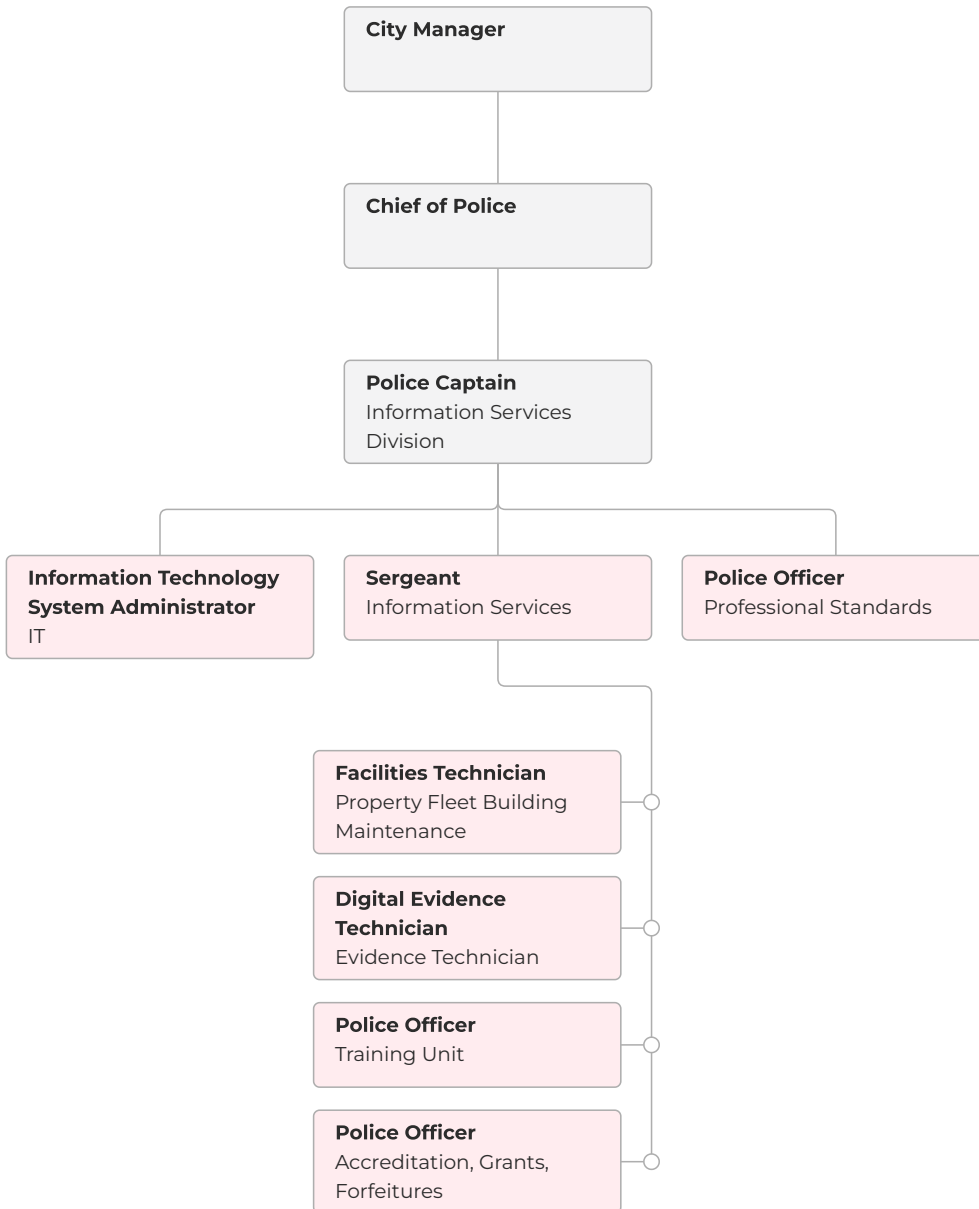
The Administrative Services Division is responsible for PCPD's Training Unit, Accreditation Team, front lobby operations, Human Resources, Grant Management, Asset Forfeiture, Crime Prevention, and Records Unit.

# Police: Administrative Services - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Information Technology System Administrator	0	1	1
Digital Evidence Technician	1	1	1
Evidence Technician	2	2	2
Facilities Technician	1	1	1
Police Officer	4	4	3
Police Sergeant	1	1	1
<b>Total</b>	<b>9</b>	<b>10</b>	<b>9</b>

### Police - Administrative Services



# **Police: Administrative Services - Program Goals**

## **Training Unit**

### **Value: Excellence**

- Deliver regular and systematic in-service and roll call training to all police department members.
- Conduct all mandatory training in accordance with FDLE regulations.
- Coordinate the delivery of advanced and specialized training to sworn members of PCPD.
- Maintain training program documentation to include course goals, lesson plans, attendance and scores.
- Conduct firearms qualifications for all sworn members in accordance to FDLE regulations.
- Conduct annual refresher training in each of the "high liability" areas to all sworn members of PCPD.
- Assure all sworn members maintain state standards in accordance to FDLE regulations.

## **Accreditation Team**

### **Value: Excellence**

- Ensure PCPD maintains all accreditation standards.
- Ensure front lobby team greets all visitors and connect them to appropriate staff member.

## **Crime Prevention**

### **Value: Teamwork & Transparency**

- Deliver public education programs on a wide array of crime prevention topics.
- Coordinate, advertise, and participate in DEA's periodic prescription drug turn-in campaign.
- Schedule and participate in the annual Great American Teach-In event with Hillsborough County Schools.
- Coordinate and conduct public demonstrations of police equipment.

## **Evidence Unit**

### **Value: Excellence**

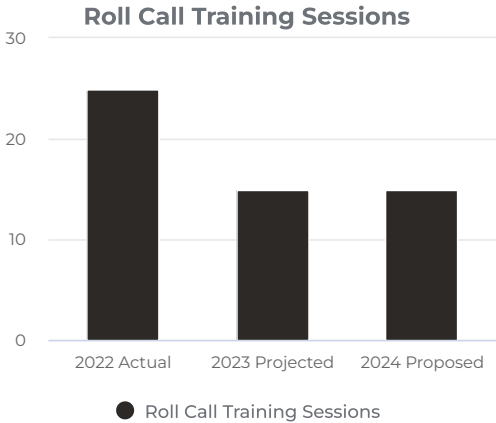
- Complete evidence intake in an expedient and efficient manner.
- Ensure disposal of found, safe keeping, and abandoned property after its mandatory hold time.
- Process State Attorney's Office (SAO) evidence requests within three business days of receipt.

## **Property Control Unit**

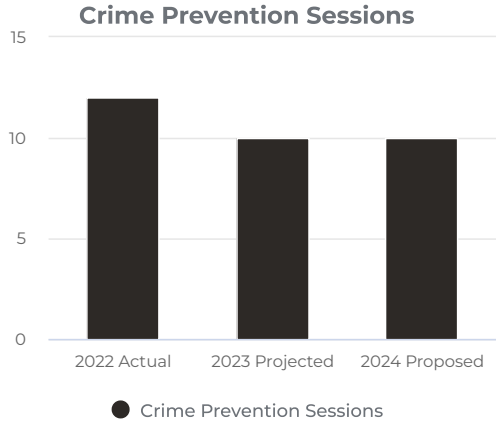
### **Value: Excellence**

- Maintain entire police headquarters in a state of operational readiness.

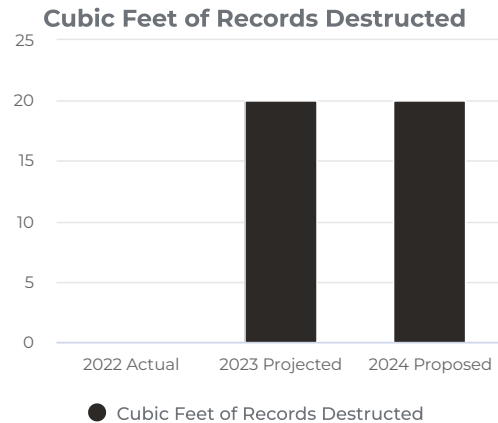
**Police: Administrative Services - Program Objectives**



**Police: Administrative Services - Program Objectives**



## Police: Administrative Services - Program Objectives



## Police: Administrative Services - Goals and Objectives Accomplished

- Oversaw the completion of all FDLE training for sworn personnel with no extensions.
- Completed all “high liability” training on time and with a 100% success rate.
- Continued systematic updates of operating procedures and maintenance of all accreditation standards.
- Managed special events held within the City, such as 4<sup>th</sup> of July fireworks show at Plant City Stadium, and parades like Christmas, Dr. Martin Luther King Jr. Day, Florida Strawberry Festival, and Juneteenth, and other local city events.
- Completed Accreditation Assessment successfully and received second Excelsior status.
- Implemented the new Motorola Computer Aided Dispatch (CAD).
- Implemented the Motorola Body Worn Camera system.
- Oversaw 11,000 hours of extra duty jobs for PCPD Officers.
- Entered 6,255 pieces of evidence/property into PCPD’s evidence room.
- Acquired Byrne Grant funding to purchase a SpeedAlert 18 Combined Radar and Message Sign.

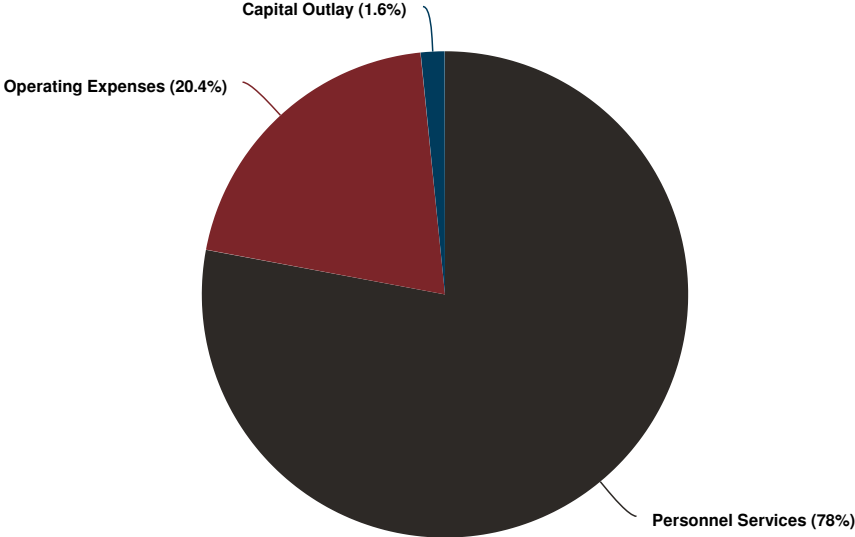


# Police: Administrative Services - Expenditures by Expense Type

## Capital Equipment

Tables & Chairs for Training & Briefing Room 20,000  
**Total \$20,000**

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$618,594	\$894,032	\$894,032	\$742,611	\$971,102
Operating Expenses	\$267,651	\$257,675	\$260,947	\$257,988	\$254,577
Capital Outlay	\$8,605	\$0	\$0	\$0	\$20,000
<b>Total Expense Objects:</b>	<b>\$894,849</b>	<b>\$1,151,707</b>	<b>\$1,154,979</b>	<b>\$1,000,599</b>	<b>\$1,245,679</b>

# Police: Criminal Investigation



General Fund

Org Code: 00153005

## **Department Mission**

To maintain order, provide a safe and enjoyable community for our residents and visitors, recruit and develop a sustainable workforce that demonstrates proficiency and professionalism while creating a sense of trust and collaboration throughout the community.

## **Program Description**

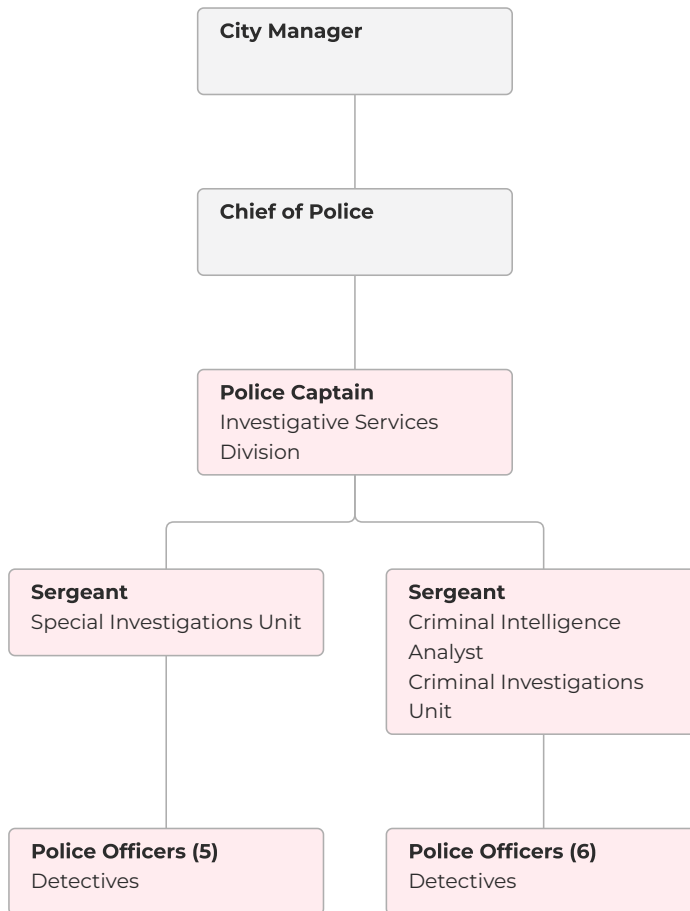
The Criminal Investigations Division (CID) is responsible for follow-up investigations of all 1st and 2nd degree felonies and 3rd degree felonies not worked by the Patrol Division. CID is responsible for the investigation of all homicides, arsons involving death, aggravated battery where death is a likelihood, armed robberies, rape, felony, child abuse, kidnapping, burglaries, fraud, computer related fraud, and crimes against children.

# Police: Criminal Investigation - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Crime Intelligence Analyst	1	1	1
Police Captain	1	1	1
Police Corporal	1	1	1
Police Officer	11	11	11
Police Sergeant	2	2	2
<b>Total</b>	<b>16</b>	<b>16</b>	<b>16</b>

### Police - Criminal Investigation



## Police: Criminal Investigation - Program Goals

### Value: Excellence

- Maintain an overall clearance rate consistent with the national average of 45.5% on violent crimes and 17.6% on property crimes.

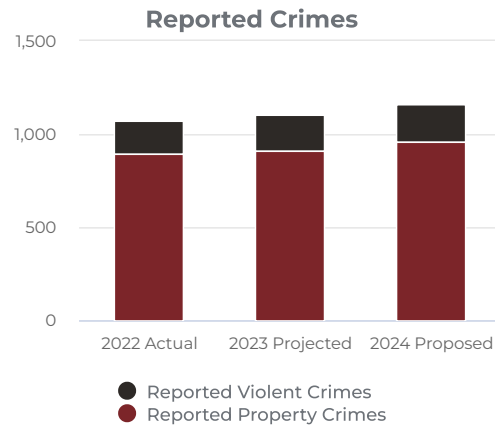
### Value: Transparency

- Investigate criminal activity within the City in accordance with applicable laws and PCPD standards.

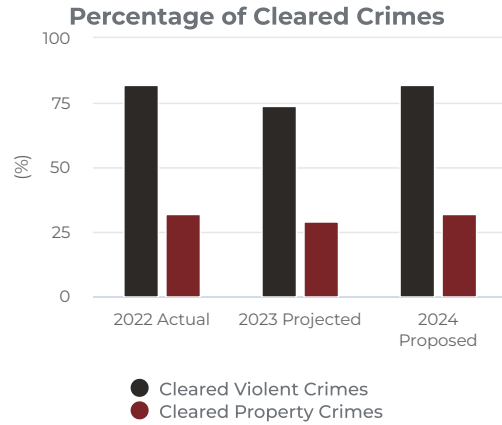
### Value: Teamwork

- Proactively target felony crime trends as they are recognized via statistical analysis.
- Investigate vice and narcotics crimes occurring within the City limits.
- Conduct regular investigative operations to ensure sexual offenders/predators are properly supervised.

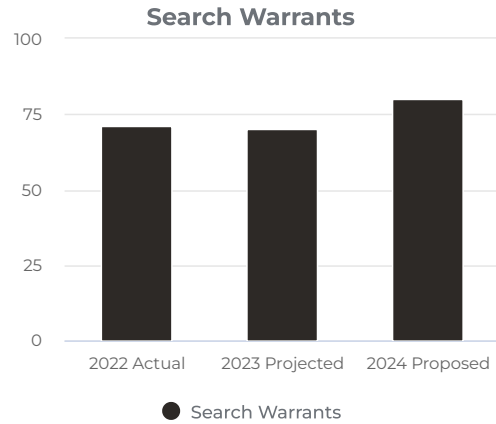
## Police: Criminal Investigation - Program Objectives



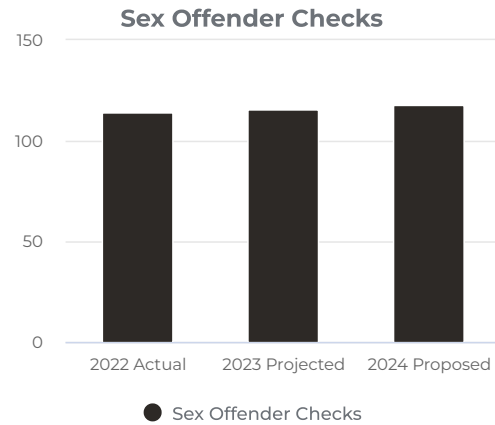
## Police: Criminal Investigation - Program Objectives



## Police: Criminal Investigation - Program Objectives



## Police: Criminal Investigation - Program Objectives



## Police: Criminal Investigations - Goals & Objectives Accomplished

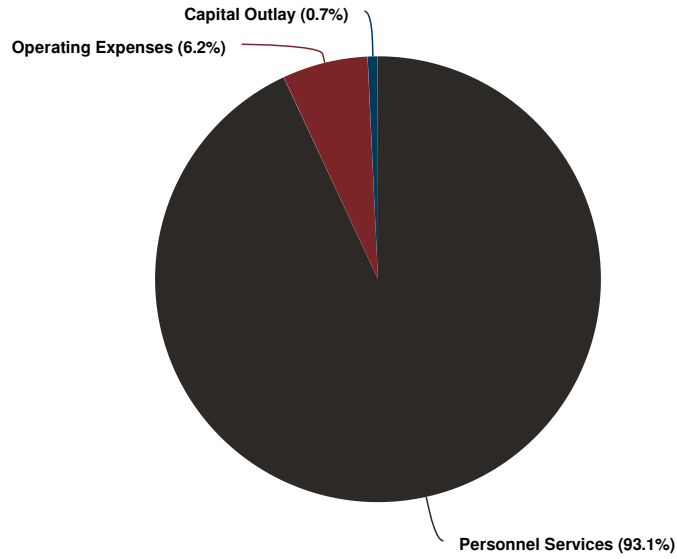
- Maintained a clearance above the national average for both violent and property crimes.
- Completed two sessions of sex offender/predator checks for compliance.
- Worked several vice/narcotics cases that resulted in arrests or search warrants.
- Conducted alcohol compliance checks at local businesses throughout the city.

# Police: Criminal Investigation - Expenditures by Expense Type

## Capital Equipment

Surveillance Camera System (2)	16,000
<b>Total</b>	<b>\$16,000</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,754,522	\$1,937,931	\$1,935,331	\$1,956,767	\$2,030,259
Operating Expenses	\$77,699	\$118,292	\$126,292	\$113,506	\$135,397
Capital Outlay	\$57	\$26,800	\$35,071	\$53,000	\$16,000
<b>Total Expense Objects:</b>	<b>\$1,832,279</b>	<b>\$2,083,023</b>	<b>\$2,096,694</b>	<b>\$2,123,273</b>	<b>\$2,181,656</b>

# Planning and Zoning



**General Fund**  
Org Code: 00153301

## **Mission**

To provide quality professional planning services, and excellent customer service to residents, development professionals and their clients, appointed advisory boards and the City Commission. In addition, provide support to three citizen boards that advise the City Commission, the Historic Resources Board, Board of Adjustments, and the Planning Board.

## **Program Description**

The Planning and Zoning Division is responsible for the long-and-short range land use planning activities of the City of Plant City. This division is responsible for providing guidance on a wide variety of issues, such as annexations, land use amendments, protection of historic resources, subdivision plats, rezoning, right-of-way vacancies, pre-development counseling, concurrency management, tree removal, land development regulations, variances, and other planning.



# Planning & Zoning - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Planner	2	3	2
Planning & Zoning Coordinator	0	0	1
Planning & Zoning Manager	1	1	1
Planning Technician	1	1	1
Senior Planner	1	1	1
Senior Planning Technician	0	0	1
<b>Total</b>	<b>5</b>	<b>6</b>	<b>7</b>

### Planning and Zoning



# Planning & Zoning - Program Goals

## Value: Teamwork

- Train staff on current policies and procedures.
- Encourage staff to engage in professional and personal growth.
- Collaborate proactively with other departments and agencies.

## Value: Integrity

- Provide reliable service to the public and information to staff and other governmental agencies within 24-48 hours.
- Develop Standard Operating Procedures which promote ethical customer service and reflects the City's values.

## Value: Transparency

- Improve procedures and increase efficiency in the Planning and Zoning office.
- Provide monthly reports to the City Manager.

## Value: Leadership

- Conduct weekly staff meetings to express ideas and viewpoints to improve department efficiency.
- Encourage leadership within department to set goals, be innovative, motivational, and trustworthy.
- Encourage and train customers to utilize online payment processing and online permitting.

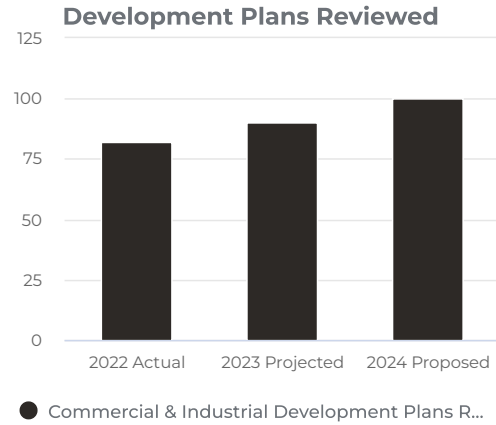
## Value: Excellence

- Provide quality professional planning services and excellent customer service to development professionals and their clients, nearby jurisdictions and agencies, and the residents of Plant City.
- Process all paperwork (site plans, rezonings, Planning Board, Historic Resources Board, & Board of Adjustment cases, etc.) within 24 hours of receipt.
- Offer continuing education and training to staff.
- Improve turn-around time for reviewing building permits from three days to three hours.
- Improve customer service through new programs and use of technology.
- Update land development and other regulations to address planning issues, improve economic opportunities, and continue to streamline the development review processes of Plant City. This task will include creating land development regulations for the Mixed-Use Gateway.
- Maintain, preserve, and implement the zoning regulations for the approximately 29 square miles of City limits.

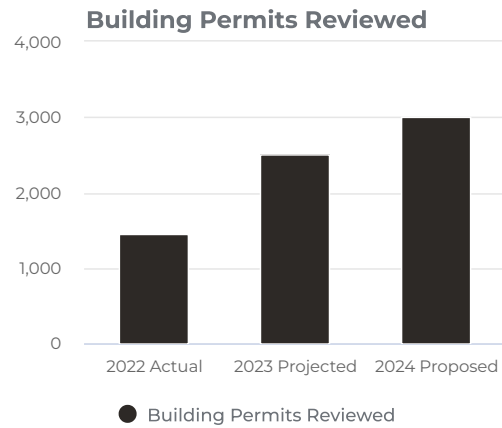
## Value: Respect

- Assist all walk-in customers in a friendly and professional manner.
- Provide a welcoming atmosphere for our customers and staff which promotes economic development.

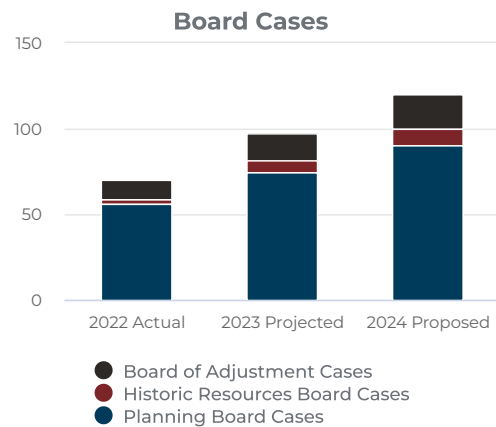
## Planning & Zoning - Program Objectives



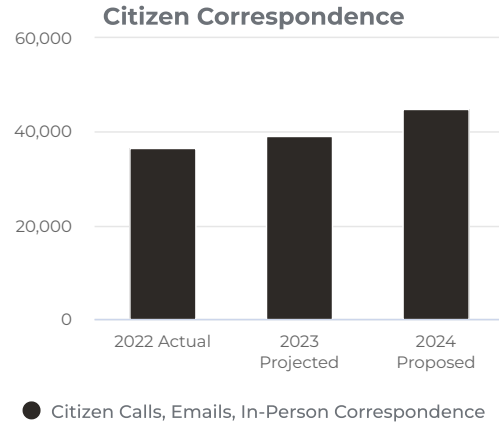
## Planning & Zoning - Program Objectives



## Planning & Zoning - Program Objectives



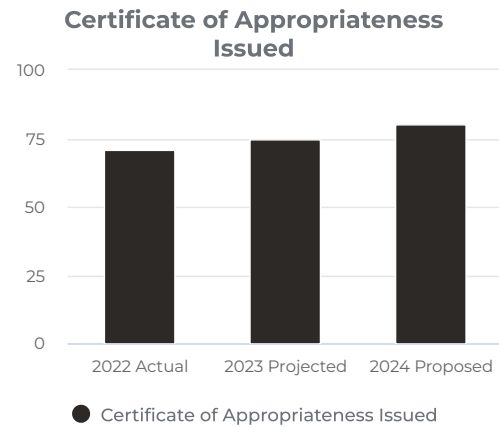
## Planning & Zoning - Program Objectives



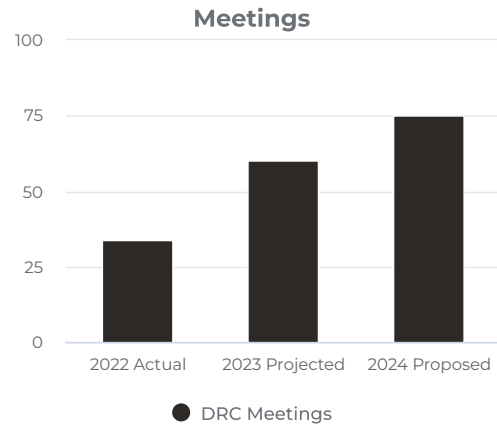
## Planning & Zoning - Program Objectives



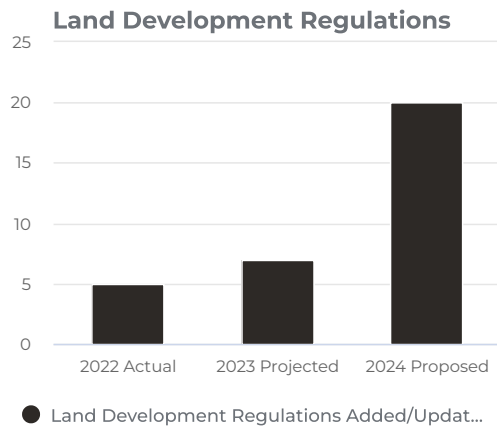
## Planning & Zoning - Program Objectives



## Planning & Zoning - Program Objectives



## Planning & Zoning - Program Objectives



## Planning & Zoning - Goals & Objectives Accomplished

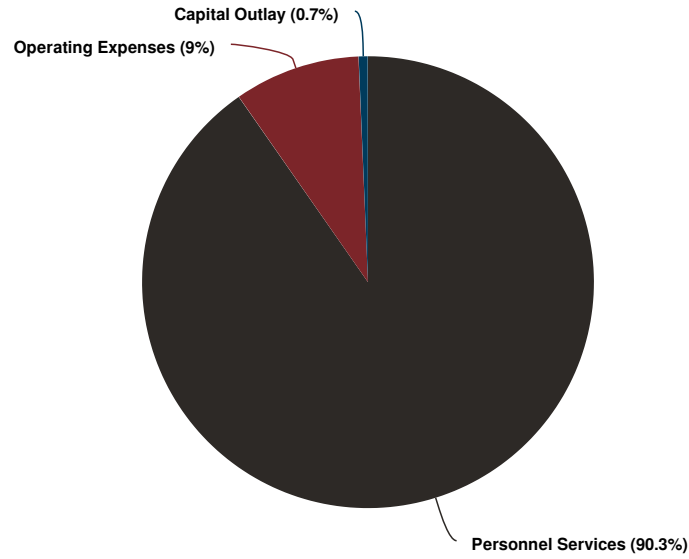
- Attended the Florida American Planning Association annual conference (one staff member).
- Attended the National Planning Association annual conference (one staff member).
- Amended the Zoning Regulations for cannabis.
- Amended the Zoning Regulations for Gateway District.
- Amended the regulations for Alcoholic Beverages.
- Amended the Comprehensive Plan adding the Agricultural R-1 & Agricultural R-2 categories.
- Submitted and awarded the Planning Commission's 40<sup>th</sup> Annual Planning & Design Award for Fire Station #3.
- Reviewed 1,454 building permits for zoning compliance within an average 5-day turnaround time.
- Answered 36,688 phone calls, emails, and customer inquiries within an average 72-hour turnaround time.

# Planning & Zoning - Expenditures by Expense Type

## Capital Equipment

Computer Equipment - Planning Tech	4,840
<b>Total</b>	<b>\$4,840</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$363,198	\$488,836	\$478,036	\$430,296	\$658,417
Operating Expenses	\$24,199	\$38,560	\$36,660	\$52,448	\$65,708
Capital Outlay	\$0	\$0	\$12,700	\$0	\$4,840
<b>Total Expense Objects:</b>	<b>\$387,397</b>	<b>\$527,396</b>	<b>\$527,396</b>	<b>\$482,744</b>	<b>\$728,965</b>

# Parks and Recreation



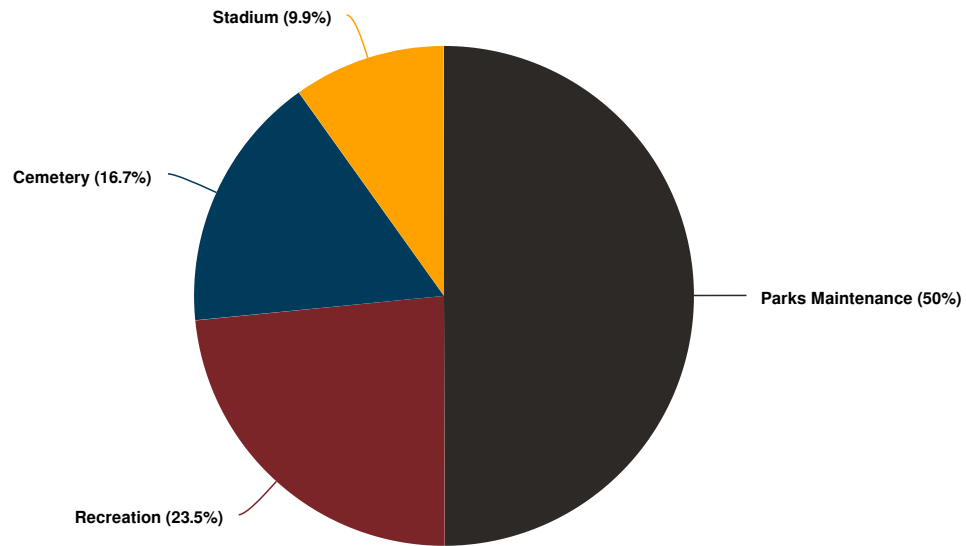
General Fund

Includes:

- Recreation
- Cemetery
- Parks

## Parks and Recreation: Expenditures by Function

Budgeted Expenditures by Function

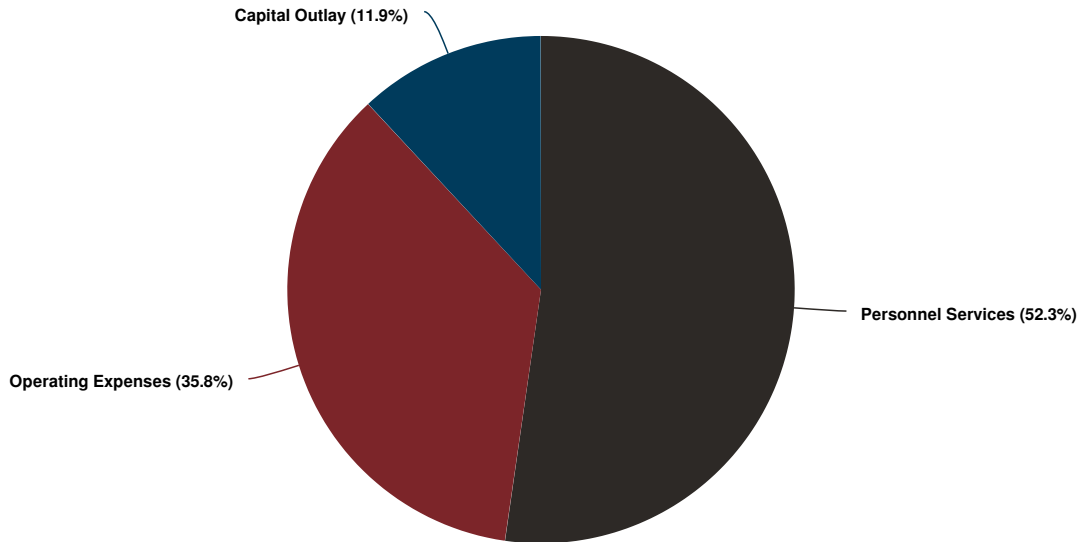


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Physical Environment					
Parks					
Cemetery	\$879,294	\$1,307,703	\$1,325,053	\$1,244,313	\$1,469,684
<b>Total Parks:</b>	<b>\$879,294</b>	<b>\$1,307,703</b>	<b>\$1,325,053</b>	<b>\$1,244,313</b>	<b>\$1,469,684</b>
<b>Total Physical Environment:</b>	<b>\$879,294</b>	<b>\$1,307,703</b>	<b>\$1,325,053</b>	<b>\$1,244,313</b>	<b>\$1,469,684</b>
Culture/Recreation					
Recreation					
Recreation	\$1,986,686	\$1,896,979	\$1,900,614	\$1,827,292	\$2,067,549
<b>Total Recreation:</b>	<b>\$1,986,686</b>	<b>\$1,896,979</b>	<b>\$1,900,614</b>	<b>\$1,827,292</b>	<b>\$2,067,549</b>

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Parks					
Parks Maintenance	\$3,719,333	\$3,986,329	\$4,098,965	\$3,917,348	\$4,396,795
Stadium	\$659,442	\$793,626	\$802,882	\$785,384	\$868,282
<b>Total Parks:</b>	<b>\$4,378,775</b>	<b>\$4,779,955</b>	<b>\$4,901,847</b>	<b>\$4,702,732</b>	<b>\$5,265,077</b>
<b>Total Culture/Recreation:</b>	<b>\$6,365,461</b>	<b>\$6,676,934</b>	<b>\$6,802,461</b>	<b>\$6,530,024</b>	<b>\$7,332,626</b>
<b>Total Expenditures:</b>	<b>\$7,244,755</b>	<b>\$7,984,637</b>	<b>\$8,127,514</b>	<b>\$7,774,337</b>	<b>\$8,802,310</b>

## Parks and Recreation: Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$3,356,492	\$4,000,142	\$4,000,142	\$3,835,928	\$4,602,194
Operating Expenses	\$2,622,316	\$3,117,245	\$3,130,922	\$2,945,959	\$3,150,216
Capital Outlay	\$925,555	\$867,250	\$868,750	\$864,750	\$1,049,900
Transfers Out	\$340,393	\$0	\$127,700	\$127,700	\$0
<b>Total Expense Objects:</b>	<b>\$7,244,755</b>	<b>\$7,984,637</b>	<b>\$8,127,514</b>	<b>\$7,774,337</b>	<b>\$8,802,310</b>



# Recreation



**General Fund**

Org Code: 00153600

## Mission

To promote an enriched quality of life for Plant City residents and visitors through a wide range of superior leisure opportunities and facilities.

## Program Description

The Recreation Division oversees the recreation and community center programs for three buildings, all athletic programs and special events at all City parks and produces community-wide special events.

### **Recreation Programming**

- Responsible for all recreation and community center offerings, including special interest class development, instructor recruitment, scheduling, and promotion.
  - Classes include adult fitness, youth/adult self-defense, dance, art and senior programming.
  - Youth out-of-school time offerings include after school and summer programs.
- Responsible for all production aspects of special events, including securing sponsorships, vendors, volunteers, entertainment and more.
  - City coordinated special events include the July 4th Celebration, City-Wide Easter Egg Hunt, Bi-Annual Youth Fishing Derbies, virtual movie events, Dad-Daughter Date Night, and Mom-Son event.
  - Co-sponsored community special events include Dr. Martin Luther King Jr. Festival, Black Heritage Festival and PCPD/PC Fire Rescue Community Day.
  - Assists in non-City coordinated special events held by the Chamber of Commerce, Main Street, Willaford Railroad Museum, and other local non-profits.

### **Athletic Programming**

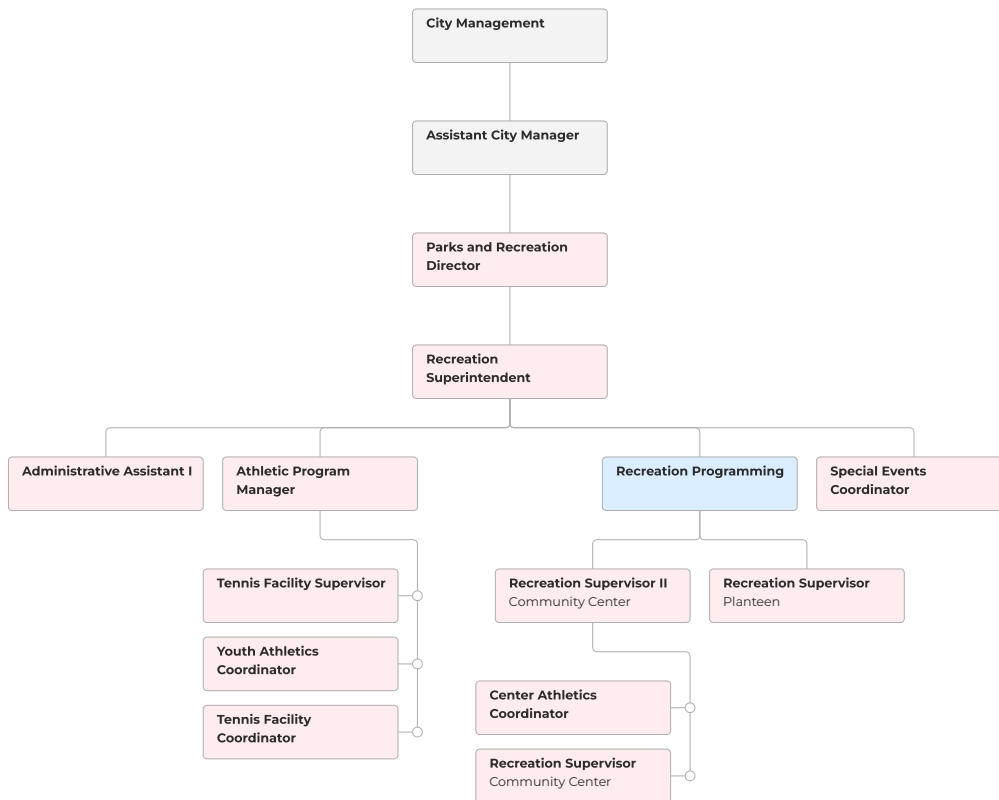
- Responsible for all production and coordination aspects of athletic programs, including calendar, game scheduling, Parks Division field prep, youth sports uniforms and equipment, youth sports coach recruitment, part-time officials recruitment/training/scheduling, and publicity for department-run athletic programming (youth flag football, youth basketball, youth soccer, youth sport skills contests, adult sports programs).
- Coordinates field use, calendar, and Parks Division field prep for local non-profit youth sports organizations league play (baseball/softball, tackle football/cheer, competitive soccer).
- Coordinates field use, Parks Division field prep, and acts as a liaison for non-City run tournaments and other field rentals held over 45 weekends a year for youth travel baseball, youth travel softball, youth travel soccer, youth tackle football, youth lacrosse, youth/adult flag football, adult softball, and Ultimate Frisbee.
- Oversees the Plant City Tennis Center including scheduling 10 courts, programming league play, and developing programs and tournaments.

# Recreation - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	1	1
Athletic Program Manager	1	1	1
Parks & Recreation Director	1	1	1
Recreation Center Coordinator	1	1	1
Recreation Superintendent	1	1	1
Recreation Supervisor	2	2	2
Recreation Supervisor II	1	1	1
Special Events Coordinator	1	1	1
Tennis Facility Supervisor	1	1	1
Tennis Facility Coordinator	0	0	1
Youth Athletics Coordinator	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>12</b>

## Recreation



## Recreation - Program Goals

### Value: Teamwork

- Train staff to contribute to all programs supported by the division, whether they are center-based, athletics, or community oriented.

### Value: Integrity

- Present programs that are fair, accessible, and open to everyone in the community.

### Value: Transparency

- Provide information on all aspects of programming to the public utilizing print, electronic, and social media.

### Value: Leadership

- Communicate with the public to determine their ideas and concerns.

### Value: Excellence

- Adjust programming to meet the current needs of an ever-changing community.

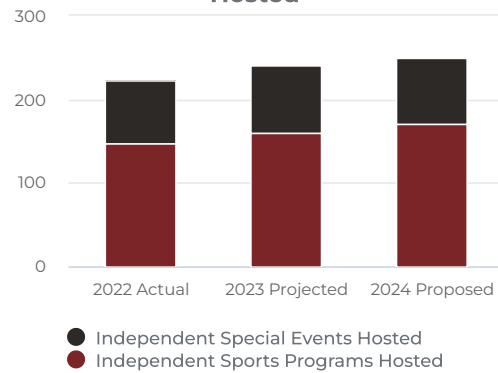
### Value: Respect

- Provide highly respected programming and facilities for the users to enjoy.

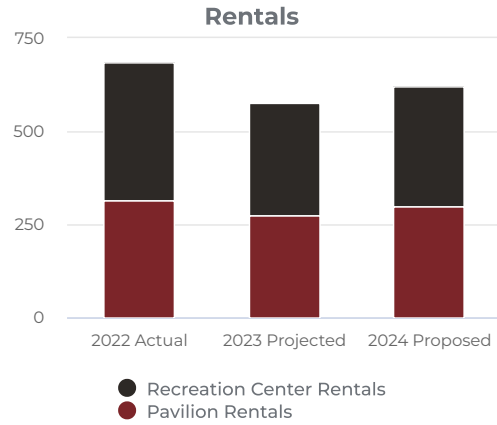
## Recreation - Program Objectives



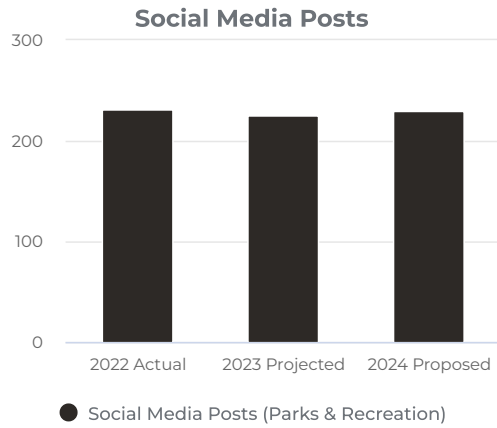
Independent Programs & Events Hosted



## Recreation - Program Objectives



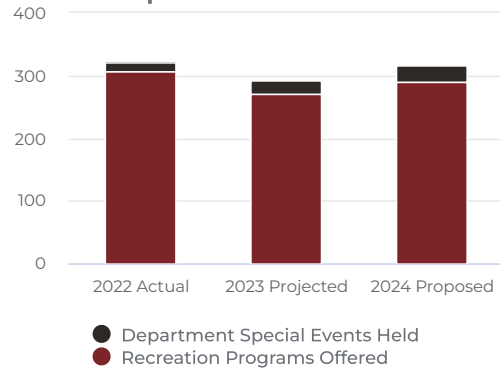
## Recreation - Program Objectives



## Recreation - Program Objectives



Rec Programs and Department Special Events Held



## Recreation - Program Objectives



Staff Training Hours



## Recreation - Goals & Objectives Accomplished

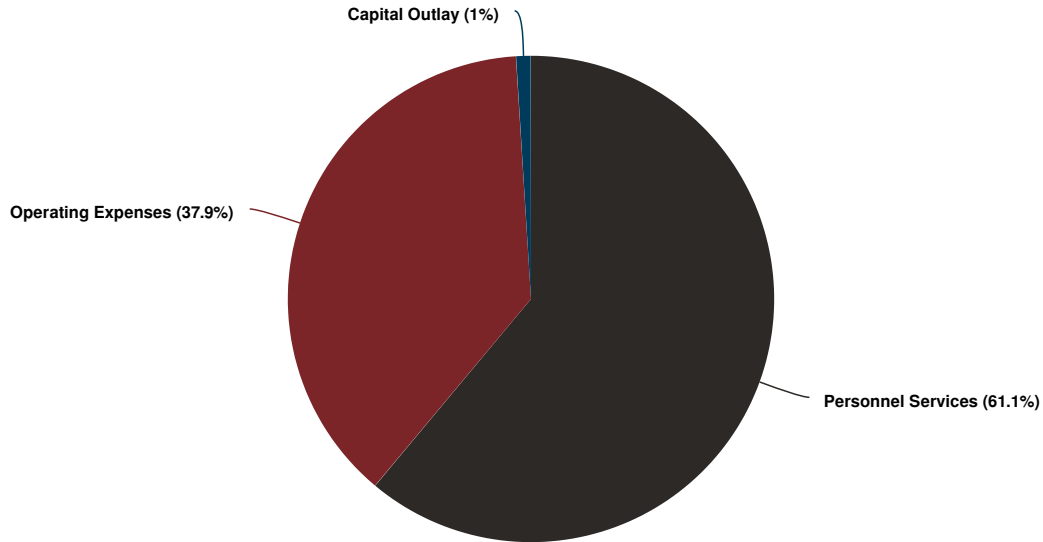
- Coordinated park upgrades:
  - Substantially completed Tennis Center facility remodel.
  - Launched playground refurbishment work at Gilchrist Park.
  - Finalized Sansone Dog Park and hosted an opening ceremony event with vendors.
- Coordinated field use for outside organizations for 40+ events over 45 weekends a year.
- Hosted major tournaments - largest seven:
  - United Youth Football League National Championships (140+ youth tackle football teams)
  - Global Sports Alliance (28 weekends of youth travel baseball team tournaments)
  - Suncoast Travel Ball (9 weekends of youth travel baseball team tournaments)
  - Florida Elite (3 weekends of youth tackle football tournaments)
  - Northwest Tampa Lacrosse (2 weekends of youth travel lacrosse team tournaments)
  - Lancers Strawberry Classic Tournament (1 weekend, 200+ teams)
  - Coast 2 Coast Football Tournament (1 weekend, 100 + teams)
- Provided quality athletic and non-athletic programming - largest five:
  - July 4th Celebration at Plant City Stadium – 7,000+ spectators (FY 2022)
  - Tennis Center participation – 6,400 users (FY 2022)
  - City-Wide Easter Egg Hunt – youth plus spectators: 1,200+ (FY 2023), 1,000+ (FY 2022)
  - Youth Athletics programs:
    - FY 2021-22: flag football 180, basketball 136, soccer 1,026
    - FY 2022-23: flag football 212, basketball 207, soccer 1,225
  - Dad-Daughter Dance - 140 couples, 287 attendees (2023), 116 couples, 250 attendees (2022)
- Coordinated with HR to host the annual Employee Appreciation Brunch, Annual Employee Jamboree, Certified Public Management (CPM) graduation, Operation S.A.N.T.A, and the Job Fair at the SGMCC, Citywide Health Fair at SGMCC, and Future Career Academy Day at the Stadium.
- Hosted Bike Rodeo, Fishing Derby, Monster Mash Halloween event at Plant City Stadium, Gingerbread House Decoration event, Parks and Recreation/Optimist Respect for Law event/ Officer of the Year Award Dinner (60+ middle schoolers and adults), and the Hillsborough County Guidance Counselors breakout session meetings.
- Three Recreation staff members are enrolled in the second cohort of the Certified Public Manager Program.

# Recreation - Expenditures by Expense Type

## Capital Equipment

Player Benches for OMA & Ellis-Methvin Fields	18,250
Commercial Washer & Dryer	2,000
<b>Total</b>	<b>\$20,250</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$956,516	\$1,091,090	\$1,091,090	\$1,079,396	\$1,262,990
Operating Expenses	\$647,542	\$800,389	\$804,024	\$742,396	\$784,309
Capital Outlay	\$312,628	\$5,500	\$5,500	\$5,500	\$20,250
Transfers Out	\$70,000	\$0	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$1,986,686</b>	<b>\$1,896,979</b>	<b>\$1,900,614</b>	<b>\$1,827,292</b>	<b>\$2,067,549</b>

# Cemetery



General Fund

Org Code: 00153902

## **Department Mission**

To preserve, protect and enhance the City's cemeteries while serving our families with empathy.

## **Program Description**

The Cemetery Operations program maintains over 52 acres of land in four City cemeteries. Currently, the Cemetery Superintendent and Administrative Assistant are responsible for all administrative duties to include meeting with families and scheduling funeral services; locating gravesites for families, visitors, and vendors; maintaining all cemetery records, ensuring that the paper records, digital files, and maps are updated; and selling grave spaces. With the supervision and leadership of the Cemetery Foreman, the Cemetery Groundskeepers are responsible for mowing, edging, and string trimming around headstones and monuments; grave marker preservation, to include cleaning, raising, and realignments; intrusive shrub and tree removal; hedge trimming; leaf and debris removal; and all cemetery related irrigation issues. The crew is also responsible for opening and closing of gravesites, including the set-up of the tent, chairs, carpets, and the lowering device. Additionally, they assist the Parks Division with mowing and trimming of two other park properties. All seven field employees are involved with storm-related recovery, including street clearing and debris removal.

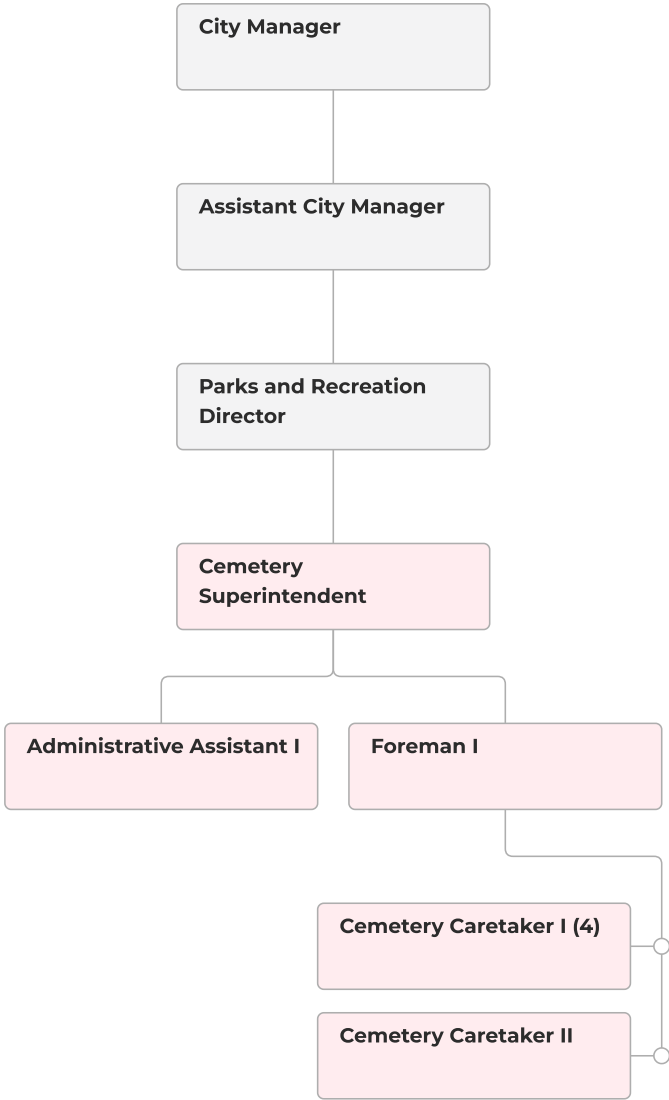


# Cemetery - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	1	1
Cemetery Caretaker I	0	4	4
Cemetery Caretaker II	0	1	1
Cemetery Superintendent	1	1	1
Foreman I	1	1	1
Groundskeeper I	4	0	0
Groundskeeper II	1	0	0
<b>Total</b>	<b>8</b>	<b>8</b>	<b>8</b>

### Parks - Cemetery



## Cemetery - Program Goals

### Value: Teamwork

- Promote collaboration between staff and the public to provide quality service.

### Value: Integrity

- Create policies and procedures that promote personal accountability, pride, and professionalism.

### Value: Leadership

- Establish a program-wide Standard Operating Procedures (SOP) and training programs that create continuity and advancement opportunities for team members.

### Value: Transparency

- Create an open-door environment that encourages team members, visitors, and family members to explore through interactive site maps and engage through community-based volunteerism.

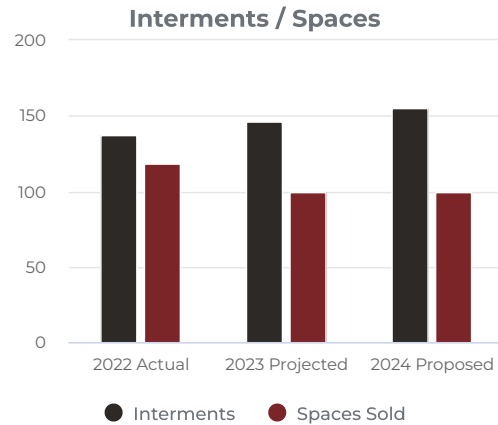
### Value: Excellence

- Improve on processes and procedures that capitalize on thoroughness and time efficiency, allowing us to meet and exceed our goals to refresh and enhance the aesthetics of the city cemeteries.

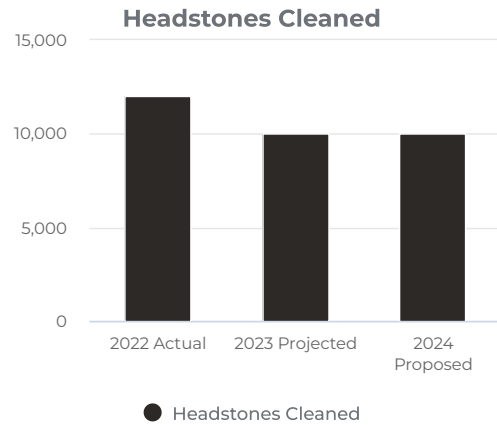
### Value: Respect

- Interact with our customers politely and with empathy.

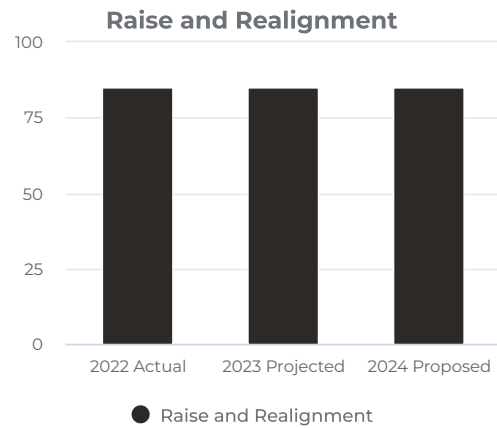
## Cemetery - Program Objectives



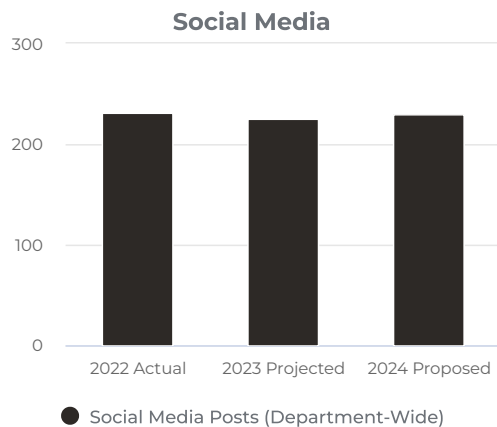
## Cemetery - Program Objectives



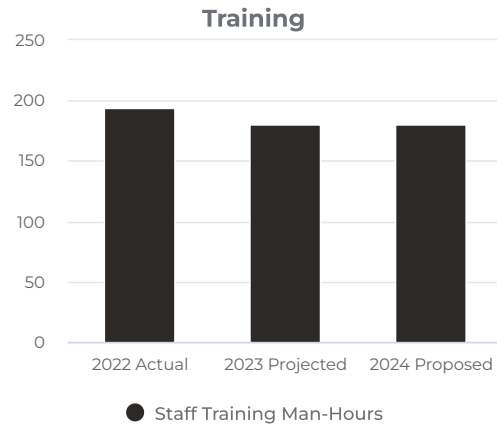
## Cemetery - Program Objectives



## Cemetery - Program Objectives



## Cemetery - Program Objectives



## Cemetery - Goals & Objectives Accomplished

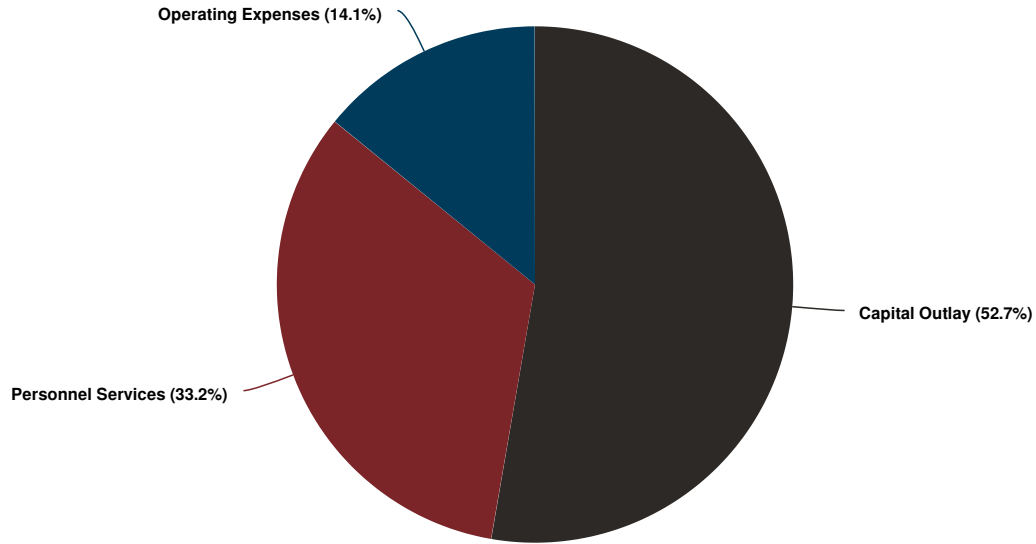
- Phase II of headstone cleaning program effort - applied biological cleanser to 10,000 marble grave markers.
- Raised and realigned approximately 85 government headstones, private headstones, and corner markers.
- Completed decorative ornamental fencing to Oaklawn, Garden of Peace, Memorial Park, and Shiloh cemeteries.
- Enhanced landscaping at main entrances to Oaklawn-West, Oaklawn-East, and the Cemetery office.
- Installed new surface material in Oaklawn Cemetery East roadways.
- Proposed a columbarium and green cremation garden which will replace the original cemetery office.
- Created cemetery expansion project layout for future growth.
- Executed Law Enforcement Memorial Day Ceremony to dedicate memorial marker for Officer Robert E Yates.
- Partnered with local 501c, executed first Wreaths Across America event.
- Collaborated and executed Third Annual Veteran's Day Flags-In Event.

## Cemetery - Expenditures by Expense Type

### Capital Project

Cemetery Operations Building	300,000
Cemetery Property	200,000
Cemetery Roadway Improvements	125,000
Columbarium	150,000
<b>Total</b>	<b>\$775,000</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$313,019	\$434,333	\$434,333	\$363,599	\$487,224
Operating Expenses	\$150,397	\$210,370	\$210,720	\$200,714	\$207,460
Capital Outlay	\$415,878	\$663,000	\$663,000	\$663,000	\$775,000
Transfers Out	\$0	\$0	\$17,000	\$17,000	\$0
<b>Total:</b>	<b>\$879,294</b>	<b>\$1,307,703</b>	<b>\$1,325,053</b>	<b>\$1,244,313</b>	<b>\$1,469,684</b>

# Parks



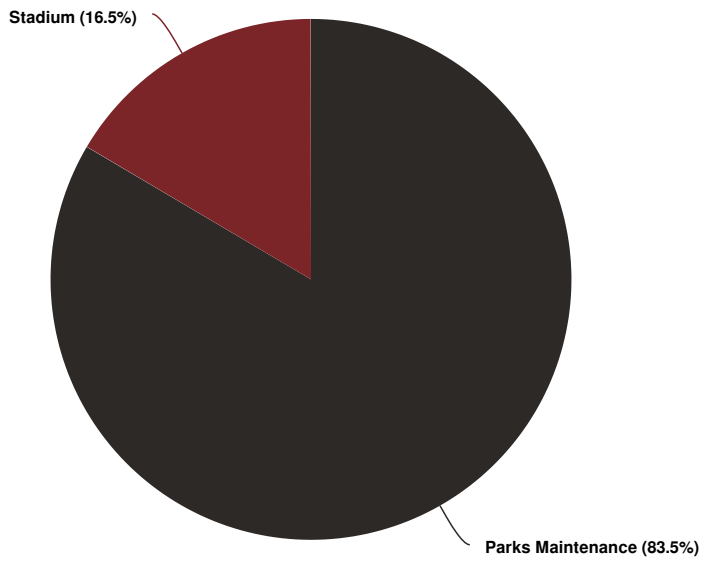
**General Fund**  
Org Code: 0015390\*

Includes:

- Parks Maintenance
- Stadium

## Parks - Expenditures by Function

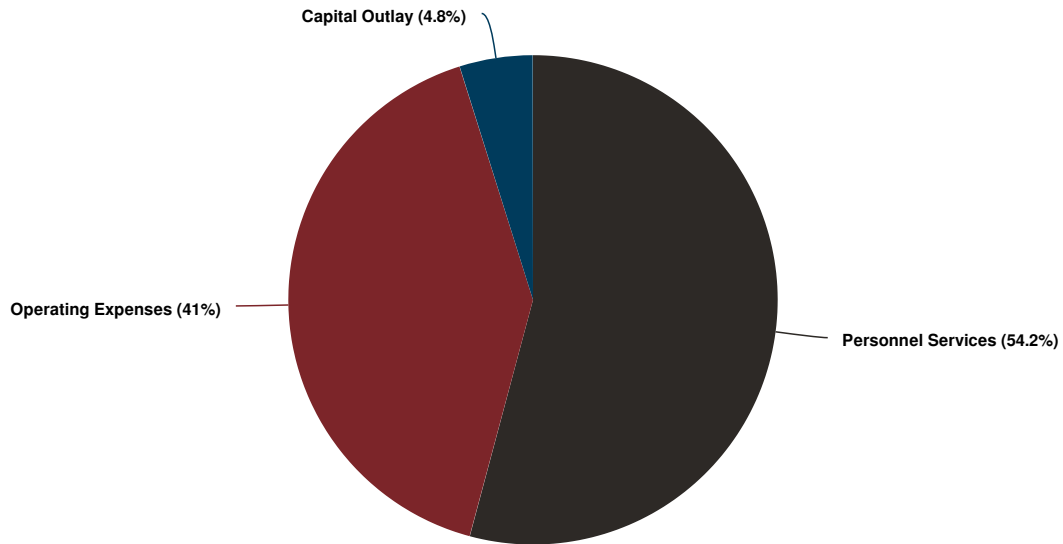
### Budgeted Expenditures by Function



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Culture/Recreation					
Parks					
Parks Maintenance	\$3,719,333	\$3,986,329	\$4,098,965	\$3,917,348	\$4,396,795
Stadium	\$659,442	\$793,626	\$802,882	\$785,384	\$868,282
<b>Total Parks:</b>	<b>\$4,378,775</b>	<b>\$4,779,955</b>	<b>\$4,901,847</b>	<b>\$4,702,732</b>	<b>\$5,265,077</b>
<b>Total Culture/Recreation:</b>	<b>\$4,378,775</b>	<b>\$4,779,955</b>	<b>\$4,901,847</b>	<b>\$4,702,732</b>	<b>\$5,265,077</b>
<b>Total Expenditures:</b>	<b>\$4,378,775</b>	<b>\$4,779,955</b>	<b>\$4,901,847</b>	<b>\$4,702,732</b>	<b>\$5,265,077</b>

# Park - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$2,086,957	\$2,474,719	\$2,474,719	\$2,392,933	\$2,851,980
Operating Expenses	\$1,824,376	\$2,106,486	\$2,116,178	\$2,002,849	\$2,158,447
Capital Outlay	\$197,049	\$198,750	\$200,250	\$196,250	\$254,650
Transfers Out	\$270,393	\$0	\$110,700	\$110,700	\$0
<b>Total Expense Objects:</b>	<b>\$4,378,775</b>	<b>\$4,779,955</b>	<b>\$4,901,847</b>	<b>\$4,702,732</b>	<b>\$5,265,077</b>

# Parks: Parks Maintenance



General Fund

Org Code: 00153901

## Department Mission

To preserve, protect and enhance the City's park land and public green spaces while providing superior play space and game fields for league play and tournament use.

## Program Description

The Park Maintenance and Stadium Program maintains over 757 acres of City property (636 acres of active and passive park land and 121 acres of non-park City property). The program is responsible for a routine maintenance program to preserve, protect and enhance program areas within the parks and have facilities available for community use and prepped for recreational programming and tournaments. The crews are also responsible for grounds maintenance for most non-park City properties, tree trimming services on all City properties and rights-of-way. All 35 field employees are involved with any storm-related recovery, including "first push" street clearing and debris removal.

All crews except Tree Trimming share similar duties such as, mow, edge, weed-eat, litter control, shrubbery and low tree trimming, application of various chemicals, park restroom servicing, safety inspections of park buildings and amenities, and minor park building and property repairs, along with their specific tasks as listed below.

### **Park Maintenance**

- Landscape Crew
  - Maintains over 40 parcels which include recreation center, neighborhood parks, pavilions, playgrounds, walking trails, the Midtown District, downtown parking lots and other City-owned non-park properties and greenspaces. Preps downtown park areas for over 30 weekend events annually.
- MLK Recreation Complex/Marie B. Ellis Park/Snowden Park (MMS) Crew
  - Maintains over 40 parcels which include community center, neighborhood parks, basketball courts, pavilions, playgrounds, walking trails, baseball and multi-use fields at the MLK Recreation Complex and Snowden Park, affordable housing vacant lots and other City-owned non-park properties and greenspaces. Preps fields for over 40 weekend athletic events annually plus local league play use.
- Mike Sansone Park/Otis M. Andrews Sports Complex/Ellis-Methvin Park (Sansone/OMA/E-M) Crew
  - Maintains over 165 acres which include baseball/softball fields, basketball courts, sand volleyball courts, modular skate park, pavilions, playgrounds, nature trail, football/soccer/lacrosse fields, hard/clay tennis courts and walking trails. Preps fields for over 45 weekend athletic events annually plus local league play use.
- Tree Trimming Crew
  - Performs tree trimming on City-owned property, including City street right-of-way. Responsibilities are to trim or remove damaged, diseased or dying trees, raise the tree canopy over City-maintained roadways and around street signage/lighting, large area (bush hog) mowing, fencing repairs and installation, welding/gate repairs, assist other departments with high-reach work needing a tall bucket truck. This crew is also considered a "first responder" for fallen trees in roadways.
- McIntosh Preserve
  - McIntosh Preserve is staffed with an Environmental Lands Management Supervisor and two Park Rangers. ELM program provides nature preserve maintenance, interpretive programming, community outreach, and environmental education.

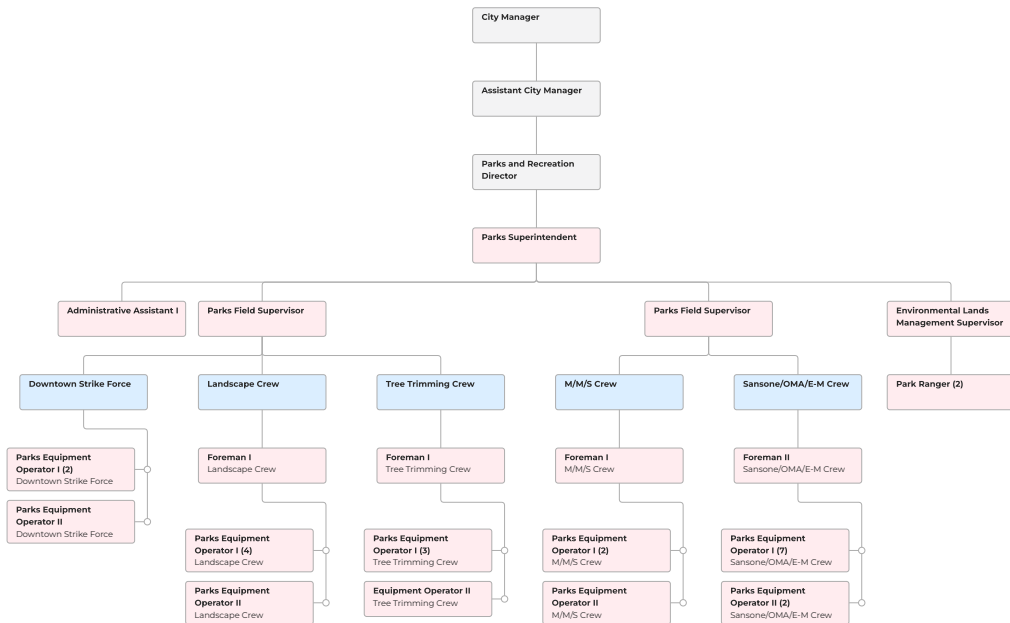


# Parks: Parks Maintenance - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	1	1
Environmental Lands Management Supervisor	1	1	1
Foreman I	3	3	3
Foreman II	1	1	1
Groundskeeper I	17	0	0
Groundskeeper II	5	0	0
Parks Equipment Operator I	1	18	17
Parks Equipment Operator II	1	6	6
Parks Field Supervisor	2	2	2
Park Ranger	2	2	3
Parks Superintendent	1	1	1
<b>Total</b>	<b>35</b>	<b>35</b>	<b>35</b>

## Parks and Recreation: Parks - Parks Maintenance



## Parks: Parks Maintenance - Program Goals

### Value: Teamwork

- Increase technical skills and safety by initiating cross-training and mentorship opportunities. Create a culture of teambuilding while leveraging our wisdom and experience to train our new team members towards excellence.

### Value: Integrity

- Strive towards a culture of responsibility and pride in the level of quality created in the care of our Parks. Place trust in team members to get the job done in excess of the citizens' expectations.

### Value: Transparency

- Increase the level of records keeping and reporting through technology. Create a more user-friendly and readily available reporting platform in the Standard Operating Procedures.

### Value: Leadership

- Strive to remain fully staffed in the leadership positions. Provide advanced training opportunities for all employees seeking to further skills and knowledge. Strive to remain the go-to destination for quality sports field maintenance and unsurpassed service provided in the youth sports and tournament administration.

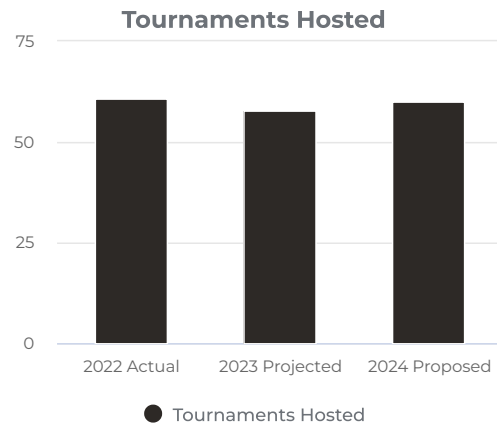
### Value: Excellence

- Continue to increase the level of quality at our sports facilities that our citizens and visiting event participants have come to expect, while increasing our level of detail in the downtown and neighborhood park facilities.

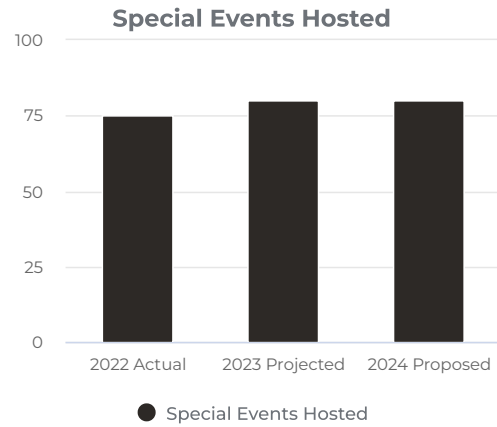
### Value: Respect

- Foster self-respect with training and technical mastery among team members and focus on celebrating the diverse make-up of our employees that offers a vast array of perspectives and solutions to the day-to-day challenges we face. Create a sense of pride and self-respect within the community as they visit their parks and natural spaces in pristine condition.

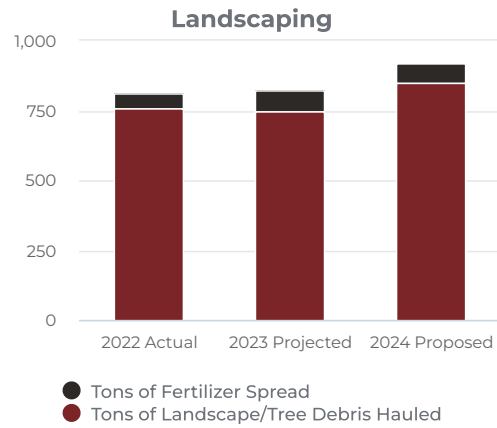
## Parks: Parks Maintenance - Program Objectives



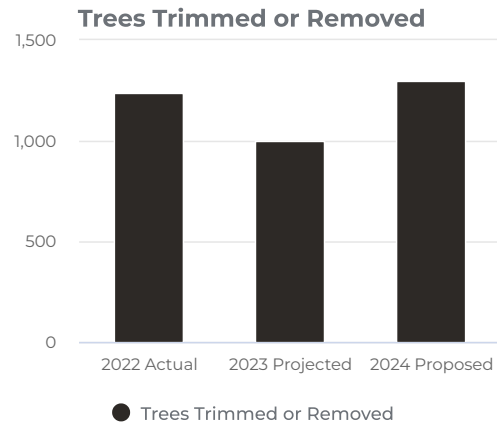
## Parks: Parks Maintenance - Program Objectives



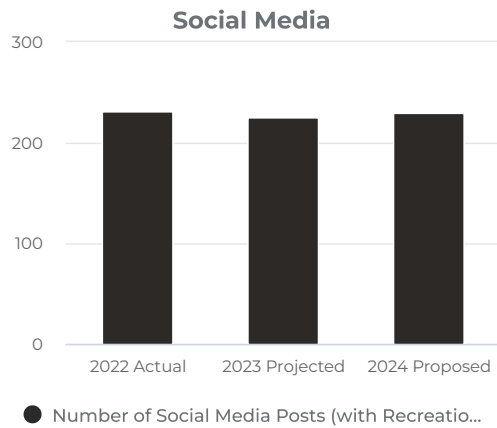
## Parks: Parks Maintenance - Program Objectives



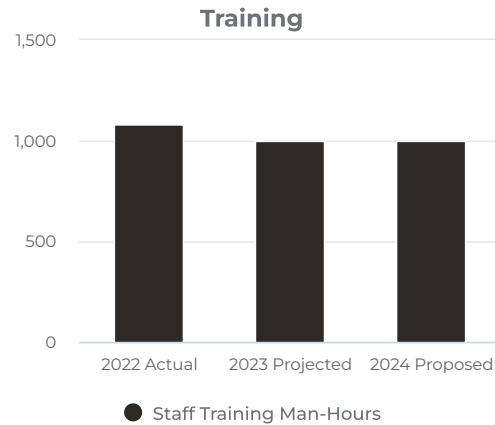
## Parks: Parks Maintenance - Program Objectives



## Parks: Parks Maintenance - Program Objectives



## Parks: Parks Maintenance - Program Objectives



## Parks: Parks Maintenance - Goals & Objectives Accomplished

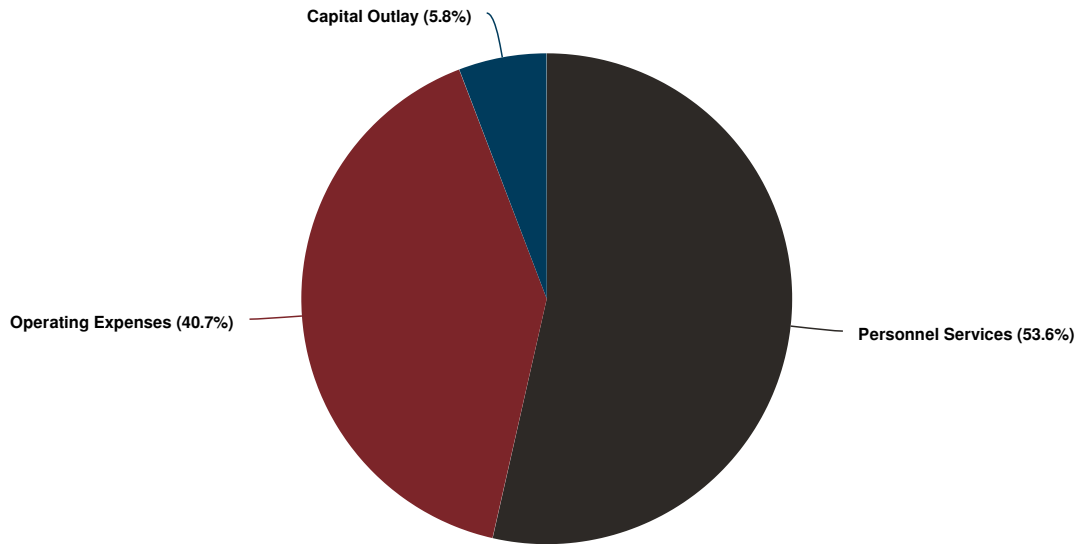
- Continued high level of use of City facilities for large tournaments and activities.
- Increased quantity of support materials to improve field quality.
- Created a renewed focus on the level of detail in the landscaping of the downtown and neighborhood park areas.
- Rejuvenated the landscape in the Downtown areas including Union Station Depot, McCall Park, and City Hall.
- Instilled a renewed focus on training and certifications. Several employees have received green industry Best Management Practices (BMP) certifications for pesticide and fertilizer application. A total of five Restricted Use Pesticide certifications were added. A driver/operator training program has been implemented for ongoing training and refresher courses covering vehicle and equipment use safety.
- Staffed the McIntosh Preserve with an Environmental Lands Management Supervisor and two Park Rangers. ELM program is providing nature preserve maintenance, interpretive programming, community outreach, and environmental education. Additionally, the Park Rangers have assumed evening security duties to add a safety and security element as a benefit to the community.
- Completed the remodel and dedication of two pocket parks within the community. Unity in the Community Park and Imagination Garden were both started and completed within the fiscal year.
- Replaced the Bermuda sports turf on baseball fields 1 and 2 at Ellis Methvin Park.
- Began planning new dog parks at Mike Sansone Park and Marie B. Ellis Park. The dog parks are projected to be completed by fiscal year end.
- Completed irrigation and landscaping at the new Streets and Stormwater complex.

## Parks: Parks Maintenance - Expenditures by Expense Type

Capital Equipment	
Lawn Maintenance Tools	3,400
<b>Total</b>	<b>\$3,400</b>

Capital Project	
Park Improvements (from user fees)	50,000
Park Improvements	150,000
Bike/Nature Trail - Sansone Park	51,250
<b>Total</b>	<b>\$251,250</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$1,730,293	\$2,035,735	\$2,035,735	\$1,971,505	\$2,354,576
Operating Expenses	\$1,521,598	\$1,751,844	\$1,752,280	\$1,638,893	\$1,787,569
Capital Outlay	\$197,049	\$198,750	\$200,250	\$196,250	\$254,650
Transfers Out	\$270,393	\$0	\$110,700	\$110,700	\$0
<b>Total:</b>	<b>\$3,719,333</b>	<b>\$3,986,329</b>	<b>\$4,098,965</b>	<b>\$3,917,348</b>	<b>\$4,396,795</b>

## **Parks: Stadium**



**General Fund**

Org Code: 00153903

### **Department Mission**

To preserve, protect and enhance the City's park land and public green spaces while providing superior play space and game fields for league play and tournament use.

### **Program Description**

The Park Maintenance and Stadium Program maintains over 757 acres of City property (636 acres of active and passive park land and 121 acres of non-park City property). The program is responsible for a routine maintenance program to preserve, protect and enhance program areas within the parks and have facilities available for community use and prepped for recreational programming and tournaments. The crews are also responsible for grounds maintenance for most non-park City properties, tree trimming services on all City properties and rights-of-way. All 35 field employees are involved with any storm-related recovery, including "first push" street clearing and debris removal.

All crews except Tree Trimming share similar duties such as, mow, edge, weed-eat, litter control, shrubbery and low tree trimming, application of various chemicals, park restroom servicing, safety inspections of park buildings and amenities, and minor park building and property repairs, along with their specific tasks as listed below.

#### **Stadium**

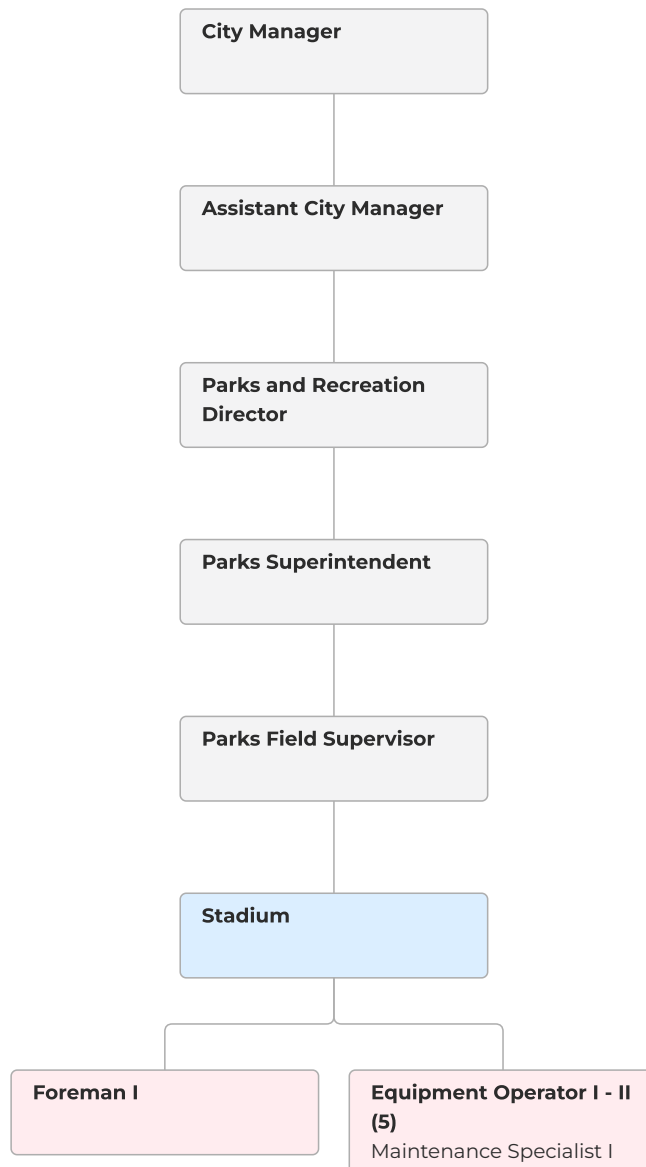
The Stadium Crew maintains over 125 acres, including the Plant City Stadium baseball/softball field, grandstands and press box, the Randy L. Larson Softball Four-Plex baseball/softball fields, pavilion, and playground, as well as the access areas in and around the Urban Forest property. Preps fields for over 40 weekend athletic events and special events annually.

# Parks: Stadium - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Foreman I	1	1	1
Groundskeeper I	4	0	0
Groundskeeper II	1	0	0
Maintenance Specialist I	1	1	1
Parks Equipment Operator I	0	4	4
Parks Equipment Operator II	0	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>

### Parks - Stadium





## **Parks: Stadium - Program Goals**

### **Value: Teamwork**

- Increase technical skills and safety by initiating cross training and mentorship opportunities. Create a culture of teambuilding while leveraging our wisdom and experience to train our new team members towards excellence.

### **Value: Integrity**

- Strive towards a culture of responsibility and pride in the level of quality created in the care of our Parks. Place trust in team members to get the job done in excess of the citizens expectations.

### **Value: Transparency**

- Increase the level of records keeping and reporting through technology. Create a more user friendly and readily available reporting platform in the Standard Operating Procedures.

### **Value: Leadership**

- Strive to remain fully staffed in the leadership positions. Provide advanced training opportunities for all employees seeking to further skills and knowledge. Strive to remain the go-to destination for quality sports field maintenance and unsurpassed service provided in the youth sports and tournament administration.

### **Value: Excellence**

- Continue to increase the level of quality at our sports facilities that our citizens and visiting event participants have come to expect, while increasing our level of detail in the downtown and neighborhood park facilities.

### **Value: Respect**

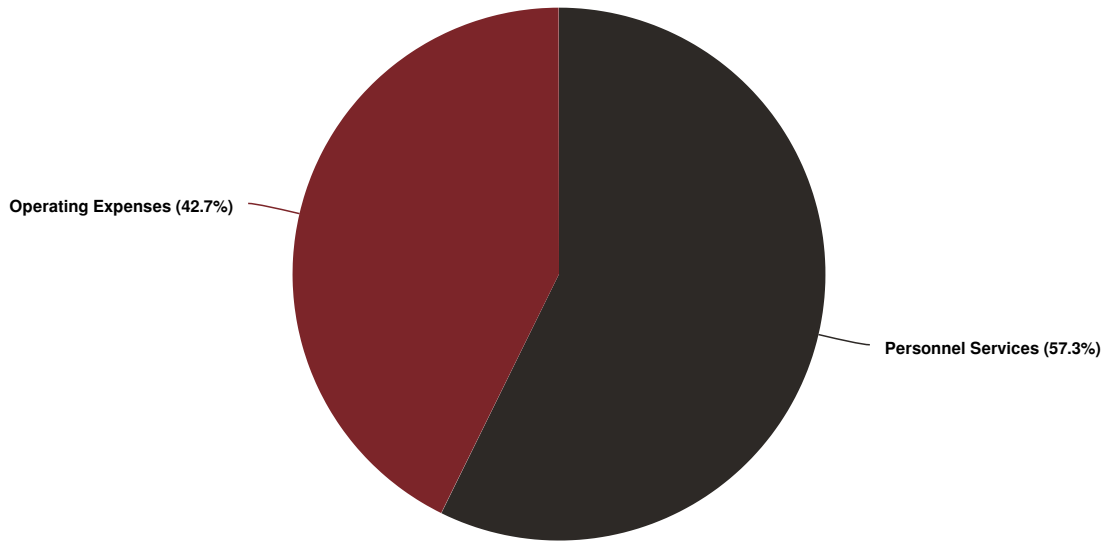
- Foster self-respect with training and technical mastery among team members and focus on celebrating the diverse make-up of our employees that offers a vast array of perspectives and solutions to the day to day challenges we face. Create a sense of pride and self-respect within the community as they visit their parks and natural spaces in pristine condition.

## **Parks: Stadium - Goals & Objectives Accomplished**

- Continued high level stadium use for large tournaments and activities.
- Increased quantity of support materials to improve field quality.
- Provide training facilities for Fire and Police Departments.
- Partnered special events such as Pig Jam, Fishing Derby, and July 4<sup>th</sup> celebration. Hosted the Citywide career day in partnership with Future Career Academy.
- Renovated the Stadium infield from an all-clay softball dimension to its original Major League turf infield dimensions of a 60/90 field. The renovation will attract high school and college-age participation in tournaments and official games.
- Attracted week-night field utilization and programming aid via an agreement with the Ostingers Baseball Academy to be the home practice facility.
- Hosted the home baseball games for the Four Corners Charter Schools varsity baseball team.

# Parks: Stadium - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$356,664	\$438,984	\$438,984	\$421,428	\$497,404
Operating Expenses	\$302,779	\$354,642	\$363,898	\$363,956	\$370,878
<b>Total:</b>	<b>\$659,442</b>	<b>\$793,626</b>	<b>\$802,882</b>	<b>\$785,384</b>	<b>\$868,282</b>

# Library



**General Fund**

Org Code: 00154200

## Mission

To promote lifelong learning, an informed citizenry, individual intellectual freedom, and to broaden horizons for all.

## Program Description

The Bruton Memorial Library serves as a hub of community activity and a beacon for lifelong learning in the heart of Plant City. Patron outreach includes onsite services and community outreach involving other City departments, the local school system, and other organizations throughout the City. Patrons from all walks of life, throughout Plant City and beyond, can find an environment that fosters life-long learning, community spirit, and a safe place to explore ideas and expand knowledge. The library strives to find new and innovative offerings while providing a welcoming home away from home to its patrons.

Library Services include:

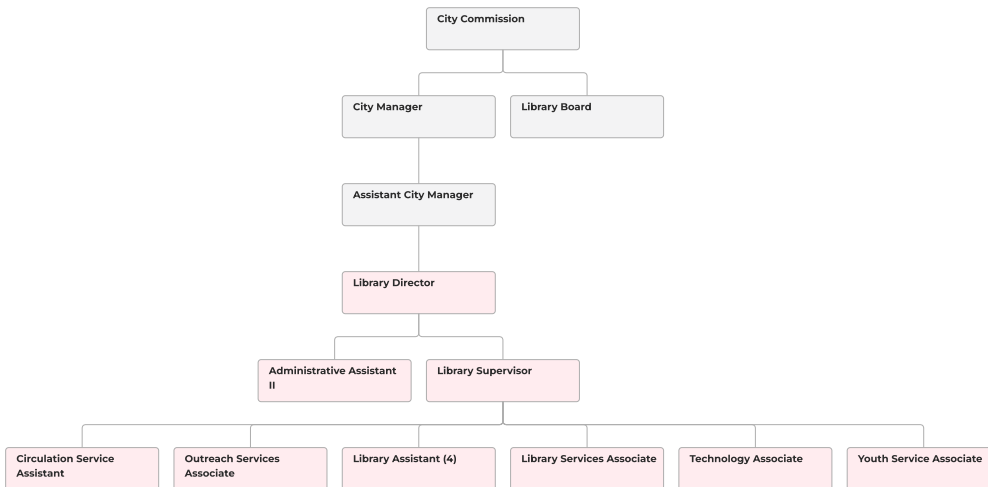


# Library - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administration & Services Assistant	1	1	0
Administrative Assistant II	1	1	1
Circulation Services Assistant	1	1	1
Librarian	0	0	0
Library Assistant	3	3	4
Library Services Associate	1	1	1
Library Services Director	1	1	1
Library Supervisor	1	1	1
Outreach Services Associate	1	1	1
Technology Associate	1	1	1
Technology Librarian	0	0	0
Youth Services Associate	1	1	1
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>

## Library



## Library - Program Goals

### Value: Teamwork

- Increase partnerships with local government and community organizations by having on- and off-site events.

### Value(s): Integrity and Respect

- Increase input from all parties to communicate ideas for the library's collection and service through online forms readily accessible from kiosks in the library.

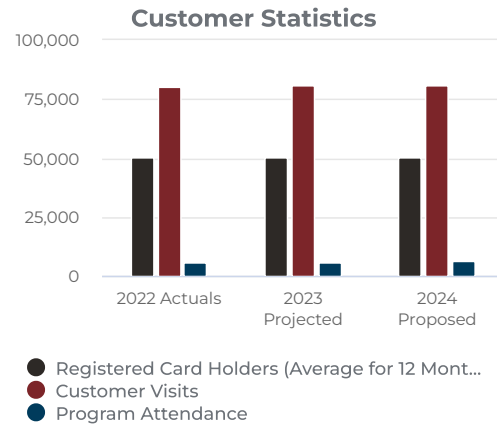
### Value: Leadership

- Mold the library into a modern, patron-friendly, technological and educational center through building improvements, such as, library flooring, shelving, signage, virtual and mixed-reality hardware, and digital displays.

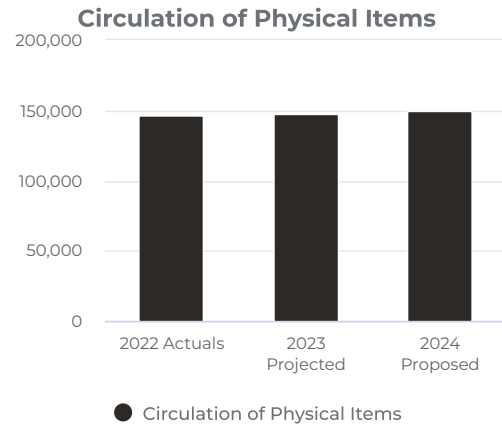
### Value: Excellence

- Provide educational, informational, and cultural programs to the community by holding 420 in-house events.
- Engage and support the community virtually by creating 48 pieces of original online content and posting on social media at least three times per week.

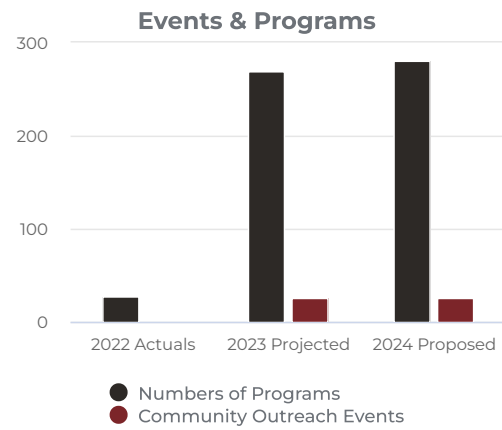
## Library - Program Objectives



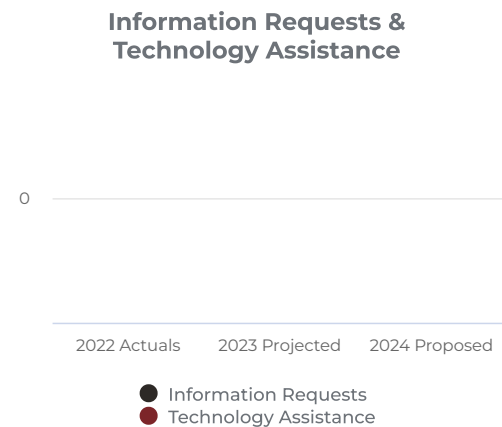
## Library - Program Objectives



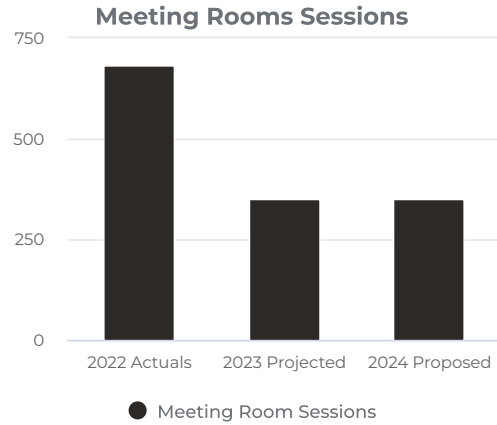
## Library - Program Objectives



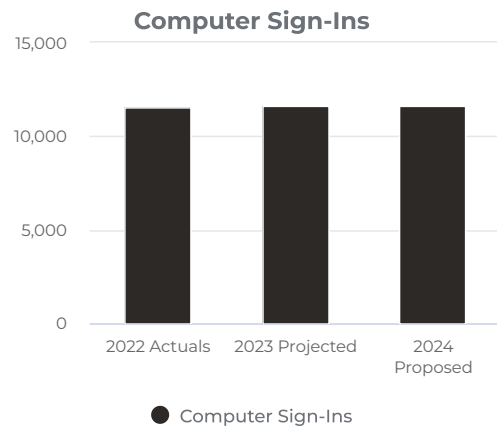
## Library - Program Objectives



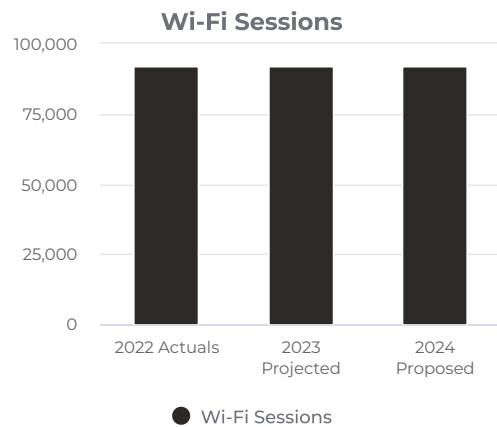
## Library - Program Objectives



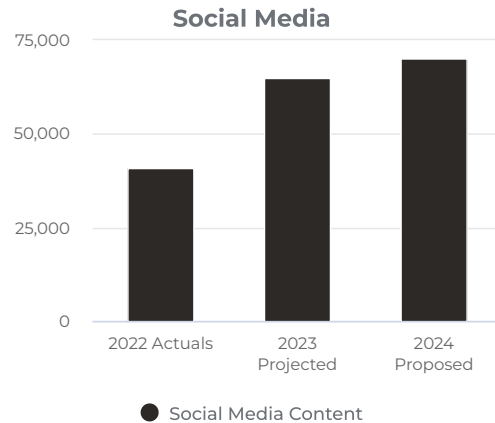
## Library - Program Objectives



## Library - Program Objectives



## Library - Program Objectives



## Library - Goals & Objectives Accomplished

### Facilitating Economic Development

- Expanded to four study rooms, available for job interviews, test-taking, small-group ESL and other classes.
- Study rooms are easily accessible through AirBnB style booking service.

### Fostering Community Engagement

- Increased outreach beyond schools with the help of new Outreach Services Associate role.
- Visited major community gathering centers and attended events, increasing attendance.
- Expanded the garden website, seed lending program, and plant exchange.
- Partnered with other city departments on various projects:
  - Worked with Parks and Recreation on plant exchange, exterior landscaping, and sprinkler system, and inflatable screen use.
  - Collaborated with General Services on building painting and camera installation.

### Empowering Outstanding Customer Service

- Hire and trained staff from diverse ranges of service backgrounds including work in libraries, museums, amusement parks, and beyond.
- Painting the building to improve building aesthetics and organization.
- Expanded the Language 400s collection by purchasing 550 total items that were added to the prior 50 materials. Make significant strides in our Coding & Technology, Business Skills, and Education & Career Prep materials because of ARPA grant money.

### Engaging in Effective Communication

- Complete renovation of switch room and building cabling to improve building communication infrastructure and safety.
- Developed new marketing and social media strategies to increase community engagement. These included the use of various videos and other media to advertise our Book Club and other programs.
- Expanded our staff training resource with screencasts and videos for ease of communication and retention.

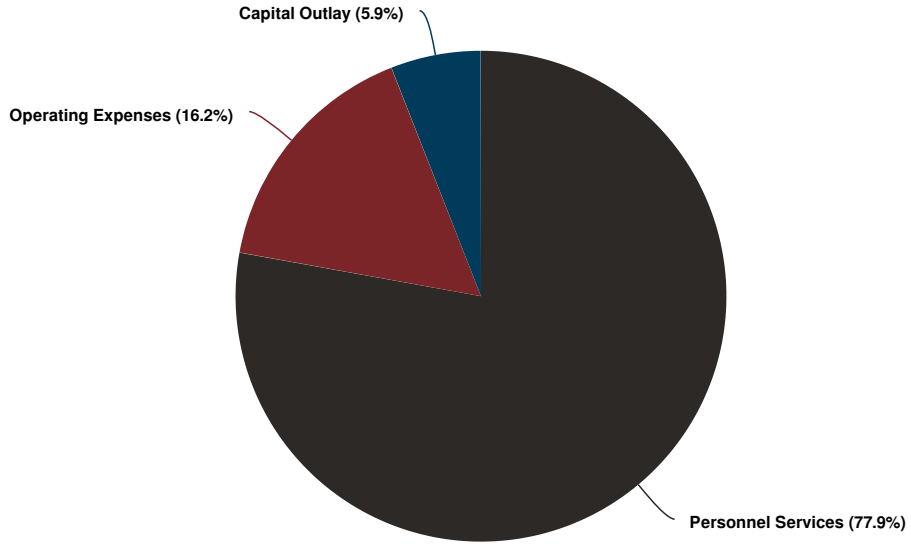


# Library - Expenditures by Expense Type

## Capital Equipment

Books and AV Materials	68,200
<b>Total</b>	<b>\$68,200</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$628,943	\$788,303	\$788,303	\$713,461	\$893,627
Operating Expenses	\$153,249	\$204,456	\$204,306	\$179,300	\$185,903
Capital Outlay	\$43,439	\$58,200	\$58,200	\$58,200	\$68,200
<b>Total Expense Objects:</b>	<b>\$825,631</b>	<b>\$1,050,959</b>	<b>\$1,050,809</b>	<b>\$950,961</b>	<b>\$1,147,730</b>

# Building



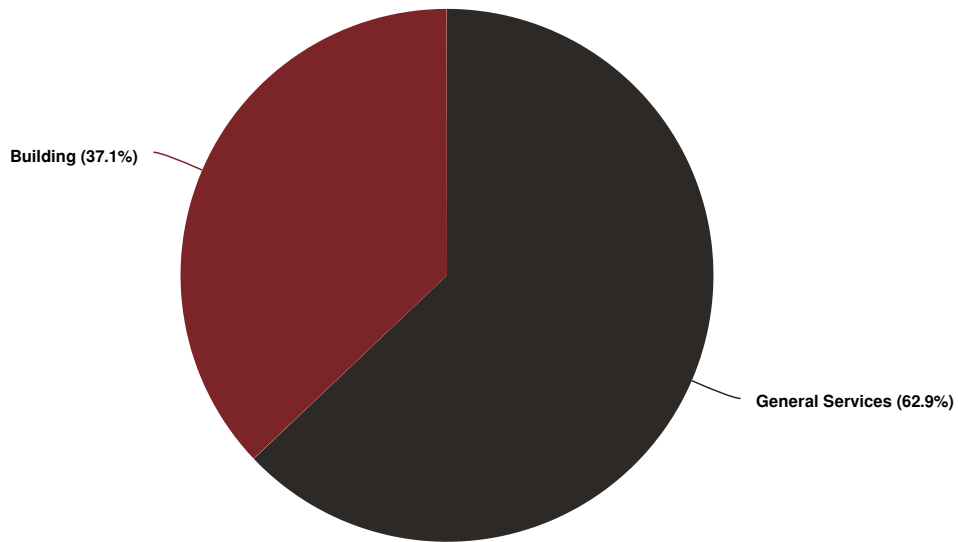
General Fund

Includes:

- Building
- General Services

## Building: Expenditures by Function

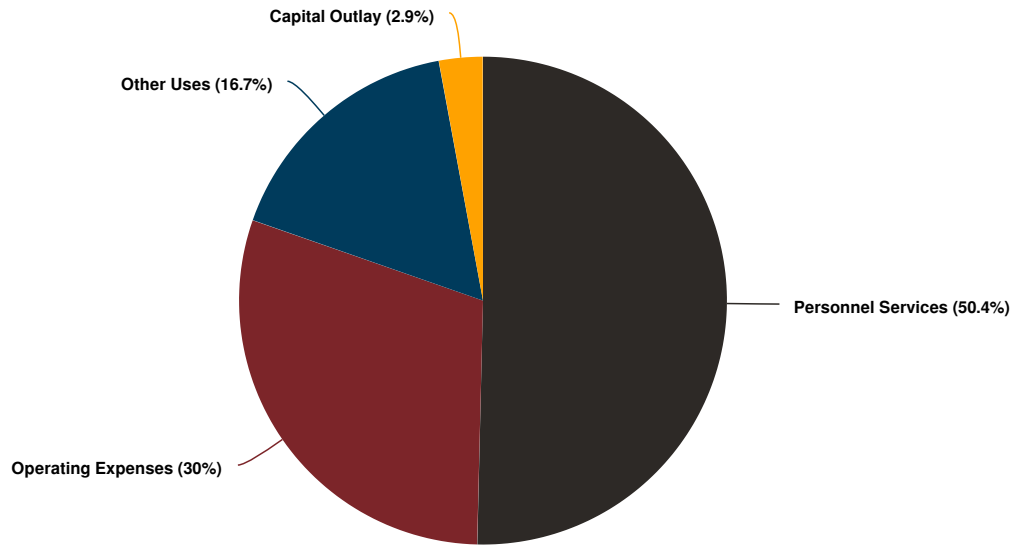
### Budgeted Expenditures by Function



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
General Government					
Blank	\$1,516,412	\$1,725,504	\$1,554,443	\$1,883,223	\$2,146,975
Fleet Management	\$230,275	\$280,148	\$280,148	\$256,105	\$448,729
<b>Total General Government:</b>	<b>\$1,746,687</b>	<b>\$2,005,652</b>	<b>\$1,834,591</b>	<b>\$2,139,328</b>	<b>\$2,595,704</b>
Public Safety					
Building	\$1,034,178	\$1,257,068	\$1,257,068	\$1,128,482	\$1,528,943
<b>Total Public Safety:</b>	<b>\$1,034,178</b>	<b>\$1,257,068</b>	<b>\$1,257,068</b>	<b>\$1,128,482</b>	<b>\$1,528,943</b>
<b>Total Expenditures:</b>	<b>\$2,780,865</b>	<b>\$3,262,720</b>	<b>\$3,091,659</b>	<b>\$3,267,810</b>	<b>\$4,124,647</b>

# Building: Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,431,999	\$1,809,255	\$1,781,698	\$1,640,979	\$2,077,994
Operating Expenses	\$953,037	\$1,055,521	\$1,084,578	\$1,056,326	\$1,236,120
Capital Outlay	\$22,886	\$0	\$0	\$0	\$120,000
Other Uses	\$372,944	\$397,944	\$225,383	\$570,505	\$690,533
<b>Total Expense Objects:</b>	<b>\$2,780,865</b>	<b>\$3,262,720</b>	<b>\$3,091,659</b>	<b>\$3,267,810</b>	<b>\$4,124,647</b>

# Building



General Fund  
Org Code: 00154501

## Department Mission

To promote life safety, health, and welfare of citizens and visitors by ensuring that construction projects comply with the minimum intent of the codes and that the use of buildings and structures provide for safety within the City.

## Program Description

The Building Department is responsible for the enforcement and administration of the Florida Building Code and National Electric Code, as adopted by State Statutes and City Ordinances. The Department reviews plans for construction documents, issues permits, and inspects each phase of the project.

The Building Department recognizes the ongoing need to develop improved safety standards for constantly evolving construction methods, procedures, and materials. The Department understands the importance of communication with developers, contractors, and property owners to assist in achieving their goals and objectives.

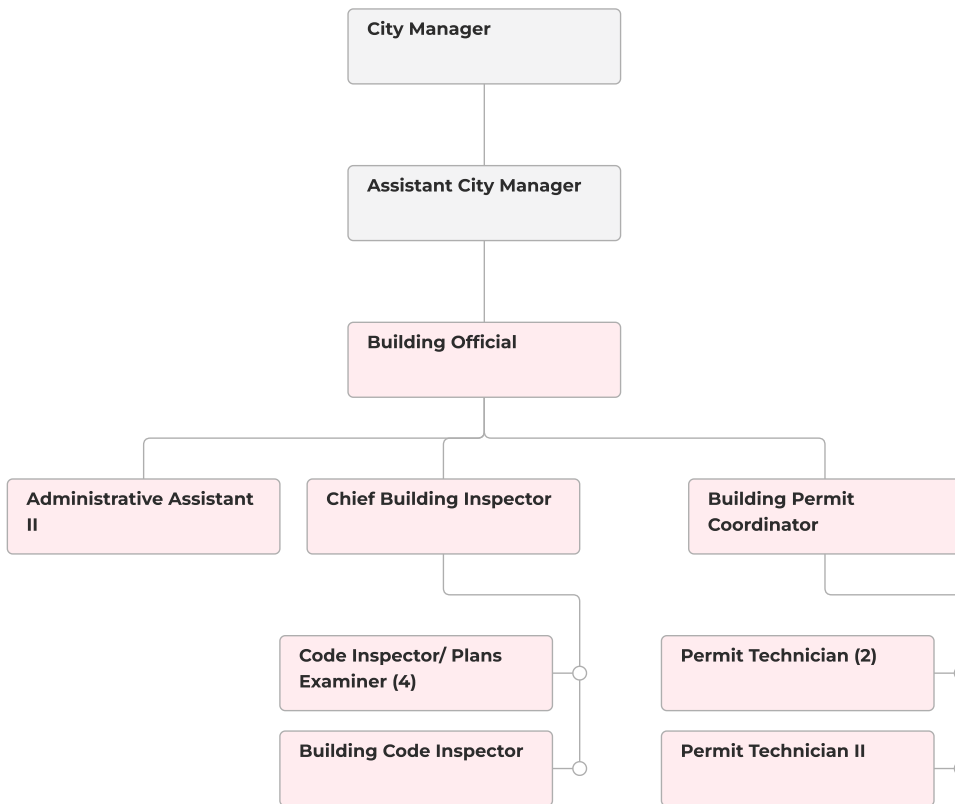


# Building - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Building Code Inspector	1	1	1
Building Official	1	1	1
Building Permit Coordinator	0	1	1
Chief Building Inspector	1	1	1
Code Inspector/Plans Examiner	4	4	4
Permit Technician	2	2	2
Permit Technician II	1	1	1
<b>Total</b>	<b>11</b>	<b>12</b>	<b>12</b>

### Building



## Building - Program Goals

### Value: Teamwork

- Communicate with one another throughout the day with issues and solutions on inspections.
- Ensure all required departments within the city are involved with the plan review process.

### Value: Integrity

- Complete inspections and plan reviews per the Florida Building Code, National Electric Code, and any other associated codes.
- Address immediate life safety issues that impact on the community.

### Value: Transparency

- Be readily accessible to the community and contractors for meetings onsite, in office, over the phone, or via email to create a great working relationships.

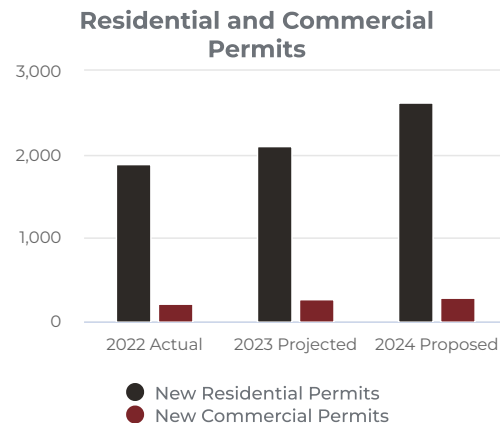
### Value: Leadership

- Conduct weekly meetings to ensure our team shares their ideas and viewpoints, which allows issues that arise to be exposed and discussed to devise a proper solution.

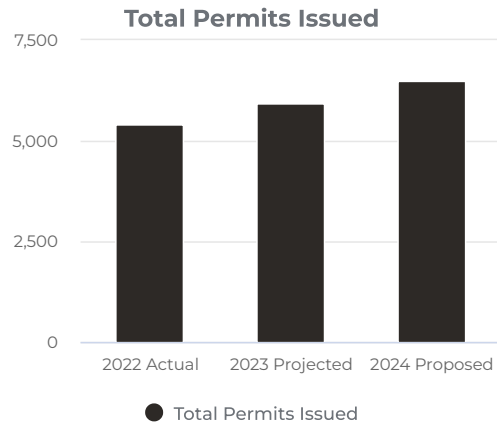
### Value: Excellence

- Complete continued education classes essential in keeping the team informed of new and developing changes in the Florida Building Code and the National Electric Code. It also allows the team to recertify state licenses, which are required by Florida Law.
- Encourage the team to pursue additional licenses, to gain certifications above and beyond the minimum requirements.
- Make customer service a priority which allows our team to engage the community in a positive manner.

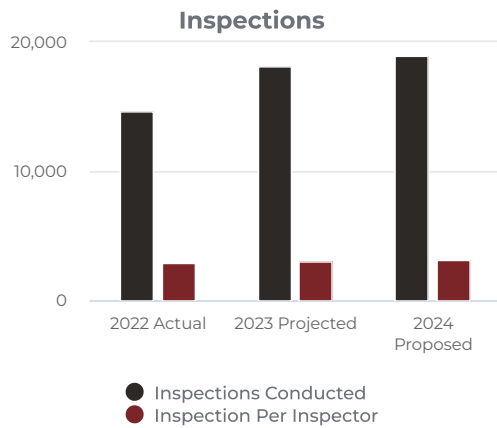
## Building - Program Objectives



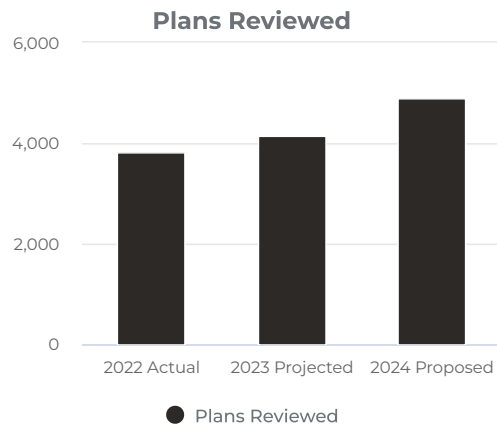
## Building - Program Objectives



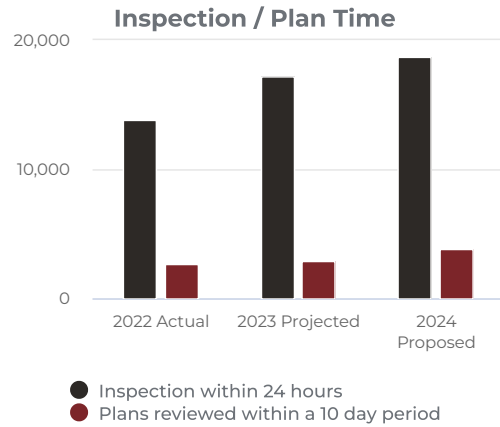
## Building - Program Objectives



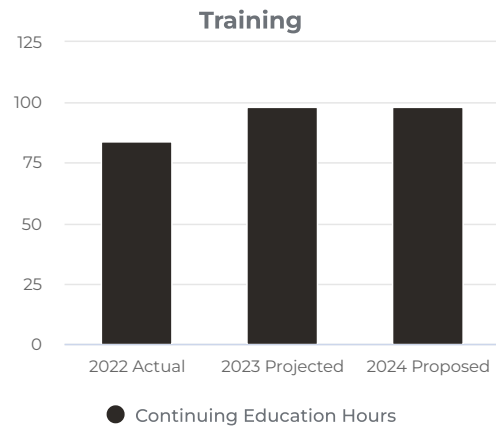
## Building - Program Objectives



## Building - Program Objectives



## Building - Program Objectives



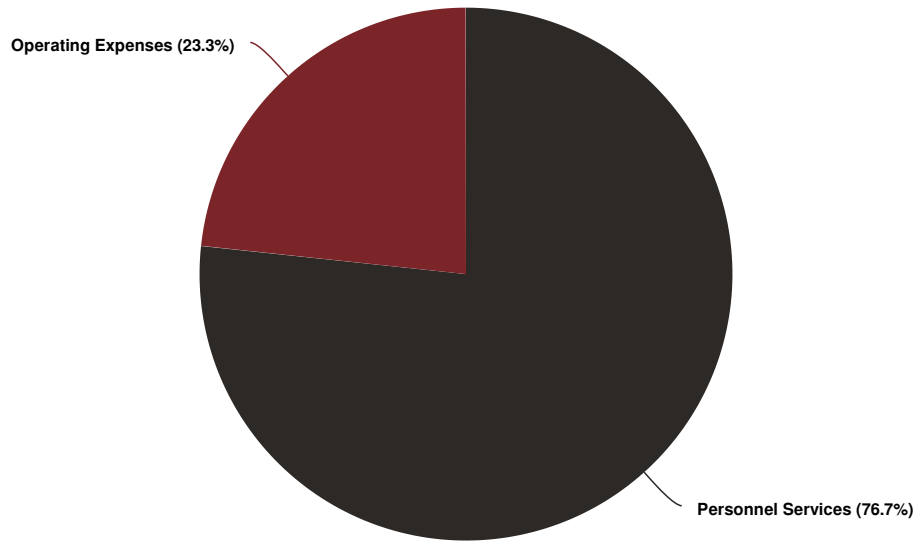
## Building - Goals and Objectives Accomplished

- o Improved Maintstar to provide online services accessible to the public.
- o One employee obtained an additional license as a Mechanical Inspector.
- o Two other employees are working towards additional licenses.



# Building - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$831,925	\$1,016,998	\$1,016,997	\$889,424	\$1,172,561
Operating Expenses	\$202,253	\$240,070	\$240,071	\$239,058	\$356,382
<b>Total Expense Objects:</b>	<b>\$1,034,178</b>	<b>\$1,257,068</b>	<b>\$1,257,068</b>	<b>\$1,128,482</b>	<b>\$1,528,943</b>

## General Services



**General Fund**

Org Code: 00155101

### **Department Mission**

To maintain City buildings in an efficient and professional manner, and ensure building safety and comfort while reducing overall cost to the City.

### **Program Description**

The General Services Division renovates, repairs and maintains 140 buildings, which includes electrical, air conditioning, plumbing, roofing, siding, flooring, painting, concrete slabs, metal fabrication and all types of carpentry; such as, custom furniture, cabinets, frame work, and concrete forms. In addition, General Services manages contracts for custodial, elevator, pest control, and security to ensure that services are on schedule.

The General Services staff are locksmiths responsible for key cutting, re-keying and master keying. General Services installs and maintains alarm and camera systems.

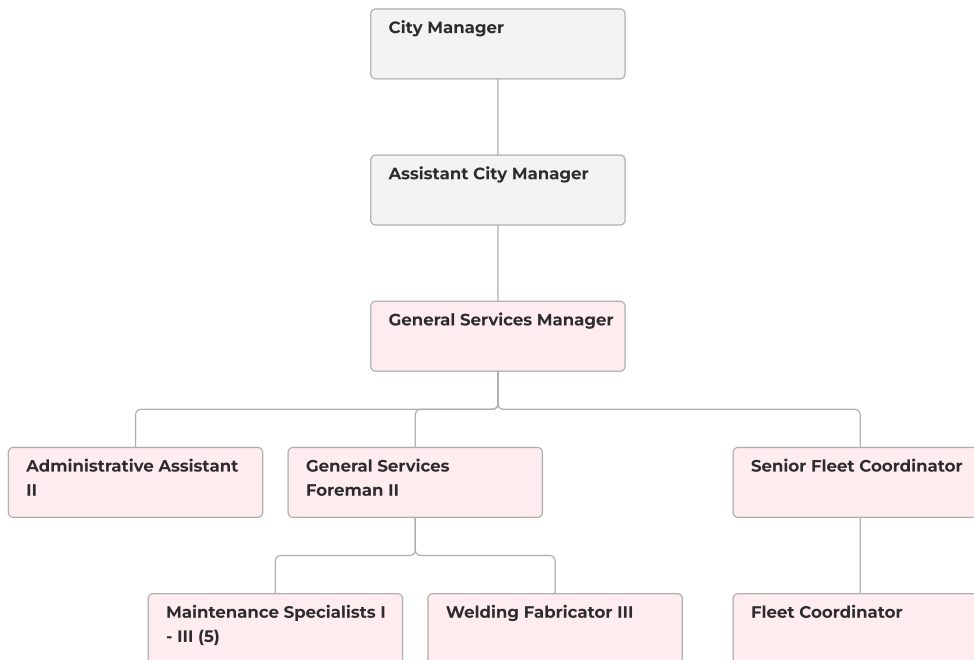
General Services welds, installs electrical services and completes building renovations. General Services installs the downtown decorative lighting and designs, fabricates, and installs the Christmas decorations.

# General Services - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	0	0
Administrative Assistant II	0	1	1
Fleet Coordinator	1	1	1
Fleet Services Technician	1	0	0
General Services Coordinator	1	1	1
General Services Foreman II	1	1	1
General Services Manager	0	0	1
Maintenance Specialist I	2	2	2
Maintenance Specialist II	2	2	2
Maintenance Specialist III	1	1	1
Senior Fleet Coordinator	0	1	1
Welding Fabricator III	1	1	1
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>

## General Services

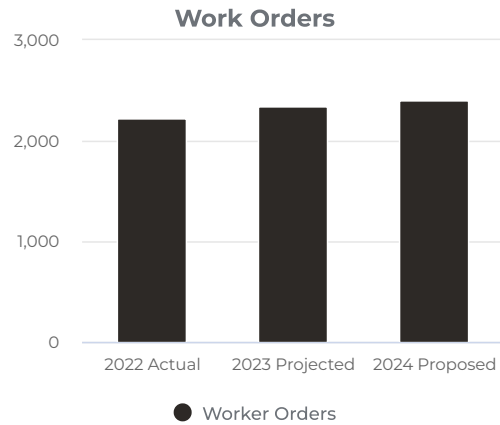


## General Services - Program Goals

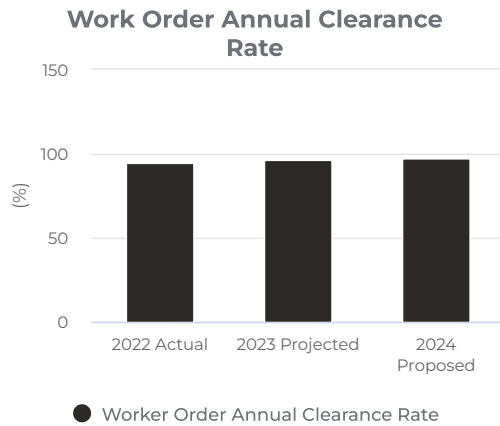
### Value: Excellence

- Improve the preventative maintenance program by actively seeking potential problems and making repairs before they become costly.
- Perform in-house construction projects that will cost approximately 68% less than hiring outside contractors.
- Improve work order clearance consistently by 1%
- Perform in-house fabricating projects that will cost approximately 62% less than hiring outside contractors.
- Continue to implement LED lighting at City building locations to save energy and reduce electric bills.

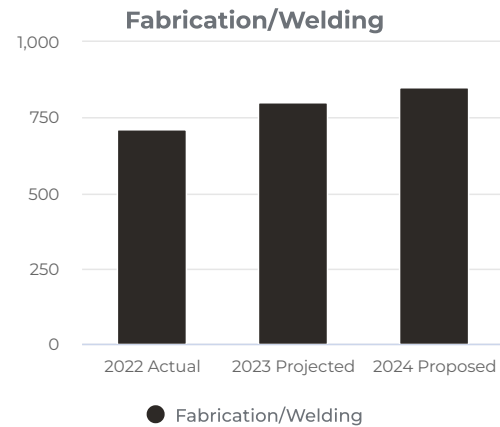
## General Services - Program Objectives



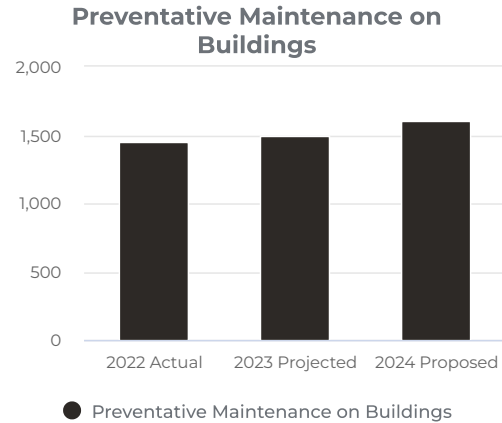
## General Services - Program Objectives



## General Services - Program Objectives



## General Services - Program Objectives



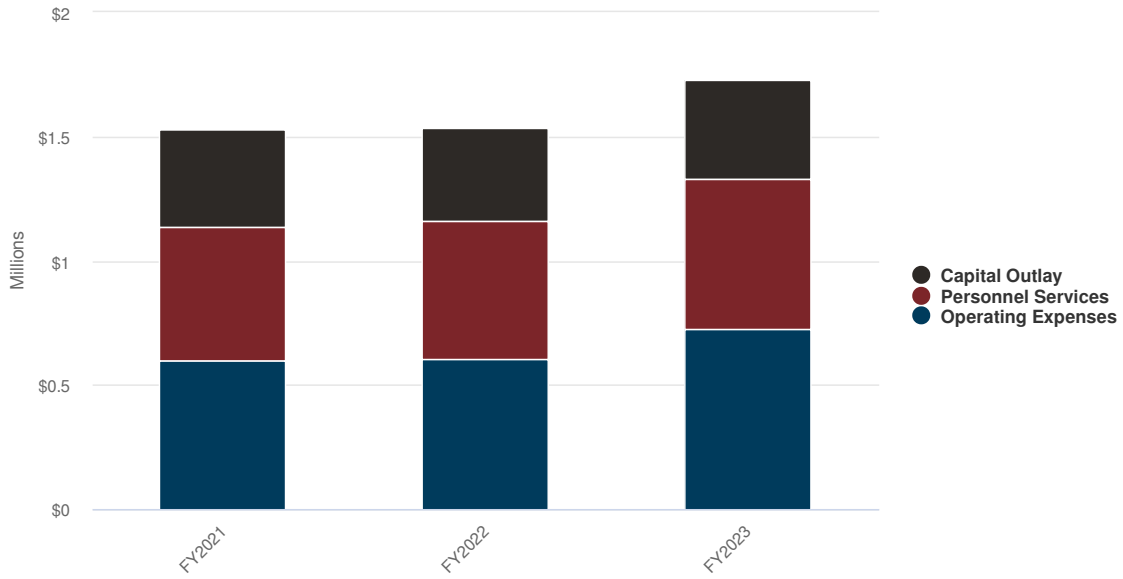
## General Services - Goals and Objectives Accomplished

- Installed and removed Christmas lighting at City Hall, McCall Park, Bruton Memorial Library, Village Green, and Sam Cooper Park and downtown Sternberg.
- Assisted in the “Lights of Love” ceremony at McCall Park.
- Began converting Christmas displays to LED lighting for dependability, lower electrical costs and appearance.
- Continued to improve the Preventative Maintenance program resulting in fewer “emergency” work orders.
- Performed roof repairs at multiple locations.
- Converted all the Library restrooms to electric hand driers to cut down on paper waste and vandalism issues.
- Repainted the entire inside of the Library.
- Numerous paint & flooring projects within City Hall including offices for Jack Holland, Kerri Miller & Tina Barber.
- Completed the restroom remodeling project for City Hall (lighting, mirrors & accessories).
- Total remodel of the PCPD Lobby and new “Museum Room”.
- Repainted and carpeted multiple offices for Police Department.
- Picked up and installed a new dog kennel for the newest PD canine addition.
- Helped finalize work for new Streets/Stormwater facility move in.
- Installed complete camera system for SSW.
- Installed a complete camera system at Archives.
- Managed the removal of valuable items from the old Archives building and it’s demolition.
- Installed new “hands free” water coolers throughout City buildings.
- Supervised the installation of the new elevator for the Train Viewing Platform.

## General Services - Expenditures by Expense Type

Capital Project	
City Building A/C Replacement	250,000
Roof Upgrade/Maintenance	350,000
City Hall Exterior Brick/Window Maintenance	6,000
Elevator Upgrade/Maintenance	25,000
Archive Storage Building	250,000
<b>Total</b>	<b>\$881,000</b>

### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actuals	FY2022 Adopted Budget	FY2022 Amended Budget	FY2022 Projected Actuals	FY2023 Proposed Budget
Expense Objects					
Personnel Services	\$434,281	\$553,338	\$538,038	\$482,338	\$603,429
Operating Expenses	\$558,494	\$607,061	\$647,361	\$620,597	\$724,131
Capital Outlay	\$389,076	\$372,944	\$372,944	\$372,944	\$397,944
<b>Total Expense Objects:</b>	<b>\$1,381,850</b>	<b>\$1,533,343</b>	<b>\$1,558,343</b>	<b>\$1,475,879</b>	<b>\$1,725,504</b>

# Fleet Management



**General Fund**

Org Code: 00155102

## **Mission**

To provide employees with safe, dependable vehicles, and equipment. To provide high quality products and services in a cost-effective manner.

## **Program Description**

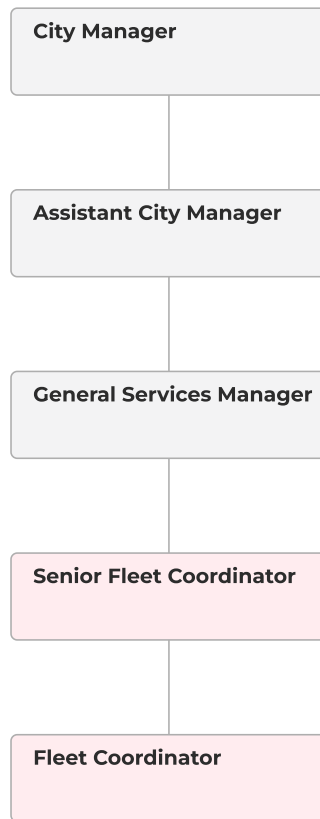
The Fleet Management Division provides for the purchase of and operational support for all City owned vehicles and equipment; management of the City's motor garage contractor; oversight of the maintenance and inventory at the City's two fuel farms; vehicle accident remediation and coordination of insurance claims and policies.

# Fleet Management - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Fleet Coordinator	1	1	1
Fleet Services Technician	1	1	0
Senior Fleet Coordinator	0	0	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

## Fleet Management



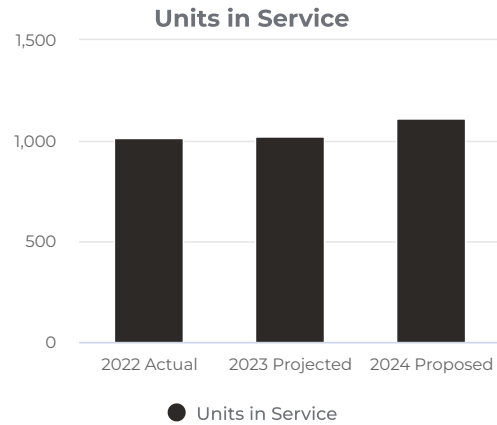
## Fleet Management - Program Goals

### Value: Excellence

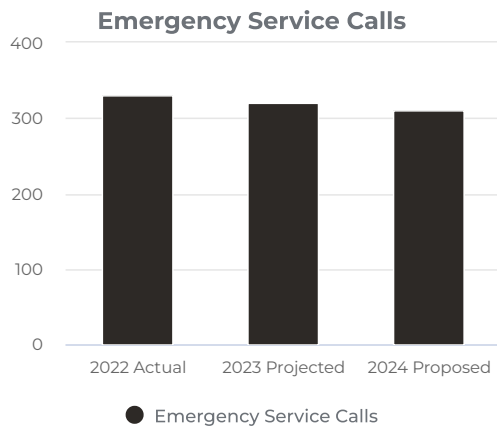
- Reduce number of unscheduled repairs by 8%.
- Reduce the amount of emergency service calls by 2%.
- Increase fleet availability to 95% or better.
- Increase preventative maintenance on vehicles by 3%.



## Fleet Management - Program Objectives



## Fleet Management - Program Objectives



## Fleet Management - Program Objectives



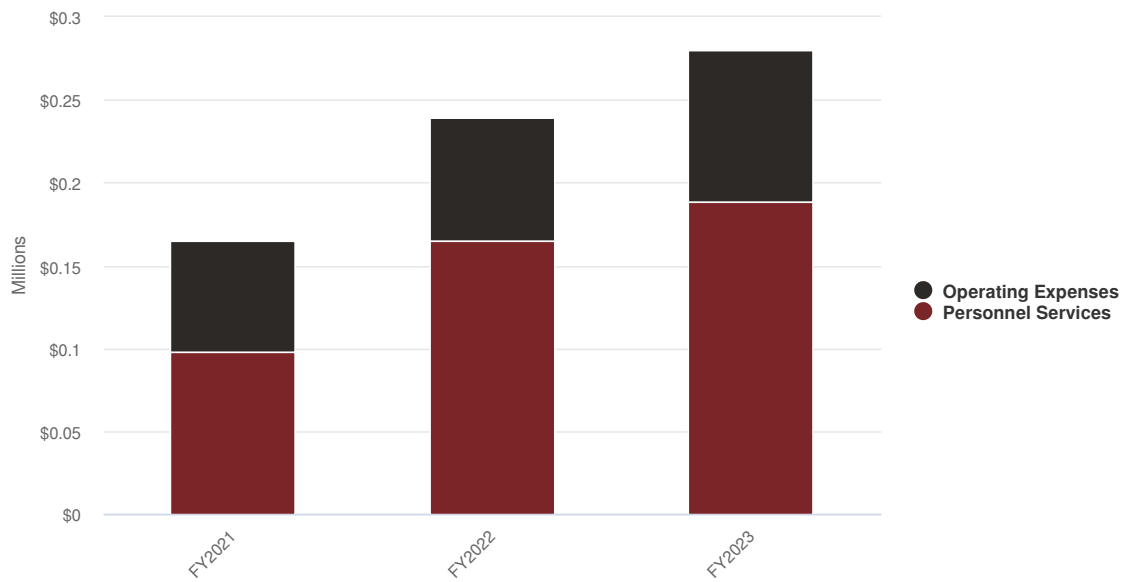
## Fleet Management - Goals & Objectives Accomplished

- Created and implemented alternative solutions to sourcing and acquisition of vehicles and equipment in a significantly unreliable market.
- Implemented preventative maintenance awareness for departments to increase the number of units brought in for maintenance which decreases unplanned downtime.

## Fleet Management - Expenditures by Expense Type

<b>Capital Project</b>	
Fuel Tanks and Monitoring System	120,000
<b>Total</b>	<b>\$120,000</b>

### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actuals	FY2022 Adopted Budget	FY2022 Amended Budget	FY2022 Projected Actuals	FY2023 Proposed Budget
Personnel Services	\$108,672	\$164,680	\$164,680	\$164,616	\$188,828
Operating Expenses	\$51,801	\$75,040	\$75,040	\$74,665	\$91,320
Capital Outlay	\$0	\$0	\$7,300	\$7,300	\$0
<b>Total:</b>	<b>\$160,473</b>	<b>\$239,720</b>	<b>\$247,020</b>	<b>\$246,581</b>	<b>\$280,148</b>

# Code Enforcement



**General Fund**  
Org Code: 00154601

## Department Mission

To partner with the community to improve the quality of life of our citizens, preserve our historic, residential, commercial, and natural resources, and to eliminate blight by encouraging personal responsibility through fair and impartial enforcement of municipal codes and ordinances.

## Program Description

The Code Enforcement Division is responsible for enforcing the municipal codes and ordinances of the City of Plant City, which impact health, safety, and quality of life. The Division addresses residential and commercial complaints and code violations related to such items as tall weeds, garbage, foreclosed homes, building violations, and property maintenance.

Code Enforcement also addresses commercial complaints and code violations related to such items as tenant improvements, insect and rodent infestations, and other quality of life related concerns. The Division issues notices, warnings, and citations for non-compliance, writes reports, documents enforcement actions, and prepares cases for testimony before the Plant City Code Enforcement Board.

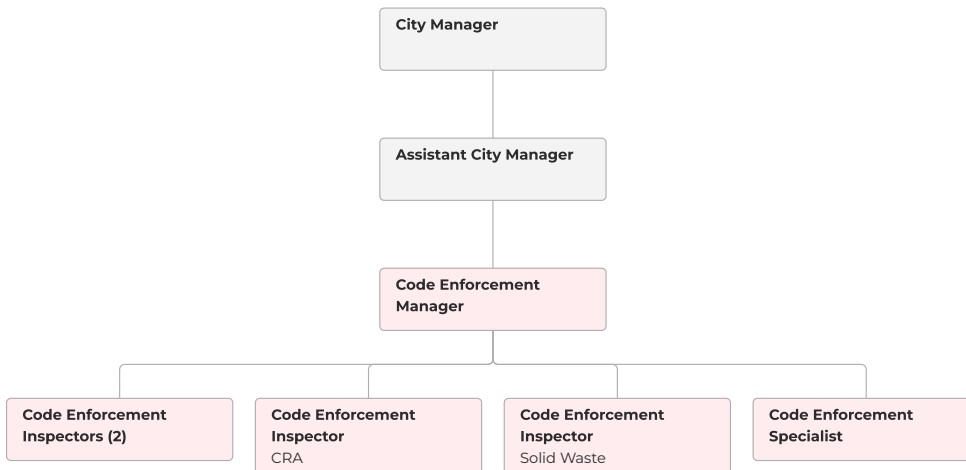
# Code Enforcement - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Code Enforcement Inspector	2	2	2
Code Enforcement Inspector (CRA)	1	1	1
Code Enforcement Inspector (Solid Waste)	1	1	1
Code Enforcement Manager	1	1	1
Code Enforcement Specialist	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

3

## Code Enforcement



## Code Enforcement - Program Goals

### Value: Teamwork

- Participate in Neighborhood Expo panel that provides Hillsborough County residents with in-depth code enforcement information and opportunities to improve their quality of life.
- Collaborated with Tampa Bay Environmental Task Force to find viable solutions for environmental crimes in Central Florida. The task force consists of 11 area agencies.
- Fostering relationships with local businesses, charities, and churches who offer their services to residents to gain voluntary code compliance via reduced fees or free services.

### Value: Transparency

- Utilization of MaintStar Citizen Portal to increase transparency by allowing citizens to view active Code Enforcement violations.
- Educate complainants on the status of active Code Enforcement cases, and provide notification of outcomes taken upon closure.

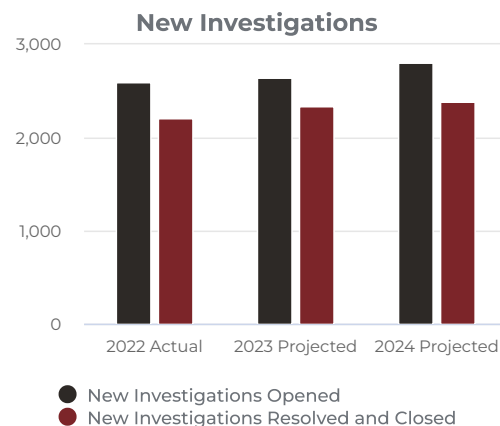
### Value: Leadership

- Attendance at Florida Association Code Enforcement (FACE) quarterly trainings and annual conference to expand staff knowledge and provide better customer service.
- Participation in Tampa Bay Association of Code Enforcement (TBACE) monthly meetings.
- Attendance at International Property Maintenance Code training, classes, and certifications.

### Value: Excellence

- Focus on illegal dumping and solid waste violations.
- Engage the public by encouraging personal responsibility for blighted properties.
- Provide creative and forward thinking approach to problems in neighborhoods to gain compliance and successful interaction with citizens.
- Continue program education of services for citizens; such as, Elderly Services, Meals on Wheels, Rebuilding Tampa Bay, housing assistance, utility assistance, homelessness, veteran, health care, food pantries, business, Children & Family Services, and Red Cross.
- Increase enforcement efforts in Midtown, Downtown, gateways, individual neighborhoods, and the Community Redevelopment Area with the objective of:
  - Identifying long-standing blight issues and eliminating them through city-abatement.
  - Condemning and demolishing derelict structures.

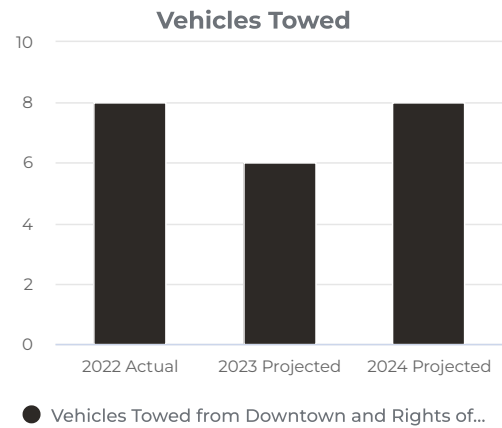
## Code Enforcement - Program Objectives



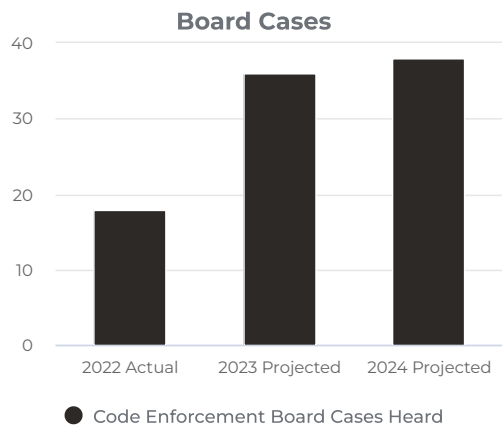
## Code Enforcement - Program Objectives



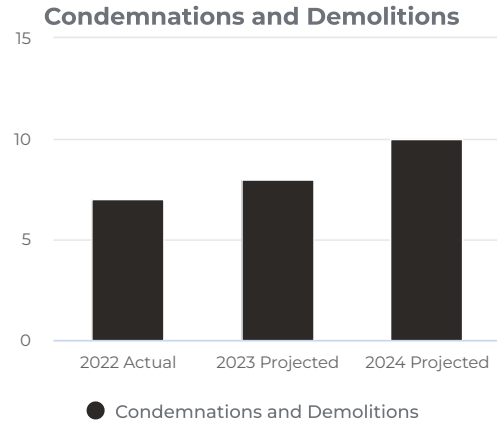
## Code Enforcement - Program Objectives



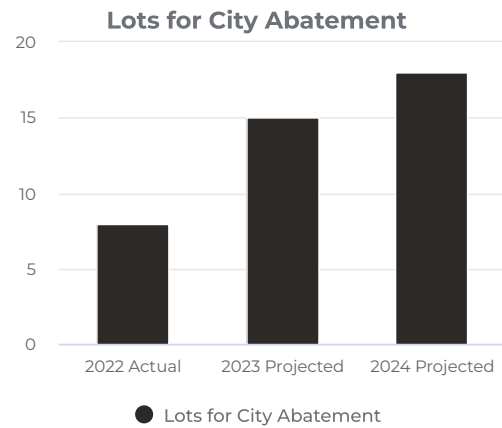
## Code Enforcement - Program Objectives



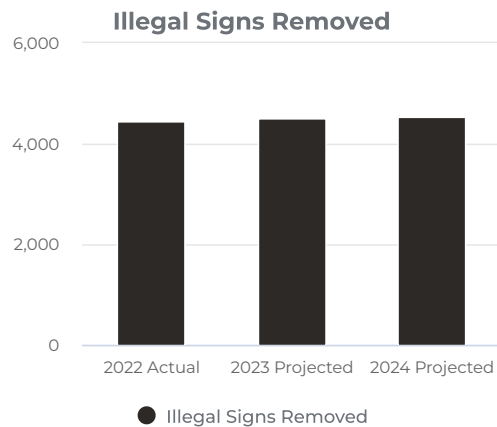
## Code Enforcement - Program Objectives



## Code Enforcement - Program Objectives



## Code Enforcement - Program Objectives



## Code Enforcement - Program Objectives



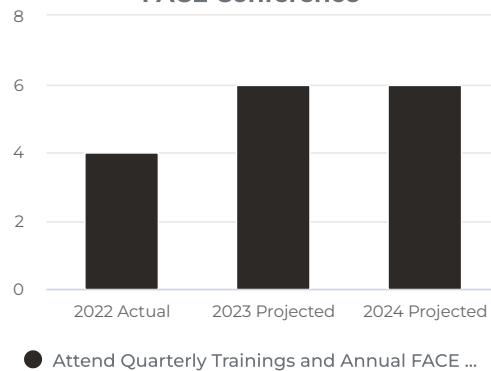
### "Sick of Signs" Campaigns



## Code Enforcement - Program Objectives



### Quarterly Training Sessions & FACE Conference

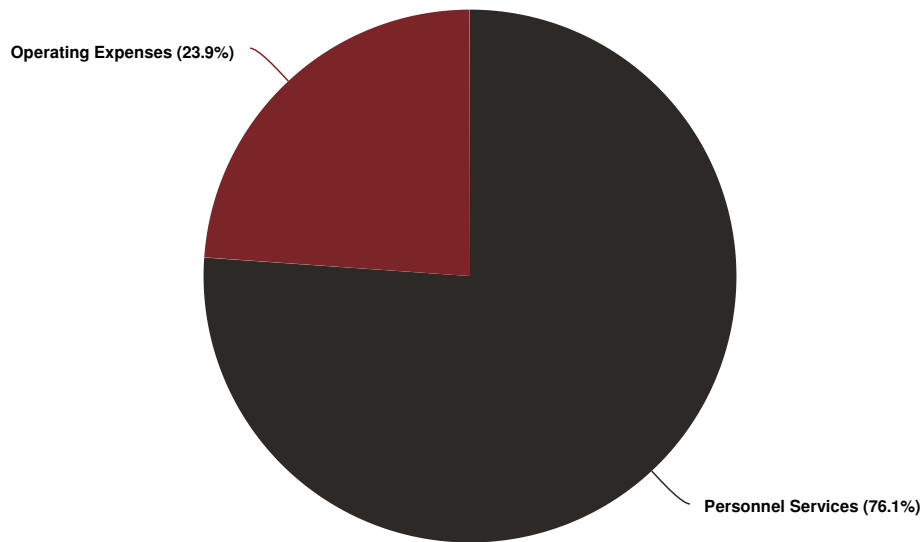


## Code Enforcement - Goals & Objectives Accomplished

- o Attended quarterly training sessions with Florida Association of Code Enforcement (FACE).
- o Partnered with property owners and banks to encourage personal responsibility of owned properties.
- o Reduced the number of City-funded nuisance abatement cases by 80% since 2014.
- o Maintained a month-to-month case clearance rate of approximately 86%.
- o Implemented Illegal Dumping Campaign, which resulted in five felony arrests, two misdemeanors, and eight responsible party clean-up directives.
- o Partnered with neighboring agencies to remove snipe signs across the county.
- o Attended Code Enforcement Officer Safety Foundation COSS I Class (Inspectors and Manager).
- o Attended Code Enforcement Officer Safety Foundation COSS II Class (Inspectors and Manager). International Code Council (ICC) certified.
- o Extended customer service hours for the period of March through October until 8pm for two days a week.
- o Extended customer service hours to cover Monday through Saturday.
- o Participated in bi-monthly online meetings with Code Enforcements directors, managers and supervisors across Florida discussing challenges and changes.
- o Encouraged Outback/Applebee's, Strawberry Plaza, and Walmart to repave parking lots.
- o Initiated the repair of 22 potholes repaired/patched within private roads.
- o Partnered with neighboring agencies in "Safe Pool Day", a joint endeavor with apartment and condo complexes to inspect local area pools for safety.

# Code Enforcement - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$304,935	\$332,504	\$332,504	\$325,059	\$376,709
Operating Expenses	\$82,729	\$112,077	\$117,125	\$111,775	\$118,188
Capital Outlay	\$0	\$0	\$3,894	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$387,664</b>	<b>\$444,581</b>	<b>\$453,523</b>	<b>\$436,834</b>	<b>\$494,897</b>



# Engineering

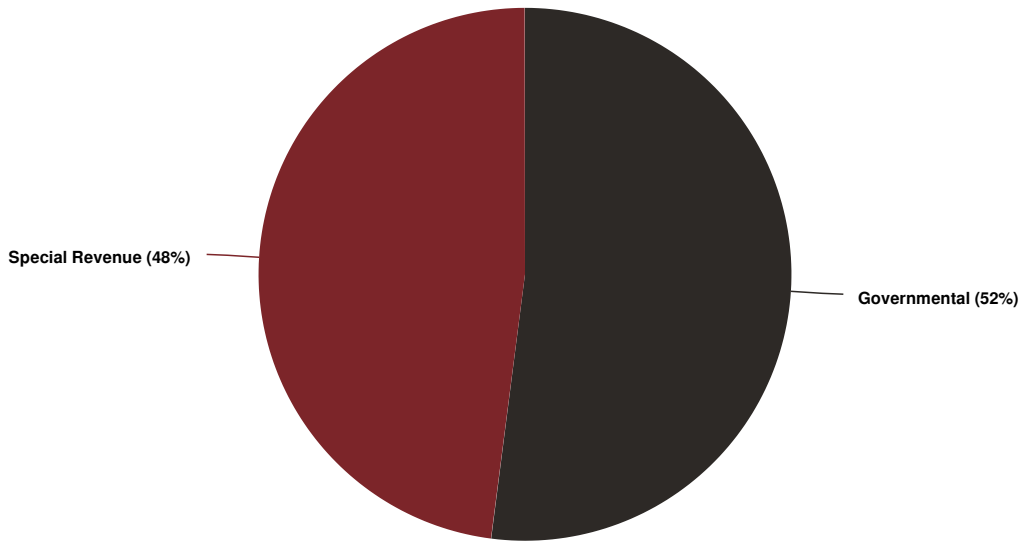
## General Fund & Street Fund

Includes:

- Engineering
- Traffic Maintenance

## Engineering: Expenditures by Fund

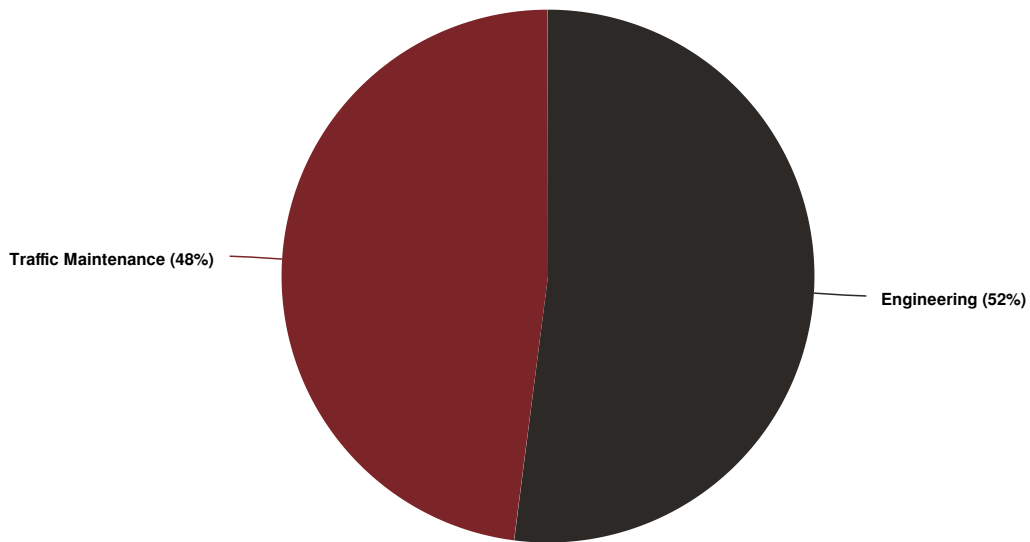
### 2023 Expenditures by Fund



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
General Fund	\$1,127,933	\$1,335,162	\$1,351,478	\$1,319,779	\$1,621,311
Street Fund	\$1,323,576	\$1,405,661	\$1,434,089	\$1,348,252	\$1,494,530
<b>Total:</b>	<b>\$2,451,509</b>	<b>\$2,740,823</b>	<b>\$2,785,567</b>	<b>\$2,668,031</b>	<b>\$3,115,841</b>

# Engineering: Expenditures by Function

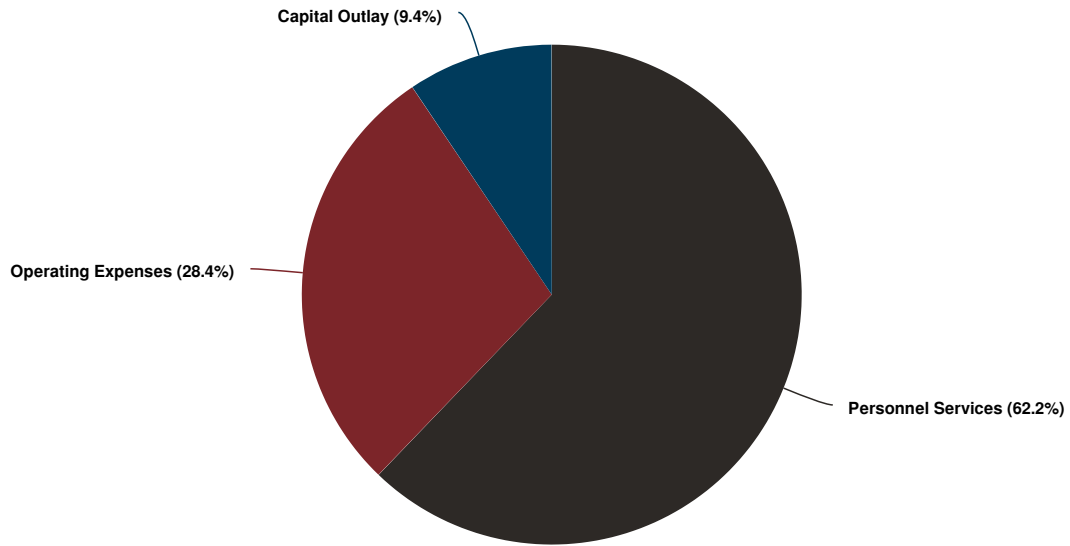
## Budgeted Expenditures by Function



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
General Government					
Engineering	\$1,127,933	\$1,335,162	\$1,351,478	\$1,319,779	\$1,621,311
<b>Total General Government:</b>	<b>\$1,127,933</b>	<b>\$1,335,162</b>	<b>\$1,351,478</b>	<b>\$1,319,779</b>	<b>\$1,621,311</b>
Transportation					
Traffic Maintenance	\$1,323,576	\$1,405,661	\$1,434,089	\$1,348,252	\$1,494,530
<b>Total Transportation:</b>	<b>\$1,323,576</b>	<b>\$1,405,661</b>	<b>\$1,434,089</b>	<b>\$1,348,252</b>	<b>\$1,494,530</b>
<b>Total Expenditures:</b>	<b>\$2,451,509</b>	<b>\$2,740,823</b>	<b>\$2,785,567</b>	<b>\$2,668,031</b>	<b>\$3,115,841</b>

# Engineering: Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,365,819	\$1,650,858	\$1,596,278	\$1,547,495	\$1,938,129
Operating Expenses	\$703,783	\$837,526	\$866,467	\$844,797	\$884,512
Capital Outlay	\$251,142	\$247,700	\$318,083	\$271,000	\$293,200
Transfers Out	\$130,765	\$4,739	\$4,739	\$4,739	\$0
<b>Total Expense Objects:</b>	<b>\$2,451,509</b>	<b>\$2,740,823</b>	<b>\$2,785,567</b>	<b>\$2,668,031</b>	<b>\$3,115,841</b>

# Engineering



General Fund

Org Code: 00154800

## **Department Mission**

To provide engineer leadership and services that facilitate economic development and growth through Capital Improvement Projects. Maintain and improve City streets, stormwater systems, and traffic infrastructure. Deliver timely review of site plans, building and engineering permits, project inspections and FEMA determinations. Protect life and property and be responsible stewards of the environment.

## **Program Description**

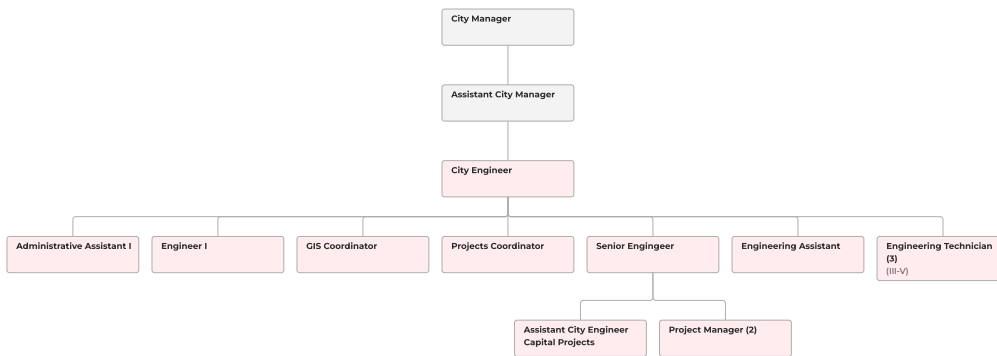
The Engineering Department provides oversight and direction to ensure quality residential, commercial, and industrial developments within the City. The Department is responsible for Capital Improvement Programs, including the maintenance and improvements of streets, stormwater, traffic infrastructure and City Facilities. The Department provides review of land development site plans in accordance with the municipal code to ensure compliance with safety and environmental standards. The Department reviews facilities for safety from flooding and provides project construction inspections to maintain quality standards. The Department provides GIS mapping, FEMA elevation determinations, and coordinates the FEMA Community Rating System Program ensuring citizens of Plant City obtain the discounts on the National Flood Insurance Program.

# Engineering - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant I	1	1	1
Assistant City Engineer Capital Projects	1	1	1
City Engineer	1	1	1
Engineer I	1	1	1
Engineering Assistant	1	1	1
Engineering Tech III	1	1	1
Engineering Tech IV	1	1	1
Engineering Tech V	1	1	1
GIS Coordinator	1	1	1
Projects Coordinator	1	1	1
Project Manager	2	2	2
Senior Engineer	1	1	1
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>

## Engineering



## Engineering - Program Goals

### Value: Teamwork

- Review commercial and private development engineering drawings with Planning and Zoning, Building, Utilities and the Fire Department to ensure projects are designed and built in accordance with our Municipal Code.

### Value: Integrity

- Manage the design, permitting and construction of City infrastructure projects that are on time and within budget.

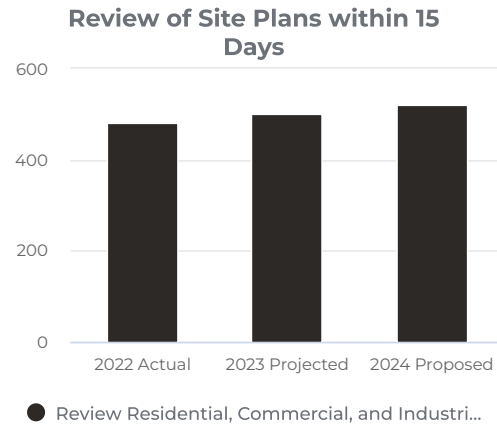
### Value: Transparency

- Assist with the permitting process and answer inquiries on public and private development projects.

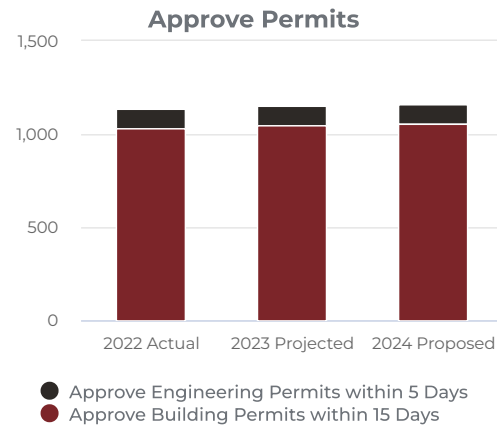
### Value: Leadership

- Inspect public and private development projects to ensure they are constructed in accordance with applicable codes and safety standards.

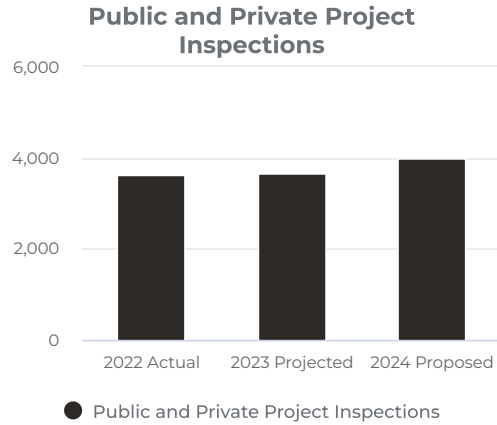
## Engineering - Program Objectives



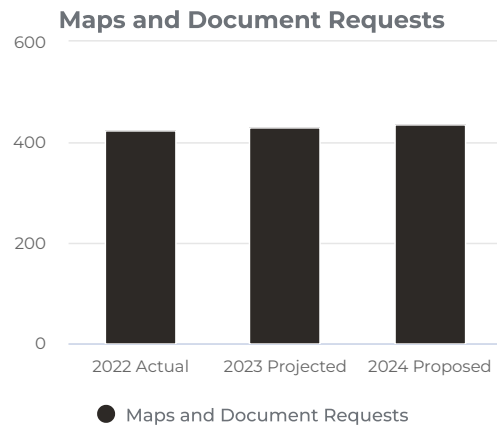
## Engineering - Program Objectives



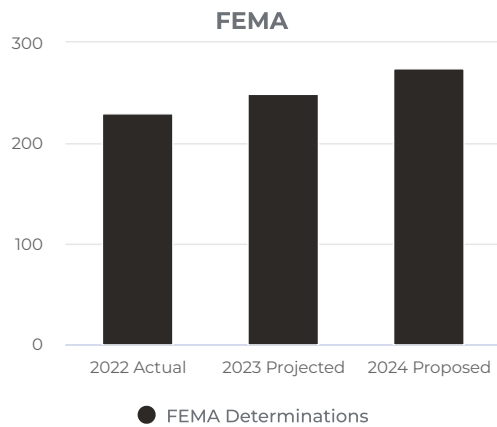
## Engineering - Program Objectives



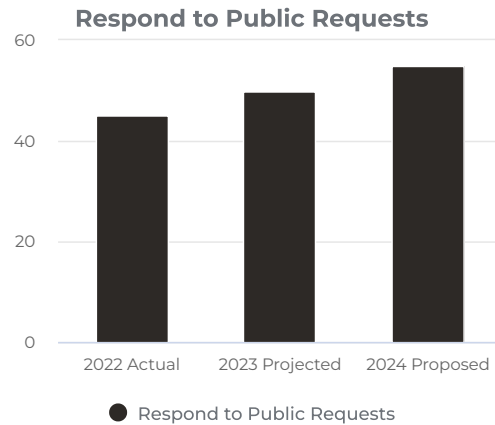
## Engineering - Program Objectives



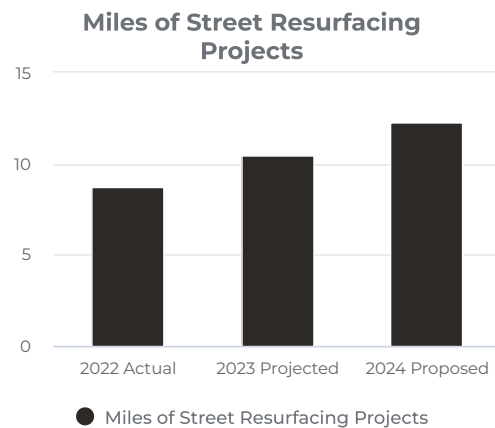
## Engineering - Program Objectives



## Engineering - Program Objectives



## Engineering - Program Objectives



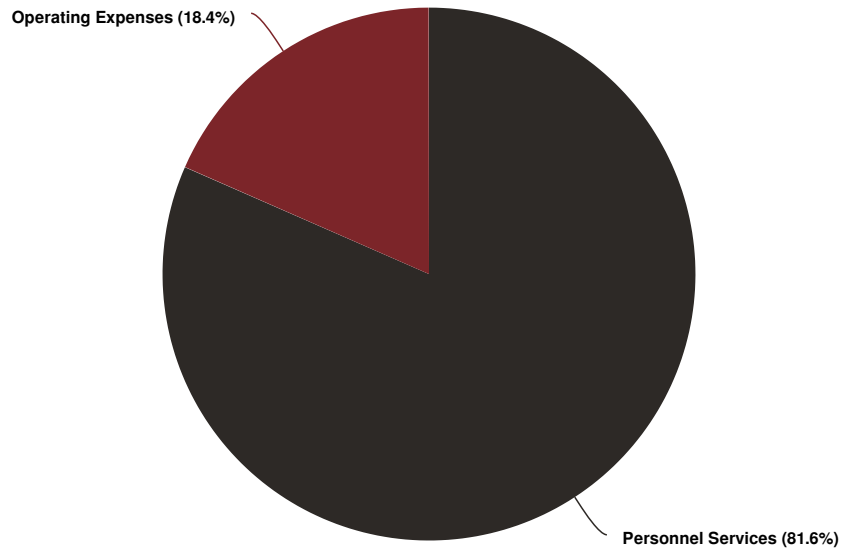
## Engineering - Goals and Objectives Accomplished

- Enhanced the Community Rating System (CRS) Program with FEMA to maintain the City's CRS 8 rating and strive to increase the CRS rating to provide discounted homeowners' flood insurance. Ongoing communications with FEMA to achieve a CRS 7 rating. Hired a consultant to assist with the various CRS tasks. This included distribution of a flood flyer to all buildings located within the floodplain, approximately 1,150 flyers were sent out.
- Selected and implemented Wrike, a project management software.
- Continued development of the FY2024 street resurfacing program.
- Continued investigation of various pavement remediation methods.
- The Turkey Creek Road project that was transferred to Hillsborough County is nearing completion.
- The Tennis Center and Tournament Management facilities substantially completed.
- Continued development of the City's watershed master plan in coordination with SWFWMD. Surface Water Improvement Model (SWIM) has reached completion and is used to evaluate specific water quantity and quality projects.
- Began design of Splash Park facility.
- Assisted concerned citizens regarding residential land development projects.
- Completed review process for industrial and residential land development projects.
- Ordinance No. 40-2021 regarding earthmoving and borrow pit operations has moved into the operational phase.



# Engineering - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$938,604	\$1,109,540	\$1,094,960	\$1,085,993	\$1,322,599
Operating Expenses	\$189,328	\$225,622	\$256,518	\$233,786	\$298,712
<b>Total Expense Objects:</b>	<b>\$1,127,933</b>	<b>\$1,335,162</b>	<b>\$1,351,478</b>	<b>\$1,319,779</b>	<b>\$1,621,311</b>

# Traffic Maintenance



**Street Fund**  
Org Code: 17056000

## **Department Mission**

To provide the citizens and visitors a safe, efficient way to travel through the City that enhances and preserves the quality of our environment and community.

## **Program Description**

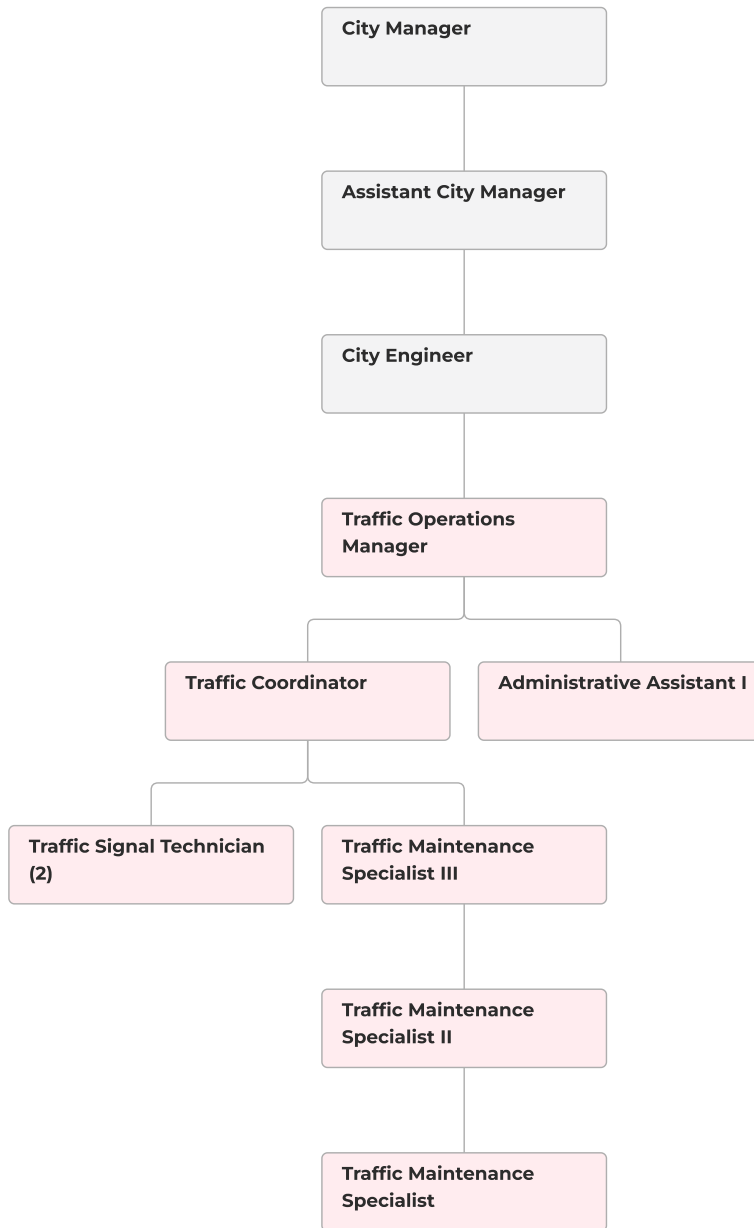
The Traffic Division provides safe travel for citizens and visitors by effectively managing the Advanced Traffic Management System (ATMS) and maintaining traffic signals, signs, pavement markings and roadway lighting.

# Traffic Maintenance - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Traffic Coordinator	0	1	1
Traffic Foreman II	1	0	0
Traffic Maintenance Specialist	2	2	1
Traffic Maintenance Specialist II	2	1	1
Traffic Maintenance Specialist III	1	1	1
Traffic Operations Manager	1	1	1
Traffic Signal Technician	2	2	2
<b>Total</b>	<b>9</b>	<b>8</b>	<b>7</b>

### Traffic Maintenance



# Traffic Maintenance - Program Goals

## Value: Teamwork

- Manages I-4 incidents and detour routes through the City using Advanced Traffic Management System (ATMS) in conjunction with communication of FDOT and Hillsborough County.
- Maintain active involvement in the FDOT D7 Community Traffic Safety Team and Hillsborough County MPO-ITS Board.
- Continue Interlocal Agreement with Hillsborough County for maintenance of traffic signals.
- Work closely with engineering staff to enhance traffic inventory through GIS database.

## Value: Leadership

- Create opportunities for advancement based on knowledge and development within the division.
- Provide in-house and certified training to meet operational requirements and maximize knowledge, skills, and abilities.

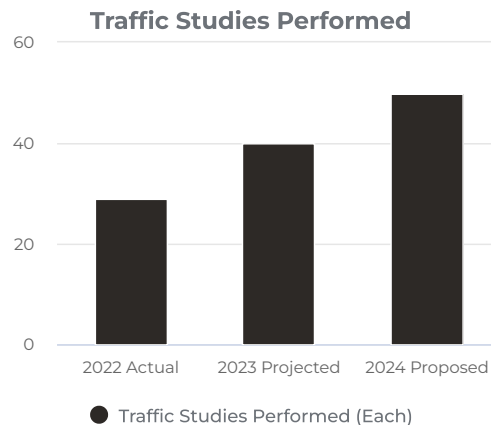
## Value: Excellence

- Maintain 7,236 traffic signs throughout the City through yearly preventative maintenance of one zone per month with new standards and requirements implementations.
- Reduce liability of traffic and pedestrian incidents by performing preventative maintenance at 56 signalized intersections three times per year and 24/7 monitoring of 101 auxiliary beacons from Glance Software.
- Respond to all service requests within 48 hours and provide one-hour emergency response time.
- Implement features of the Advance Traffic Management System to perform technology enhancements; such as, smart cities, connected vehicle technology, adaptive traffic, and advancement communications.
- Perform annual in-house inspections and upgrades to school zones and enhance the ability to smart connect these devices for enhanced safety and driver awareness.
- Develop a mainstream traffic system with fiber optic connectivity to retrieve the most accurate real-time data for faster diagnostics to trouble calls and reporting.
- Maintain retro reflectivity standards for signs and markings as outlined by FHWA in conformance with the proposed MUTCD minimum requirements.
- Perform annual nighttime visibility inspections for all signs and markings.

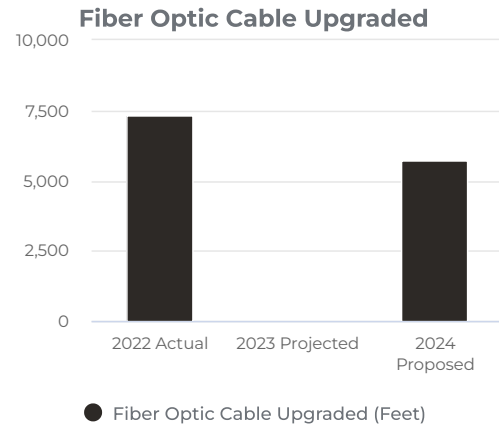
## Value: Transparency

- Work closely with FDOT on the I-4 Florida's Regional Advance Mobility Elements (FRAME) project to solicit support for proposed diversion routes and downtown truck routes.
- Deploy Connected Automated Vehicle (CAV) with an emphasis on safety to improve driver experience on I-4 and other major arterials from Tampa to Orlando daily. Current schedule shows letting date of February 2022 and July 2022 start date for construction.

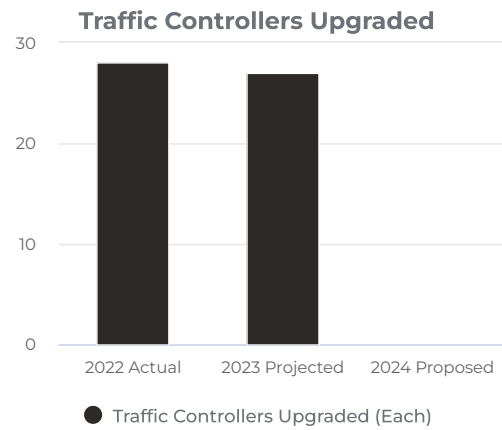
# Traffic Maintenance - Program Objective



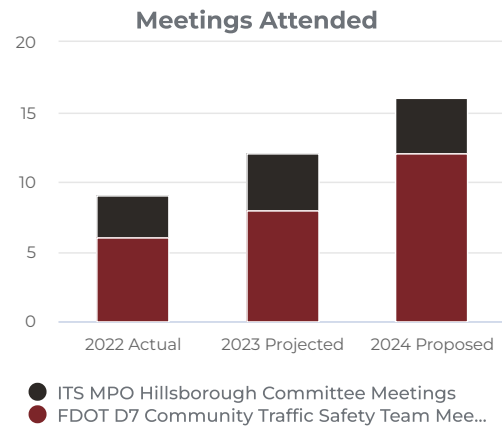
## Traffic Maintenance - Program Objective



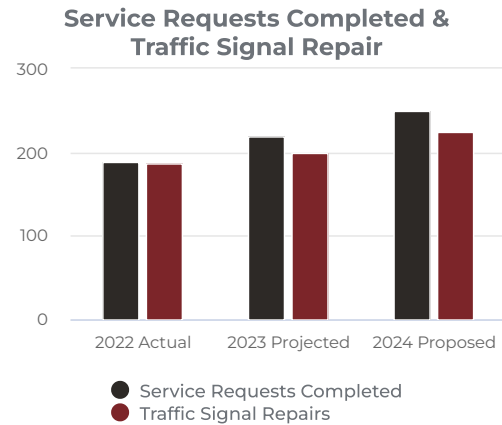
## Traffic Maintenance - Program Objective



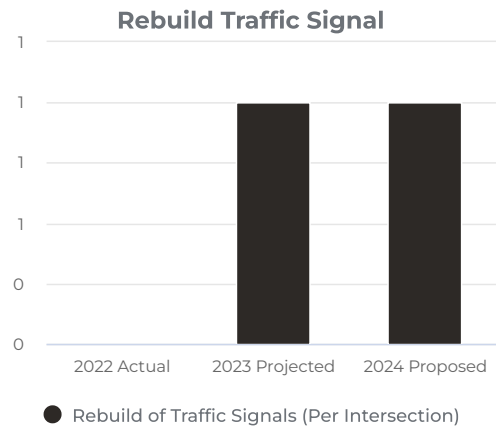
## Traffic Maintenance - Program Objective



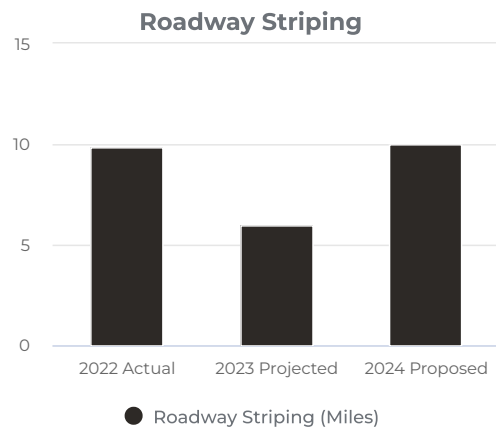
## Traffic Maintenance - Program Objective



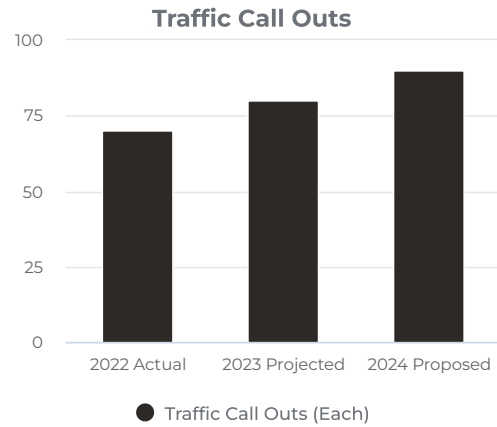
## Traffic Maintenance - Program Objective



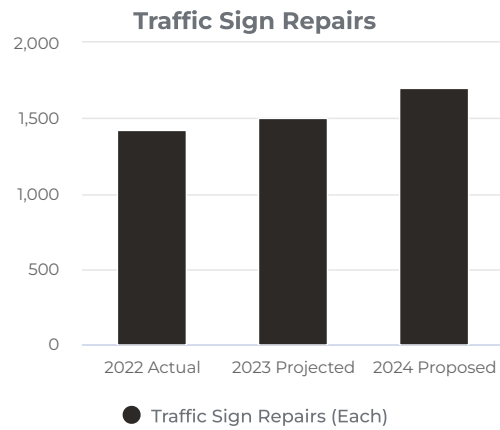
## Traffic Maintenance - Program Objective



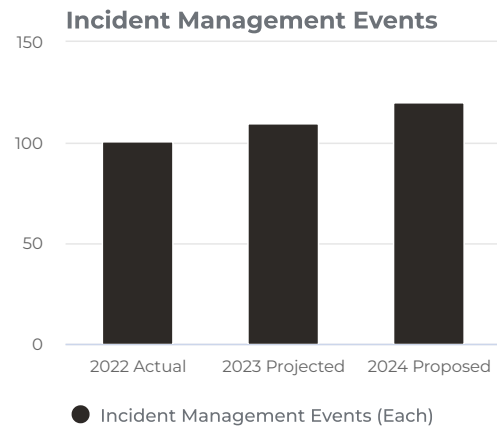
## Traffic Maintenance - Program Objective



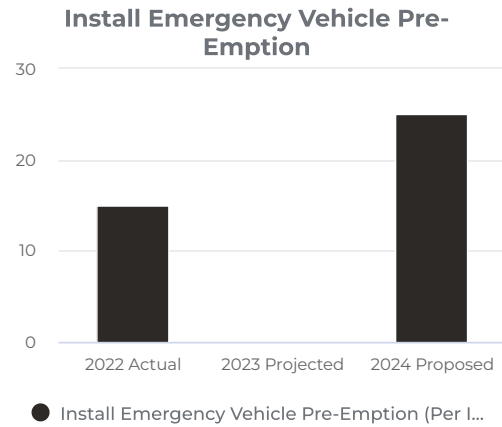
## Traffic Maintenance - Program Objective



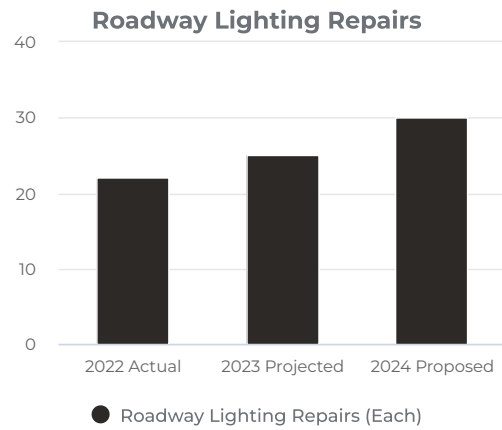
## Traffic Maintenance - Program Objective



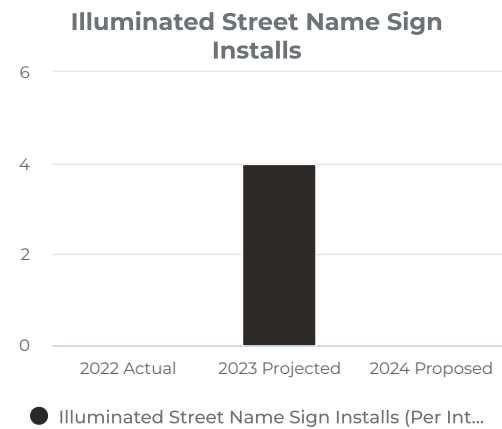
## Traffic Maintenance - Program Objective



## Traffic Maintenance - Program Objective

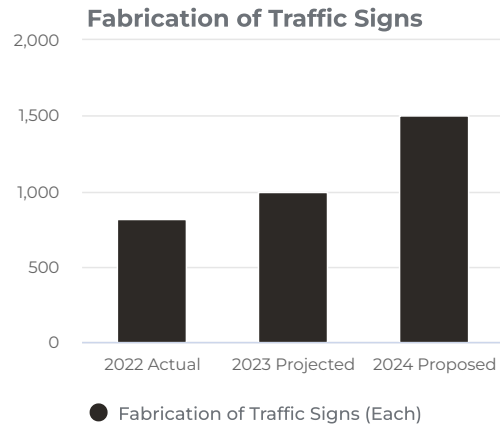


## Traffic Maintenance - Program Objective

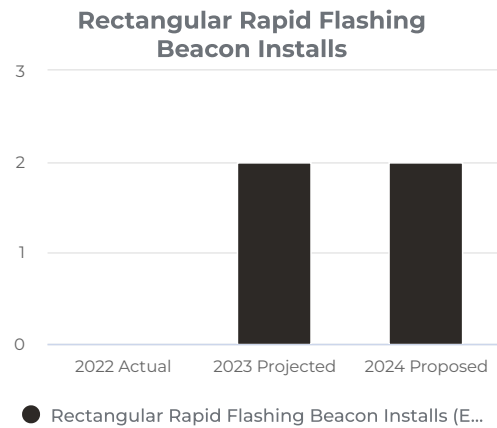




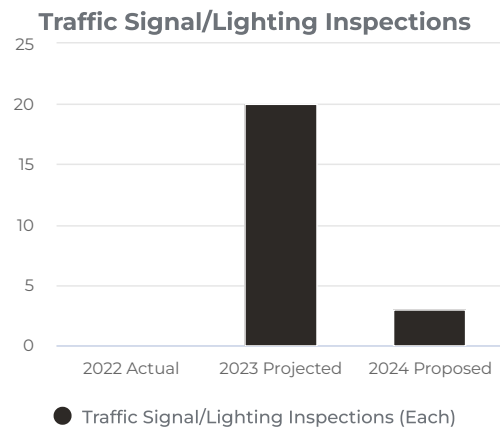
## Traffic Maintenance - Program Objective



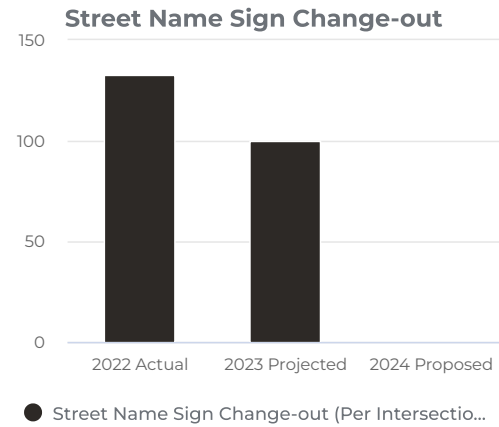
## Traffic Maintenance - Program Objective



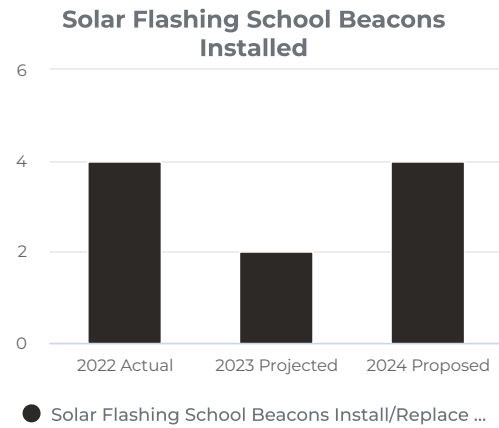
## Traffic Maintenance - Program Objective



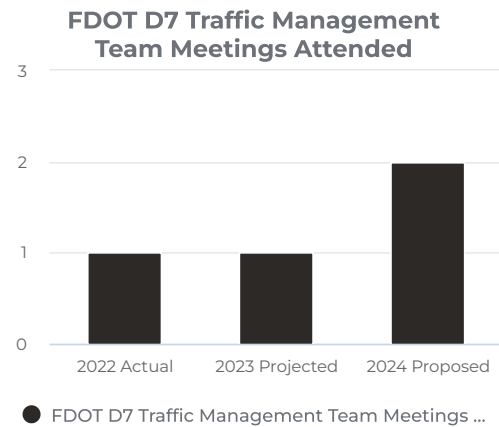
## Traffic Maintenance - Program Objective



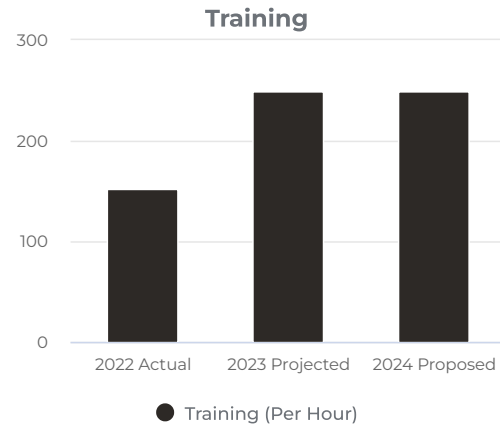
## Traffic Maintenance - Program Objective



## Traffic Maintenance - Program Objective



## Traffic Maintenance - Program Objective



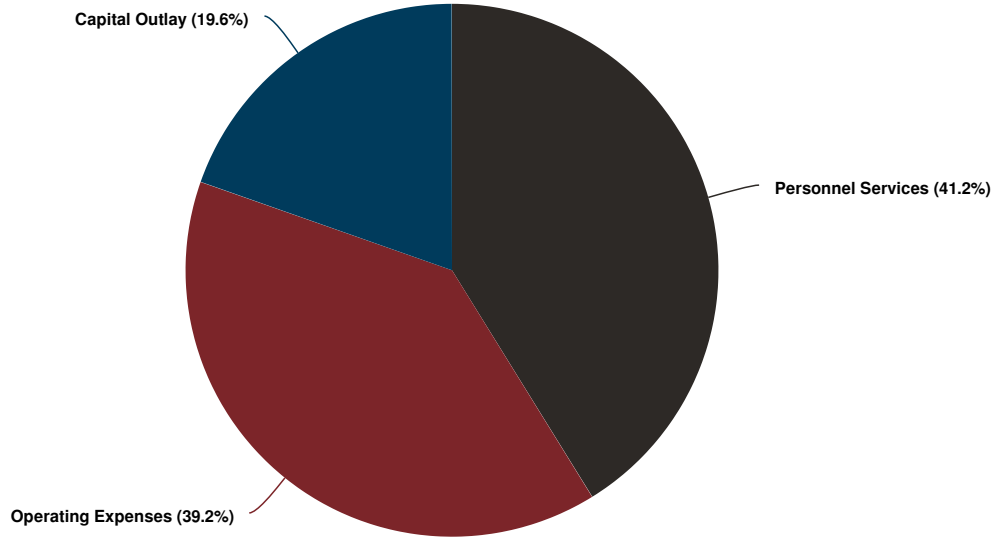
## Traffic Maintenance - Goals & Objectives Accomplished

- Completed school zone upgrades via signage and markings as mandated by the Federal Highway Administration.
- Installed eight traffic cabinets.
- Upgraded remaining traffic controllers for a total of 56 intersections.
- Continued installation of bright sticks at all stop sign locations.
- Installed flashing stop sign beacons at Maryland/Calhoun.
- Installed all-way stops at the following intersections:
  1. Oak Avenue/Edwards Street
  2. Oak Avenue/Woodrow Wilson Street
  3. Laura Street/Knight Street
  4. Laura Street/Morgan Street
  5. MLK Boulevard/Maryland Avenue
  6. MLK Boulevard/Morgan Street
  7. MLK Boulevard/Knight Street
  8. MLK Boulevard/Warnell Street
  9. Morgan Street/Warren Street
  10. Morgan Street/Renfro Street
- Replaced damaged base and signal cabinet at Park Road/Cherry Street.
- Setup new GridSmart video detection system at Roberts Ranch Road/South Park Road.
- Complete update of all traffic timings for 11 intersections connected to Downtown corridor including LPI's Leading Pedestrian Intervals.
- Complete reconfiguration, intersection improvements, and safety enhancements at the intersection of Trapnell Road/SR39 & South Frontage Road/Park Road.
- Upgraded ATMS.now from 2.12 to 2.14 version.
- Completed of FDOT Technology Application Partnerships with Local Agencies program (TAPs-LA) grant application for potential funding.
- Completed five-year Street Name Sign Program to meet new reflectivity and font standards as mandated by the Manual on Uniform Traffic Control Devices (MUTCD) and Federal Highway Administration (FHWA).

## Traffic Maintenance - Expenditures by Expense Type

Capital Equipment		Capital Project	
UPS for Traffic Signal Cabinets (10)	35,000	Traffic Signal Cabinet Upgrade	100,000
School Beacon (4)	33,200	Advanced Traffic Management System (ATMS)	50,000
<b>Total</b>	<b>\$68,200</b>	Fiber Optic Cable Upgrade	50,000
		Service Renewal	25,000
		<b>Total</b>	<b>\$225,000</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$427,215	\$541,318	\$501,318	\$461,502	\$615,530
Operating Expenses	\$514,455	\$611,904	\$609,949	\$611,011	\$585,800
Capital Outlay	\$251,142	\$247,700	\$318,083	\$271,000	\$293,200
Transfers Out	\$130,765	\$4,739	\$4,739	\$4,739	\$0
<b>Total:</b>	<b>\$1,323,576</b>	<b>\$1,405,661</b>	<b>\$1,434,089</b>	<b>\$1,348,252</b>	<b>\$1,494,530</b>

# Community Services



CDBG Fund  
15055700

## Department Mission

To provide projects, activities and resources which address community needs, stimulate economic reinvestment, and further improvements to the Plant City community.

## Program Description

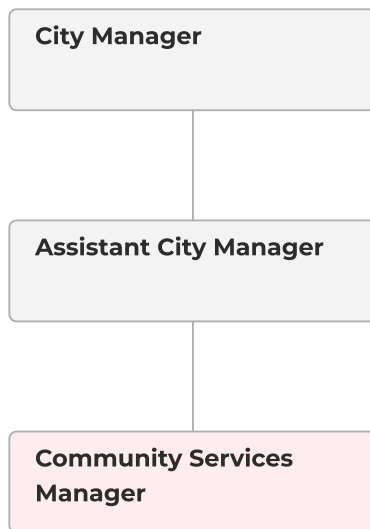
Community Services Department manages and provides oversight of grant funded programs and projects including, but not limited to infrastructure and facility improvements, affordable housing and public service activities. This may entail the formulation of administrative guidelines, policies and procedures, program and project planning and implementation, preparation and monitoring of budget and fiscal activities, including auditing program expenditures, compliance with federal, state and local regulations, and evaluation of program accomplishments.

## Community Services - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Community Services Manager	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

CDBG



## Community Services - Program Goals

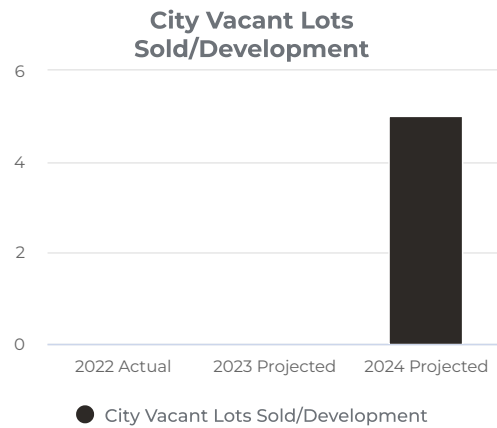
### Value: Excellence

- Eliminate blight in the City through the construction of Community Development Block Grant (CDBG) funded projects; and the sale for development of vacant City-owned lots in the Laura Street Restoration Overlay District.
- Provide guidance and referrals in response to resident requests for housing, social service, and financial assistance.

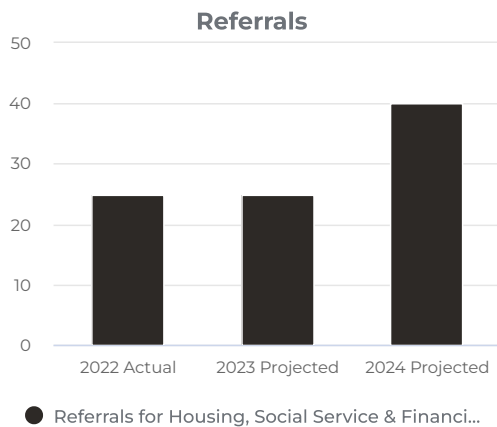
## Community Services - Program Objectives



## Community Services - Program Objectives



## Community Services - Program Objectives

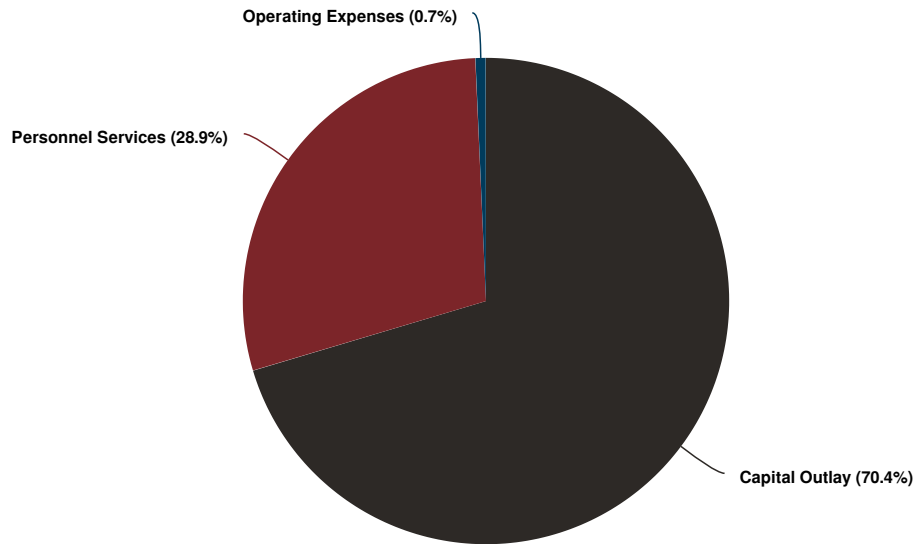


## Community Services - Goals & Objectives Accomplished

- Utilized CDBG funding for street resurfacing improvements in the Madison Park and Plant City North neighborhoods.
- Processed and awarded four Façade Improvement and CRA Incentive Program Grants for an expended amount of \$40,000.
- Submitted the annual Florida Department of Environmental Protection VCTC applications for Carlos Brake & Radiator, Gro-Mor Fertilizer Plant, Freddy West Automotive, and Stock Building Supply/McGinnis Lumber Yard Brownfield Sites; and was awarded tax credits in the amount of \$13,756.

## Community Services - Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$108,926	\$110,560	\$110,510	\$85,341	\$123,259
Operating Expenses	\$4,204	\$7,710	\$7,760	\$2,750	\$2,926
Capital Outlay	\$223,662	\$325,000	\$430,560	\$394,358	\$300,000
Other Uses	\$100,000	\$0	\$0	\$0	\$0
<b>Total:</b>	<b>\$436,792</b>	<b>\$443,270</b>	<b>\$548,830</b>	<b>\$482,449</b>	<b>\$426,185</b>

# Street and Stormwater



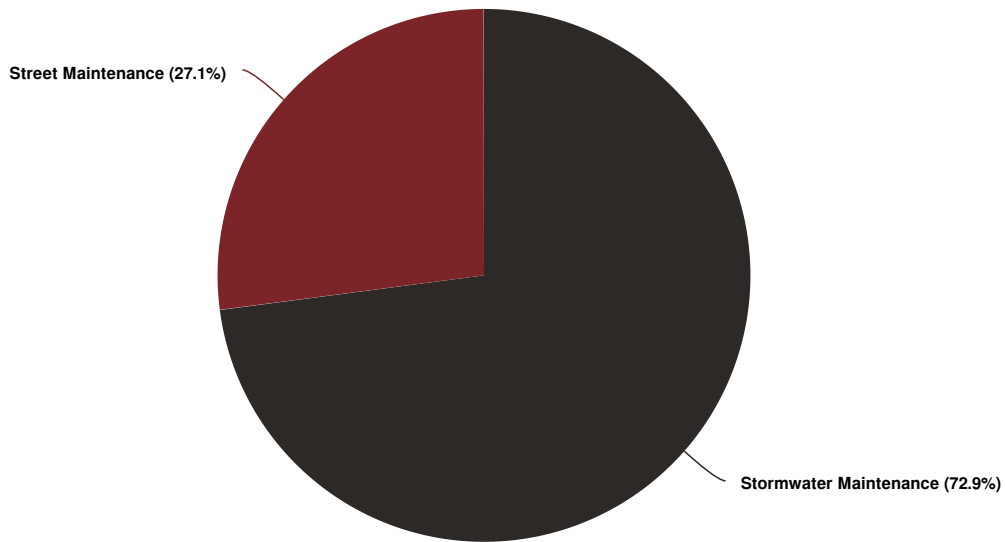
Street Fund & Stormwater Fund

Includes:

- Street Maintenance
- Stormwater Maintenance

## Expenditures by Function

### Budgeted Expenditures by Function



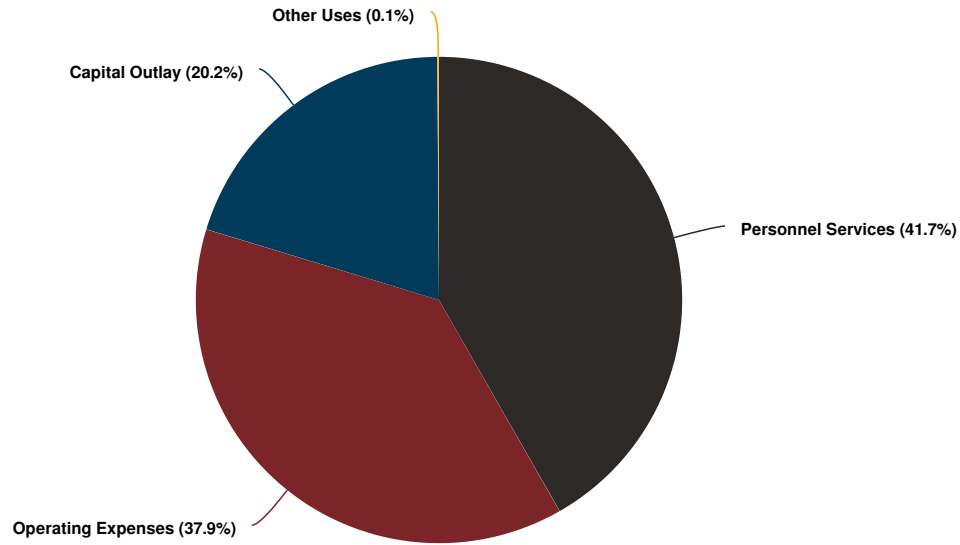
Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Physical Environment					
Stormwater					
Stormwater Maintenance	\$3,618,899	\$3,874,620	\$3,912,623	\$2,821,805	\$4,331,627
<b>Total Stormwater:</b>	<b>\$3,618,899</b>	<b>\$3,874,620</b>	<b>\$3,912,623</b>	<b>\$2,821,805</b>	<b>\$4,331,627</b>
<b>Total Physical Environment:</b>	<b>\$3,618,899</b>	<b>\$3,874,620</b>	<b>\$3,912,623</b>	<b>\$2,821,805</b>	<b>\$4,331,627</b>
Transportation					
Street Maintenance					
Street Maintenance	\$1,490,597	\$1,581,625	\$1,582,474	\$1,560,476	\$1,607,603
<b>Total Street Maintenance:</b>	<b>\$1,490,597</b>	<b>\$1,581,625</b>	<b>\$1,582,474</b>	<b>\$1,560,476</b>	<b>\$1,607,603</b>



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Total Transportation:	\$1,490,597	\$1,581,625	\$1,582,474	\$1,560,476	\$1,607,603
Total Expenditures:	\$5,109,495	\$5,456,245	\$5,495,097	\$4,382,281	\$5,939,230

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,705,456	\$2,309,953	\$2,269,953	\$1,623,813	\$2,479,352
Operating Expenses	\$2,290,030	\$1,830,868	\$2,349,363	\$2,170,654	\$2,253,878
Capital Outlay	\$480,538	\$500,000	\$505,190	\$505,075	\$1,200,000
Other Uses	\$5,206	\$365,852	\$293,352	\$5,500	\$6,000
Transfers Out	\$628,265	\$449,572	\$77,239	\$77,239	\$0
<b>Total Expense Objects:</b>	<b>\$5,109,495</b>	<b>\$5,456,245</b>	<b>\$5,495,097</b>	<b>\$4,382,281</b>	<b>\$5,939,230</b>

# Street Maintenance



**Street Fund**  
Org Code: 17056300

## Department Mission

To enhance the quality of life in Plant City by providing safe roadways, sidewalks and roadway beautification while maintaining a friendly hometown approach.

## Program Description

The Street Maintenance Division provides safe passageway throughout the City for motorists and pedestrians by providing streetlight, railroad crossing maintenance, sidewalk, and street repairs.

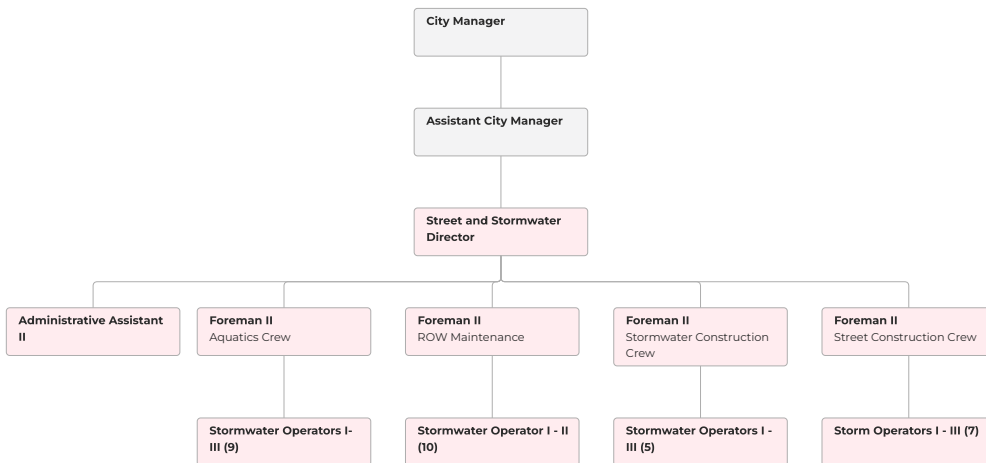
# Street Maintenance - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Foreman II	4	0	0
Foreman III	0	4	4
Stormwater Operator I	18	18	16
Stormwater Operator II	9	9	11
Stormwater Operator III	4	4	4
Streets & Stormwater Director	1	1	1
<b>Total</b>	<b>37</b>	<b>37</b>	<b>37</b>

*Personnel costs are split between Street Maintenance and Stormwater Divisions.*

## Street Maintenance



## Street Maintenance - Program Goals

### Value: Teamwork

- Collaborate proactively with other departments and agencies to develop mutually beneficial solutions for our citizens.
- Improve standards, performance, and provision of services through work in partnership with other City Departments.

### Value: Integrity

- Commit to meet the goals and promises we, as individuals and a department, 100 percent of the time.
- Commit to promote the core values set forth by the City Manager.

### Value: Transparency

- Provide an atmosphere of free and open exchange of ideas, information, cooperation, and trust for all citizens, employees, and agencies.
- Maintain clear and concise records to support reporting and data retrieval.
- Work to create GIS layers for information sharing and accessibility.

### Value: Leadership

- Encourage leadership within the department to set realistic and challenging goals.
- Coach and inspire our teams.
- Provide yearly leadership training addressing motivational, supervisory and industry changes.
- Encourage independent ideas that focus on growth and individual development.

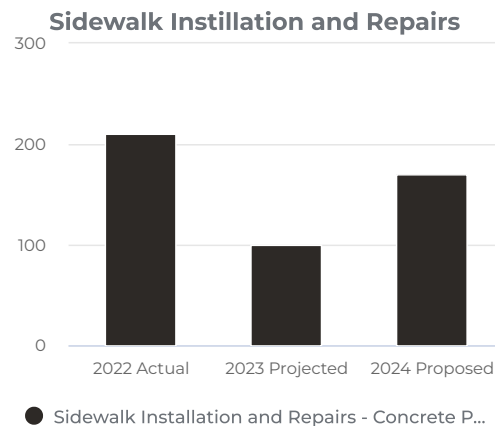
### Value: Excellence

- Provide excellent service to our citizens and visitors through best management practices and dedication to continuous improvement through learning and innovation.
- Provide training for every person within the department promoting safety, skills, and growth.
- Preserve the 160 miles of City-maintained roadways through maintenance and rehabilitation emphasizing safety and ride quality.

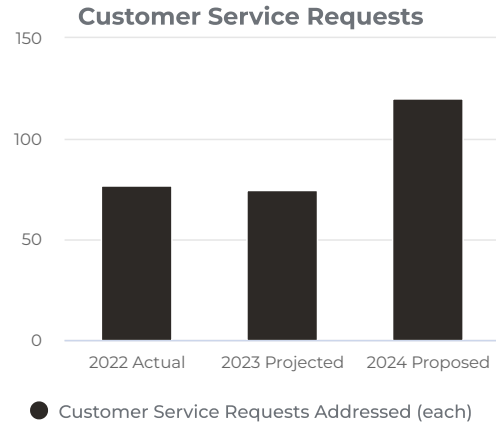
### Value: Respect

- Treat all people with kindness and politeness, listening with detail and empathy. Everyone matters.
- Respond to citizen and visitors' inquiries in a prompt and efficient manner.

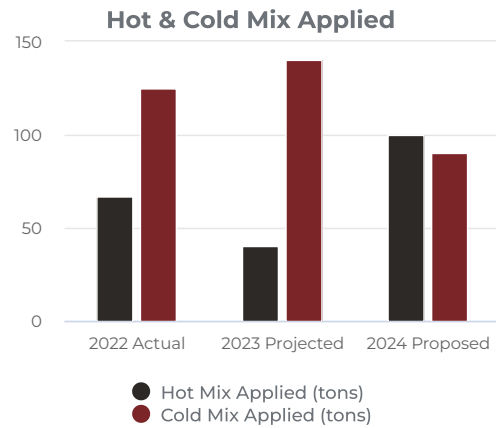
## Street Maintenance - Program Objectives



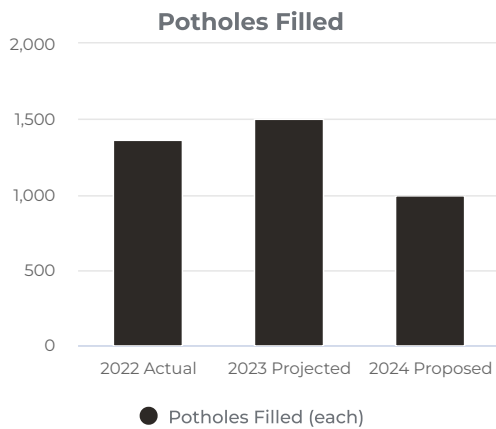
## Street Maintenance - Program Objectives



## Street Maintenance - Program Objectives



## Street Maintenance - Program Objectives



## Street Maintenance - Program Objectives



## Street Maintenance - Goals and Objectives Accomplished

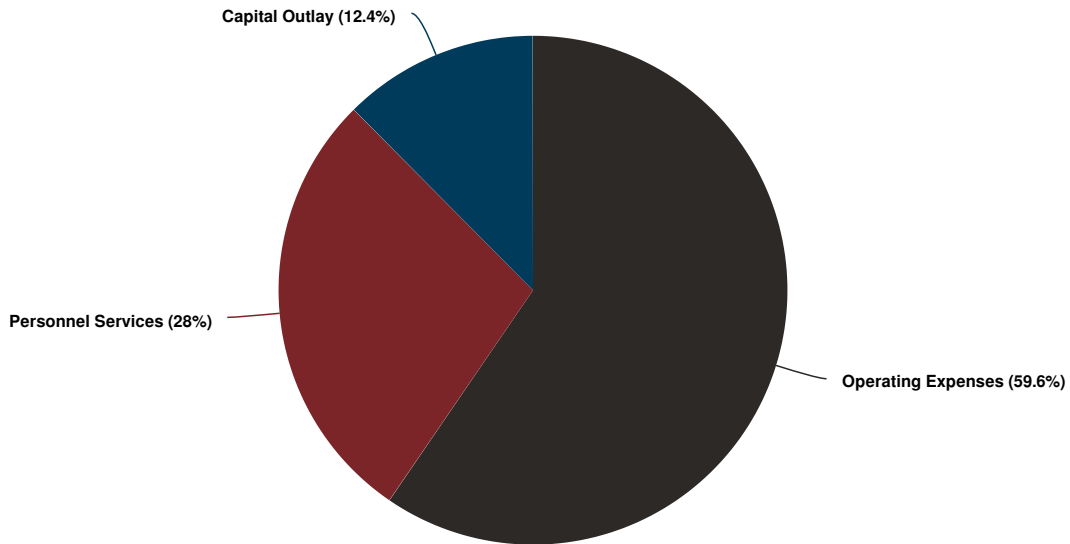
- Installed 41 feet of new sidewalk on West Ball Street and Gibbs Street to connect crosswalks installed by Traffic Operations
- Replaced 86' of sidewalk on West Oak Avenue.
- Replaced 160' of sidewalk on Country Hills Boulevard.
- Repaired 22' of sidewalk on Sandalwood Drive.
- Repaired 110' of sidewalk on Sprucewood Lane.
- Contracted repair to Turkey Creek Railroad Spur, Mile Post 864.10.
- Completed 765-feet of additional and repaired handrail at various locations.

## Street Maintenance - Expenditures by Expense Type

### Capital Project

Sidewalk Replacement	100,000
Bridge Repair/Replacement	50,000
Pedestrian Handrail & Safety Guardrail	50,000
<b>Total</b>	<b>\$200,000</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$349,913	\$447,848	\$407,848	\$312,009	\$450,250
Operating Expenses	\$893,645	\$829,038	\$869,887	\$943,728	\$957,353
Capital Outlay	\$130,538	\$300,000	\$300,000	\$300,000	\$200,000
Transfers Out	\$116,500	\$4,739	\$4,739	\$4,739	\$0
<b>Total Expense Objects:</b>	<b>\$1,490,597</b>	<b>\$1,581,625</b>	<b>\$1,582,474</b>	<b>\$1,560,476</b>	<b>\$1,607,603</b>

# Stormwater Maintenance



**Stormwater Fund**  
Org Code: 40756600

## Department Mission

To enhance the quality of life in Plant City by providing environmental protection and flood control through active maintenance programs and stormwater management.

## Program Description

The Stormwater Division maintains the integrity of the City's waterways through proper maintenance and operation of the stormwater system, reducing instances of flooding while enhancing scenic and environmental values.

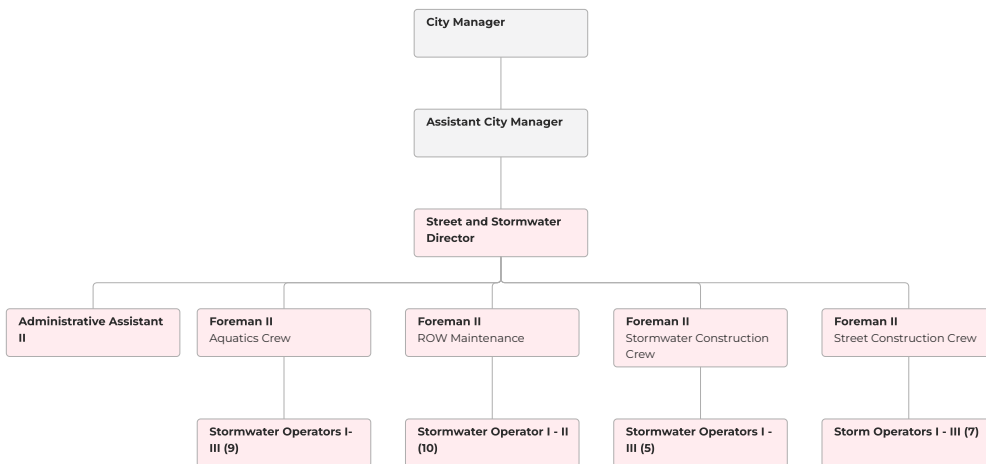
## Stormwater Maintenance - Personnel

### Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Foreman II	4	0	0
Foreman III	0	4	4
Stormwater Operator I	18	18	16
Stormwater Operator II	9	9	11
Stormwater Operator III	4	4	4
Streets & Stormwater Director	1	1	1
<b>Total</b>	<b>37</b>	<b>37</b>	<b>37</b>

*Personnel costs are split between Street Maintenance and Stormwater Divisions.*

### Street Maintenance



# Stormwater - Program Goals

## Value: Teamwork

- Collaborate proactively with other departments and agencies to develop mutually beneficial solutions for our citizens.
- Improve standards, performance, and provision of services through work in partnership with other City Departments.
- Work with Resource Management to provide pollution prevention measures, controls and activities for our Municipal Separate Storm Sewer System (MS4s) as mandated by our National Pollution Discharge Elimination System (NPDES) Permit.

## Value: Integrity

- Commit to meet the goals and promises we, as individuals and a department, make 100 percent of the time.

## Value: Transparency

- Provide an atmosphere of free and open exchange of ideas, information, cooperation, and trust for all citizens, employees and agencies.
- Maintain clear and concise records to support reporting and data retrieval.
- Work to create GIS layers for information sharing and accessibility.

## Value: Leadership

- Encourage leadership within the department to set realistic and challenging goals.
- Coach and inspire our teams.
- Provide yearly leadership training addressing motivational, supervisory, and industry changes.
- Encourage independent ideas that focus on growth and individual development.

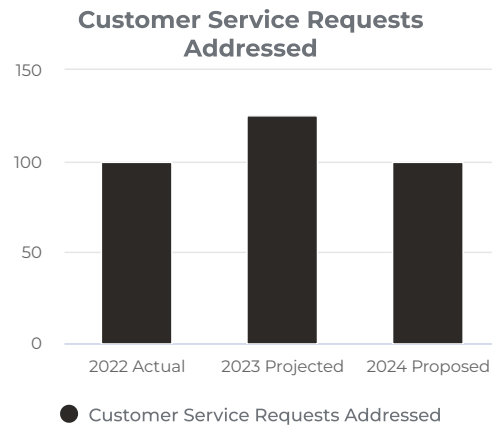
## Value: Excellence

- Achieve flood protection, water quality protection and erosion prevention through the concerted maintenance of 29 miles of stormwater conveyances and 44 detention systems.
- Provide excellent service to our citizens and visitors through best management practices and dedication to continuous improvement through learning and innovation.
- Provide training for every person within the department promoting safety, skills, and growth.

## Value: Respect

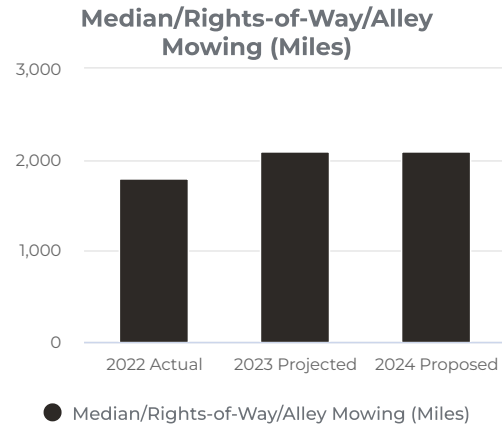
- Treat all people with kindness and politeness, listening with detail and empathy. Everyone matters.
- Respond to citizen and visitor inquiries by the end of each business day.

# Stormwater Maintenance - Program Objectives

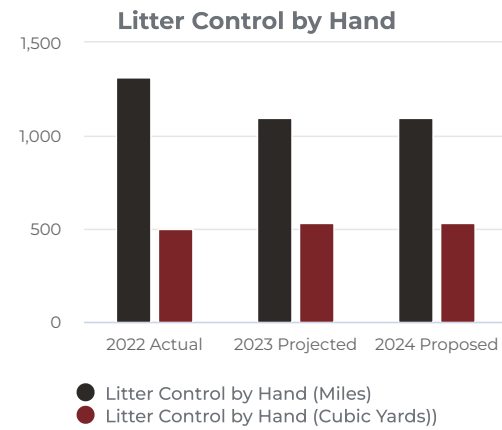




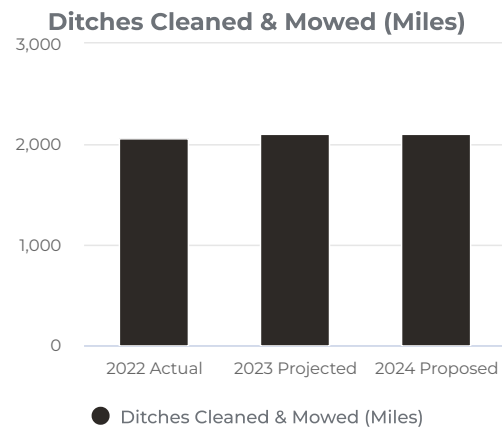
## Stormwater Maintenance - Program Objectives



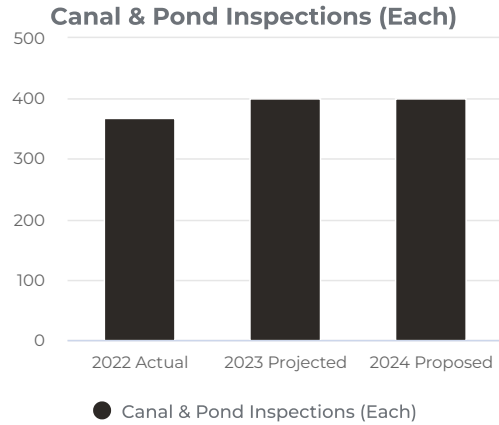
## Stormwater Maintenance - Program Objectives



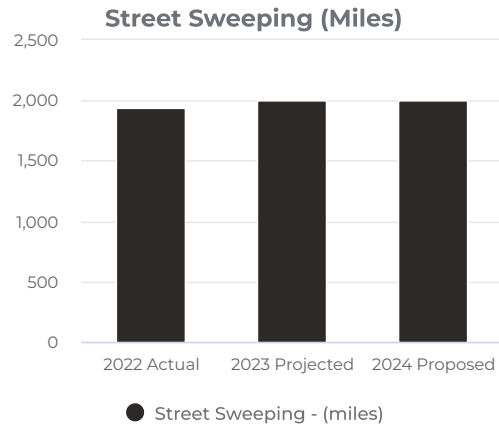
## Stormwater Maintenance - Program Objectives



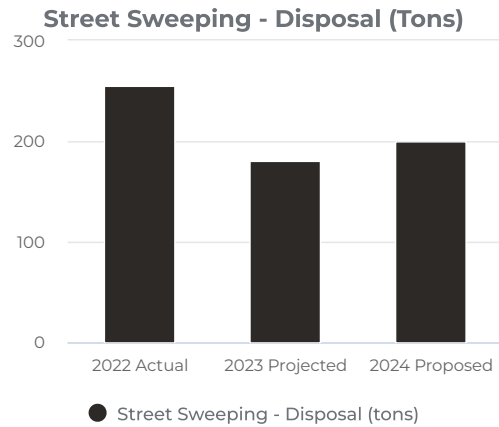
## Stormwater Maintenance - Program Objectives



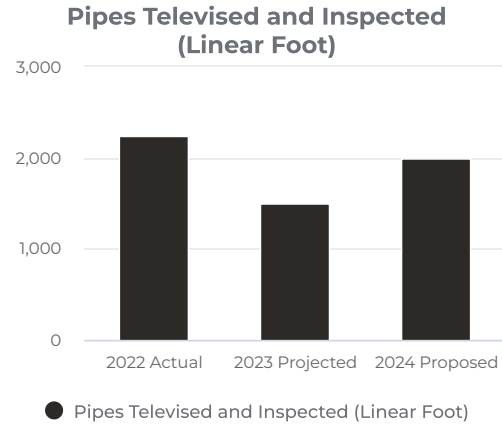
## Stormwater Maintenance - Program Objectives



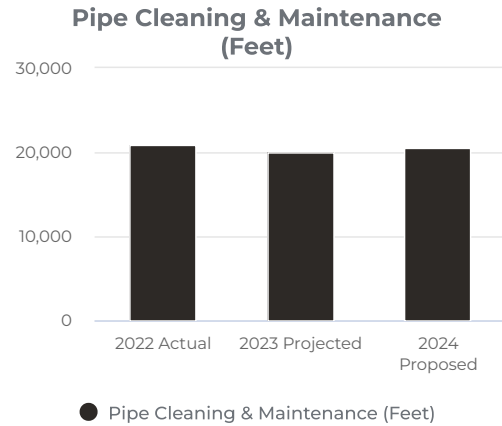
## Stormwater Maintenance - Program Objectives



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## Stormwater Maintenance - Program Objectives



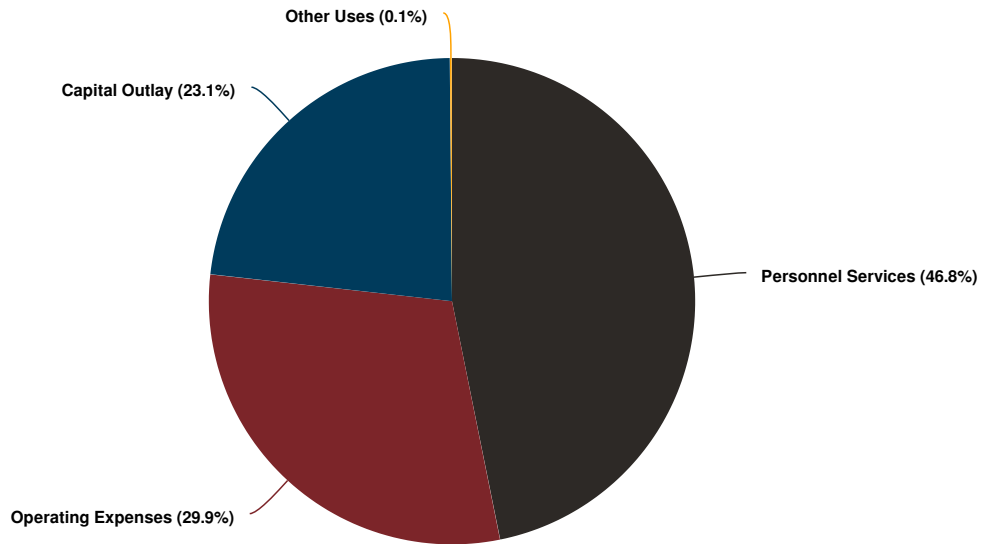
## Stormwater - Goals and Objectives Accomplished

- Inspected 50 stormwater outfalls.
- Distributed over 13,000 sandbags.
- Coordinated large scale litter removal on Sydney Road with Code Enforcement and Traffic Operations.
- Addressed additional notable drainage concerns:
  - Replaced two 24-inch outfall pipes at City Transfer Site located in the Reclamation Facility on Victoria Street.
  - Replaced 80-feet of 24-inch pipe at Mike Sansone Park and new Dog Park canal crossing.
  - Repaired 36-inch outflow pipe at Brewer Pond.
  - Installed a of new spillway to address drainage concern on Sydney Road.
  - Installed 400-feet of additional stormwater pipe on Baptist Church Road.

## Stormwater Maintenance - Expenditures by Expense Type

Capital Project	
Stormwater Drainage	200,000
<b>Total</b>	<b>\$200,000</b>

**Budgeted Expenditures by Expense Type**



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,355,543	\$1,862,105	\$1,862,105	\$1,311,804	\$2,029,102
Operating Expenses	\$1,396,385	\$1,001,830	\$1,479,476	\$1,226,926	\$1,296,525
Capital Outlay	\$350,000	\$200,000	\$205,190	\$205,075	\$1,000,000
Other Uses	\$5,206	\$365,852	\$293,352	\$5,500	\$6,000
Transfers Out	\$511,765	\$444,833	\$72,500	\$72,500	\$0
<b>Total Expense Objects:</b>	<b>\$3,618,899</b>	<b>\$3,874,620</b>	<b>\$3,912,623</b>	<b>\$2,821,805</b>	<b>\$4,331,627</b>

# Water/Sewer



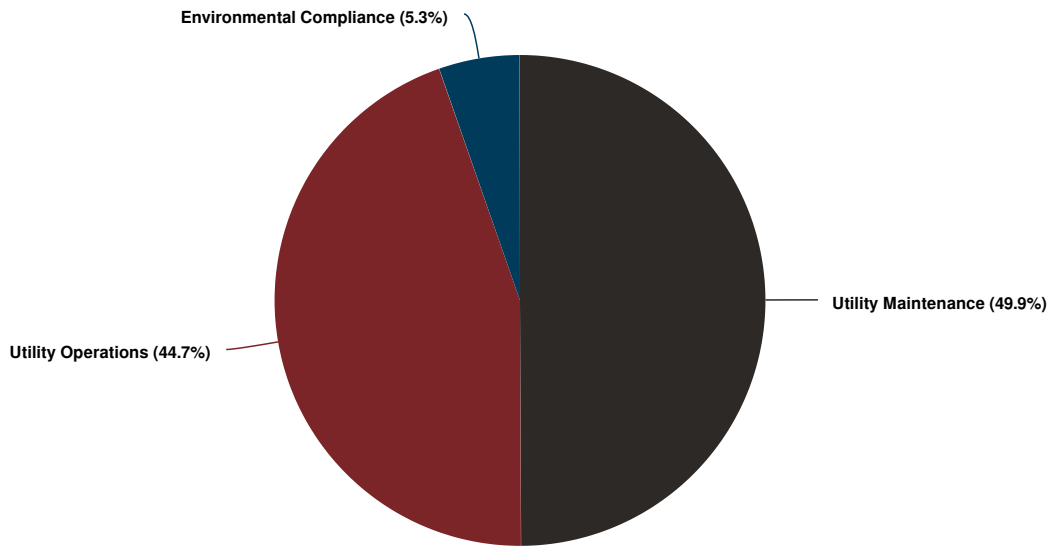
**Water/Sewer Fund**  
Org Code: 40257\*

Includes:

- Environmental Compliance
- Utilities Maintenance
- Utilities Operations

## Water/Sewer - Expenditures by Divisions

### Budgeted Expenditures by Division

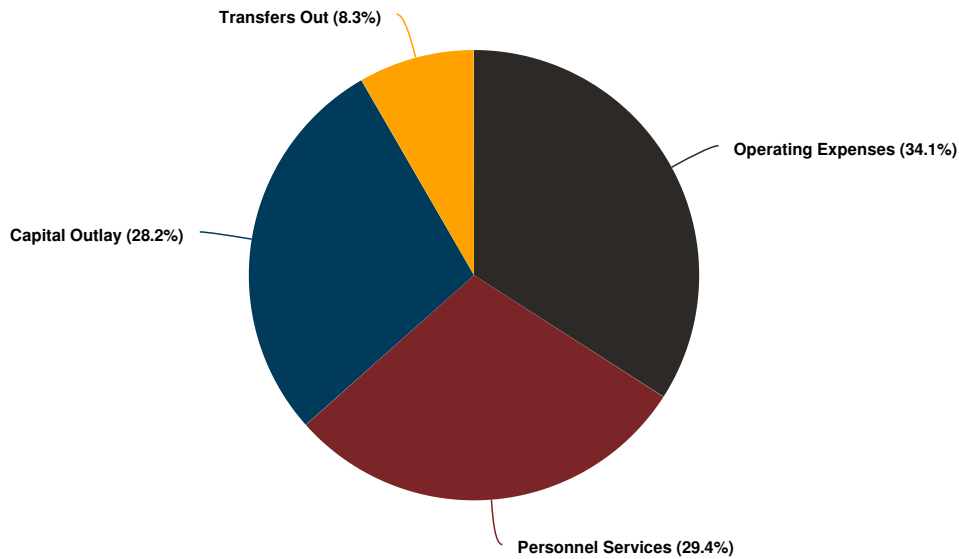


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Physical Environment					
Environmental Compliance	\$115,129	\$994,627	\$994,627	\$994,476	\$1,214,914
<b>Total Environmental Compliance:</b>	<b>\$115,129</b>	<b>\$994,627</b>	<b>\$994,627</b>	<b>\$994,476</b>	<b>\$1,214,914</b>
Utility Maintenance					
Line Maintenance	\$9,112,837	\$7,162,445	\$7,421,260	\$6,943,529	\$9,152,439
Mechanical/Electrical	\$2,527,645	\$2,414,449	\$2,280,802	\$2,173,849	\$2,045,912
Inventory/Stores	\$128,432	\$189,689	\$173,235	\$151,735	\$161,630
<b>Total Utility Maintenance:</b>	<b>\$11,768,914</b>	<b>\$9,766,583</b>	<b>\$9,875,297</b>	<b>\$9,269,113</b>	<b>\$11,359,981</b>

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Utility Operations					
Water Treatment	\$3,568,403	\$3,092,980	\$6,248,818	\$6,165,260	\$3,430,425
Water Reclamation Treatment	\$6,863,100	\$4,686,391	\$10,730,139	\$10,676,530	\$6,742,870
<b>Total Utility Operations:</b>	<b>\$10,431,503</b>	<b>\$7,779,371</b>	<b>\$16,978,957</b>	<b>\$16,841,789</b>	<b>\$10,173,295</b>
<b>Total Physical Environment:</b>	<b>\$22,315,546</b>	<b>\$18,540,581</b>	<b>\$27,848,881</b>	<b>\$27,105,378</b>	<b>\$22,748,190</b>
<b>Total Expenditures:</b>	<b>\$22,315,546</b>	<b>\$18,540,581</b>	<b>\$27,848,881</b>	<b>\$27,105,378</b>	<b>\$22,748,190</b>

## Water/Sewer - Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$4,309,306	\$5,730,895	\$5,740,595	\$5,284,017	\$6,677,444
Operating Expenses	\$10,124,294	\$5,749,110	\$7,334,710	\$7,095,940	\$7,754,730
Capital Outlay	\$5,022,961	\$3,918,600	\$13,030,755	\$13,028,100	\$6,422,200
Transfers Out	\$2,858,985	\$3,141,976	\$1,742,821	\$1,697,321	\$1,893,816
<b>Total:</b>	<b>\$22,315,546</b>	<b>\$18,540,581</b>	<b>\$27,848,881</b>	<b>\$27,105,378</b>	<b>\$22,748,190</b>

# Environmental Compliance



Water/Sewer Fund

Org Code: 40257201

## Department Mission

To develop and implement effective programs to protect and manage Plant City's natural resources while building positive relationships in our community and always providing excellent customer service.

## Program Description

### **Water Conservation**

- Responsible for ensuring that the City's potable and reclaimed water resources are utilized in a conscientious and efficient manner. The program meets requirements set forth by the Southwest Florida Water Management District for water conservation through classifying and monitoring internal and public water use, inspection and resolution of concerns, and coordination with customers. Monitors six wetland sites for environmental impacts related to the City's use of groundwater.

### **Cross Connection Control**

- Responsible for the protection of the public drinking water and reclaimed water distribution system, and the health, safety, and welfare of customers that utilize the system. An assessment program determines the level of protection (backflow prevention assembly) required at any point of connection to the distribution system. Over 1,800 backflow prevention assemblies are tested and repaired annually. A routine monitoring and inspection program helps locate and eliminate potentially harmful cross connections and sources of possible contamination.

### **Industrial Pretreatment**

- Responsible for the protection of the City's sanitary sewer collection system and Water Reclamation Facility. Ensures that municipal, residential, commercial, and industrial sites comply with federal, state, and local regulations. Monitors all sanitary sewer system users, including six significant permitted industrial users, and hundreds of smaller industrial/commercial sites. Administers a comprehensive Grease Management Program and assists with environmental compliance including spill response, waste management, wildlife issues, and other incident investigations.

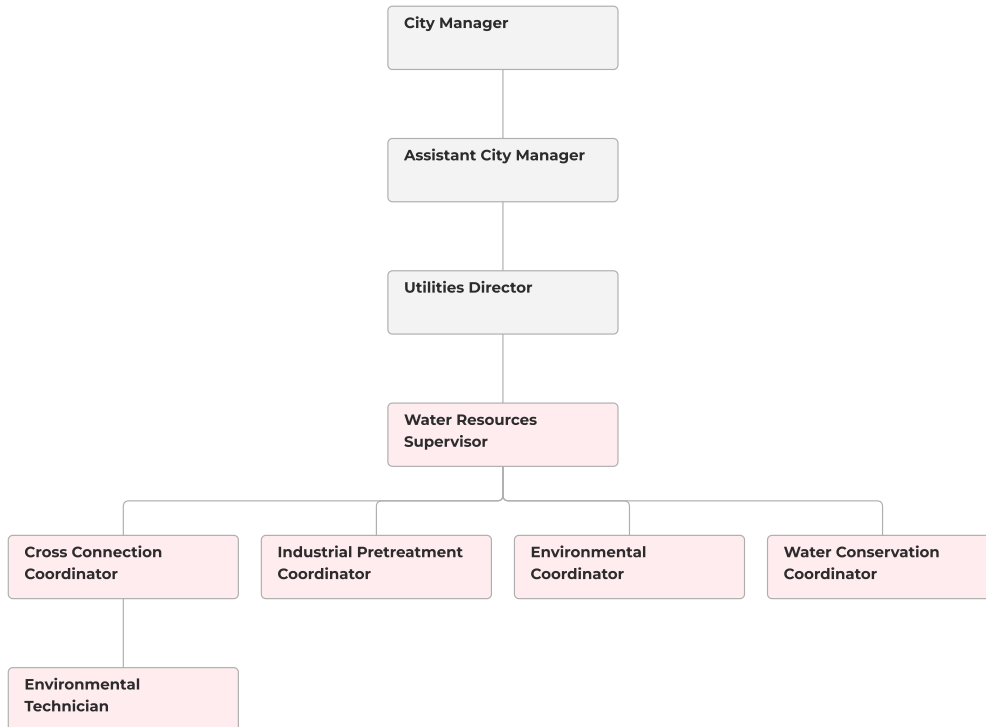
### **Environmental Compliance**

- Responsible for the protection of the City's surface water and groundwater resources. Ensures that municipal, residential, commercial, and industrial sites comply with federal, state, and local regulations to reduce the potential for stormwater pollution. Monitors and inspects related facilities. Represents the City on various regulatory and environmental compliance related committees. Responsible for development and implementation of comprehensive compliance programs related to water, wastewater, and stormwater. Provides support to other City programs in the development and implementation of education programs, especially those related to environmental issues and related initiatives that are beneficial to employees and the public.

## Environmental Compliance - Organizational Chart

Position	FY 2022	FY 2023	FY 2024
Cross Connection Control Coordinator	1	1	1
Environmental Coordinator	1	1	1
Environmental Technician	1	1	1
Industrial Pretreatment Coordinator	1	1	1
Water Conservation Coordinator	1	1	1
Water Resources Supervisor	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

### Environmental Compliance





# Environmental Compliance - Program Goals

## Value: Teamwork

- Form City work groups and committees to facilitate project development and problem solving.
  - Public Supply Annual Report (PSAR) work group to ensure that the City meets state-mandated annual limits for water loss and unaccounted water use in its water distribution system.
  - Reclaimed Water Use work group to consider potential new consumers and promote reclaimed water.
  - Cross Connection Control Compliance work group to reduce the time required to review, approve, and inspect backflow prevention assembly installations.
  - Wastewater Quality Compliance work group to ensure that the City meets state-mandated industrial pretreatment standards.
  - Grease Management Compliance work group to ensure that grease management concerns in the wastewater collection system are remediated.
  - Waste Reduction work group to better manage specific waste streams in the community, including used motor oil, Styrofoam, food waste, household hazardous wastes, and other related products.
  - Stormwater Permit Compliance work group to ensure that the City meets State-mandated requirements set for stormwater system operation, maintenance, and construction site erosion/sedimentation control.
- Support Utilities Maintenance team in relation to large meter testing and repair program.
- Support Utilities Operations, Utilities Maintenance, and Stormwater to develop and distribute social media content.
- Participate in professional organizations, advisory committees, and work groups.
  - Walden Lake Median and ROW Irrigation Work Group to address irrigation concerns under the oversight of the Walden Lake Community Association. Ensures efficiency in water irrigation consumption along medians and rights-of-way.
  - Industrial User Compliance work group to ensure that users comply with State and Federal standards.
  - Public Education work group to promote environmental public education at various community events.
  - Active member of Florida Industrial Pretreatment Association (FIPA), Florida Stormwater Association (FSA), and Tampa Bay Nitrogen Management Consortium (TBNMC).
- Monitor Parks and Recreation Department irrigation practices, which resulted in a 25% average reduction of irrigation water use since 2015.
- Work with Engineering, Utilities Administration, and Stormwater to gather stormwater infrastructure data.

## Value: Integrity

- Set a high standard for internal (City) irrigation by maintaining stringent one day per week schedule year-round.
- Implement new protocols to track, install, and inspect dedicated irrigation systems to meet state requirements.

## Value: Transparency

- Maintain open door and open book policies with regulatory agencies and the regulated community.
- Partner with Southwest Florida Water Management District (SWFWMD) representatives to create better standards for the community. Participate in pilot projects with the SWFWMD to develop better water conservation policies and procedures. Review wetland monitoring data and practices annually.
- Develop and implement public education initiatives (social media) to promote awareness and importance of water conservation, cross connection control, backflow prevention, industrial pretreatment, and pollution prevention.
- File annual reports and ensure reports are available to the public.

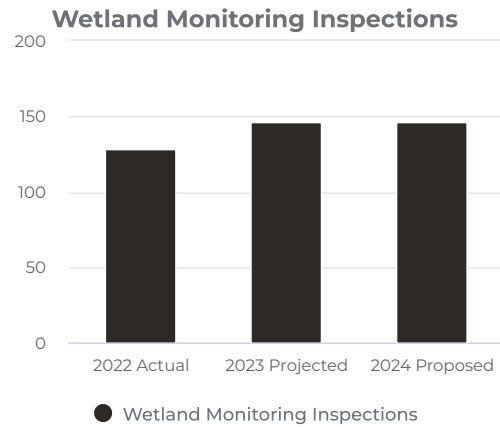
## Value: Excellence

- Implement quality control standards to ensure it meets the highest professional standards.
  - All work is reviewed and edited on several levels before it is submitted to customers or outside agencies.
  - Quality control follow-up inspections and confirmations are completed internally.
- Maintain Asset Management Program to replace older backflow prevention assemblies.
- Streamline backflow prevention assembly testing and repair program by modifying procedures, updating and improving parts inventory, and enhancing data tracking efficiency through Access database.
- Locate all backflow prevention assemblies and add assets to the GIS layer.
- Develop GIS layers related to stormwater system operations to provide a more technical platform for presenting information, making decisions, and meeting regulatory compliance.

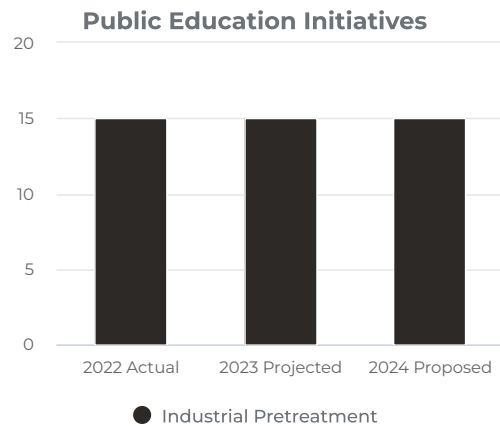
## Value: Respect

- Meet with customers to perform on-site assessments and address water quality, water conservation, stormwater, environmental, backflow, and industrial pretreatment concerns.
- Support City residents regarding environmental issues by working with the Florida Department of Environmental Protection, Hillsborough County, and Florida Department of Transportation to remediate related concerns.
- Participate in the development and implementation of programs to promote respect and consideration of our team members and customers, i.e. Employee Appreciation Committee and Customer Service Committee.

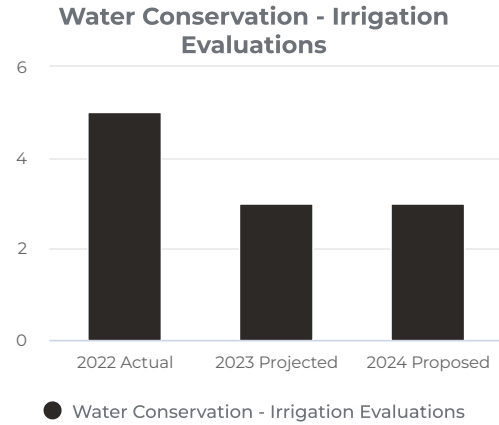
## Environmental Compliance - Program Objectives



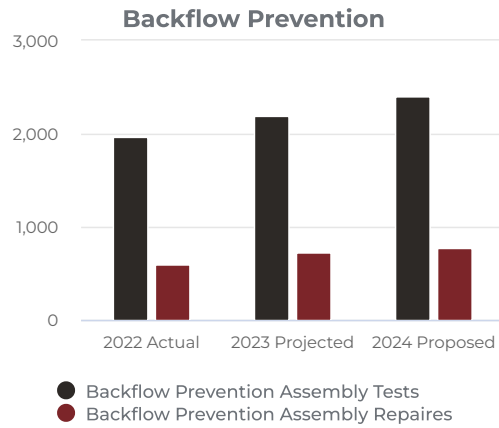
## Environmental Compliance - Program Objectives



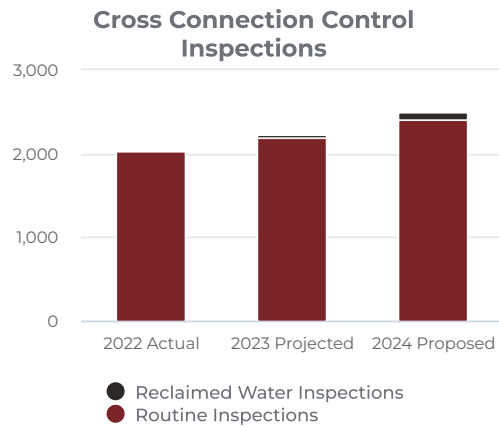
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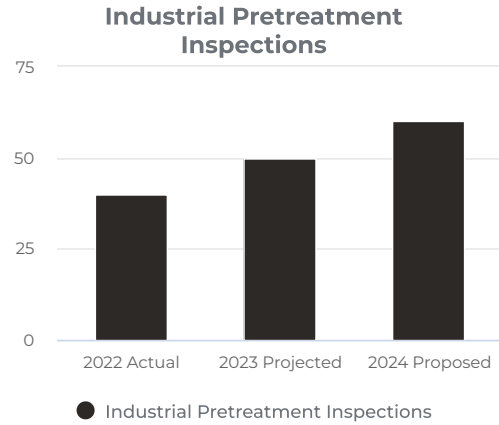
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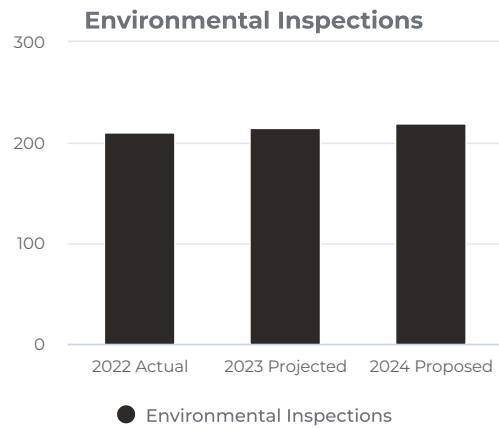
## Environmental Compliance - Program Objectives



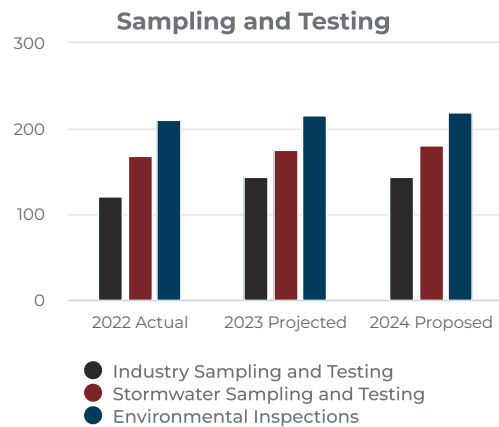
## Environmental Compliance - Program Objectives



## Environmental Compliance - Program Objectives



## Environmental Compliance - Program Objectives



# Environmental Compliance - Goals & Objectives Accomplished

## Water Conservation

- Completed required Water Use Permit (WUP), Public Supply Annual Report (PSAR), water loss assessment, review and audit of all water usage categories.
- Revised Administrative Procedure O-1, Outdoor Irrigation of City Properties.
- Proposed in-field PSAR leak data project to document actual water distribution pipe diameter, leak types and leak sizes.

## Cross Connection Control

- Completed fully compliant Cross Connection Control Annual Report required by the Florida Department of Health.
- Coordinated 50 internal quality control tests to confirm accuracy of testing.

## Industrial Pretreatment

- Received administrative approval from Florida Department of Environmental Protection (FDEP) for Industrial Pretreatment Program annual report.

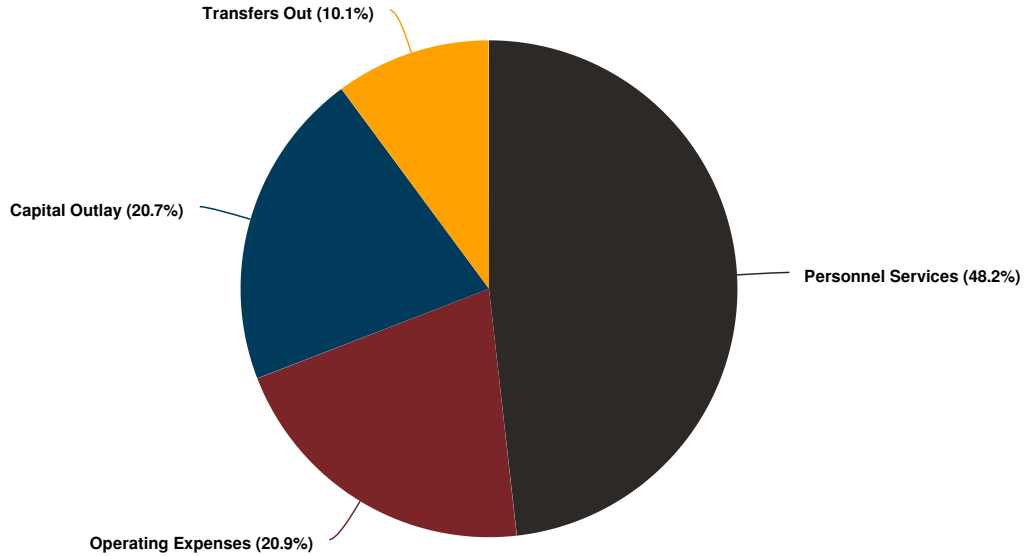
## Environmental Compliance

- Completed National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Stormwater Permit Annual Report required by FDEP.
- Initiated program to identify locations and best management practices (BMPs) for improving stream health, and total maximum daily load (TMDL) compliance.
- Developed and implemented proactive inspection program pursuant to NPDES MS4 permit.

# Environmental Compliance - Expenditures by Expense Type

Capital Equipment		Capital Project	
Backflow Prevention Assembly Test Gauge	2,000	Backflow Prevention Assembly & Large Meter	100,000
<b>Total</b>	<b>\$2,000</b>	Wastewater Pollutant Management Program	150,000
		<b>Total</b>	<b>\$250,000</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$67,257	\$511,705	\$511,705	\$520,850	\$585,848
Operating Expenses	\$19,544	\$145,703	\$224,989	\$217,193	\$254,158
Capital Outlay	\$0	\$151,500	\$151,500	\$150,000	\$252,000
Transfers Out	\$28,328	\$185,719	\$106,433	\$106,433	\$122,908
<b>Total Expense Objects:</b>	<b>\$115,129</b>	<b>\$994,627</b>	<b>\$994,627</b>	<b>\$994,476</b>	<b>\$1,214,914</b>

# Utilities Maintenance

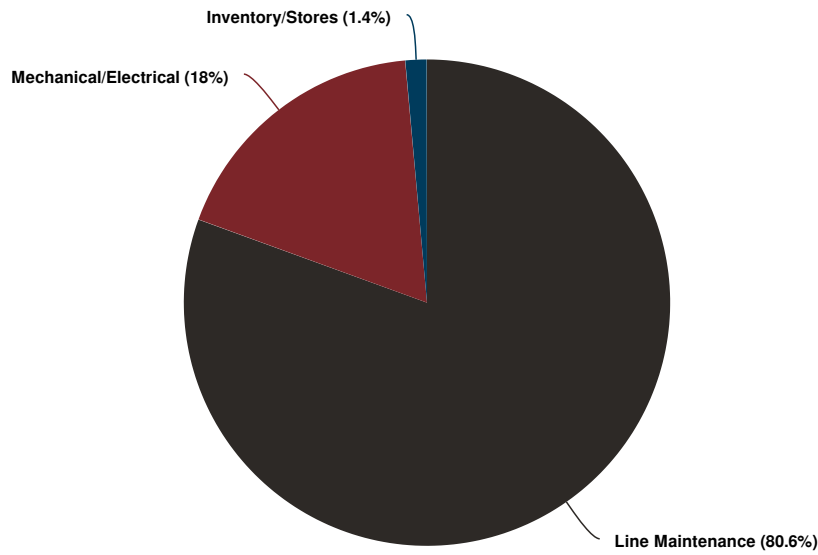


Water/Sewer Fund  
Org Code: 4025750\*

- Programs Include:
- Line Maintenance
  - Mechanical/Electrical
  - Inventory Stores

## Utilities Maintenance - Expenditures by Function

### Budgeted Expenditures by Function



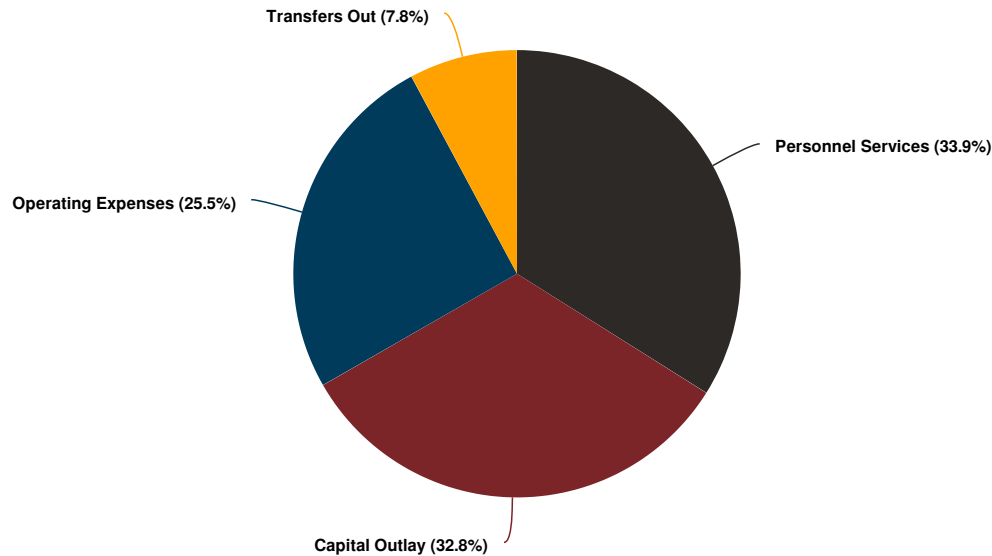
Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
Expenditures							
Physical Environment							
Utility Maintenance							
Line Maintenance	\$9,112,837	\$7,162,445	\$7,421,260	\$8,368,227	\$6,943,529	\$9,152,439	27.8%
Mechanical/Electrical	\$2,527,645	\$2,414,449	\$2,280,802	\$1,672,671	\$2,173,849	\$2,045,912	-15.3%
Inventory/Stores	\$128,432	\$189,689	\$173,235	\$128,620	\$151,735	\$161,630	-14.8%
<b>Total Utility Maintenance:</b>	<b>\$11,768,914</b>	<b>\$9,766,583</b>	<b>\$9,875,297</b>	<b>\$10,169,518</b>	<b>\$9,269,113</b>	<b>\$11,359,981</b>	<b>16.3%</b>
<b>Total Physical Environment:</b>	<b>\$11,768,914</b>	<b>\$9,766,583</b>	<b>\$9,875,297</b>	<b>\$10,169,518</b>	<b>\$9,269,113</b>	<b>\$11,359,981</b>	<b>16.3%</b>

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
<b>Total Expenditures:</b>	<b>\$11,768,914</b>	<b>\$9,766,583</b>	<b>\$9,875,297</b>	<b>\$10,169,518</b>	<b>\$9,269,113</b>	<b>\$11,359,981</b>	<b>16.3%</b>

## Expenditures by Expense Type

Capital Equipment	Capital Project
GIS Workstation (2) <span style="float: right;">7,600</span>	Meter Replacement/Repair Program <span style="float: right;">750,000</span>
<b>Total</b> <span style="float: right;"><b>\$7,600</b></span>	Water Distribution System <span style="float: right;">500,000</span>
	Collection System <span style="float: right;">1,600,000</span>
	Water Reclamation Facility (WRF) <span style="float: right;">300,000</span>
	<b>Total</b> <span style="float: right;"><b>\$3,150,000</b></span>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$2,441,144	\$3,183,449	\$3,176,949	\$2,853,752	\$3,855,638
Operating Expenses	\$4,681,702	\$2,315,968	\$3,061,208	\$2,824,876	\$2,893,354
Capital Outlay	\$3,168,286	\$2,690,000	\$2,702,155	\$2,701,000	\$3,722,600
Transfers Out	\$1,477,782	\$1,577,166	\$934,985	\$889,485	\$888,389
<b>Total Expense Objects:</b>	<b>\$11,768,914</b>	<b>\$9,766,583</b>	<b>\$9,875,297</b>	<b>\$9,269,113</b>	<b>\$11,359,981</b>



# Utilities Maintenance: Line Maintenance



**Water/Sewer Fund**

Org Code: 40257501

## **Department Mission**

To provide safe drinking water, adequate pressures, and reliable wastewater treatment, to partner with and serve the community that trusts us with this important responsibility.

## **Program Description**

### **Water Line**

- Responsible for maintaining the water distribution system piping, valves, and appurtenances through maintenance, repairs, testing of over 253 miles of water pipe in the distribution system. This program maintains and tests 1,458 fire hydrants, replaces old galvanized and copper water service lines and replaces 2" water mains.

### **Sewer Line**

- Responsible for maintaining the wastewater collection system, piping, 3,439 manholes, 44 miles of force mains, and appurtenances through maintenance, repairing, and testing over 145 miles of gravity sewer in the collection system. This program replaces nearly one mile of 8-inch sewer lines yearly; replaces sewer services and manholes to prevent blockages or disruption to customers. Water and sewer projects are coordinated to minimize disruption.

### **Infiltration and Inflow**

- Responsible for inspecting, cleaning, and repairing the Wastewater Collection System, piping manholes and appurtenances; through utilizing two high-pressured vacuum cleaning trucks to clean the Collection System over a two-year period by video inspection for damages. Repairing pipe joints, utilizing a chemical grout system to prevent infiltration of unwanted water, smoke testing the system to find and correct water intrusion from storm collection and runoff. Rehab of manhole structures with epoxy coatings.

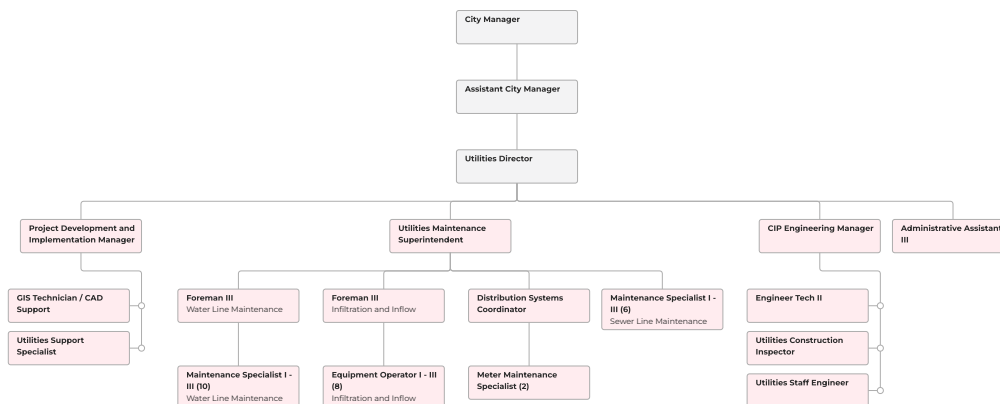
# Utilities Maintenance: Line Maintenance - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
CIP Engineering Manager	1	1	1
Distribution Systems Coordinator	1	1	1
Engineer Tech II	1	1	1
Equipment Operator I	3	3	3
Equipment Operator III	5	5	5
Foreman II	0	0	0
Foreman III	2	3	2
GIS Technician/CAD Support	1	1	1
Maintenance Specialist I	8	8	7
Maintenance Specialist II	3	3	4
Maintenance Specialist III	5	5	5
Meter Maintenance Specialist	2	2	2
Project Development & Implementation Manager	1	1	1
Utilities Construction Inspector	1	1	1
Utilities Maintenance Superintendent	1	1	2
Utilities Staff Engineer	0	1	1
Utilities Support Specialist	1	1	1
<b>Total</b>	<b>37</b>	<b>39</b>	<b>39</b>

Some personnel costs are split across all three programs of the Utilities Maintenance Division.

## Utilities Maintenance: Line Maintenance



## Utilities Maintenance: Line Maintenance - Program Goals

### Value: Teamwork

- Communicate closely with internal departments and outside agencies to address concerns and consolidate projects.
- Cross train employees to perform duties seamlessly and safely.

### Value: Integrity

- Uphold the values set forth by the City Manager with the highest degree of accountability.
- Inspire each employee to take pride in their job performance.

### Value: Transparency

- Open all lines of communication with customers and utilize avenues available to inform on projects through public media, and personal contact.

### Value: Leadership

- Provide clear guidance to employees and directives from City management while encouraging new ideas and independent action.

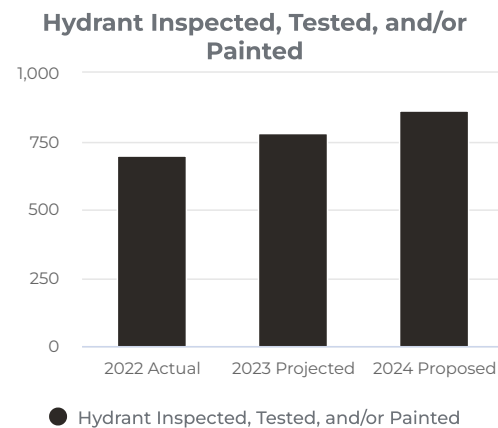
### Value: Excellence

- Replace water/service lines rather than perform point repairs to resolve the issue.

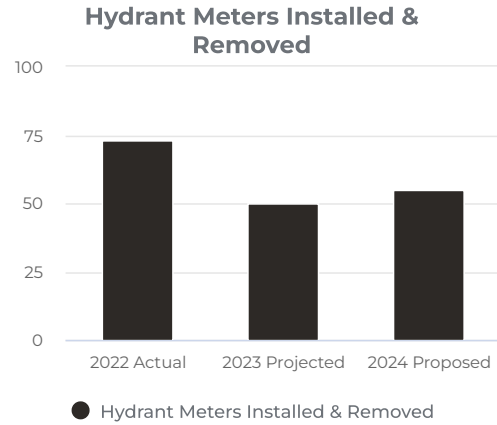
### Value: Respect

- Treat every situation seriously and every person involved with courtesy and respect.
- Respond to concerns in a timely manner and with due diligence.

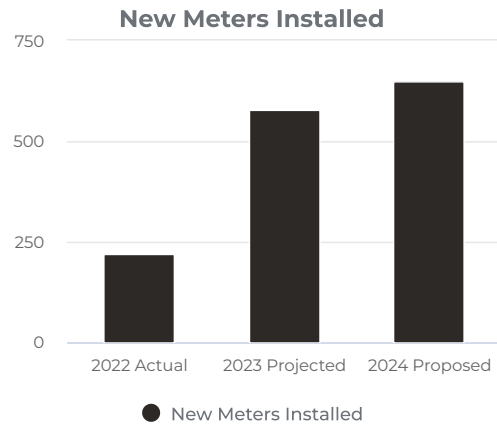
## Utilities Maintenance: Line Maintenance - Program Objectives



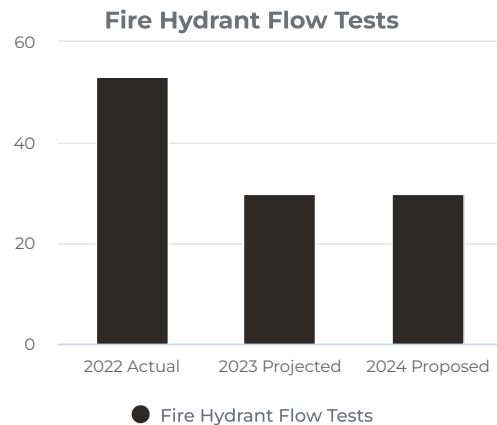
## Utilities Maintenance: Line Maintenance - Program Objectives



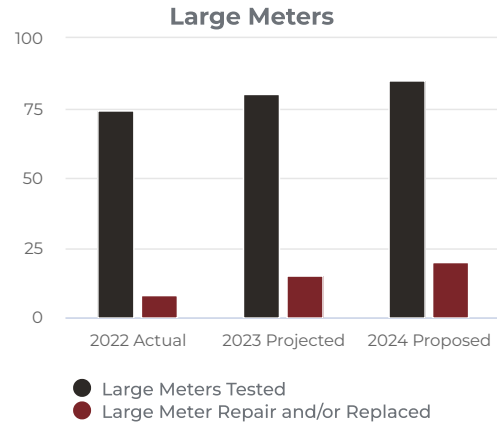
## Utilities Maintenance: Line Maintenance - Program Objectives



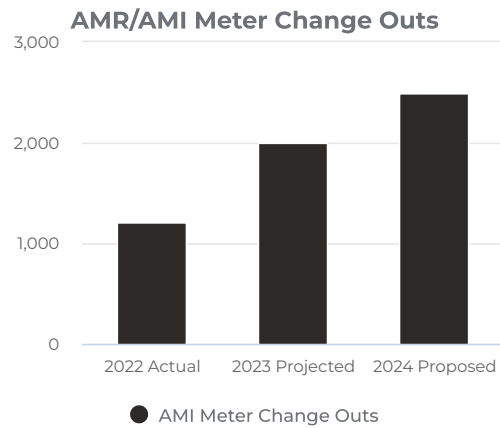
## Utilities Maintenance: Line Maintenance - Program Objectives



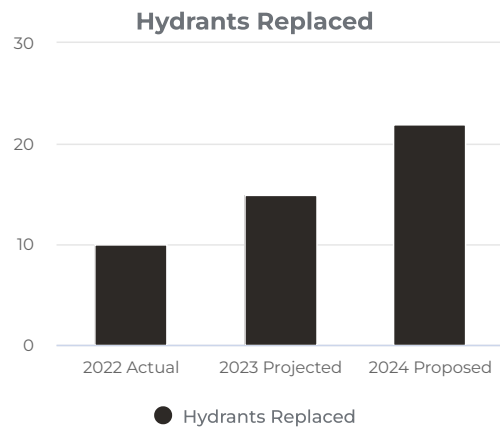
## Utilities Maintenance: Line Maintenance - Program Objectives



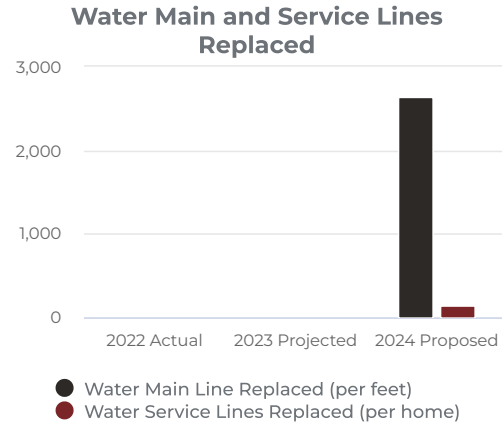
## Utilities Maintenance: Line Maintenance - Program Objectives



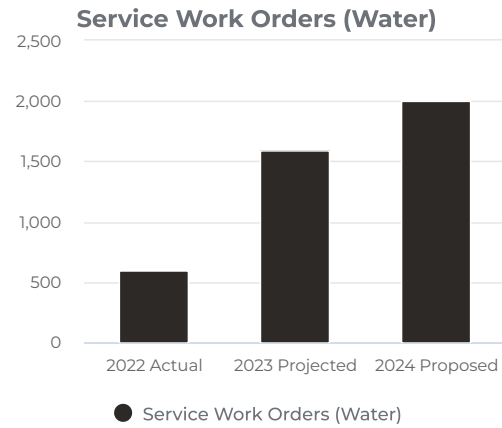
## Utilities Maintenance: Line Maintenance - Program Objectives



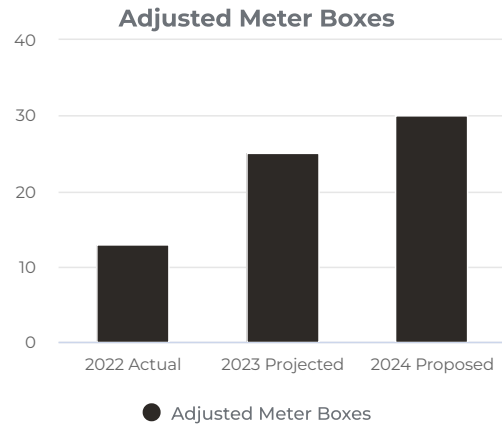
## Utilities Maintenance: Line Maintenance - Program Objectives



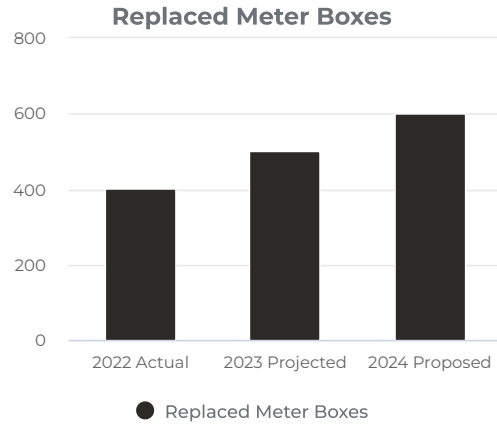
## Utilities Maintenance: Line Maintenance - Program Objectives



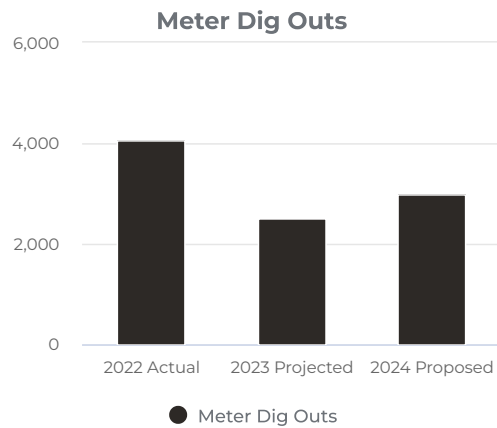
## Utilities Maintenance: Line Maintenance - Program Objectives



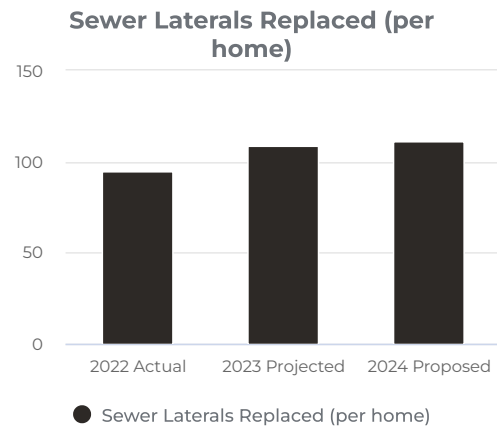
## Utilities Maintenance: Line Maintenance - Program Objectives



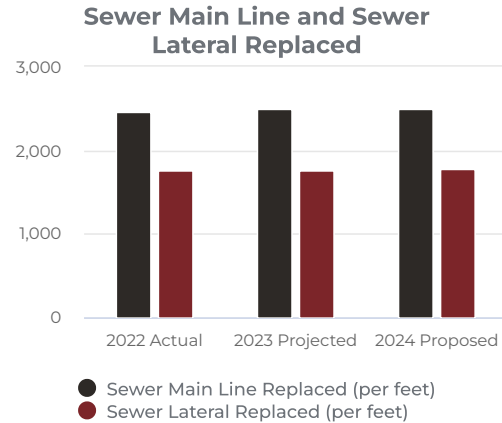
## Utilities Maintenance: Line Maintenance - Program Objectives



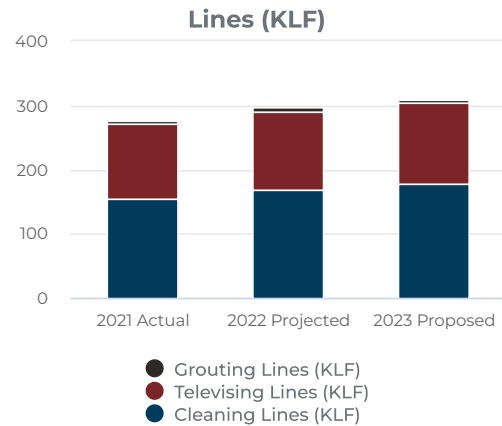
## Utilities Maintenance: Line Maintenance - Program Objectives



## Utilities Maintenance: Line Maintenance - Program Objectives



## Utilities Maintenance: Line Maintenance - Program Objectives



## Utilities Maintenance: Line Maintenance - Goals & Objectives Accomplished

- Replaced sewer mainline and services with in-house crews.
- Completed waterline repairs to the City's distribution system.
- Installed automated meters to improve the City's remote reading system.
- Grouted sewer lines to prevent infiltration to the City's collection system.
- Cleaned sewer lines to prevent blockages and maintain optimal flow capacity.

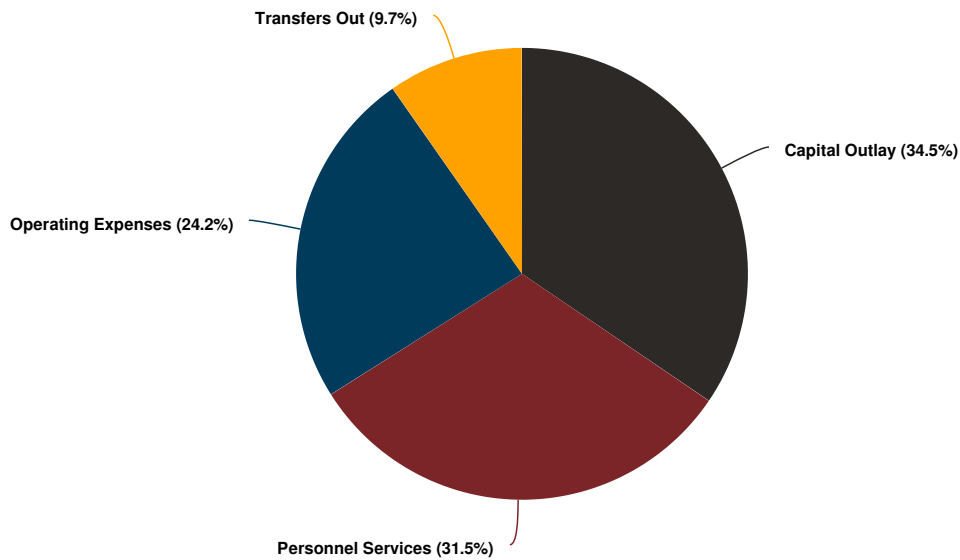


# Utilities Maintenance: Line Maintenance - Expenditures by Expense Type

## Capital Project

Meter Replacement/Repair Program	400,000
Water Distribution System	450,000
Collection System	550,000
Water Reclamation Facility (WRF)	600,000
<b>Total</b>	<b>\$2,000,000</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,782,697	\$2,331,488	\$2,324,988	\$2,104,501	\$2,887,033
Operating Expenses	\$4,074,469	\$1,662,715	\$2,392,552	\$2,181,963	\$2,219,417
Capital Outlay	\$2,153,286	\$2,000,000	\$2,012,155	\$2,011,000	\$3,157,600
Transfers Out	\$1,102,385	\$1,168,242	\$691,565	\$646,065	\$888,389
<b>Total Expense Objects:</b>	<b>\$9,112,837</b>	<b>\$7,162,445</b>	<b>\$7,421,260</b>	<b>\$6,943,529</b>	<b>\$9,152,439</b>

# Utilities Maintenance: Mechanical/Electrical



Water/Sewer Fund  
Org Code: 40257502

## Department Mission

To provide safe drinking water, adequate pressures, and reliable wastewater treatment, to partner with and serve the community that trusts us with this important responsibility.

## Program Description

Responsible for maintaining the Water Distribution System and Wastewater Collection and treatment facilities via a state of the art SCADA System. This system utilized by maintenance personnel, monitors and controls many functions from a computer terminal. The computerized maintenance tracking program allows the field personnel to maintain the system.

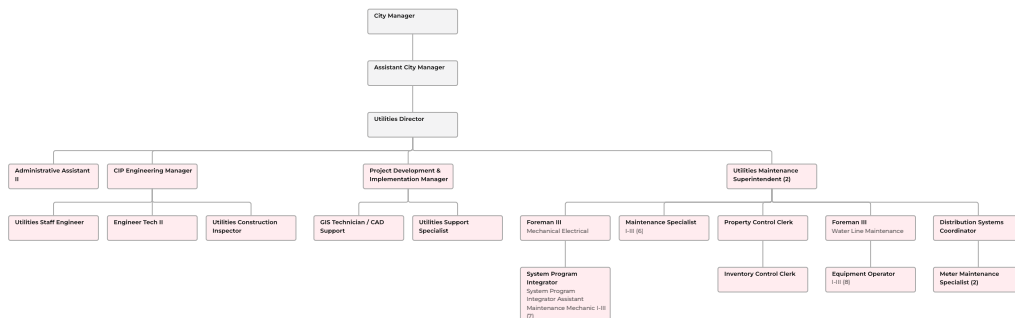
# Utilities Maintenance: Mechanical/Electrical - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Foreman II	1	0	0
Foreman III	1	1	1
System Program Integrator	1	1	1
System Program Integrator Assistant	1	1	1
Maintenance Mechanic I	2	2	2
Maintenance Mechanic II	1	1	1
Maintenance Mechanic III	4	4	4
<b>Total</b>	<b>11</b>	<b>10</b>	<b>10</b>

*Some personnel costs are split across all three programs of the Utilities Maintenance Division.*

## Utilities Maintenance: Mechanical and Electrical



# Utilities Maintenance: Mechanical/Electrical - Program Goals

## Value: Teamwork

- Communicate closely with internal departments and outside agencies to address concerns and consolidate projects.
- Cross-train employees to perform duties seamlessly and safely.

## Value: Integrity

- Uphold the values set forth by the City Manager and uphold the highest degree of accountability.
- Inspire each employee to take pride in their job performance.

## Value: Transparency

- Open all lines of communication with customers and utilize avenues available to inform on projects through public media, and personal contact.

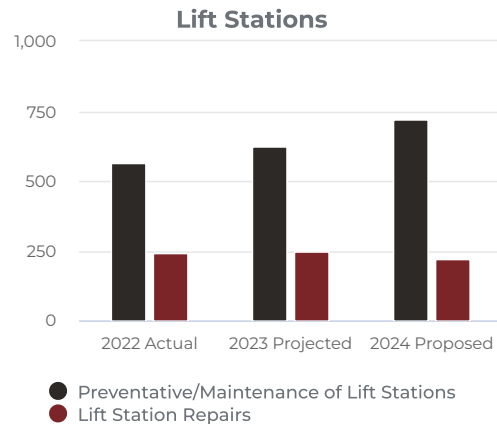
## Value: Leadership

- Provide clear guidance to employees and directives from City management while encouraging new ideas and, independent action.

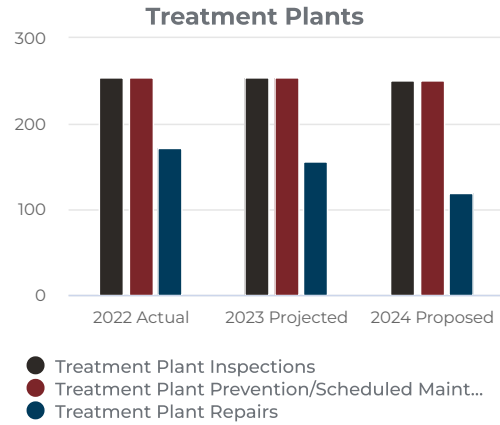
## Value: Respect

- Treat every situation seriously and every person involved with courtesy and respect.
- Respond to concerns in a timely manner and with due diligence.

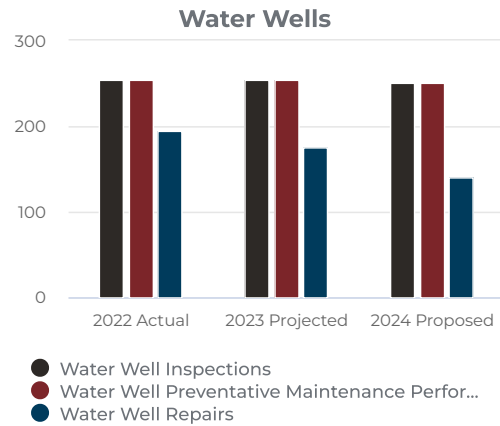
# Utilities Maintenance - Mechanical/Electrical - Program Objectives



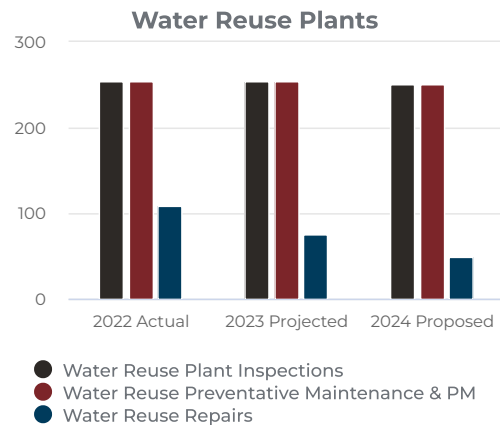
## Utilities Maintenance - Mechanical/Electrical - Program Objectives



## Utilities Maintenance - Mechanical/Electrical - Program Objectives



## Utilities Maintenance - Mechanical/Electrical - Program Objectives



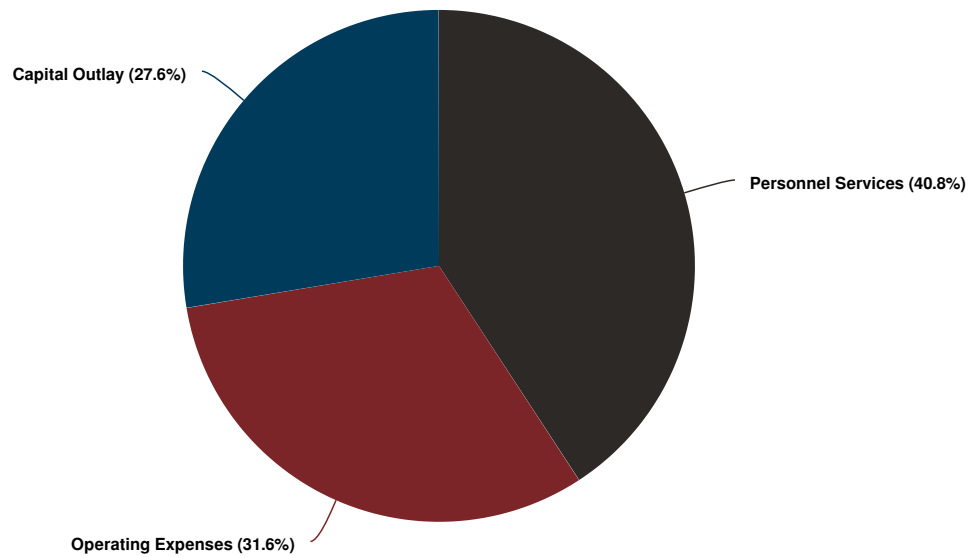
## Utilities Maintenance: Mechanical/Electrical - Goals & Objectives Accomplished

- o Performed inspections to wells, reuse lines, and treatment facility to maintain operational functions and reliability.
- o Completed preventative maintenance to the collection and distribution facilities.

## Utilities Maintenance: Mechanical/Electrical - Expenditures by Expense Type

Capital Project	
Water Treatment Plants (WTP)	100,000
Lift Station Generator & Pump Repair/Replace	150,000
Lift Station Maintenance	315,000
<b>Total</b>	<b>\$565,000</b>

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$585,351	\$730,093	\$730,093	\$644,739	\$834,562
Operating Expenses	\$588,959	\$625,990	\$641,393	\$619,794	\$646,350
Capital Outlay	\$1,015,000	\$690,000	\$690,000	\$690,000	\$565,000
Transfers Out	\$338,335	\$368,366	\$219,316	\$219,316	\$0
<b>Total Expense Objects:</b>	<b>\$2,527,645</b>	<b>\$2,414,449</b>	<b>\$2,280,802</b>	<b>\$2,173,849</b>	<b>\$2,045,912</b>

# Utilities Maintenance: Inventory/Stores



Water/Sewer Fund  
Org Code: 40257504

## Department Mission

To provide safe drinking water, adequate pressures, and reliable wastewater treatment, to partner with and serve the community that trusts us with this important responsibility.

## Program Description

Responsible for housing parts and equipment for repairs and new projects for the City's Utilities Maintenance crews through ordering, stocking and maintaining pipe fittings and construction materials. Parts are issued to crews and project costs are tracked. This area is also responsible for having equipment serviced, maintained, and ready for each job.

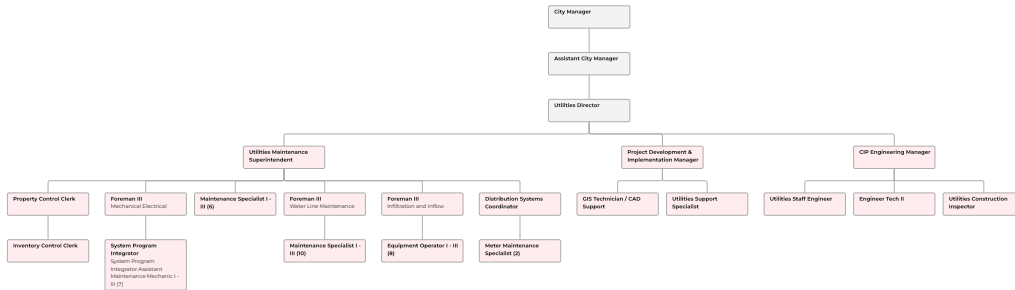
# Utilities Maintenance: Inventory/Stores - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Inventory Control Clerk	1	1	1
Property Control Clerk	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

*Some personnel costs are split across all three programs of the Utilities Maintenance Division.*

## Inventory & Stores



## Utilities Maintenance: Inventory/Stores - Program Goals

### Value: Teamwork

- Communicate closely with internal departments and outside agencies to address concerns and consolidate projects.
- Cross-train employees so they can perform duties seamlessly and safely.

### Value: Integrity

- Uphold the values set forth by the City Manager and uphold the highest degree of accountability.
- Inspire each employee to take pride in a job performance and take ownership in a job well done.

### Value: Transparency

- Open all lines of communication with customers and utilize avenues available to inform on projects through public media, and personal contact.

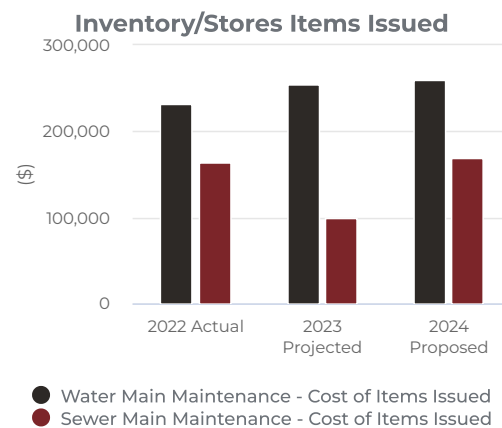
### Value: Leadership

- Provide clear guidance to employees and directives from City management while encouraging new ideas and independent action.

### Value: Respect

- Treat every situation seriously and every person involved with courtesy and respect.
- Respond to concerns in a timely manner and with due diligence.

## Utilities Maintenance: Inventory/Stores - Program Objectives

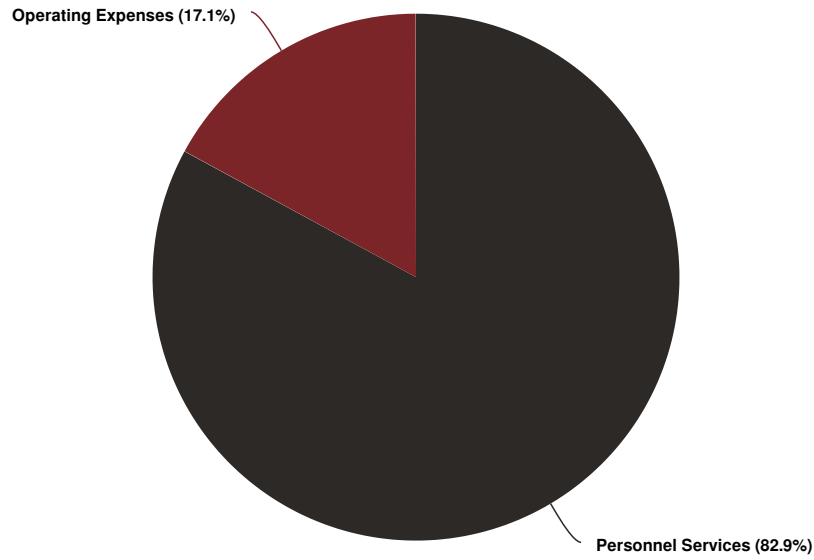


## Utilities Maintenance: Inventory/Stores - Goals & Objectives Accomplished

- Generated requisitions to order shipments of supplies and materials stocked for in-house maintenance and repairs.
- Tracked equipment for maintenance and services.
- Implemented electronic work order system.

# Utilities Maintenance: Inventory/Stores - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$73,096	\$121,868	\$121,868	\$104,512	\$134,043
Operating Expenses	\$18,274	\$27,263	\$27,263	\$23,119	\$27,587
Transfers Out	\$37,062	\$40,558	\$24,104	\$24,104	\$0
<b>Total Expense Objects:</b>	<b>\$128,432</b>	<b>\$189,689</b>	<b>\$173,235</b>	<b>\$151,735</b>	<b>\$161,630</b>



# Utilities Operations



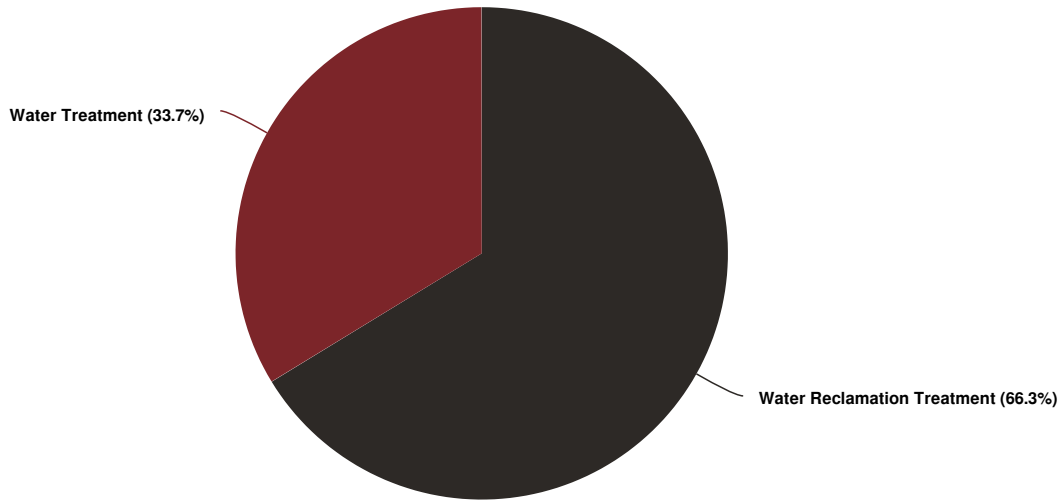
Water/Sewer Fund  
Org Code: 4025780\*

Programs Include:

- Water Treatment
- Water Reclamation Treatment

## Utilities Operations - Expenditures by Function

### Budgeted Expenditures by Function

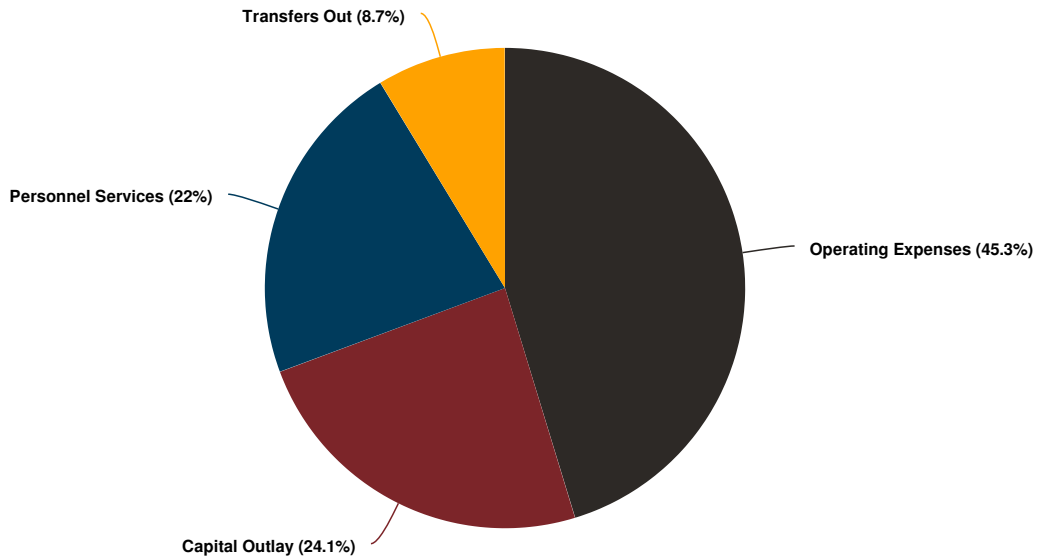


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
Expenditures							
Physical Environment							
Utility Operations							
Water Treatment	\$3,568,403	\$3,092,980	\$6,248,818	\$2,665,439	\$6,165,260	\$3,430,425	10.9%
Water Reclamation Treatment	\$6,863,100	\$4,686,391	\$10,730,139	\$10,601,609	\$10,676,530	\$6,742,870	43.9%
<b>Total Utility Operations:</b>	<b>\$10,431,503</b>	<b>\$7,779,371</b>	<b>\$16,978,957</b>	<b>\$13,267,048</b>	<b>\$16,841,789</b>	<b>\$10,173,295</b>	<b>30.8%</b>
<b>Total Physical Environment:</b>	<b>\$10,431,503</b>	<b>\$7,779,371</b>	<b>\$16,978,957</b>	<b>\$13,267,048</b>	<b>\$16,841,789</b>	<b>\$10,173,295</b>	<b>30.8%</b>

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Actuals	FY2023 Projected Actuals	FY2024 Proposed Budget	FY2023 Proposed Budget vs. FY2024 Budgeted (% Change)
<b>Total Expenditures:</b>	<b>\$10,431,503</b>	<b>\$7,779,371</b>	<b>\$16,978,957</b>	<b>\$13,267,048</b>	<b>\$16,841,789</b>	<b>\$10,173,295</b>	<b>30.8%</b>

## Utilities Operations - Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$1,800,905	\$2,035,741	\$2,051,941	\$1,909,415	\$2,235,958
Operating Expenses	\$5,423,048	\$3,287,439	\$4,048,513	\$4,053,871	\$4,607,218
Capital Outlay	\$1,854,675	\$1,077,100	\$10,177,100	\$10,177,100	\$2,447,600
Transfers Out	\$1,352,875	\$1,379,091	\$701,403	\$701,403	\$882,519
<b>Total:</b>	<b>\$10,431,503</b>	<b>\$7,779,371</b>	<b>\$16,978,957</b>	<b>\$16,841,789</b>	<b>\$10,173,295</b>

# Utilities Operations: Water Treatment



**Water/Sewer Fund**  
Org Code: 40257801

## **Department Mission**

To efficiently provide safe, reliable potable water, reclaimed water, and wastewater services to the community, in compliance with local, state, and federal requirements.

## **Program Description**

The Utilities Operations Division operates four separate potable drinking water plants. There is also an interconnect with the City of Lakeland System for emergency fire flow. All facilities are operated and monitored 24 hours per day, 365 days a year by operators licensed by the State of Florida Department of Environment Protection.

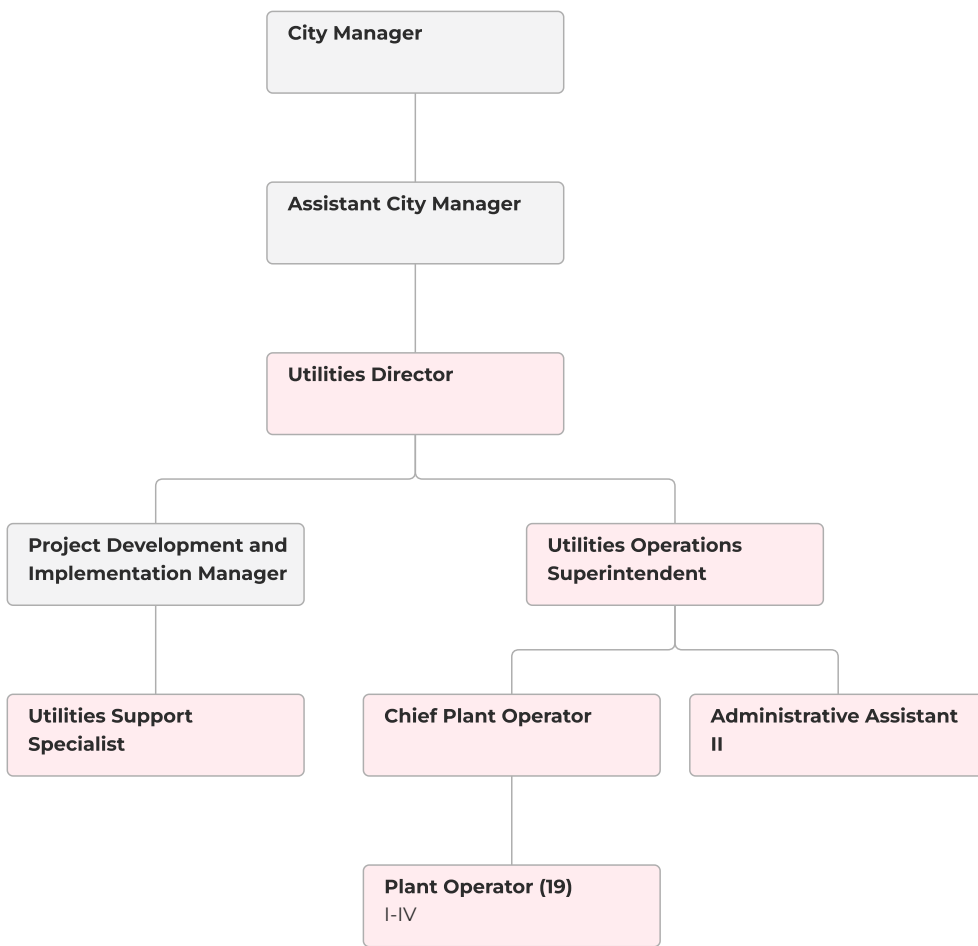
# Utilities Operations: Water Treatment - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Chief Plant Operator	1	1	1
Plant Operator (I-IV)	17	19	19
Utilities Director	1	1	1
Utilities Operations Superintendent	1	1	1
<b>Total</b>	<b>21</b>	<b>23</b>	<b>23</b>

Personnel costs are split across all programs of the Utilities Operations Division.

### Water Treatment



## Utilities Operations: Water Treatment - Program Goals

### Value: Teamwork

- Work together to maintain compliance with state and federal regulations for the drinking water system.

### Value: Integrity

- Serve our community with efficient, safe, reliable, potable drinking water.

### Value: Transparency

- Maintain customer outreach by utilizing the city website to convey information pertinent to our drinking water quality.

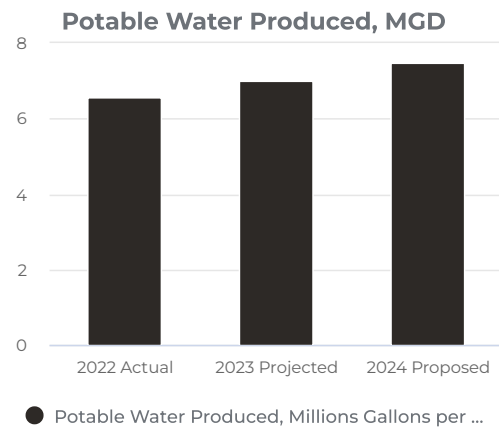
### Value: Leadership

- Encourage employees to increase their professional knowledge to maintain our award-winning status.

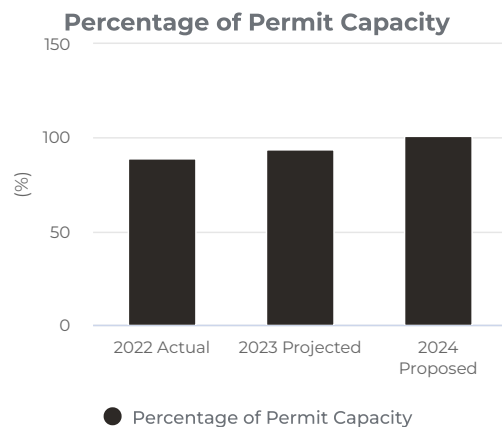
### Value: Excellence

- Engage customers on water quality issues and provide a resolution promptly and effectively.

## Utilities Operations: Water Treatment - Program Objectives

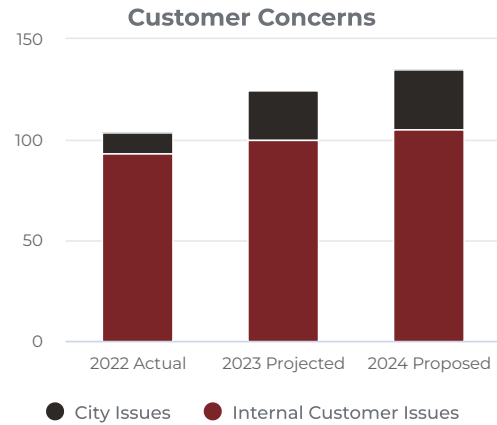


## Utilities Operations: Water Treatment - Program Objectives



## Utilities Operations: Water Treatment - Program Objectives

All 2021 concerns were resolved.



## Utilities Operations: Water Treatment - Program Objectives



### Number of Permit and Regulatory Violations



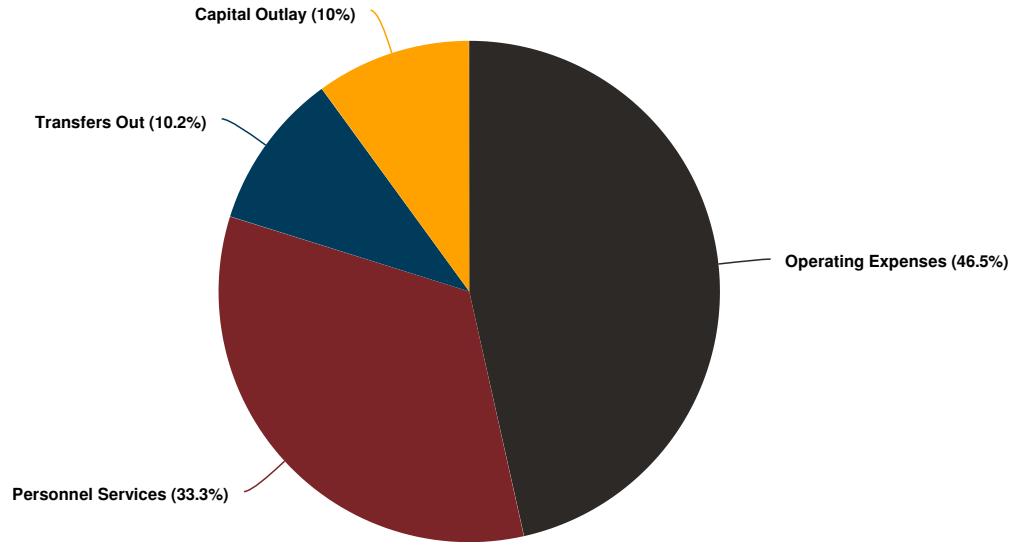
## Utilities Operations: Water Treatment - Goals & Objectives Accomplished

- o Maintained compliant and safe operation of the drinking water systems with no violations or warnings.

# Utilities Operations: Water Treatment - Expenditures by Expense Type

Capital Equipment		Capital Project	
Auto Flushers	3,000	Water System Storage Tank Rehabilitation	75,000
Chlorine Analyzer (2)	13,600	Water Treatment Plant Upgrade Program	250,000
Colorimeter	1,300	<b>Total</b>	<b>\$325,000</b>
<b>Total</b>	<b>\$17,900</b>		

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Personnel Services	\$921,774	\$1,039,772	\$1,047,872	\$980,014	\$1,143,615
Operating Expenses	\$1,530,002	\$1,096,453	\$1,486,409	\$1,470,709	\$1,595,258
Capital Outlay	\$575,000	\$267,400	\$3,367,400	\$3,367,400	\$342,900
Transfers Out	\$541,627	\$689,355	\$347,137	\$347,137	\$348,652
<b>Total:</b>	<b>\$3,568,403</b>	<b>\$3,092,980</b>	<b>\$6,248,818</b>	<b>\$6,165,260</b>	<b>\$3,430,425</b>

# Water Reclamation Treatment



**Water/Sewer Fund**  
Org Code: 40257802

## **Department Mission**

To efficiently provide safe, reliable potable water, reclaimed water, and wastewater services to the community, in compliance with local, state, and federal requirements.

## **Program Description**

The Utilities Operations Division operates a 10 million gallons per day wastewater treatment system. All wastewater entering the facility is treated to Part III reclaimed water standards for reuse throughout the City and by users along Highway 39. The facilities are operated and monitored 24 hours per day, 365 days a year by operators licensed by the State of Florida Department of Environment Protection.



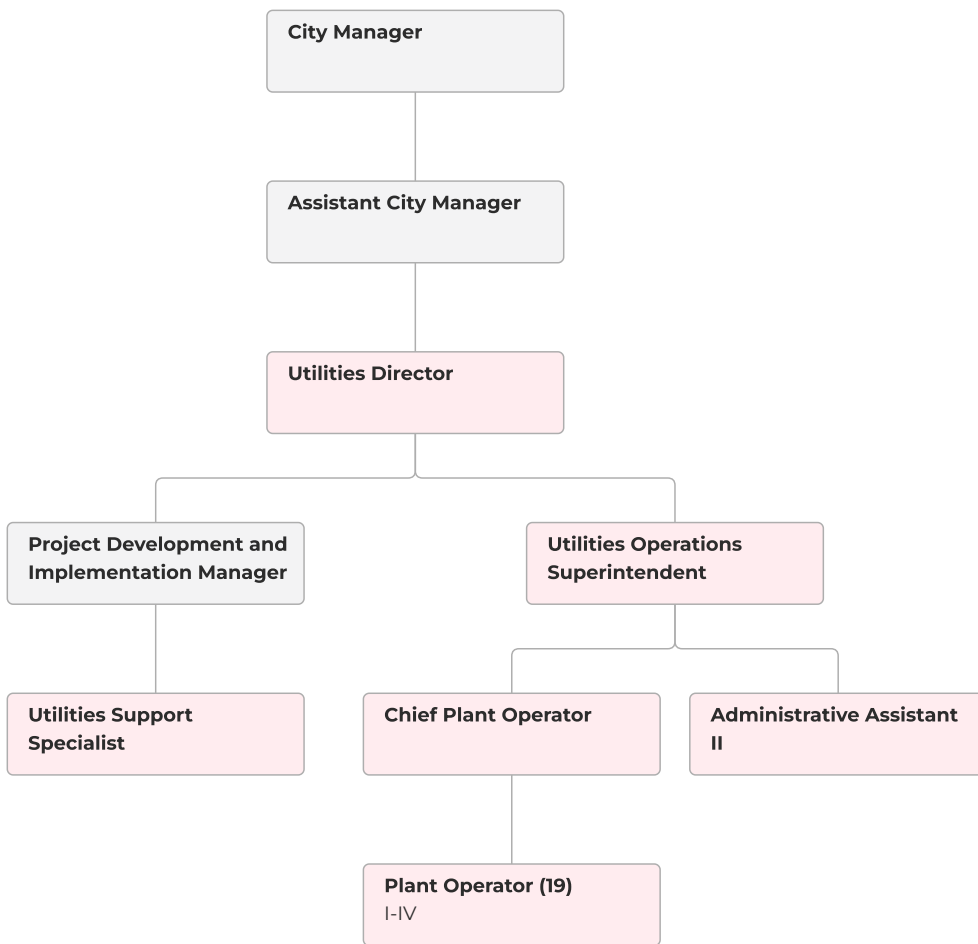
# Utilities Operations: Water Reclamation Treatment - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Chief Plant Operator	1	1	1
Plant Operator (I-IV)	17	19	19
Utilities Director	1	1	1
Utilities Operations Superintendent	1	1	1
Utilities Support Specialist	1	1	1
<b>Total</b>	<b>21</b>	<b>23</b>	<b>23</b>

Personnel costs are split across all programs of the Utilities Operations Division.

### Water Treatment



# Utilities Operations: Water Reclamation Treatment - Program Goals

## Value: Teamwork

- Work together to maintain compliance with state and federal regulations for the wastewater and water reclamation process.

## Value: Integrity

- Serve our community by efficiently removing contaminants from the wastewater and improving the environment:

## Value: Transparency

- Maintain customer outreach by offering tours of the Water Reclamation Facility to our community.

## Value: Leadership

- Encourage employees to increase their professional knowledge to maintain our award-winning status.

## Value: Excellence

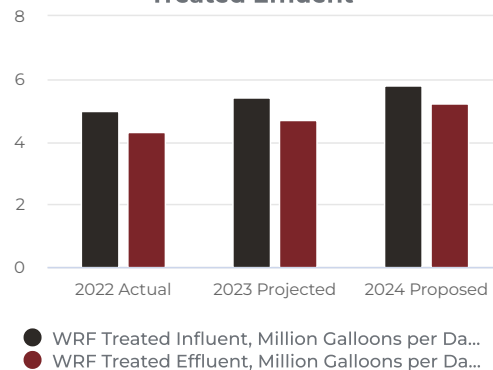
- Engage customers to address concerns through the Operations Center promptly and effectively.

# Utilities Operations: Water Reclamation Treatment - Program Objectives

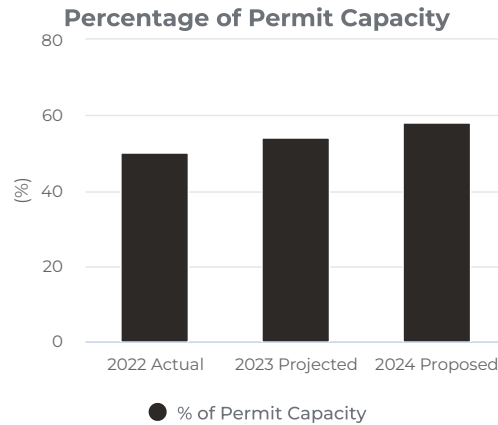
*Permitted flow increased to 10.0 MGD in 2021.*



WRF Treated Influent and WRF Treated Effluent



## Utilities Operations: Water Reclamation Treatment - Program Objectives



## Utilities Operations: Water Reclamation Treatment - Program Objectives



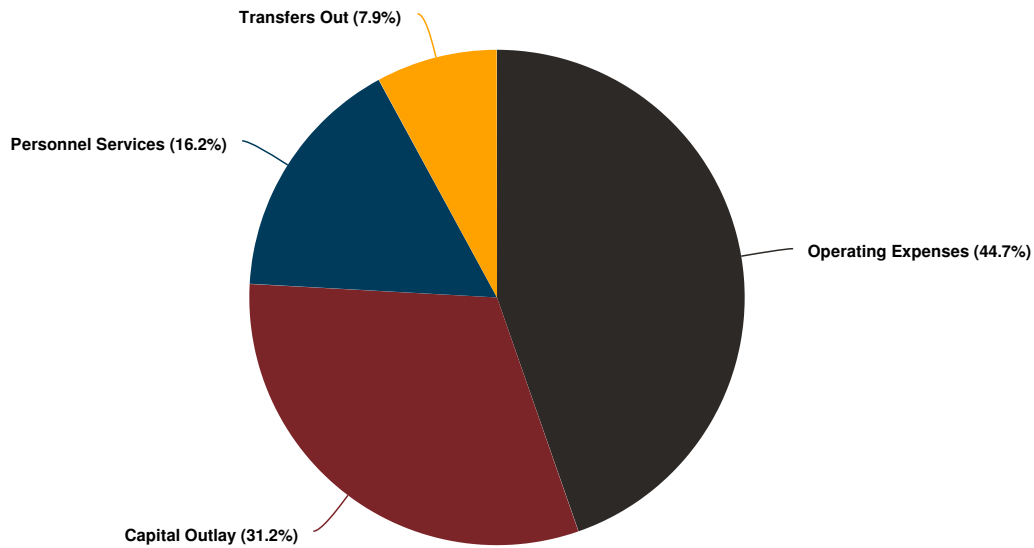
## Utilities Operations: Water Reclamation Treatment - Goals & Objectives Accomplished

- Maintained compliant and safe operation of the wastewater systems with no major violations or warnings.
- Received the following awards for the wastewater system and personnel:
  - 2023 Community Water Champions – Plant City and Lynn Spivey – Presented by the Water Reuse Association.
  - 2023 Public Education Campaign Award – Presented by Florida Water Environment Association.

# Utilities Operations: Water Reclamation Treatment - Expenditures by Expense Type

Capital Equipment		Capital Project	
SC-200 Industrial Cleaner	2,500	Wastewater/Reclaimed Water Tank	1,500,000
Luminescent Dissolved Oxygen Probe	2,200	WRF Sustainability and Resiliency	600,000
<b>Total</b>	<b>\$4,700</b>	<b>Total</b>	<b>\$2,100,000</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$879,131	\$995,969	\$1,004,069	\$929,402	\$1,092,343
Operating Expenses	\$3,893,047	\$2,190,986	\$2,562,104	\$2,583,162	\$3,011,960
Capital Outlay	\$1,279,675	\$809,700	\$6,809,700	\$6,809,700	\$2,104,700
Transfers Out	\$811,248	\$689,736	\$354,266	\$354,266	\$533,867
<b>Total Expense Objects:</b>	<b>\$6,863,100</b>	<b>\$4,686,391</b>	<b>\$10,730,139</b>	<b>\$10,676,530</b>	<b>\$6,742,870</b>

# Solid Waste



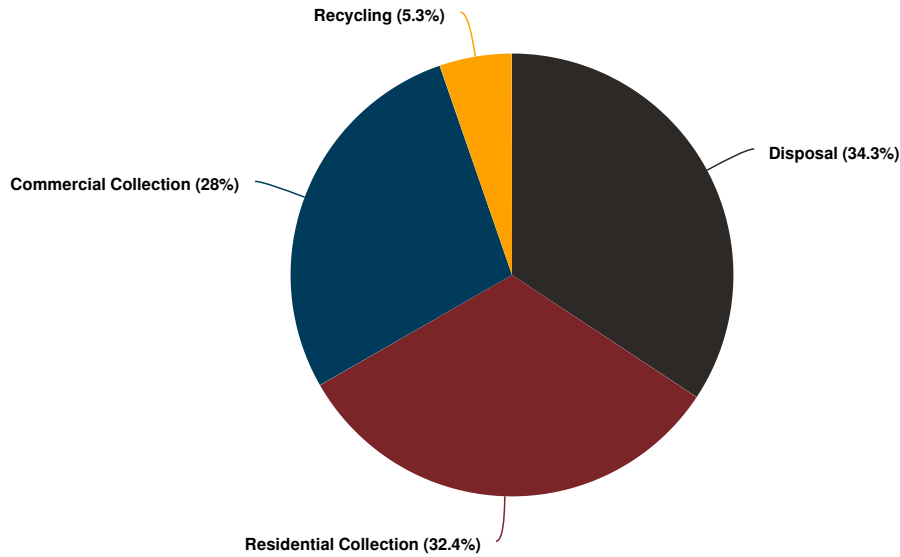
**Solid Waste Fund**  
Org Code: 4055840\*

Programs Include:

- Residential Collection
- Commercial Collection
- Recycling
- Disposal

## Solid Waste - Expenditures by Function

### Budgeted Expenditures by Function

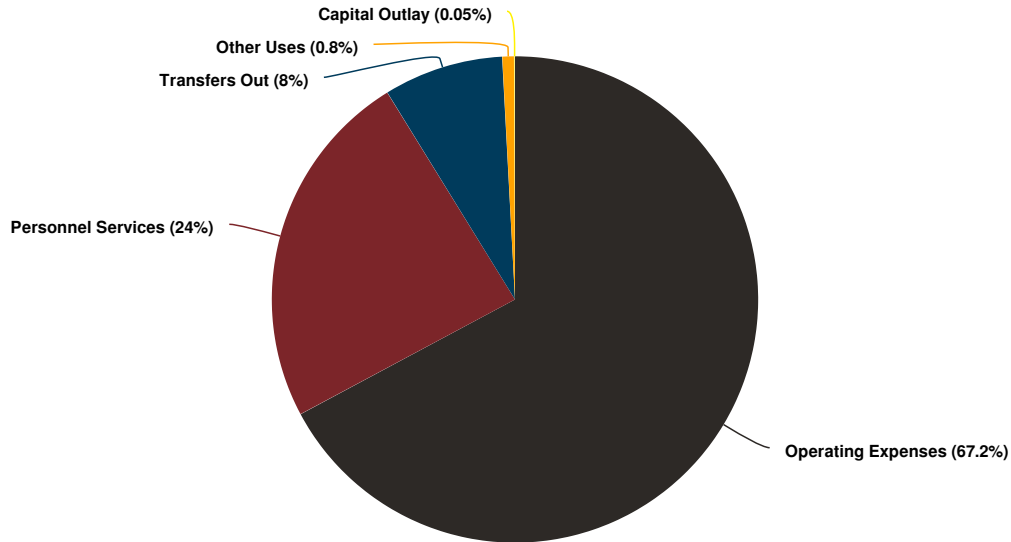


Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expenditures					
Physical Environment					
Solid Waste					
Residential Collection	\$4,878,914	\$2,461,069	\$3,472,561	\$3,277,426	\$3,209,399
Commercial Collection	\$2,288,892	\$2,807,169	\$3,397,001	\$3,034,925	\$2,772,786
Recycling	\$419,151	\$553,419	\$479,401	\$503,541	\$524,161
Disposal	\$3,156,096	\$3,639,023	\$3,324,751	\$3,693,556	\$3,398,654
<b>Total Solid Waste:</b>	<b>\$10,743,054</b>	<b>\$9,460,680</b>	<b>\$10,673,714</b>	<b>\$10,509,447</b>	<b>\$9,905,000</b>
<b>Total Physical Environment:</b>	<b>\$10,743,054</b>	<b>\$9,460,680</b>	<b>\$10,673,714</b>	<b>\$10,509,447</b>	<b>\$9,905,000</b>

Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
<b>Total Expenditures:</b>	<b>\$10,743,054</b>	<b>\$9,460,680</b>	<b>\$10,673,714</b>	<b>\$10,509,447</b>	<b>\$9,905,000</b>

## Solid Waste - Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$1,786,325	\$2,243,474	\$2,084,003	\$1,945,676	\$2,378,335
Operating Expenses	\$5,169,166	\$5,193,851	\$7,435,887	\$7,231,594	\$6,655,746
Capital Outlay	\$1,736,714	\$0	\$383,704	\$7,704	\$5,100
Other Uses	\$12,753	\$37,016	\$37,016	\$15,000	\$77,019
Transfers Out	\$2,038,096	\$1,986,339	\$733,104	\$1,309,473	\$788,800
<b>Total Expense Objects:</b>	<b>\$10,743,054</b>	<b>\$9,460,680</b>	<b>\$10,673,714</b>	<b>\$10,509,447</b>	<b>\$9,905,000</b>

# Solid Waste: Residential Collection



**Solid Waste Fund**  
Org Code: 40558401

## Mission

To provide customers with exceptional waste collection, recycling and disposal services that protect, preserve and improve the environment and quality of life in the community.

## Program Description

The Residential program collects garbage at curbside two times per week and yard debris once per week. Bulk items are picked up at the curb either manually or with a "grabber" truck, usually at no extra charge. Three of the six garbage routes were successfully converted to an automated collection system in August 2021. Phase 2 conversion of the remaining residential customers is expected to be completed by the end of August 2022. City-owned "roll carts" are distributed to customers on the routes. There was no change in service regarding frequency or collection of yard waste and bulk pickup.



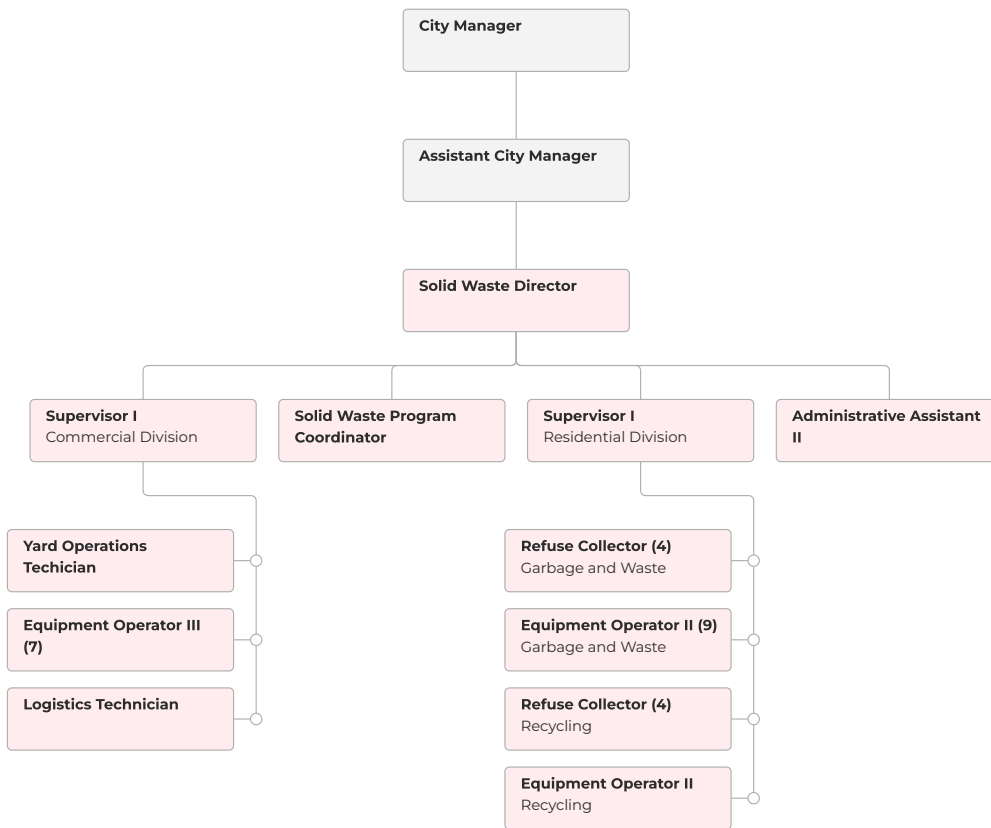
# Solid Waste: Residential Collection - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Asset Management Technician	1	1	0
Equipment Operator II	9	10	9
Equipment Operator III	8	8	7
Logistics Technician	0	0	1
Program Coordinator	1	1	1
Refuse Collector	10	6	8
Solid Waste Director	1	1	1
Supervisor I	2	2	2
Yard Operations Technician	0	0	1
<b>Total</b>	<b>33</b>	<b>30</b>	<b>31</b>

*Personnel costs are split between all Solid Waste Programs.*

## Solid Waste





## Solid Waste: Residential Collection - Program Goals

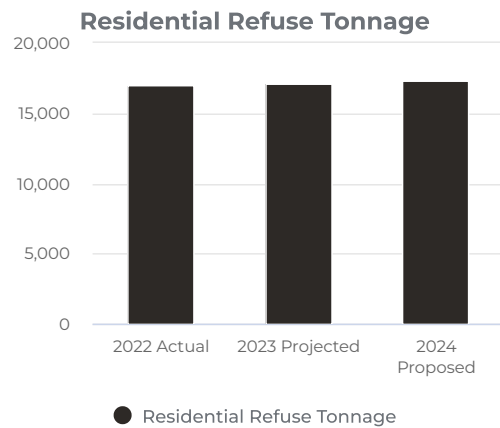
### Value: Excellence

- Respond to customer inquiries within one business day.
- Complete work orders within three business days.
- Convert three garbage routes from manual to automated collection system.
- Implement route optimization software.
- Contain preventable incidents.

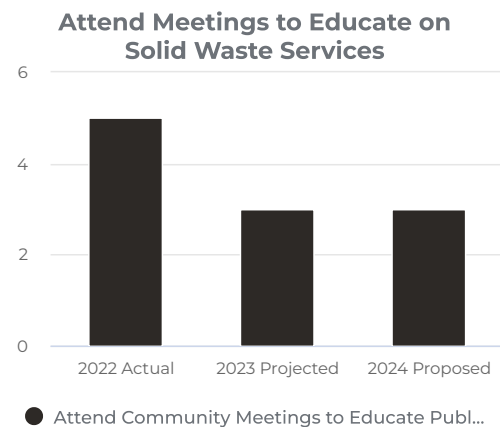
### Value: Leadership

- Attend an industry conference and online webinars for leadership development.

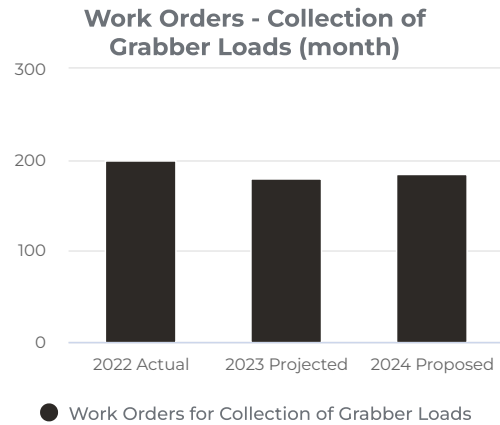
## Solid Waste: Residential Collection - Program Objectives



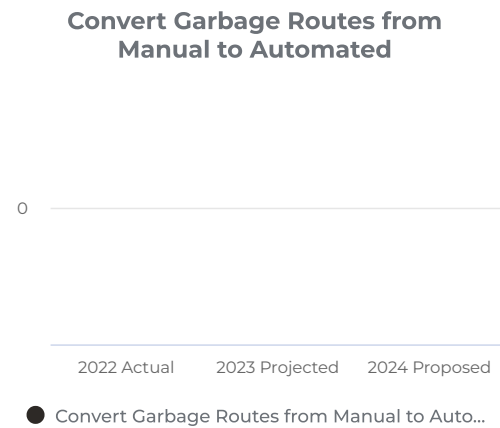
## Solid Waste: Residential Collection - Program Objectives



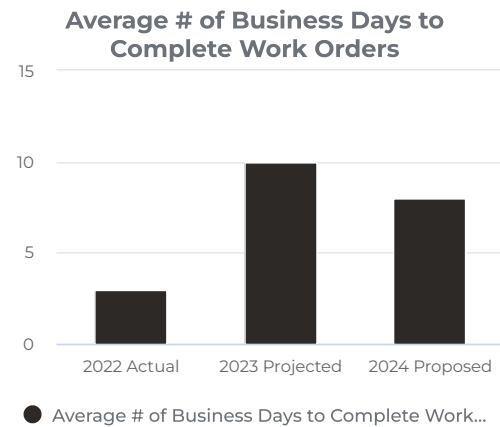
## Solid Waste: Residential Collection - Program Objectives



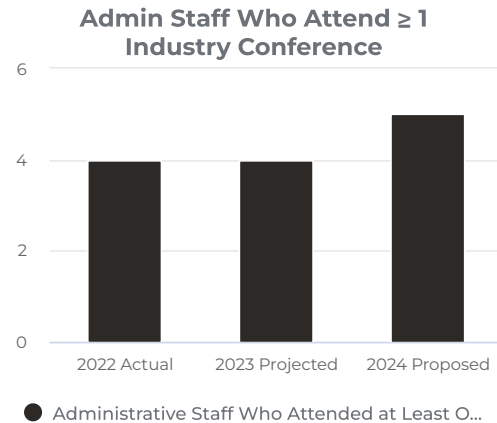
## Solid Waste: Residential Collection - Program Objectives



## Solid Waste: Residential Collection - Program Objectives



## Solid Waste: Residential Collection - Program Objectives

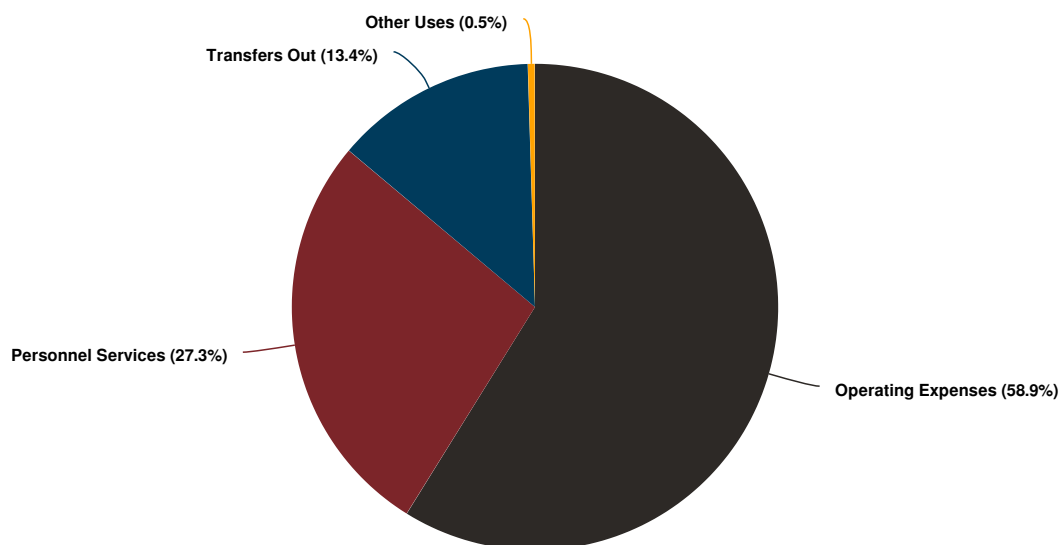


## Solid Waste: Residential Collection - Goals & Objectives Accomplished

- Provided service to customers for trash and recycling with no delays despite significant labor and vehicle shortages.
- Attended three different industry conferences in FY2023.
- Participated in monthly community leadership and networking group: Plant City Chamber and Aspire.
- Converted remaining garbage routes from manual to automated collection system.
- Improved "Non-Collection Notice" tags.
- Improved the use of asset tracking software for the City's roll carts (Vision software).
- Leveraged the use of technology to improve logistics and customer communication: Global Positioning System (GPS), Radio Frequency Identification (RFID) system, Munis (customer billing), and Excel (for work order tracking).

## Solid Waste: Residential Collection - Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$645,994	\$945,957	\$800,257	\$664,080	\$875,382
Operating Expenses	\$1,370,635	\$809,093	\$2,323,340	\$2,213,440	\$1,888,963
Capital Outlay	\$1,736,714	\$0	\$7,704	\$7,704	\$0
Other Uses	\$9,497	\$0	\$0	\$10,000	\$15,000
Transfers Out	\$1,116,074	\$706,019	\$341,260	\$382,202	\$430,054
<b>Total Expense Objects:</b>	<b>\$4,878,914</b>	<b>\$2,461,069</b>	<b>\$3,472,561</b>	<b>\$3,277,426</b>	<b>\$3,209,399</b>

# Solid Waste: Commercial Collection



**Solid Waste Fund**

Org Code: 40558402

## **Mission**

To provide customers with exceptional waste collection, recycling and disposal services that protect, preserve and improve the environment and quality of life in the community.

## **Program Description**

The Commercial program collects garbage from a variety of service types such as dumpsters, roll-off containers (open top and compactors), and bags/cans (curbside). Service is provided as needed six days per week and for special events. The roll-off collection service is operated under contract with Republic Services but is billed by the City. The department has a container maintenance program for tracking, repairing, and replacing dumpsters. In February 2022, the City obtained from Hillsborough County the first right of refusal for disposal of Class I waste from all commercial locations in the City's limits.

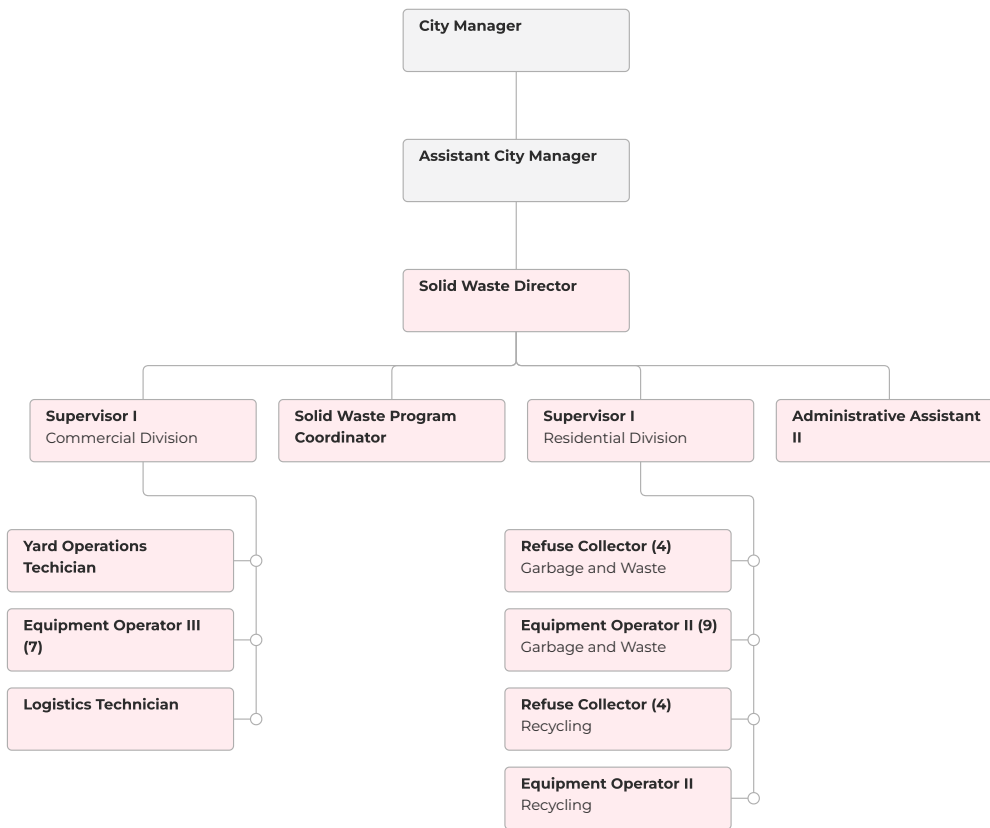
# Solid Waste: Commercial - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Asset Management Technician	1	1	0
Equipment Operator II	9	10	9
Equipment Operator III	8	8	7
Logistics Technician	0	0	1
Program Coordinator	1	1	1
Refuse Collector	10	6	8
Solid Waste Director	1	1	1
Supervisor I	2	2	2
Yard Operations			
<b>Total</b>	<b>36</b>	<b>33</b>	<b>30</b>

Personnel costs are split between all Solid Waste Programs.

## Solid Waste



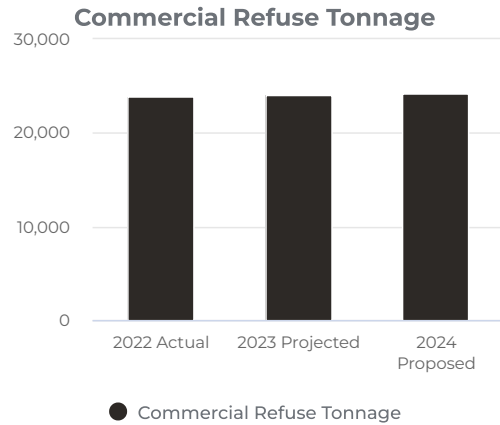
## Solid Waste: Commercial Collection - Program Goals

### Value: Excellence

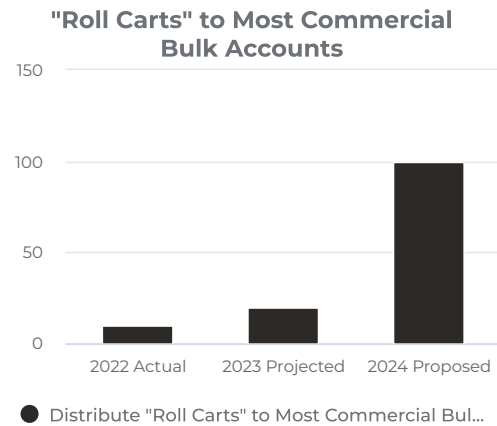
- Begin conversion of commercial curbside accounts from manual to automated collection if rates are approved.
- Respond to customer inquiries within one business day.
- Contain preventable incidents

## Solid Waste: Commercial Collection - Program Objectives

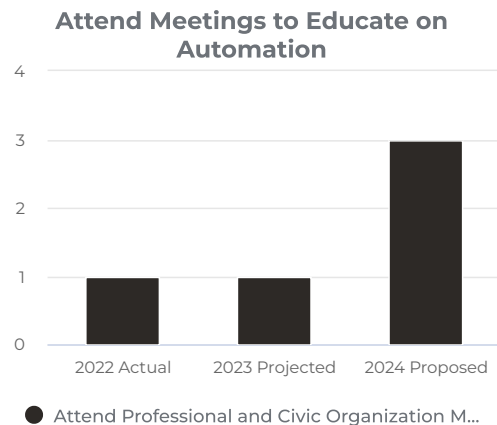
2020 Actual: Experienced a reduction in commercial tonnage due to closing of businesses in response to COVID-19.



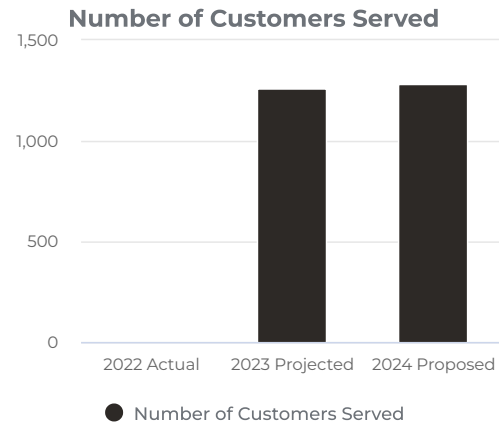
## Solid Waste: Commercial Collection - Program Objectives



## Solid Waste: Commercial Collection - Program Objectives



## Solid Waste: Commercial Collection - Program Objectives



## Solid Waste: Commercial Collection - Goals & Objectives Accomplished

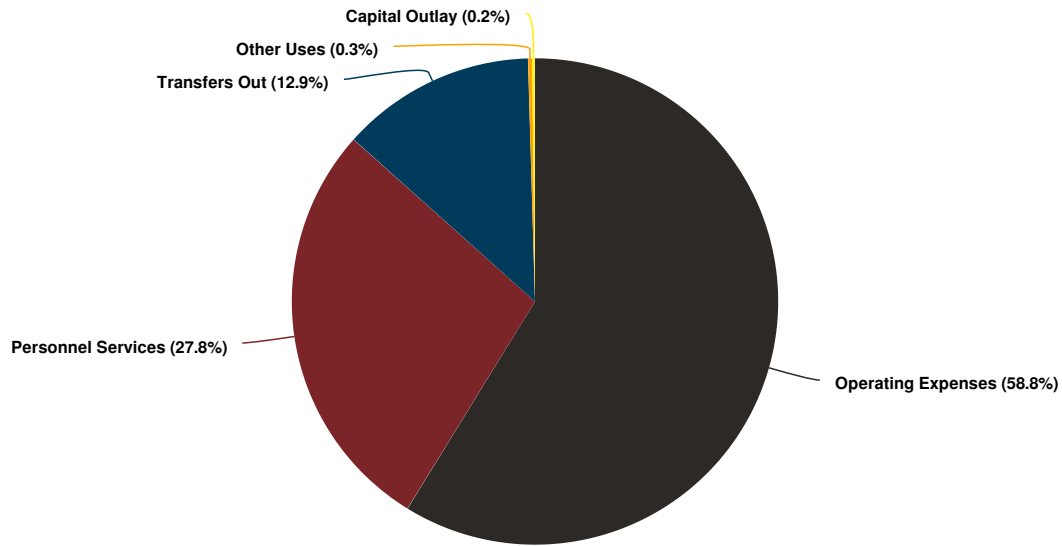
- Began evaluating new rates for commercial curbside customers to incorporate automated trash collection via City-issued roll carts. Rate schedule will require approval from City Commission.
- Maintained high level of service despite persistent shortages in labor and vehicles.
- Issued roll carts to several commercial accounts to improve route safety or efficiency.
- Began evaluating the expansion of radio frequency identification (RFID) technology to commercial containers.



# Solid Waste: Commercial Collection - Expenditures by Expense Type

Capital Equipment	
Camera System	5,100
<b>Total</b>	<b>\$5,100</b>

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$662,257	\$682,090	\$678,619	\$722,121	\$771,222
Operating Expenses	\$1,034,658	\$1,333,173	\$1,950,538	\$1,868,947	\$1,630,218
Capital Outlay	\$0	\$0	\$376,000	\$0	\$5,100
Other Uses	\$3,256	\$0	\$0	\$5,000	\$7,500
Transfers Out	\$588,721	\$791,906	\$391,844	\$438,857	\$358,746
<b>Total Expense Objects:</b>	<b>\$2,288,892</b>	<b>\$2,807,169</b>	<b>\$3,397,001</b>	<b>\$3,034,925</b>	<b>\$2,772,786</b>

# Solid Waste: Recycling



**Solid Waste Fund**

Org Code: 40558403

## **Mission**

To provide customers with exceptional waste collection, recycling and disposal services that protect, preserve and improve the environment and quality of life in the community.

## **Program Description**

Recycling service is provided free to residential and commercial customers. The department pays a disposal fee per ton minus the market price for each commodity. Commodity prices vary widely throughout each year. The processing fee remained \$100 per ton in FY 2023.

- Residential customers are provided with an 18-gallon container for single stream. Curbside collection for a variety of material is collected once per week. This material is processed at a recycling facility owned by Republic Services.
- Commercial customers are provided a dumpster for disposal of cardboard, collected up to five days per week. This material is taken to a processing facility in Tampa.

The department operates a Public Use Oil Collection Center for residents to dispose of motor and cooking oil, which are recycled by Synergy Recycling, LLC.

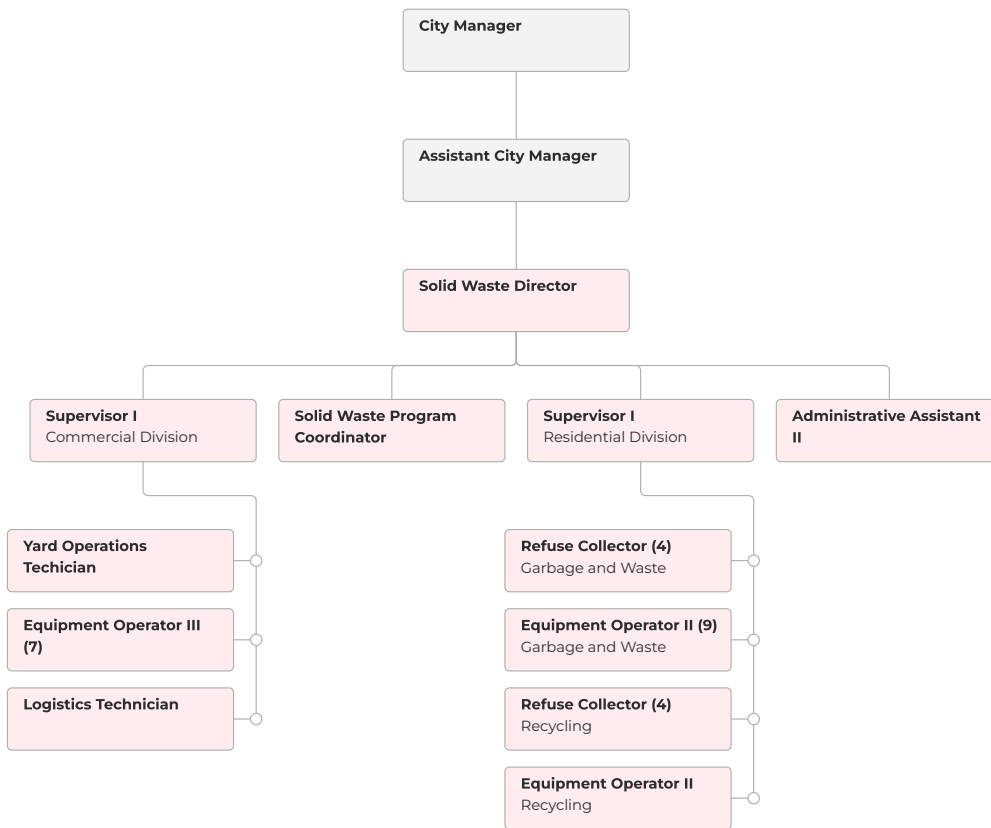
# Solid Waste: Recycling - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Asset Management Technician	1	1	0
Equipment Operator II	9	10	9
Equipment Operator III	8	8	7
Logistics Technician	0	0	1
Program Coordinator	1	1	1
Refuse Collector	10	6	8
Solid Waste Director	1	1	1
Supervisor I	2	2	2
Yard Operations Technician	0	0	1
<b>Total</b>	<b>33</b>	<b>30</b>	<b>31</b>

*Personnel costs are split between all Solid Waste Programs.*

## Solid Waste



## Solid Waste: Recycling - Program Goals

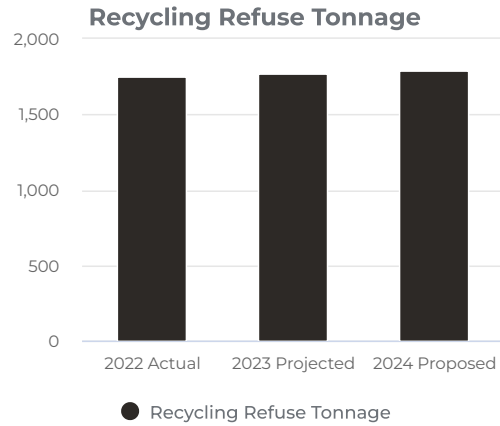
### Value: Excellence

- Improve the quality of the material in bins to reduce the contamination rate by conducting community outreach.

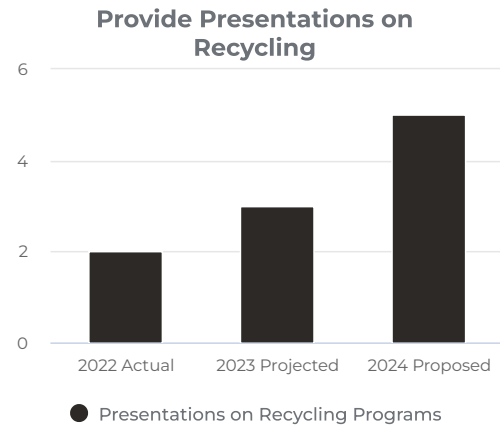
### Value: Transparency

- Inform customers of current, relevant trends in Plant City's recycling program.

## Solid Waste: Recycling - Program Objectives



## Solid Waste: Recycling - Program Objectives

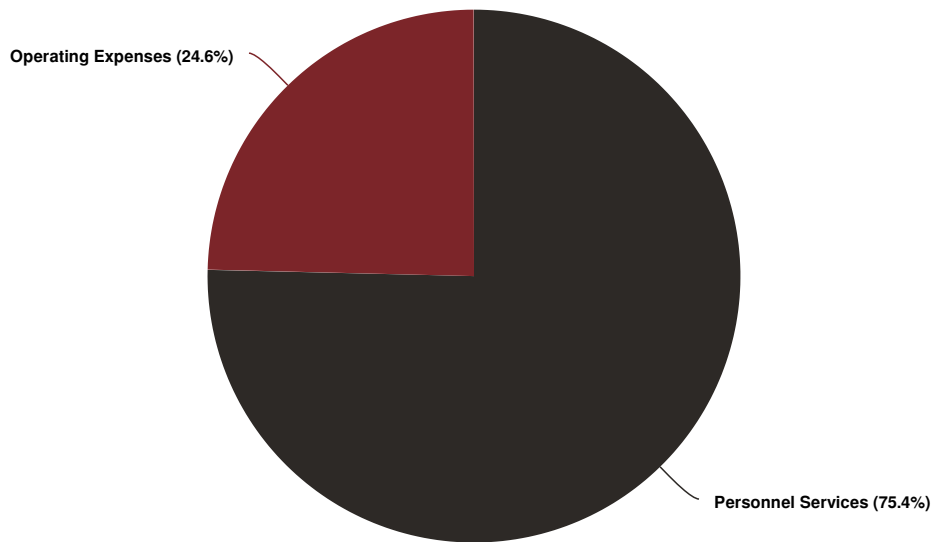


## Solid Waste: Recycling - Goals & Objectives Accomplished

- Updated educational material and increased outreach to residents about acceptable material in recycling bins.
- Encouraged more recycling with implementation of automated trash collection program.
- Spoke to groups about the local status of recycling.

# Solid Waste: Recycling - Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$227,076	\$319,103	\$307,803	\$277,290	\$395,171
Operating Expenses	\$136,369	\$169,209	\$171,598	\$161,144	\$128,990
Transfers Out	\$55,707	\$65,107	\$0	\$65,107	\$0
<b>Total Expense Objects:</b>	<b>\$419,151</b>	<b>\$553,419</b>	<b>\$479,401</b>	<b>\$503,541</b>	<b>\$524,161</b>

# Solid Waste: Disposal



## Solid Waste Fund

Org Code: 40558404

### **Mission**

To provide customers with exceptional waste collection, recycling and disposal services that protect, preserve and improve the environment and quality of life in the community.

### **Program Description**

The City disposes of solid waste at several facilities based on the type of waste and operational logistics. These facilities include: Polk County Landfill, Cedar Trails, Hillsborough County, and Paragon Development Group.

The department provides collection service six days a week for roll-off containers (open top and compactors) to commercial and multi-family accounts. The roll-off collection service is provided through a contract with Republic Services, but the City pays the disposal fees.

The department collects bulk items such as furniture, appliances, tires and electronic devices as requested by customers via work orders and from other City departments. These items are placed in containers located at the operations yard, which are hauled for disposal by Republic Services.

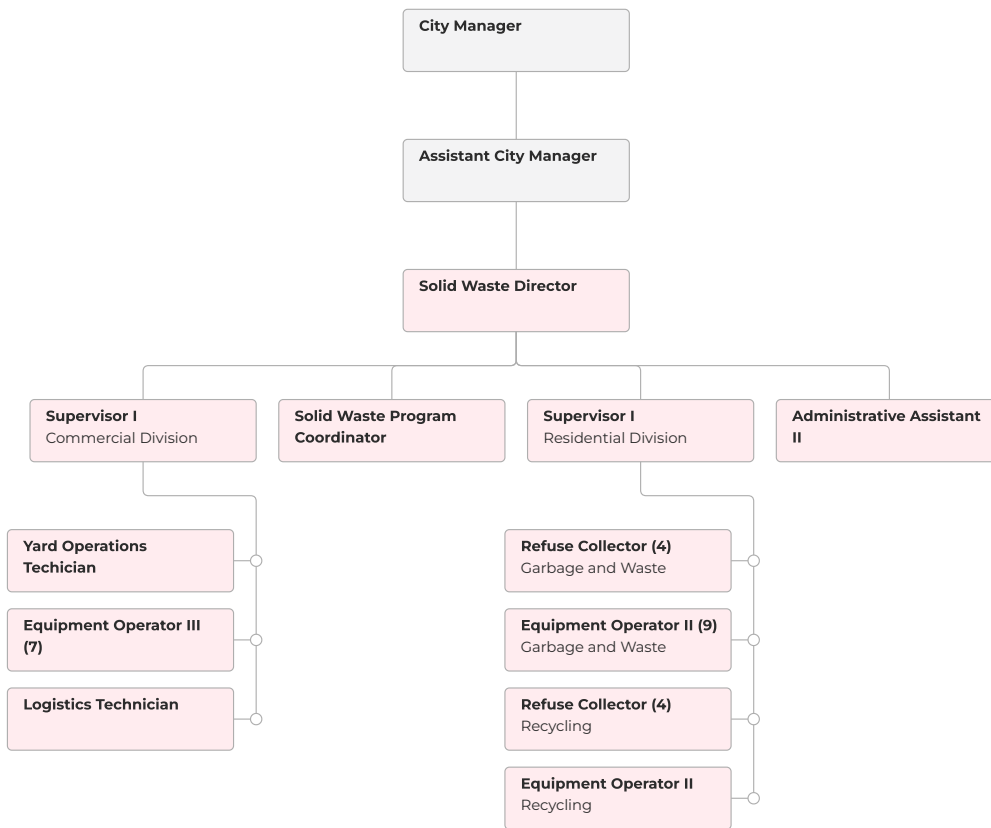
# Solid Waste: Disposal - Personnel

## Personnel by Position

Position	FY 2022	FY 2023	FY 2024
Administrative Assistant II	1	1	1
Asset Management Technician	1	1	0
Equipment Operator II	8	10	9
Equipment Operator III	8	8	7
Logistics Technician	0	0	1
Program Coordinator	1	1	1
Refuse Collector	10	6	8
Solid Waste Director	1	1	1
Supervisor I	2	2	2
Yard Operations Technician	0	0	1
<b>Total</b>	<b>33</b>	<b>30</b>	<b>31</b>

*Personnel costs are split between all Solid Waste Programs.*

## Solid Waste

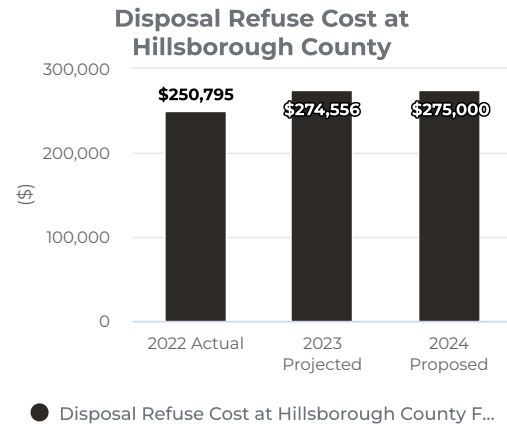


# Solid Waste: Disposal - Program Goals

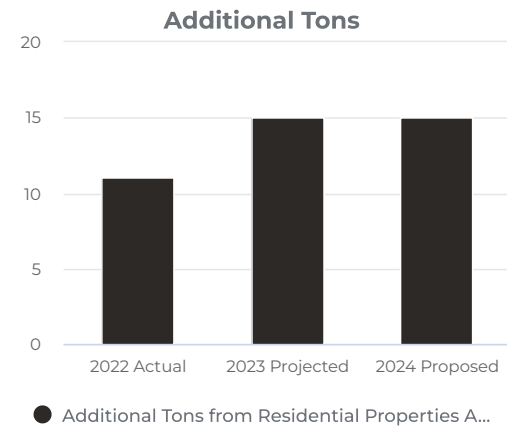
**Value: Excellence**

- Deliver the required tonnage to Hillsborough County per the interlocal agreement.
- Evaluate and track tons of solid waste associated with new annexations from Hillsborough County.

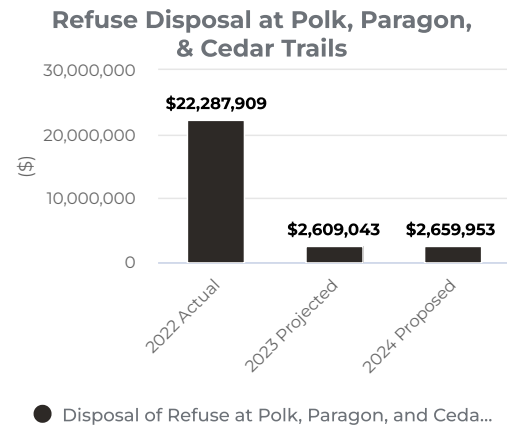
## Solid Waste: Disposal - Program Objectives



## Solid Waste: Disposal - Program Objectives



## Solid Waste: Disposal - Program Objectives



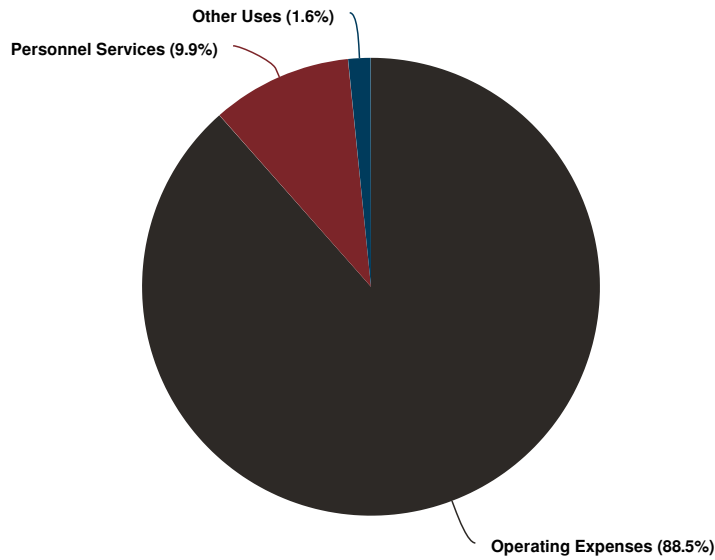


## Solid Waste: Disposal - Goals & Objectives Accomplished

- Met the tonnage obligation to dispose waste at Hillsborough County's facility for calendar year 2022 (4,239 tons).
- Reduced the tonnage obligation to Hillsborough County's disposal facility by 445 tons on January 1, 2023 and added growth from residential annexations that has a County solid waste account (11 tons).
- Review the cost proposal for the Transfer Station, which can be finalized when a site is approved.

## Solid Waste: Disposal - Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Personnel Services	\$250,998	\$296,324	\$297,324	\$282,186	\$336,560
Operating Expenses	\$2,627,504	\$2,882,376	\$2,990,411	\$2,988,063	\$3,007,575
Other Uses	\$0	\$37,016	\$37,016	\$0	\$54,519
Transfers Out	\$277,594	\$423,307	\$0	\$423,307	\$0
<b>Total Expense Objects:</b>	<b>\$3,156,096</b>	<b>\$3,639,023</b>	<b>\$3,324,751</b>	<b>\$3,693,556</b>	<b>\$3,398,654</b>

# Fleet Replacement



Fleet Replacement Fund  
51050000

## Mission

To establish a fund for the replacement of vehicles and large equipment.

## Program Description

The Fleet Replacement Fund was established to replace vehicles and large equipment that have exceeded their useful life. Equipment requests are evaluated for age and condition prior to replacement. Fleet Replacement is funded through department lease payments.

## Fleet Replacement - Program Goals

### Value: Excellence

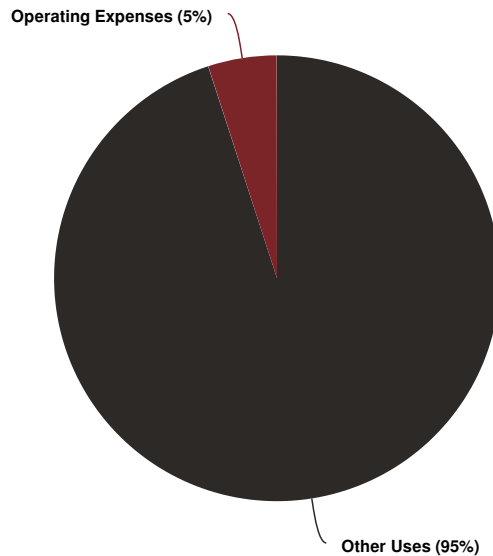
- Establish replacement accounts for each vehicle the City owns.
- Purchase City vehicles and large equipment through the Fleet Replacement Fund.

## Fleet Replacement - Expenditures by Expense Type

On June 26, 2023, the City Commission approved the fleet requests for Fiscal Year 2023-24 as a budget adjustment to the Fiscal Year 2022-23 budget using fund balance.

*No vehicles and equipment are included in the Proposed Budget for Fiscal Year 2023-24. However, the fund is showing revenue from annual department charges to replenish fund balance.*

### Budgeted Expenditures by Expense Type



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Operating Expenses	\$2,270,324	\$190,500	\$193,100	\$96,500	\$147,000
Capital Outlay	\$0	\$0	\$10,930,054	\$6,466,823	\$0
Other Uses	\$0	\$2,842,400	\$2,842,400	\$0	\$2,801,800
<b>Total Expense Objects:</b>	<b>\$2,270,324</b>	<b>\$3,032,900</b>	<b>\$13,965,554</b>	<b>\$6,563,323</b>	<b>\$2,948,800</b>

# Community Redevelopment Agency (CRA)



## Department Mission

To provide projects, activities and resources which address community needs, stimulate economic reinvestment, and further improvements to the Plant City Community Redevelopment Area.

## Program Description

Community Redevelopment Agency (CRA) was established by the City Commission in 1981, in accordance with the Community Redevelopment Act of 1969. This state act allows municipalities to use increases in property tax revenue to finance the necessary public investments in the project area. In accordance with provisions of this act, the CRA developed and implemented a Community Redevelopment Plan to remove the conditions of slum and blight that existed within a large portion of the City's core, including the Central Business District (CBD) and the adjacent residential areas.

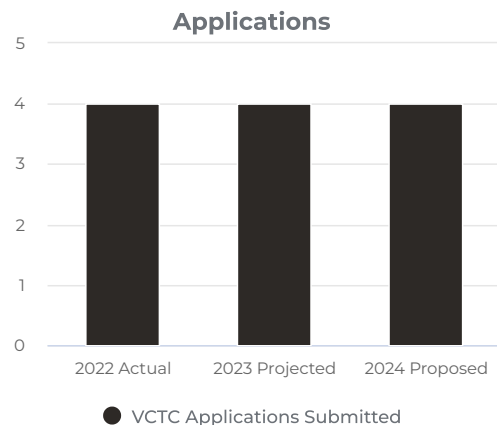
Funding for redevelopment and restoration projects that are essential for the reduction of slum and blight and the stimulation of private sector revitalization efforts is provided primarily from the tax increment generated by the increase devaluation of properties within the Community Redevelopment Area. Increases in property tax revenue above the baseline assessment that was established upon adoption of the Community Redevelopment Plan is set aside in the Community Redevelopment Trust Fund and can be utilized only for projects identified in the plan.

## Community Redevelopment Agency (CRA) - Program Goals

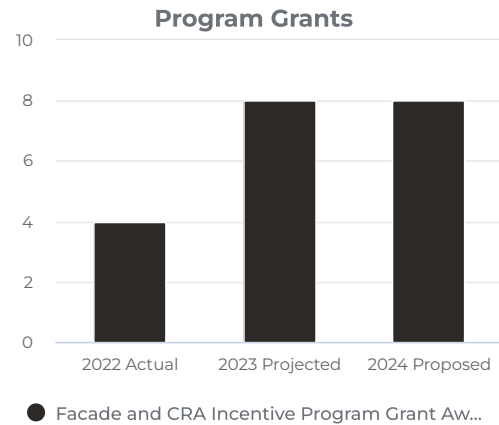
### Value: Excellence

- Eliminate blight in the City through projects, award of Façade and CRA Incentive Program Grants, and environmental clean-up of Brownfield sites in the Midtown Redevelopment Area.

## Community Redevelopment Agency (CRA) - Program Objectives



## Community Redevelopment Agency (CRA) - Program Objectives



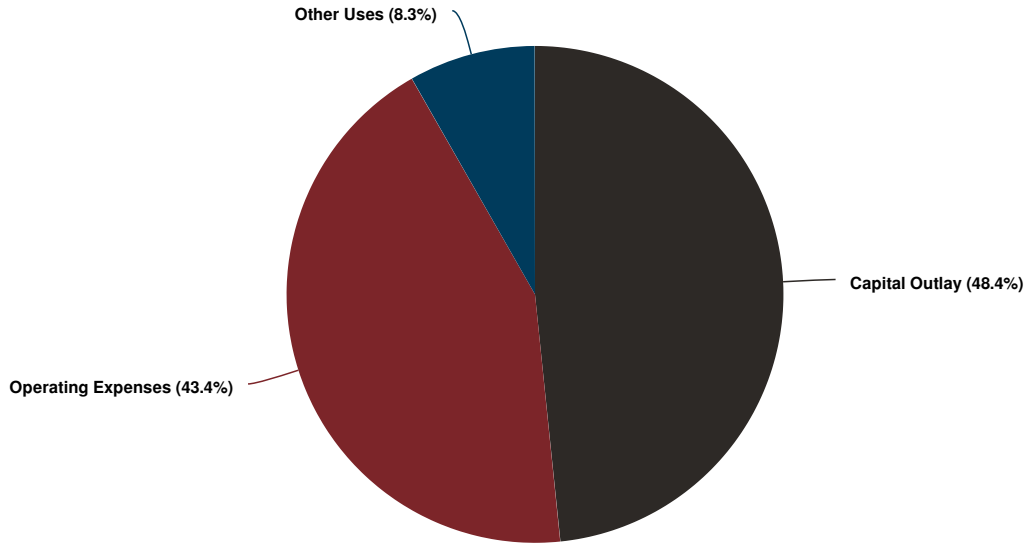
## Community Redevelopment Agency (CRA) - Goals & Objectives Accomplished

- Processed and awarded four Façade Improvement and CRA Incentive Program Grants for an expended amount of \$40,000.
- Submitted the annual Florida Department of Environmental Protection VCTC applications for Carlos Brake & Radiator, Gro-Mor Fertilizer Plant, Freddy West Automotive, and Stock Building Supply/McGinnis Lumber Yard Brownfield Sites; and was awarded tax credits in the amount of \$13,756.

## Community Redevelopment Agency (CRA) - Expenditures by Expense Type

Capital Equipment		Capital Project	
Pursuit Vehicle (3)	210,000	Property Acquisition	500,000
<b>Total</b>	<b>\$210,000</b>	Canal Connector Ped-Bike Trail	125,000
		Midtown Utility Systems	100,000
		Public Parking Lot (CIT other funds)	50,000
		Parking Lot (Alabama Street / Evers Street)	100,000
		Street Resurfacing from Additional Mil	263,834
		Brick Road Restoration	100,000
		South Collins Street	100,000
		Elevator Maintenance	5,000
		<b>Total</b>	<b>\$1,343,834</b>

**Budgeted Expenditures by Expense Type**



Name	FY2022 Actuals	FY2023 Adopted Budget	FY2023 Amended Budget	FY2023 Projected Actuals	FY2024 Proposed Budget
Expense Objects					
Operating Expenses	\$500,624	\$563,340	\$565,465	\$727,323	\$1,200,074
Capital Outlay	\$625,432	\$911,833	\$3,548,666	\$2,940,450	\$1,338,834
Grants and Aids	\$129,768	\$100,000	\$204,980	\$100,000	\$0
Other Uses	\$0	\$1,157,907	\$1,463,856	\$0	\$228,361
Debt Service	\$190,491	\$0	\$0	\$0	\$0
<b>Total Expense Objects:</b>	<b>\$1,446,315</b>	<b>\$2,733,080</b>	<b>\$5,782,966</b>	<b>\$3,767,773</b>	<b>\$2,767,269</b>

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# **CAPITAL IMPROVEMENTS**

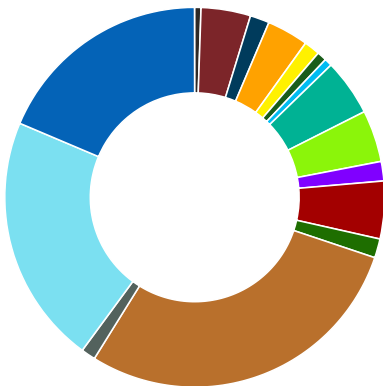
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# Capital Improvements: One-year Plan

## Total Capital Requested \$18,391,068

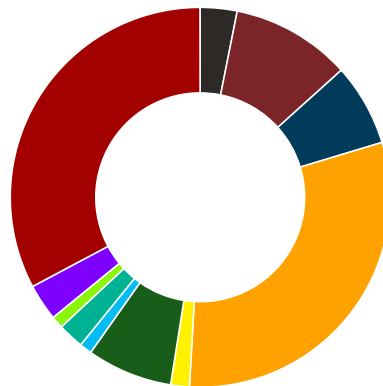
57 Capital Improvement Projects

Total Funding Requested by Department



Accounting (1%)	\$100,000.00
Cemetery (4%)	\$775,000.00
Community Services (2%)	\$300,000.00
CRA (4%)	\$650,000.00
Environmental Compliance (1%)	\$250,000.00
Fire Rescue (1%)	\$150,000.00
Fleet Management (1%)	\$120,000.00
General Services (5%)	\$886,000.00
Parks (4%)	\$811,250.00
Police (2%)	\$305,000.00
Recreation (5%)	\$900,000.00
Stormwater (2%)	\$300,000.00
Street Maintenance (29%)	\$5,278,818.00
Traffic Maintenance (1%)	\$225,000.00
Utility Maintenance (21%)	\$3,915,000.00
Utility Operations (19%)	\$3,425,000.00
<b>TOTAL</b>	<b>\$18,391,068.00</b>

Total Funding Requested by Source



CDBG Fund (3%)	\$600,000.00
CIT Fund (10%)	\$1,960,000.00
CRA Fund (7%)	\$1,343,834.00
General Fund (31%)	\$5,867,234.00
Police Impact Fees (2%)	\$305,000.00
Stormwater (7%)	\$1,400,000.00
Stormwater Fund (1%)	\$200,000.00
Street Fund (2%)	\$425,000.00
Transportation Impact Fees (1%)	\$200,000.00
Water Development Fund (3%)	\$600,000.00
Water/Sewer Fund (33%)	\$6,290,000.00
<b>TOTAL</b>	<b>\$19,191,068.00</b>



## Police Requests

### Itemized Requests for 2024

<b>Front Lobby Ballistic Protection</b>	<b>\$105,000</b>
---	------------------

Create a safer work environment for Police Department personnel in the front reception office.

<b>Indoor Firearms Range</b>	<b>\$200,000</b>
------------------------------	------------------

Repair, upgrade, and improve the existing Plant City Police Department (PCPD) indoor firearms range.

---

**Total: \$305,000**

## Recreation Requests

### Itemized Requests for 2024

<b>Athletic Events Barn</b>	<b>\$250,000</b>
-----------------------------	------------------

Replace the Recreation Division's storage barn at the Otis M. Andrews Sports Complex.

<b>Cultural Events Center</b>	<b>\$250,000</b>
-------------------------------	------------------

Create a Cultural Events Center to replace the Planteen Recreation Center.

<b>Playground Improvements</b>	<b>\$400,000</b>
--------------------------------	------------------

Multi-year accumulation of funds to upgrade or replace playground equipment as needed due to normal weathering and wear and tear at 12 playgrounds.

---

**Total: \$900,000**

## Parks Requests

### Itemized Requests for 2024

**ADA Improvements/City Parks** **\$60,000**

---

Multi-year accumulation of funds to retrofit City park facilities and create an accessible environment including bathrooms, parking, and paved access to bleachers, benches and picnic tables.

**Bike/Nature Trail - Sansone Park** **\$51,250**

---

Multi-year accumulation of funds to repair and resurface the 0.38 mile asphalt bike/nature trail at Mike Sansone Park.

**Lakeside Station Park** **\$500,000**

---

Develop a water park and related amenities.

**Park Improvements** **\$150,000**

---

Multi-year accumulation of funds to replace turf, irrigation, fencing, bleachers, netting, benches, tables, and other Park amenities City-wide.

**User Fee Park Improvements** **\$50,000**

---

Multi-year funding for park improvements supported by user fees paid by local independent youth sports programs.

---

**Total: \$811,250**

## General Services Requests

### Itemized Requests for 2024

**City Buildings Air Conditioning Maintain/Upgrade/Replacement** **\$250,000**

---

Maintain, upgrade and replace all the HVAC units for various City-owned facilities.

**City Hall Exterior Brick & Window Maintenance** **\$6,000**

---

Maintenance of City Hall exterior brick and windows.

**Elevator Upgrade/Maintenance** **\$30,000**

---

Maintain, upgrade, and replace elevator/lift systems.

**Roof Upgrade/Maintenance** **\$350,000**

---

Multi-year accumulation of funds to update, maintain, or repair roofs for 35 buildings.

---

**Total: \$636,000**

# Traffic Maintenance Requests

## Itemized Requests for 2024

<b>Advanced Traffic Management System (ATMS)</b>	<b>\$50,000</b>
Multi-year plan to maintain the ATMS system: upgrade servers, CCTV cameras, fiber hubs, switches, software and video wall.	
<b>Fiber Optic Cable Upgrade</b>	<b>\$50,000</b>
Replace 125,000 ft of fiber optic cable throughout the city traffic network.	
<b>Service Renewal</b>	<b>\$25,000</b>
Renew Applied Information Cellular Services for school zone crossing beacon and emergency vehicle preemption systems.	
<b>Traffic Signal Cabinet Upgrade</b>	<b>\$100,000</b>
Upgrade 40 traffic signal cabinets to current NEMA TS2 Type Standards.	
<b>Total: \$225,000</b>	

# Street Maintenance Requests

## Itemized Requests for 2024

<b>Brick Road Restoration</b>	<b>\$100,000</b>
Restore functionality and aesthetics to brick roads within historic downtown and surrounding areas.	
<b>Bridge Repair, Replacement &amp; Upgrade</b>	<b>\$150,000</b>
Repair/upgrade/maintain City bridges.	
<b>Canal Connector Ped-Bike Trail</b>	<b>\$250,000</b>
Create a north-south trail spine from Brewer Park to McIntosh Park.	
<b>Pedestrian Handrail &amp; Safety Guardrail</b>	<b>\$50,000</b>
Install and repair pedestrian handrails beside sidewalks and guardrails beside open ditches.	
<b>Public Parking Lot Paving</b>	<b>\$225,000</b>
Resurface and repave City-owned parking lots.	
<b>Sidewalk Replacement</b>	<b>\$100,000</b>
Sidewalk repairs and retrofitting to meet the ADA requirements for sidewalks.	
<b>South Collins Street Intersection</b>	<b>\$400,000</b>
Improve intersections and drainage on South Collins Street from north of Grant Street to south of Prosser Street.	
<b>Street Resurfacing and Paving from Additional Mil</b>	<b>\$4,003,818</b>
Resurface and pave various roads throughout the City.	
<b>Total: \$5,278,818</b>	

## Environmental Compliance Requests

### Itemized Requests for 2024

<b>Backflow Prevention Assembly &amp; Large Meter</b>	<b>\$100,000</b>
Replace large backflow prevention assemblies and associated water meters.	
<b>Wastewater and Surface Water Pollutant Management Program</b>	<b>\$150,000</b>
Conduct studies and implement comprehensive solutions to address regulatory pollutant reduction in the stormwater and wastewater systems.	
<b>Total: \$250,000</b>	

## Utility Maintenance Requests

### Itemized Requests for 2024

<b>Collection System Asset Management</b>	<b>\$1,600,000</b>
Replacement of gravity sanitary sewer lines and force mains that have reached or exceeded their useful life.	
<b>Lift Station Generator and Pump Replacement</b>	<b>\$150,000</b>
Upgrade generators and pumps for sanitary lift stations.	
<b>Lift Station Maintenance and Rehabilitation</b>	<b>\$315,000</b>
Maintain and rehabilitate lift stations.	
<b>Meter Replacement / Repair Program</b>	<b>\$750,000</b>
Scheduled meter replacement program on a ten-year cycle to ensure accuracy in measuring and billing consumption. This Asset Management also includes new meter installations and conversion to AMI.	
<b>Midtown Utility Systems</b>	<b>\$100,000</b>
Upgrades to the existing utilities and new installation to adequately serve the Midtown redevelopment area.	
<b>Minor Water Main Extensions</b>	<b>\$100,000</b>
Minor water main extensions.	
<b>Water Distribution System Asset Management</b>	<b>\$500,000</b>
Replace existing water mains that have reached or exceeded their useful life. This project includes upsizing undersized mains to 6" for fire protection when possible.	
<b>Water Reclamation Facility (WRF) Asset Management</b>	<b>\$300,000</b>
Upgrade electrical, mechanical equipment or systems at the Water Reclamation Facility.	
<b>WTP Asset Management</b>	<b>\$100,000</b>
Repair and rehabilitate the water treatment plants.	
<b>Total: \$3,915,000</b>	

## Stormwater Requests

### Itemized Requests for 2024

<b>Master Plan</b>	<b>\$100,000</b>
Annual update of new information concerning existing stormwater systems.	
<b>Stormwater Drainage Pipe Rehabilitation and Repair</b>	<b>\$200,000</b>
Rehabilitate and/or repair drainage pipes and inlets.	
<b>Total: \$300,000</b>	

## Utility Operations Requests

### Itemized Requests for 2024

<b>McIntosh Preserve Wetland Expansion</b>	<b>\$500,000</b>
Utilize McIntosh Preserve tract for integrated water treatment and flood mitigation by increasing stormwater capacity and expanding the use of wetlands.	
<b>Wastewater/Reclaimed Water Tank Asset Management Program</b>	<b>\$1,500,000</b>
A maintenance program to ensure the desired level of service and extend the service life of large concrete storage tanks in the Water Reclamation Facility (WRF).	
<b>Water Capacity Improvements</b>	<b>\$500,000</b>
Comprehensive evaluation of the water distribution system to include water source, storage, treatment and delivery systems will be used to evaluate, develop and implement improvements, upgrades, and increases to the Distribution System to include...	
<b>Water Reclamation Facility (WRF) Sustainability and Resiliency</b>	<b>\$600,000</b>
Plan, develop, and implement systems and programs that facilitate the sustainability and resilience of the City's Water Reclamation Facility.	
<b>Water System Storage Tank Program</b>	<b>\$75,000</b>
A maintenance program to ensure a desired level of service and extend the service life of the City's water storage tanks.	
<b>Total: \$3,175,000</b>	

## Community Services Requests

### Itemized Requests for 2024

<b>CDBG 2023 Sidewalk Improvements</b>	<b>\$300,000</b>
Sidewalk Design and Construction	
<b>Total: \$300,000</b>	

## CRA Requests

### Itemized Requests for 2024

<b>Parking Lot at Alabama and Evers Street</b>	<b>\$100,000</b>
Design and construction of a new parking lot to serve the Midtown area.	
<b>Property Purchase</b>	<b>\$500,000</b>
Purchase property to attract and support redevelopment activities within Community Redevelopment Area (CRA).	
<b>Public Parking Lot Paving - CRA</b>	<b>\$50,000</b>
Resurface/repave City-owned parking lots.	
<b>Total: \$650,000</b>	

## Cemetery Requests

### Itemized Requests for 2024

<b>Cemetery Administration Building</b>	<b>\$300,000</b>
Construct a new Cemetery Administration building on existing property in Oaklawn-East. Design will include interior offices, breakroom and bathrooms in maintenance building.	
<b>Cemetery Property</b>	<b>\$200,000</b>
Acquire property for the expansion of cemetery space availability for future needs.	
<b>Cemetery Roadway Improvements</b>	<b>\$125,000</b>
Multi-year project to improve non-paved roadways in the various cemeteries.	
<b>Columbarium Construction</b>	<b>\$150,000</b>
Construct an above ground interment niche wall for final disposition, as a burial option.	
<b>Total: \$775,000</b>	

## Accounting Requests

### Itemized Requests for 2024

<b>Financial Management Information System (FMIS)</b>	<b>\$100,000</b>
Purchase and implement a Financial Management Information System (FMIS).	
<b>Total: \$100,000</b>	

## Fire Rescue Requests

### Itemized Requests for 2024

**Public Safety Training Facility** **\$150,000**

---

Create a Public Safety Training Facility for Plant City Fire Rescue (PCFR) and Plant City Police Department (PCPD).

---

**Total: \$150,000**

## Fleet Management Requests

### Itemized Requests for 2024

**Fuel Tanks and Monitoring System** **\$120,000**

---

Install two 550-gallon fuel tanks (one gasoline and one diesel) at the Mike Sansone Park and upgrade the City's fuel monitoring system to the cloud.

---

**Total: \$120,000**

## General Services Requests

### Itemized Requests for 2024

**Archive Storage Building** **\$250,000**

---

A new 6,000 square foot facility to house City records and provide additional storage for various City departments.

---

**Total: \$250,000**

## Utility Operations Requests

### Itemized Requests for 2024

**Water Treatment Plant Asset Management Program** **\$250,000**

---

Extend the service life of City's water treatment plants while maintaining the treatment system at optimal operational levels.

---

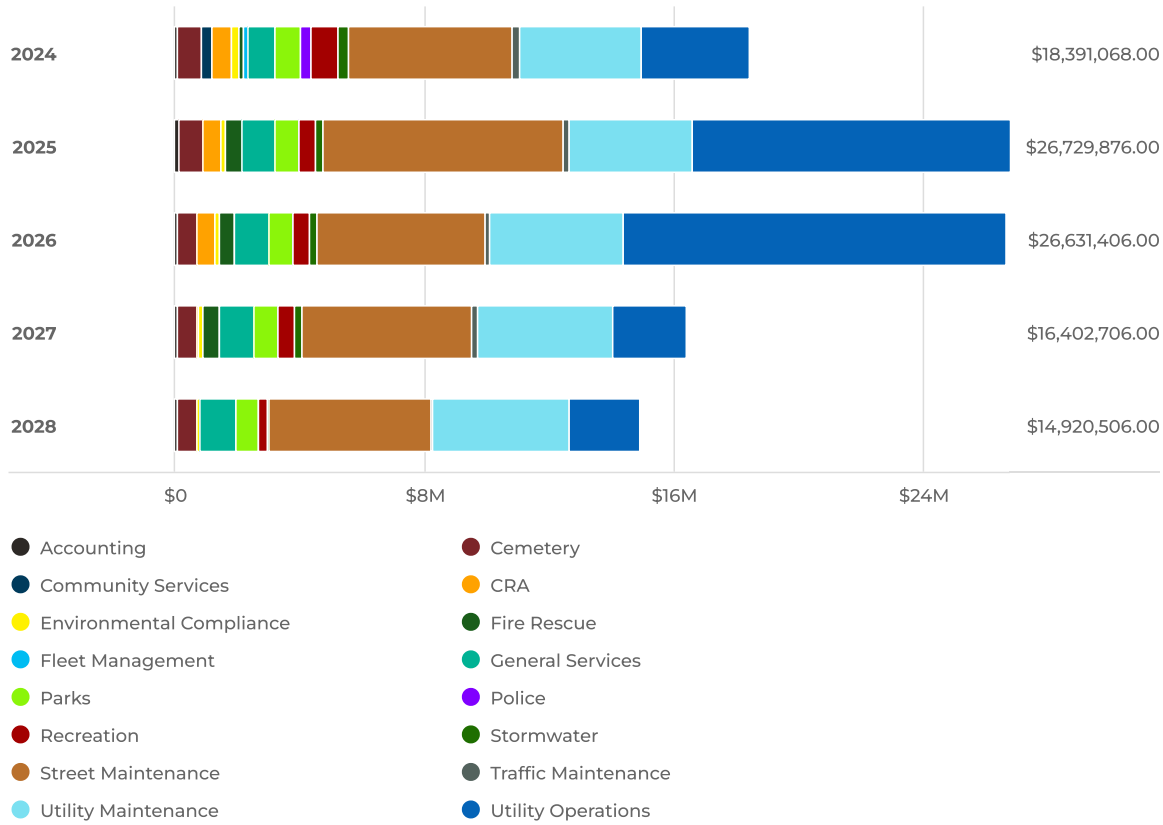
**Total: \$250,000**

# Capital Improvements: Multi-year Plan

## Total Capital Requested \$103,075,562

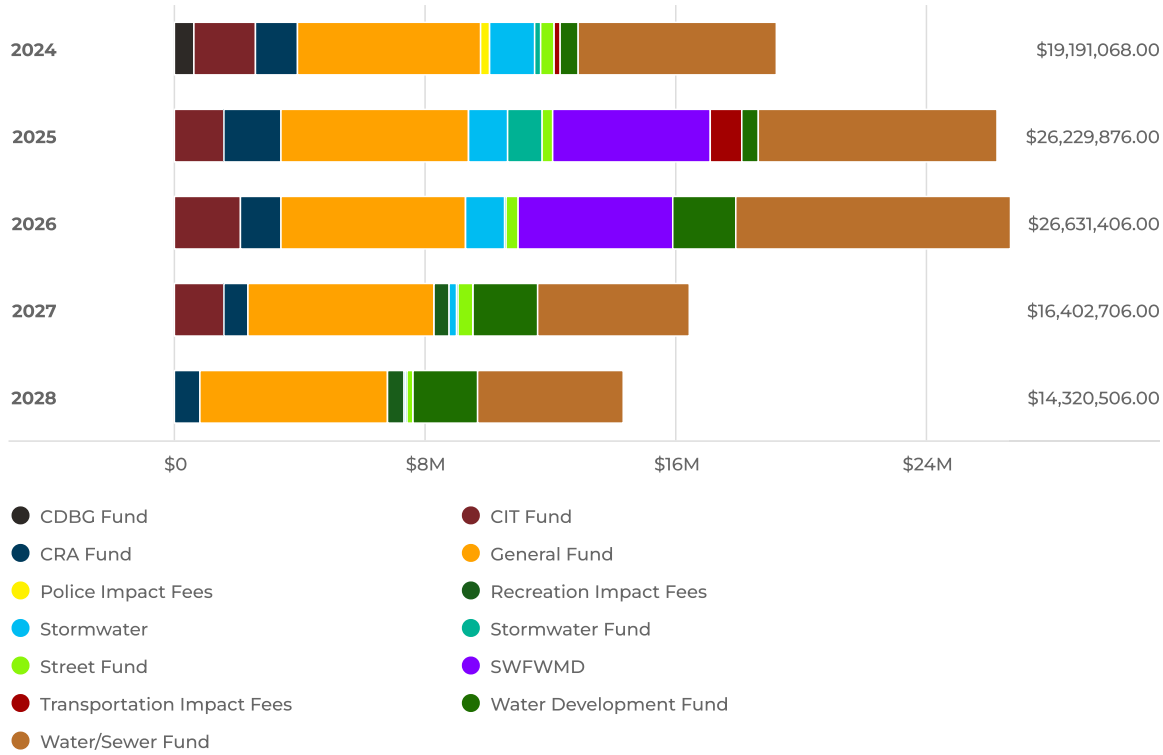
59 Capital Improvement Projects

### Total Funding Requested by Department

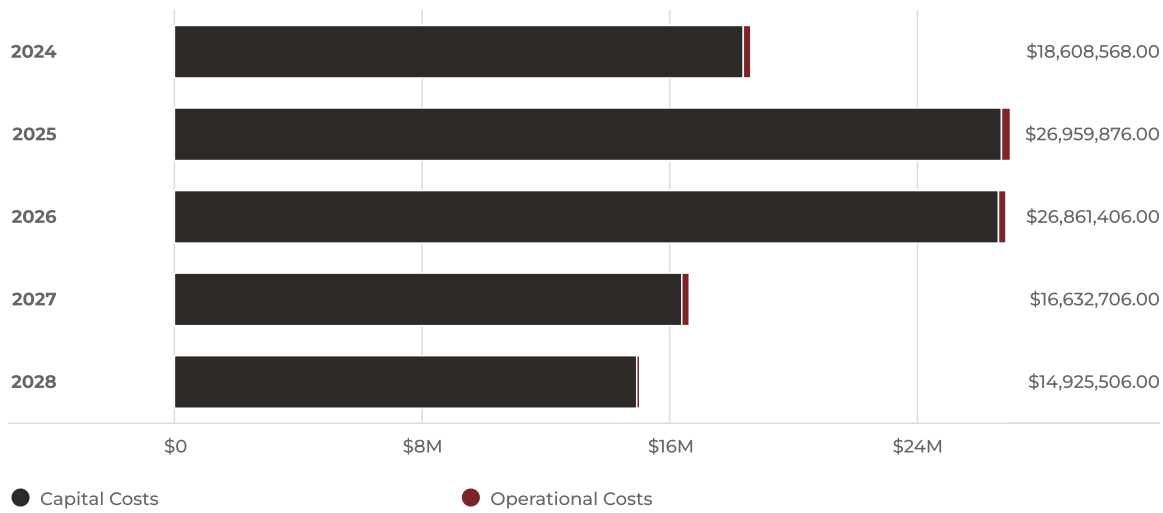




### Total Funding Requested by Source



### Capital Costs Breakdown



### Cost Savings & Revenues

There's no data for building chart

# Environmental Compliance Requests

## Itemized Requests for 2024-2029

<b>Backflow Prevention Assembly &amp; Large Meter</b>	<b>\$450,000</b>
Replace large backflow prevention assemblies and associated water meters.	
<b>Wastewater and Surface Water Pollutant Management Program</b>	<b>\$350,000</b>
Conduct studies and implement comprehensive solutions to address regulatory pollutant reduction in the stormwater and wastewater systems.	
<b>Total: \$800,000</b>	

# Utility Maintenance Requests

## Itemized Requests for 2024-2029

<b>Collection System Asset Management</b>	<b>\$8,750,000</b>
Replacement of gravity sanitary sewer lines and force mains that have reached or exceeded their useful life.	
<b>Lift Station Generator and Pump Replacement</b>	<b>\$525,000</b>
Upgrade generators and pumps for sanitary lift stations.	
<b>Lift Station Maintenance and Rehabilitation</b>	<b>\$1,740,000</b>
Maintain and rehabilitate lift stations.	
<b>Meter Replacement / Repair Program</b>	<b>\$4,350,000</b>
Scheduled meter replacement program on a ten-year cycle to ensure accuracy in measuring and billing consumption. This Asset Management also includes new meter installations and conversion to AMI.	
<b>Midtown Utility Systems</b>	<b>\$200,000</b>
Upgrades to the existing utilities and new installation to adequately serve the Midtown redevelopment area.	
<b>Minor Water Main Extensions</b>	<b>\$325,000</b>
Minor water main extensions.	
<b>Water Distribution System Asset Management</b>	<b>\$3,000,000</b>
Replace existing water mains that have reached or exceeded their useful life. This project includes upsizing undersized mains to 6" for fire protection when possible.	
<b>Water Reclamation Facility (WRF) Asset Management</b>	<b>\$1,500,000</b>
Upgrade electrical, mechanical equipment or systems at the Water Reclamation Facility.	
<b>WTP Asset Management</b>	<b>\$500,000</b>
Repair and rehabilitate the water treatment plants.	
<b>Total: \$20,890,000</b>	

# Utility Operations Requests

## Itemized Requests for 2024-2029

**McIntosh Preserve Wetland Expansion** **\$9,932,786**

---

Utilize McIntosh Preserve tract for integrated water treatment and flood mitigation by increasing stormwater capacity and expanding the use of wetlands.

**Wastewater/Reclaimed Water Tank Asset Management Program** **\$2,500,000**

---

A maintenance program to ensure the desired level of service and extend the service life of large concrete storage tanks in the Water Reclamation Facility (WRF).

**Water Capacity Improvements** **\$7,000,000**

---

Comprehensive evaluation of the water distribution system to include water source, storage, treatment and delivery systems will be used to evaluate, develop and implement improvements, upgrades, and increases to the Distribution System to include...

**Water Reclamation Facility (WRF) Sustainability and Resiliency** **\$850,000**

---

Plan, develop, and implement systems and programs that facilitate the sustainability and resilience of the City's Water Reclamation Facility.

**Water System Storage Tank Program** **\$300,000**

---

A maintenance program to ensure a desired level of service and extend the service life of the City's water storage tanks.

**Total: \$20,582,786**

# Recreation Requests

## Itemized Requests for 2024-2029

**Athletic Events Barn** **\$250,000**

---

Replace the Recreation Division's storage barn at the Otis M. Andrews Sports Complex.

**Cultural Events Center** **\$1,000,000**

---

Create a Cultural Events Center to replace the Planteen Recreation Center.

**Playground Improvements** **\$1,600,000**

---

Multi-year accumulation of funds to upgrade or replace playground equipment as needed due to normal weathering and wear and tear at 12 playgrounds.

**Total: \$2,850,000**

## Parks Requests

### Itemized Requests for 2024-2029

---

**ADA Improvements/City Parks****\$240,000**

Multi-year accumulation of funds to retrofit City park facilities and create an accessible environment including bathrooms, parking, and paved access to bleachers, benches and picnic tables.

---

**Bike/Nature Trail - Sansone Park****\$51,250**

Multi-year accumulation of funds to repair and resurface the 0.38 mile asphalt bike/nature trail at Mike Sansone Park.

---

**Lakeside Station Park****\$2,500,000**

Develop a water park and related amenities.

---

**Park Improvements****\$750,000**

Multi-year accumulation of funds to replace turf, irrigation, fencing, bleachers, netting, benches, tables, and other Park amenities City-wide.

---

**User Fee Park Improvements****\$270,000**

Multi-year funding for park improvements supported by user fees paid by local independent youth sports programs.

---

**Total: \$3,811,250**

## Police Requests

### Itemized Requests for 2024-2029

---

**Front Lobby Ballistic Protection****\$105,000**

Create a safer work environment for Police Department personnel in the front reception office.

---

**Indoor Firearms Range****\$200,000**

Repair, upgrade, and improve the existing Plant City Police Department (PCPD) indoor firearms range.

---

**Total: \$305,000**

## General Services Requests

### Itemized Requests for 2024-2029

<b>City Buildings Air Conditioning Maintain/Upgrade/Replacement</b>	<b>\$850,000</b>
Maintain, upgrade and replace all the HVAC units for various City-owned facilities.	
<b>City Hall Exterior Brick &amp; Window Maintenance</b>	<b>\$30,000</b>
Maintenance of City Hall exterior brick and windows.	
<b>Elevator Upgrade/Maintenance</b>	<b>\$150,000</b>
Maintain, upgrade, and replace elevator/lift systems.	
<b>Roof Upgrade/Maintenance</b>	<b>\$2,000,000</b>
Multi-year accumulation of funds to update, maintain, or repair roofs for 35 buildings.	
<b>Total: \$3,030,000</b>	

## Traffic Maintenance Requests

### Itemized Requests for 2024-2029

<b>Advanced Traffic Management System (ATMS)</b>	<b>\$200,000</b>
Multi-year plan to maintain the ATMS system: upgrade servers, CCTV cameras, fiber hubs, switches, software and video wall.	
<b>Fiber Optic Cable Upgrade</b>	<b>\$50,000</b>
Replace 125,000 ft of fiber optic cable throughout the city traffic network.	
<b>Service Renewal</b>	<b>\$125,000</b>
Renew Applied Information Cellular Services for school zone crossing beacon and emergency vehicle preemption systems.	
<b>Traffic Signal Cabinet Upgrade</b>	<b>\$400,000</b>
Upgrade 40 traffic signal cabinets to current NEMA TS2 Type Standards.	
<b>Total: \$775,000</b>	

# Street Maintenance Requests

## Itemized Requests for 2024-2029

<b>Brick Road Restoration</b>	<b>\$950,000</b>
Restore functionality and aesthetics to brick roads within historic downtown and surrounding areas.	
<b>Bridge Repair, Replacement &amp; Upgrade</b>	<b>\$550,000</b>
Repair/upgrade/maintain City bridges.	
<b>Canal Connector Ped-Bike Trail</b>	<b>\$2,250,000</b>
Create a north-south trail spine from Brewer Park to McIntosh Park.	
<b>Pedestrian Handrail &amp; Safety Guardrail</b>	<b>\$250,000</b>
Install and repair pedestrian handrails beside sidewalks and guardrails beside open ditches.	
<b>Public Parking Lot Paving</b>	<b>\$900,000</b>
Resurface and repave City-owned parking lots.	
<b>Sidewalk Replacement</b>	<b>\$500,000</b>
Sidewalk repairs and retrofitting to meet the ADA requirements for sidewalks.	
<b>South Collins Street Intersection</b>	<b>\$2,900,000</b>
Improve intersections and drainage on South Collins Street from north of Grant Street to south of Prosser Street.	
<b>Street Resurfacing and Paving from Additional Mil</b>	<b>\$20,628,740</b>
Resurface and pave various roads throughout the City.	
<b>Total: \$28,928,740</b>	

# CRA Requests

## Itemized Requests for 2024-2029

<b>Parking Lot at Alabama and Evers Street</b>	<b>\$1,100,000</b>
Design and construction of a new parking lot to serve the Midtown area.	
<b>Property Purchase</b>	<b>\$500,000</b>
Purchase property to attract and support redevelopment activities within Community Redevelopment Area (CRA).	
<b>Public Parking Lot Paving - CRA</b>	<b>\$225,000</b>
Resurface/repave City-owned parking lots.	
<b>Total: \$1,825,000</b>	

## Community Services Requests

### Itemized Requests for 2024-2029

<b>CDBG 2023 Sidewalk Improvements</b>	<b>\$300,000</b>
--	------------------

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Sidewalk Design and Construction

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**Total: \$300,000**

## Stormwater Requests

### Itemized Requests for 2024-2029

<b>Master Plan</b>	<b>\$300,000</b>
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Annual update of new information concerning existing stormwater systems.

<b>Stormwater Drainage Pipe Rehabilitation and Repair</b>	<b>\$800,000</b>
---	------------------

---

Rehabilitate and/or repair drainage pipes and inlets.

---

**Total: \$1,100,000**

## Cemetery Requests

### Itemized Requests for 2024-2029

<b>Cemetery Administration Building</b>	<b>\$1,500,000</b>
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Construct a new Cemetery Administration building on existing property in Oaklawn-East. Design will include interior offices, breakroom and bathrooms in maintenance building.

<b>Cemetery Property</b>	<b>\$1,000,000</b>
--------------------------	--------------------

---

Acquire property for the expansion of cemetery space availability for future needs.

<b>Cemetery Roadway Improvements</b>	<b>\$625,000</b>
--------------------------------------	------------------

---

Multi-year project to improve non-paved roadways in the various cemeteries.

<b>Columbarium Construction</b>	<b>\$300,000</b>
---------------------------------	------------------

---

Construct an above ground interment niche wall for final disposition, as a burial option.

---

**Total: \$3,425,000**

## Accounting Requests

### Itemized Requests for 2024-2029

<b>Financial Management Information System (FMIS)</b>	<b>\$550,000</b>
---	------------------

---

Purchase and implement a Financial Management Information System (FMIS).

---

**Total: \$550,000**

## Fire Rescue Requests

### Itemized Requests for 2024-2029

<b>Public Safety Training Facility</b>	<b>\$1,650,000</b>
--	--------------------

---

Create a Public Safety Training Facility for Plant City Fire Rescue (PCFR) and Plant City Police Department (PCPD).

---

**Total: \$1,650,000**

## Fleet Management Requests

### Itemized Requests for 2024-2029

<b>Fuel Tanks and Monitoring System</b>	<b>\$120,000</b>
---	------------------

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Install two 550-gallon fuel tanks (one gasoline and one diesel) at the Mike Sansone Park and upgrade the City's fuel monitoring system to the cloud.

---

**Total: \$120,000**

## General Services Requests

### Itemized Requests for 2024-2029

<b>Archive Storage Building</b>	<b>\$2,250,000</b>
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A new 6,000 square foot facility to house City records and provide additional storage for various City departments.

---

**Total: \$2,250,000**



# Utility Operations Requests

## Itemized Requests for 2024-2029

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**Preserve Wetland Expansion****\$9,432,786**

Utilize McIntosh Preserve tract for integrated water treatment and flood mitigation by increasing stormwater capacity and expanding the use of wetlands.

---

**Water Treatment Plant Asset Management Program****\$450,000**

Extend the service life of City's water treatment plants while maintaining the treatment system at optimal operational levels.

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**Total: \$9,882,786**

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# DEBT

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# Government-wide Debt Overview

## Debt Overview:

The Financial Policy of the City of Plant City limits general obligation bonds to no greater than two and a half percent (2.5%) of the non-exempt assessed valuation of the City. The taxable value at September 30, 2023 is \$3,617,941,434. Under this policy, the maximum in bonds issued would be \$90,448,536. At 4.0% interest for 20 years, the bonds would require an annual debt service payment of \$6,655,362. The millage levy required to support debt service on these bonds would be 1.8395 mills. The City takes a planned and methodical approach to debt. All debt obligations serve a valuable physical purpose for the citizens of Plant City and the overall community. All long term debt obligations are thoroughly analyzed and reviewed by the City Commission prior to approval. There is no external debt planned for the next five years.

Each note is managed within a debt service account and payments are paid out of their respective funds.

*The constitution of the State of Florida, Florida Statute 200.181 and the City of Plant City, Florida, set no legal debt limit.*

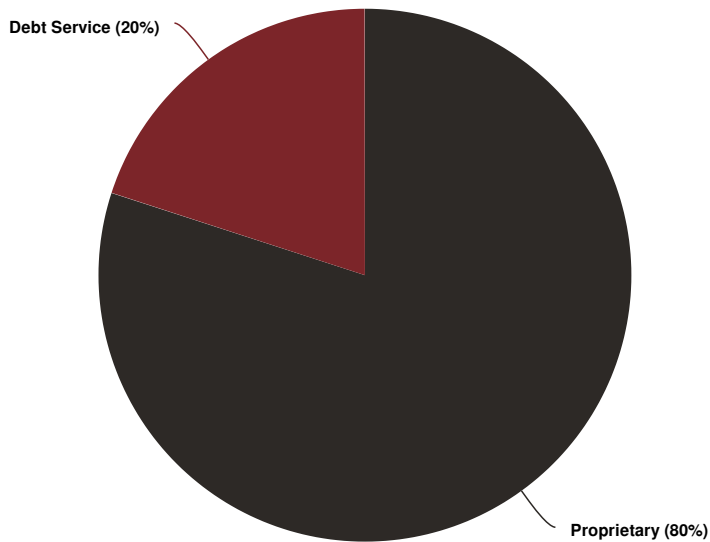
*The City of Plant City has a bond rating of Aa3.*



# \$3,955,268

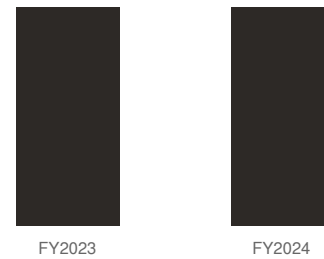
\$486 (0.01% vs. 2023 year)

## Debt by Fund



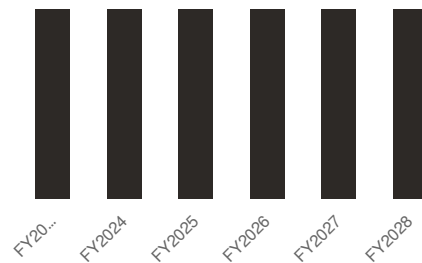
Financial Summary	FY2024	FY2025	FY2026	FY2027	FY2028
<b>All Funds</b>	—	—	—	—	—
Debt Service	\$790,584	\$0	\$0	\$0	\$0
Proprietary	\$3,164,684	\$3,164,558	\$3,164,117	\$3,164,352	\$3,164,257
<b>Total All Funds:</b>	<b>\$3,955,268</b>	<b>\$3,164,558</b>	<b>\$3,164,117</b>	<b>\$3,164,352</b>	<b>\$3,164,257</b>

## Debt Service



Financial Summary	FY2023	FY2024
<b>Debt Service</b>	—	—
2010 Non-Ad Valorem Debt Service Fund	\$436,254	\$433,461
2012 Non-Ad Valorem Debt Service Fund	\$354,042	\$357,123
<b>Total Debt Service:</b>	<b>\$790,296</b>	<b>\$790,584</b>

## Proprietary



Financial Summary	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Proprietary</b>	—	—	—	—	—
Water/Sewer Fund	\$3,164,684	\$3,164,558	\$3,164,117	\$3,164,352	\$3,164,257
<b>Total Proprietary:</b>	<b>\$3,164,684</b>	<b>\$3,164,558</b>	<b>\$3,164,117</b>	<b>\$3,164,352</b>	<b>\$3,164,257</b>

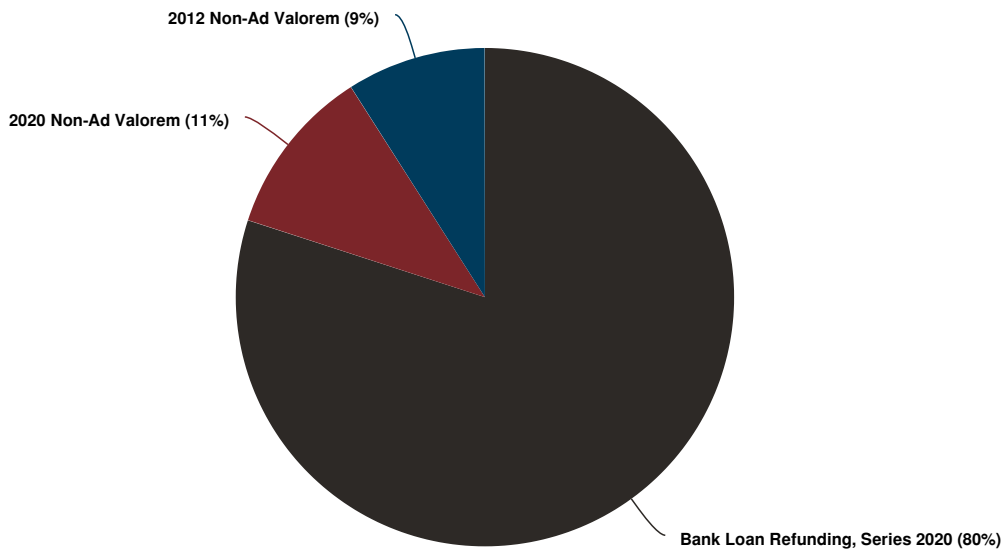
# Debt Snapshot



## \$3,955,268

\$486 (0.01% vs. 2023 year)

### Debt by Type



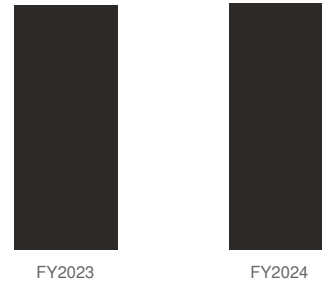
Financial Summary	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Debt</b>	—	—	—	—	—
2020 Non-Ad Valorem	\$433,461	\$0	\$0	\$0	\$0
2012 Non-Ad Valorem	\$357,123	\$0	\$0	\$0	\$0
Bank Loan Refunding, Series 2020	\$3,164,684	\$3,164,558	\$3,164,117	\$3,164,352	\$3,164,257
<b>Total Debt:</b>	<b>\$3,955,268</b>	<b>\$3,164,558</b>	<b>\$3,164,117</b>	<b>\$3,164,352</b>	<b>\$3,164,257</b>

## 2020 Non-Ad Valorem



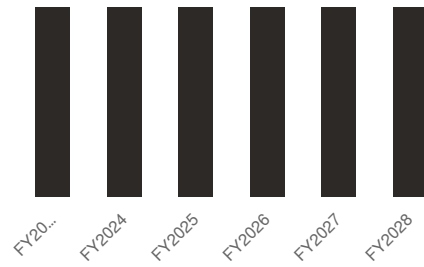
Financial Summary	FY2023	FY2024	% Change
<b>2020 Non-Ad Valorem</b>	—	—	
Principal	\$400,000	\$415,000	3.8%
Interest	\$36,254	\$18,461	-49.1%
<b>Total 2020 Non-Ad Valorem:</b>	<b>\$436,254</b>	<b>\$433,461</b>	<b>-0.6%</b>

## 2012 Non-Ad Valorem



Financial Summary	FY2023	FY2024	% Change
<b>2012 Non-Ad Valorem</b>	—	—	
Principal	\$340,000	\$350,000	2.9%
Interest	\$14,042	\$7,123	-49.3%
<b>Total 2012 Non-Ad Valorem:</b>	<b>\$354,042</b>	<b>\$357,123</b>	<b>0.9%</b>

## Bank Loan Refunding, Series 2020



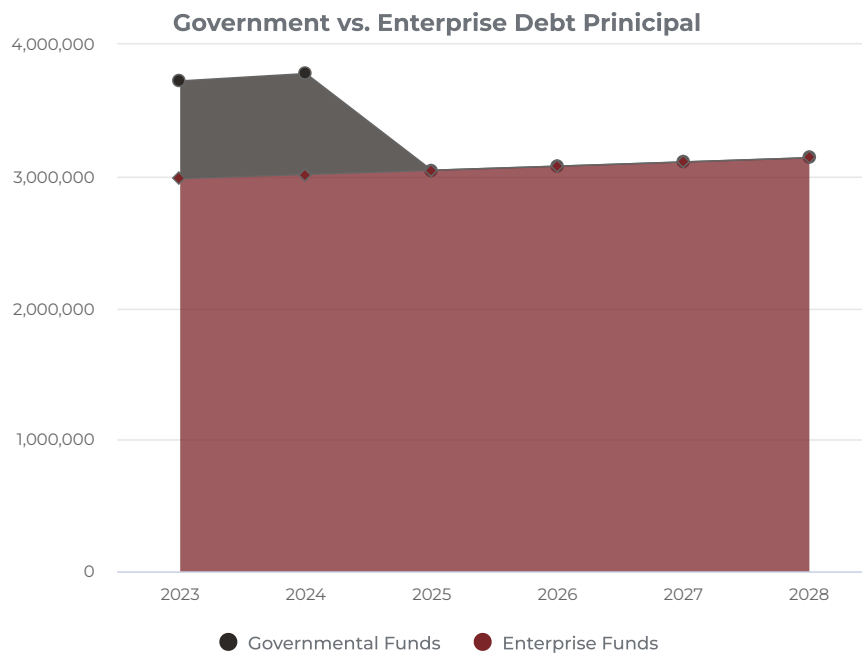
Financial Summary	FY2024	FY2025	FY2026	FY2027	FY2028	% Change
<b>Bank Loan Refunding, Series 2020</b>	—	—	—	—	—	<b>FY2023 vs FY2024</b>
Principal	\$3,014,000	\$3,045,000	\$3,076,000	\$3,108,000	\$3,140,000	\$0
Interest	\$150,684	\$119,558	\$88,117	\$56,352	\$24,257	\$0
<b>Total Bank Loan Refunding, Series 2020:</b>	<b>\$3,164,684</b>	<b>\$3,164,558</b>	<b>\$3,164,117</b>	<b>\$3,164,352</b>	<b>\$3,164,257</b>	<b>0%</b>

## Overall Principal and Interest Payments

The annual debt service requirements to maturity for the debt outstanding as of September 30, 2023, are as follows:

Fiscal Year	<b>Governmental Funds</b>		<b>Enterprise Funds</b>	
	<b>Debt Service Fund</b>		<b>Water/Sewer Fund</b>	
	<i>Bonds</i>		<i>Note from Direct Borrowing</i>	
	Principal	Interest	Principal	Interest
2024	765,000	25,584	3,014,000	150,684
2025	-	-	3,045,000	119,558
2026	-	-	3,076,000	88,117
2027	-	-	3,108,000	56,352
2028	-	-	3,140,000	24,257
	\$ 765,000	\$ 25,584	\$ 15,383,000	\$ 438,968

*\*Debt Service Fund: CIT revenues are used to pay the debt service for the 2010 Series and 2012 Series Non-Ad Valorem Refunding Revenue Notes*





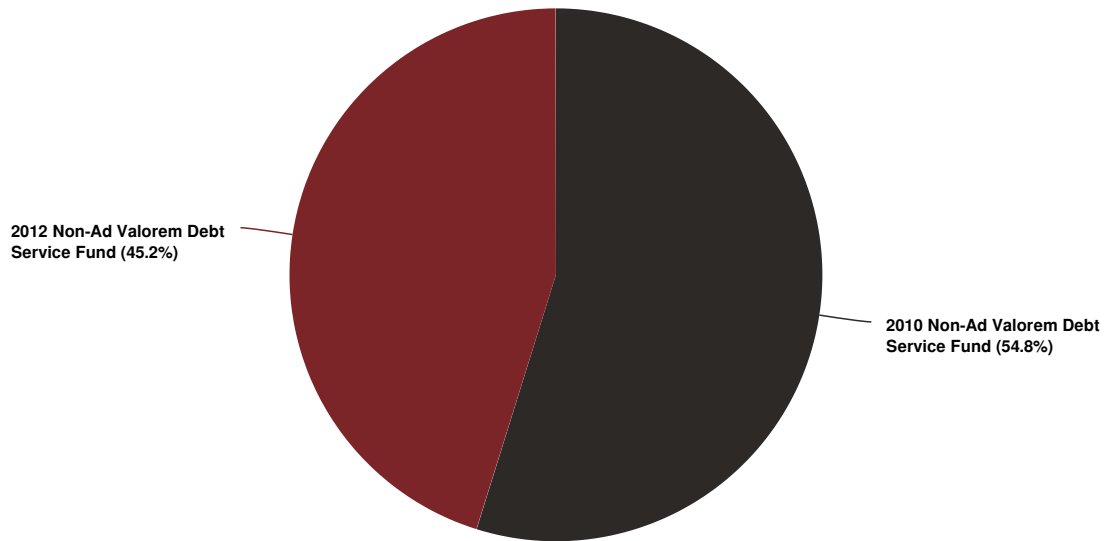
## Debt Service Debt Overview



# \$790,584

\$288 (0.04% vs. 2023 year)

### Debt by Fund



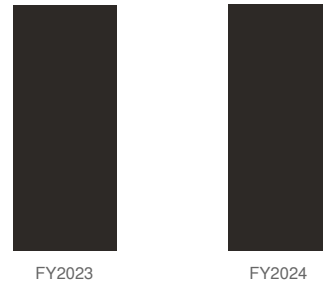
Financial Summary	FY2023	FY2024
<b>Debt Service</b>	—	—
2010 Non-Ad Valorem Debt Service Fund	\$436,254	\$433,461
2012 Non-Ad Valorem Debt Service Fund	\$354,042	\$357,123
<b>Total Debt Service:</b>	<b>\$790,296</b>	<b>\$790,584</b>

## 2010 Non-Ad Valorem Debt Service Fund



Financial Summary	FY2023	FY2024
<b>2010 Non-Ad Valorem Debt Service Fund</b>	—	—
2010 Non-Ad Valorem Debt Service Fund	\$436,254	\$433,461
<b>Total 2010 Non-Ad Valorem Debt Service Fund:</b>	<b>\$436,254</b>	<b>\$433,461</b>

## 2012 Non-Ad Valorem Debt Service Fund



Financial Summary	FY2023	FY2024
<b>2012 Non-Ad Valorem Debt Service Fund</b>	—	—
2012 Non-Ad Valorem Debt Service Fund	\$354,042	\$357,123
<b>Total 2012 Non-Ad Valorem Debt Service Fund:</b>	<b>\$354,042</b>	<b>\$357,123</b>

# Non-Ad Valorem Refunding Revenue Note, Series 2010

<b>Issue Date</b>	<b>Final Maturity</b>	<b>Interest Rate</b>
June 3, 2010	September 1, 2024	3.66%

<b>Fund</b>	<b>Org Code</b>
CIT Debt Service Fund	21250517

**Uses:**

Refund 1999 Bonds used to construct and acquire facilities, including but not limited to a new City Hall, and infrastructure improvement to streets.

**Principal / Interest:**

Principal is due September 1 beginning September 1, 2011.  
Interest is due March 1 and September 1 beginning March 1, 2011.

**Funding Source:**

One-half cent infrastructure sales surtax revenues.

**Current Status:**

As of October 1, 2023, the outstanding principal was \$415,000.

**Additional Information:**

See Fund Summaries - Debt Service Funds - 2010 Non-Ad Valorem Debt Service Fund.

# Non-Ad Valorem Refunding Revenue Note, Series 2012

Issue Date	Final Maturity	Interest Rate
November 1, 2012	September 1, 2024	2.035%

Fund	Org Code
CIT Debt Service Fund	21350517

**Uses:**

Refund 2004 Bonds used to reconstruct and equip a Police Station, General Services Facility, and Fleet Maintenance Facility.

**Principal / Interest:**

Principal is due September 1 beginning September 1, 2013,  
Interest is due March 1 and September 1 beginning March 1, 2013.

**Funding Source:**

One-half cent infrastructure sales surtax revenues.

**Current Status:**

As of October 1, 2023, the outstanding principal was \$350,000.

**Additional Information:**

See Fund Summaries - Debt Service Funds - 2012 Non-Ad Valorem Debt Service Fund.

# Proprietary Debt Overview

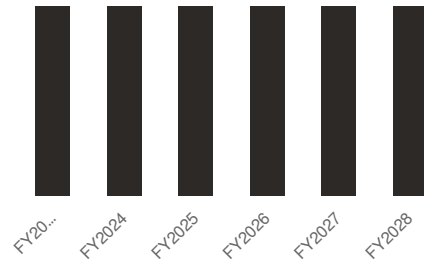


# \$3,164,684

\$198 (0.01% vs. 2023 year)

Financial Summary	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Proprietary</b>	—	—	—	—	—
Water/Sewer Fund	\$3,164,684	\$3,164,558	\$3,164,117	\$3,164,352	\$3,164,257
<b>Total Proprietary:</b>	<b>\$3,164,684</b>	<b>\$3,164,558</b>	<b>\$3,164,117</b>	<b>\$3,164,352</b>	<b>\$3,164,257</b>

## Water/Sewer Fund



Financial Summary	FY2024	FY2025	FY2026	FY2027	FY2028
<b>Water/Sewer Fund</b>	—	—	—	—	—
Water/Sewer Fund	\$3,164,684	\$3,164,558	\$3,164,117	\$3,164,352	\$3,164,257
<b>Total Water/Sewer Fund:</b>	<b>\$3,164,684</b>	<b>\$3,164,558</b>	<b>\$3,164,117</b>	<b>\$3,164,352</b>	<b>\$3,164,257</b>

# Utility Refunding Revenue Bank Note, Series 2020

<b>Issue Date</b>	<b>Final Maturity</b>	<b>Interest Rate</b>
November 25, 2020	July 1, 2028	1.03%

<b>Fund</b>	<b>Org Code</b>
Water/Sewer Fund	402559*

**Uses:**

Expand and Upgrade Wastewater Treatment Plant.

**Principal / Interest:**

Loan principal and interest due January 1 and July 1 beginning January 1, 2021.

**Funding Source:**

Water and Sewer Revenues.

**Current Status:**

As of October 1, 2023, the outstanding principal was \$15,383,000.

**Additional Information:**

See Fund Summaries - Water/Sewer Fund.

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# APPENDIX

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# ACCOUNTING REQUESTS

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# Financial Management Information System (FMIS)

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## Overview

Request Owner	Plant City
Department	Accounting
Type	Capital Improvement
Project Number	FN002

---

## Description

Purchase and implement a Financial Management Information System (FMIS).

---

## Details

Operating Impact	The operating impact will be determined during the RFP process. Currently, the City pays \$100,000 a year for support and software maintenance.
Dates	Evaluation of new software is an ongoing process. This project includes an investigation of a new FMIS; a RFI is projected for September 2024.
Type of Project	Asset Management (AM)

## Justification

The City of Plant City began implementation of Tyler Technologies' ERP and cashiering systems in FY 2012. This product provides a centralized financial system for departments to record their financial data for the following applications:

### **Financials**

- General Ledger/Budget
- Procurement/Contracts
- Accounts Payable/Accounts Receivable
- Asset Management
- Project/Grant Accounting

### **Human Resources**

- Payroll
- Applicant Tracking
- Personnel Administration
- Benefits Administration

### **Other**

- Business Licenses
- Performance Metrics
- Work Orders
- Inventory
- Utility Billing
- Cashiering

This project will establish an asset maintenance plan for the future purchase of hardware and software.

The City is planning to investigate a replacement system that would expand and improve the Financial Management Information System.

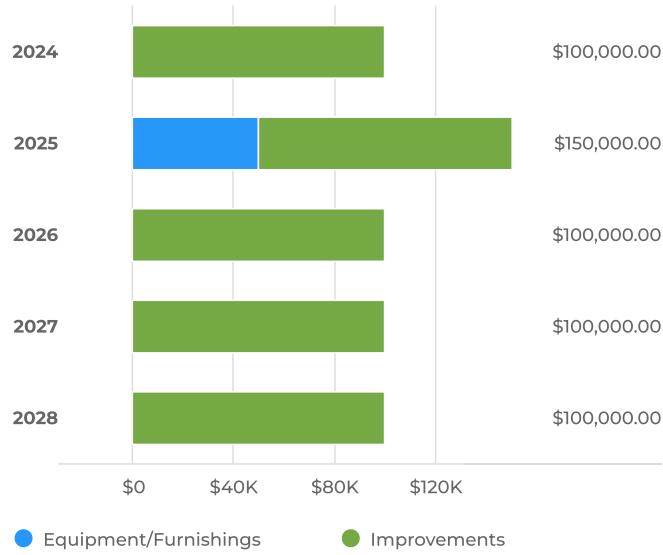
## Core Strategies

Implementing a new FMIS that provides expanded services will *Maximize Organizational Effectiveness* and *Empower Outstanding Customer Service*.

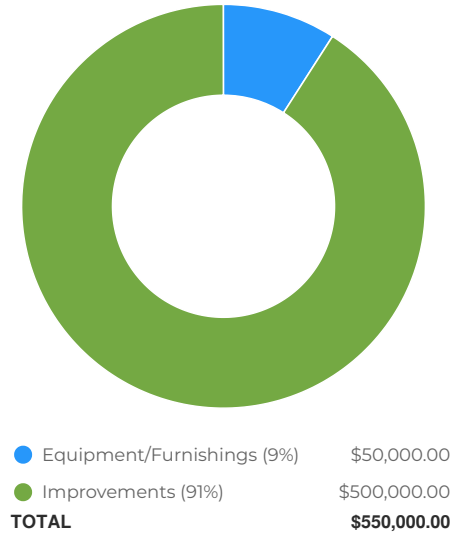
### Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
<b>\$100,000</b>	<b>\$550K</b>	<b>\$550K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Equipment/Furnishings		\$50,000				\$50,000
Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<b>Total</b>	<b>\$100,000</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$550,000</b>

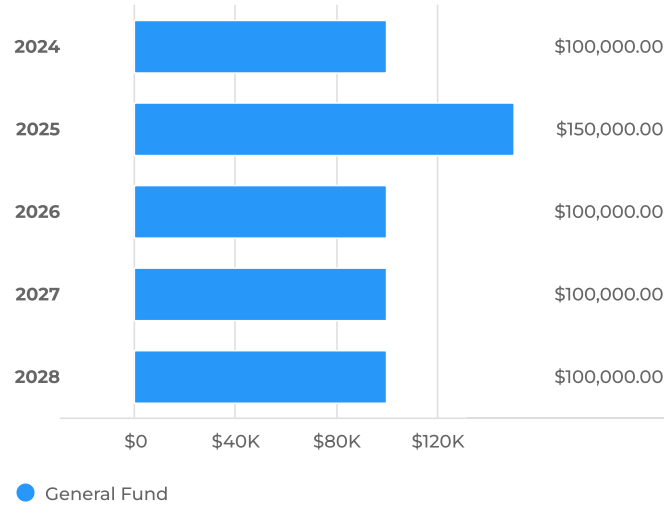
## Funding Sources

FY2024 Budget  
**\$100,000**

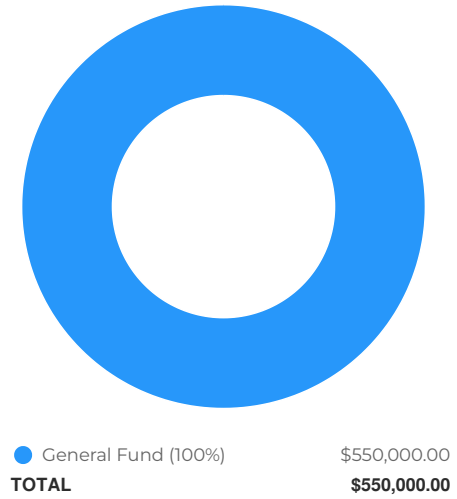
Total Budget (all years)  
**\$550K**

Project Total  
**\$550K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$100,000	\$150,000	\$100,000	\$100,000	\$100,000	\$550,000
<b>Total</b>	<b>\$100,000</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$550,000</b>

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# **CRA REQUESTS**

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# Parking Lot at Alabama and Evers Street

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	CRA
Type	Capital Improvement
Project Number	NEW

---

## Description

Design and construction of a new parking lot to serve the Midtown area.

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## Details

Operating Impact	There will be an increase in the operating and maintenance costs as the result of the completion of the improvements for routine upkeep.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

Anticipated development in the Midtown area will require parking for commercial and entertainment businesses. Public parking is very limited at the southern side of the Midtown area. This parking lot will be constructed at the southwest corner of Alabama Street and Evers Street. The site may serve approximately 25 to 50 vehicles, depending upon the configuration, amenities, and total area dedicated to the parking lot.

The new lot is anticipated to provide paid EV charging stations and possibly paid parking stalls that would help defray maintenance costs.

## Core Strategies

Parking lots located near the Midtown area will improve access and utilization of local businesses thereby *Facilitating Economic Development*.

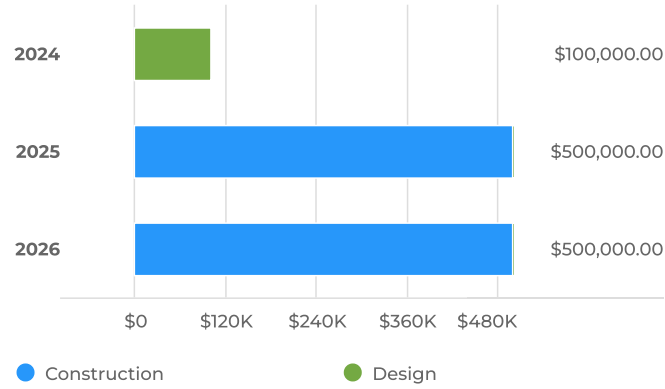
## Capital Cost

FY2024 Budget  
**\$100,000**

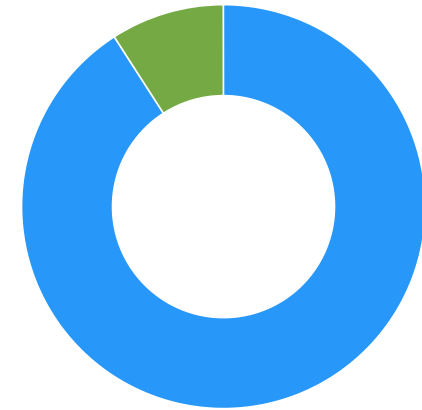
Total Budget (all years)  
**\$1.1M**

Project Total  
**\$1.1M**

Capital Cost by Year



Capital Cost for Budgeted Years



Construction (91%)	\$1,000,000.00
Design (9%)	\$100,000.00
<b>TOTAL</b>	<b>\$1,100,000.00</b>

### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	Total
Design	\$100,000			\$100,000
Construction		\$500,000	\$500,000	\$1,000,000
<b>Total</b>	<b>\$100,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$1,100,000</b>

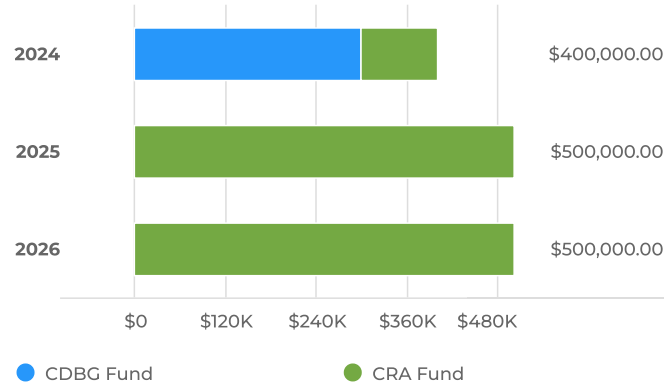
## Funding Sources

FY2024 Budget  
**\$400,000**

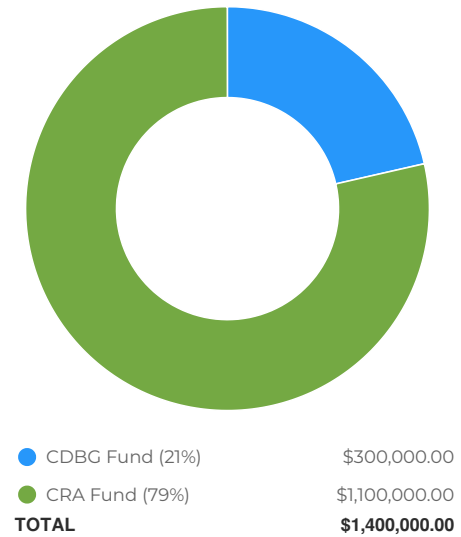
Total Budget (all years)  
**\$1.4M**

Project Total  
**\$1.4M**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown				
Funding Sources	FY2024	FY2025	FY2026	Total
CRA Fund	\$100,000	\$500,000	\$500,000	\$1,100,000
CDBG Fund	\$300,000			\$300,000
<b>Total</b>	<b>\$400,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$1,400,000</b>

## Projected Timeline

Sep 30, 2024

Design/Permitting

Sep 30, 2026

Construction

# Property Purchase

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	CRA
Type	Capital Improvement
Project Number	CR001

---

## Description

Purchase property to attract and support redevelopment activities within Community Redevelopment Area (CRA).

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of this project.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

Property may be acquired for infrastructure improvements or for other redevelopment purposes in accordance of Chapter 163 of Florida Statutes. Engineering, design and planning activities also may be required in order to effectuate infrastructure improvements or property acquisition to promote redevelopment within the CRA.

Reduce slum and blight in accordance with Chapter 163 of Florida Statutes, thereby enhancing safety, attractiveness, and vitality within the CRA.

## Core Strategies

Facilitating Economic Development

Fostering Community Engagement



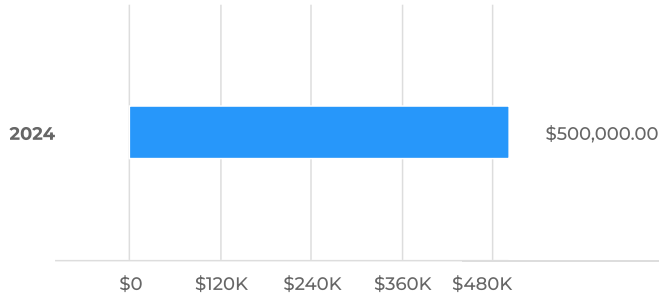
## Capital Cost

FY2024 Budget  
**\$500,000**

Total Budget (all years)  
**\$500K**

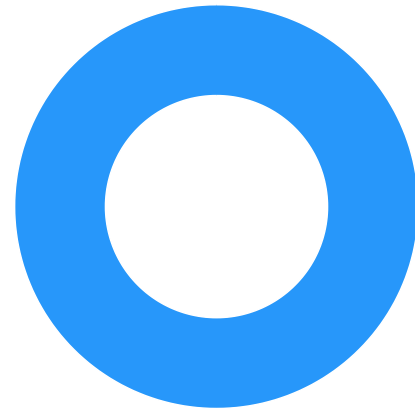
Project Total  
**\$500K**

Capital Cost by Year



● Acquisition

Capital Cost for Budgeted Years



● Acquisition (100%)

\$500,000.00

**TOTAL**

**\$500,000.00**

### Capital Cost Breakdown

Capital Cost	FY2024	Total
Acquisition	\$500,000	\$500,000
<b>Total</b>	<b>\$500,000</b>	<b>\$500,000</b>

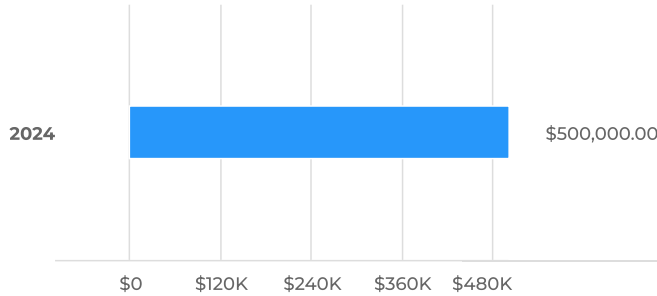
## Funding Sources

FY2024 Budget  
**\$500,000**

Total Budget (all years)  
**\$500K**

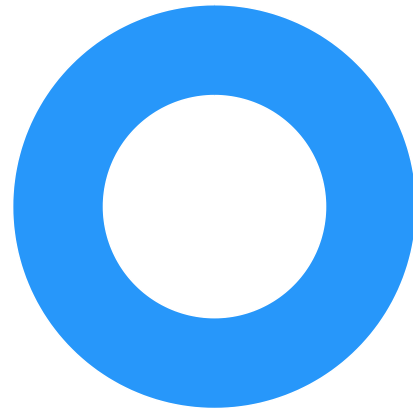
Project Total  
**\$500K**

Funding Sources by Year



● CRA Fund

Funding Sources for Budgeted Years



● CRA Fund (100%)

\$500,000.00

**TOTAL**

**\$500,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024	Total
CRA Fund	\$500,000	\$500,000
<b>Total</b>	<b>\$500,000</b>	<b>\$500,000</b>

# Public Parking Lot Paving - CRA

---

## Overview

Request Owner	Plant City
Department	CRA
Type	Capital Improvement
Project Number	CR009

---

## Description

Resurface/repave City-owned parking lots.

---

## Details

Operating Impact	Completion of the projects listed above will increase the life cycle of each asset. There will be no increase in operating expenses upon completion of this project.
Dates	Refer to Project Timeline for projected dates for resurfacing.
Type of Project	Capital Improvement Project (CIP)

## Justification

The City owns a number of parking areas. Funds are programmed to stabilize resurfacing / repaving expenses for the coming 5-year period. Resurfacing is anticipated on an average 20-year cycle.

## Core Strategies

Scheduled rehabilitation of free parking lots for residents and visitors provides *Outstanding Customer Service* and demonstrates to prospective businesses that the City is ready for new *Economic Development*.

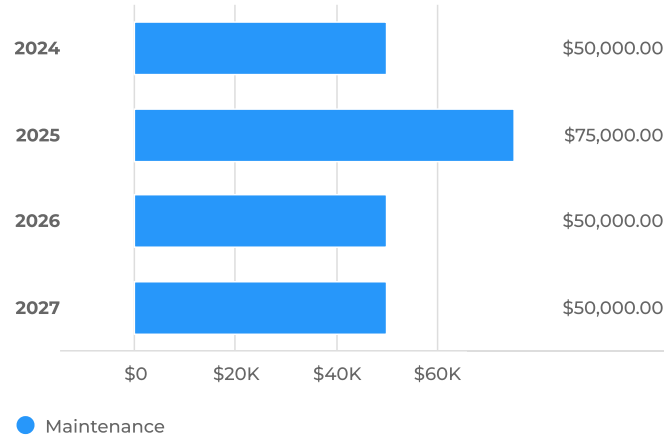
## Capital Cost

FY2024 Budget  
**\$50,000**

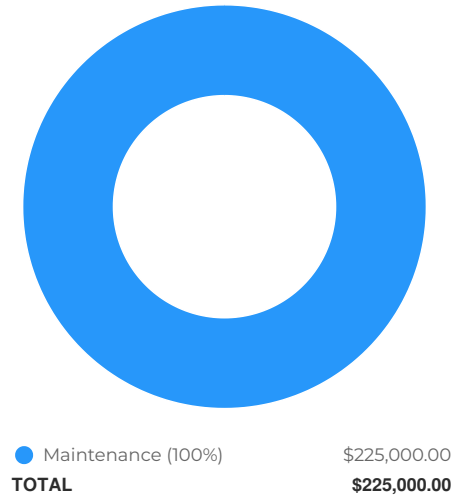
Total Budget (all years)  
**\$225K**

Project Total  
**\$225K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Maintenance	\$50,000	\$75,000	\$50,000	\$50,000	\$225,000
<b>Total</b>	<b>\$50,000</b>	<b>\$75,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$225,000</b>

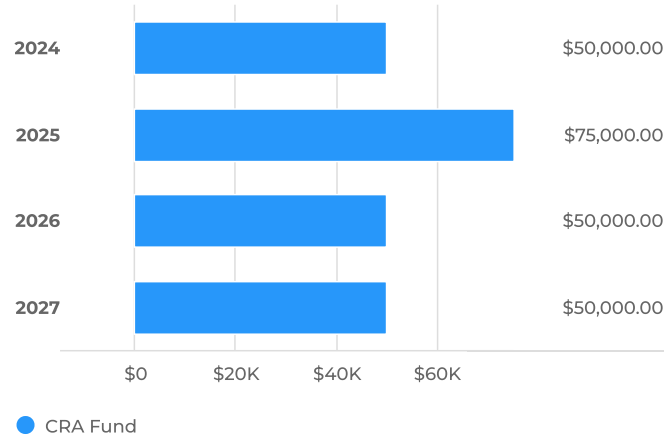
## Funding Sources

FY2024 Budget  
**\$50,000**

Total Budget (all years)  
**\$225K**

Project Total  
**\$225K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
CRA Fund	\$50,000	\$75,000	\$50,000	\$50,000	\$225,000
<b>Total</b>	<b>\$50,000</b>	<b>\$75,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$225,000</b>

---

# **CEMETERY REQUESTS**

---

# Cemetery Administration Building

## Overview

Request Owner	Plant City
Department	Cemetery
Type	Capital Improvement
Project Number	PK042

## Description

Construct a new Cemetery Administration building on existing property in Oaklawn-East. Design will include interior offices, breakroom and bathrooms in maintenance building.

## Images

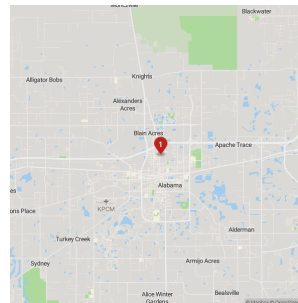


Cemetery Office Sign

## Details

Operating Impact	There will be an increase in operating expenses for an added building for electricity (\$6,000) and a reduction in facility maintenance cost for several years.
Dates	Begin design in FY 2022-23. Determine costs and estimated date to begin construction in FY 2023-24.
Type of Project	Capital Improvement Project (CIP)

## Location



## Justification

Currently, the administrative/customer service functions of the cemetery unit are conducted in the maintenance facility.

The space is too small to adequately handle staff, equipment, supplies, and customer volume. The facility lacks a warm and professional setting to work with families.

Rehabilitating the aging metal building began in fiscal year 2022, which included exterior paint and insulation repair.

A redesign of the current layout would maximize the space available on the property. Once the design is complete, a funding plan will be determined.

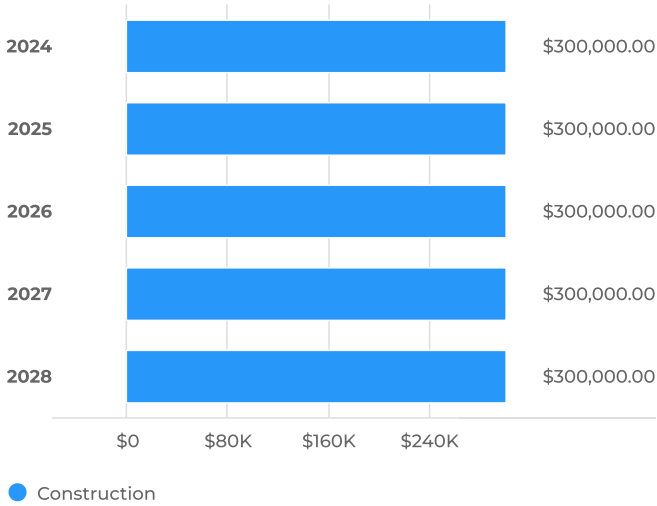
### Core Strategies

Facility improvements will address our *Community Engagement*, *Customer Service*, and maximizing *Organizational Effectiveness* goals.

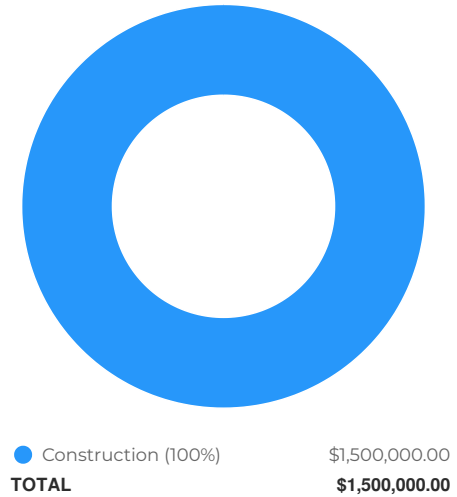
### Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
<b>\$300,000</b>	<b>\$1.5M</b>	<b>\$1.5M</b>

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
<b>Total</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,500,000</b>



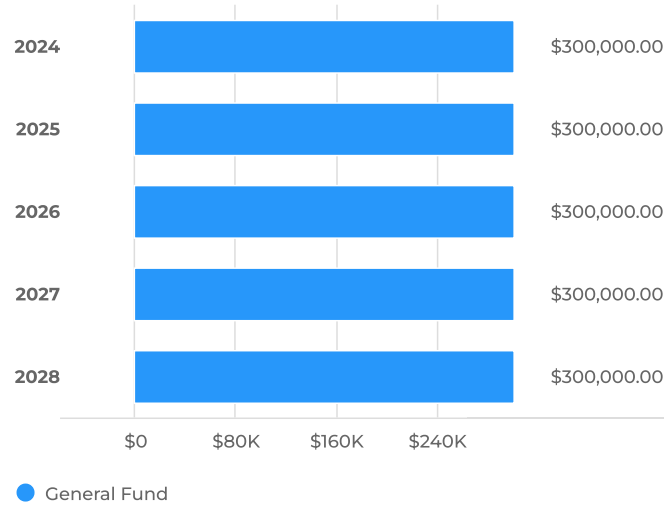
## Funding Sources

FY2024 Budget  
**\$300,000**

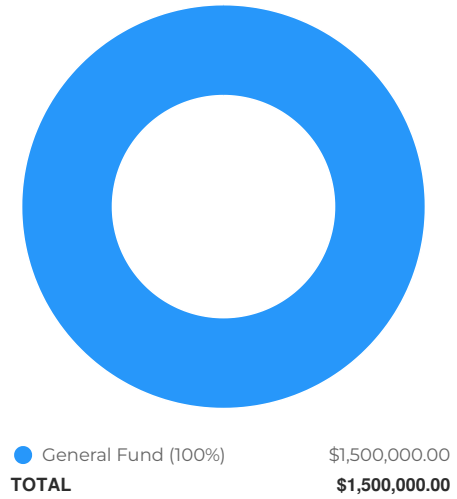
Total Budget (all years)  
**\$1.5M**

Project Total  
**\$1.5M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

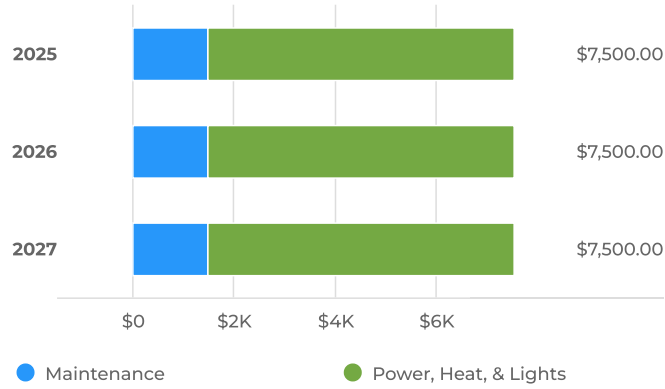
Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
<b>Total</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,500,000</b>

## Operational Costs

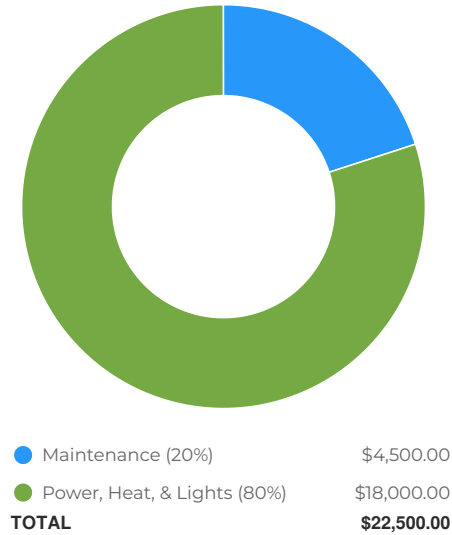
Total Budget (all years)  
**\$22.5K**

Project Total  
**\$22.5K**

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown				
Operational Costs	FY2025	FY2026	FY2027	Total
Maintenance	\$1,500	\$1,500	\$1,500	\$4,500
Power, Heat, & Lights	\$6,000	\$6,000	\$6,000	\$18,000
<b>Total</b>	<b>\$7,500</b>	<b>\$7,500</b>	<b>\$7,500</b>	<b>\$22,500</b>

# Cemetery Property

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## Overview

Request Owner	Plant City
Department	Cemetery
Type	Capital Improvement
Project Number	PK043

---

## Description

Acquire property for the expansion of cemetery space availability for future needs.

---

## Details

Operating Impact	Depending on the acquired property size and location, additional grounds maintenance staff and equipment may be needed. This is unknown until the acreage is determined.
Dates	Land acquisition should occur during Fiscal Year 2023-24. Following acquisition, preparation of the property should begin by Fiscal Year 2024-25. The pre-installation of vaults can be phased in by section or completed all at once.
Type of Project	Capital Improvement Project (CIP)

## Justification

The City's four cemeteries (Garden of Peace, Oaklawn, Memorial Park, and Shiloh) have over 26,000 spaces under its care. The current inventory of unsold spaces as of March 15, 2023 is approximately 345 at Shiloh and 200 at Garden of Peace, totaling 545. With annual sales averaging 70+ spaces sold, our inventory will last for approximately 6-7 years. Additional land for cemetery interment use will be needed. Once the property is acquired, the land will be prepared, cleared and surveyed for mapping of spaces and roadways. To potentially streamline future interments, consideration should be made to pre-set vaults in a dedicated section of the new parcel.

## Core Strategies

The addition of property for interments will address our *Fostering Community Engagement* and *Empowering Outstanding Customer Service* goals.

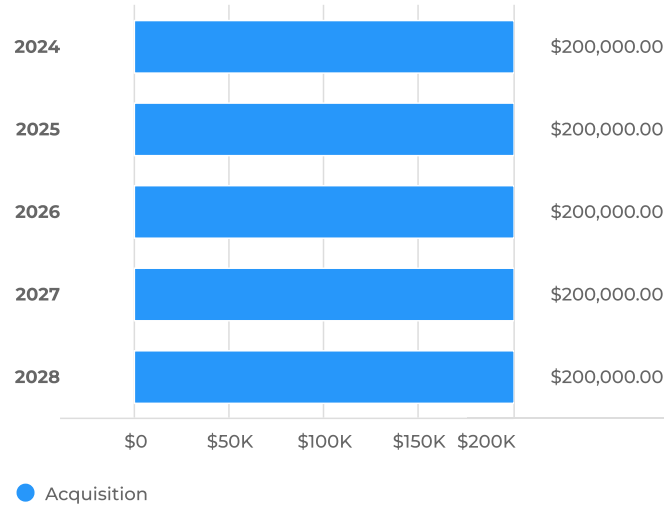
## Capital Cost

FY2024 Budget  
**\$200,000**

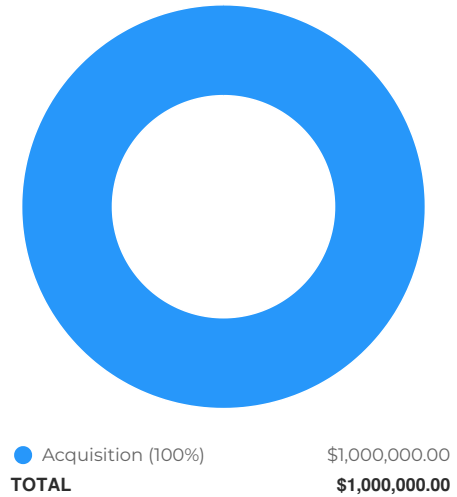
Total Budget (all years)  
**\$1M**

Project Total  
**\$1M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Acquisition	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$1,000,000</b>

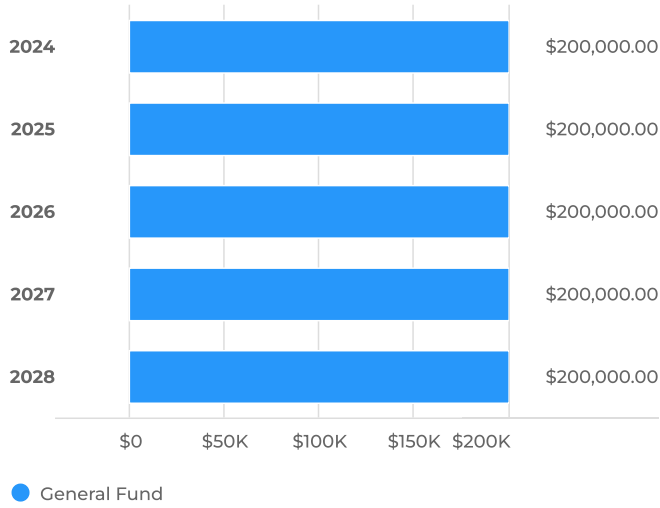
## Funding Sources

FY2024 Budget  
**\$200,000**

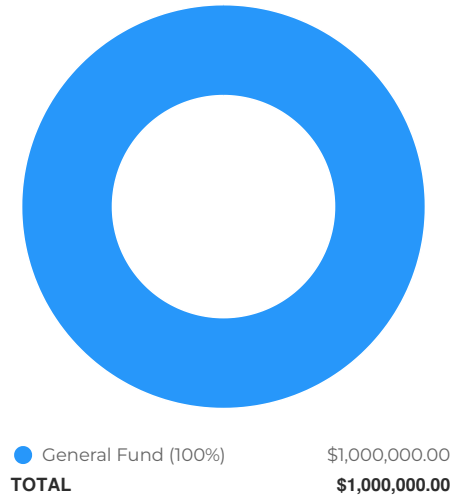
Total Budget (all years)  
**\$1M**

Project Total  
**\$1M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$1,000,000</b>

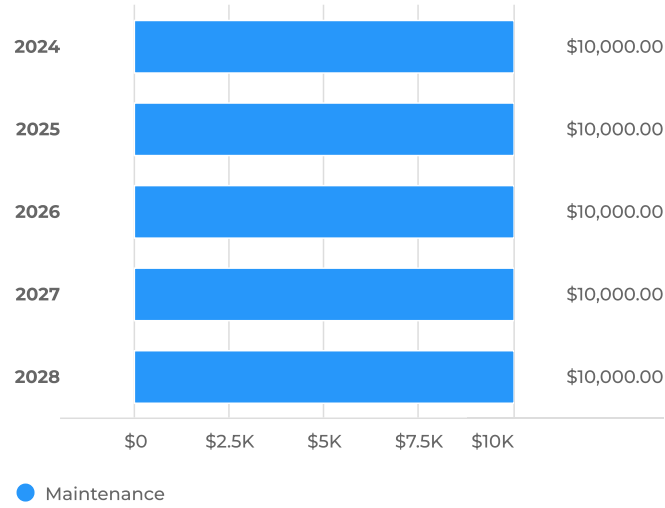
## Operational Costs

FY2024 Budget  
**\$10,000**

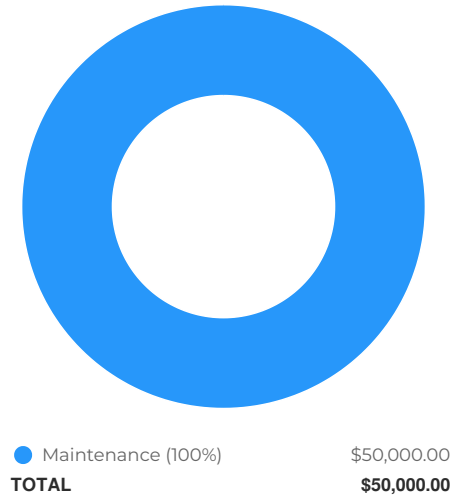
Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Operational Costs by Year



Operational Costs for Budgeted Years



### Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
<b>Total</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$50,000</b>

# Cemetery Roadway Improvements

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## Overview

Request Owner	Plant City
Department	Cemetery
Type	Capital Improvement
Project Number	PK041

---

## Description

Multi-year project to improve non-paved roadways in the various cemeteries.

---

## Images



Cemetery Roadway

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## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this program project.
Dates	There will be an annual assessment of cemetery roadways to determine which roadways will be improved.
Type of Project	Capital Improvement Project (CIP)

---

## Justification

All of the cemeteries have unpaved roadways that are deteriorating and require regular attention to resolve potholes and washouts. These roadways will be properly graded and filled with milled asphalt or crushed concrete to reduce maintenance issues, create better aesthetics, and provide a better driving surface for cemetery visitors. This project is coordinated with the Engineering Department as part of the resurfacing schedule. Allocation for fiscal year 2024 increased due to the material and labor costs.

## Core Strategies

Improvements to the cemeteries enhance the appearance and safety of the areas, addressing our *Fostering Community Engagement, Empowering Outstanding Customer Service, and Maximizing Organizational Effectiveness* goals.

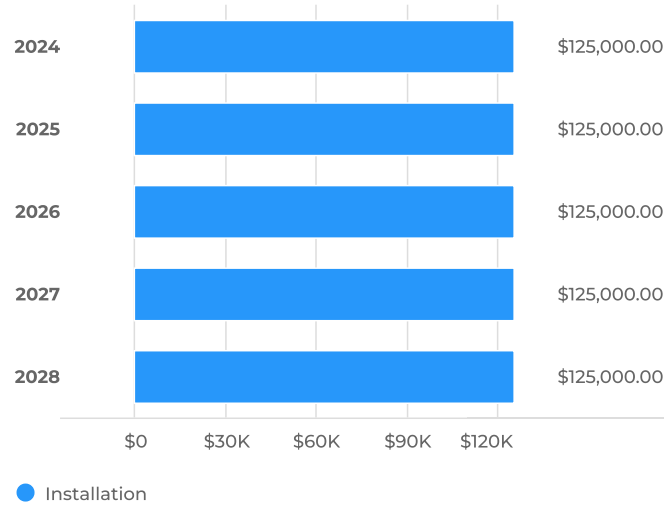
## Capital Cost

FY2024 Budget  
**\$125,000**

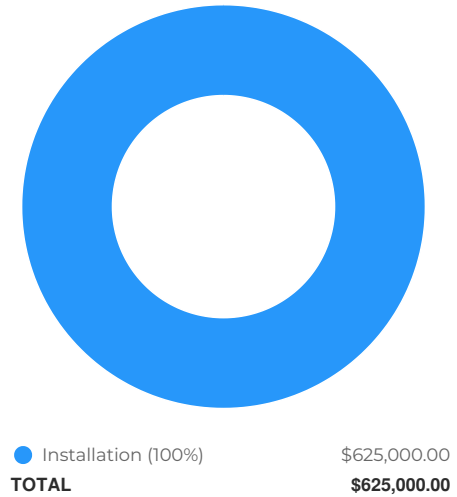
Total Budget (all years)  
**\$625K**

Project Total  
**\$625K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Installation	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$625,000
<b>Total</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$625,000</b>



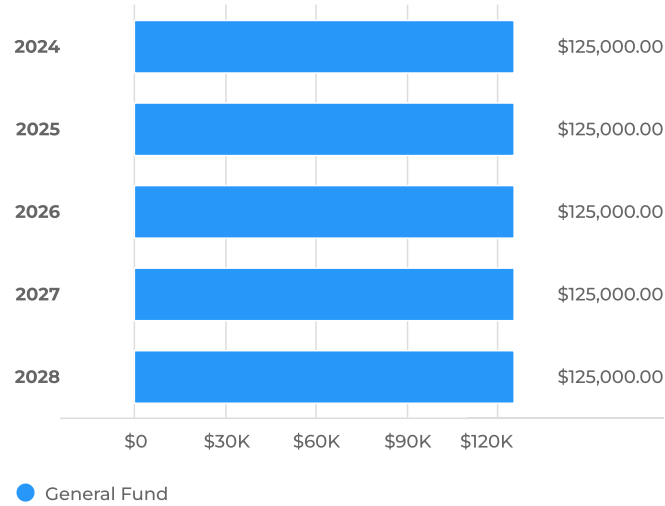
## Funding Sources

FY2024 Budget  
**\$125,000**

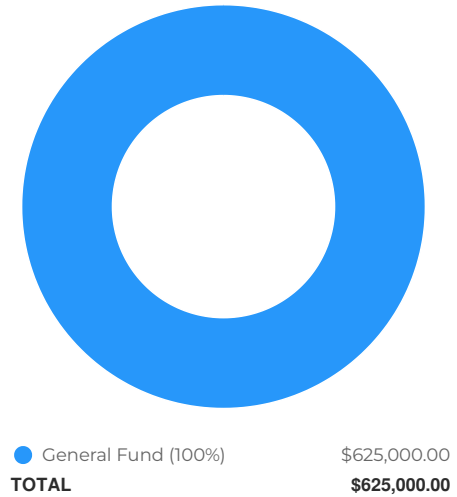
Total Budget (all years)  
**\$625K**

Project Total  
**\$625K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$625,000
<b>Total</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$625,000</b>

# Columbarium Construction

## Overview

Request Owner	Plant City
Department	Cemetery
Type	Capital Improvement
Project Number	PK045

## Description

Construct an above ground interment niche wall for final disposition, as a burial option.

## Images



Oaklawn Cemetery Sign

## Details

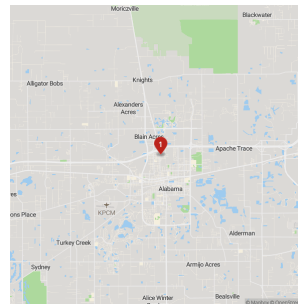
**Operating Impact** There will be no increase in operating expenses as a result of the completion of this project. Sales from the 1,152 spaces based on approximately \$1,200 per space will generate \$1.4 million.

**Dates** See project timeline.

**Type of Project** Capital Improvement Project (CIP)

## Location

Address: 1900 North Wheeler Street



## Justification

Construct a columbarium (niche wall) on the existing access way in Oaklawn Cemetery-East. A columbarium is a structure or series of structures designed to provide cemeteries with an above-ground urn placement option for final disposition of human remains. The project will consist of 32 double-sided columbaria with 36 10"x10" spaces for single placement of cremated human remains for a total of 1,152 spaces. Each space will have a secured engravable face plate.

Currently, the cemetery operation can only support ground burial of cremated remains. In a cemetery that was plotted for casketed interments, space is underutilized when used for cremated remains. The current available spaces will sell out in five to seven years.

The addition of a columbarium will allow the City to repurpose existing cemetery acreage to provide residents and patrons another final disposition option. Also, 800 ground burial spaces can be created in the access ways.

Providing additional spaces will prolong the life of the cemetery and create sales capabilities by 15-20 years without acquiring new property.

The project includes design costs for Fiscal Year 2022-23. Once design is complete, construction costs will be determined and the budget will be amended.

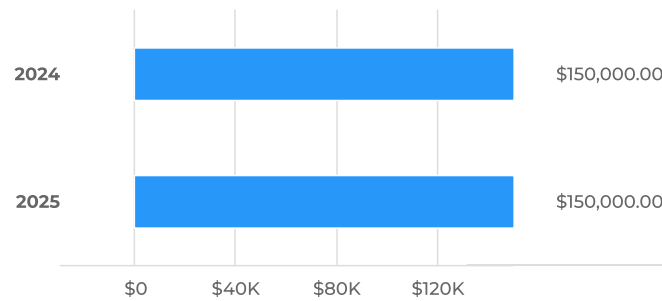
### Core Strategies

Increasing final disposition options will address our *Community Engagement*, *Customer Service*, and *Organizational Effectiveness* goals.

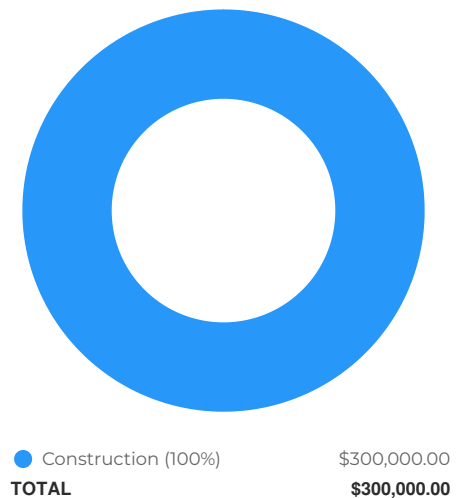
### Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
<b>\$150,000</b>	<b>\$300K</b>	<b>\$300K</b>

Capital Cost by Year



Capital Cost for Budgeted Years

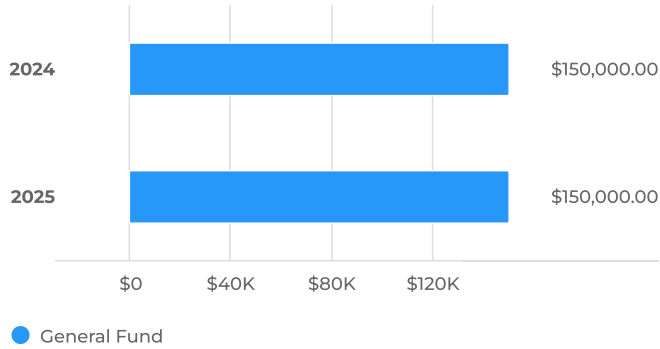


Capital Cost Breakdown			
Capital Cost	FY2024	FY2025	Total
Construction	\$150,000	\$150,000	\$300,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$300,000</b>

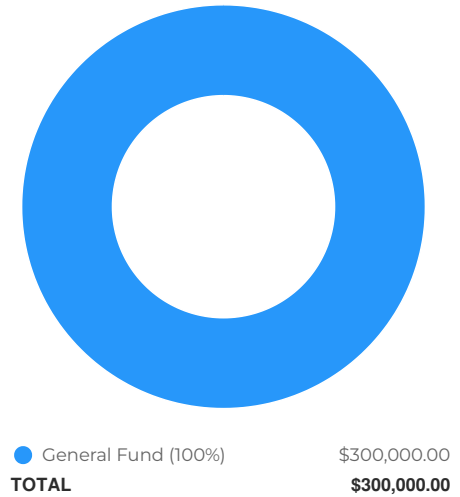
## Funding Sources

FY2024 Budget **\$150,000**      Total Budget (all years) **\$300K**      Project Total **\$300K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	FY2024	FY2025	Total
General Fund	\$150,000	\$150,000	\$300,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$300,000</b>

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# **COMMUNITY SERVICES REQUESTS**

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# CDBG 2023 Sidewalk Improvements

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Community Services
Type	Capital Improvement
Project Number	CS013

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## Description

Sidewalk Design and Construction

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## Details

Operating Impact	There will be no increase in operating expenses as a result of this project.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

CIP is based upon the 2023 CDBG Application for FY 2023-24 to design and install sidewalk improvements.

Sidewalk design and construction:

Woodrow Wilson Street from West Lowry Avenue to Railroad right of way

- 400 square yards of concrete, 6' wide, 6" thick
- 600 linear feet culvert in existing ditch
- 600 linear feet type F curb
- 600 linear feet fence removed

Sidewalk project will involve significant drainage modifications due to local roadway ditches and culverts. City staff will design the sidewalks. Once the design is completed, the City will bid the project for construction, which is estimated to cost \$300,000.

## Core Strategies

This improvement will meet our core strategy of *Facilitating Economic Development*.

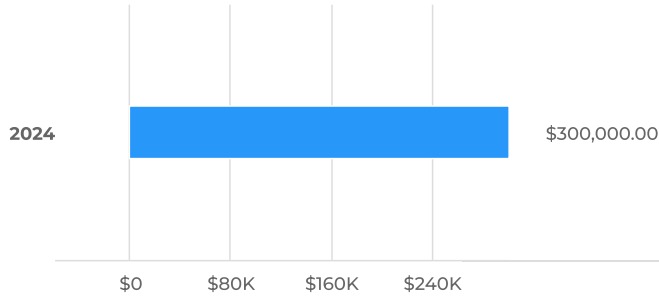
## Capital Cost

FY2024 Budget  
**\$300,000**

Total Budget (all years)  
**\$300K**

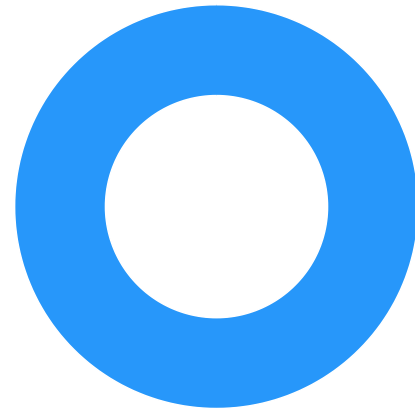
Project Total  
**\$300K**

Capital Cost by Year



● Other

Capital Cost for Budgeted Years



● Other (100%)

\$300,000.00

**TOTAL**

**\$300,000.00**

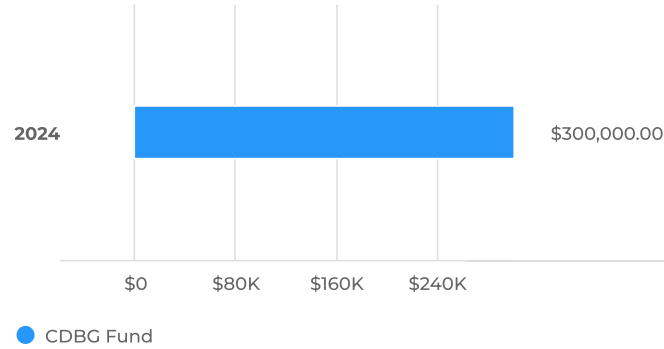
### Capital Cost Breakdown

Capital Cost	FY2024	Total
Other	\$300,000	\$300,000
<b>Total</b>	<b>\$300,000</b>	<b>\$300,000</b>

## Funding Sources

FY2024 Budget **\$300,000**      Total Budget (all years) **\$300K**      Project Total **\$300K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
CDBG Fund	\$300,000	\$300,000
<b>Total</b>	<b>\$300,000</b>	<b>\$300,000</b>

## Projected Timeline





Apr 30, 2024

Contract Award and Notice to Proceed

Sep 30, 2024

Construction

Dec 31, 2024

Submittal for Final Reimbursement

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# **ENVIRONMENTAL COMPLIANCE REQUESTS**

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# Backflow Prevention Assembly & Large Meter

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## Overview

Request Owner	Plant City
Department	Environmental Compliance
Type	Capital Improvement
Project Number	WR001

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## Description

Replace large backflow prevention assemblies and associated water meters.

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## Details

Operating Impact	There will be no increase in operating expenses as a result of completing this program.
Dates	Routine tests, repairs, maintenance, and replacements of backflow prevention assemblies and associated meters occur throughout the fiscal year.
Type of Project	Asset Management (AM)

## Justification

Florida Administrative Code Rule 62-555.360 requires that public water systems establish and implement a "routine Cross Connection Control program." Routine testing, repair, maintenance and replacement of backflow prevention assemblies protects public health, safety and welfare and also protects the City's liability as the water provider. Backflow Prevention Assemblies have an anticipated service life of 15 to 20 years.

As the assemblies approach the end of their useful life, many will no longer be repairable. Replacing these ensures protection of the water distribution system.

Replacing large meters concurrent with their backflow prevention assemblies provides improved cost efficiency and coordination, and ensures accurate ongoing assessment of water use.

## Core Strategies

These programs enhance *Organizational Effectiveness* and support outstanding *Customer Service*.

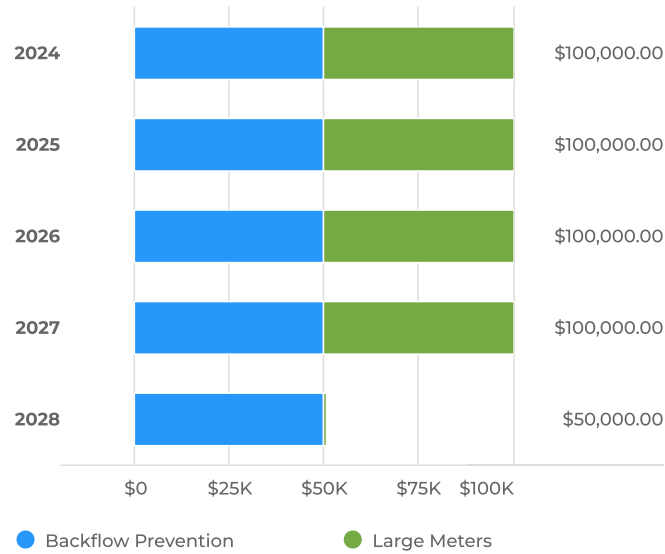
## Capital Cost

FY2024 Budget  
**\$100,000**

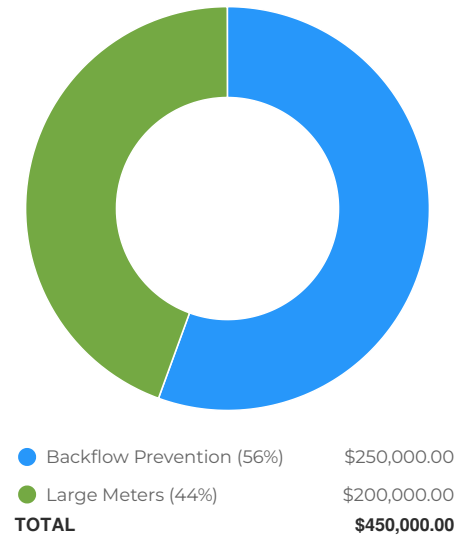
Total Budget (all years)  
**\$450K**

Project Total  
**\$450K**

Capital Cost by Year



Capital Cost for Budgeted Years

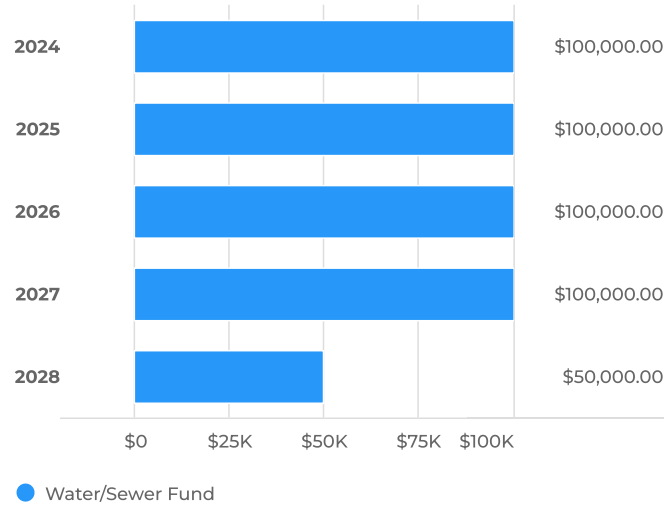


Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Backflow Prevention	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Large Meters	\$50,000	\$50,000	\$50,000	\$50,000		\$200,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$450,000</b>

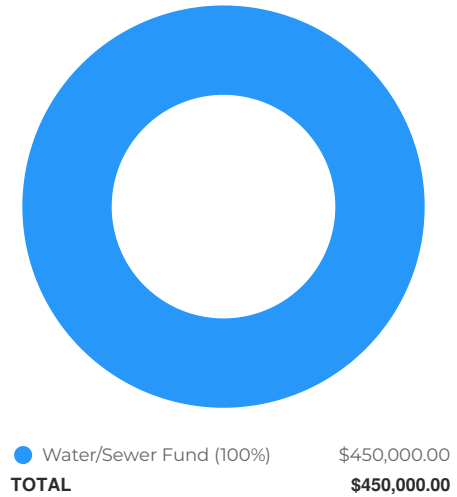
## Funding Sources

FY2024 Budget **\$100,000**      Total Budget (all years) **\$450K**      Project Total **\$450K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$50,000	\$450,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$450,000</b>

# Wastewater and Surface Water Pollutant Management Program

---

## Overview

Request Owner	Plant City
Department	Environmental Compliance
Type	Capital Improvement
Project Number	WR003

---

## Description

Conduct studies and implement comprehensive solutions to address regulatory pollutant reduction in the stormwater and wastewater systems.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this project. By remaining in compliance the City will not incur potential related costs.
Dates	Studies and evaluations are an ongoing process to ensure compliance with state and federal regulations.
Type of Project	Asset Management (AM)

## Justification

The City monitors and regulates industrial customers that could contribute critical levels of pollutants to the Water Reclamation Facility (WRF) and/or surface waters. State and federal limits on pollutants in stormwater, wastewater and reclaimed water can lead to the restriction of industrial, commercial, and residential growth.

Due to regulatory standards, approximately 90% of the WRF's ability to accommodate and treat conductivity, a regulated pollutant, is taken up by existing users. This presents challenges related to expansion or addition of industries, specifically manufacturers whose wastewater contains this pollutant.

Cooperative ventures with existing users and agencies are being developed. Grants and other funding sources will be pursued to offset costs.

The City must also regulate stormwater pollutants per the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit. This requires ongoing water quality monitoring in City waterways, and an in-depth analysis of pollutant loading in waterbodies that impairs water quality standards. The three major waterways in Plant City are impaired with at least one pollutant.

In 2022, the department completed a Stream Condition Index (SCI) on the three major waterways, which is the state standard metric for assessing stream health. In 2023, the department identified areas for restoration and techniques for capital projects and maintenance enhancements that could raise the SCI score.

In 2024, the department plans to begin boundary surveys to determine project limits and design the first round of projects as recommended in the technical memo and the Watershed Master Plans. These efforts are pursuant to the permit by which the City is required to undertake action to address impairments.

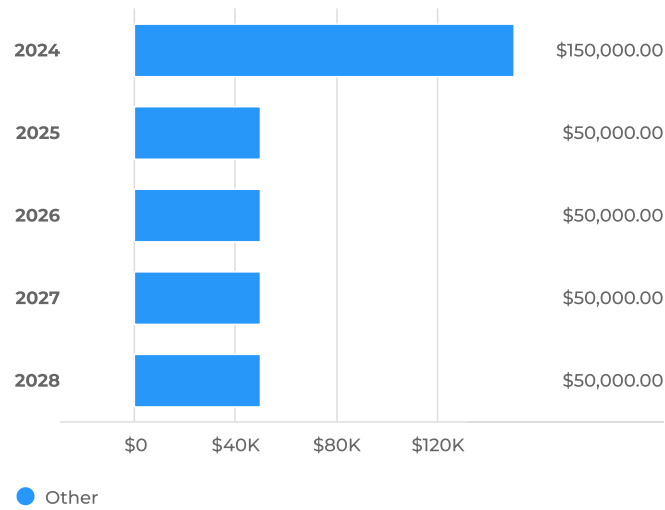
## Core Strategies

Facilitates *Economic Development* and *Customer Service* by providing current customers the capacity for growth and new customers with opportunities to establish their residency and businesses in Plant City.

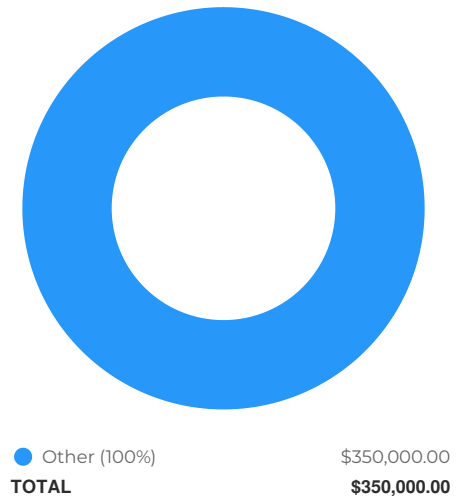
### Capital Cost

FY2024 Budget **\$150,000**      Total Budget (all years) **\$350K**      Project Total **\$350K**

Capital Cost by Year



Capital Cost for Budgeted Years



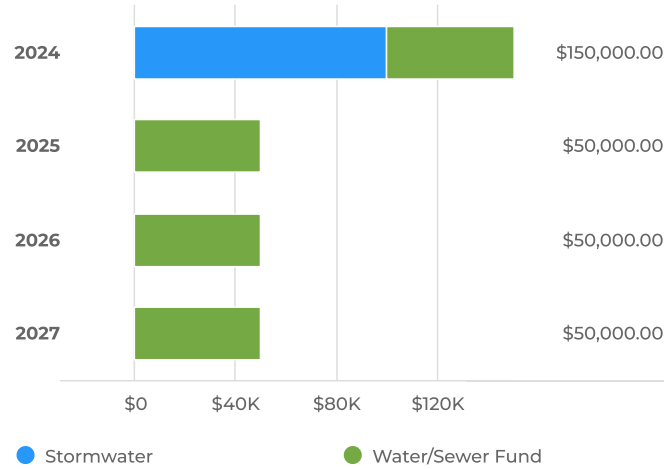
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Other	\$150,000	\$50,000	\$50,000	\$50,000	\$50,000	\$350,000
<b>Total</b>	<b>\$150,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$350,000</b>

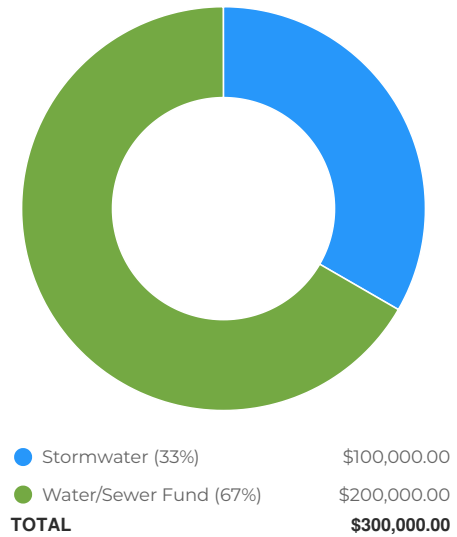
## Funding Sources

FY2024 Budget **\$150,000**      Total Budget (all years) **\$300K**      Project Total **\$300K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
Water/Sewer Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
Stormwater	\$100,000				\$100,000
<b>Total</b>	<b>\$150,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$300,000</b>



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# **FIRE RESCUE REQUESTS**

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# Public Safety Training Facility

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Fire Rescue
Type	Capital Improvement
Project Number	NEW

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## Description

Create a Public Safety Training Facility for Plant City Fire Rescue (PCFR) and Plant City Police Department (PCPD).

---

## Details

Operating Impact	Operating expenses will increase to provide electricity, utilities, and general maintenance.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

Currently, PCFR and PCPD do not have a training facility that will allow for practical skills assessment and performing specialized tactical training. The Insurance Service Office (ISO) requires firefighters to complete 27 annual hours of training tower drill/evolutions. Due to lack of a facility, the City is not meeting this ISO requirement. In evaluating potential city sites, the committee determined three locations that have at least two acres.

The locations are:

- (a.) Police Department existing north parking lot
- (b.) Behind National Guard Armory on Airport Road
- (c.) East Park Road (Urban Forest)

Utilities are available for potential sites. The training facility proposal is to construct a multi-story training tower designed for both departments to conduct multiple NFPA compliant training exercises. Additionally, the facility will include a classroom, bathrooms, parking, fencing, an open covered structure, and fire hydrants.

## Core Strategies

This project relates to our core strategies of *Empowering Outstanding Customer Service* and *Maximizing Organizational Effectiveness* for PCFR and PCPD by having a location to conduct fire and law enforcement practical training.

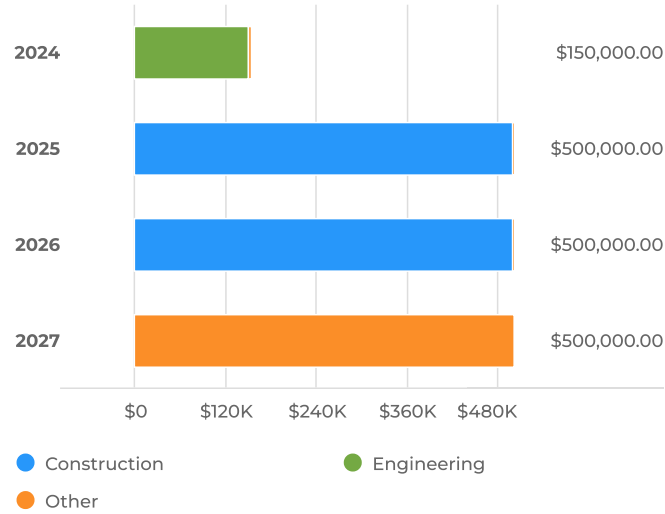
## Capital Cost

FY2024 Budget  
**\$150,000**

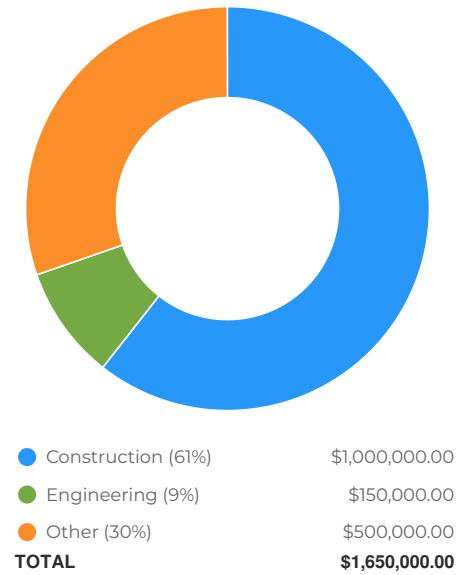
Total Budget (all years)  
**\$1.65M**

Project Total  
**\$1.65M**

Capital Cost by Year



Capital Cost for Budgeted Years



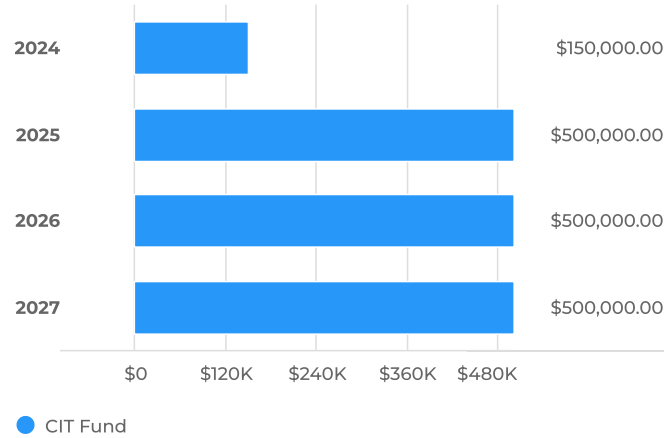
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Engineering	\$150,000				\$150,000
Construction		\$500,000	\$500,000		\$1,000,000
Other				\$500,000	\$500,000
<b>Total</b>	<b>\$150,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$1,650,000</b>

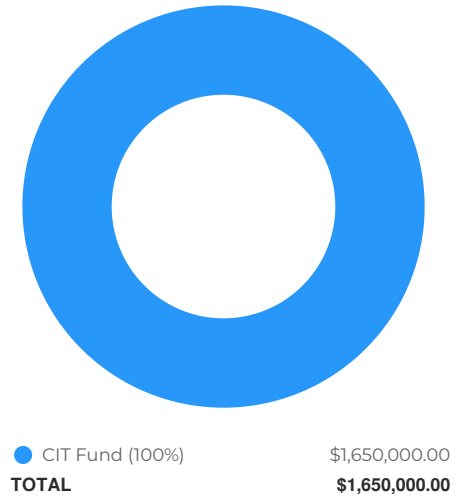
## Funding Sources

FY2024 Budget **\$150,000**      Total Budget (all years) **\$1.65M**      Project Total **\$1.65M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
CIT Fund	\$150,000	\$500,000	\$500,000	\$500,000	\$1,650,000
<b>Total</b>	<b>\$150,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$1,650,000</b>

## Projected Timeline

Sep 30, 2024

Evaluate property, design, and engineering

Sep 30, 2025

Construct Phase I training tower and infrastructure

Sep 30, 2026

Construct classroom, bathrooms, and covered structure

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# **FLEET MANAGEMENT REQUESTS**

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# Fuel Tanks and Monitoring System

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Fleet Management
Type	Capital Improvement
Project Number	NEW

---

## Description

Install two 550-gallon fuel tanks (one gasoline and one diesel) at the Mike Sansone Park and upgrade the City's fuel monitoring system to the cloud.

---

## Details

Operating Impact	Upon implementation, there will be an annual recurring cost of \$26,420 for cloud storage and maintenance for all fueling locations, which is an increase of \$15,000 over the current cost for three fueling locations. FuelMaster provides phone service for communication which will be eliminated with wireless capability.
Dates	To be completed in FY2023-24.
Type of Project	Capital Improvement Project (CIP)

## Justification

Currently, an average of 4,300 gallons of fuel is being transported from Victoria Street fueling station to Mike Sansone Park annually by five-gallon fuel cans, decreasing productivity. Installing two 550-gallon fuel tanks (one gasoline and one diesel) with dispensing and monitoring capabilities, will save time for the department, increase safety for the employees, and provide better control over fuel usage.

Upgrading and modernizing the City's fuel system to the cloud will provide the ability to store and monitor live data wirelessly from the office or a mobile device while eliminating the need for a dedicated computer to store fuel activity and reports.

## Core Strategies

This will *Maximize Organizational Effectiveness* by increasing productivity and providing a safe and effective operation of monitoring and dispensing fuel.

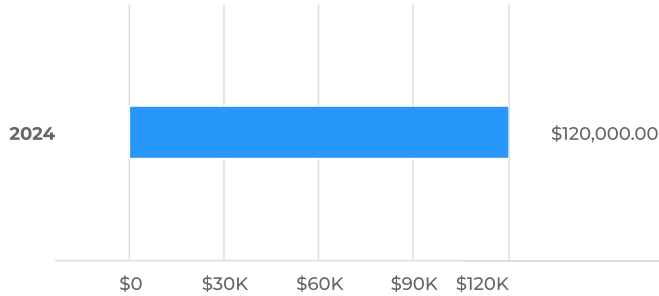
## Capital Cost

FY2024 Budget  
**\$120,000**

Total Budget (all years)  
**\$120K**

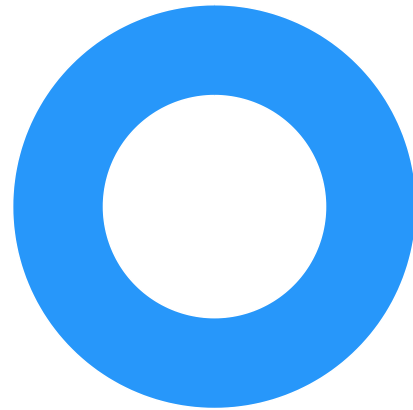
Project Total  
**\$120K**

Capital Cost by Year



● Installation

Capital Cost for Budgeted Years



● Installation (100%)

\$120,000.00

**TOTAL**

**\$120,000.00**

### Capital Cost Breakdown

Capital Cost	FY2024	Total
Installation	\$120,000	\$120,000
<b>Total</b>	<b>\$120,000</b>	<b>\$120,000</b>

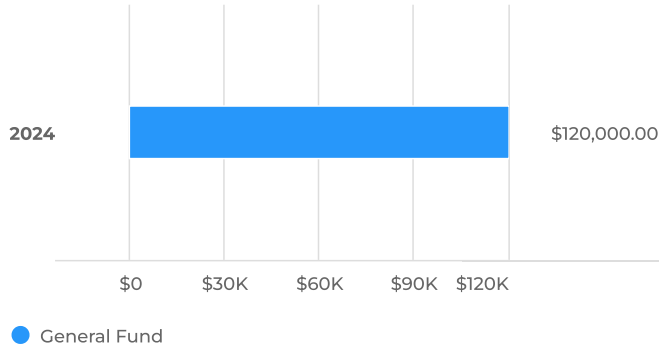
## Funding Sources

FY2024 Budget  
**\$120,000**

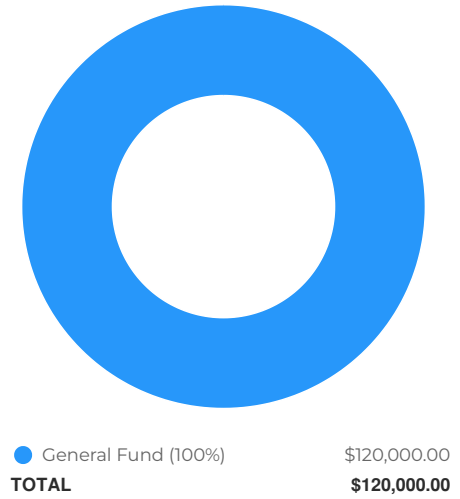
Total Budget (all years)  
**\$120K**

Project Total  
**\$120K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
General Fund	\$120,000	\$120,000
<b>Total</b>	<b>\$120,000</b>	<b>\$120,000</b>



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# **GENERAL SERVICES REQUESTS**

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# Archive Storage Building

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	General Services
Type	Capital Improvement
Project Number	NEW

---

## Description

A new 6,000 square foot facility to house City records and provide additional storage for various City departments.

---

## Details

Operating Impact	Future maintenance and utility service costs would run around \$5,000 annually.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

The existing 8,000 square foot facility, used by multiple departments for various storage uses, is full. The current facility does not provide adequate preservation storage of the City's temporary and permanent records. The new additional building would provide approximately twice the current records storage space plus include a "vault" for more delicate and permanent records. It would be built to maintain proper temperature and humidity levels as well as smoke and fire protections as detailed in the "State of Florida Public Records Center Facilities Guidelines." In addition to the records storage area, a majority of the building would be available to other City departments for the short-term storage of furniture, supplies, and equipment.

## Core Strategies

The additional storage capabilities and improved storage conditions will improve in *Maximizing Organizational Effectiveness*.

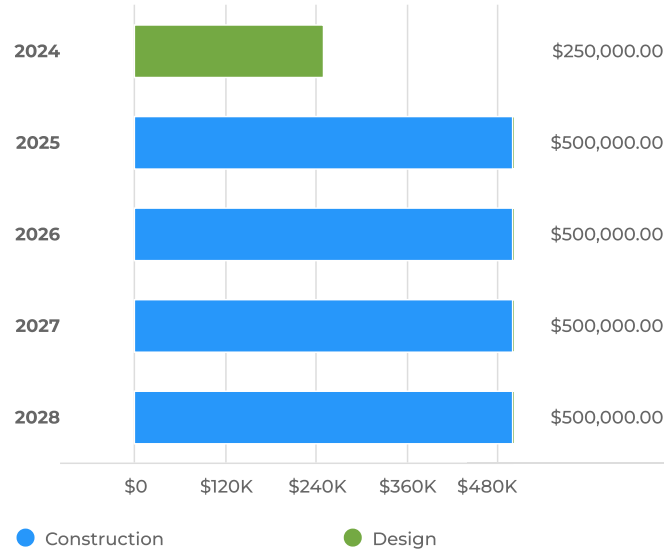
## Capital Cost

FY2024 Budget  
**\$250,000**

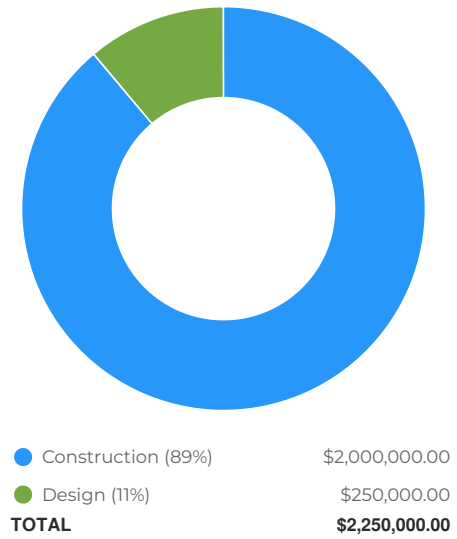
Total Budget (all years)  
**\$2.25M**

Project Total  
**\$2.25M**

Capital Cost by Year



Capital Cost for Budgeted Years

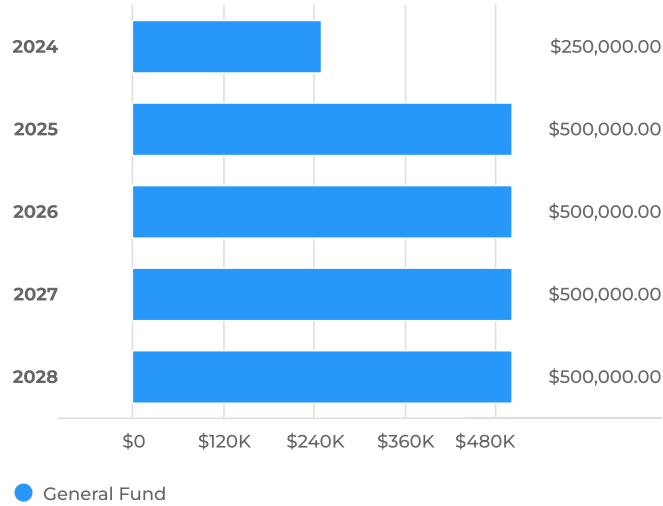


Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Design	\$250,000					\$250,000
Construction		\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000
<b>Total</b>	<b>\$250,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$2,250,000</b>

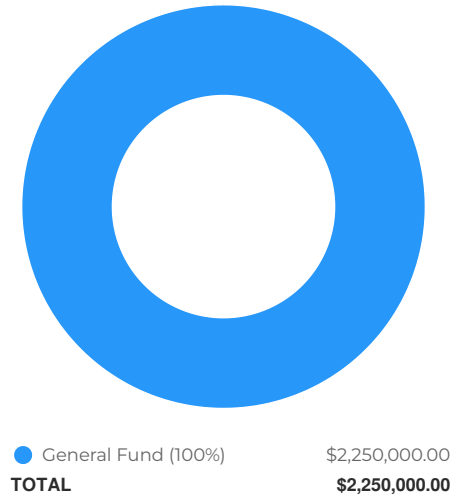
## Funding Sources

FY2024 Budget **\$250,000**      Total Budget (all years) **\$2.25M**      Project Total **\$2.25M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$250,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,250,000
<b>Total</b>	<b>\$250,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$2,250,000</b>

## Projected Timeline

Jul 31, 2024

Design and construction plan development

Sep 30, 2024

Procurement, contract development, and Commission approval

Dec 31, 2025

Complete construction (pending supply chain issues)

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# **PARKS REQUESTS**

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# ADA Improvements/City Parks

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## Overview

Request Owner	Plant City
Department	Parks
Type	Capital Improvement
Project Number	PK002

---

## Description

Multi-year accumulation of funds to retrofit City park facilities and create an accessible environment including bathrooms, parking, and paved access to bleachers, benches and picnic tables.

---

## Details

Operating Impact	Additional sidewalk maintenance would be under \$1,000 annually per site per year.
Dates	Below is the recommended list of parks with the anticipated project date: FY 2022-24: Gilchrist Park FY 2023-24: Marie B. Ellis Park FY 2023-24: Dr. MLK Rec Center ball fields FY 2024-25: Mike Sansone Park
Type of Project	Capital Improvement Project (CIP)

## Justification

The Americans with Disabilities Act of 1990 requires public access facilities to meet ADA standards. This project will bring facilities into compliance for parking areas.

Anticipated parks for sidewalk and parking area updates:

- Gilchrist Park
- Burchwood Park
- Marie B. Ellis Park
- Dr. MLK Rec Center ball fields
- Mike Sansone Park

These projects will be done with contractors to pour sidewalks and handicap parking areas.

## Core Strategies

Improvements to facilities will meet our goals of *Customer Service* and *Community Engagement* by providing better access for all park users.

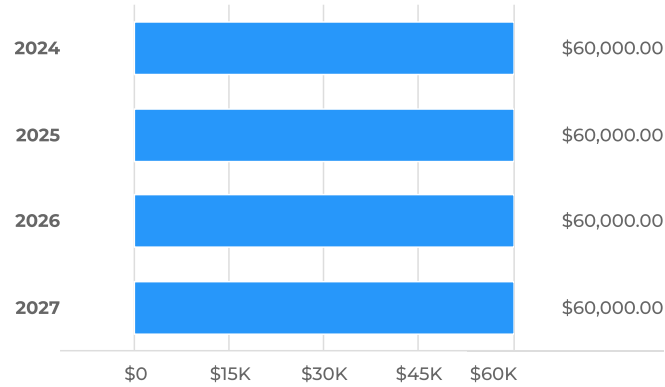
## Capital Cost

FY2024 Budget  
**\$60,000**

Total Budget (all years)  
**\$240K**

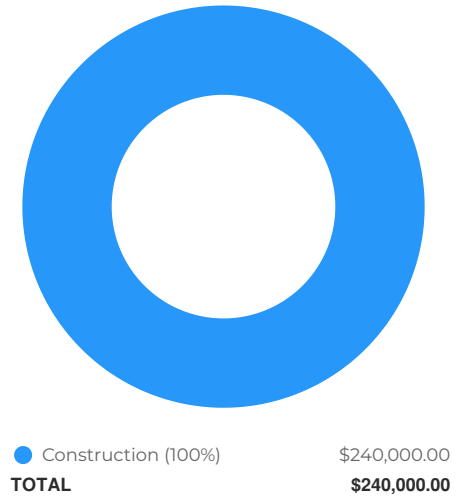
Project Total  
**\$240K**

Capital Cost by Year



● Construction

Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Construction	\$60,000	\$60,000	\$60,000	\$60,000	\$240,000
<b>Total</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$240,000</b>

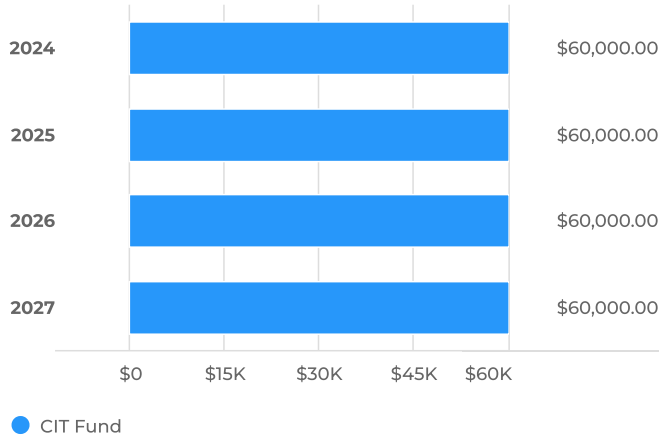
## Funding Sources

FY2024 Budget  
**\$60,000**

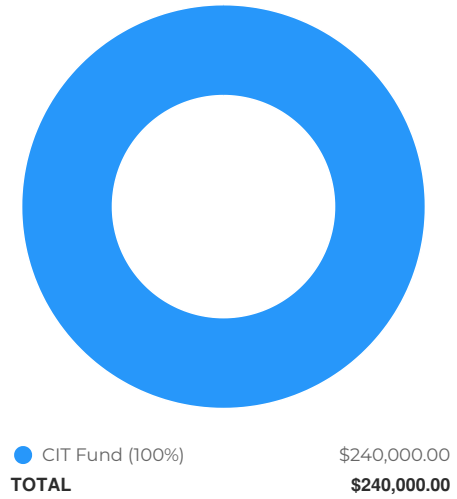
Total Budget (all years)  
**\$240K**

Project Total  
**\$240K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
CIT Fund	\$60,000	\$60,000	\$60,000	\$60,000	\$240,000
<b>Total</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$240,000</b>



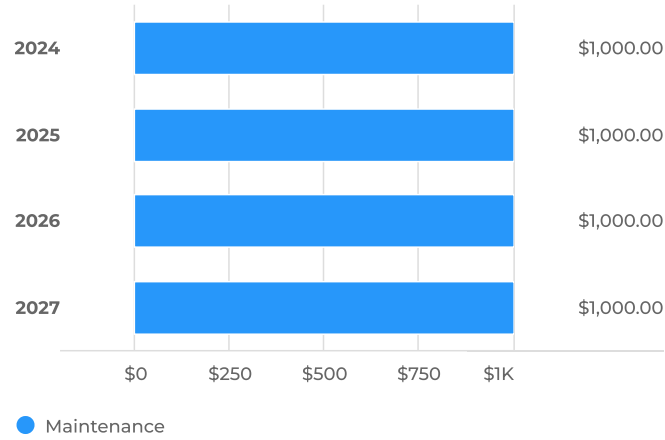
## Operational Costs

FY2024 Budget  
**\$1,000**

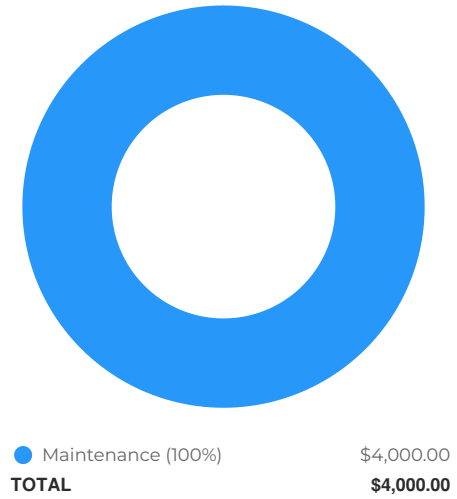
Total Budget (all years)  
**\$4K**

Project Total  
**\$4K**

Operational Costs by Year



Operational Costs for Budgeted Years



### Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027	Total
Maintenance	\$1,000	\$1,000	\$1,000	\$1,000	\$4,000
<b>Total</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$4,000</b>

# Bike/Nature Trail - Sansone Park

## Overview

Request Owner	Plant City
Department	Parks
Type	Capital Improvement
Project Number	PK006

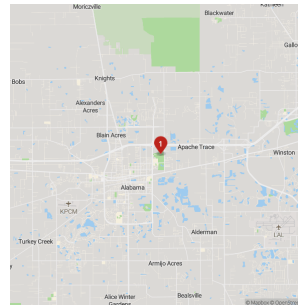
## Description

Multi-year accumulation of funds to repair and resurface the 0.38 mile asphalt bike/nature trail at Mike Sansone Park.

## Details

Operating Impact	There will be no increase in operation expenses.
Dates	This project is planned for Fiscal Year 2024-25 at a projected cost of \$160,000.
Type of Project	Asset Management (AM)

## Location



## Justification

Repairing and resurfacing the asphalt regularly will avoid more expensive rebuilding due to wear and tear from use and weather. This work is recommended every 7-10 years and was last done in 2013.

## Core Strategies

Resurfacing of the trail will help extend its life as well as meet our goals of *Customer Service* and *Community Engagement* by providing a suitable walking surface.

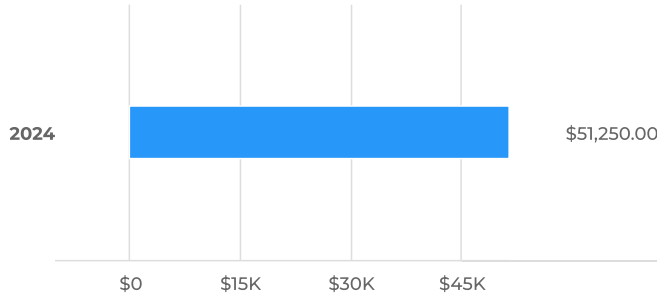
## Capital Cost

FY2024 Budget  
**\$51,250**

Total Budget (all years)  
**\$51.25K**

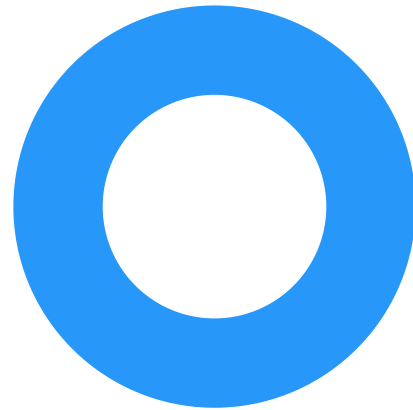
Project Total  
**\$51.25K**

Capital Cost by Year



● Improvements

Capital Cost for Budgeted Years



● Improvements (100%)

\$51,250.00

**TOTAL**

**\$51,250.00**

### Capital Cost Breakdown

Capital Cost	FY2024	Total
Improvements	\$51,250	\$51,250
<b>Total</b>	<b>\$51,250</b>	<b>\$51,250</b>

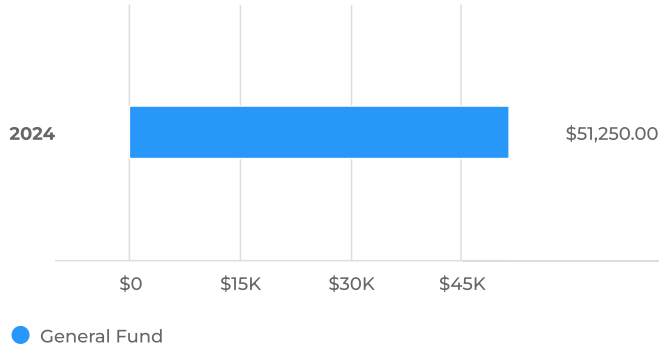
## Funding Sources

FY2024 Budget  
**\$51,250**

Total Budget (all years)  
**\$51.25K**

Project Total  
**\$51.25K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
General Fund	\$51,250	\$51,250
<b>Total</b>	<b>\$51,250</b>	<b>\$51,250</b>

# Lakeside Station Park

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Parks
Type	Capital Improvement
Project Number	PK035

---

## Description

Develop a water park and related amenities.

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## Details

Operating Impact	These facilities will require an increase to the operating budget for maintenance costs of roughly \$55,000 annually.
Dates	Design will begin in FY2023-24. Construction will take several years.
Type of Project	Capital Improvement Project (CIP)

## Justification

Implementation of this project will create Plant City's first public access water park with related amenities, such as canoe and kayak launch areas, docks, picnic areas with facilities, development of a trail, trailhead, parking, restrooms, benches, and other amenities to build a waterside recreational facility for walking, picnicking, fishing, and non-motorized watercraft (e.g. canoes and kayaks, etc.) at Lakeside Station Park, located at 2175 Henderson Way.

Property is being donated to the City along with funding for park design and some improvements.

When grant opportunities become available, the City will seek to utilize the Department of Environmental Protection Recreational Trails Program matching grant funding in addition to City funds.

## Core Strategies

Park improvements address our *Fostering Community Engagement*, *Facilitating Economic Development* and *Empowering Outstanding Customer Service* goals.

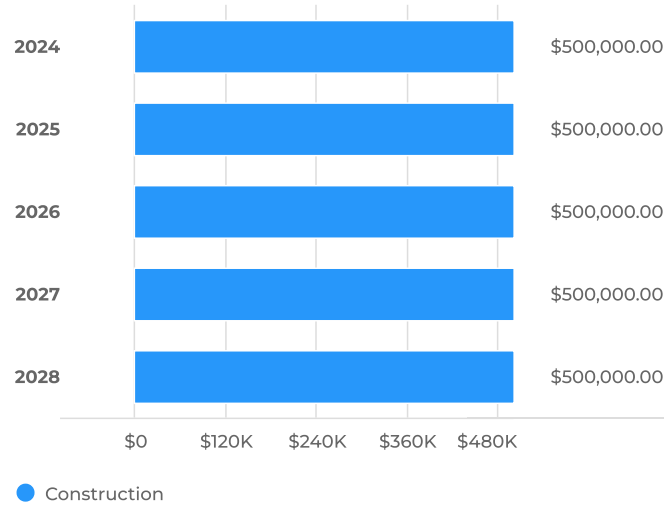
## Capital Cost

FY2024 Budget  
**\$500,000**

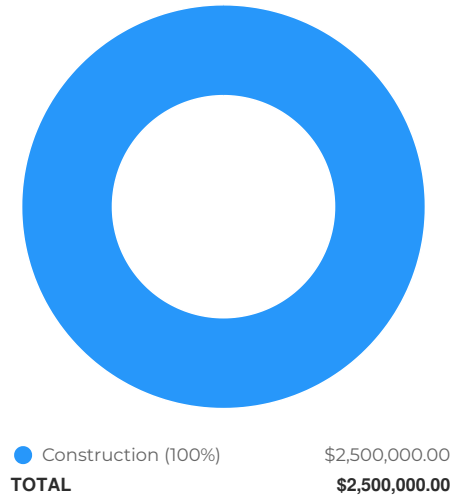
Total Budget (all years)  
**\$2.5M**

Project Total  
**\$2.5M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
<b>Total</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$2,500,000</b>

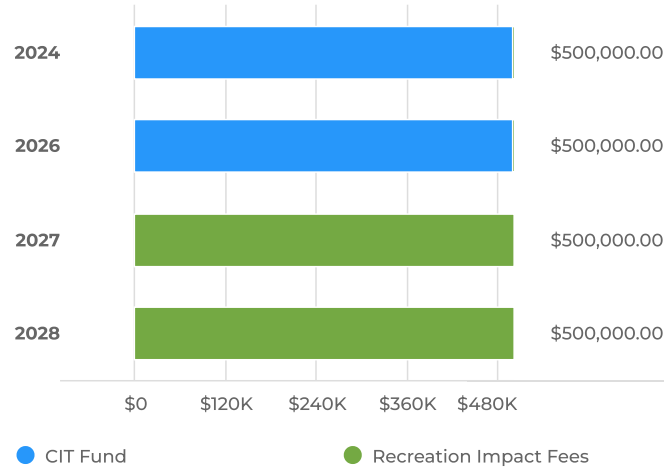
## Funding Sources

FY2024 Budget  
**\$500,000**

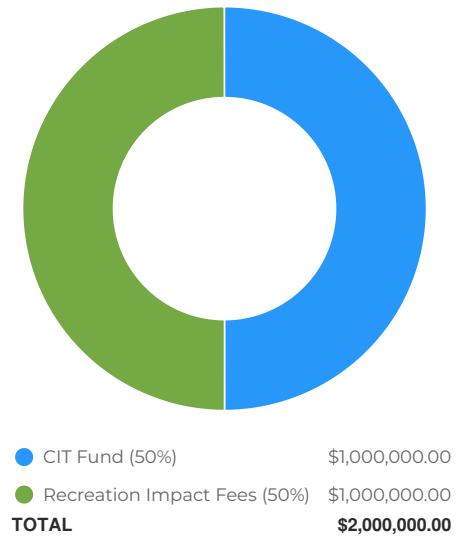
Total Budget (all years)  
**\$2M**

Project Total  
**\$2M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2026	FY2027	FY2028	Total
CIT Fund	\$500,000	\$500,000			\$1,000,000
Recreation Impact Fees			\$500,000	\$500,000	\$1,000,000
<b>Total</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$2,000,000</b>

# Park Improvements

---

## Overview

Request Owner	Plant City
Department	Parks
Type	Capital Improvement
Project Number	PK036

---

## Description

Multi-year accumulation of funds to replace turf, irrigation, fencing, bleachers, netting, benches, tables, and other Park amenities City-wide.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of this project.
Dates	Repairs or replacements will be made on an as-needed basis.
Type of Project	Asset Management (AM)

## Justification

Due to weathering, vandalism, or normal wear and tear, amenities within our parks are regularly being repaired or replaced as needed to meet the needs of our park users. Many times, these repairs or replacements are not anticipated. This Asset Management project will allow funding for repairing or replacing items such as picnic tables, benches, trash receptacles, fencing, netting, landscaping, sod, irrigation, bleachers, team benches, and more within all City parks.

## Core Strategies

Improvements to facilities enhance the user experience and provide suitable activity areas, addressing our *Community Engagement* and *Customer Service* goals.



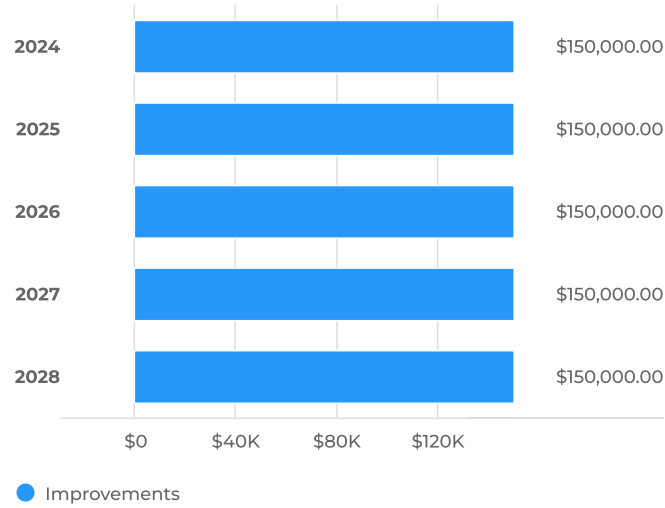
## Capital Cost

FY2024 Budget  
**\$150,000**

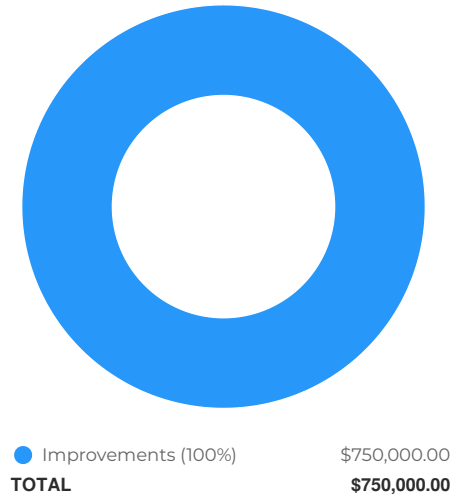
Total Budget (all years)  
**\$750K**

Project Total  
**\$750K**

Capital Cost by Year



Capital Cost for Budgeted Years

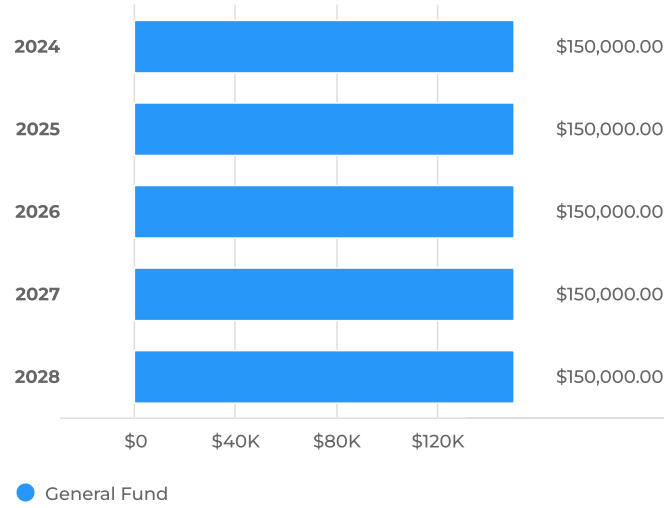


Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Improvements	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$750,000</b>

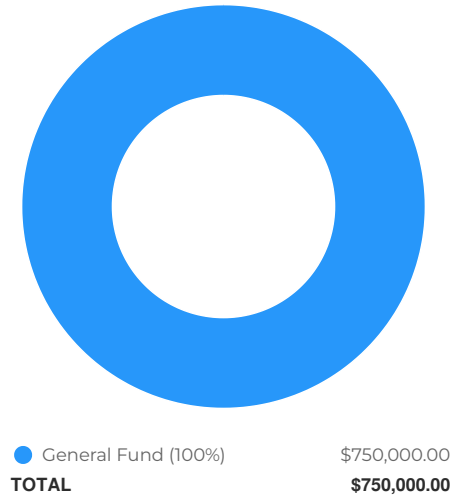
## Funding Sources

FY2024 Budget **\$150,000**      Total Budget (all years) **\$750K**      Project Total **\$750K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$750,000</b>

# User Fee Park Improvements

## Overview

Request Owner	Plant City
Department	Parks
Type	Capital Improvement
Project Number	PK018

## Description

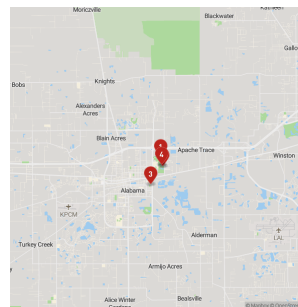
Multi-year funding for park improvements supported by user fees paid by local independent youth sports programs.

## Details

Operating Impact	There will be minimal operating costs for repairs to the batting cages and soccer goals/nets. Operating costs will be developed for the lightning detection system.
Dates	Goals/nets are planned as needed. Lightning detection system is planned for Fiscal Year 2022-23.
Type of Project	Asset Management (AM)

## Location

Address: Otis Andrews Sports Complex



## Justification

Each season, local independent youth sports programs pay a per player, per season user fee toward City expenses generated by their programs. This CIP is to support a program of park improvements that will benefit users in both the independent youth sports programs as well as the Plant City Parks & Recreation programs, using some of the fees generated by these programs.

### **Each year, youth sports programs paying the per player, per season fee include:**

- Plant City Little League Baseball/Softball
- Plant City Dolphins Tackle Football/Cheerleading
- Plant City Colts Tackle Football/Cheerleading
- Plant City Football Club Lancers Competitive Soccer
- Ostingers Baseball Academy

### **Facilities used by these programs are:**

- Baseball/Softball: Mike Sansone Park, Ellis-Methvin Park, MLK Rec ball fields
- Football/Soccer: OMA Sports Complex, Ellis-Methvin Park
- Baseball: Randy Larson Four-Plex

### **Projects being considered include:**

- Replacement soccer goals/nets for OMA Sports Complex and Ellis-Methvin Park
- Lightning detection systems for all facilities
- Batting cages, bullpens, and field improvements.

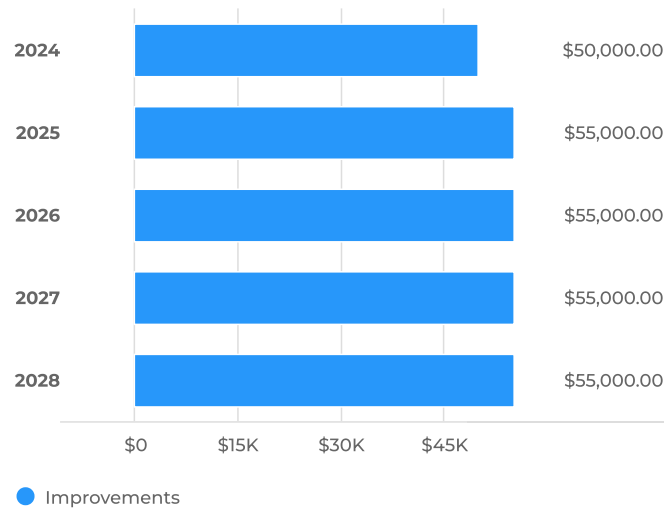
## Core Strategies

These added amenities will meet our goals of *Customer Service* and *Community Engagement* by providing enhanced facilities for our users.

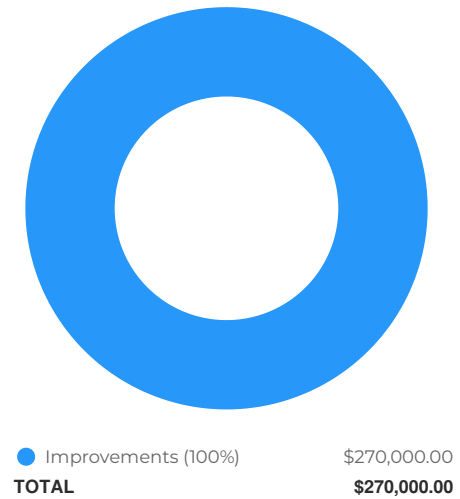
### Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
<b>\$50,000</b>	<b>\$270K</b>	<b>\$270K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Improvements	\$50,000	\$55,000	\$55,000	\$55,000	\$55,000	\$270,000
<b>Total</b>	<b>\$50,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$270,000</b>

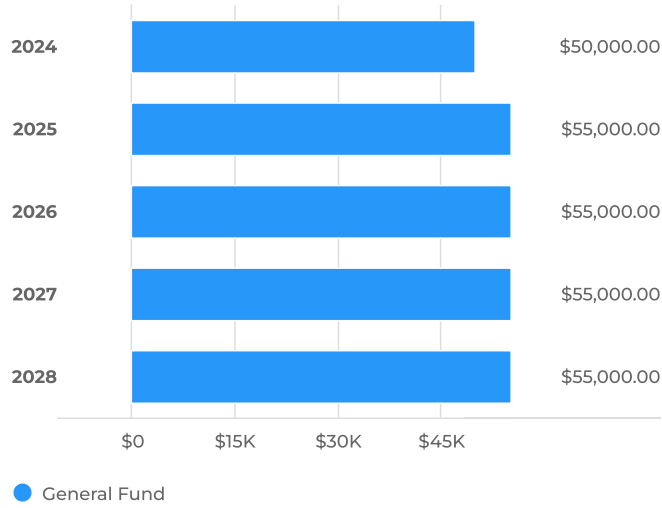
## Funding Sources

FY2024 Budget  
**\$50,000**

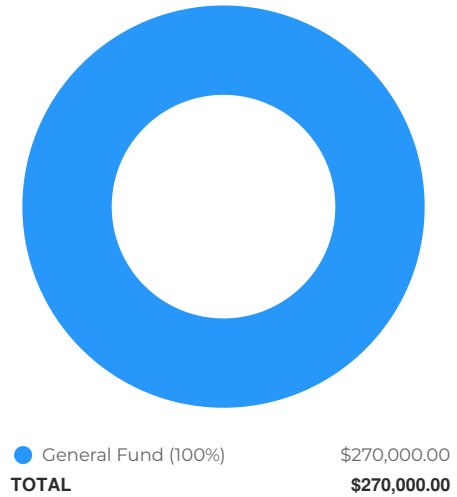
Total Budget (all years)  
**\$270K**

Project Total  
**\$270K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$50,000	\$55,000	\$55,000	\$55,000	\$55,000	\$270,000
<b>Total</b>	<b>\$50,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$270,000</b>

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# **POLICE REQUESTS**

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# Front Lobby Ballistic Protection

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Police
Type	Capital Improvement
Project Number	NEW

---

## Description

Create a safer work environment for Police Department personnel in the front reception office.

---

## Details

Operating Impact	Upon completing of the project there will not be any further operating impact.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

Due to the nature of police stations, threats are always a risk. People in high-stress situations can panic and respond in a way that puts officers, visitors, and other staff in danger. It is crucial to secure police station lobbies with custom bulletproof barriers to enhance safety and security.

Currently, the Police Department's front desk is protected by a thin piece of glass and dry wall. In the event that a situation occurs there is not an adequate amount of protection to ensure the safety of personnel. Implementation of ballistic glass will provide added protection for the employee from the uncertain situations that occur.

Ballistic glass	\$ 75,000
Demolition	\$ 15,000
Construction	<u>\$ 15,000</u>

Estimated Total \$105,000

## Core Strategies

PCPD can ensure a safe work environment for employees and citizens, while enhancing and *Maximizing Organizational Effectiveness*.

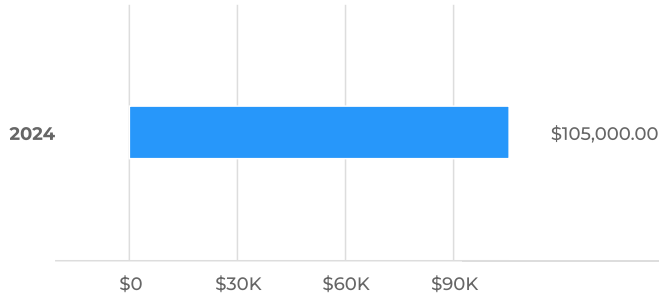
## Capital Cost

FY2024 Budget  
**\$105,000**

Total Budget (all years)  
**\$105K**

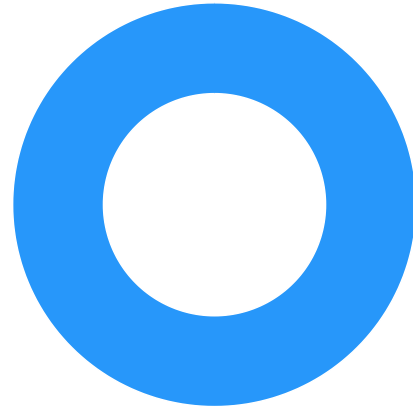
Project Total  
**\$105K**

Capital Cost by Year



● Construction

Capital Cost for Budgeted Years



● Construction (100%)

\$105,000.00

**TOTAL**

**\$105,000.00**

### Capital Cost Breakdown

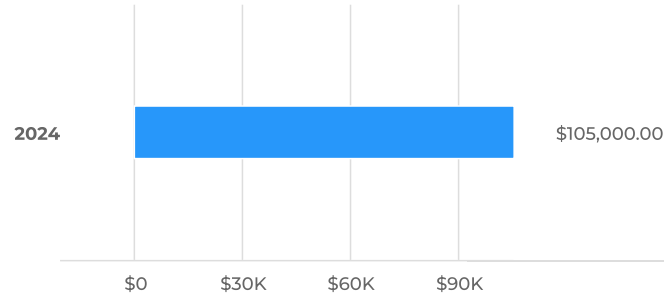
Capital Cost	FY2024	Total
Construction	\$105,000	\$105,000
<b>Total</b>	<b>\$105,000</b>	<b>\$105,000</b>



## Funding Sources

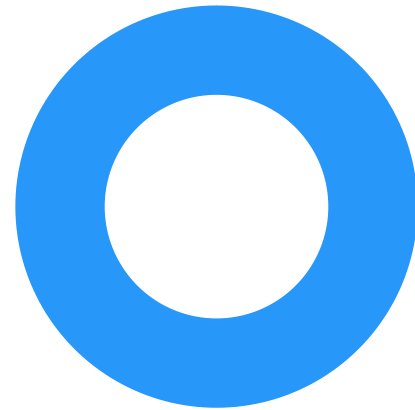
FY2024 Budget **\$105,000**      Total Budget (all years) **\$105K**      Project Total **\$105K**

Funding Sources by Year



● Police Impact Fees

Funding Sources for Budgeted Years



● Police Impact Fees (100%) \$105,000.00  
**TOTAL \$105,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024	Total
Police Impact Fees	\$105,000	\$105,000
<b>Total</b>	<b>\$105,000</b>	<b>\$105,000</b>

## Projected Timeline

Sep 30, 2024

Ballistic glass manufacturing

Sep 30, 2025

Demolition and construction

# Indoor Firearms Range

## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Police
Type	Capital Improvement
Project Number	NEW

## Description

Repair, upgrade, and improve the existing Plant City Police Department (PCPD) indoor firearms range.

## Details

Operating Impact	Upon completion of the project, there will be an operating impact to maintain the bullet catching drum which has a recommended cleaning date of every five years.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

The firearms range located inside the Police Department is an integral training tool which has served the department since 2004. The current target equipment and supporting items have become outdated and inoperable. With the ever-growing advancements in technology, for firearms training and maintenance, updates improve the efficacy of the training cadre of the Police Department.

Beginning in July 2024 the Florida Department of Law Enforcement (FDLE) is mandating new Criminal Justice Standard Training Commission (CFSTC) standards, which includes moving while shooting and a mandatory low light (night) shooting qualifications course. The current target system will not support the new training standards. Updating the facility will provide the department the ability to train more efficiently and keep up with current standards and practices.

Targeting System (software, rubber berm refresh, sound abatement)	\$ 140,000
Demolition	\$ 15,000
Flooring	\$ 5,000
Lighting	\$ 2,000
User Workspace	\$ 5,000
Armorer Workspace	\$ 6,000
Armorer Tools	\$ 3,000
Range Accessories	\$ 1,500
Estimated Total	\$ 177,500

## Core Strategies

PCPD can *Maximize Organizational Effectiveness* by using the indoor firearms range year round to help members increase their shooting skills in a safe environment conducive to learning.

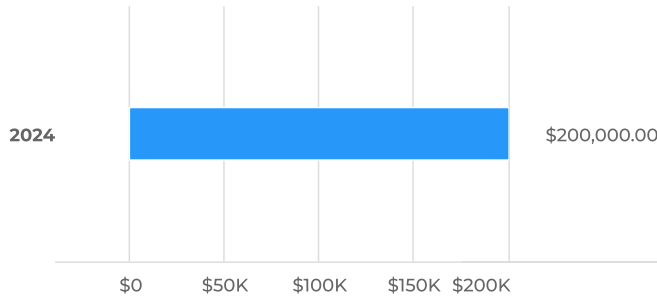
## Capital Cost

FY2024 Budget  
**\$200,000**

Total Budget (all years)  
**\$200K**

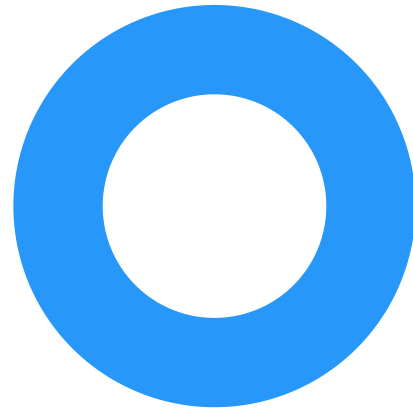
Project Total  
**\$200K**

Capital Cost by Year



● Equipment/Furnishings

Capital Cost for Budgeted Years



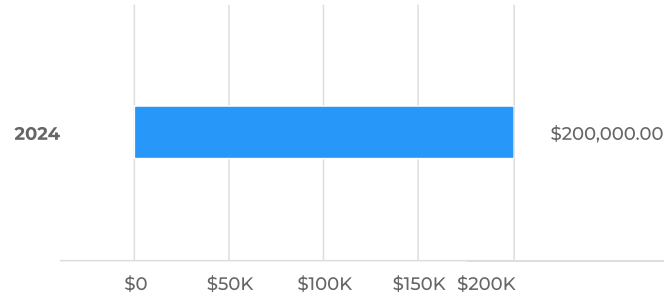
● Equipment/Furnishings (100%) \$200,000.00  
**TOTAL \$200,000.00**

Capital Cost Breakdown		
Capital Cost	FY2024	Total
Equipment/Furnishings	\$200,000	\$200,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>

## Funding Sources

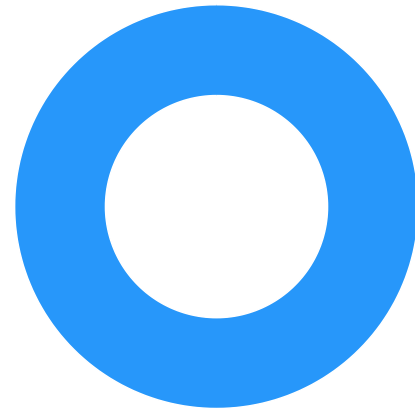
FY2024 Budget **\$200,000**      Total Budget (all years) **\$200K**      Project Total **\$200K**

Funding Sources by Year



● Police Impact Fees

Funding Sources for Budgeted Years



● Police Impact Fees (100%) \$200,000.00  
**TOTAL \$200,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024	Total
Police Impact Fees	\$200,000	\$200,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>

## Projected Timeline

Sep 30, 2024

Demolition, lighting, flooring, armorer workspace/tools, user workspace, and accessories

Sep 30, 2025

Targeting System

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# RECREATION REQUESTS

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# Athletic Events Barn

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Recreation
Type	Capital Improvement
Project Number	RC014

---

## Description

Replace the Recreation Division's storage barn at the Otis M. Andrews Sports Complex.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this program project.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

The project was originally established to rehabilitate the Recreation OMA Storage Barn at the Otis M. Andrews Sports Complex that was built around 1996. The East end of the building has developed water intrusion problems, rusting issues, and drywall in the area has become damaged.

During evaluation of the facility, staff recommends the current plan to replace the old barn with a new Athletic Events Barn at the Mike E. Sansone Park east of Field 7 to store equipment and vehicles. Construct a 50' x 50' metal storage building with an exterior fenced slab area for soccer goal equipment storage. There will be an entrance off Wilder Road.

## Core Strategies

Facility improvements will enhance building functionality and appearance, addressing our *Maximizing Organizational Effectiveness* and *Empowering Outstanding Customer Service* goals.

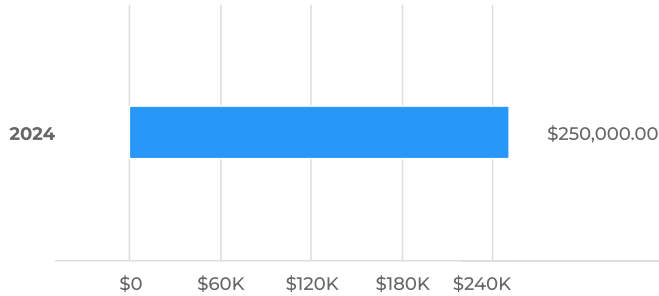
## Capital Cost

FY2024 Budget  
**\$250,000**

Total Budget (all years)  
**\$250K**

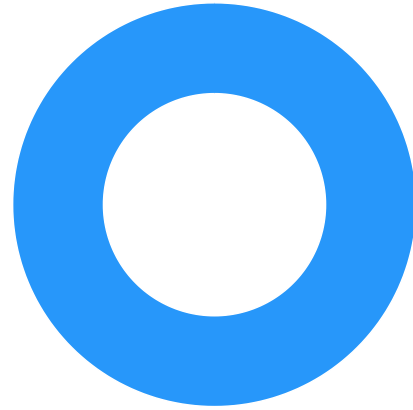
Project Total  
**\$250K**

Capital Cost by Year



● Construction

Capital Cost for Budgeted Years



● Construction (100%) \$250,000.00  
**TOTAL \$250,000.00**

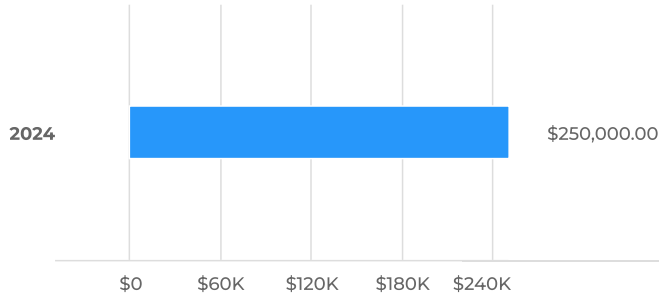
### Capital Cost Breakdown

Capital Cost	FY2024	Total
Construction	\$250,000	\$250,000
<b>Total</b>	<b>\$250,000</b>	<b>\$250,000</b>

## Funding Sources

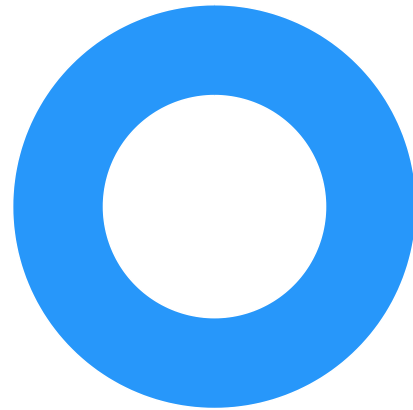
FY2024 Budget **\$250,000**      Total Budget (all years) **\$250K**      Project Total **\$250K**

Funding Sources by Year



● CIT Fund

Funding Sources for Budgeted Years



● CIT Fund (100%)      \$250,000.00  
**TOTAL**      **\$250,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024	Total
CIT Fund	\$250,000	\$250,000
<b>Total</b>	<b>\$250,000</b>	<b>\$250,000</b>

## Projected Timeline

Sep 30, 2024

Complete construction.



# Cultural Events Center

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## Overview

Request Owner	Plant City
Department	Recreation
Type	Capital Improvement
Project Number	RC013

---

## Description

Create a Cultural Events Center to replace the Planteen Recreation Center.

---

## Details

Operating Impact	Operating expenses will increase to provide electricity, utilities, insurance, and maintenance for a larger facility. Two additional staff members will be hired to provide coverage for daily programming. Rental income will increase and can be projected once the details are determined.
Dates	FY 2023 - complete evaluation of property FY 2024 - complete design FY 2026 - complete construction
Type of Project	Capital Improvement Project (CIP)

## Justification

The Planteen was originally built in 1959, with an addition constructed in 1988. An old 1950s home was converted into the Winter Visitor Center.

The storage barn was built around 1997. In evaluating the entire 3-acre site that houses the Planteen, Winter Visitors Center, and Storage Barn, staff recommended maximizing the use of the property and constructing a new Events Center.

The 20,000 sq ft facility would include two classrooms, an activity/esports space, a multipurpose banquet area seating 300 with an instructional/serving-sized kitchen, two offices, and a lobby reception desk area. The facility would be equipped with storage areas, an outside classroom amphitheater, a tranquility garden, and a playground.

The current funding for the project will be used for design and set aside for construction. Additional funding sources will be determined once the design phase is complete.

## Core Strategies

This project relates to our core strategies of *Customer Service* and *Community Engagement* by providing suitable recreational facilities for our residents and visitors.

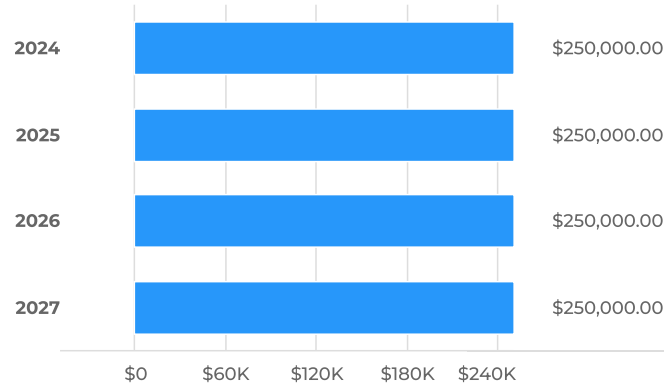
## Capital Cost

FY2024 Budget  
**\$250,000**

Total Budget (all years)  
**\$1M**

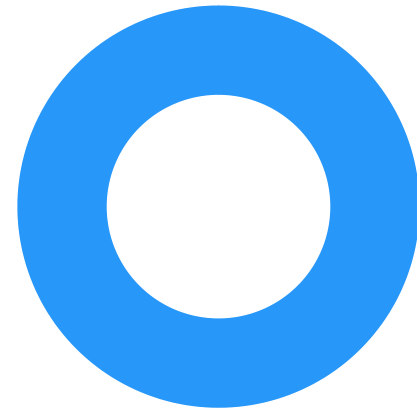
Project Total  
**\$1M**

Capital Cost by Year



● Improvements

Capital Cost for Budgeted Years



● Improvements (100%) \$1,000,000.00  
**TOTAL \$1,000,000.00**

### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Improvements	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000
<b>Total</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$1,000,000</b>

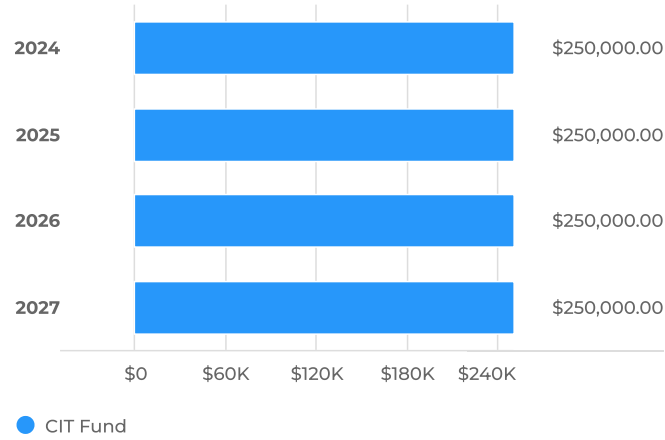
## Funding Sources

FY2024 Budget  
**\$250,000**

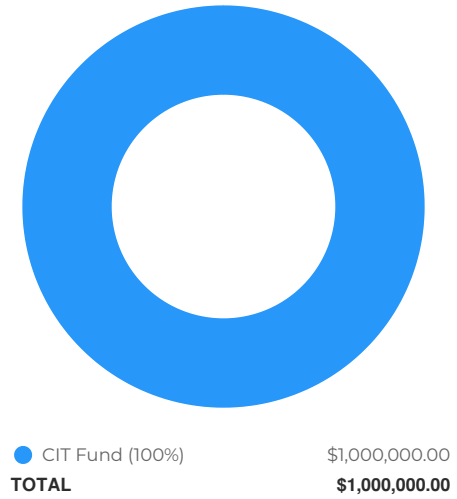
Total Budget (all years)  
**\$1M**

Project Total  
**\$1M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
CIT Fund	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000
<b>Total</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$1,000,000</b>

# Playground Improvements

---

## Overview

Request Owner	Plant City
Department	Recreation
Type	Capital Improvement
Project Number	RC008

---

## Description

Multi-year accumulation of funds to upgrade or replace playground equipment as needed due to normal weathering and wear and tear at 12 playgrounds.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this project.
Dates	This project is continuous. FY24 Replacement playgrounds include Mike Sansone and Larson Four-Plex. Estimated installation June/July 2024 pending lead times.
Type of Project	Asset Management (AM)

## Justification

The life expectancy of a playground is around 15 years. Older playgrounds need replacement pieces of equipment and upgrades to keep the equipment safe and appealing for public use. At times, repair costs more than exceed 50% of the replacement cost of a playground, making it more beneficial to replace the equipment. This funding is used to maintain or replace playground equipment on an annual basis. Replacement playgrounds with fall zone safety surfacing run \$125,000 to \$175,000 per unit.

Five of our twelve playgrounds are between 19 and 25 years old. The current playground inventory with year of installation includes:

- 2001-2002: Otis M. Andrews - West, Burchwood, Larson Four-Plex, Sansone.
- 2005: Gilchrist Park - North
- 2010: Ellis-Methvin Park
- 2015: Snowden Park
- 2019: Otis M. Andrews - East
- 2020: Marie B. Ellis Park
- 2021: Planteen Recreation Center
- 2022: Gilchrist South, Washington.

All locations are evaluated since they are at various levels of need for repair, rehabilitation or replacement.

## Core Strategies

This project relates to our core strategies of *Empowering Outstanding Customer Service* and *Fostering Community Engagement* by providing suitable and accessible playgrounds for park visitors.

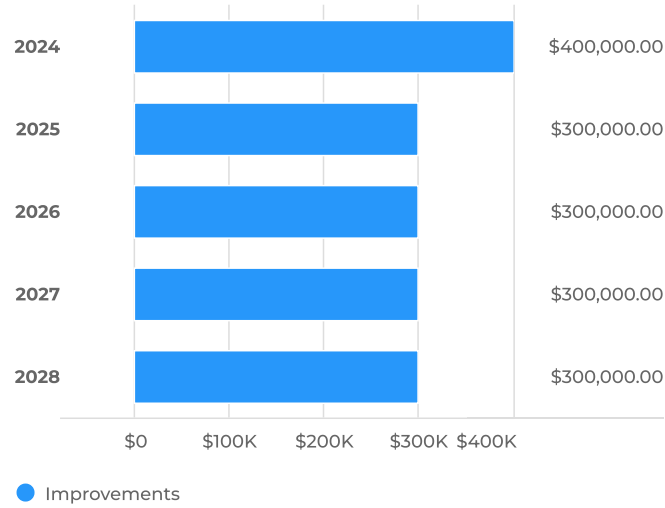
## Capital Cost

FY2024 Budget  
**\$400,000**

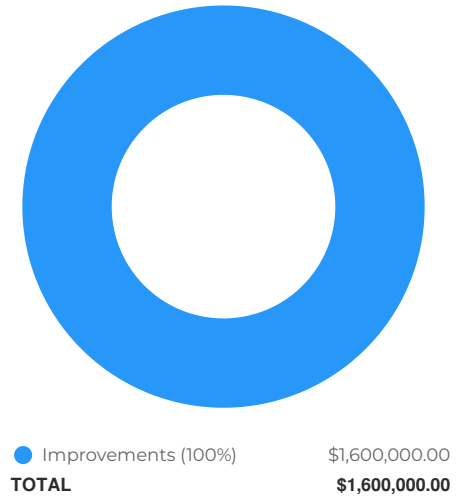
Total Budget (all years)  
**\$1.6M**

Project Total  
**\$1.6M**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Improvements	\$400,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,600,000
<b>Total</b>	<b>\$400,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,600,000</b>

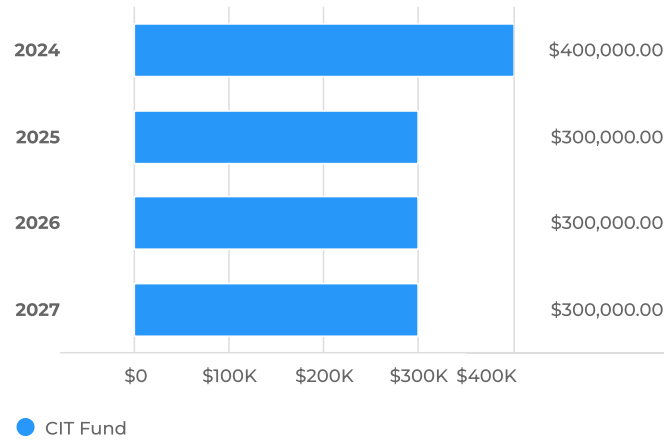
## Funding Sources

FY2024 Budget  
**\$400,000**

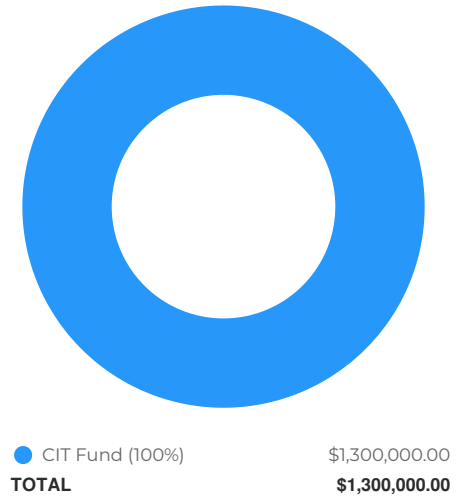
Total Budget (all years)  
**\$1.3M**

Project Total  
**\$1.3M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
CIT Fund	\$400,000	\$300,000	\$300,000	\$300,000	\$1,300,000
<b>Total</b>	<b>\$400,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,300,000</b>

---

# **STORMWATER REQUESTS**

---

# Master Plan

---

## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Stormwater
Type	Capital Improvement
Project Number	SW027

---

## Description

Annual update of new information concerning existing stormwater systems.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this project.
Dates	Ongoing expense
Type of Project	Asset Management (AM)

## Justification

The City, in cooperation with the Southwest Florida Water Management District, developed a comprehensive map and hydrologic/hydraulic model of existing topography, drainage systems and components, and floodplain and floodway features throughout and surrounding the city. The model is utilized in developing Capital Improvement Projects, as well as the review and evaluation of new development projects. As the City grows, information detailing new development and new infrastructure must be integrated into the model for it to remain useful and defensible. Furthermore, the model should be updated with new information concerning the existing infrastructure. The initial cost is anticipated to be higher than subsequent years because of the significant development that has occurred over the three-year period while developing the plan.

Updating the current model and importing new assets on a regular basis will provide accurate information to make timely decisions. A complete update of this model should be done in FY 2033.

## Core Strategies

Maintaining assets in this comprehensive map will continue *Maximizing Organizational Effectiveness*.



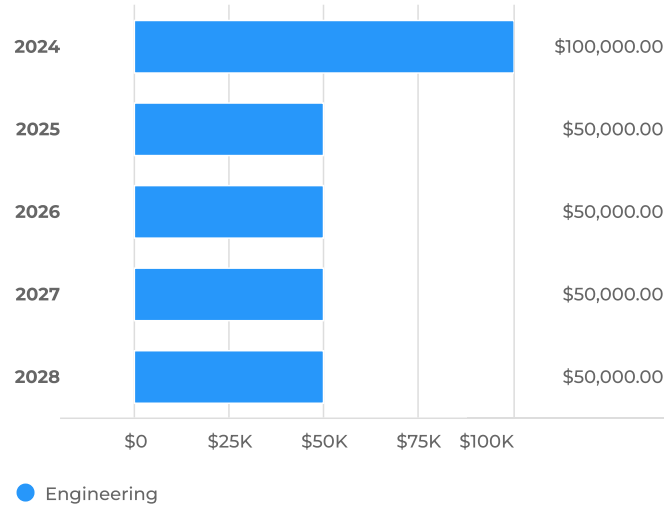
## Capital Cost

FY2024 Budget  
**\$100,000**

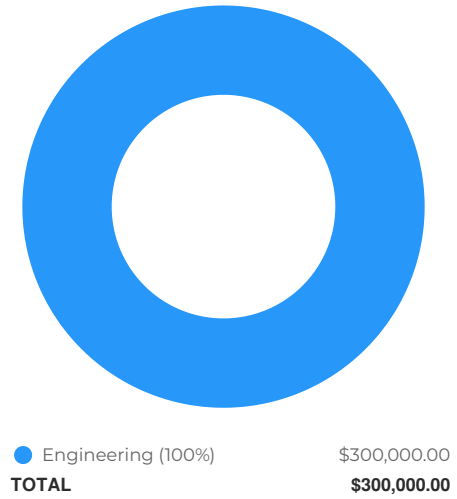
Total Budget (all years)  
**\$300K**

Project Total  
**\$300K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Engineering	\$100,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
<b>Total</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$300,000</b>

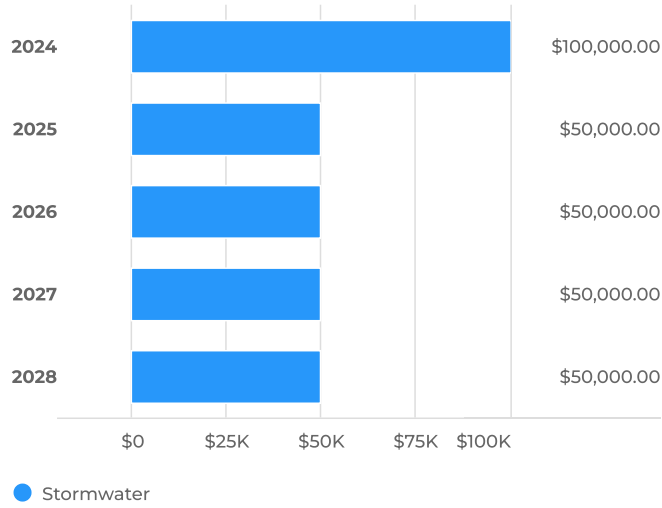
## Funding Sources

FY2024 Budget  
**\$100,000**

Total Budget (all years)  
**\$300K**

Project Total  
**\$300K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Stormwater	\$100,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
<b>Total</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$300,000</b>

# Stormwater Drainage Pipe Rehabilitation and Repair

---

## Overview

Request Owner	Plant City
Department	Stormwater
Type	Capital Improvement
Project Number	SW014

---

## Description

Rehabilitate and/or repair drainage pipes and inlets.

---

## Details

Operating Impact	Repairs to drainage pipes and inlets will reduce damage to streets and keep the total costs down.
Dates	The repair and/or replacement of drainage pipe and inlets will occur throughout the fiscal year.
Type of Project	Asset Management (AM)

## Justification

Pipe settlement resulting from corroded pipes and/or leaking joints leads to groundwater infiltration and increased loss of the soil matrix surrounding the pipe, ultimately causing depressions and hazardous conditions on roadways and properties.

An example of projects under evaluation currently are Teakwood Drive, Thackery Way, Silver Meadow Way, Warnell Street, and Young Street. All are being reviewed for current condition and rehab recommendations.

Small pipe repair priorities are evaluated yearly and replaced as needed. The construction of these projects will be performed using contract services.

In addition to these specific areas, funding includes rehabilitation or repairs to drainage pipes when the system has failures. Funds will also be used for inspections including televising, evaluation, and actual rehabilitation or repairs by Cured in Place Pipe (CIPP). This yearly program will improve the condition of the stormwater system.

## Core Strategies

Repairing and/or replacing drainage pipes and inlets will reduce damage to streets which optimizes *Organizational Effectiveness*.

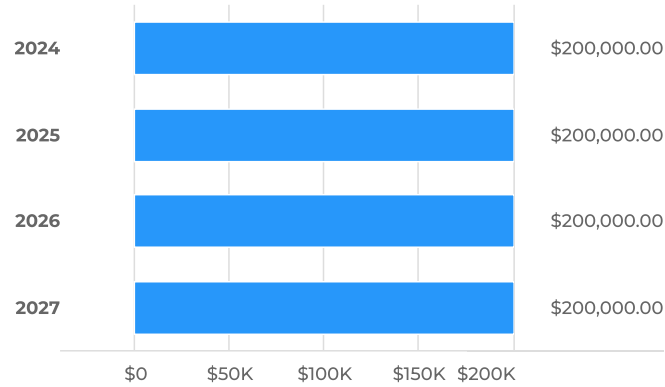
## Capital Cost

FY2024 Budget  
**\$200,000**

Total Budget (all years)  
**\$800K**

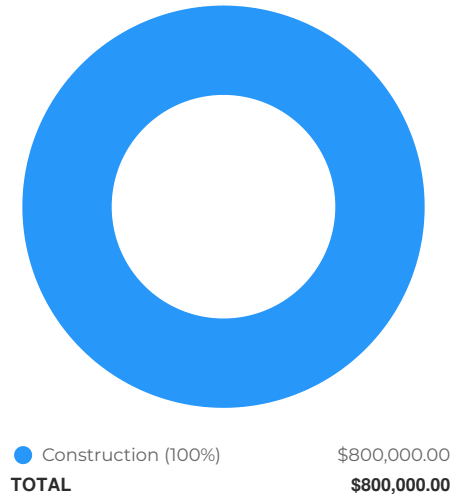
Project Total  
**\$800K**

Capital Cost by Year



● Construction

Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Construction	\$200,000	\$200,000	\$200,000	\$200,000	\$800,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$800,000</b>

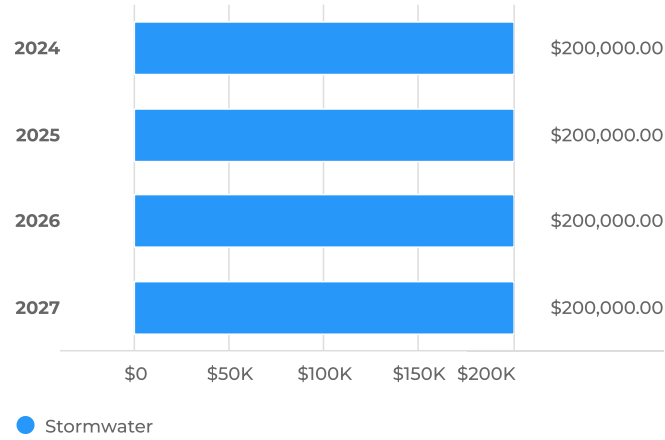
## Funding Sources

FY2024 Budget  
**\$200,000**

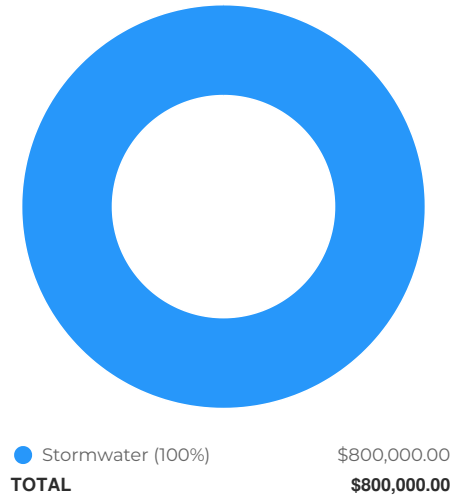
Total Budget (all years)  
**\$800K**

Project Total  
**\$800K**

Funding Sources by Year



Funding Sources for Budgeted Years



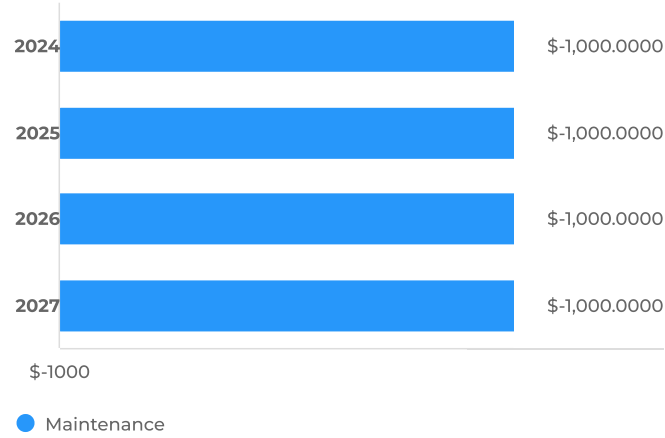
Funding Sources Breakdown					
Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
Stormwater	\$200,000	\$200,000	\$200,000	\$200,000	\$800,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$800,000</b>

## Operational Costs

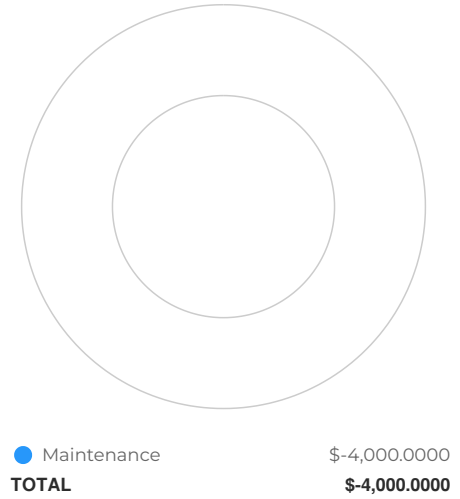
Total Budget (all years)  
**\$-4000**

Project Total  
**\$-4000**

Operational Costs by Year



Operational Costs for Budgeted Years



### Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027	Total
Maintenance	-\$1,000	-\$1,000	-\$1,000	-\$1,000	-\$4,000
<b>Total</b>	<b>-\$1,000</b>	<b>-\$1,000</b>	<b>-\$1,000</b>	<b>-\$1,000</b>	<b>-\$4,000</b>

---

# **STREET MAINTENANCE REQUESTS**

---

# Brick Road Restoration

## Overview

Request Owner	Plant City
Department	Street Maintenance
Type	Capital Improvement
Project Number	ST029

## Description

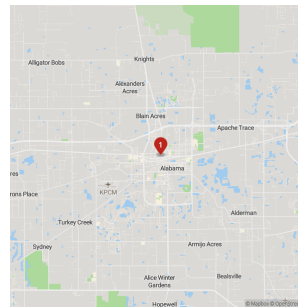
Restore functionality and aesthetics to brick roads within historic downtown and surrounding areas.

## Details

Operating Impact	There will be no increase in operating expenses associated with the completion of this project.
Dates	See project timeline for projected dates for maintenance and rehabilitation activities.
Type of Project	Capital Improvement Project (CIP)

## Location

Address: 508 North Thomas Street



## Justification

Establish a level of maintenance and restoration of the brick roads in the City to provide historical appeal. Some locations will require significant restoration while others need only isolated repairs.

## Core Strategies

*Maximizing Organizational Effectiveness and Empowering Outstanding Customer Service* by restoring the functionality of deteriorating roadways to their original functionality.



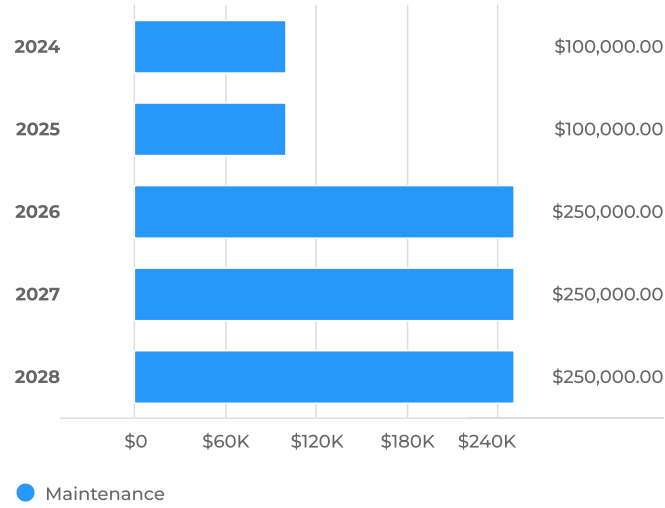
## Capital Cost

FY2024 Budget  
**\$100,000**

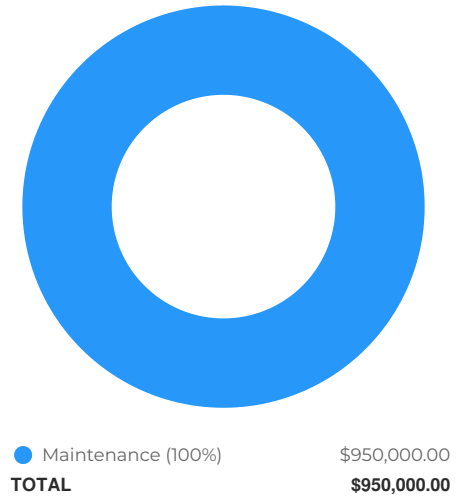
Total Budget (all years)  
**\$950K**

Project Total  
**\$950K**

Capital Cost by Year



Capital Cost for Budgeted Years



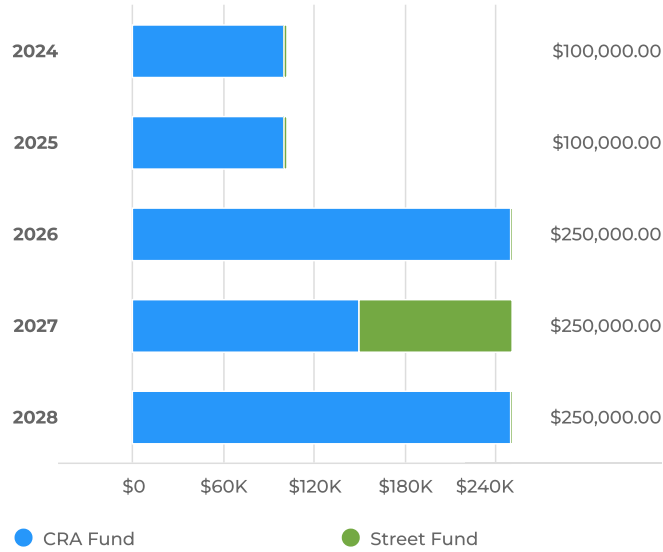
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$100,000	\$100,000	\$250,000	\$250,000	\$250,000	\$950,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$950,000</b>

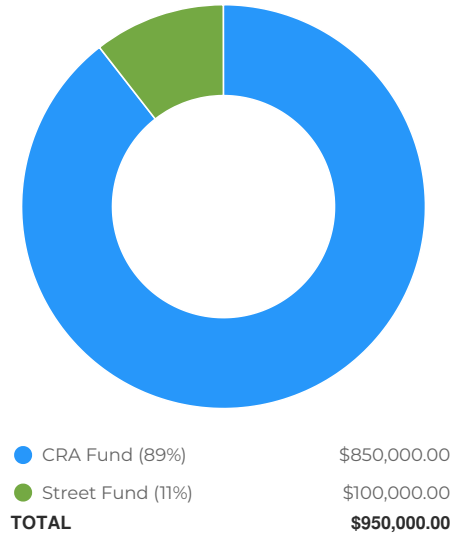
## Funding Sources

FY2024 Budget **\$100,000**      Total Budget (all years) **\$950K**      Project Total **\$950K**

Funding Sources by Year



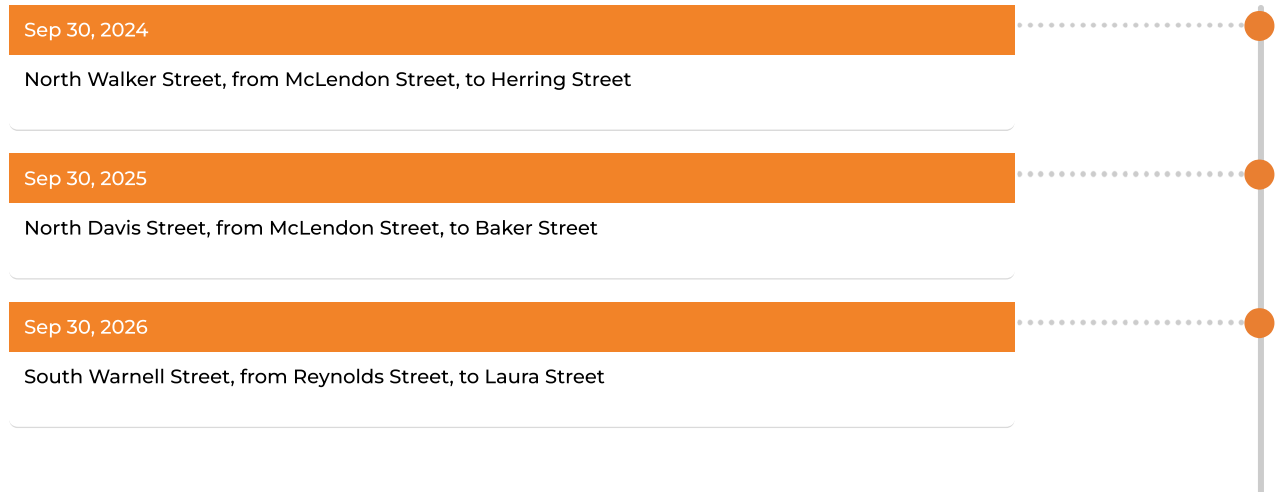
Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
CRA Fund	\$100,000	\$100,000	\$250,000	\$150,000	\$250,000	\$850,000
Street Fund				\$100,000		\$100,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$950,000</b>

## Projected Timeline



Sep 30, 2027

North Warnell Street, from Reynolds Street, to Gilchrist Street

Sep 30, 2028

Palmer Street, from Baker Street, to Dr. Martin Luther King Jr. Boulevard

# Bridge Repair, Replacement & Upgrade

---

## Overview

Request Owner	Plant City
Department	Street Maintenance
Type	Capital Improvement
Project Number	ST010

---

## Description

Repair/upgrade/maintain City bridges.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this project.
Dates	See project timeline for projected dates regarding maintenance and rehabilitation activities.
Type of Project	Asset Management (AM)

## Justification

The City owns 37 bridge or culvert structures that require periodic inspection and maintenance, repair, or replacement. Five of the structures qualify for inspection by the Florida Department of Transportation; the remaining 32 structures must be inspected by the City. Maintenance, repair, and replacement costs are the responsibility of the City.

## Core Strategies

Scheduled inspection, maintenance and rehabilitation of the City's bridges provides *Empowering Outstanding Customer Service*.

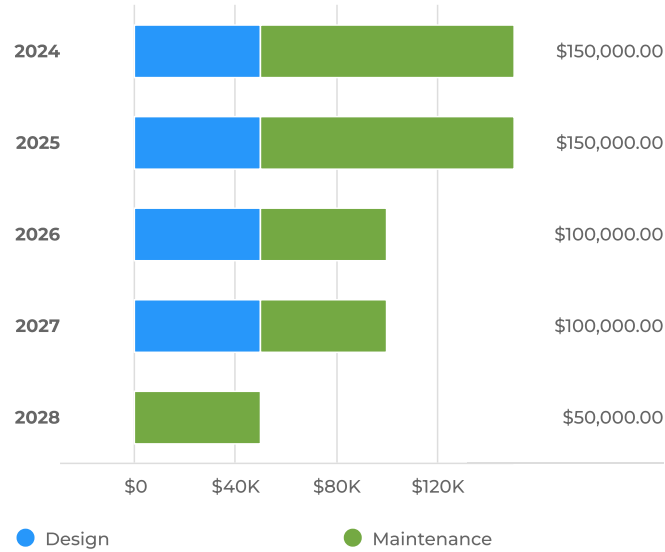
## Capital Cost

FY2024 Budget  
**\$150,000**

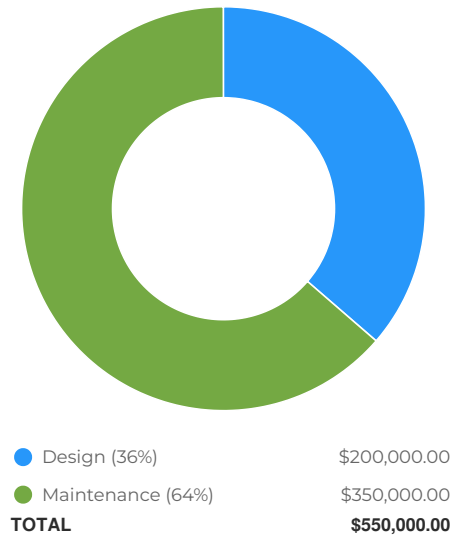
Total Budget (all years)  
**\$550K**

Project Total  
**\$550K**

Capital Cost by Year



Capital Cost for Budgeted Years



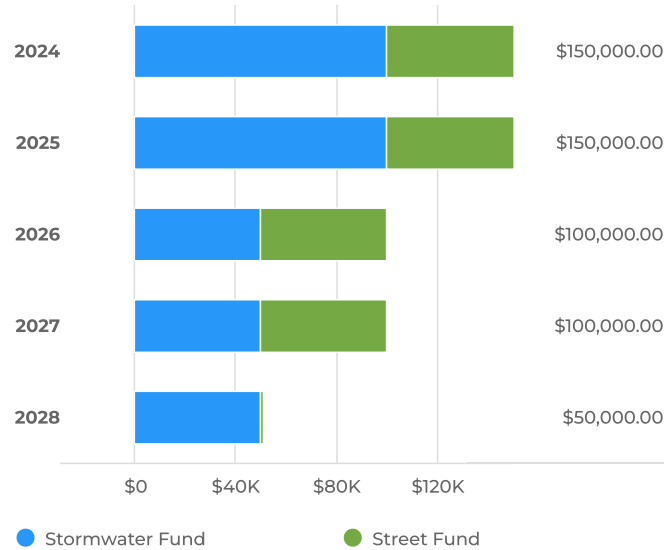
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Design	\$50,000	\$50,000	\$50,000	\$50,000		\$200,000
Maintenance	\$100,000	\$100,000	\$50,000	\$50,000	\$50,000	\$350,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$550,000</b>

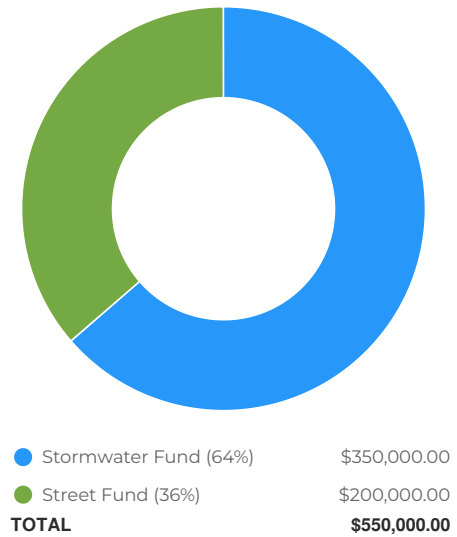
## Funding Sources

FY2024 Budget **\$150,000**      Total Budget (all years) **\$550K**      Project Total **\$550K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Street Fund	\$50,000	\$50,000	\$50,000	\$50,000		\$200,000
Stormwater Fund	\$100,000	\$100,000	\$50,000	\$50,000	\$50,000	\$350,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$550,000</b>

## Projected Timeline

Sep 30, 2024

Design for FY2025 Work - \$55,000

Sep 30, 2025

Pennsylvania Avenue over Eastside Canal - \$23,103

Sep 30, 2025

Tomlin Street over Eastside Canal - \$39,679

Sep 30, 2025

Timberlane Drive over Golf Cart Path - \$39,676

Sep 30, 2025

West Nosleda Street over Westside Canal - \$32,003

Sep 30, 2025

E. Young Street over Water Oak Branch - \$16,595

Sep 30, 2026

Inspection/System-wide - \$50,000

Sep 30, 2027

Design for 2028 Work - \$50,000

# Canal Connector Ped-Bike Trail

---

## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Street Maintenance
Type	Capital Improvement
Project Number	NEW

---

## Description

Create a north-south trail spine from Brewer Park to McIntosh Park.

---

## Details

Operating Impact	The estimate of future trail maintenance cannot be determined until the final path and materials are determined.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

The Canal Connector is envisioned to be a major north-south trail spine linking several of the City's parks and community destinations together from the south beginning at Brewer park and extending north to McIntosh Preserve Park. The proposed trail will connect parks as well as other recreational and public facilities, providing a major improvement for active transportation in the area. The trail is intended to provide recreational opportunities for users of all ages and abilities. The trail will meet the goals for the City's mobility plan and will also provide visitors a means of exploring new parts of the community that can enhance economic development opportunities. The trail will provide safe pedestrian and bicycle routes to community parks, neighborhoods, and commercial centers. No negative impacts were identified in the 2022 Canal Trail Feasibility Study.

The project is expected to take a number of years to complete with an overall projected cost of \$11,015,181 per the feasibility study conducted in 2022. The City anticipates a minimum of \$1,750,000 from the Florida Department of Transportation for Phase 1 - Brewer Park to Cherry Street Park, and will seek other grant opportunities to assist with funding. Funding by the City over the next five years may be revised based on the final design estimate.

## Core Strategies

This amenity will meet the goals of *Empowering Outstanding Customer Service*, *Fostering Community Engagement*, and *Facilitating Economic Development* by adding a new community feature that makes Plant City a destination city as a fun place to live.



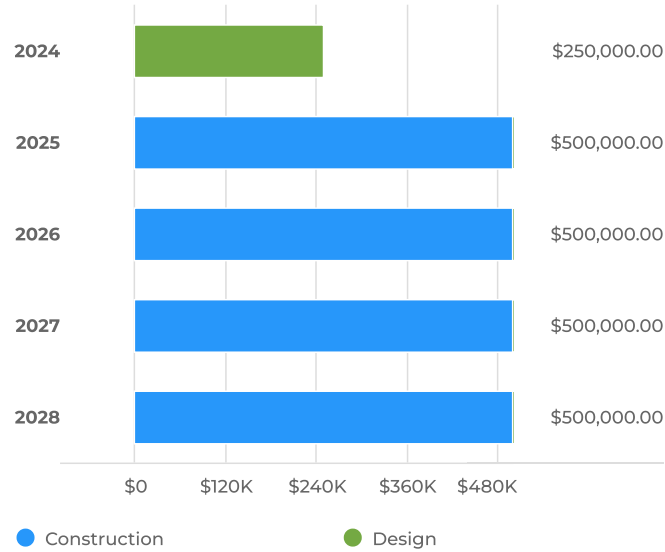
## Capital Cost

FY2024 Budget  
**\$250,000**

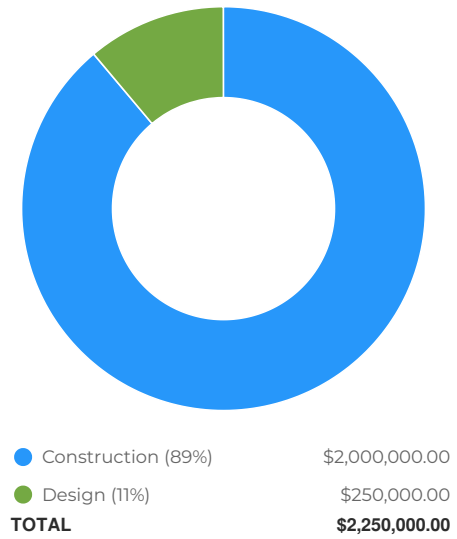
Total Budget (all years)  
**\$2.25M**

Project Total  
**\$2.25M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Design	\$250,000					\$250,000
Construction		\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000
<b>Total</b>	<b>\$250,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$2,250,000</b>

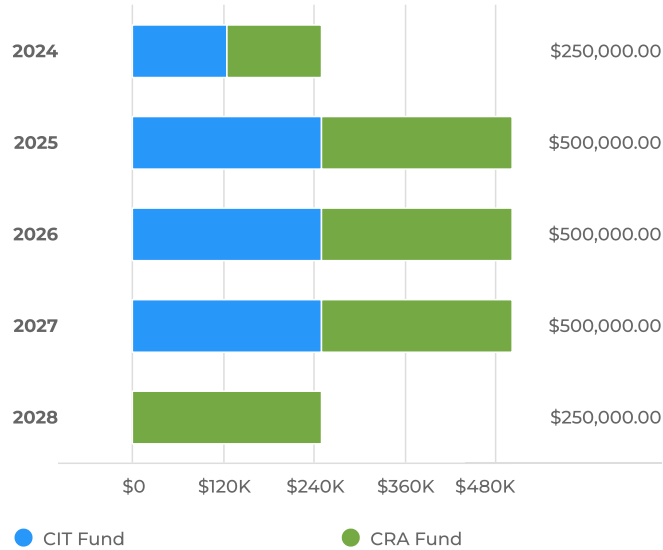
## Funding Sources

FY2024 Budget  
**\$250,000**

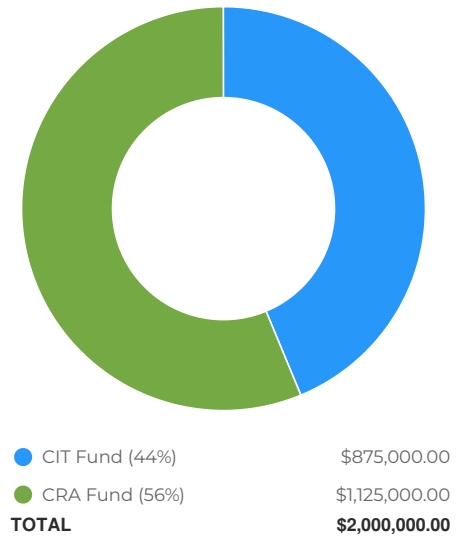
Total Budget (all years)  
**\$2M**

Project Total  
**\$2M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
CIT Fund	\$125,000	\$250,000	\$250,000	\$250,000		\$875,000
CRA Fund	\$125,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,125,000
<b>Total</b>	<b>\$250,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$250,000</b>	<b>\$2,000,000</b>

## Projected Timeline

Sep 30, 2025

Begin design

Sep 30, 2027

Begin Phase I construction

# Pedestrian Handrail & Safety Guardrail

---

## Overview

Request Owner	Plant City
Department	Street Maintenance
Type	Capital Improvement
Project Number	ST027

---

## Description

Install and repair pedestrian handrails beside sidewalks and guardrails beside open ditches.

---

## Details

Operating Impact	There will be no increase to operating expenses as a result of these hand and guardrails, unless damage from accidents cannot be recovered through insurance.
Dates	Guardrails and handrails will be repaired and installed on an as-needed basis.
Type of Project	Capital Improvement Project (CIP)

## Justification

To maximize safety for pedestrians and vehicular traffic, multiple locations have been identified to add handrails and guardrails along City streets.

Protective handrails create a physical barrier between pedestrians and potential hazards and accidental falls. Safety guardrails along roadways create a visual identifier and a structural barrier separating the vehicular traffic from roadside hazards.

## Core Strategies

Keeping pedestrians and motorists safe by adding and maintaining protective barriers, we will further our goals of *Maximizing Organizational Effectiveness* and *Empowering Outstanding Customer Service*.

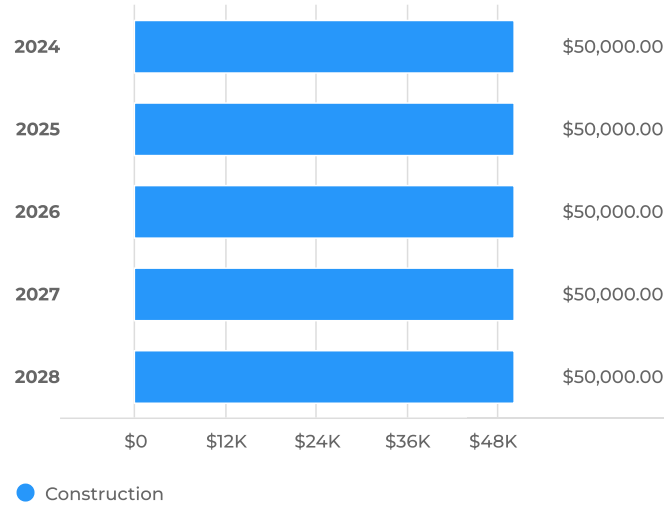
## Capital Cost

FY2024 Budget  
**\$50,000**

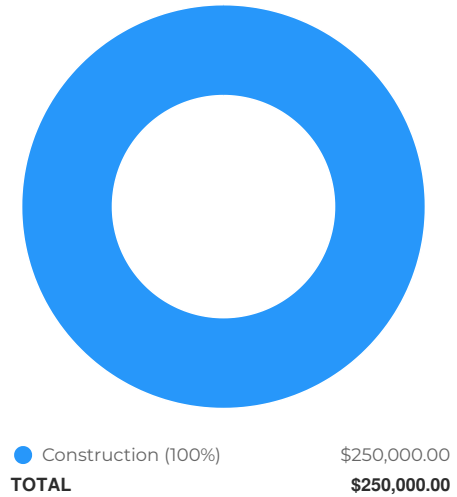
Total Budget (all years)  
**\$250K**

Project Total  
**\$250K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$250,000</b>

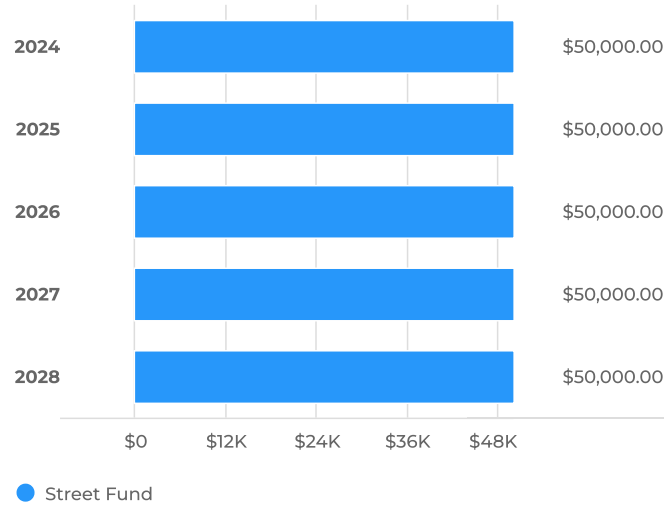
## Funding Sources

FY2024 Budget  
**\$50,000**

Total Budget (all years)  
**\$250K**

Project Total  
**\$250K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Street Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$250,000</b>

# Public Parking Lot Paving

---

## Overview

Request Owner	Plant City
Department	Street Maintenance
Type	Capital Improvement
Project Number	ST008

---

## Description

Resurface and repave City-owned parking lots.

---

## Details

Operating Impact	Completion of the projects listed above will increase the life cycle of each asset. There will be no increase in operating expenses upon completion. CIT funded projects scheduled for FY26-27 and FY27-28 assume continued CIT funding.
Dates	Refer to Project Timeline for projected dates for resurfacing.
Type of Project	Capital Improvement Project (CIP)

## Justification

The City owns a number of parking areas. Funds are programmed to stabilize resurfacing/repaving expenses for the coming 5-year period. Resurfacing is anticipated on an average 20-year cycle.

## Core Strategies

Scheduled rehabilitation of free parking lots for residents and visitors provides *Empowering Outstanding Customer Service* and demonstrates to prospective businesses that the City is ready to *Facilitate Economic Development*.

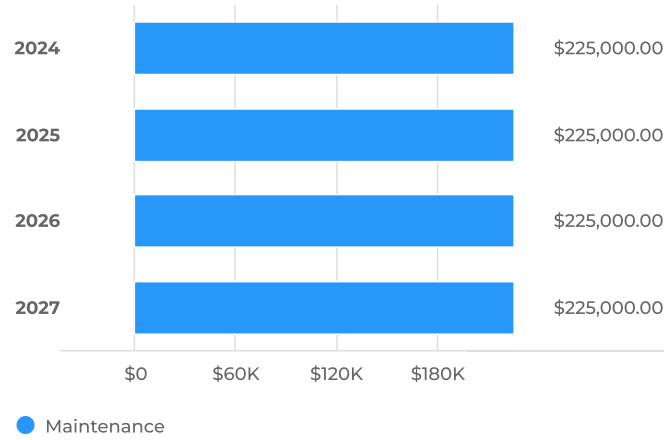
## Capital Cost

FY2024 Budget  
**\$225,000**

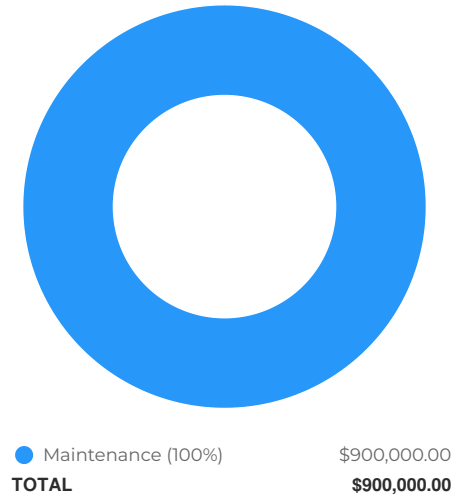
Total Budget (all years)  
**\$900K**

Project Total  
**\$900K**

Capital Cost by Year



Capital Cost for Budgeted Years



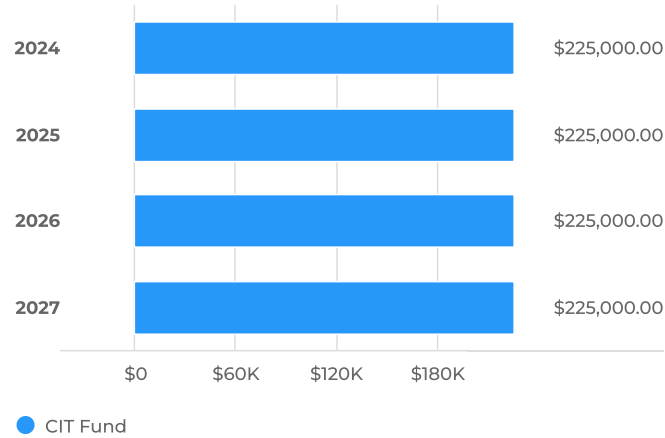
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Maintenance	\$225,000	\$225,000	\$225,000	\$225,000	\$900,000
<b>Total</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$900,000</b>

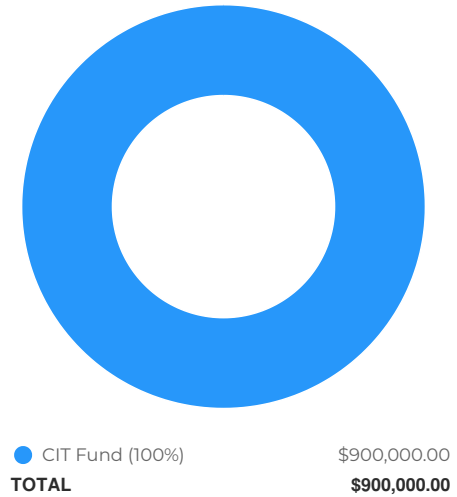
## Funding Sources

FY2024 Budget **\$225,000**      Total Budget (all years) **\$900K**      Project Total **\$900K**

Funding Sources by Year

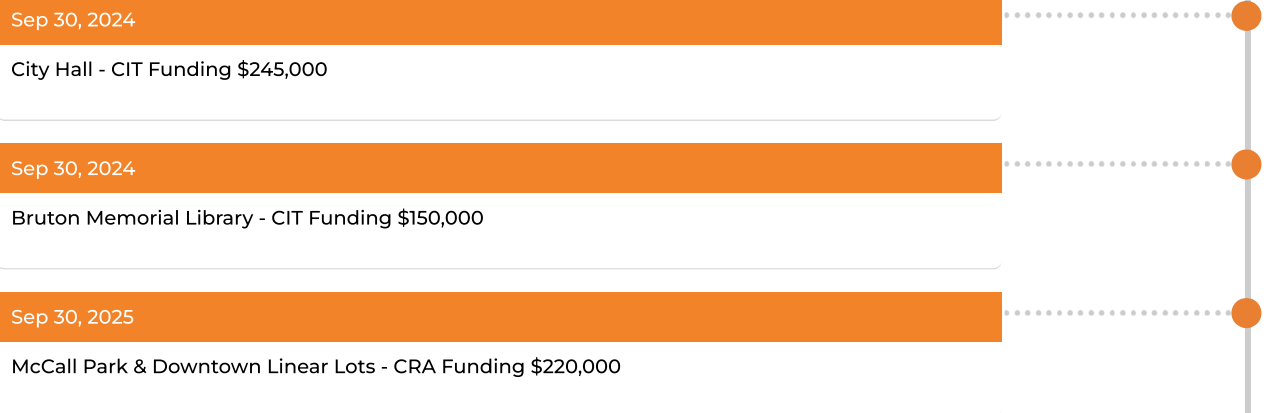


Funding Sources for Budgeted Years



Funding Sources Breakdown					
Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
CIT Fund	\$225,000	\$225,000	\$225,000	\$225,000	\$900,000
<b>Total</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$225,000</b>	<b>\$900,000</b>

## Projected Timeline





Sep 30, 2025

Stadium Parking & Driveways - CIT Funding \$310,000

Sep 30, 2026

Fleet Maintenance - CIT Funding \$250,000

Sep 30, 2027

Police HQ (Area 3) - CIT Funding \$210,000

Sep 30, 2027

Cooper Pond Parking Lot - CRA Funding \$20,000

Sep 30, 2028

Police HQ (Area 4 - Driver Training Pad) - CIT Funding \$250,000

# Sidewalk Replacement

---

## Overview

Request Owner	Plant City
Department	Street Maintenance
Type	Capital Improvement
Project Number	ST009

---

## Description

Sidewalk repairs and retrofitting to meet the ADA requirements for sidewalks.

---

## Details

Operating Impact	program project. Sidewalk improvements will reduce the City's exposure to potential liability associated with pedestrian accidents.
Dates	Sidewalk repairs and retrofitting ADA ramps is a continuous project throughout the fiscal year.
Type of Project	Asset Management (AM)

## Justification

To keep sidewalks safe for pedestrian traffic throughout the City and retrofit sidewalks to meet Federal ADA requirements. A safe, well-maintained sidewalk system will encourage people to walk on the sidewalk and not walk in the street, thereby reducing potential pedestrian/vehicular conflicts.

Current available funds will be used to replace sidewalks and also mitigate sidewalk hazards. The priority list of sidewalks is evaluated annually.

## Core Strategies

Repairing sidewalks and retrofitting ADA ramps throughout the City is necessary to provide a safe, well-maintained sidewalk system for the citizens and visitors. Sidewalks also provide safe routes to schools for pedestrian foot traffic. Ensuring the safety of pedestrians *Empowering Outstanding Customer Service*.

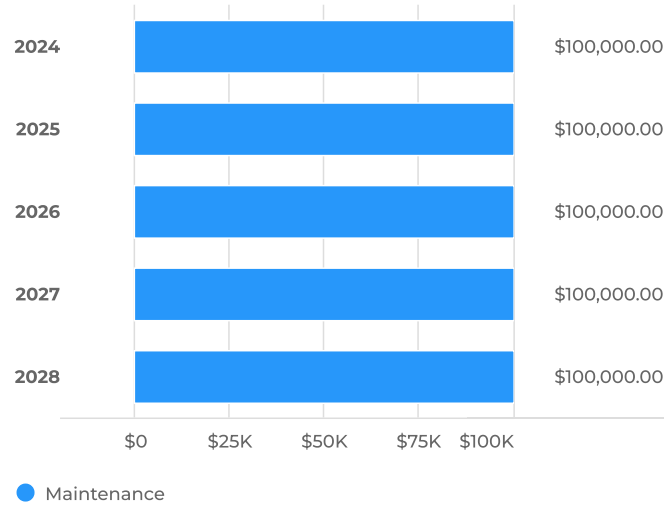
## Capital Cost

FY2024 Budget  
**\$100,000**

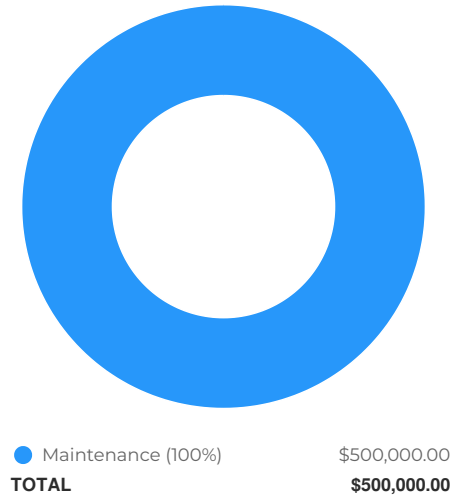
Total Budget (all years)  
**\$500K**

Project Total  
**\$500K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$500,000</b>

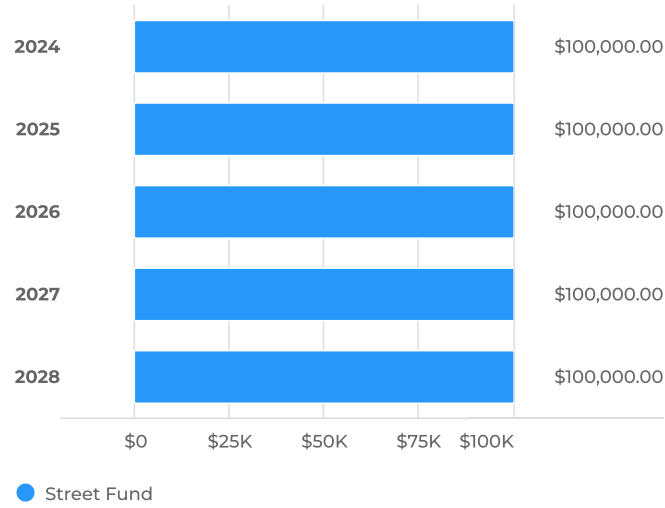
## Funding Sources

FY2024 Budget  
**\$100,000**

Total Budget (all years)  
**\$500K**

Project Total  
**\$500K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Street Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$500,000</b>

# South Collins Street Intersection

---

## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Street Maintenance
Type	Capital Improvement
Project Number	NEW

---

## Description

Improve intersections and drainage on South Collins Street from north of Grant Street to south of Prosser Street.

---

## Details

Operating Impact	There will be no increase in operating expenses associated with the completion of this project.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

South Collins Street is a major thoroughfare and evacuation route. Heavy left turn traffic at the local intersections causes congestion and unsafe conditions. Portions of Collins Street from Strickland Street to Prosser Street flood during relatively minor storms. Anticipated improvements include signalization at Grant Street and Prosser Street, reduction or elimination of median openings between Grant Street and Prosser Street, and drainage improvements to eliminate flooding in the roadway. This project is anticipated to be designed and constructed in conjunction with the Collins Street/James L. Redman Parkway Resurfacing project to minimize impact to the public and reduce expenses from overlapping scopes of work.

Future Complete Street improvements will primarily address off-street pedestrian facilities.

## Core Strategies

This project is *Maximizing Organizational Effectiveness* by addressing all the significant roadway issues under one coordinated project.

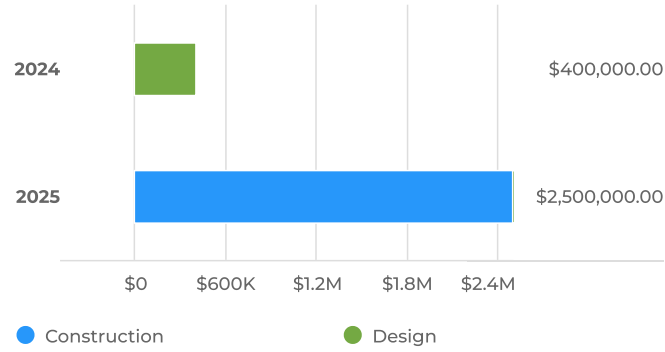
## Capital Cost

FY2024 Budget  
**\$400,000**

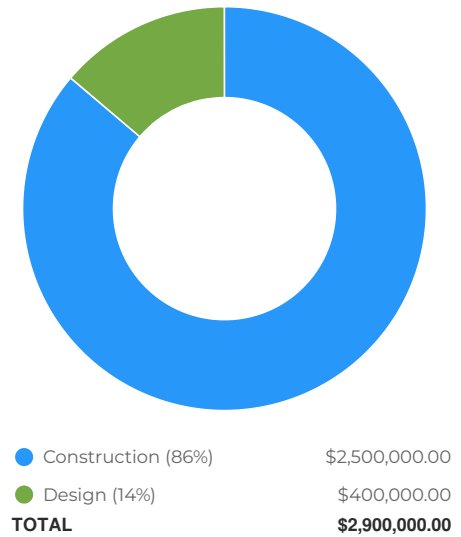
Total Budget (all years)  
**\$2.9M**

Project Total  
**\$2.9M**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	FY2024	FY2025	Total
Design	\$400,000		\$400,000
Construction		\$2,500,000	\$2,500,000
<b>Total</b>	<b>\$400,000</b>	<b>\$2,500,000</b>	<b>\$2,900,000</b>

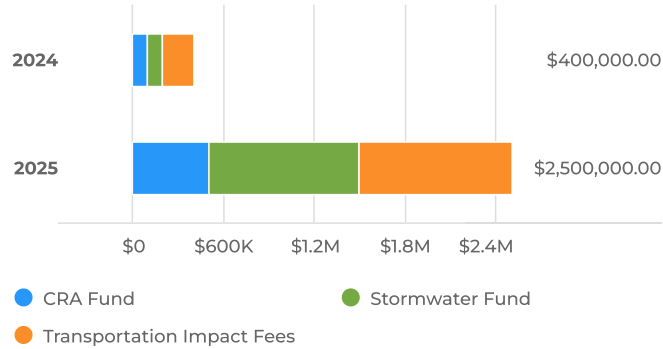
## Funding Sources

FY2024 Budget  
**\$400,000**

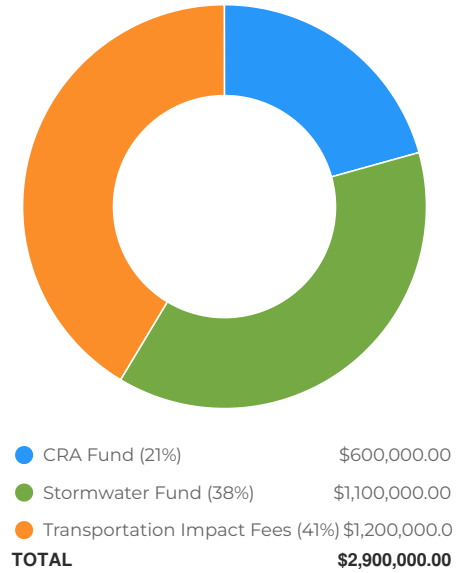
Total Budget (all years)  
**\$2.9M**

Project Total  
**\$2.9M**

Funding Sources by Year

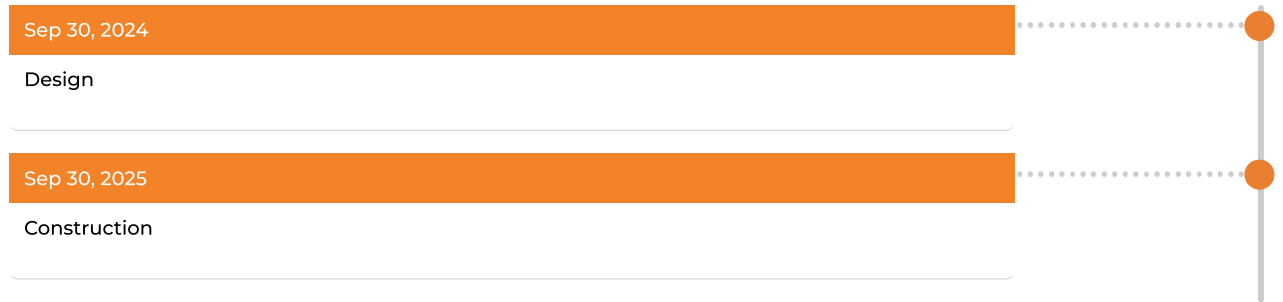


Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	FY2024	FY2025	Total
CRA Fund	\$100,000	\$500,000	\$600,000
Stormwater Fund	\$100,000	\$1,000,000	\$1,100,000
Transportation Impact Fees	\$200,000	\$1,000,000	\$1,200,000
<b>Total</b>	<b>\$400,000</b>	<b>\$2,500,000</b>	<b>\$2,900,000</b>

## Projected Timeline



# Street Resurfacing and Paving from Additional Mil

---

## Overview

Request Owner	Plant City
Department	Street Maintenance
Type	Capital Improvement
Project Number	ST026

---

## Description

Resurface and pave various roads throughout the City.

---

## Details

Operating Impact	A progressive and preventative maintenance program for the 164.5 centerline miles of paved streets and nearly two miles of dirt roads, is an efficient method and prudent use of public funds to maintain the City's infrastructure.
Dates	A citywide pavement condition assessment and pavement management plan was completed in 2019. An update is scheduled for FY2023-24. A list of streets to be improved will be submitted to the Commission for approval by the end of each fiscal year, providing a minimum of 12 months to complete design work, with bidding and construction completed in the appropriate Fiscal Year.
Type of Project	Asset Management (AM)

## Justification

Resurfacing streets and paving City-maintained dirt roads is necessary to sustain the City's infrastructure in a serviceable condition.

Resurfacing projects will include installation and/or upgrade of non-compliant ADA curb ramps, and minor drainage improvements.

South Collins Street from Alsobrook to Alexander Street will require resurfacing prior to construction of future Complete Street phases. The estimated budget for resurfacing is \$2.25 million which is being reserved over five years with an anticipated start date in Fall 2024. This project will be coordinated with the proposed intersection and drainage improvements.

## Core Strategies

Scheduled rehabilitation of streets *Empowering Outstanding Customer Service* and demonstrates to prospective businesses that the City is ready to *Facilitate Economic Development*.



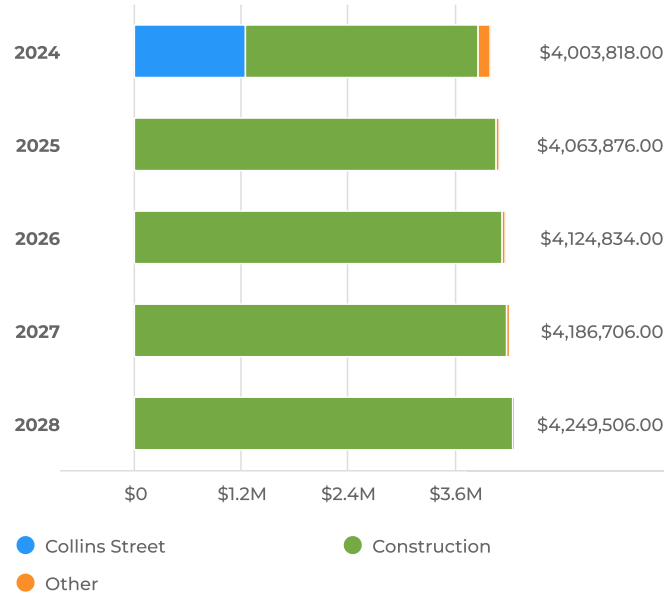
## Capital Cost

FY2024 Budget  
**\$4,003,818**

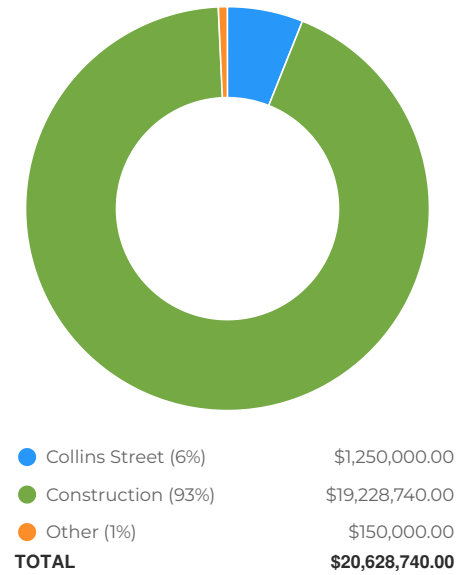
Total Budget (all years)  
**\$20.629M**

Project Total  
**\$20.629M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$2,603,818	\$4,063,876	\$4,124,834	\$4,186,706	\$4,249,506	\$19,228,740
Other	\$150,000					\$150,000
Collins Street	\$1,250,000					\$1,250,000
<b>Total</b>	<b>\$4,003,818</b>	<b>\$4,063,876</b>	<b>\$4,124,834</b>	<b>\$4,186,706</b>	<b>\$4,249,506</b>	<b>\$20,628,740</b>

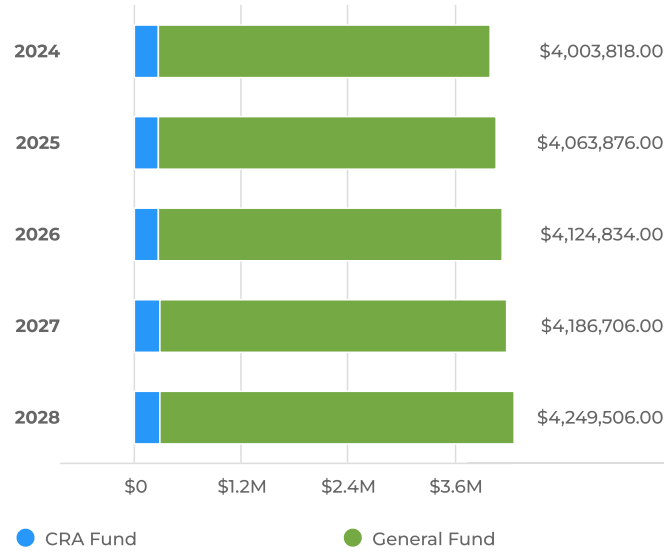
## Funding Sources

FY2024 Budget  
**\$4,003,818**

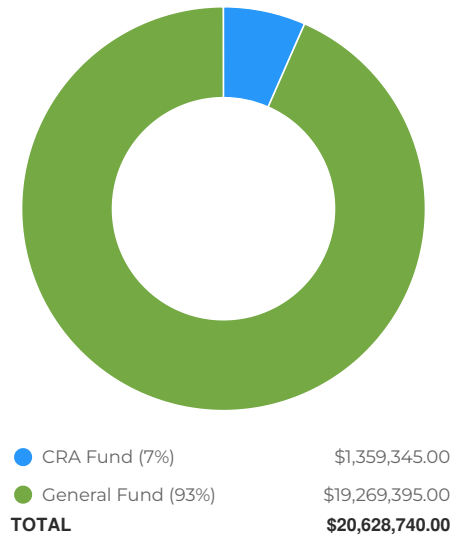
Total Budget (all years)  
**\$20.629M**

Project Total  
**\$20.629M**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown						
Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$3,739,984	\$3,796,084	\$3,853,025	\$3,910,820	\$3,969,482	\$19,269,395
CRA Fund	\$263,834	\$267,792	\$271,809	\$275,886	\$280,024	\$1,359,345
<b>Total</b>	<b>\$4,003,818</b>	<b>\$4,063,876</b>	<b>\$4,124,834</b>	<b>\$4,186,706</b>	<b>\$4,249,506</b>	<b>\$20,628,740</b>

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# **TRAFFIC MAINTENANCE REQUESTS**

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# Advanced Traffic Management System (ATMS)

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## Overview

Request Owner	Plant City
Department	Traffic Maintenance
Type	Capital Improvement
Project Number	TR001

---

## Description

Multi-year plan to maintain the ATMS system: upgrade servers, CCTV cameras, fiber hubs, switches, software and video wall.

---

## Details

Operating Impact	There will be no increase in maintenance of traffic signals operating expenses as a result of the completion of this project. The City receives \$54,670 from the FDOT for having 35 intersections that are monitored and interconnected through a central management center.
Dates	Upgrade of the ATMS system server and software is expected to occur in Fiscal Year 2025-26 at an estimated cost of \$300,000.
Type of Project	Asset Management (AM)

## Justification

The current ATMS system was upgraded in Fiscal Year 2017-18. In 2021, 89 level 2 and above traffic incidents created congestion throughout Plant City's arterial corridors. The Advanced Traffic Management System provides state-of-the-art, real-time traffic management response, and incident management. FDOT requires upgrades to maintain compliance with and connectivity to the FDOT subsystem.

Management of this system reduces motorist's fuel cost, vehicle emissions, and traffic congestion by reducing the number of stops and intersection delays. In November 2019, an arterial study on the corridor of Alexander Street and James L. Redman Parkway showed a reduction of fuel consumption by 4.8%, stops by 16%, and travel delays by 26.4%.

## Core Strategies

This project supports *Customer Service*, *Organizational Effectiveness*, and *Economic Development*.

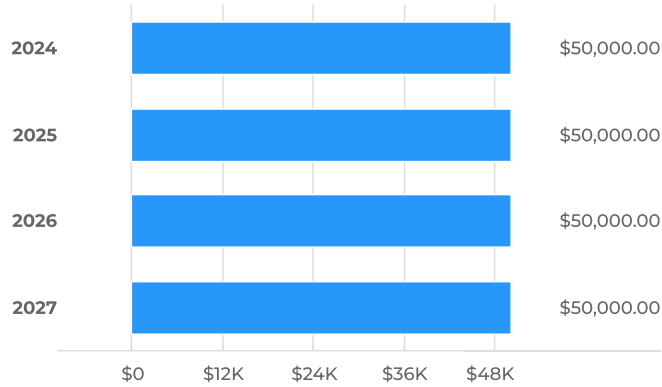
## Capital Cost

FY2024 Budget  
**\$50,000**

Total Budget (all years)  
**\$200K**

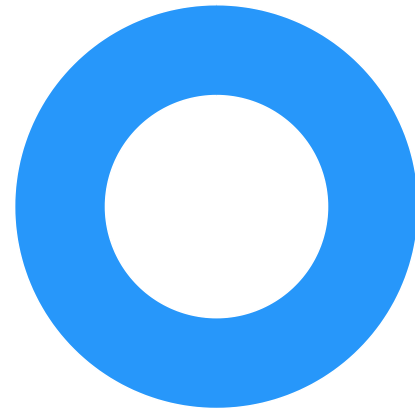
Project Total  
**\$200K**

Capital Cost by Year



● Improvements

Capital Cost for Budgeted Years



● Improvements (100%) \$200,000.00  
**TOTAL \$200,000.00**

### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$200,000</b>

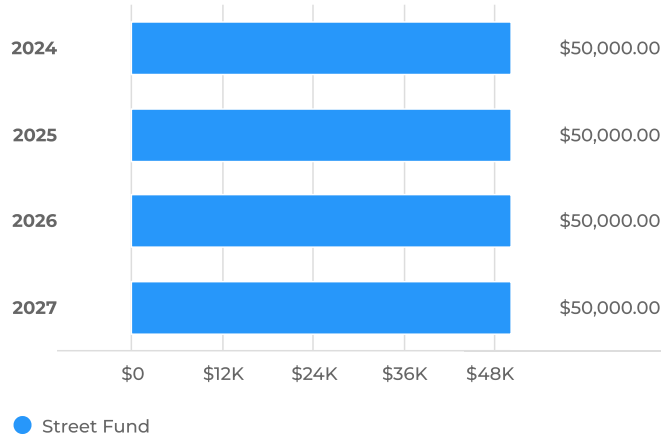
## Funding Sources

FY2024 Budget  
**\$50,000**

Total Budget (all years)  
**\$200K**

Project Total  
**\$200K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
Street Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$200,000</b>

# Fiber Optic Cable Upgrade

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## Overview

Request Owner	Plant City
Department	Traffic Maintenance
Type	Capital Improvement
Project Number	TR006

---

## Description

Replace 125,000 ft of fiber optic cable throughout the city traffic network.

---

## Details

Operating Impact	There will be no increase in operating expenses with this project. Annual preventative maintenance will occur per routine schedule.
Dates	The most critical fiber spans were completed first. This project will reach full completion in Fiscal Year 2023-24.
Type of Project	Capital Improvement Project (CIP)

## Justification

The traffic fiber was installed between 1995-2003 with a life expectancy of 18-20 years. This fiber provides communications of real-time conditions. These conditions are captured and transferred to our central management center in real-time to improve timing and coordination on city streets. Modernizing the fiber optics, traffic signals, and ITS equipment throughout the City will increase public safety, shorten commutes, reduce greenhouse gases, and increase mobility at intersections for all modes of travel. During the network upgrade, the fiber tested showed numerous spikes, micro bends, and poor light passage indicating aging fiber. Approximately half of this work will be performed in-house at a substantial cost savings to the City. Design is being completed in-house.

As of September 2021, 67,690 LF of existing fiber has been replaced. The FY 2021-22 funding was used to splice and terminate 47,000 LF of fiber already installed. During FY 2022-23, 24,000 LF of fiber will be replaced to complete the project.

NOTE: Approximately 23,000 LF of fiber will be replaced at no cost to the City based on the FDOT Project 440338-2-52-01.

## Core Strategies

This project will facilitate *Economic Development* by installing fiber cable that will be used for future transportation needs for advancing technologies and projects. It will also empower outstanding *Customer Service* by decreasing the number of communication failures, which result in increased response times. It will also improve *Organizational Effectiveness* by ensuring the network provides real-time communication.

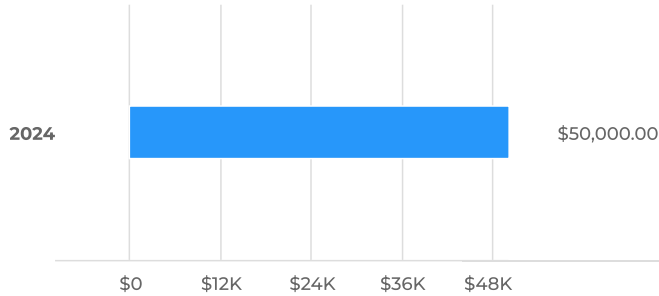
## Capital Cost

FY2024 Budget  
**\$50,000**

Total Budget (all years)  
**\$50K**

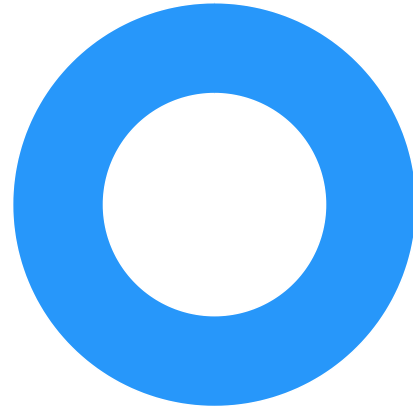
Project Total  
**\$50K**

Capital Cost by Year



● Improvements

Capital Cost for Budgeted Years



● Improvements (100%)

\$50,000.00

**TOTAL**

**\$50,000.00**

### Capital Cost Breakdown

Capital Cost	FY2024	Total
Improvements	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>



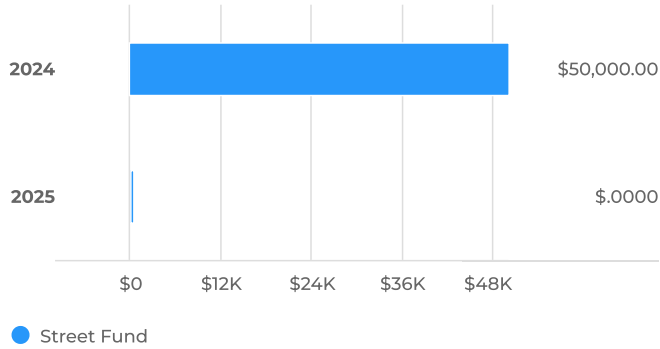
## Funding Sources

FY2024 Budget  
**\$50,000**

Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

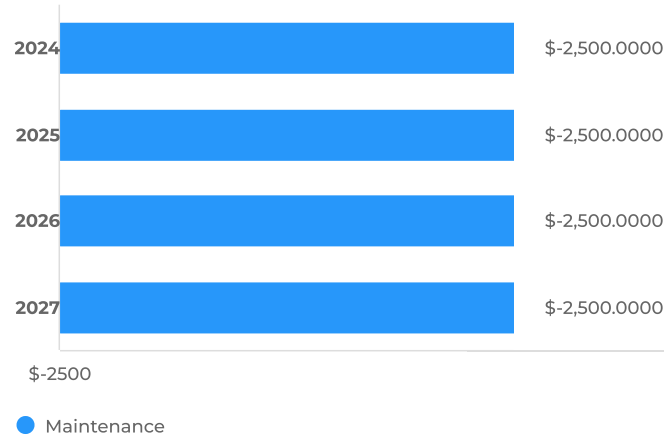
Funding Sources	FY2024	FY2025	Total
Street Fund	\$50,000	\$0	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>

## Operational Costs

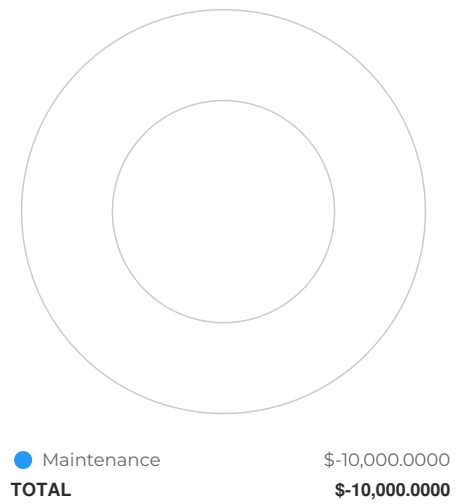
Total Budget (all years)  
**\$-10000**

Project Total  
**\$-10000**

Operational Costs by Year



Operational Costs for Budgeted Years



### Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027	Total
Maintenance	-\$2,500	-\$2,500	-\$2,500	-\$2,500	-\$10,000
<b>Total</b>	<b>-\$2,500</b>	<b>-\$2,500</b>	<b>-\$2,500</b>	<b>-\$2,500</b>	<b>-\$10,000</b>

# Service Renewal

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Traffic Maintenance
Type	Capital Improvement
Project Number	NEW

---

## Description

Renew Applied Information Cellular Services for school zone crossing beacon and emergency vehicle preemption systems.

---

## Details

Operating Impact	There will be no additional operating cost, remote services and live updates are part of the renewal services.
Dates	See project timeline for details.
Type of Project	Asset Management (AM)

## Justification

The City of Plant City partnered with Applied Information in 2018 to upgrade the school zone flashing beacon clocks. Bringing the system online via cellular service with the Glance Monitoring System improved safety, reduced downtime and provided over-the-air updates and changes instantly. In 2020, the City added Emergency Vehicle Preemption (EVP) to critical intersections, ensuring that emergency vehicles arrive on scene in a timely manner with minimal interruptions. The Glance Preemption System combines cellular, radio transmission, and GPS technology into one, easy to use tool.

The services are grouped and billed in five-year increments, allowing Traffic Operations to prepare for the next cycle renewal. The services for 91 units was renewed in April 2023 at a cost of \$49,500, which included a \$64,000 credit for unused data plan months and bring all units on the same five-year cycle. The estimated cost for the entire system renewal in FY 2028 is estimated at \$114,530.

## Core Strategies

This project meets *Empowering Outstanding Customer Service*, *Engaging In Effective Communication*, and *Fostering Community Engagement* goals by providing first responders, motorists, and students a safe and effective travel paths.

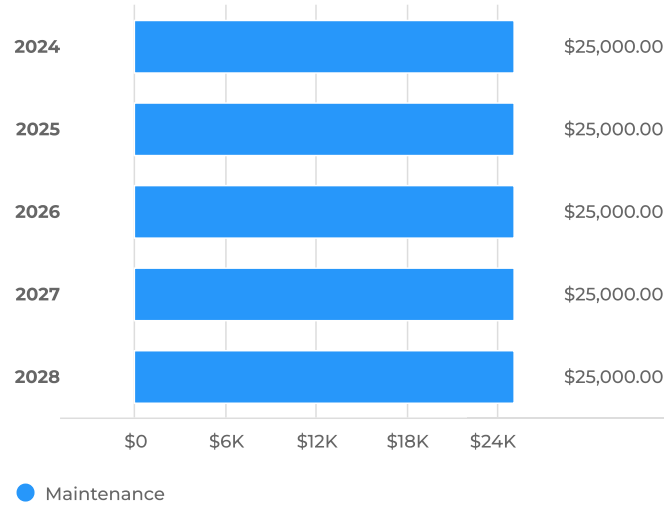
## Capital Cost

FY2024 Budget  
**\$25,000**

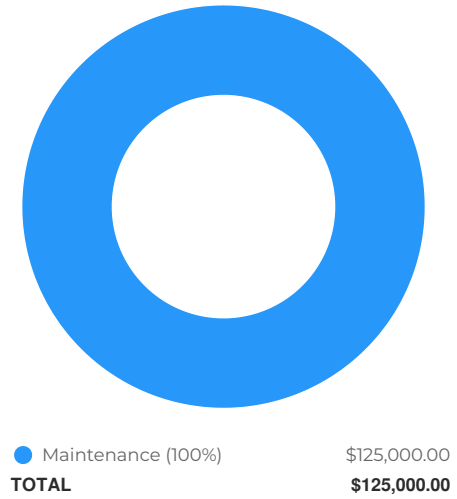
Total Budget (all years)  
**\$125K**

Project Total  
**\$125K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<b>Total</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$125,000</b>

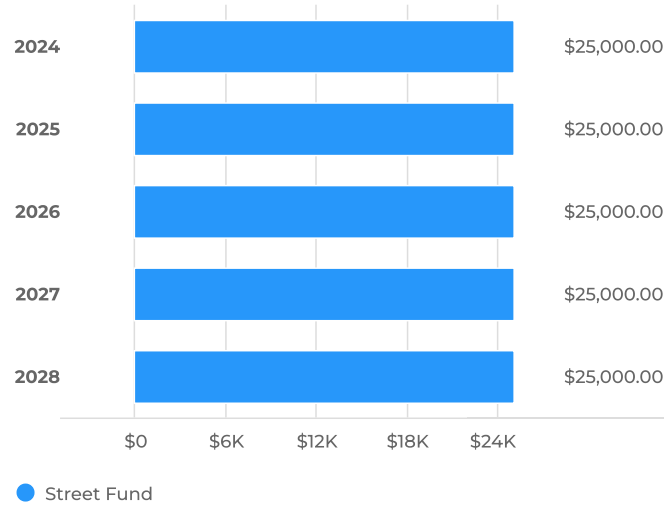
## Funding Sources

FY2024 Budget  
**\$25,000**

Total Budget (all years)  
**\$125K**

Project Total  
**\$125K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Street Fund	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<b>Total</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$125,000</b>

## Projected Timeline

Sep 30, 2024

Procurement, contract development, and Commission approval

# Traffic Signal Cabinet Upgrade

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## Overview

Request Owner	Plant City
Department	Traffic Maintenance
Type	Capital Improvement
Project Number	TR008

---

## Description

Upgrade 40 traffic signal cabinets to current NEMA TS2 Type Standards.

---

## Details

Operating Impact	Operating expenses, after the five year manufacturer warranty, will continue to be supported by Trafficware and continue to be incorporated in maintenance budget.
Dates	This project will begin FY 2021-22 with the upgrade of five traffic signal cabinets each year until project completion in FY 2026-27.
Type of Project	Capital Improvement Project (CIP)

## Justification

In 2007, the City upgraded all existing traffic cabinets from the 1995 TS1 cabinet to the Naztec ITS (NITS) cabinet specification. The NITS cabinet is an outdated proprietary design that no longer supports the technological needs of our current infrastructure. When completed, all cabinets will be upgraded to the current National Electrical Manufacturers Association (NEMA) TS2 standard.

The NEMA TS2 cabinet is a modern design based in the latest NEMA specifications making it viable for future technology systems providing a path to modernizing the City traffic signal infrastructure and related systems. The NEMA TS2 cabinet also provides a lower cost of ownership and maintenance due to its technician friendly design and availability of parts and ease of service.

Existing equipment such as controller, uninterruptable power system (UPS) and Malfunctioning Monitoring Unit (MMU) will be transferred from the existing cabinets. The life expectancy of NEMA traffic signal cabinets is 13-15 years depending on maintenance. All cabinet installations will be performed in-house.

## Core Strategies

This project will support *Customer Service* and *Organizational Effectiveness* goals by providing infrastructure that is compatible to current NEMA and Smart technologies.

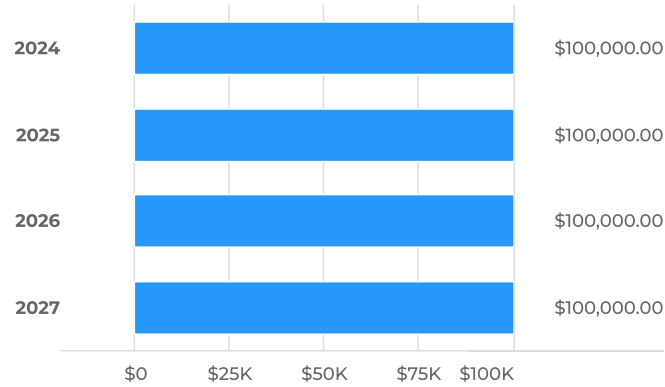
## Capital Cost

FY2024 Budget  
**\$100,000**

Total Budget (all years)  
**\$400K**

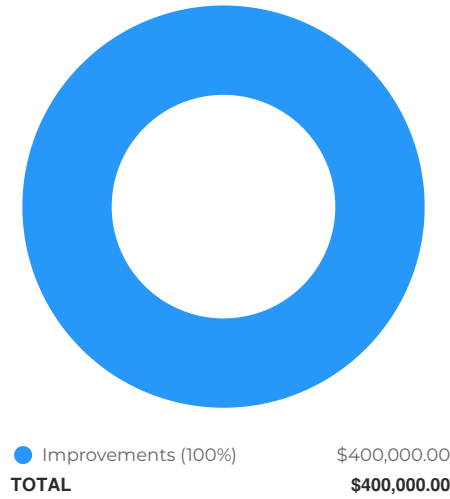
Project Total  
**\$400K**

Capital Cost by Year



● Improvements

Capital Cost for Budgeted Years



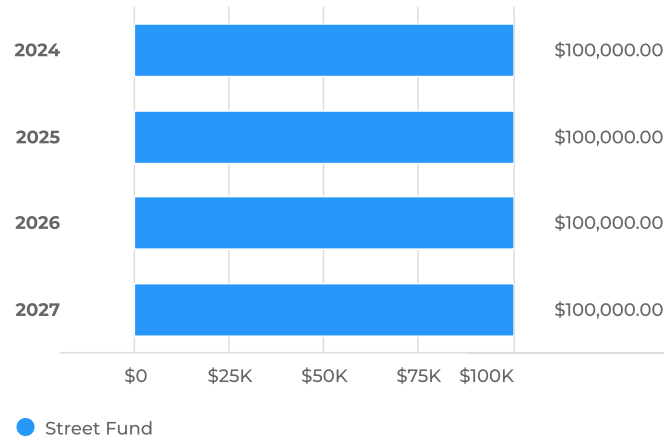
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	Total
Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$400,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$400,000</b>

## Funding Sources

FY2024 Budget **\$100,000**      Total Budget (all years) **\$400K**      Project Total **\$400K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	Total
Street Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$400,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$400,000</b>



---

# **UTILITY MAINTENANCE REQUESTS**

---

# Collection System Asset Management

---

## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM012

---

## Description

Replacement of gravity sanitary sewer lines and force mains that have reached or exceeded their useful life.

---

## Details

Operating Impact	Replacing deteriorated sanitary sewer lines will reduce the costs and disruptions associated with emergency repairs, and reduce costs associated with treatment, pumping, and disposal of groundwater entering the system through infiltration.
Dates	Specific projects for replacing and upsizing gravity sanitary sewer lines and force mains are still being finalized.
Type of Project	Asset Management (AM)

## Justification

The funds in the project will be utilized for engineering, construction, and related services including but not limited to the items listed below:

1. Replace, relocate, and upgrade wastewater lines, manholes and related appurtenances by both in-house staff and contractors.
2. Replace, Cured-In-Place-Pipe (CIPP) Line, or point repair the sanitary sewer mains deemed to be critical in accordance with the Sanitary Sewer Condition Assessment.
3. Replace sanitary sewer mains and services in cooperation with street resurfacing.
4. Reevaluate the condition of the wastewater mains for prioritizing replacement.

## Core Strategies

This program supports our ability to continue to provide *Empowering Outstanding Customer Service* and *Maximizing Organizational Effectiveness*. It also enhances the City's ability to protect public health.

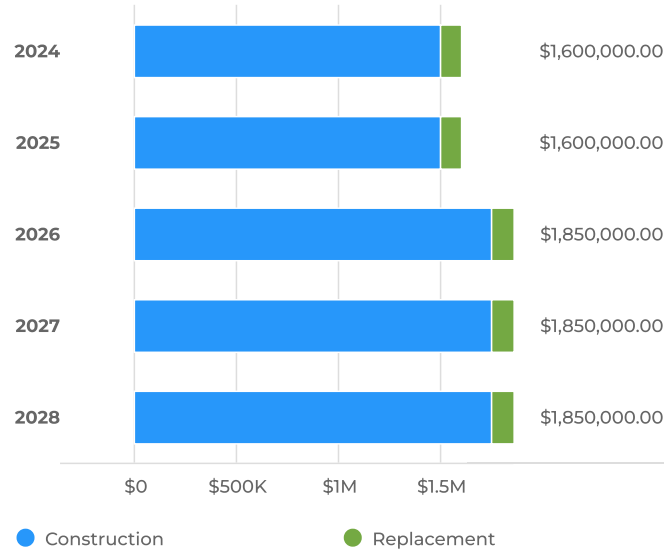
## Capital Cost

FY2024 Budget  
**\$1,600,000**

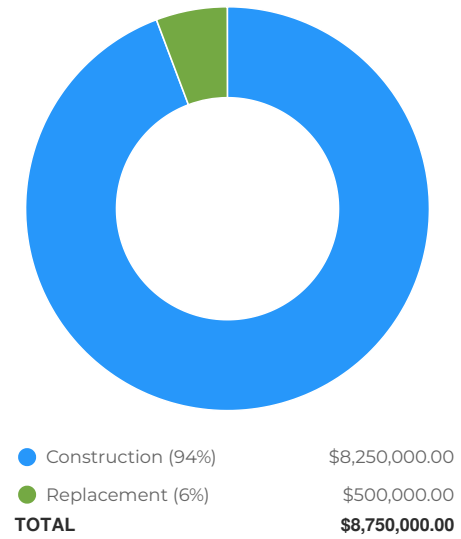
Total Budget (all years)  
**\$8.75M**

Project Total  
**\$8.75M**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$1,500,000	\$1,500,000	\$1,750,000	\$1,750,000	\$1,750,000	\$8,250,000
Replacement	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<b>Total</b>	<b>\$1,600,000</b>	<b>\$1,600,000</b>	<b>\$1,850,000</b>	<b>\$1,850,000</b>	<b>\$1,850,000</b>	<b>\$8,750,000</b>

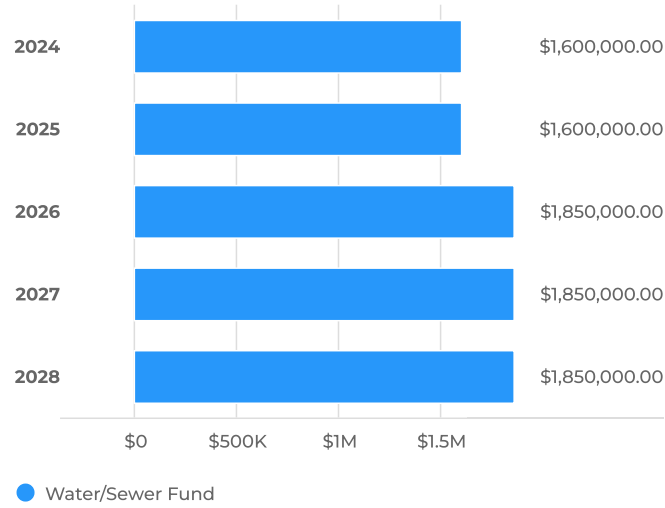
## Funding Sources

FY2024 Budget  
**\$1,600,000**

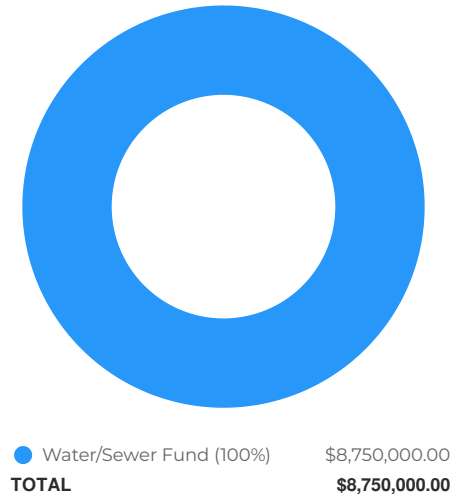
Total Budget (all years)  
**\$8.75M**

Project Total  
**\$8.75M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$1,600,000	\$1,600,000	\$1,850,000	\$1,850,000	\$1,850,000	\$8,750,000
<b>Total</b>	<b>\$1,600,000</b>	<b>\$1,600,000</b>	<b>\$1,850,000</b>	<b>\$1,850,000</b>	<b>\$1,850,000</b>	<b>\$8,750,000</b>

# Lift Station Generator and Pump Replacement

---

## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM019

---

## Description

Upgrade generators and pumps for sanitary lift stations.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this program project.
Dates	See project timeline for lift station generator replacement schedule.
Type of Project	Asset Management (AM)

## Justification

### Lift Station Pumps

#### Lift Station Pumps

The City's lift stations are an integral part of wastewater collection system. Lift stations that have two to three pumps each. The average life expectancy of the lift station pumps is 10 to 15 years. Due to the increase of flushable wipes being introduced into the system, the standard lift station pumps are requiring excessive maintenance and are prematurely failing. In an effort to reduce the disproportionate maintenance and early failures of the standard pumps, the more expensive chopper pumps are being selected to replace the failing standard pumps. Estimated annual pump replacement cost is approximately \$50,000.

### Generators

The City currently has stationary back-up generators for 18 of the 43 lift stations to protect the lift stations with the largest flow and those with overflow issues. The life expectancy of the generators is approximately 20 to 25 years. The program will provide uniform funding annually which will allow for the replacement of generators when they reach the end of their useful life.

## Core Strategies

Maintaining the generators that support the lift stations, which aid in mitigating sanitary sewer overflows and regulatory violations, *Maximizing Organizational Effectiveness*. Generators also keep lift stations running when power is not available, which is *Empowering Outstanding Customer Service*. It also enhances the City's ability to protect public health.

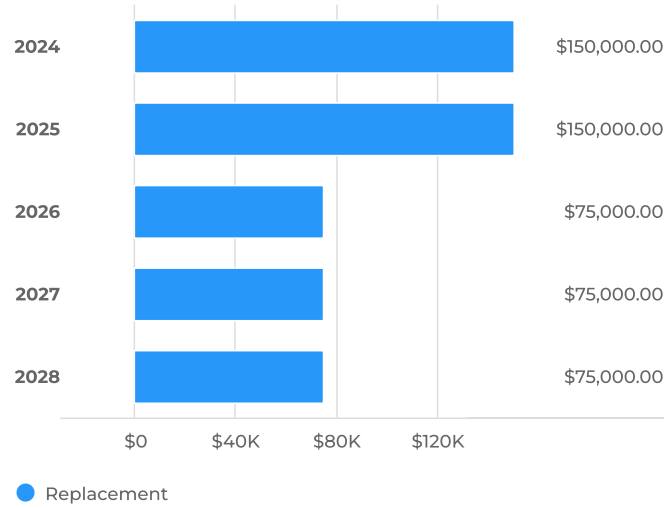
## Capital Cost

FY2024 Budget  
**\$150,000**

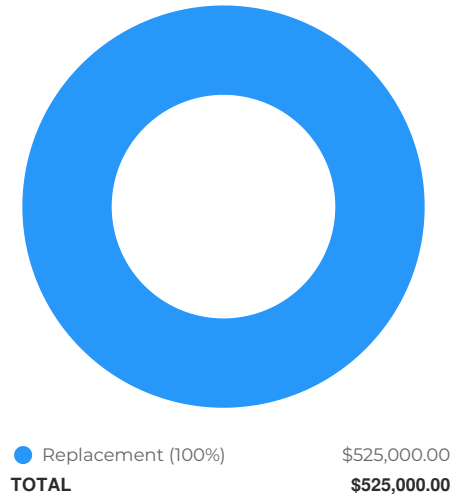
Total Budget (all years)  
**\$525K**

Project Total  
**\$525K**

Capital Cost by Year



Capital Cost for Budgeted Years



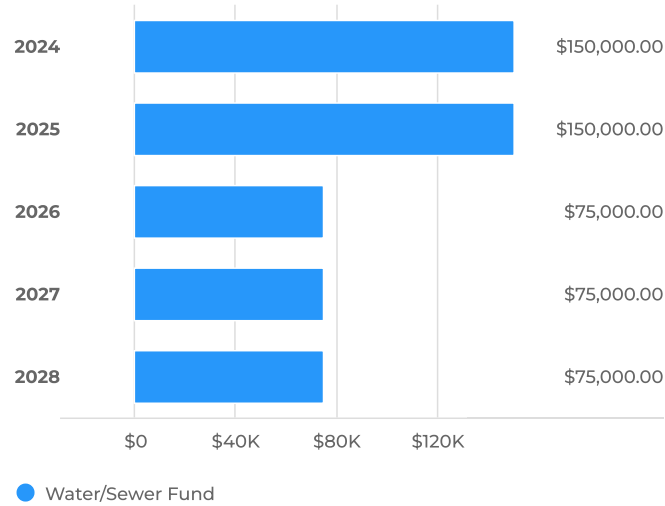
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Replacement	\$150,000	\$150,000	\$75,000	\$75,000	\$75,000	\$525,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$525,000</b>

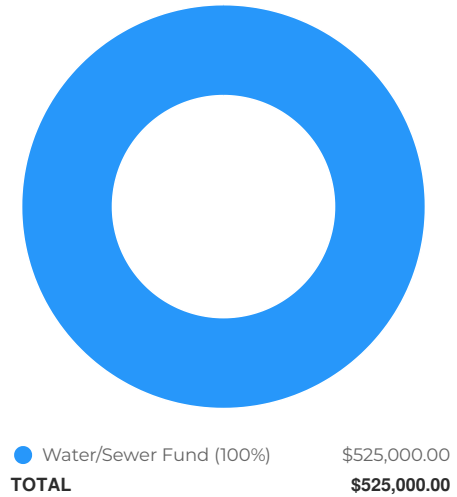
## Funding Sources

FY2024 Budget **\$150,000**      Total Budget (all years) **\$525K**      Project Total **\$525K**

Funding Sources by Year

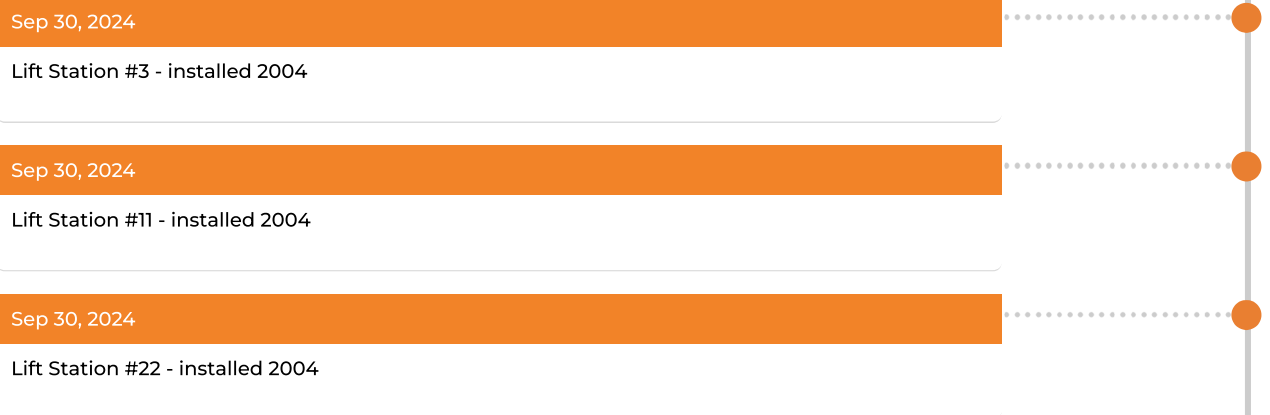


Funding Sources for Budgeted Years



Funding Sources Breakdown						
Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$150,000	\$150,000	\$75,000	\$75,000	\$75,000	\$525,000
<b>Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$525,000</b>

## Projected Timeline



Sep 30, 2024

Lift Station #28 - installed 2004

Sep 30, 2025

Lift Station #13 - installed 2005

Sep 30, 2025

Lift Station #14 - installed 2005

Sep 30, 2025

Lift Station #17 - installed 2005

Sep 30, 2025

Lift Station #20 - installed 2005

Sep 30, 2025

Lift Station #26 - installed 2005



# Lift Station Maintenance and Rehabilitation

---

## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM020

---

## Description

Maintain and rehabilitate lift stations.

---

## Details

Operating Impact	There will be a savings from unplanned repair costs as a result of the continued execution of this project. Continuous upgrade will provide a more efficient system.
Dates	Upgrades and repairs to the City's lift stations are done throughout the year. Most lift stations are approximately 20-50 years old.
Type of Project	Asset Management (AM)

## Justification

The City's 52 lift stations are a vital part of the City's collection system. Proper maintenance reduces the probability of system failures and emergency repairs that can lead to violations of regulations and subsequent fines. Maintenance includes, but is not limited to electrical, mechanical, pumps, motors, instrumentation, control panels, access hatches, valves, etc.

The City has incorporated chopper pumps into the lift stations to reduce the amount of flushable wipes and other debris that cause pump failures and screen clogging at the City's WRF. A complete condition assessment has been performed for all lift stations to accurately develop a repair/upgrade program based on criticality.

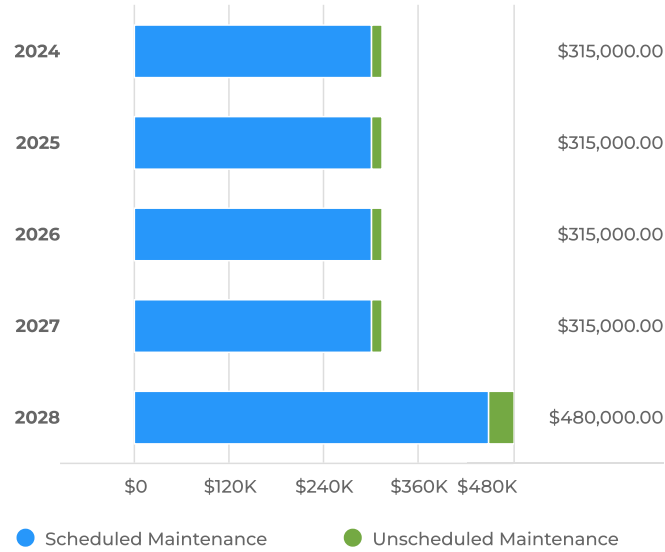
## Core Strategies

Maintaining the City's lift stations, which aid in mitigating sanitary sewer overflows and regulatory violations, *Maximizing Organizational Effectiveness*. Keeping lift stations running properly *Empowering Outstanding Customer Service*.

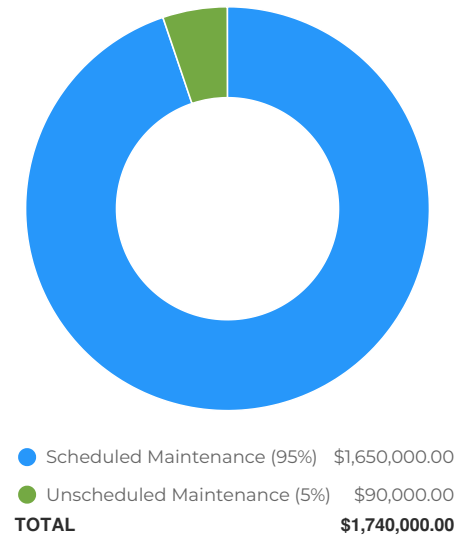
## Capital Cost

FY2024 Budget **\$315,000**      Total Budget (all years) **\$1.74M**      Project Total **\$1.74M**

Capital Cost by Year



Capital Cost for Budgeted Years

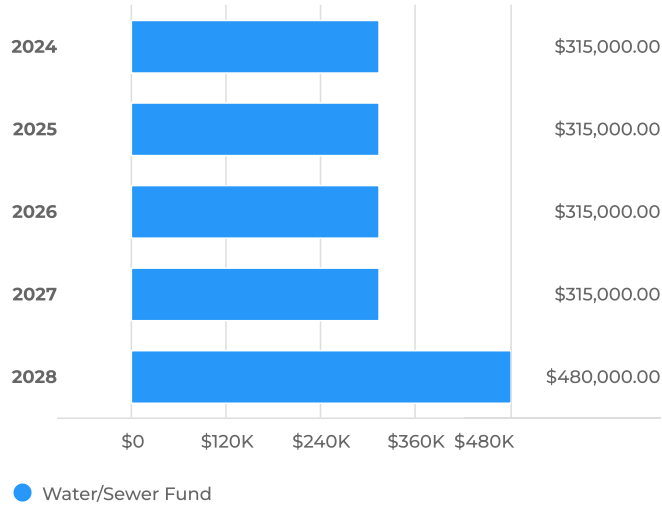


Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Scheduled Maintenance	\$300,000	\$300,000	\$300,000	\$300,000	\$450,000	\$1,650,000
Unscheduled Maintenance	\$15,000	\$15,000	\$15,000	\$15,000	\$30,000	\$90,000
<b>Total</b>	<b>\$315,000</b>	<b>\$315,000</b>	<b>\$315,000</b>	<b>\$315,000</b>	<b>\$480,000</b>	<b>\$1,740,000</b>

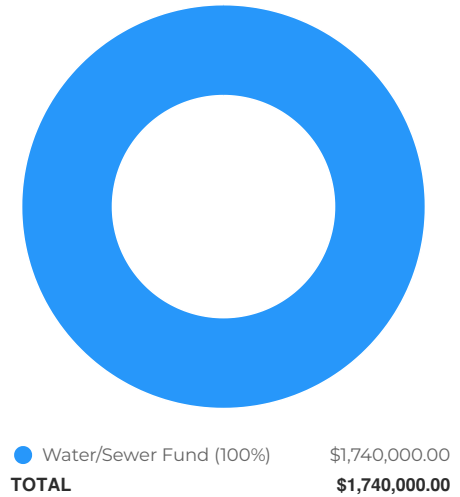
## Funding Sources

FY2024 Budget **\$315,000**      Total Budget (all years) **\$1.74M**      Project Total **\$1.74M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

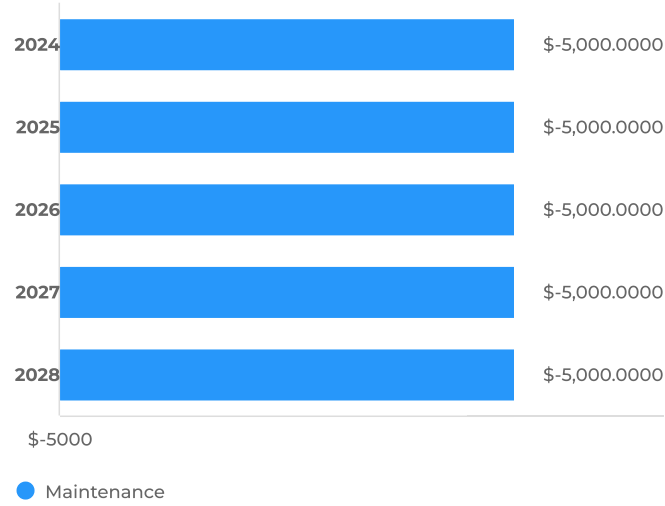
Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$315,000	\$315,000	\$315,000	\$315,000	\$480,000	\$1,740,000
<b>Total</b>	<b>\$315,000</b>	<b>\$315,000</b>	<b>\$315,000</b>	<b>\$315,000</b>	<b>\$480,000</b>	<b>\$1,740,000</b>

## Operational Costs

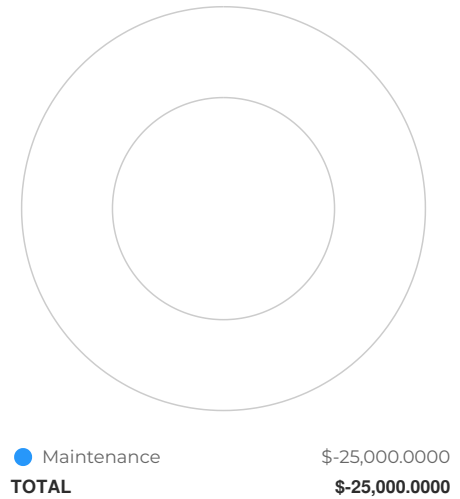
Total Budget (all years)  
**\$-25000**

Project Total  
**\$-25000**

Operational Costs by Year



Operational Costs for Budgeted Years



### Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	-\$5,000	-\$5,000	-\$5,000	-\$5,000	-\$5,000	-\$25,000
<b>Total</b>	<b>-\$5,000</b>	<b>-\$5,000</b>	<b>-\$5,000</b>	<b>-\$5,000</b>	<b>-\$5,000</b>	<b>-\$25,000</b>

# Meter Replacement / Repair Program

---

## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM006

---

## Description

Scheduled meter replacement program on a ten-year cycle to ensure accuracy in measuring and billing consumption. This Asset Management also includes new meter installations and conversion to AMI.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of completion of this project.
Dates	See project timeline.
Type of Project	Asset Management (AM)

## Justification

Water meters are the asset by which water usage is tracked. Proper recording of usage is paramount to accurate reporting and billing.

Since the City is fully automated with meters using wireless technology, the ten-year cycle of replacing 5/8" to 2" meters has resumed converting to AMI and replacing meter boxes.

Due to supply chain issues the conversion to AMI has been unable to move forward as planned. Delivery of meters are used for new construction.

The larger meters, 3" and up, will continue to be tested by an outside vendor.

## Core Strategies

The meter program helps to *Maximize Organizational Effectiveness* and enables us to provide *Empowering Outstanding Customer Service*.

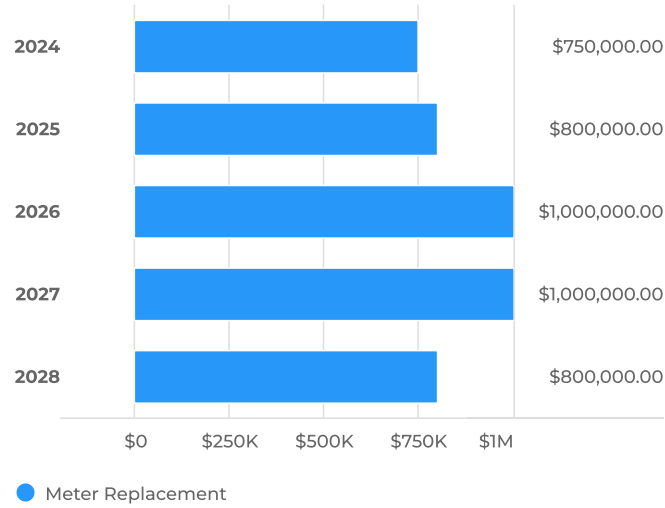
## Capital Cost

FY2024 Budget  
**\$750,000**

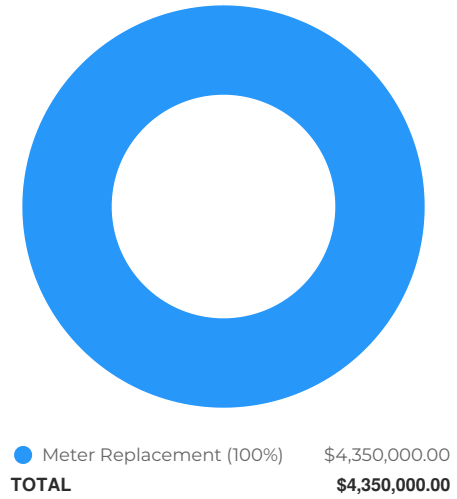
Total Budget (all years)  
**\$4.35M**

Project Total  
**\$4.35M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Meter Replacement	\$750,000	\$800,000	\$1,000,000	\$1,000,000	\$800,000	\$4,350,000
<b>Total</b>	<b>\$750,000</b>	<b>\$800,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$800,000</b>	<b>\$4,350,000</b>

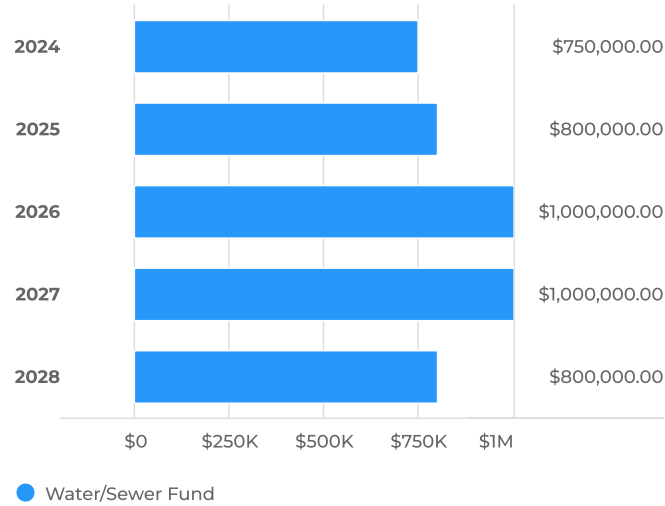
## Funding Sources

FY2024 Budget  
**\$750,000**

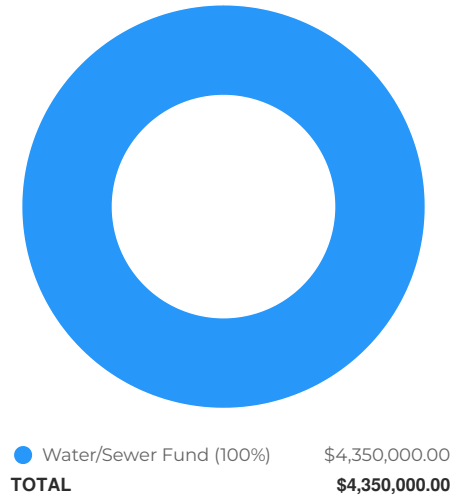
Total Budget (all years)  
**\$4.35M**

Project Total  
**\$4.35M**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown						
Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$750,000	\$800,000	\$1,000,000	\$1,000,000	\$800,000	\$4,350,000
<b>Total</b>	<b>\$750,000</b>	<b>\$800,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$800,000</b>	<b>\$4,350,000</b>

## Projected Timeline

Sep 30, 2024

Estimated number of meters - 757

Sep 30, 2025

Estimated number of meters - 940

Sep 30, 2026

Estimated number of meters - 3,282

Sep 30, 2027

Estimated number of meters - 2,389

Sep 30, 2028

Estimated number of meters - 845

Sep 30, 2029

Estimated number of meters - 1,036



# Midtown Utility Systems

---

## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM027

---

## Description

Upgrades to the existing utilities and new installation to adequately serve the Midtown redevelopment area.

---

## Details

Operating Impact	There will be no increase in operating expenses other than normal routine maintenance as a result of completion of these projects.
Dates	This project will begin when a Midtown Redevelopment Plan and Agreement is approved.
Type of Project	Asset Management (AM)

## Justification

The current sanitary sewer lines and water mains will not be able to fully service a large development. The projected upgrades and additions include gravity sewer lines leading to a new lift station. A force main will be required to transfer the flow to the collection system network.

An approved Midtown development master plan and agreement will determine the design of the Midtown wastewater lift station, force main, gravity lines, and water mains that will be installed.

This funding is available to provide adequate service to the Midtown development area.

## Core Strategies

Ensuring utilities can support new commercial development aids in the City's goals of *Facilitating Economic Development*, *Empowering Outstanding Customer Service*, and *Maximizing Organizational Effectiveness*.

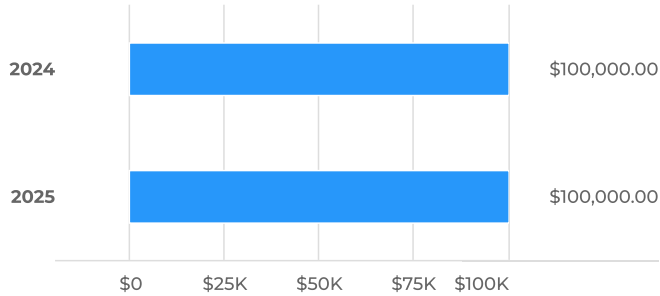
## Capital Cost

FY2024 Budget  
**\$100,000**

Total Budget (all years)  
**\$200K**

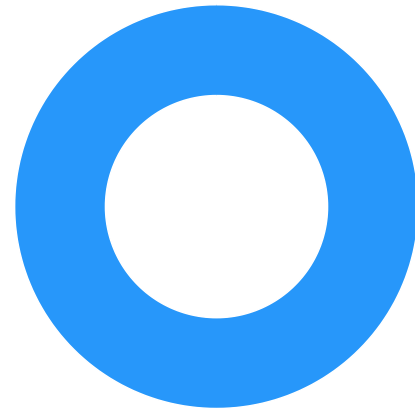
Project Total  
**\$200K**

Capital Cost by Year



● Construction

Capital Cost for Budgeted Years



● Construction (100%) \$200,000.00  
**TOTAL \$200,000.00**

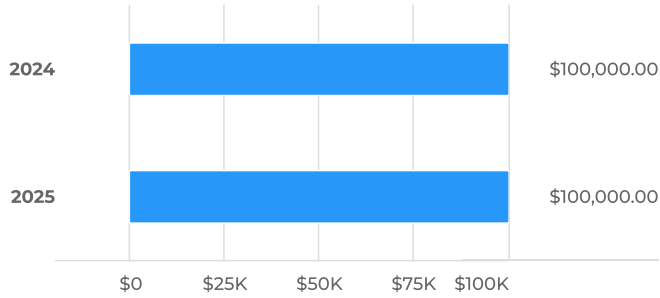
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	Total
Construction	\$100,000	\$100,000	\$200,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$200,000</b>

## Funding Sources

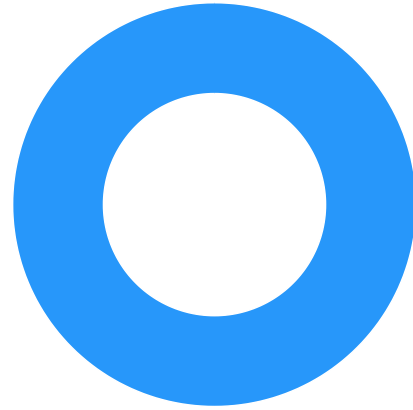
FY2024 Budget **\$100,000**      Total Budget (all years) **\$200K**      Project Total **\$200K**

Funding Sources by Year



● CRA Fund

Funding Sources for Budgeted Years



● CRA Fund (100%)

\$200,000.00

**TOTAL**

**\$200,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	Total
CRA Fund	\$100,000	\$100,000	\$200,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$200,000</b>

# Minor Water Main Extensions

---

## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM010

---

## Description

Minor water main extensions.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of completion of these projects.
Dates	Minor water main extensions are an ongoing process. Upsizing and minor extensions occur based upon need.
Type of Project	Asset Management (AM)

## Justification

This project provides funding for minor extensions to connect existing City residents who are within 250 linear feet of an existing water main, and have paid the development fees to connect to City water.

This project is also used to cover the cost for upsizing water main extensions that are being installed by a developer. The upsizing will be pursued when the upsizing accommodates future development for the City.

In accordance with the City Code of Ordinances Section 74-334 (b), the mains that are extended must be 6 inches or larger when using development fees.

The funding source for this project is from development funds and is subject to actual received revenues.

## Core Strategies

Providing these services enables *Maximizing Organizational Effectiveness, Empowering Outstanding Customer Service, and Facilitates Economic Development.*

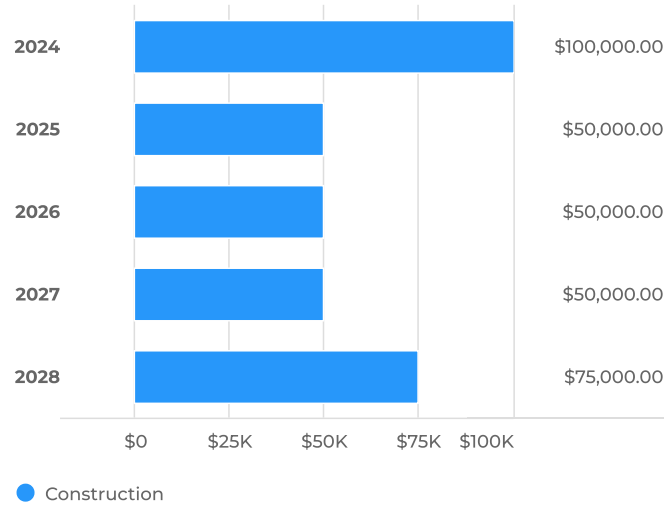
## Capital Cost

FY2024 Budget  
**\$100,000**

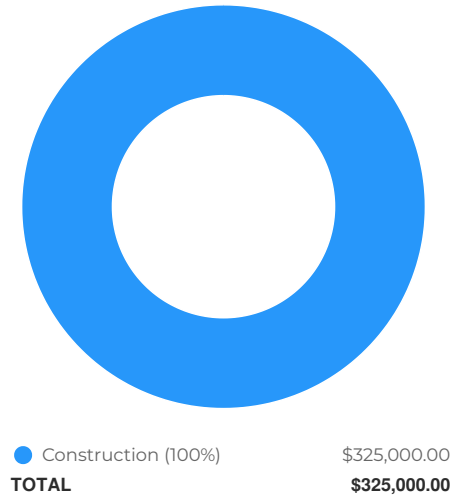
Total Budget (all years)  
**\$325K**

Project Total  
**\$325K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$100,000	\$50,000	\$50,000	\$50,000	\$75,000	\$325,000
<b>Total</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$75,000</b>	<b>\$325,000</b>

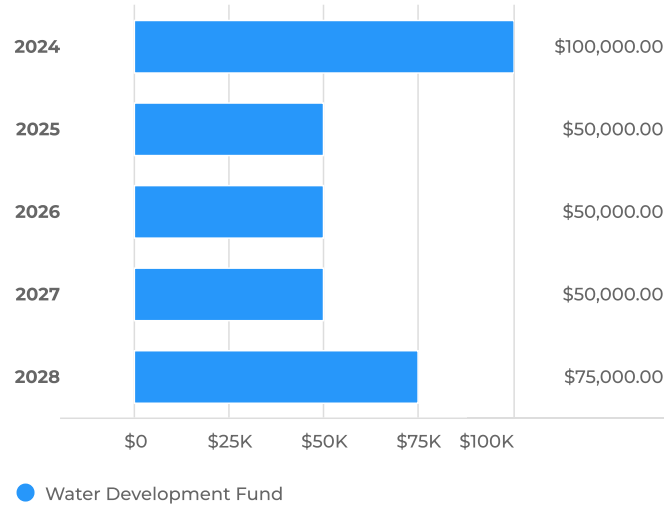
## Funding Sources

FY2024 Budget  
**\$100,000**

Total Budget (all years)  
**\$325K**

Project Total  
**\$325K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water Development Fund	\$100,000	\$50,000	\$50,000	\$50,000	\$75,000	\$325,000
<b>Total</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$75,000</b>	<b>\$325,000</b>

# Water Distribution System Asset Management

## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM009

## Description

Replace existing water mains that have reached or exceeded their useful life. This project includes upsizing undersized mains to 6" for fire protection when possible.

## Details

Operating Impact	Replacing deteriorated water lines will reduce the costs and disruptions associated with emergency repairs, as well as, improve water quality and fire protection.
Dates	See justification for project dates.
Type of Project	Asset Management (AM)

## Justification

The funds in this project will be utilized for engineering, construction, and related services including, but not limited to the items below:

1. Replace existing water mains and related appurtenances.
2. As required by DEP - replace lead, galvanized, and copper services and mains with ductile iron or PVC throughout the City by both contractor and in-house personnel.
3. Upsize water mains in conjunction with the replacing undersized existing lines to improve service in the City.
4. Replace water mains and services in cooperation with street resurfacing, when feasible.
5. Annual valve exercising in accordance with DEP recommendations.
6. Water main looping for water quality where feasible.

The following are scheduled to be replaced:

Fiscal Year	Street	From	To	Linear Feet	Services
FY 2023-24	W. Madison St. (1)	Waller St.	S. Franklin St.	1000	25
FY 2023-24	W. Madison St. (2)	Waller St.	W. Ball St.	1600	34
FY 2024-25	Warren St. (1)	Hunter St.	50' Pass Last Meter	856	16
FY 2024-25	Warren St. (2)	Waller St.	W. Ball St.	1400	10
FY 2025-26	Merrin St. (1)	Young St.	Cherry St.	602	12
FY 2025-26	Merrin St. (2)	Calhoun St.	Young St.	617	15
FY 2025-26	Knight St. (1)	Cherry St.	Young St.	616	9
FY 2026-27	Knight St. (2)	Young St.	Calhoun St.	678	11
FY 2026-27	Pennsylvania St. (1)	Calhoun St.	Young St.	706	12
FY 2026-27	Pennsylvania St. (2)	Young St.	Cherry St.	628	9

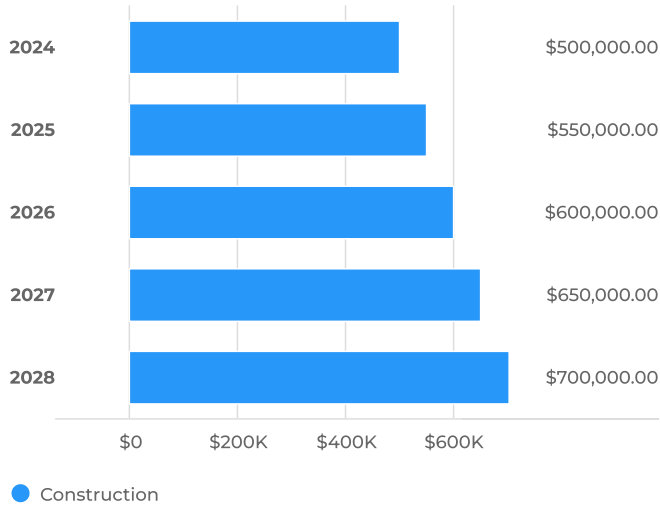
## Core Strategies

Maintaining the water mains supports the safety of the public health, *Maximizing Organizational Effectiveness*, and *Empowering Outstanding Customer Service*.

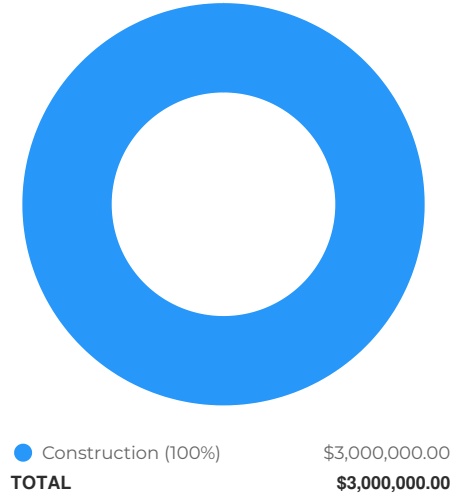
### Capital Cost

FY2024 Budget **\$500,000**      Total Budget (all years) **\$3M**      Project Total **\$3M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$500,000	\$550,000	\$600,000	\$650,000	\$700,000	\$3,000,000
<b>Total</b>	<b>\$500,000</b>	<b>\$550,000</b>	<b>\$600,000</b>	<b>\$650,000</b>	<b>\$700,000</b>	<b>\$3,000,000</b>



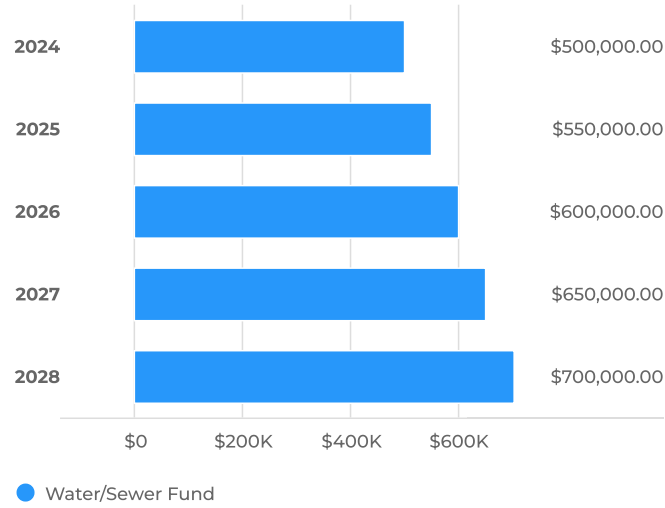
## Funding Sources

FY2024 Budget  
**\$500,000**

Total Budget (all years)  
**\$3M**

Project Total  
**\$3M**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown						
Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$500,000	\$550,000	\$600,000	\$650,000	\$700,000	\$3,000,000
<b>Total</b>	<b>\$500,000</b>	<b>\$550,000</b>	<b>\$600,000</b>	<b>\$650,000</b>	<b>\$700,000</b>	<b>\$3,000,000</b>

# Water Reclamation Facility (WRF) Asset Management

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## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM017

---

## Description

Upgrade electrical, mechanical equipment or systems at the Water Reclamation Facility.

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## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this project.
Dates	See project timeline. Projects anticipated are subject to change based on operational priorities.
Type of Project	Asset Management (AM)

## Justification

Staff at the WRF monitor, maintain, upgrade and dispose of assets or components in a cost effective manner. This includes, but is not limited to, eliminating or upgrading parts, components, and/or processes that are not functioning as intended or no longer serve a purpose. These projects include: replace headworks screening system; modify dechlorinating system; modify SCADA system; upgrade security system; modify the sludge drying bed system; and modify the truck wash system.

Funds are also used for systematic repair, rehabilitation, and replacement of assets that have failed or are at the end of their service life.

A condition assessment is due to be completed in FY 2024 plan the repair and replacement of components in the plants.

## Core Strategies

Maintaining the Water Reclamation Facility enables *Maximizing Organizational Effectiveness* and *Empowering Outstanding Customer Service*.

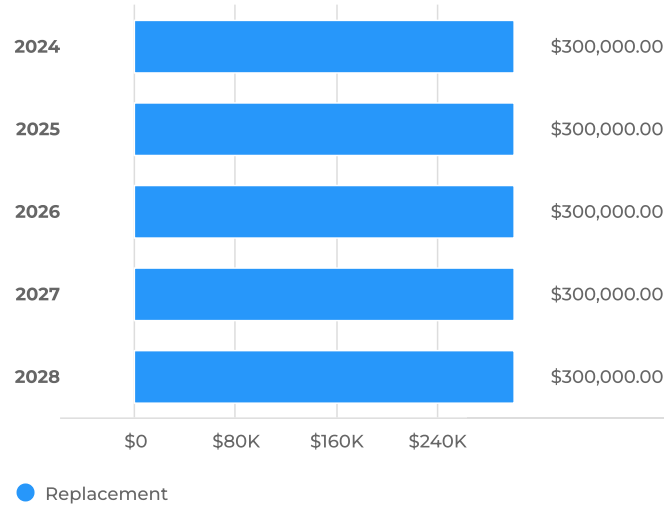
## Capital Cost

FY2024 Budget  
**\$300,000**

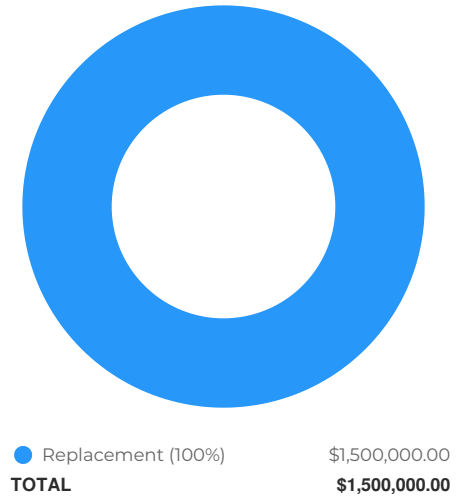
Total Budget (all years)  
**\$1.5M**

Project Total  
**\$1.5M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Replacement	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
<b>Total</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,500,000</b>

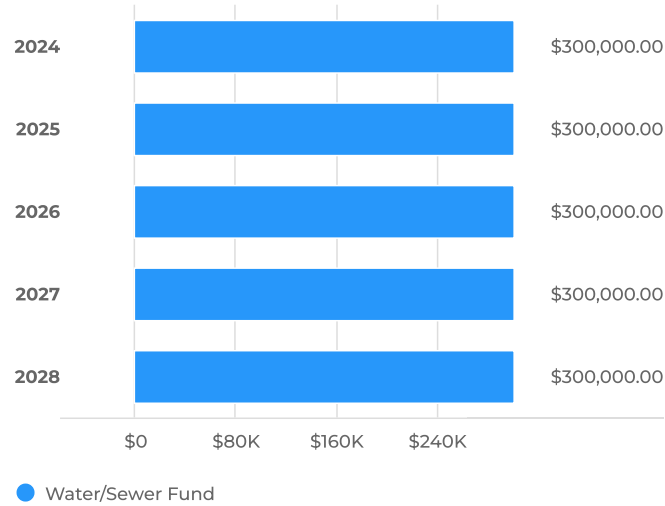
## Funding Sources

FY2024 Budget  
**\$300,000**

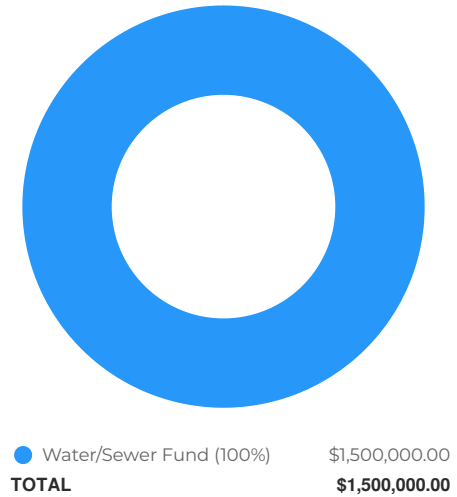
Total Budget (all years)  
**\$1.5M**

Project Total  
**\$1.5M**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown						
Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
<b>Total</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,500,000</b>

## Projected Timeline

Sep 30, 2024

Drying beds; reclaimed air compressors; analyzers

Sep 30, 2024

Aerobic digester mixers

Sep 30, 2025

Isolation return activated sludge flow

Sep 30, 2026

Valve replacement

# WTP Asset Management

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## Overview

Request Owner	Plant City
Department	Utility Maintenance
Type	Capital Improvement
Project Number	UM018

---

## Description

Repair and rehabilitate the water treatment plants.

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## Details

Operating Impact	There will be no increase in operating expenses as a result of the completion of this project.
Dates	See project timeline. Projects anticipated are subject to change based on operational priorities.
Type of Project	Asset Management (AM)

## Justification

The City owns and operates four Water Treatment Plants (WTP). WTP #5 is expected to come online in FY2025. Proper maintenance and timely repairs and replacements reduces the likelihood of costly untimely failures. Proper maintenance includes but is not limited to eliminating or upgrading parts, components, and/or processes that are not functioning as intended or no longer serve a purpose.

The following projects are in the planning stages: repair and replace chemical feed systems; modify SCADA system; upgrade security system; and upgrade tank mixing; replace chlorine tank(s); maintain chlorine spill protection and containment; and overhaul and beautification of the water plant facilities and wells.

Funds are also used to repair, rehabilitate, and replace assets that have failed, at the end of their service life, or not functioning as expected in the water treatment system.

## Core Strategies

Maintaining the Water Treatment Plants protects the public's health, enables *Maximizing Organizational Effectiveness*, and *Empowering Outstanding Customer Service*.

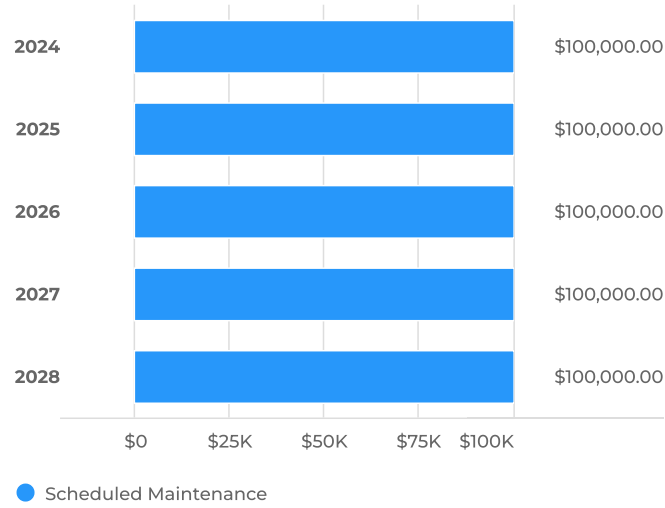
## Capital Cost

FY2024 Budget  
**\$100,000**

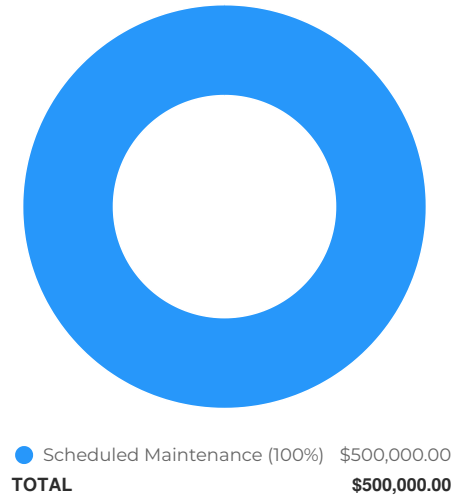
Total Budget (all years)  
**\$500K**

Project Total  
**\$500K**

Capital Cost by Year



Capital Cost for Budgeted Years



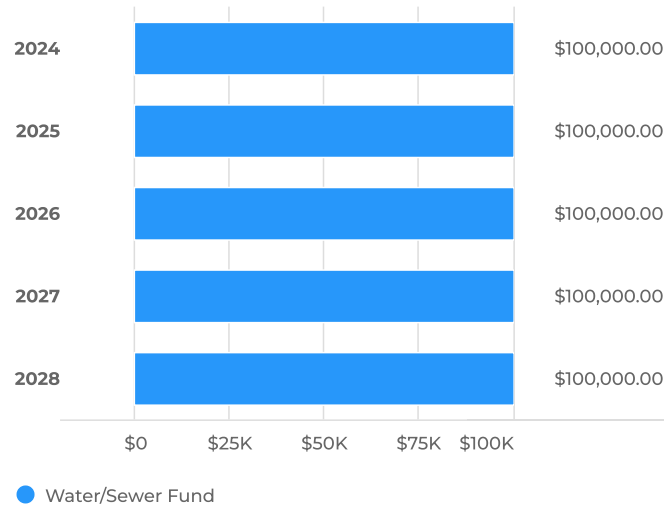
### Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Scheduled Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$500,000</b>

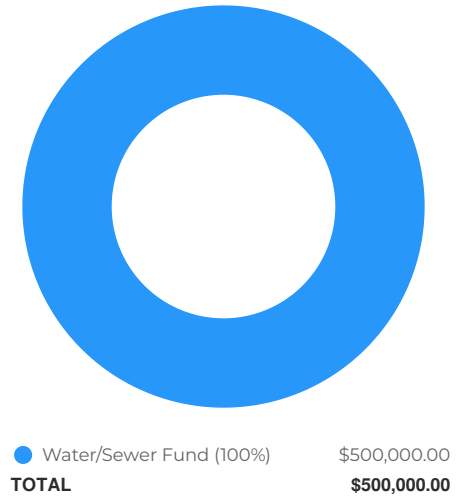
## Funding Sources

FY2024 Budget **\$100,000**      Total Budget (all years) **\$500K**      Project Total **\$500K**

Funding Sources by Year



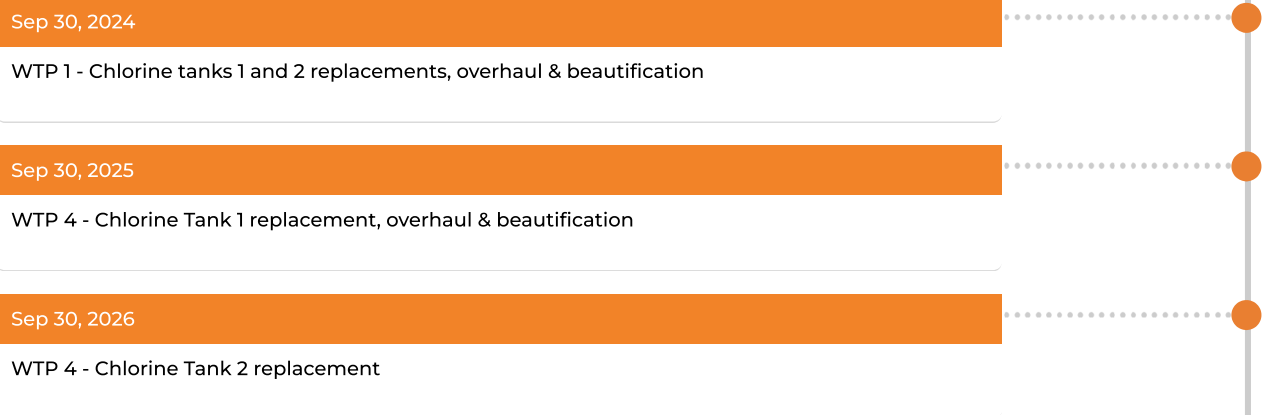
Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$500,000</b>

## Projected Timeline





Sep 30, 2027

WTP 4 - Chlorine Tank Protection and Containment

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# **UTILITY OPERATIONS REQUESTS**

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# Preserve Wetland Expansion

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Utility Operations
Type	Capital Improvement
Project Number	UO033

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## Description

Utilize McIntosh Preserve tract for integrated water treatment and flood mitigation by increasing stormwater capacity and expanding the use of wetlands.

---

## Details

Operating Impact	The increase in operating expenses which will include additional sampling, stormwater, equipment, and trail maintenance will be estimated during final design.
Dates	See project timeline for details.
Type of Project	Capital Improvement Project (CIP)

## Justification

This project will expand the capacity of McIntosh Preserve wetland project to capture larger volumes of stormwater for additional water quality treatment and will route a minimum of 1.5 mgd of reclaimed water through the system to improve function of the treatment wetland. The completion of this project is expected to reduce pollutant loads to Blackwater Creek, the Hillsborough River, and Tampa Bay. This project is included in the SB64 Plan and will serve to utilize up to 5-6 mgd of the City's reclaimed water.

The Southwest Florida Water District has identified the following benefits and amended the cooperative agreement with the City to include construction of this project.

### RESOURCE BENEFIT

The ability to utilize up to 5 mgd, an estimated 7,620 lbs./year of Total Phosphorus (TP) flowing to Blackwater Creek, the Hillsborough River, and Tampa Bay.

### MEASURABLE BENEFIT

Complete design, permitting, and construction/restoration of at least 100-acres of treatment wetlands through delivery of 1.5 mgd (ten-year annual average).

Legislative appropriation for \$6 million, of which \$5.3 million will be used for this project. The City applied for additional state appropriation for future phases. Project will be amended once approval is granted.

## Core Strategies

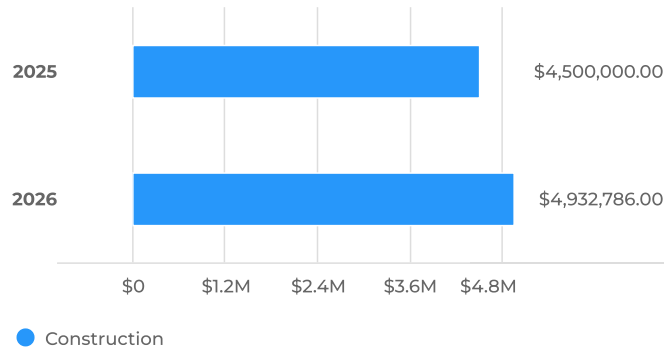
The Preserve will Facilitate Economic Development by becoming a beacon of ecological stewardship and education. The park is Empowering Outstanding Customer Service by providing birding and wildlife events, park exploration for visitors, and learning opportunities in the understanding of Florida's natural wetlands.

## Capital Cost

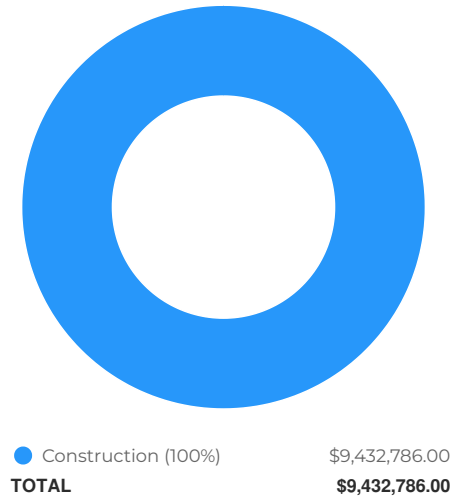
Total Budget (all years)  
**\$9.433M**

Project Total  
**\$9.433M**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	FY2025	FY2026	Total
Construction	\$4,500,000	\$4,932,786	\$9,432,786
<b>Total</b>	<b>\$4,500,000</b>	<b>\$4,932,786</b>	<b>\$9,432,786</b>

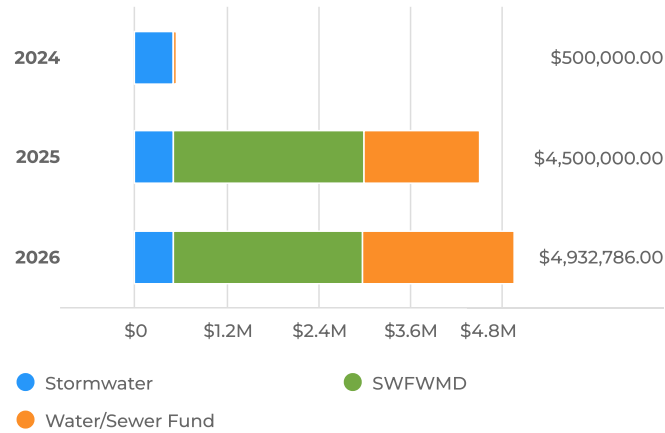
## Funding Sources

FY2024 Budget  
**\$500,000**

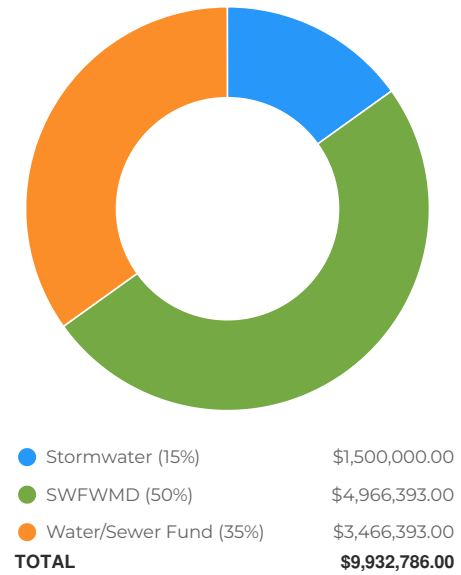
Total Budget (all years)  
**\$9.933M**

Project Total  
**\$9.933M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	Total
Water/Sewer Fund		\$1,500,000	\$1,966,393	\$3,466,393
Stormwater	\$500,000	\$500,000	\$500,000	\$1,500,000
SWFWMD		\$2,500,000	\$2,466,393	\$4,966,393
<b>Total</b>	<b>\$500,000</b>	<b>\$4,500,000</b>	<b>\$4,932,786</b>	<b>\$9,932,786</b>

## Projected Timeline

Apr 30, 2023

Complete final detailed design and permitting.

May 31, 2023

Began wetlands construction (50% co-funded with SWFWMD).

Sep 30, 2025

Complete construction.

# Water Treatment Plant Asset Management Program

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## Overview

Request Owner	LaChica Spencer, Budget Manager
Department	Utility Operations
Type	Capital Improvement
Project Number	UO012

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## Description

Extend the service life of City's water treatment plants while maintaining the treatment system at optimal operational levels.

---

## Details

Operating Impact	There will be no increase in operating expenses as a result of completing this project.
Dates	See project timeline for details
Type of Project	Asset Management (AM)

## Justification

A comprehensive rehabilitation program for the City's Water Treatment Plants (WTPs) is needed to meet the required level of service by maintaining the assets of the treatment system. The program is intended for timely improvements and upgrades that maintains and extends the service life of the City's water treatment plants.

Upgrade and maintenance projects may include, but is not limited to, replacement or restoration of mechanical, electrical, instrumentation and control systems. This list is not intended to be exhaustive.

## Core Strategies

Maintaining the City's Water Treatment Plants is a regulatory requirement and enables *Maximizing Organizational Effectiveness*. Keeping our WTPs at optimal operational standards also supports protection of public health and provides *Empowering Outstanding Customer Service*.

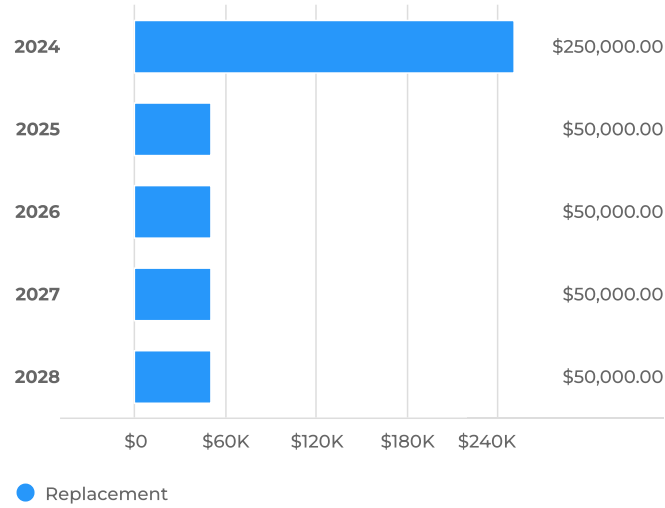
## Capital Cost

FY2024 Budget  
**\$250,000**

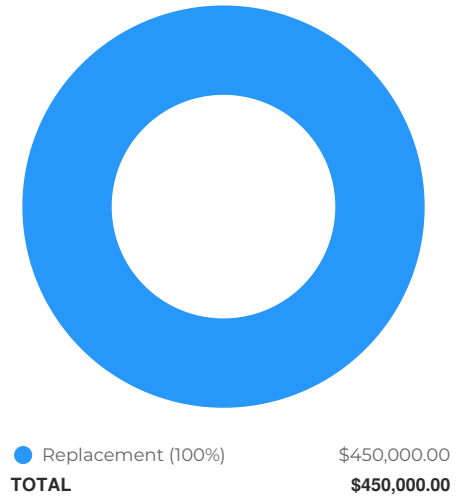
Total Budget (all years)  
**\$450K**

Project Total  
**\$450K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

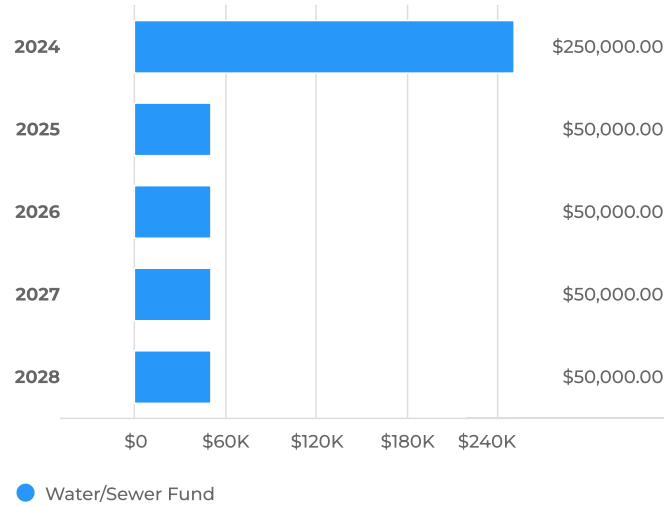
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Replacement	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$450,000
<b>Total</b>	<b>\$250,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$450,000</b>



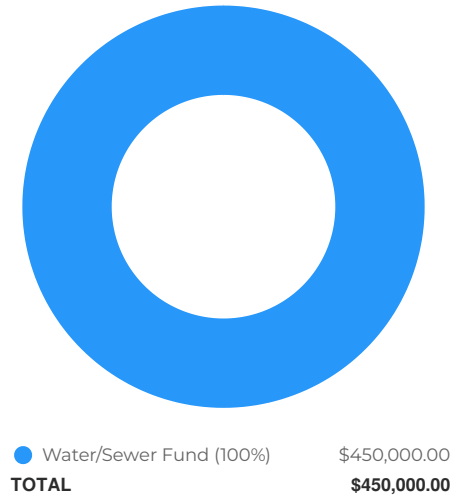
## Funding Sources

FY2024 Budget **\$250,000**      Total Budget (all years) **\$450K**      Project Total **\$450K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Water/Sewer Fund	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$450,000
<b>Total</b>	<b>\$250,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$450,000</b>

## Projected Timeline

Sep 30, 2024

Replace pump control valve at WTP 4  
 Replace chlorine pumps at WTP 1, 2, and 3  
 Replace motor at WTP 1  
 Replace generator at WTP 2

## Glossary

**Abatement:** A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Accounting System:** The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

**Accrued Interest:** The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

**Amortization:** The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

**Appropriation:** A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Arbitrage:** As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

**Assessed Valuation:** A value assigned to real estate or other property by a government as the basis for levying taxes.

**Audit:** An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

**Audit Report:** Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

**Balance Budget:** A balanced budget according to State budget law is defined as one where expenditures are not in excess of available revenues plus beginning fund balances. A structurally balanced budget is one in which current ongoing expenditures do not exceed current ongoing revenues.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

**Betterments (Special Assessments):** Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

**Bond:** A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

**Bond and Interest Record:** (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

**Bonds Authorized and Unissued:** Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.

**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

**Budget:** A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

**Capital Assets:** All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

**Capital Budget:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

**Cash:** Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

**Cash Management:** The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

**Certificate of Deposit (CD):** A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

**Classification of Real Property:** Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

**Collective Bargaining:** The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

**Consumer Price Index:** The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

**Cost-Benefit Analysis:** A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

**Debt Burden:** The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Encumbrance:** A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

**Enterprise Funds:** An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the

"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**Equalized Valuations (EQVs):** The determination of the full and fair cash value of all property in the community that is subject to local taxation.

**Estimated Receipts:** A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** An outlay of money made by municipalities to provide the programs and services within their approved budget.

**Fiduciary Funds:** Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

**Fixed Assets:** Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

**Fixed Costs:** Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

**Float:** The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

**Full Faith and Credit:** A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

**Fund:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

**Fund Balance** - Fund balance is the excess of assets over liabilities. Fund balance is accumulated when revenues exceed expenditures and is decreased when revenues are less than expenditures. A negative fund balance is often referred to as a deficit.

**Fund Accounting:** Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

**GASB 34:** A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

**GASB 45:** This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

**General Fund:** The fund used to account for most financial resources and activities governed by the normal appropriation process.

**General Obligation Bonds:** Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

**Governing Body:** A board, committee, commission, or other executive or policymaking body of a municipality or school district.

**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Interest:** Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

**Interest Rate:** The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

**Investments:** Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Line Item Budget:** A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**Local Aid:** Revenue allocated by the state or counties to municipalities and school districts.

**Maturity Date:** The date that the principal of a bond becomes due and payable in full.

**Municipal(s):** (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

**Note:** A short-term loan, typically with a maturity date of a year or less.

**Objects of Expenditures:** A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

**Official Statement:** A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlapping Debt:** A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

**Performance Budget:** A budget that stresses output both in terms of economy and efficiency.

**Principal:** The face amount of a bond, exclusive of accrued interest.

**Program:** A combination of activities to accomplish an end.

**Program Budget:** A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

**Purchased Services:** The cost of services that are provided by a vendor.

**Refunding of Debt:** Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

**Reserve Fund:** An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

**Revaluation:** The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

**Revenue Anticipation Note (RAN):** A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

**Revenue Bond:** A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

**Revolving Fund:** Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**Sale of Real Estate Fund:** A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

**Surplus Revenue:** The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title Foreclosure:** The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

**Uncollected Funds:** Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

**Undesignated Fund Balance:** Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

**Unreserved Fund Balance (Surplus Revenue Account):** The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

**Valuation (100 Percent):** The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

## Acronyms

<b>ADA</b>	American Disabilities Act
<b>AFR</b>	Annual Financial Report
<b>ALS</b>	Advanced Life Support
<b>ATMS</b>	Advanced Traffic Management System
<b>BLS</b>	Basic Life Support
<b>BOA</b>	Board of Adjustment
<b>CDBG</b>	Community Development Block Grant
<b>CDL</b>	Commercial Driver's License
<b>CGFO</b>	Certified Government Finance Officer
<b>CIA</b>	Certified Internal Auditor
<b>CIE</b>	Capital Improvement Element
<b>CIP</b>	Capital Improvement Plan
<b>CIT</b>	Community Investment Tax
<b>CJNET</b>	Criminal Justice Network
<b>COLA</b>	Cost-of-living allowance
<b>CPA</b>	Certified Public Accountant
<b>CRA</b>	Community Redevelopment Agency
<b>DEA</b>	Drug Enforcement Administration
<b>DRC</b>	Development Review Committee
<b>EMS</b>	Emergency Medical Services
<b>EMT</b>	Emergency Medical Technician
<b>EOC</b>	Emergency Operations Center
<b>EPA</b>	Environmental Protection Agency
<b>ePCR</b>	Electronic Patient Care Reporting
<b>EQ</b>	Equipment
<b>EXP</b>	Expense
<b>FCIC</b>	Florida Crime Information Center
<b>FDLE</b>	Florida Department of Law Enforcement
<b>FDOT</b>	Florida Department of Transportation
<b>FEMA</b>	Federal Emergency Management Agency
<b>FF</b>	Firefighter
<b>FICA</b>	Federal Insurance Contribution Act
<b>FLC</b>	Florida League of Cities
<b>FR</b>	Fire Rescue
<b>FTE</b>	Full-Time Equivalent
<b>FLSA</b>	Fair Labor Standards Act
<b>FPS</b>	Fire Protection
<b>FRS</b>	Florida Retirement System
<b>FY</b>	Fiscal Year
<b>GAAP</b>	Generally Accepted Accounting Principals
<b>GASB</b>	Government Accounting Standards Board

<b>GFOA</b>	Government Finance Officers Association
<b>GIS</b>	Geographic Information System
<b>HCPLC</b>	Hillsborough County Public Library Cooperative
<b>HR</b>	Human Resources
<b>HRB</b>	Historic Resources Board
<b>IFB</b>	Information for Bid
<b>I.M.S.A</b>	International Traffic Signal Association
<b>IT</b>	Information Technology
<b>MIS</b>	Management Information System
<b>MLK</b>	Martin Luther King
<b>NCIC</b>	National Crime Information Center
<b>NFPA</b>	National Fire Protection Association
<b>NPDES</b>	National Pollutant Discharge Elimination System
<b>OSHA</b>	Occupational Safety and Health Administration
<b>P-Card</b>	Purchasing Card
<b>PCFR</b>	Plant City Fire Rescue
<b>PT</b>	Part-Time
<b>PY</b>	Prior Year
<b>REV</b>	Revenue
<b>RFP</b>	Request for Proposal
<b>RFQ</b>	Request for Qualifications
<b>RMS</b>	Records Management System
<b>RR&amp;I</b>	Repair, Replace and Improve
<b>SCADA</b>	Supervisory Control and Data Acquisition System
<b>STEMI</b>	S-Elevation Myocardial Infarction
<b>SVCS</b>	Services
<b>SWFWMD</b>	Southwest Florida Water Management District
<b>TIF</b>	Tax Increment Financing
<b>TMT</b>	Traffic Management Team
<b>UCR</b>	Uniform Crime Report
<b>UM</b>	Utilities Maintenance
<b>UO</b>	Utilities Operations
<b>WRF</b>	Water Reclamation Facility
<b>WRM</b>	Water Resource Management
<b>WTP</b>	Water Treatment Plants
<b>W/S</b>	Water/Sewer