



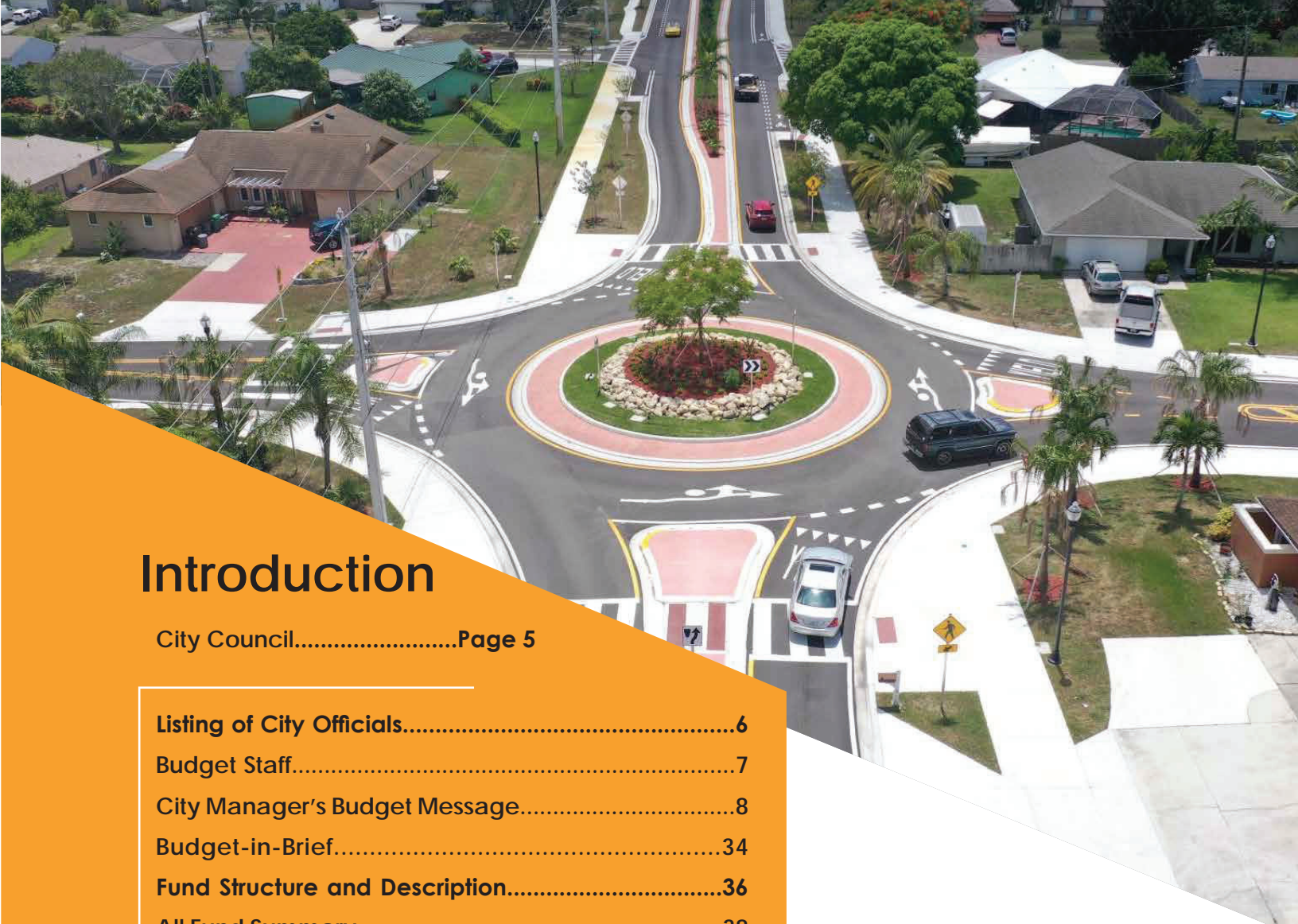
City of Port St. Lucie



INCORPORATED
1961

FY 2023-2024

Proposed Budget



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City Council



Shannon M Martin
Mayor



Jolien Caraballo
Vice Mayor, District 4



Stephanie Morgan
Councilmember, District 1



David Pickett
Councilmember, District 2



Anthony Bonna
Councilmember, District 3

Our Vision



**Port St. Lucie is a Safe, Beautiful,
and Prosperous City for All People
- Your Hometown."**

Incorporated April 27, 1961

Est. Population 231,790 as of July 2022

Prepared by: Office of Management and Budget

NOTE: The estimated population is based on U.S. Census Data

Appointed Officials

Jesus Merejo
City Manager

James Stokes
City Attorney

Administration

David Graham	Assistant City Manager
Kristina Ciuperger	Deputy City Manager
Teresa Lamar-Sarno	Deputy City Manager
Kate Parmelee	Director of Strategic Initiatives & Innovation
Natalie Cabrera	Human Resources Director
Carmen Capezzuto	Neighborhood Services Director
Sherman Conrad	Parks & Recreation Director
Jennifer Davis	Community Redevelopment Agency Director
Richard R. Del Toro, Jr.	Acting Chief of Police
Joel A. Dramis	Building Official
Mariana Feldpausch	Solid Waste Director
Roger Jacob	Facilities Maintenance Director
William Jones	Chief Information Officer
Renee Major	Risk Management Director
Linda McCarthy	MIDFLORIDA Credit Union Event Center Director
Kevin Matyjaszek	Utility Systems Director
Stephen Okiye	Finance Director/City Treasurer
Sarah Prohaska	Communications Director
Mary Savage-Dunham	Planning and Zoning Director
Heath Stocton	Public Works Director
Caroline Sturgis	Office of Management and Budget Director
Sally Walsh	City Clerk
William Weinshank	Emergency Operations Administrator
Elijah Wooten	Economic Development Administrator

Compiled by the Office of Management & Budget

Budget Staff

Caroline Sturgis Director
Ivy Ladyko Budget Manager
Christine Brown Senior Management and Budget Analyst
Christopher Sala Budget Management Analyst II

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Office of the City Manager

Jesus Merejo

June 30, 2023

Honorable Mayor, Members of City Council and PSL Residents:

It is my privilege to present the Fiscal Year (FY) 2023-24 City Manager's proposed budget, in accordance with the City Charter. This budget represents months of work by a dedicated leadership team and staff in alignment with the City's Strategic Plan. In my first year of providing a proposed budget, I am pleased with the smooth transition and collaborative process that utilized resources effectively, within fiscal constraints, while working to achieve the goals set by the City Council.

Addressing the impacts of growth while improving service delivery. That is the theme of this proposed budget, and it directly aligns with the residential and business growth the City of Port St. Lucie is continuing to experience. As you are aware, Port St. Lucie has experienced an influx of over 25,000 new residents in the last two years alone. We worked to ensure this proposed budget provides the increased public services needed to meet the growing needs of our city, while also focusing on improving our efficiency through innovation. As the seventh largest city in Florida and third largest in South Florida, the increasing economic trend of the City requires staff to be agile and focused on responsive service delivery. Our goal is to remain centered in providing exceptional customer service and supporting the City Council in making financially sound decisions for a resilient City.

The Fiscal 2023-24 Proposed Budget is responsive to the continued growth of our City. For 2023, the St. Lucie County Property Appraiser estimated a 17% increase in property taxable value from the 2022 final taxable value. The upcoming fiscal year's proposed budget recommends a total spending level of \$705 million for all funds that includes historic investment in additional capital projects, infrastructure, technology, innovation, and staffing. Overall, this budget continues Port St. Lucie's fiscally sound and conservative approach to managing taxpayer dollars as the City exceeds a population of 231,790 residents. Because of the growth in population, the proposed budget includes 82.74 new positions to meet growing service demands. Most of the new positions are added to departments that support public safety, parks and recreation, vibrant neighborhoods, high-quality infrastructure and facilities.



Three years following the COVID-19 pandemic, the City, like the nation, is still experiencing high inflation and elevated prices for everyday consumer goods. Construction prices for supplies and materials continue to remain high, pushing the cost of capital projects between 40% to 60% above budgets. We are also experiencing shortages with suppliers' availability for construction projects, engineering, and consulting services. The cost of delivering City services has increased by 9.4% overall for the basics such as supplies and materials. Although the future of the economy is uncertain, the demand for building permits, continued construction of new homes and businesses, and increased vehicle traffic on our roadways are all signs of a robust economy for the City. We will continue to remain vigilant, monitoring and reacting to changes in trends and facts as they occur.

The priorities in developing this proposed budget include:

- Invest in critical infrastructure to meet the needs important to our residents – investing in our infrastructure including traffic management, parks, and new facilities.
- Enhance current levels of service – specifically increasing the number of sworn police officers, Parks and Recreation, and Utility Systems personnel to address the rapid growth in the western area of our City, including Tradition.
- Restructure code enforcement and solid waste management operations to address the increasing demands for services relating to housing code violations, garbage and waste collections resulting from a new service contract.
- Invest in internal controls and security measures to protect the financial and operational resiliencies of the City.
- Reduce the millage rate by a total of 0.1000 mills. This is the eighth consecutive year the millage rate has been reduced.
- Continue paying down the City's long-term debt obligation.
- Maintain the City's infrastructure, equipment, facilities, services, and programs - improving areas of critical concern.

Budget Process

Collectively, the annual budget process and document are the most important responsibility of the City Council. This document defines four key roles explaining the work of the City Council to the City's residents, the business community, and those considering living or investing in the City.

1. The budget serves as a Policy Document providing information with respect to the policies, goals, and objectives for the coming year; further, it provides an explanation of the budget process to reach the goal and statutory obligation of a balanced budget.

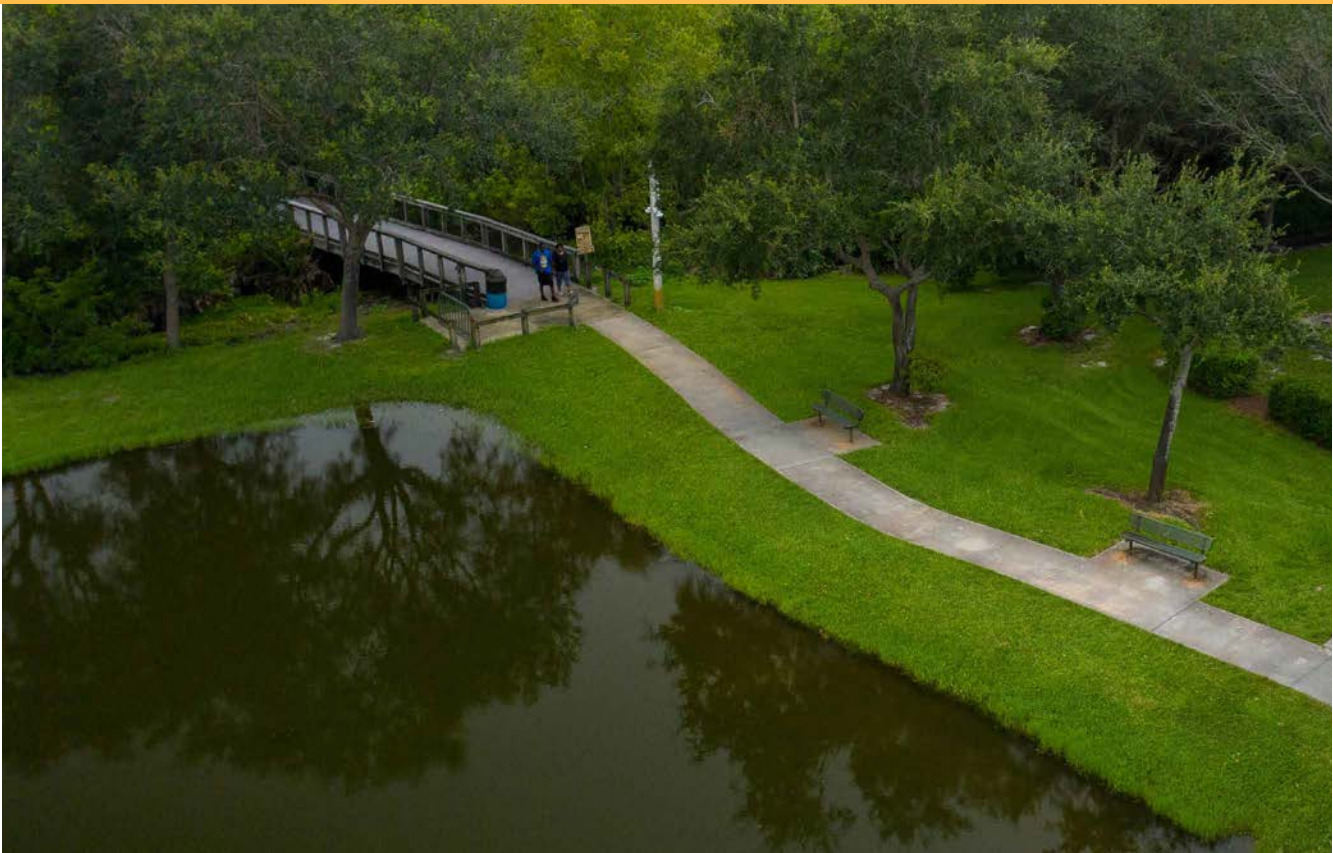
2. The budget serves as the Financial Plan that explains the fiscal structure and operation of the City's major revenue sources and expenditures approved for the proposed year. This information provides projections for current year financial activity, as well as comparison to historical and past programs.

3. The budget serves as an Operations Guide demonstrating the relationship between the Organization's departmental programs, structure, staffing, and the goals and objectives that have been defined in the Strategic Plan and other guiding documents.

4. Most importantly, this budget document is utilized to comprehensively communicate and provide transparency to the public on how the City of Port St. Lucie – as a government – operates within prescribed guidelines, as well as recommended and accepted practices to achieve its goals.

Key Points Influencing the FY 2023-24 Budget Preparation:

- Addressing the City Council's seven Strategic Plan goals and funding of the City Council top priorities.
- Maintaining our distinction as the safest large city in Florida.
- Providing a nominal salary adjustment to retain valued staff and attract the most highly skilled employees to Port St. Lucie, furthering our strategic goal of a high performing government organization.
- Providing quality facilities that serve residents and visitors to the City and promote the quality and appearance of City facilities.
- Providing recreational activities that are unique, fun, and available to all residents and ensuring that the equipment is safe, clean, and well maintained.
- Expanding technology to prepare our workforce to meet the needs of the future with the latest resources.
- Continue investing in our infrastructure with an increased budget for needed capital projects due to the passage of the Half-Cent Sales Tax referendum of 2018 and the Mobility Fees adopted in 2022.
- Enhancing and maintaining our current high-quality service levels.



The proposed budget totals \$705 million, including \$570.6 million for operating expenses and \$134.4 million for capital investments, which includes reserves. The total FY 2023-24 proposed budget represents a decrease of \$26.1 million, or -3.6%, compared to the FY 2022-23 adopted budget. Because of the strength of our local economy, the proposed budget for FY 2023-24 makes significant community investments while maintaining reserves for governmental revenues. Some of the capital projects included in the proposed budget are: traffic improvement projects aimed at reducing traffic congestion including a study and design for the widening of St. Lucie West Boulevard; road improvements on Port St. Lucie Boulevard South (Becker to Paar); Floresta Phases 2 and 3; Phase 1 construction for Torino Regional Park; O.L. Peacock Sr. Park – Phase 1 Construction; development of City-owned land in Southern Grove with the extension of Tom Mackie Blvd Phase 2; fiber infrastructure network improvements on U.S.1; improvements at D-11 Canal and Watershed A & B; and other water treatment projects.

Included in the increase for FY 2023-24 are the growing taxable values and the addition of 82.74 new positions across all funds to continue providing exceptional customer service to our growing population base. Most of these new employees will be added to departments directly affected by growth including Police, Parks and Recreation, Utility Systems, Building, Public Works, Neighborhood Services, and the administrative departments that provide support services. Additional drivers for the proposed budget include increased project costs for capital projects, operating expenses for salaries, insurance, and inflation for goods and services.

The General Fund budget totals \$172.7 million, an 8.5% increase from the FY 2022-23 adopted budget. The proposed budget includes a total of 82.74 new positions, of which 62.74 are new staff members to the General Fund. This includes 26 new sworn police officers to address the rapid growth in the community as well as completing the fifth and final phase of District 5 implementation. The proposed budget also includes 11.18 new Parks and Recreation positions to support the opening of Tradition Regional Park. Additional one-time investments include \$177,500 for information technology network security measures and \$292,000 for upgrades to the MIDFLORIDA Event Center.

The proposed budget includes four new positions in Neighborhood Services, two (2) that are supported by the General Fund (2) and two (2) supported by the Community Development Block Grant. These positions will address code compliance matters on commercial and residential properties throughout the City. The Building Fund includes two new positions due to the continually increasing workload. This budget also includes 15 new employees for the Utility Systems Fund to keep up with system growth and one (1) new position in Public Works to support the coordination of capital projects. The rise in construction and population growth within the City has directly led to the creation of these positions, as there is an increasing demand for City services and a corresponding need for additional staff members to address this growth.

The proposed budget recommends a reduction of 0.1000 mills in the City's overall millage rate compared to last year. FY 2023-24 proposed total millage rate of 5.2000 is less than the City's rate in FY 2010-11. This is a continuation of the City Council's Strategic Plan, Goal 7; High Performing Government Organization – Reduce Millage. If adopted, this would be the eighth (8th) year in a row that the City Council has reduced the City's total millage rate. Using current estimates of the calculated Ad Valorem (June 1, 2023) for the FY 2023-24 property values of nearly \$19 billion and the accumulation of the total reduction of millage over this time of 1.4289 mills, which equates to a \$25.9 million reduction in the tax burden for our residents compared to a millage rate of 6.6289 (as if unchanged) in FY 2015-16.

City Council's Vision and City Highlights

The City Council has established a vision for the City as a Safe, Beautiful and Prosperous City for All People. Port St. Lucie has great neighborhoods; excellent educational opportunities for lifelong learning; a diverse local economy and employment options; convenient transportation; unique natural resources including the St. Lucie River; and leisure opportunities for an active lifestyle. Our team works to help the Council carry out this vision with an organizational vision that Port St. Lucie is recognized nationally as a leader providing superior services through a diverse, empowered, and visionary team. The City and staff continue to be recognized nationally and statewide:

- Port St. Lucie remained one of the safest with the lowest crime rate of cities with a population over 100,000, for the past 13 years, according to released data from the Florida Department of Law Enforcement for 2021.
- Ranked in 2022 as the No. 2 Safest Places to Live in the U.S. by U.S. News & World Report.
- Ranked in 2022 as the No. 7 Fastest Growing Places by U.S. News & World Report.
- Ranked in 2022 as the No. 8 best place to live in Florida by U.S. News & World Report.
- Ranked in 2022 as the No. 78 best Place to Live in America by U.S. News & World Report.
- Ranked in 2022 as the No. 5 City Where Young Residents are Buying Homes by Smart Asset.
- Ranked in 2022 as No. 6 City in Florida with the Most New Businesses by Patch.
- Ranked in 2022 as No. 15 in U.S. Among Best Real Estate Markets by WalletHub.

- Ranked in 2022 as No. 6 Most Affordable Place to Retire in America by Realtor.com.
- Honored in 2022 as one of the “Best Places to Work” in St. Lucie County – this is the fifteenth year the City has earned this prestigious honor.
- Recipient of the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for FY 2022-23. The City has satisfied nationally recognized guidelines and best practices for effective budget presentation for 33 consecutive years.



- The National Civic League named the City of Port St. Lucie as a finalist for the 2023 All-America City Award, recognizing the City’s efforts to engage its residents – especially its youth – in decision making and strategic initiatives. The prestigious All-America City Award honor communities that are working to improve the health and well-being of young people, with particular attention to efforts that engage young people in this work. Although we did not win the top award, for the first time, the City of Port St. Lucie was one of only 20 finalists from around the nation recognized for empowering its young people to engage in their local government.

Three national homebuilders continuing to construct residential homes in Port St. Lucie that are attracting new residents from across the country. The City’s strategic goal of diversifying our economy and increasing the number of jobs in Port St. Lucie is directly linked to the successful buildout of Southern Grove, the City’s nearly 1,200-acre jobs corridor in Tradition. Southern Grove is one of Port St. Lucie’s premier mixed-use developments and it continues to thrive. The City is in a unique position to control its own future and ensure that its long-range vision of creating a jobs corridor and employment generator along Interstate 95 in Southern Grove is quickly becoming a reality. To date, the City’s Governmental Finance Corporation has closed Purchase and Sale Agreements on approximately 505 acres, has executed a Purchase Option Agreement on approximately 142 acres, and is negotiating Purchase and Sale Agreements on more than 60 acres. New activity in Southern Grove in the past year included:

Cleveland Clinic Florida Research and Innovation Center

The former Oregon Health and Science University's Vaccine and Gene Therapy Institute (VGTI) became Cleveland Clinic's Florida Research and Innovation Center (FRIC) and is under a lease agreement between Cleveland Clinic Florida and the City. FRIC is managed by Cleveland Clinic's Lerner Institute and is a translational vaccine and immunotherapy institute with a focal point for development of therapies across the areas of cancer, neuroscience, infectious disease, and allergies. The aim for FRIC is to connect with local clinical and science research groups, and to seed new opportunities to enable teams of clinical scientists, physicians, and basic science teams to develop strategies to improve patient care nationwide. In addition to the lease, Cleveland Clinic purchased the adjacent 44.2 acres of property in late 2022 to accommodate an expanded medical campus of up to an additional 500,000 sq ft of office/medical and support buildings.

Sansone Group

Sansone Group was awarded an exclusive leasing assignment for an industrial and distribution park in the southern end of the Southern Grove Job's Corridor. Sansone Group is constructing Legacy Park at Tradition, a 5 million square foot Class A single and multi-tenant warehouse distribution development. To date, Sansone Group has:

- 1) On 22.5 acres, completed construction of a 245,000 square foot distribution facility for FedEx, who has committed to over 40 full-time and 400 part-time jobs.
- 2) On 52 acres, completed construction of a 220,000 square foot distribution facility for Amazon, who has committed to over 800 full and part-time jobs.
- 3) Closed on 12 acres and completed construction of a 168,000 square foot facility for lease to multiple tenants.
- 4) Closed on 30 acres and commenced construction of a 520,000 square foot facility for lease to multiple tenants.
- 5) Closed on 15 acres and commenced construction of a 168,000 square foot facility for lease to multiple tenants.
- 6) Closed on 61 acres and completed site planning of a 1.1 million square foot distribution facility.

Additional closings and development by Sansone are anticipated later this year on an additional 80 acres committed for over 1.5 million square feet of space for tenants, which has yet to be publicly announced.

Cheney Brothers, Inc.

Cheney Brothers purchased approximately 54 acres for the development of a 365,000 square foot food service distribution facility within the Legacy Park area. This project is expected to bring 275 new full-time jobs with an average salary of \$63,000. Construction began in mid-2022 and is anticipated to be complete in late 2023.

Accel Florida

Accel Florida is a subsidiary of Accel International, a manufacturer and supplier of coated wire for the aerospace industry. Accel Florida purchased 40 acres and commenced development of an initial 150,000 square feet of manufacturing space with the potential for an additional expansion of 400,000 square feet. The initial facility is expected to bring 125 new full-time jobs with average wages above the County average wage.

Tradition Business Park

Tradition Business Park closed on its purchase of approximately 3 acres for development of up to 55,000 square foot flex/warehouse space for multiple tenants in proximity to Accel Florida. Construction is expected to begin in late 2023.

Tradition Commerce Center

Traditions Commerce Park purchased approximately 40 acres for development of up to 655,000 square feet of distribution warehouse space for multiple tenants in proximity to Accel Florida. Sitework began in late 2022.

Warehomes Precision

Warehomes Precision purchased approximately 25 acres of land for development of up to 414,000 square foot of distribution warehouse space for multiple tenants in proximity to Accel Florida. The Warehomes team recently received site plan approval for Dragonfly Industrial Park, and construction is expected to begin later in 2023.

City Center

In 2023, the City welcomed economic development projects on the US Highway One corridor and in the Midway Business Center.

Total Truck Parts

Total Truck Parts is the largest independently owned commercial truck parts and repair business in the Southeast US. The company will build a 47,000 square foot facility in the Midway Business Park, including 5,000 square feet of showroom, an extensive area for hydraulic and drive line repair, sixteen heavy truck and trailer repair bays and extensive warehouse space for parts. The company began construction of their new facility and anticipates being operational in late 2023.

Galleria Farms

Galleria Farms imports and distributes premium fresh-cut flowers and perishables grown on their farms in Columbia, Ecuador, and South America, nation-wide. The company purchased a 4-acre city owned parcel in the Midway Business Center and will build a 70,000 square foot distribution facility. The company will create 210 jobs over a three-year period, paying an average wage of \$45,000 per year.

LactaLogic

LactaLogic will build a 60,000 square foot manufacturing facility on US-1. The company combines the latest in milk processing technology with holistic donor care to increase access to life-saving benefits of breast milk. The company will invest \$24 million in commercial renovations, \$33 million in equipment and create 60 jobs paying an average wage of \$49,000 per year.

In addition to economic indicators and national and statewide rankings, the City once again held its award-winning Citizen Summit and contracted with the National Research Center at Polco to conduct the National Community Survey™ (NCS™) to measure progress and guide annual updates of the Strategic Plan. The City's efforts have been awarded the Voice of the People Award from the National Research Center and the International City/County Management Association for Transformation in Foundation in 2019 and Community Engagement in 2020. This honor is given only to top performing jurisdictions that best listen and act for the benefit of their communities. This scientifically valid survey of City residents provided several data points utilized for strategic planning and performance measurement throughout the organization. Community members positively evaluated the aspects of the quality of life in Port St. Lucie. At least 78% of respondents rated Port St. Lucie as an excellent or good place to live and nearly 70% rated the overall quality of life positively and 77% rated Port St. Lucie as a good place to retire. All of these marks were on par with residents' ratings in 2022. The City as a place to raise children and the overall image or reputation of Port St. Lucie also performed well, with nearly three-quarters of survey participants responding with high marks. Finally, 77% of community members indicated they were either very likely or somewhat likely to recommend living in Port St. Lucie to someone who asks or remains in the city for the next five years. The impacts of growth and significant impacts due to the transition to a new solid waste hauler were reflected in the survey this year and residents continue to prioritize mobility, particularly related to traffic concerns, as a needed area to address, which has been reflected in this budget.

City Council's Strategic Goals

This budget is built on the Council's Strategic Goals. Efforts included in this budget continue the work of meeting your proposed strategic priorities and are detailed in this section under the appropriate goal.

The City Council identified its top priorities for the FY 2023-24 Strategic Plan, which was adopted at the April 10th Special City Council meeting. These priority strategic initiatives and projects outlined by goal include:

Goal 1: Safe, Clean & Beautiful

1. **Improve Safety:** Priority projects include:

- **District 5 Implementation:** Continue adding police officers to staff a new Police District 5 for the western section of the City. The proposed budget supports this goal by adding eighteen (18) new sworn officers. This brings the total number of sworn officers for the department to 316.
- **Traffic, Bicycle and Pedestrian Safety and Education:** The Police Department continues to prioritize traffic safety in its operations. The proposed budget allocates \$600,000 to support traffic calming initiatives.
- **Police Facility:** The proposed budget includes funds for upgrading and maintaining Police Headquarters, Evidence Building and Animal Control Annex. Planning and design of an estimated 30,800 square foot training facility including an indoor shooting range is underway and necessary to keep pace with the City's growth and commitment to safety.

2. **Beautify Landscaping of Roadways, Public Parks and Gateways:** Priority projects include:

- **Keep Port St. Lucie Beautiful Beautification Plan for citywide beautification projects** – annual projects citywide funded through NICE and other existing funding sources.

Goal 2: Vibrant Neighborhoods

1. **Neighborhood Improvement and Community Engagement (N.I.C.E.):** Priority projects include:

- **Community Engagement and Improvement Projects:** Funding will continue to be allocated from the N.I.C.E. program budget to support community engagement and neighborhood improvement projects such as decorative stop signs.
- **Neighborhood Gathering Spaces:** Funding for Duck Court, Phase 2 begins the implementation of small neighborhood common gathering areas. \$220K is proposed in FY 23/24 and will fund on-street parking and pedestrian amenities including elements from the “NICE to Meet You” and High-Performance Public Spaces initiatives.

Goal 3: Smart & Connected City

1. **Advance Education & Engagement:** Priority projects include:

- **Education Partnerships:** The proposed budget includes funding for 8 new school crossing guards to meet increasing demands. The City will maintain current funding levels for staffing School Resource Officers for the Charter Schools and serves public high schools with School Resource Officers. Support continues from staff resources and Community Development Block Grant (CDBG) for the Boys & Girls Clubs of St. Lucie County Mobile Club, Civic Scholars Intern Program, Government Week, and staff support for the Port St. Lucie Youth Council.

2. **Advance Innovation:** Priority projects include:

- **Smart & Sustainable City Program:** Funding in the amount of \$1.2 million is in the proposed capital budget to install fiber network on U.S. 1 and enhance the resiliency of the City’s system, which includes improving traffic signals and support the development of smart city investments that will ultimately support improved traffic flow. There is an additional \$100,000 proposed for LED lighting upgrades to increase energy efficiency and HVAC upgrades at City buildings. Funding for a Resilient PSL Plan has also been included in the proposed budget via a \$500,000 grant for a Vulnerability Assessment from the Florida Department of Environmental Protection Resilient Florida Program.
- **Improve Performance through Innovation:** Staff resources are dedicated to the updated Innovate PSL Academy and to implementing the Innovate PSL Work Plan. A new position for an Information Technology Business Intelligence Analyst is included in the proposed budget. The position will support City departments in analyzing data from various sources, creating dashboards to manage performance, and generating custom reports as needed for performance improvements in support of the Innovate PSL citywide team. Funding is also available in the FY 23/24 proposed budget for a capital budgeting solution that will automate and streamline the current manual capital planning process. The technology will improve the task of collecting capital budget requests, organizing, and analyzing the requests, creating the budget, and effectively communicating the plan to internal stakeholders and residents. All these efforts support the organization in utilizing data to drive decision-making.

Goal 4: Diverse Economy & Employment Opportunities

1. Facilitate Buildout of Southern Grove: Priority projects include:

- Continued funding of the Jobs Corridor Roadway for Southern Grove infrastructure, including \$13.9 million for Phase 4 of Tom Mackie Boulevard extension and Phase 3 of Anthony F. Sansone Sr. Boulevard.

2. Revitalize City Center: Priority projects include:

- **Develop Master Plan for City Center and Engage Private Redevelopment Partner with City/CRA:** Funding is included in the proposed budget to maintain the City Center property as staff work on the continued development of the City Center Master Plan, including an RFP process in FY 2023-24 to select a private sector partner to implement the master plan.

3. Support Business Resources and Roadmap: Priority projects include:

- **Local Small Business Development Support and Development:** The City has an interlocal agreement with Indian River State College for small business development support. The proposed budget includes funding for a new part-time business consultant to assist start-up businesses due to the increase in businesses requesting assistance, and a small business grant program. Funding is also included for a small business support program through the St. Lucie Chamber of Commerce.
- **Implement Expanded Educational Opportunities for New and Expanding Businesses:** Continued funding to support the Before You Sign the Lease program is included in the proposed budget. The program will offer quarterly workshops and provide an overview of the City's requirements for new and expanding businesses.



Goal 5: High-Quality Infrastructure & Facilities

1. Plan Roadways, Facilities and Fiber Infrastructure for Future Needs: Priority projects include:

- **Port St. Lucie Boulevard South:** Staff continues to work with the Florida Department of Transportation to accelerate and redesign the Port St. Lucie Blvd. South road improvements. Included in this budget are funds necessary for property acquisition to support the project.

2. Advance Mobility: Priority projects include:

- **Implement the Mobility Plan:** Funding for various components of mobility has been included in the proposed budget, including traffic calming improvements throughout the Southeast Benefit District and new sidewalks throughout the Southwest Benefit District annual road resurfacing.
- **Design the St. Lucie West Boulevard Widening:** A Project Development and Environmental (PD&E) study and design for the widening of St. Lucie West Boulevard and Southbend Boulevard, is included in the proposed budget for FY 23/24. This project will improve traffic flow.
- **Intersection Improvements for Major Roads:** Various road intersection improvements are in the proposed budget including Commerce Centre and Glades Cutoff Road; Tradition and Village Parkway; Cameo Boulevard & Port St. Lucie Boulevard; Savona and Paar intersection. An analysis and design of Gatlin and Savona intersection improvements is also included in the budget.

3. Improve Water Quality: Priority projects include:

• Stormwater Management Annual Projects:

- » **D-11 Canal Improvements:** The proposed budget includes \$2.1 million of funding for D-11 Canal improvements.
- » **SE Whitmore Drive Baffle Boxes:** Funding from a State Water Quality Assistance grant will fund the installation of baffle boxes along SE Whitmore Drive, treating a 119-acre area.
- » **Watershed A & B Improvements:** A Resilient Florida grant of \$2 million is supporting Watershed A & B improvements located at multiple control structures throughout the City.

4. Septic to Sewer Management Plan Annual Project: Priority projects include:

- **Village Green Septic to Sewer Conversion:** The proposed budget includes \$150,000 of grant funding to reimburse commercial owners within Hog Pen Hot Spot to convert from current septic systems to the City's sewer wastewater system.

Goal 6: Culture, Nature & Fun Activities

1. The Port and Pioneer Park: Priority projects include:

- **Implement The Port Master Plan:** The Port – Historic Homes, the Historic Peacock Lodge renovation is currently underway. Additional proposed funding of \$650,000 in FY 23/24 will support continued renovations to the Historic Peacock Structures. In addition, \$200,000 is available for the much-anticipated construction of the Boardwalk at the Port connection under Port St. Lucie Boulevard. Funding is also available in the capital budget for upgrading the restrooms at the Botanical Gardens.



2. Implement the Ten-Year Parks & Recreation Master Plan: Priority projects include:

- **Construct O.L. Peacock Sr. Park Amenities:** Funding of \$750,000 has been programmed in the capital budget for construction of amenities to include upland trail loops, landscaping and irrigation, a new entryway into the park, 10 spaces for on-street parking, trash cans, benches, and multipurpose open fields.
- **Design and Construct Torino Regional Park:** The conceptual master plan design is currently being developed for the Torino Regional Park site. Upon City Council approval of the plan, FY23/24 proposed funding of \$20.5M will be utilized to construct Phase I amenities.
- **Design and Construct Tradition Regional Park:** Phase I amenities to be constructed will be four lighted baseball fields, one lighted multipurpose soccer field, three unlit multipurpose practice soccer fields, parking, restrooms, a pad-ready site for an anticipated BMX element and other required infrastructure. Additional funding of \$2.1M is proposed for FY 23/24 to support increased project costs.
- **Implement Bikeways & Trails Priority Corridors:** The proposed budget continues to support the implementation of bikeways and trails priority corridors including the Wilderness Trail connection to the Port District and Volucia Trail connection to Torino Regional Park.
- **McCarty Ranch Camping Enhancements:** Funding has been included in FY23/24 to support a master plan and infrastructure enhancements for camping sites at McCarty Ranch. Upgrades will include water, electricity, fiber, and a new sewer line for RV sites.

3. Advance Culture & The Arts: Priority projects include:

- **Implement the Public Art Master Plan:** The Public Art Fund and cultural grants included in the budget will continue to support implementation of the Public Art Master Plan.
- **Expand Cultural Offerings/Events:** Funding to expand events has been maintained in the Parks & Recreation and Event Center Budgets.

Goal 7: High-Performing City Government Organization

1. Cultivate a High Performing Organization: Priority projects include:

- **Organizational Development:** The proposed budget includes support for continued succession planning with departments and talent management to meet the goals of the organization. The proposed budget includes funding for a new Empathy program that provides comprehensive support to employees navigating grief while balancing life demands.

2. Millage Rate Reduction: Priority projects include:

- **Continued Millage Rate Reduction:** The proposed budget for FY23/24 includes a millage reduction of 0.1000. If adopted the current millage of 5.3000 would decrease to 5.2000 and save residents an additional \$0.10 for every \$1,000 of taxable property value. Eight years of continued millage reduction will generate savings of \$1.43 for every \$1,000 of taxable property.

3. Local Tax Education Program: Priority Projects include:

- **Enhance and Continue Local Tax Education:** The City's team continues to expand the tax education program that explains the City's portion of the total tax bill and the Council's efforts to reduce the millage rate. The FY 23/24 proposed budget includes funding for public engagement tools that support the City's efforts to educate and engage residents on local taxes and the City's budget.

4. Intergovernmental Priorities Advancement: Priority Projects include:

- **Expand Federal Legislative Program and Review Analysis:** The proposed budget for FY23/24 includes funding for a federal lobbyist who will advocate for federal funding that advances City priorities.

5. City Hall Lobby and Campus Redesign, Priority Projects include:

- **Complete Phase 1 Enhancements:** The capital proposed budget includes \$2.6 million for the design of the City Hall building and parking lot complex. As the City's population grows, the demand for City services also increases. The upgraded City Hall complex will provide additional offices and parking spaces for employees and resident visitors seeking services at the City Hall complex.

General Fund

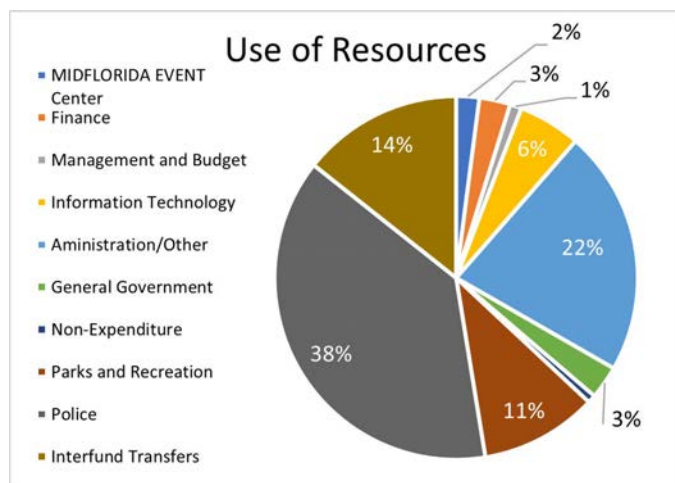
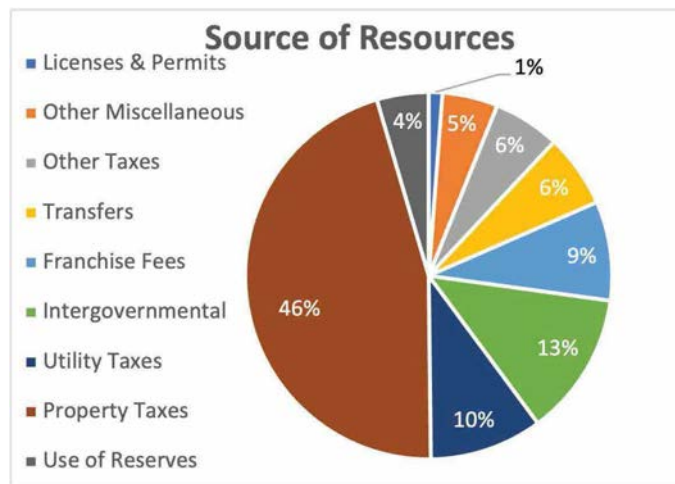
General Fund revenues from the top five sources (i.e. property tax, sales tax, franchise fees, utility taxes, and communication service tax) combined are projected to increase over the prior year. The General Fund proposed budget is approximately \$172.7 million for FY 2023-24, which represents an increase of \$13.5 million, or 8.5% over the FY 2022-23 budget. The change is due to several factors including increased costs for: salaries and benefits, insurance (workers' compensation, property, auto and liability), energy, fuel, materials and capital projects, vehicle maintenance and repair due to vehicle purchase delays.

The proposed budget includes a 5% cost of living adjustment for employees. Salaries are increasing by approximately \$11.5 million in FY 2023-24 which includes a nominal wage increase and accounts for the new recommended positions, which are discussed in detail later in this transmittal letter. Additional salary adjustments resulting from market salary analyses completed in FY 2022-23 to recruit and retain talented employees are also reflected in the proposed budget.

The proposed budget is recommending nearly \$3.3 million for new vehicles, equipment, and computer hardware. Costs for personnel are recommended to increase in FY 2023-24 and will continue to increase as we fulfill the City Council's goal of a five-year staffing program for Police District 5 for the Tradition area. Due to the explosive growth in the City, new positions are added in various departments and described later in this transmittal. The proposed budget makes considerable investments in new technology and innovation, including a one-time enhancement funding for the purchase of a GPS field painter for McChesney Park. The painter will improve the quality of the ballfield and increase staff efficiency. Another innovation funded in the proposed budget is for QLess – Line Buster, this new technology is a virtual customer queue solution. The Finance Department will use the new system to replace physical lines and waiting rooms with virtual mobile lines for customers seeking the services of building, business tax, utilities, and neighborhood services.

The St. Lucie County Property Appraiser released the total taxable value for the City of Port St. Lucie in 2023 and it is over \$19 billion – an increase of 17% from the 2022 final taxable value. This new high point in taxable value in 2023 includes approximately \$1.3 billion of new construction, added to the taxable value, that took place over the past 16 years. New construction and reasonable mortgage rates continue to have a positive impact on the taxable values again this year. With current inflation and the federal government increasing interest rates, we anticipate the economy correcting itself with a cooldown sometime in the near future.

We are recommending reducing the current operating millage by 0.02500 mills in FY 2023-24 General Fund and 0.07500 mills in the Crosstown Debt Service Fund for a total of 0.1000 mills. This continues with the City Council's direction and would be the eighth (8th) year in a row that the City Council has reduced the City's Millage, if adopted. At 5.2000 mills, the proposed millage rate for FY 2023-24 will be less than FY 2010-11 (5.4723) total millage rate.



Enterprise Funds

Continued growth in the City, coupled with increasing costs for municipal services, including water & sewer utilities and stormwater services, necessitates rate increases to maintain financial stability and address the operating and capital needs of our municipal utility services. The proposed budget includes a 1.5% rate increase for both water and sewer rates, which will likely continue in the future. Note that these annual increases are not keeping pace with the increase in the Consumer Price Index (CPI) annual inflation in the market.

The wastewater collection system in much of the City is a low-pressure system, which requires significant repair and replacement of grinder pumps and components. Maintenance costs are much greater than the gravity systems found in the Club Med and the Tradition area. The Utility Systems Department (USD) continually works to identify newer technology, upgrades and improvements that can be made to the wastewater collection system that would result in lower long-term maintenance costs. The USD is also currently working with a utility rate consultant Raftelis Financial Consultants, Inc. (Raftelis), to identify various operating costs to help determine whether the fees for these services cover the actual cost. The proposed budget includes 15 new positions based on projected system growth; this addition aligns with an independent analysis conducted by Raftelis.

The Water & Sewer Fund includes nearly \$75 million in capital projects scheduled over the five-year planning horizon, FY 2023-24 through FY 2027-28. This includes continued work on water quality restoration projects, and an aggressive water and sewer line relocation program for road upgrades. The Fund will support the design of two water treatment Four Million Gallon Ground Storage Tanks to be constructed at the Westport Wastewater Treatment Facility costing \$12 million; water and wastewater improvements on Becker Road (Phases 1-7) for \$4.8 million; and upgrades to the Glades Cutoff Road parallel water main for \$2 million. In the 5-year planning horizon, the Water & Sewer Fund supports street upgrades for Floresta Drive from Crosstown Blvd. to Prima Vista through the relocation of the water and wastewater lines costing \$3 million, and a Water Quality Restoration Project at Area 7 which is planned as a 234-acre storage impoundment at McCarty Ranch Preserve for a projected \$5.2 million.

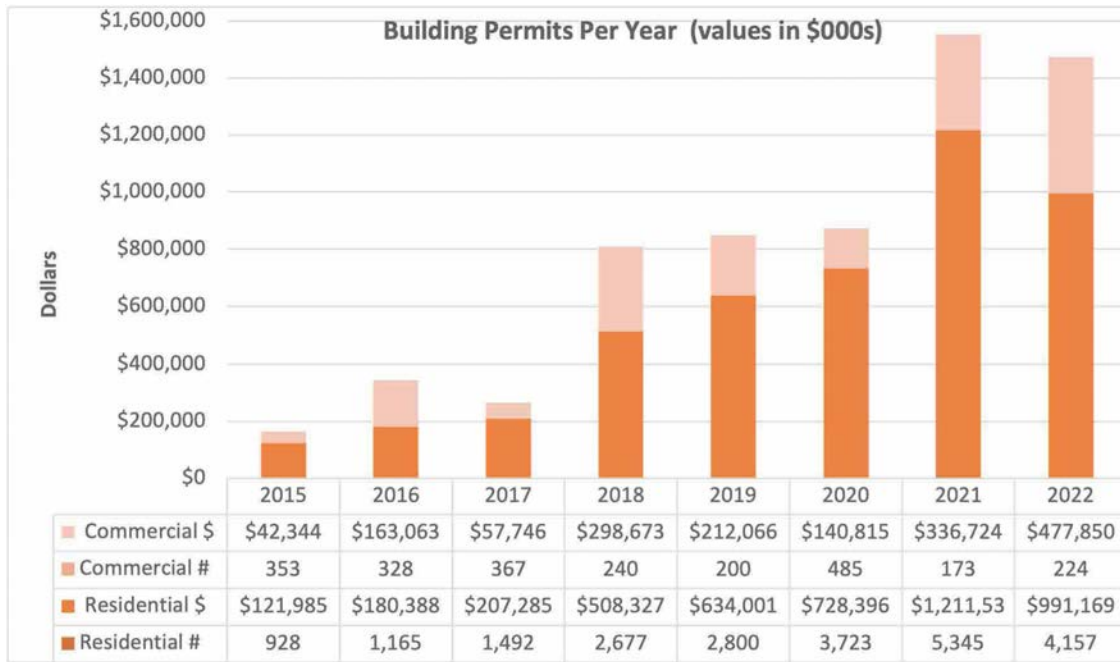


The Stormwater Fund's long-range forecast indicates that changes are required to their fees and charges in order to maintain service demands. The Public Works Department, in consultation with Stantec Consulting Services Inc. completed their review of the City's stormwater fees and charges in August 2021. The proposed budget includes a \$10.00 stormwater fee increase, but this does not keep up with the increased demand for stormwater services. The Stormwater Fund continues to focus on deferred maintenance for water control structure improvements and stormwater improvement projects. In FY 2023-24, the Fund will support the D-11 Canal improvements of \$2.64 million that is supported by the federal American Rescue Plan Act grant; Watershed A & B improvements that are supported by a \$2 million Resilient Florida grant; and the installation of two baffle boxes along SE Whitmore Drive. The proposed budget includes \$976,691 for FY 2023-24 and \$941,309 for FY 2024-25 in grant match funding from the General Fund to leverage state and federal funding to advance stormwater quality improvement projects. The City anticipates another \$50K in grant match funding from the General Fund to support the Vulnerability Study Grant in FY 2024-25.

The Solid Waste Fund recommendation is \$37.2 million, an increase of \$1.3 million over the FY 2022-23 adopted budget. Last year, the City negotiated a new franchise agreement for a waste hauler. The new solid waste collection contract is based on the recommendations of an advisory group of City residents (the City's Solid Waste Task Force), which moved the City to automated garbage collection and streamlined the collection services. The proposed assessment rate per household for FY 2023-24 is \$432.67, which is an increase of \$36.06 above the prior FY 2022-23 rate of \$416.21. There are two reasons for this increase: First, the proposed budget and assessment rate comply with the contract provisions of a 4% annual consumer price index adjustment for inflation. This is standard for solid waste contracts across the country. This helps the contractor cover increasing costs to purchase and maintain vehicles, containers, fuel, disposal costs, and personnel services. The second reason for the increase is that in 2022 the City provided a one-time credit of \$36.76 due to Waste Pro's extremely poor service. This credit will not be applied this year.

In FY 2022-23, a new Office of Solid Waste was created by restructuring the budget for the Neighborhood Services Department. The new office oversees the management of the new solid waste franchise agreement, the management, and operations of the Cameo Convenience Drop Off site, customer service, education programs for solid waste and recycling, and in partnership with code compliance, the enforcement of the City's solid waste ordinance. The proposed budget includes \$800,000 for site improvements at the Cameo Convenience Dropoff Center that will support the installation of a concrete pavement debris staging area.

Building Fund



The Building Fund remains very active as commercial and residential construction continues. The graph below demonstrates the increase in service demands for the department. This activity acts as a barometer for increased ad valorem values when new construction is completed, as well as increasing demands for all services now and continuing into the near future. The Building Fund is on track to issue slightly less permits than the number issued during the current year (FY 2022-23).

To enhance the Building Department’s customer service, we are recommending the addition of two new employees to meet the increasing demands for public services based on current trends.

Road & Bridge Fund

The long-range model indicates that this fund will continue to spend down excess reserves in future years. Currently, the unreserved excess reserve is larger than the policy target of 17%. Gas tax revenues are projecting slight increases related to future growth and more residents using our roadways. However, the increased operating and capital project costs are driving deficit-spending in the fund. The proposed budget includes a one-time transfer of \$123K from the Road and Bridge Fund reserves to support FY24 operations. One (1) new position is included in the proposed budget.

Reserve Targets

The proposed budget for FY 2023-24 is balanced and reflects our continued fiscal discipline. The City Council has set reserve requirements for our operating funds: 20% of operating expenditures reserved in the General Fund; 17% of operating expenditures reserved in the enterprise funds; and 50% of operating expenditures reserve in the Building Fund. We are pleased to report that the proposed budget maintains the required emergency reserves. These healthy reserves put the City in a strong financial position to endure most emergency events and helped increase the City’s bond ratings during FY 2022-23. In May 2023, Standard & Poor’s upgraded the City’s general obligation and non-ad valorem bonds outstanding credit rating to ‘AA’ from ‘AA-’. This rating demonstrates the City’s financial strength and long-term stability and is attributable to several factors including significant economic growth since 2018, increases in reserves, and material improvement in the City’s debt metrics. In addition, Moody’s Investor Services assigned a positive outlook to the City, which is an improvement from stable. The positive outlook reflects the recent trend of improved finances coupled with a strong tax base and economic growth that is expected to continue strengthening.

Capital Improvement Program (CIP)

The five-year CIP was developed based on the City Council's strategic plan and discussed at the April 17, 2023, City Council Meeting. We are prudently planning projects that advance the identified goals. The City Council tentatively approved the FY 2023-24 capital budget.

Projects planned over the five-year period are projected to cost \$328.9 million and include:

- The multi-phases of The Port project, including boardwalk construction under Port St. Lucie Boulevard, development of other tracts, and refurbishing of historic homes - \$1.5 million.
- Sports Lightning at McChesney - \$1.2 million.
- New sidewalk projects budgeted in the Road and Bridge Capital Projects Fund - \$5 million with an additional \$5.4 million in the Half-Cent Sales Tax CIP Fund.
- Street resurfacing - \$20.9 million in the Road & Bridge Fund, and road repaving of 19.7 million in the Half-Cent Sales Tax Fund.
- Floresta Improvements - \$28 million.
- California Widening - \$15.1 million.
- Port St. Lucie Blvd South Improvements Segments 1 and 2.2 - \$24.9 million.
- Saint Lucie West Blvd Widening Improvements - \$3.5 million.
- Police Buildings renovations - \$4.8 million.
- Fiber Optic Infrastructure improvements - \$1.2 million.
- Phase 4 Tom Mackie Blvd Extension - \$13.9 million.
- Phase 4 Anthony F. Sansone Sr. Blvd Extension - \$6.2 million.
- Citywide Trails at Wilderness, Volucia, and Peacock - \$1.9 million.
- Inclusive Playgrounds at Oak Hammock, Turtle Run, and River Place parks - \$1.6 million.
- Torino Regional Park Phase 1 Construction - \$22.7 million.
- O.L. Peacock Sr. Park Phase 1 Construction - \$3.6 million.
- Stormwater Quality Projects - \$19.3 million.
- Rangeline Road Reverse Osmosis Water Plan - \$11.4 million.
- Becker Road Water and Wastewater Improvements - \$6.7 million.
- 4 Million Gallon Upset Tanks for water treatment upgrades - \$12 million.
- McCarty Ranch Water Quality Restoration Area 7A-234 - \$5.2 million.
- City Hall Complex Parking Enhancement - \$13.5 million.
- City Hall Expansion - \$1.1 million.

The One-Half Cent Sales Tax referendum passed in November 2018. The CIP includes planned projects supported by this funding source, some described above. This will increase our CIP program by an additional estimated \$70.5 million over the five-year plan. Visitors to the City will contribute approximately 15% - 20% in revenue to this program.

Personnel Impacts

The proposed FY 2023-24 budget recommends a net change of 82.74 new full-time equivalent (FTE) positions to maintain the increased demand for services resulting from years of extensive growth in the City. All new staffing relates to system expansion, growth, and service enhancements to advance the strategic initiatives of City Council. The proposed budget includes a total of 1,412.08 FTEs, which is 174.59, or 14.1%, more positions than the number in FY 2008-09. During the recession, the City eliminated 265 positions through attrition and reduction in workforce. In FY 2008-09 the population was estimated at 155,000 residents while the current estimated population is over 231,790 residents, a 49.5% increase. The proposed total positions for FY 23-24 equate to 6.09 employees per 1,000 residents. This ratio is below the staffing level in FY 08-09, which had a ratio of 7.45 employees per 1,000 residents. The positions proposed for FY 2023-24 judiciously address the increased demand for City services due to new population growth.

In the General Fund, the proposed budget recommends the following staffing increases for a total of 62.74:

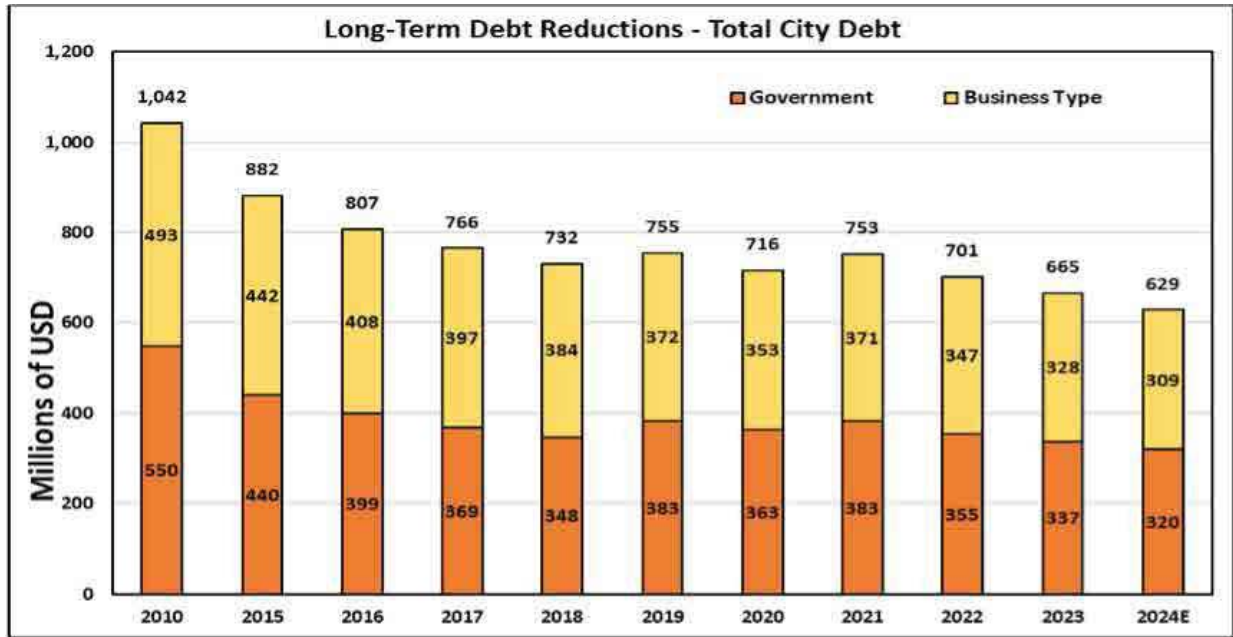
- Thirty (30.84) new employees to the Police Department: twelve (12) Officers and six (6) Sergeants for Neighborhood Patrol fulfilling the City's District 5; two (2) Criminal Investigation Detective and one (1) Criminal Investigation Sergeant; two (2) Traffic Officers; two (2) Special Investigations Detectives; one (1) Training Coordinator; one (1) Police Assistant & Administrative Manager; one (1) Police Administrative Assistant; one (1) Asset & Inventory Specialist; and One (1.84) School Crossing Guards. This brings the sworn officers total to 316.
- Thirteen (13.18) new employees to the Parks and Recreation Department: two (2) Park Leaders, five (5) Parks Maintenance Workers I, two (2.175) Part-time Maintenance Workers I, one (1) Turf/Landscape Specialist and one (1) Turf/Landscape Supervisor for Tradition Regional Park; one (1) Financial Specialist; and one (1) Parks Coordinator for McChesney Park.
- Five (5) new positions for the Information Technology Department: two (2) Utility Locators to perform locations of the City's fiber systems and appurtenances; one (1) IT Security Technician to maintain the City's video surveillance infrastructure and alarm systems; one (1) Technology Purchasing Agent to assist with the increase workload of IT purchases and departmental support needed for technology purchases; and one (1) Business Intelligence Analyst to support demands with developing dashboards, report generation, data analysis, and data integrations.
- Two (2) positions in the Neighborhood Services Department: one (1) administrative Code Compliance Specialist and one (1) residential Code Compliance Officer. Both positions will proactively respond and monitor code compliance for commercial and residential properties.
- One (1) Planning Technician in the Planning and Zoning Department to support City customers and staff with planning research and permitting matters.
- One (1) Event Specialist to support event coordination and planning at the MIDFLORIDA Event Center.
- One (1) Content Strategist in the Communications Department to help write and explain critical issues to the public, including taxes, growth, and transportation.
- One (1) HR Generalist for Human Resources. The position will provide various administrative, technical, and professional support to the HR department.

- Two (2) positions in the Finance Department: one (1) Accountant to support cash management functions for the office and one (1) Lien Specialist III to support an increased number of requests for business tax and lien services.
- One (1) Procurement Contract Specialist in the Office of Management and Budget to provide departments with assistance in the administration and execution of City procurement contracts.
- One (1) Emergency Management Specialist III position for the Division of Emergency Management that will support grant management, internal and external training, and educational programs, and contribute to maintaining the City's community rating system which directly benefits the residents.
- Three (3) positions for Keep Port St. Lucie Beautiful: one (1) Project Coordinator for the development and coordination of Keep Port St. Lucie Beautiful projects and events, and two (2) Maintenance Workers to support the pressure washing crew that will clean medians, sidewalks, curbs, bridges, and complete other litter control and beautification jobs as needed.
- Part-time (0.73) Administrative Assistant to provide general administrative support for Facilities Maintenance.

All other funds in the proposed budget include the following staffing increases:

- Recommending fifteen (15) new FTE positions in the Utility Systems Department to keep up with the growing demands for services.
- Recommending two (2) new FTE positions in the Building Department to be hired if construction continues to grow.
- Recommending one (1) new FTE position in the Road & Bridge Fund for a Special Project Coordinator.
- Recommending two (2) new Code Compliance Officers to be funded by a Community Development Block Grant. The positions will proactively respond and monitor code compliance for commercial properties.

Long-Term Debt Reductions



As illustrated in the chart, the City’s long-term debt has been reduced as a result of principal payments and refinancing when appropriate. From a high of more than \$1.042 billion debt in FY 2009-10 to a projected \$629 million for FY 2023-24 based upon budgeted principal payments. In FY 2022-23, we plan to pay off the bond debt for SAD St Lucie Land early and save the City \$603,794 in interest payments. By the end of FY 2023-24, our outstanding debt balance will be \$629 million, representing a 413 million, a 40% reduction in debt principal from our high in FY 2009-10.

The City currently has \$7 million in reserves for debt reduction in the General Fund. The FY 2023-24 proposed budget includes \$2 million for debt reduction, which will bring the reserve balance to \$9 million for debt reduction. These funds will defease the debt for CRA Tax Increment Refunding Bonds, Series 2016 in FY 2024-25. This bond debt is for the MIDFLORIDA Event Center. As of 2022, the 2016 Bonds have an outstanding principal balance of \$20.3 million and a final maturity in 2026.

In June 2023, we refunded the 2014 General Obligation Refunding Bonds. The 2014 GO Bonds were outstanding in the par amount of \$48.7 million, maturing in 2023-2035 with tax-exempt interest rates ranging from 3.375% - 5.00%. The 2014 GO Bonds were callable July 1, 2023, at par and were eligible to be refunded 90 days prior to the initial call date. By refunding the 2014 GO Bonds, the City realized \$3.7 million of net present value debt service savings, or approximately \$350,000 annually through 2035.

In addition, during June 2023, the City refunded the 2014 Utility System Refunding Revenue Bonds. The 2014 Utility Bonds were outstanding in the par amount of \$25 million, maturing in 2023-2034 with tax-exempt interest rates of 5.00%. The 2014 Utility Bonds are callable on September 1, 2023, at par and were eligible to be refunded 90 days prior to this initial call date. By refunding the 2014 Utility Bonds, The City realized \$2.8 million of net present value debt service savings.

As mentioned earlier, we are pleased to have received an upgraded Standard & Poor’s credit rating to “AA” from “AA-” for the City’s general obligation and non-ad valorem bonds outstanding. In addition, Moody’s affirmed the Aa3 rating and gave a positive outlook for the City’s general obligation bonds. The positive outlook is a move from stable, which points toward a possible upgrade if the City’s financial profile remains strong. Our prudent financial and debt management practices have attributed to these positive outlooks, which impact favorably on the rate of interest required to borrow money, resulting in cost savings for the City.

Opportunities

Cleveland Clinic occupies the former Florida Center for Biosciences (FCB) building. The lease of the FCB building has relieved the City of \$1.3 million annually in operations, insurance, and special assessment payments. Enhancing this endeavor was the sale of the Torrey Pines building to Florida International University, which opened the Florida International University's Center for Translational Science in April 2022. Researchers and student scientists are positively impacting the economy on the state and local levels. In 2022, Cleveland Clinic purchased 44.2 acres for the expansion of a 500,000 square foot medical office complex. These firms are attracting the high-paying professional jobs envisioned for the City before the Great Recession. Last year, the City paid off the debt for The Torrey Pines Institute building using revenues generated from public building impact fees instead of requiring General Fund support.

The Southern Grove Jobs Corridor continues to be actively marketed. Activity within this corridor have been brisk with over 660 acres either closed (504 acres) or executed Purchase Option Agreements (156 acres), and 45 acres in active negotiations. Additionally, 65 acres have been conveyed for public purposes (schools, parks, fire stations, etc). As properties are sold, the new owners will be responsible for taxes and Special Assessment District payments which will reduce the amount required by the City. We have estimated that the carrying value of the burden has been reduced by approximately \$1.88 million due to property sales with the potential reduction of an additional \$1.73 million from future closings under executed Purchase Sale Agreements and Purchase Option Agreements.

The Saints Golf Course operations underwent a thorough analysis by the Citizens Advisory Committee (CAC) during FY 2021-22, at the direction of City Council. The CAC provided their report of findings to Council at the July 2022 Summer Workshop, which showed that The Saints Golf Course had been experiencing very favorable fiscal operations with positive financial results over the last several years. This was reflected in increased rounds of golf being played, increased revenues, improved management of expenses; all resulting in positive financial gains. Their report also showed that at the recommendation of the National Golf Foundation report received in FY 2021-22, specific enhancements to the drainage system on the golf course would be required. With the approval of Council, the drainage improvement project began in May 2023 with a targeted completion date of December 2023. For FY 2022-23, financial operations for The Saints Golf Course will be significantly impacted because of this project, but for FY 2023-24 and future fiscal years, due to improved drainage conditions and specific course renovations, The Saints Golf Course is forecasting improved and positive financial operations. The proposed budget includes funding of \$300K for additional driving range improvements. This is the only driving range in the City open to the public, which is also a revenue generator to support the enterprise fund.

The Mobility Fee was adopted by the City Council in October 2021 and provides a new revenue stream for assisting the City with addressing traffic challenges. Mobility fees have replaced City road impact fees collected from developers/builders in Port St. Lucie. They benefit our residents because they provide a greater range of options for use of the funding than impact fees, including bike lanes, sidewalks, trails, transit, and roads. We are projecting revenues of \$7.2 million for Fiscal 2023-24 and the proposed capital budget includes significant investments to prioritize traffic improvement projects aimed at reducing traffic congestion. The Mobility Fees will support 28 projects within the five benefit districts; seven of these are new projects in the Capital Improvement Program.

In May 2023, City Council approved the updating of the impact fee schedules for Public Buildings, Law Enforcement, and Parks and Recreation. The new fees are effective July 1, 2023, and will generate estimated new revenues of \$17.8 million in FY 2023-24. The additional revenue will support capital investments needed to respond to the demands of new population including equipment for new officers, expanding public facilities to house more staff and new programs, and expanding parks and recreation programs. The City will bring on four new parks within the next few years: Pioneer Park at The Port, Riverland Paseo Park, Tradition Regional Park, and Torino Regional Park.

Threats

The Municipal Police Officers' Trust Fund's latest actuarial valuation report places the funded level at 86.5% which leaves an unfunded pension liability of \$23.7 million. The Leroy Collins Institute at Florida State University has established a grading system for pension plans which has this fund graded at a B, a funding ratio between 80% and 90%. As the pension funds have significant exposure to the stock market, this remains an area of risk for the City. Currently, the Municipal Police Officers' Trust Fund is reasonably strong. The Other Post Employee Benefits (OPEB) Trust Fund funded liability reduced from 67.1% in 2022 to 54.1% in 2023, which now has an unfunded actuarial accrued liability of \$20.3 million.

Under new management at The Saints Golf Course, the operations and Golf Course Fund are improving after years of struggles to break even, with support from the General Fund. The Fund ended FY 2021-22 with a surplus of \$138K and is projected to end FY 2022-23 with a surplus, including golfing revenues impact due to the drainage improvements project. The Saints Golf Course Fund will continue to require General Fund support to remain a viable enterprise. The operating support recommended for FY 2023-24 is \$199K. We believe that this fund will need continued support for the next few years, but trends show positive signs of the operations becoming fully self-sustaining in the future. Many municipal golf courses are requiring public support to remain operational and are being considered as a public park amenity that adds to the quality of life in communities.

The nation's economy is maintaining solid although predictions of a recession have been churning for over a year now. Inflation continues to remain high after multiple interest rate increases by the Federal Reserve last year. The Reserve is considering raising interest rates again to counter continued inflation. This could ultimately have an impact on the continued health of our economy. The cost of delivering public services is elevated for salaries, benefits, supplies, equipment, and capital projects. Fortunately, the decisions made by this City Council have positioned the City to remain financially sound. We will continue to remain vigilant, monitoring, and reacting to current trends and facts as they occur to enable a plan of response that will minimize impacts on service levels.

The competitive labor market and low unemployment rate is creating labor scarcity and challenges with attracting and retaining employees. To date in 2023, the City is averaging a monthly vacancy rate of 10%. These vacancies coupled with the increasing demands for City services are placing pressure on the existing workforce to perform at a high level with fewer resources. In the spring of 2024, we will begin labor negotiations with our police unions and as we plan for growing the organization with the City's growth, we will do so with the goal of maintaining an organization that is competitive and an ideal place to work.

Conclusions

In summary, the proposed budget for FY 2023-24 makes significant investments in technology and innovation in response to the City's continued growth for now and in the future. This budget provides the resources and tools needed for staff to deliver exceptional public services and planning for a resilient City. Reflecting on the City's strategic goals, budget, and opportunities, we are proud of what the City Council and staff have accomplished. The proposed budget is a conservative, reasonable and responsible spending plan for the FY 2023-24 that will allow our City to continue accomplishing greater outcomes.

We are fortunate to live in and serve a growing and thriving community. I am grateful to the staff for all their hard work and dedication in developing this financial plan for the new fiscal year. I look forward to working with the City Council in advancing the prudent implementation of the FY 2023-24 City of Port St. Lucie Budget on behalf of our residents.

Respectfully submitted,



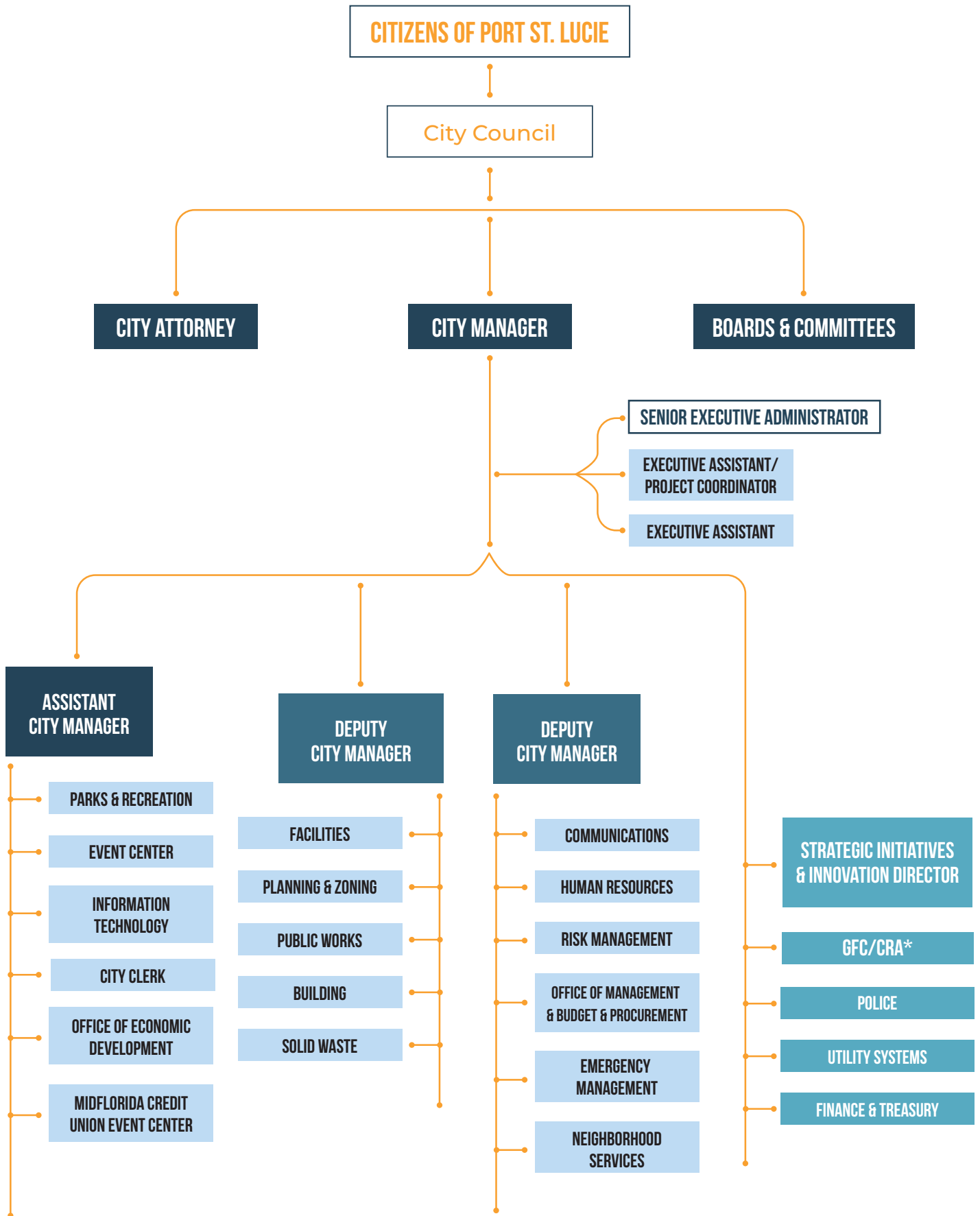
Jesus Merejo, ICMA-CM

City of Port St. Lucie, City Manager

City of Port St. Lucie



“A City for All Ages”



*Community Redevelopment Agency/
Governmental Finance Corporation



The City Manager's PROPOSED BUDGET IN BRIEF

FY 2023/24

121 SW Port St. Lucie Blvd., Port St. Lucie, FL 34984 | www.CityofPSL.com



The Fiscal Year 23/24 Proposed Budget allocates resources to support Port St. Lucie's Strategic Plan goals.

BUDGET

FISCAL YEAR

23/24

GENERAL FUND



-3.6%

DECREASE FROM FY 22/23 DUE TO DEBT REDUCTION



8.5%

\$13.5M INCREASE OVER FY 22/23

TOTAL BUDGET
\$704,972,946

TOTAL BUDGET
\$172,721,385

Crosstown Voter Debt Reduced

The voter-approved debt service millage for Crosstown Parkway is reducing to 0.4943 in FY 23/24 from 0.5693 for FY 22/23.

Operating Millage Reduced

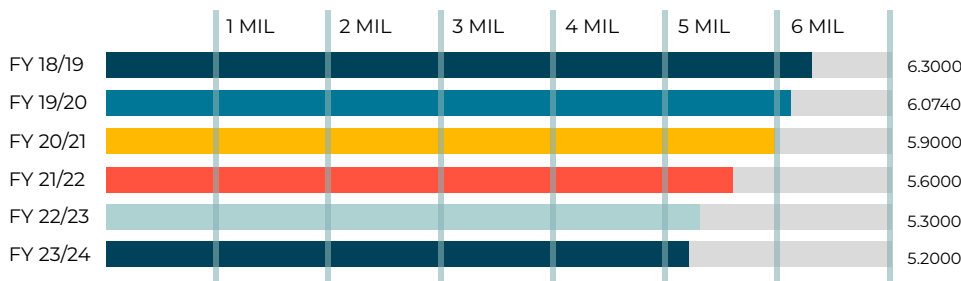
Operating Millage is reducing from 4.7307 to 4.7057.

Tax Base Increase

The tax base increased by 17% over the estimated adjusted value, because of increased growth and property appreciation, from **\$16.4 billion (FY 22/23)** to **\$19 billion (FY 23/24)** as of July 2023 estimate.

MILLAGE RATE

Millage rate is the tax rate per \$1,000 of taxable property value. The City's Operating Millage rate is **4.7057** per thousand for **FY 23/24**. The proposed total millage rate is **5.2000**. This is the eighth year the millage rate is proposed to be reduced.



Assessed impact of millage reduction on City taxes for a median home with a homestead exemption increased by the save our homes limit of 3%

	FY 22/23 Tax Year City Taxes	FY 23/24 Tax Year City Taxes
Assessed Value	\$194,433	\$199,776
Exemption Amount	\$50,000	\$50,000
Taxable Amount	\$143,433	\$149,776
City Total Millage Rate (Per \$1,000 of value)	5.3000	5.2000
Total City Taxes per Year	\$765.49	\$778.84
Difference with Proposed Millage Reduction	\$(11.62)	\$13.35

STORMWATER

Stormwater Fee is proposed to increase by \$10.00 for a total of \$178 for residential and \$133.50 for vacant property.

SOUTHERN GROVE

Southern Grove debt and tax payment remains **\$3.6 million**, which is supported by the Governmental Finance Fund.

SOLID WASTE

The Solid Waste Assessment Fee is proposed to increase by 4% to \$432.67 per contractual obligations with the City's solid waste vendor. Residential homeowners will no longer receive the one-time credit of \$36.76.

Median market value for a single-family home in

Port St. Lucie

\$307,684

Although the median market value of an average single-family home in PSL is \$307,684, the median assessed value by the County Property Appraiser is \$199,776. The assessed value is used to determine the annual property tax.

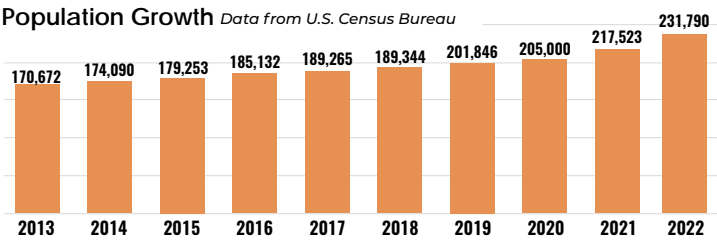
STAFFING

FY 23/24 proposed budget recommends a net change of **82.74** positions for a total of **1,412.08 FTEs** which is **14.1%** more than the number in FY 08/09. In FY 08/09 the population was estimated at **154,844** residents compared to a current population of over **231,790** residents; a nearly **49.7%** increase.

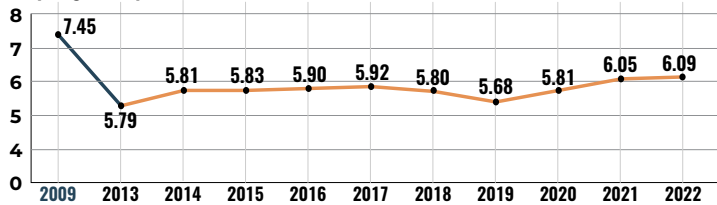
HISTORY OF AUTHORIZED POSITIONS



Population Growth Data from U.S. Census Bureau



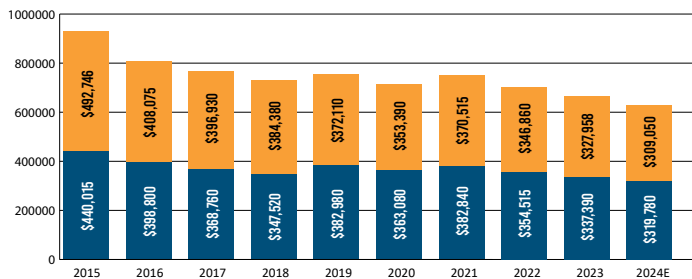
Employees per 1,000 residents Units in thousands



DEBT REDUCTION

The City's long-term debt has been reduced as a result of principal payments and refinancing, when appropriate, from a high of more than \$1.042 billion in debt in FY 09/10 to a **projected \$629 million for FY 23/24** based upon the budgeted principal payments. This will represent a **40% reduction in debt** over the past 14 years.

Total City Debt ■ Governmental Activities ■ Business-type Activities



GENERAL FUND:

Police:

- 12 Police Officers - District 5
- 6 Police Sergeants - District 5
- 2 Traffic Officers
- 2 Special Investigation Detectives
- 2 Detectives - Criminal Investigation Division
- 1 Training Coordinator
- 1 Police Assistant Operations & Administrative Manager
- 1 Asset & Inventory Specialist
- 1 Detective Sergeant (CID)
- 1.84 School Crossing Guards
- 1 Police Administrative Assistant

Information Technology:

- 1 IT Security Technician I-III
- 1 Technology Purchasing Agent
- 1 IT Business Intelligence Analyst
- 2 IT Utility Locators

Parks & Recreation:

- 1 Parks Coordinator - Tradition Regional Park
- 1 Turf/Landscape Specialist - Tradition Regional Park
- 1 Turf Crew Supervisor - Tradition Regional Park
- 2.175 P/T Maintenance Worker I - Tradition Regional Park
- 2 Park Leaders - Tradition Regional Park
- 5 Parks Maintenance Workers I - Tradition Regional Park
- 1 Financial Specialist

UTILITY SYSTEMS FUND:

- 1 Water Meter Technician
- 1 Project Manager
- 1 Utility Locator
- 1 WTP Operator Trainee
- 1 Cross Connection Trainee
- 2 Warehouse Technicians
- 7 Field Technician Trainees
- 1 Scada Technician

BUILDING FUND:

- 2 Building Inspectors I

Emergency Management:

- 1 Emergency Management Specialist II

Communications:

- 1 Content Strategist

Keep PSL Beautiful:

- 1 Project Coordinator
- 2 Maintenance Worker

Facilities:

- 0.725 Administrative Assistant P/T

Finance:

- 1 Accountant II
- 1 Lien Specialist III

Human Resources:

- 1 HR Generalist III

Management and Budget:

- 1 Procurement Contract Specialist

Planning:

- 1 Planning Technician

MIDFLORIDA Event Center:

- 1 Event Specialist

Neighborhood Services:

- 1 Code Compliance Specialist (Administrative)
- 1 Code Compliance Officer (Residential)

ROAD & BRIDGE FUND:

- 1 Special Projects Coordinator, CIP & Sales Tax Project Group

Community Development Block Grant

- 2 Code Compliance Officers, for commercial properties

STAFFING INCREASES FOR FY 23/24:

Employee increases are directly related to rapid growth in the City, including funding for District 5 of the Police Department.

CAPITAL IMPROVEMENT PROJECTS

The City is prudently planning projects while slightly decreasing the current debt load. Projects planned over the five-year period are projected to cost **\$328.6 million**.



Fund Structure & Description



A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The City of Port St. Lucie uses the following governmental funds:

The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Revenue for the general fund is generated by taxes such as property, electric utility, state sales tax and communication services. Other major funding sources include state revenue sharing and electric franchise.

The Road and Bridge Fund is to account for specific revenues such as gasoline tax and state shared revenues and expenditures associated with the maintenance and repair of the City's roads and bridges.

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted to expenditures for specific purposes.

Examples of the City's Special Revenue Funds:

The Building Department Fund is to account for the revenues and expenditures associated with the building inspections provided by the Building Department.

The Community Development Block Grant (CDBG) Entitlement Fund is to account for the revenues and expenditures of the Federal Community Block Grant Funds which are used for the purpose of financing services and improvements beneficial to the moderate-to-low income earners of the community.

The Special Assessment Collection Funds are to account for the revenues and expenditures designated with the City's program of assessing benefiting properties for the cost of financing water and sewer extensions and improvements in Utility Service Areas.

Proprietary (Enterprise Fund) are used to account for operations; (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The City of Port St. Lucie uses the following Proprietary Funds:

The Stormwater Utility Enterprise Fund is to account for the operations of a program designed to maintain, replace and expand the City's stormwater related infrastructure.

The Utility System Funds are to account for the operations of a water and wastewater distribution system.

The Saints Golf Course Fund is used to account for the operations of the City owned and operated golf course.

The Capital Projects Fund is used to account for financial resources related to the acquisition or construction of major capital facilities and projects, which are generally nonrecurring in nature. It may include the purchase of land, site development, engineering and design fees, construction, and equipment. Capital projects produce assets with useful lives longer than one year.

Revenue sources for capital projects may include the issue of bonds (long-term debt), general fund dollars, pay as you go (PAYGO), federal or state grants, developer Impact Fees, and, to a lesser degree, contributions from other funds and donations from other sources.

The City of Port St. Lucie uses the following Capital Projects Funds:

The General Capital Improvement Fund is used to account for the revenues and expenditures associated with general major capital improvements and acquisitions. The funding resources include grants and interfund transfers from other funds.

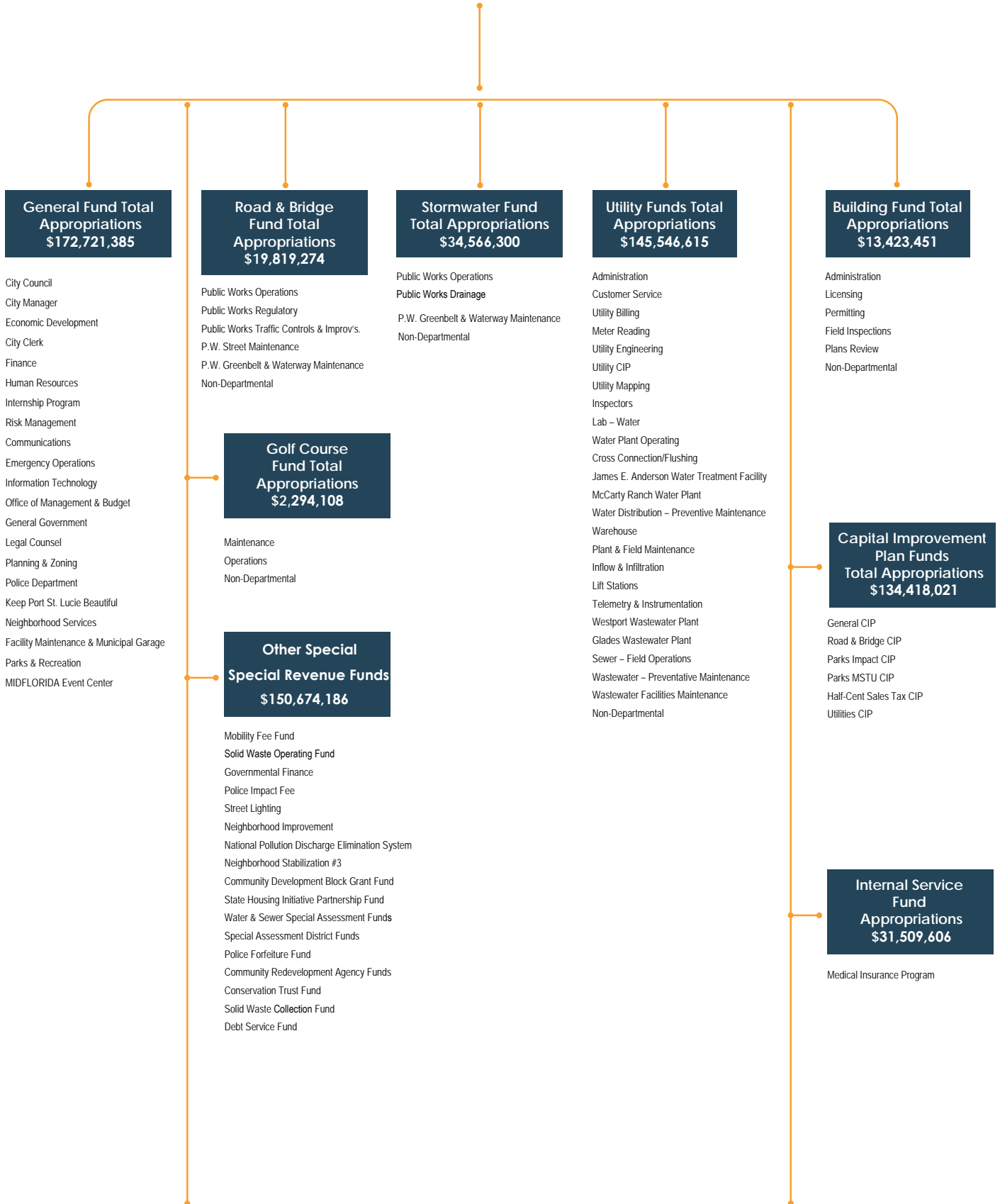
The Road and Bridge Capital Improvement Fund is used to account for the revenues and expenditures associated with major road and culvert improvements, including the annual street resurfacing program. The funding resources include general tax revenues, interest income, bond proceeds, and transfers from other funds.

The Parks Capital Improvement Fund is used to account for specific revenues and expenditures associated with the acquisition of parks and construction of major capital parks improvements.

The Parks MSTU Capital Fund is used to account for a period of 20 years from 1/1/03, to account for revenues received from the 12/10/23 Inter-local Agreement between the City of Port St. Lucie and St. Lucie County and expenditures associated with the park capital projects based upon a five-year capital plan as approved by City Council.

The Crosstown Parkway Capital Fund is used to account for the revenues and expenditures associated with the acquisition of land and construction of the bridge over the St. Lucie River.

**FISCAL YEAR 2022/23
ALL CITY FUND SUMMARY
\$704,972,946**



Port St. Lucie History

The City of Port St. Lucie was incorporated in 1961 by the original developer, General Development Corporation, who was responsible for starting several communities throughout the state. Prior to the Incorporation of the City of Port St. Lucie, the earliest known settlers of the area were the Ais Indians. Evidence of their presence at Spruce Bluff is still visible and is called the “Spruce Bluff Mound.” The mound is 18 feet tall and 190 feet in diameter and dates back between 100 and 300 B.C. This mound was investigated and recorded in 1978, by the State of Florida. Spruce Bluff’s (now called Port St. Lucie), original non-Indian settlement started in the 1890’s. Spruce Bluff was settled by a widower John Enos Fultz. Mr. Fultz petitioned for a Post Office and the name Spruce Bluff was adopted. Mail was carried by a twenty foot schooner-rigged boat and sawmills were operated to clear the pine and cypress from the land. Settlers planted pineapples and citrus, but by 1894 a severe freeze discouraged the early settlers and they left. All that remains of this community is a small stone obelisk on Lookout Boulevard with some broken gravestones.

The monument is inscribed “Spruce Bluff Early Pioneer Settlement 1892.” On the north and south faces are the names or descriptions of the seven that are buried there. Spruce Bluff is now a recreation area comprised of 97 acres and is owned and managed by St. Lucie County.

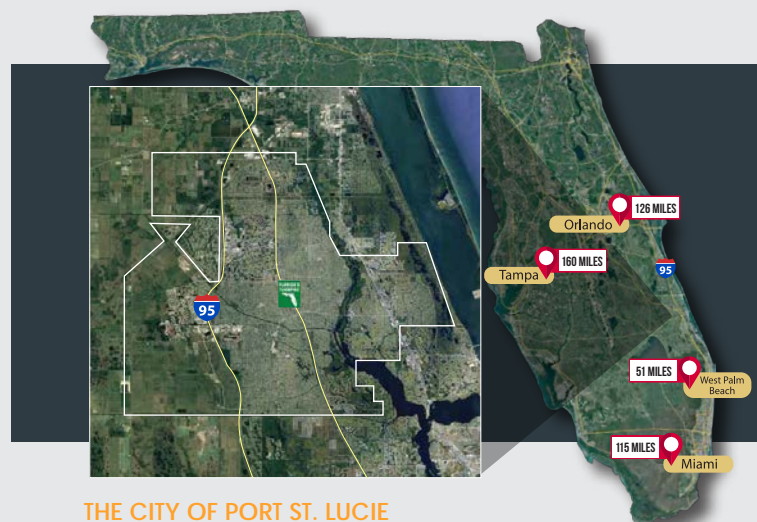
City Government

The City of Port St. Lucie was created under the Laws of Florida Act 61-2721 and has operated under a Council/City Manager form of government since 1976. The City Council appoints the City Manager who is the chief administrative officer of the City responsible to the City Council and charged with the enforcement of all ordinances, resolutions and policies adopted by the City Council. The City Manager directs the business of the City and its various departments. The City Council is responsible for determining policy, adopting legislation, adopting the budget, setting rates and fees and appointing the City’s Attorney and Independent Auditor.

City of Port St. Lucie

The City provides a range of municipal services including police protection, code inspection and compliance, planning and zoning, community and economic development, construction and maintenance of transportation facilities, recreational and cultural activities, emergency preparedness management, water and wastewater utilities, stormwater management and general administrative support. Independent taxing agencies provide fire protection and education services.

Located 50 miles north of the City of West Palm Beach along the East Coast of Florida in the center of a three county area known as the Treasure Coast for its history of Spanish treasure ships that sunk along our coast during early settlement of the new world. Port St. Lucie is part of St. Lucie County with Ft. Pierce serving as the county seat. The city is bordered on the east by the Indian River and split in half by the North Fork of the St. Lucie River. The boating residents of the City can access the Atlantic Ocean using the St. Lucie River via Stuart to the St. Lucie inlet. With its Tropical South Florida environment, Port St. Lucie’s average annual temperatures range from a high of 83 to a low of 66. Normal annual rainfall is 56 inches.



THE CITY OF PORT ST. LUCIE

With one hundred and twenty square miles and a current population of 231,790 thousand projected in June 2023, and only 84.3% of our single-family lots developed. The City has tremendous future growth potential, which is reflected by its early growth pattern. Its 1970 population was only 330 residents. Today, Port St. Lucie is the largest city along the Treasure Coast. The City was primarily a residential community but is now increasing the number of commercial sites to support its citizens' needs. Although originally designed as a retirement community, today Port St. Lucie's average age is 43 as the City has become known for affordable homes.

Recreational opportunities are various due to the climate and location. In addition to boating on the St. Lucie River, beaches are only a short drive away. The City's extensive number of Parks and Recreation programs offers numerous sporting opportunities for all age groups.

Quality of Life:		Month	Monthly Average Low	Monthly Average High	Rainfall (Inches)
Recreation, Golf Courses and Points of Interest:		Jan.	54°F	74°F	2.1
• Eight Golf Courses within the City	• Spanish Lakes Golf Village	Feb.	56°F	76°F	2.2
• The Saints (Municipal Golf Course)	• St. Lucie West Country Club	March	59°F	79°F	2.8
• The Sinners at Club Med	• New York Mets Spring Training Facility (Clover Field)	April	64°F	83°F	3.1
• Santa Lucia River Club	• Port St. Lucie Mets (Single A) participates in the Florida State League	May	69°F	86°F	4.2
• Tesoro Country Club (two courses)	• 40 Unique Parks and Recreational Facilities	June	73°F	89°F	7.7
• St. James Country Club		July	74°F	90°F	7.1
		Aug.	75°F	91°F	8.1
		Sept.	74°F	88°F	8.4
		Oct.	70°F	85°F	5.4
		Nov.	62°F	80°F	2.3
		Dec.	57°F	76°F	2.6
		Average	66°F	83°F	6.6

Port St. Lucie is served by three major north-south highways:

Interstate 95, the Florida Turnpike and U.S. Highway 1. The Ft. Pierce inlet, 20 miles to the North, serves the local commercial markets such as the transportation of citrus grown in the unincorporated areas of the county. The nearby cities of Stuart and Ft. Pierce each have a small general aviation airport while Melbourne and West Palm Beach are the nearest airports offering scheduled commercial flights. The public school system is county-wide and is governed by the School Board consisting of five members each elected for a four-year term. St. Lucie County School District has six high schools (grades 9-12), twelve schools that combine grades K-8, and seventeen elementary schools, five middle (grades 6-8) schools, four alternative education schools and over 40,000 students, with each school accredited by the Southern Association of Colleges and Schools. The public school system allows parents to select a school of their choice from a number of schools in residential choice zones. The City also has six Charter Schools; Palm Pointe Educational Research School at Tradition, Somerset Academy of St. Lucie K-8, Somerset College Preparatory, Renaissance Charter K-8 of St. Lucie, Renaissance Charter School at Tradition and College Preparatory Academy of the Treasure Coast. Indian River State College, MedVance and Keiser Career College have facilities located within Port St. Lucie providing excellent higher education opportunities.

As of 2004 the City has a cemetery, Rolling Oaks, which is privately owned.

ECONOMIC CONDITIONS & LOCAL ECONOMY



Commercial Development

The City of Port St. Lucie has experienced significant growth in new residential and commercial construction. New single family residential permits issued in FY 2022 were 4,419 compared to 5,483 in 2021. New commercial permits issued were 186 in FY 2022 versus 208 in FY 2021. The total value of all permits issued during FY 2022 was \$1.6 billion versus \$1.9 billion in 2021 or a 3.1% decrease. This will positively impact our ad valorem tax base over the next couple of years.



Housing Market

According to the Florida Realtors Association the median sales price of a single-family home in St Lucie County increased 23.6% from \$307,500 in 2021 to \$380,000 in 2022. Likewise, the median sales price of townhouses and condos in St Lucie County increased by 19.1% in 2022. As noted above the building permits issued are maintaining at strong rates. The City's low crime rate, improved grades of local schools and affordable market rate housing are contributing factors leading to an increase in housing demand in Port St. Lucie.

ECONOMIC DEVELOPMENT STRATEGY

As part of its long-term economic development strategy, the City is engaged in diversifying and expanding its employment base. The City has had several early successes thanks to its partnerships with the State, St. Lucie County, Economic Development Council, the private sector and others, most notably the biotechnology cluster developing at the Tradition Center for Innovation (TCI).

Past projects include Family Storage Space, Volaris Clubhouse, Riverland Sports Complex, Accel International Warehouse, Aqua Dimensions Plumbing Services Warehouse, A Great Home Warehouse Office, FIU Diesel Tank, Telaro at Southern Grove Pavillion, Amazon Storage and Refueling Area, and Paradise Car Wash.

Some future projects underway include Academy Sports retail store, Grand Palms at Tradition Park dog park, Bristol at Wylder Monument Wall, Volaris Clubhouse, Christ Evangelical Lutheran Church shell, Cadence and Seville Shade Structure, The Pickleball Club of Port St. Lucie Recreation Center, Hershey's Ice Cream Cafe, Waffle House Monument Structure, Total Truck Part Warehouse, Mosaic Model Sales Center and St. Lucie Battery & Tire Auto Repair.



ECONOMICAL STATISTICS

Demographic & Economic Statistics: Last Ten Fiscal Year

Fiscal Year	Personal Income (1)	Per Capita Personal Income (1)	Public School Enrollment (2)	Unemployment Percentage (1)
2013	\$18,870,000,000	\$43,188	26,045	9.1 %
2014	\$20,715,000,000	\$46,672	26,327	7.3 %
2015	\$22,105,000,000	\$48,727	26,266	6.0 %
2016	\$23,614,000,000	\$50,134	26,299	5.8 %
2017	\$24,825,600,000	\$51,824	26,755	4.7 %
2018	\$26,140,273,000	\$54,228	26,523	3.9 %
2019	\$27,249,575,000	\$55,691	26,272	3.5%
2020	\$29,281,758,000	\$58,649	25,994	5.7%
2021	\$33,549,849,000	\$66,630	26,020	4.2%
2022	n/a	n/a	28,347	2.9%

SOURCE: St. Lucie County Public School System; U.S. Department of Labor

NOTE: Public school and unemployment figures include Port St. Lucie only. All other figures cover the Port St. Lucie Metropolitan Statistical Area (MSA).

Construction Values: Last Ten Fiscal Years

Fiscal Year	Residential Value	Number of Residential Units	Commercial Value	Number of Commercial Units
2013	\$50,306,661	430	\$59,575,324	292
2014	\$103,680,020	836	\$21,290,019	276
2015	\$121,984,614	928	\$42,343,799	353
2016	\$180,388,212	1,165	\$163,062,804	328
2017	\$207,284,671	1,492	\$57,745,656	367
2018	\$423,544,740	2,677	\$101,604,785	232
2019	\$503,001,543	2,546	\$172,844,438	242
2020	\$734,799,046	3,700	\$51,397,804	200
2021	\$1,020,908,161	4,885	\$391,106,787	217
2022	\$870,618,486	3,629	\$580,313,398	237
Current Year Increase (Decrease) over Prior Year				
Quantity & Amount	(\$150,289,675)	(1,256)	\$189,206,611	20
Percentage Change	(14.72%)	(25.71%)	48.38%	9.22%

Principal Employers in St. Lucie County

Employers	2022			2012		
	Employees	Rank	Percentage of Total Jobs	Employees	Rank	Percentage of Total Jobs
St. Lucie County School Board	5,253	1	3.36%	4,478	1	6.58%
Publix	2,003	2	1.28%	1,327	6	1.95%
Lawnwood/HCA Medical	1,712	3	1.10%	2,200	2	3.23%
Cleveland Clinic Martin Health	1,500	4	.96%			
City of Port St. Lucie	1,363	5	0.87%	1,075	7	1.58%
Walmart Distribution Center	1,273	6	0.81%	1,569	5	2.30%
St. Lucie County	791	7	0.51%	1594	4	2.34%
Indian River State College	734	8	0.47%	1,884	3	2.77%
Florida Power and Light Company	610	9	0.39%	1,000	8	1.47%
Pursuit Boats	684	10	0.44%			
QVC			- %	994	9	1.46%
Liberty Healthcare Group, Inc.			- %	920	10	1.35%
Total	15,923		10.19%	17,041		25.03%
Total Jobs Available	156,228			68,098		

Sources: Economic Development Council (EDC) of St. Lucie County
 Florida Department of Economic Opportunity
 City of Port St. Lucie Payroll Department
 St. Lucie County Consolidated Annual Financial Report

Note: State and Federal employers are not ranked. Information listed is for St. Lucie County only- specific City only information is not available. This graph uses the most recent County and EDC data available.

Integration of the Strategic Plan and the Budget



The City's Organizational Vision is for Port St. Lucie to be recognized nationally as a leader providing superior services through a diverse, empowered, and visionary city team.

ETHICS
We value ethics, integrity, and honesty as moral principles that are the foundation of public trust and confidence.

TEAMWORK
We are committed to working together as a team by respecting and supporting each other, and are dedicated to achieving our common goals.

ACCOUNTABILITY
We value accountability and believe transparency and fiscal responsibility are essential for citizen confidence in our local government.

CUSTOMER SERVICE
We are committed to providing superior customer service to our community and organization.

STEWARDSHIP
As stewards of the community, we strive to nurture our organization; maintain and enhance the natural and built environment; and, commit to responsible actions that sustain both present and future generations.

DIVERSITY
We embrace diversity, promote inclusion, and respect the unique qualities of our city team and of our community.

MISSION
Our mission is to provide Exceptional Municipal Services that are Responsive to our Community while Planning for Smart and Balanced Growth that is managed in a Financially Responsible Manner.

VISION
Port St. Lucie has Great Neighborhoods; excellent Educational Opportunities for lifelong learning; a Diverse Local Economy and Employment options; Convenient Transportation; unique Natural Resources, including the St. Lucie River; and Leisure Opportunities for an Active Lifestyle.

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The City Council's adopted Vision and Mission for the City help to guide the work of the Council and City Departments. The City Manager established an Organizational Vision and Organizational Values to further guide the City's work. All inform the City's Strategic Plan, which the organization utilizes to help prioritize the annual budget. The integration of these tools helps our organization incorporate the community's desired direction and the steps necessary to execute that vision for the future.

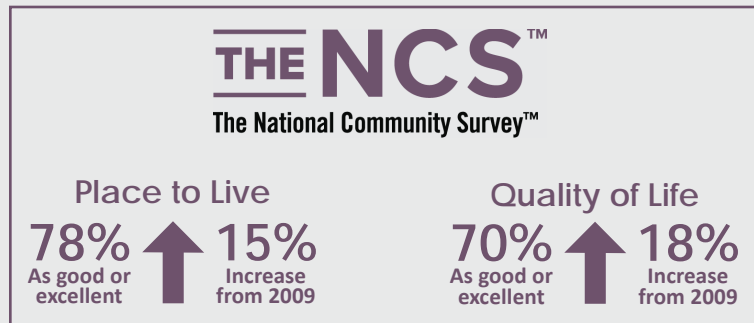
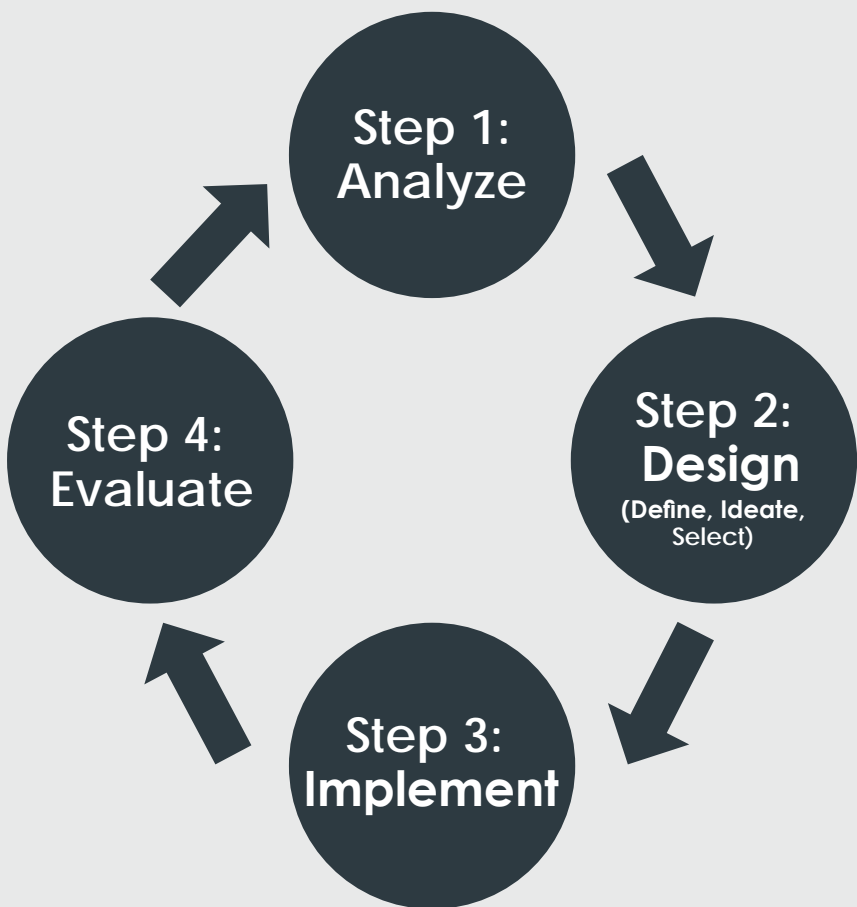
Strategic Planning Process and Planning Model

The City of Port St. Lucie utilizes the following strategic planning system to guide the organization and its continuous improvement.

Step 1: Analyze

Utilizing Scientific Data from the National Community Survey™

The Strategic Planning Process begins with analyzing citizen feedback through conducting the National Community Survey of Port St. Lucie residents, which has been conducted annually since 2018 following an initial survey in 2009. Created, administered and analyzed by the National Research Center, Inc., the National Community Survey (NCS) is described as the gold standard in community assessments. It provides a comprehensive and accurate picture of community quality and resident perspectives about local government services, policies and management. The NCS is conducted in hundreds of communities in nearly every U.S. state. The NCS uses scientific survey methods and best practices to guarantee valid findings and results into meaningful context. The Citizen Survey allows us to get the community's opinion on specifics, track our performance over time and to meaningfully compare ourselves to other communities. In addition to questions on a multitude of government services, the City Council proposes unique questions to gauge resident feedback prior to designing solutions.



Gathering In-Person Feedback at the Annual Citizen Summit

We further analyze citizen feedback through the annual #IAMPSL Citizen Summit, which attracted over 800 residents in 2023 and included a participatory budgeting exercise and unique stations representing the strategic plan goals to obtain more in-depth citizen feedback.

Reviewing emerging issues in-depth at the Winter Workshop

The City Council and staff further identify and analyze issues in-depth at the annual Winter Workshop of the City Council where they review topics for potential inclusion in the strategic plan. These in-depth discussions lead to further research and can be prioritized by the City Council in the strategic plan. The 2023 Winter Workshop included presentations of Strategic Operations Plans for all City departments.

Step 2: Design

Council direction from the Winter Workshop and feedback from the citizen survey and citizen summit are presented to the City Council at their annual strategic planning workshop. The Council utilizes this information to evaluate its current strategic goals and design (define, ideate and select) solutions in the form of refinements to the Strategic Plan. The Council finalized their updated Strategic Plan Goals, Strategic Initiatives and Priority Projects on April 10, 2023.

Step 3: Implement

The Council also meets in July to review the preliminary budget. The Council makes decisions during this review to increase or decrease fees or costs in various programs if needed. They also set the date for the two budget hearings held in September of each year. One of the most important decisions Council will make is setting the millage rate.

The adoption of the annual budget and capital improvement plan and the ongoing implementation of department strategic business plans provide the funding and policy direction necessary to put the Strategic Plan into action. Each planning document is aligned with the community's vision, the organization's mission, the financial realities facing the City and operational priorities. Projects prioritized through the strategic planning process are underway throughout the fiscal year.

Step 4: Evaluate

Quarterly updates on the progress of the strategic plan are Provided. The City Council provides continued feedback and evaluation on the plan's implementation.

In addition, each department updates performance measurements on an annual basis that directly support the successful achievement of the City Council's overall strategic goals, initiatives and projects. Departments also measure and report on key performance indicators related to their workload, efficiency and effectiveness:

- Workload - Measures the quantity of activity for department (such as number of calls responded to or number of sealed bids).
- Efficiency – Measures the relationship between output and service cost (such as the average cost).
- Effectiveness – Measures the impact of an activity (Improve overall satisfaction with the quality of service).

Departments establish performance measures/indicators for each division or program within their department to monitor and project department performance. These measures must be linked to the overall goals of City Council and the department initiatives they support.

The performance measures are listed after each department's organizational chart in fund and department order. In addition, the connection between the department's key initiatives and the City Council's key strategic plan goals are outlined. This provides for continued evaluation of strategic goals and initiatives.

The City's resident-informed Strategic Planning process has been the recipient of national awards, including the Voice of the People Awards, given by Polco and ICMA to local governments that best listen to and respond to the needs of their residents.

Strategic Goals



1. Safe, Clean & Beautiful

- One of the safest cities with the lowest crime rate of cities with a population of over 100,000.
- **Improve Safety** and maintain our low crime rate with a focus on the implementation of a new policing district 5 to effectively address population growth in western Port St. Lucie; traffic, bicycle and pedestrian safety, education and development of a new Police Training facility and improved police recruitment and retention.
- **Beautify our roadways, parks, properties, and gateways into the City** by focusing on the beautification of gateways into the City: US Highway 1, and Port St. Lucie Boulevard City-wide gateways and continued implementation of the Keep Port St. Lucie Beautiful Beautification Plan.



2. Vibrant Neighborhoods

- Support vibrant, thriving neighborhoods where citizens are engaged and dedicated to their communities, including change to developing Community Engagement and Improvement Projects and Neighborhood Gathering Spaces.



3. Smart & Connected City

- Port St. Lucie endeavors to be one of the most engaged cities in the nation. Through innovation, education and connection, we work to support a bright future fueled by the power of resident engagement, smart service improvements, and creative partnerships supporting youth and adults in reaching their educational goals.
- **Expand Community Engagement** with increased civic awareness and Citizen Summit 2.0.
- **Support St. Lucie Public Schools through effective partnerships** (such as truancy prevention) to support the achievement of academic excellence as partnerships with St. Lucie Public Schools, Indian River State College and nonprofit organizations (including St. Lucie Soars/Big Brothers Big Sisters and Boys & Girls Clubs of St. Lucie County).
- Further develop the Civic Scholars Intern program, educational resources outreach for adults and youth and expand youth involvement and engagement.
- Develop a **Youth Advisory Council and Teen Programming**
- **Advance innovation** as a Smart and Sustainable City, implement smart city technology, improve energy efficiency and improve resiliency.
- **Improve performance through innovation** through training, performance driven innovation projects, and expanding the use of data and analytics.



4. Diverse Economy & Employment Opportunities

Expand economic opportunities, develop partnerships, and improve processes necessary to ensure a diverse, thriving economy and continued job growth with a focus on:

- **Facilitating the Build-out of Southern Grove** in Tradition as an employment center for bio-science, health care and other job-creating commercial enterprises through the sale of City-owned land, implementing the Southern Grove Master Plan, constructing and expand job opportunities through Economic Development, identifying the Jobs Corridor 2.0 and support the “Work Local” initiative.
- **Making City Center the Mixed-Use Cornerstone of eastern Port St. Lucie** through the revitalization of the recent acquired City Center through development of a Master Plan process and initiate public/private partnership and property disposition.
- **Supporting business development** through local small business support and development in partnership with the St. Lucie County Chamber of Commerce and Small Business Development Center.



5. High-Quality Infrastructure & Facilities

• **Planning Roadways, Facilities and Fiber for Future Needs:**

- Accelerate construction of Port St. Lucie Boulevard South in partnership with FDOT with improvements for pedestrian, bicycle and vehicular traffic.
- Continue expansion of Wi-fi coverage and expanded fiber throughout the City.
- Design and Construct Public Works Administrative Complex.

• **Advancing mobility through implementation of the Mobility Plan** to reduce traffic congestion and enhance mobility.

- Designing the Village Green Drive Corridor Revitalization Project.
- **Public Transit Enhancement Plan:** Work to increase access to public transportation options for City residents through St. Lucie County Transit.

Improve water quality through:

- **Construction of the St. Lucie River/C-23 Water Quality Project at McCarty Ranch:** Construct the Project to improve water quality and provide for future water supply.
- **Implement the Septic to Sewer Master Plan Annual Projects and Education Program:** Reduce the number of septic tanks near waterbodies leading to the river in support of clean rivers.
- **Implement Stormwater Management Plan Annual Projects and Ongoing Education Program.**



7. High-Performing Government Organization

Make efforts to improve service delivery while reducing millage, enhance customer services and cultivate a high-performing government organization.

- **Reduce the millage rate** while still providing excellent service delivery to our citizens and expand tax education.
- **Enhance customer service:** through 1PSL/Your 24/7 City Hall, a system for citizens to ask questions and make requests. This new system encompasses a web portal, a new mobile app and a new phone number and call in-take system.
- **Organizational Development:** Continue to implement the City's organizational vision to be recognized nationally as a leader providing superior services through a diverse, empowered and visionary city team with a focus on training and employee development.
- **Advance intergovernmental legislative priorities.**
- **Update Citywide vision and identity** and **City Hall Lobby and Campus Redesign** to support enhanced citizen engagement.



6. Culture, Nature, & Fun Activities

Expand recreational and cultural opportunities through The Port and Pioneer Park, Implementing the Ten Year Parks & Recreation Master Plan and Advancing Culture and the Arts.

Implement the Port & Pioneer Park Master Plan

• **Implement the Ten Year Parks & Recreation Master Plan**

- Design and Construct Torino Regional Park including "Adventure Zone" elements
- Design and Construct Tradition Regional Park including "Adventure Zone" elements
- Design and Construct Winterlakes Park Phase 2
- Improve O.L. Peacock Sr. Preserve
- Implement Bikeways & Trails Priority Corridors
- Parkland acquisition and Environmental Lands. Green Space Preservation Program
- McCarty Ranch Camping Enhancements

• **Advance Culture & The Arts**

- Public Art Master Plan and Expand Culture etc
- Implement the Public Art Master Plan
- Expand Cultural Offerings/Special Events



Since 1989, the City of Port St. Lucie has been acknowledged and awarded by the Government Finance Officers Association of the United States and Canada (GFOA) with its Distinguished Budget Presentation Award. The City has received the Special Performance Measures Recognition as part of the Distinguished Budget Presentation Award for Fiscal Year 2019/20, FY2020/21 and FY 2021/22 and FY 2022/23. The City has received national recognition of the hard work staff is doing to highlight their performance metrics in a relatable way in the City's budget document. A budget must receive "outstanding" ratings on performance measures from three reviewers to receive this recognition for excellence in providing objective measures of progress toward accomplishing mission, goals and objectives of citywide departments and elected officials as well as an organization.

For the first time, the City's budget received a Special Strategic Goals and Strategies Recognition. The budget received "outstanding" ratings from three reviewers for providing a coherent statement of organization-wide, strategic goals and strategies that address long-term concerns and issues.

The Distinguished Budget Presentation Award is for the City's fiscal year 2022/23 annual budget and demonstrates that the City's adopted budget document is of the very highest quality, reflecting the guidelines and best practices established by GFOA and the National Advisory Council on State and Local Budgeting. The GFOA states "the award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting." Awards are granted to an entity that meets nationally recognized guidelines for effective budget presentations. These guidelines assess how well the budget serves as a policy document, a financial plan, an operations guide and a communications device. Budgets must be rated proficient in all four categories and the 14 criteria within those categories.



CITY OF PORT ST. LUCIE BUDGET CALENDAR FISCAL YEAR 2023-24

November 2022

- Fiscal Year 2023-24 Budget Planning Kickoff with Departments

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December 2022

- Capital Budget (CIP) Training and Workshops
- CIP Summary Sheets and Forms distributed to departments along with instructions

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January 2023

- OMB presents Budget Outlook to City Manager
- Operating Budget Training and Workshops

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February 2023

- Council Winter Workshop Review with City Manager
- City Council Winter Workshop

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March 2023

- Capital Budget Requests due to OMB
- City Council Strategic Planning Workshop
- OMB Review requested CIP Projects with Department Heads (CIP must be balanced) (All CIP requests need to link to the Council Goals and Strategic Plan)
- Review CIP Projects with Department Heads, City Manager and Management Team

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April 2023

- Operating Budget requests due (entry in MUNIS for OMB review and compilation)
- CIP presented to City Council for tentative adoption
- Adoption of the Strategic Plan – budget proposals updated to reflect any changes/additions

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CITY OF PORT ST. LUCIE BUDGET CALENDAR FISCAL YEAR 23-24

May 2023

- Preliminary budget review with City Manager and Executive Team
- Department budget reviews: meetings are held with City Manager, Executive and Budget Teams
- Estimated Taxable Property Value received from County Property Appraiser
- Review Estimated Taxable Value and list of requests for enhancements with City Manager

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June 2023

- OMB Update Revenues
- Proposed Budget is drafted
- City Manager Proposed Budget submitted to City Council

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July 2023

- Certify Taxable Value is received from Property Appraiser
- Summer Workshop Packet reviewed with City Manager
- City Council Summer Workshop – City Manager Proposed Budget is reviewed
- Millage rate and public hearing (date, time & location) are set for TRIM notices to citizens and then forwarded to County Property Appraiser
- Final adjustments to Proposed Budget as directed by City Council

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August 2023

- Notify Property Appraiser of proposed millage, rolled-back rate and public hearing
- Ordinances and mailings for Street Lighting and Stormwater Fees Notify County
- Notices of Utility Rates, if needed
- City Charter newspaper advertising

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September 2023

- First Public Hearing (TRIM requirement) on Proposed Budget
- Adopt proposed Millage Rate and Budget
- TRIM Newspaper Ad as required
- Second Public Hearing (TRIM requirement) and final adoption of Millage Rate and Budget

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Port St. Lucie
Florida**

For the Fiscal Year Beginning

October 01, 2022

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Port St. Lucie, Florida for its annual budget for the fiscal year beginning October 1, 2022. In order to receive this award, a governmental unit must publish a budget document that meets strict program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The Distinguished Budget Presentation Award is valid for one year only. We believe our current budget continues to conform to program requirements, and we will be submitting it to GFOA to determine its eligibility for another award.

The City was also received the **Special Performance Measures Recognition and Strategic Goals & Strategies** by GFOA for the fiscal year 2022-23.

BUDGET OVERVIEW

The following section summarizes the budgeted revenues, expenditures, and fund balances for the City of Port St. Lucie, which is grouped by fund type. Audited ending fund balances of September 30, 2022 are combined with the estimated revenues and expenditures for FY 2022-23 to arrive at expected opening fund balances for October 1, 2023, the first day of the new budget year. Where a confident projection is available, it is the policy of the City to use this as a funding source, called budgeted cash carryforward.

A policy of full disclosure of all funds requires inclusion of the total projected fund balance. This revenue source first funds the Undesignated Reserves in each operating fund, which is allowed by the City Council Financial Policy. Any fund balance above the allowed Reserves will fund operations in the new budget year. Having a fund balance to use as cash carryforward to start a new budget year has proven extremely helpful financially. The City's largest revenues, Ad Valorem Taxes and Stormwater Fees, do not start strong collections until the third or fourth month of the budget year. Fund balances exist because of cost containment efforts on behalf of the City staff and/or revenues collected greater than budgeted. Savings on large capital projects as well as incomplete capital projects can occasionally generate significant fund balances to be used as cash carryforward. When the annual audit confirms any additional available fund balances, the approved budgets and their programs can be adjusted if required or the City Council may choose to address an unbudgeted project. A portion of the carryforward balance is the \$13.5 million reserve fund for the Utility Operations that was set aside for rate stabilization.

The proposed Financial Reserve Policy for Fiscal Year 23-24 in the General Fund is 20%. All other funds will maintain a 17% reserve except for the Building Department, which will maintain a 50% reserve balance.

REVENUE SUMMARY

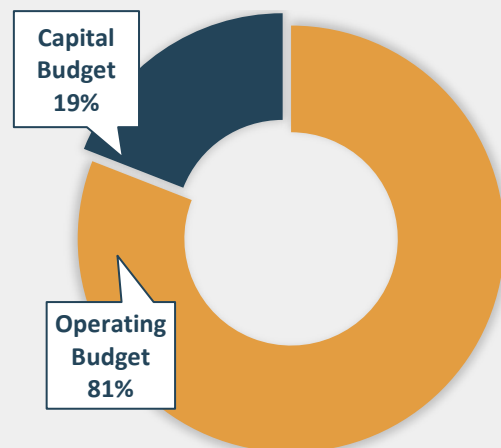
The consolidated total of all budgeted Revenues and Balances Carried Forward is \$82.4M million less than the previous year. Ad Valorem tax revenues increased due to a 17% increase in value. Business Tax and Electric Utility Tax are also experiencing stronger collections which is primarily driven by the growth in population.

EXPENDITURE SUMMARY

Total budgeted expenditures are budgeted to decrease by \$59.5M (22.7%) as compared to the previous year. Several areas such as personnel services, fund transfers, capital projects and debt service increased.

The city adopts one budget every year, which includes Operating and Capital.:

- The City's **Operating Budget** for FY 2023-24: **\$570,554,926.**
- The City's **Capital Improvement Funds** for FY 2023-24: **\$134,418,021 (includes reserves).**

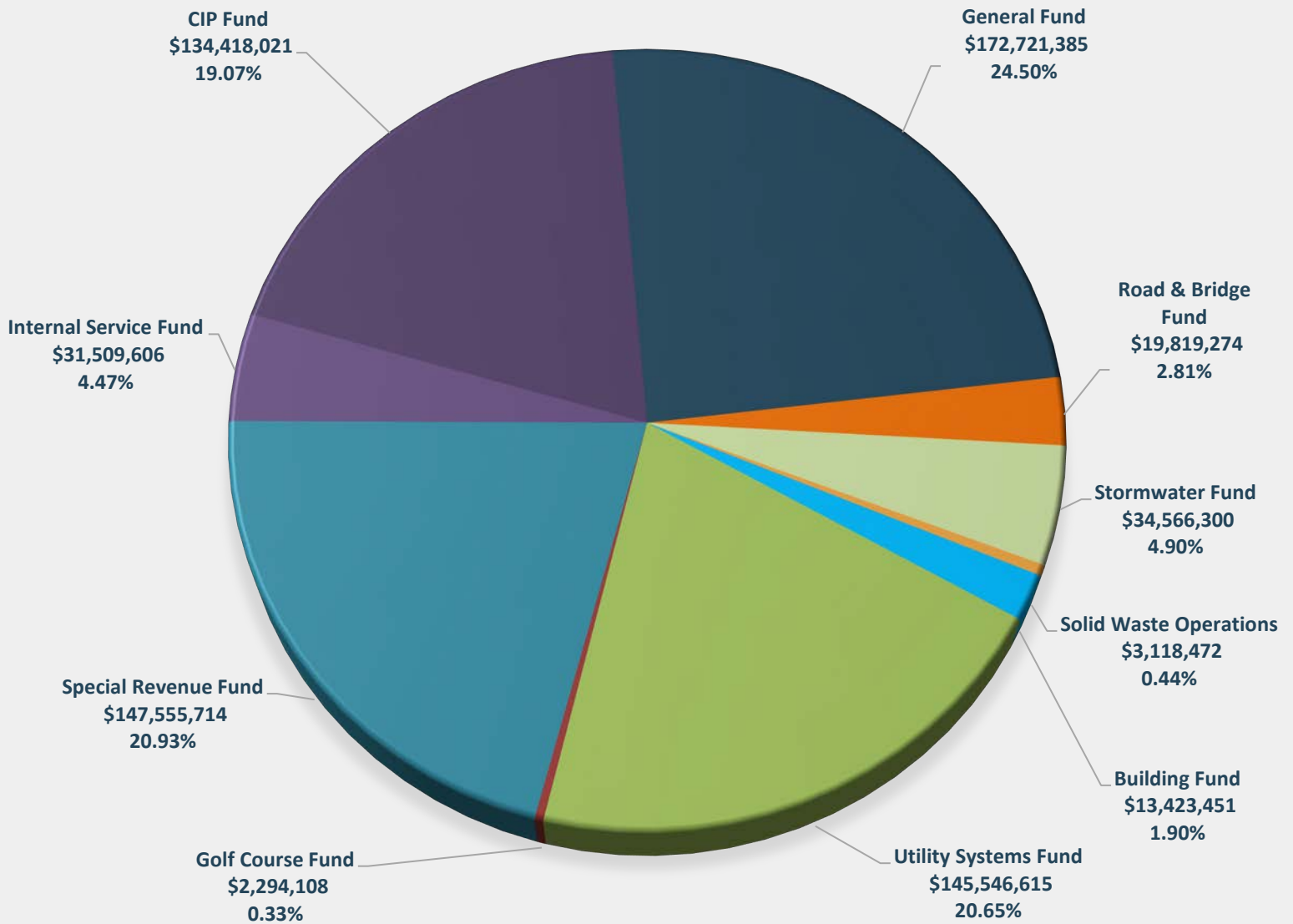


BUDGET AT A GLANCE

The Fiscal Year 2023-24 Proposed Budget for the City of Port St. Lucie totaling \$704,972,946. Each year the budget establishes the level of funding for each of the City's various funds. The goals and objectives, activities and service levels for the City's departments are dictated by the level of funding and thus ultimately controlled by the adopted budget.

The published, adopted budget serves as an operational guideline for City staff. Through the adoption of the budget, the departments are instructed as to level of staff, amounts for operating expenses and allowable capital purchases.

All Funds Summary: Total \$704,972,946



BUDGET DEVELOPMENT OVERVIEW

The Management and Budget Division coordinates the budget process, which begins in January and ends in September. During this time, key decisions are made regarding the levels and types of services to be provided based on the anticipated level of available resources. Revenues and expenditures are projected based on information provided by City departments, outside agencies, current rate structures, historical data, and statistical trends.

The budget is more than a spending plan, it serves four basic purposes:

Information: The budget is the primary way for the City to present to the public how the Administration intends to allocate the revenues that are collected. Through the budget, residents can see how and where their tax dollars and other revenues will be spent.

Accountability: – The budget is a tool for legalizing public expenditures and to account for and control the use of public resources.

Evaluating: – The budget is used to help tell how well the City is doing its job through workload and performance indicators.

Planning – The budget is used as a planning tool for management of the City to plan for the City's future.



The first step in the annual budgeting process is to establish goals by working with the City Council at a Budget Planning Workshop held early each year. A long-range model is used to study property valuation, millage rate and their effect on funding. The largest single revenue in the General Fund, which is Ad Valorem Property Tax, is set at 4.3441 mills which will generate \$78,811,091. The Road & Bridge fund's largest revenue is Local Option Gasoline Tax revenue which is slightly increasing. The Stormwater Fee is proposed to increase to \$178 for FY 23-24. The only normal growth in the Stormwater Fee revenue occurs when a vacant lot is built on providing \$44.50 per unit additional revenue. For several years, the rapid growth in the City and the utility system required increased staff and contractor crews to keep up with the demand for connections to the system. With the latest market trend of moderate growth, the Utility Department is requesting 15 additional FTEs to handle the increasing level of work.

Final approval of the annual budget by the City Council follows several levels of review. The original budget requests of the departments are first reviewed by the Management and Budget Director and later the City Manager. Revenue projections are made by studying multiple year trends for each revenue line item, considering population growth and the housing industry for revenues such as impact fees, building permits and inspection fees. As the updated property valuation is made available from the St. Lucie County property appraiser's office, the effect to the City's Ad Valorem Tax Revenues is reviewed. Through meetings with department heads, all departmental budgets are adjusted accordingly, so that a balanced budget is developed. The City Manager proposes a budget that meets the desired goals of the City Council for consideration. The Council conducts final review with any directed changes being made by City staff. A Balanced Budget exists when available revenues and resources (fund balance) equals the budgeted appropriations and contingencies.

City Council Budgetary Guidelines

- Operating Expenses - increased by 9.4% due to inflation.
- Golf Course Fund – limited increase in fees based on local market.
- Millage Rate – General Fund millage is proposed at 4.3441.
- Millage Rate – Crosstown Parkway CIP Voted Debt is proposed at 0.4943 Mill.
- Millage Rate – Road and Bridge Operating millage is proposed at 0.3616.
- Stormwater Fee – Increase of \$10.00 for Residential - \$178.00 and \$7.50 for undeveloped lot - \$133.50.
- Police Department Staffing - 1.60 officers per thousand of population – this component of Council policy is suspended. The proposed budget includes 26 new officers, resulting in a ratio of 1.36.
- Financial Contingency is set at 20% for the General Fund, 17% for the remaining operating funds, 50% for the Building Department Fund and 17% is set for the Medical Insurance Fund.

The City's Council Budgetary Policy calls for 1.6 sworn officers per 1,000 of population. However the City Council suspended this component of their policy due to ongoing budget challenges. The proposed sworn staffing level for FY 2023-24 is 316. 30.84 new employees are proposed to be added to the Police Department, due to the growth of the City. 26 of the new employees are sworn officers. With an estimated population of 231,790 as of October 1, 2023, the officer per capita (1,000 residents) is 1.36.

Budgetary Structure

The City's proposed budget is accounted for through individual funds with various departments, which are further broken down into divisions. The level of budgetary control is the department, thus allowing the City Manager, or his designee, to transfer budgeted amounts within a department budget, but this authority does not extend to transfer between funds; provided, however, that except in the case of an emergency, a fund budget may not be exceeded without prior approval of the City Council at a duly convened meeting. Appropriations are used as a means of budgetary control.

What is a Fiscal Year?

A fiscal year is twelve months starting October 1st through September 30th to which its annual operating budget applies. At the end of each fiscal year, the City determines its financial position and the results of its operation.

What is a Revenue?

Revenue is funding the City receives from a variety of sources such as property taxes, permit fees, grants, stormwater fees, franchise fees to pay for operating and capital expenses.

What is an Expenditure?

An expenditure is a disbursement of operating revenue for goods and services.

What is a Fund?

A fiscal and accounting entity with a self-balancing set of accounts.

What is an encumbrance?

The commitment of appropriated funds to purchase an item or service.

Strategic Plan

A strategic plan is a document used to communicate the organizations goals, the actions needed to achieve those goals and all other critical elements developed during the planning exercise.

Property Tax

What is a Property Tax?

Property Taxes are levied on both real and personal property according to the property's valuation and tax rate. It is also called an ad valorem tax rate. The tax is determined by multiplying the taxable value of the property by the millage rate and then dividing the result by one thousand. The County Tax Collector is responsible under state law to collect all taxes imposed within the county.

What is a Mill of a Tax?

A mill is a rate of tax equal to \$1 for each \$1,000 of assessed property value. If your home has a taxable value of \$100,000 and the millage rate is \$1, then you pay \$100 in taxes.

How does Property Tax get calculated?

There are three factors for calculating the amount of property tax assessed on your house (or other property): the value of the property, the amount of value that is not subject to taxes (e.g., the homestead exemption), and the tax or millage rate.

According to State legislation, the county Property Appraiser calculates the value of each property in St. Lucie County as of January 1 each year. The appropriate exemptions are then applied to reach the final taxable value. The final taxable value is multiplied by the millage rates, i.e., City, County, School Board, and other taxing authorities to determine the amount of property taxes to be included in the November property tax bill. For example, if your taxable value after taking all exemptions is \$125,000 and the millage rate used to determine your taxes is 5.2000, then the City portion of your taxes would be \$650.00.

The calculation is performed by taking the taxable value (\$125,000), dividing by 1,000 and multiplying by the millage rate (5.40000).

$$\frac{\$125,000}{\$1,000} = \$125$$

$$\$125 \times 5.2000 = \$650.00$$

What is Rolled – Back Millage Rate?

The rolled-back millage rate is the millage rate that, when applied to the tax roll excluding new construction, would provide the same property tax revenue in adopted budget year as in the current year. It represents the millage level of no tax increase.

Budget Amendments

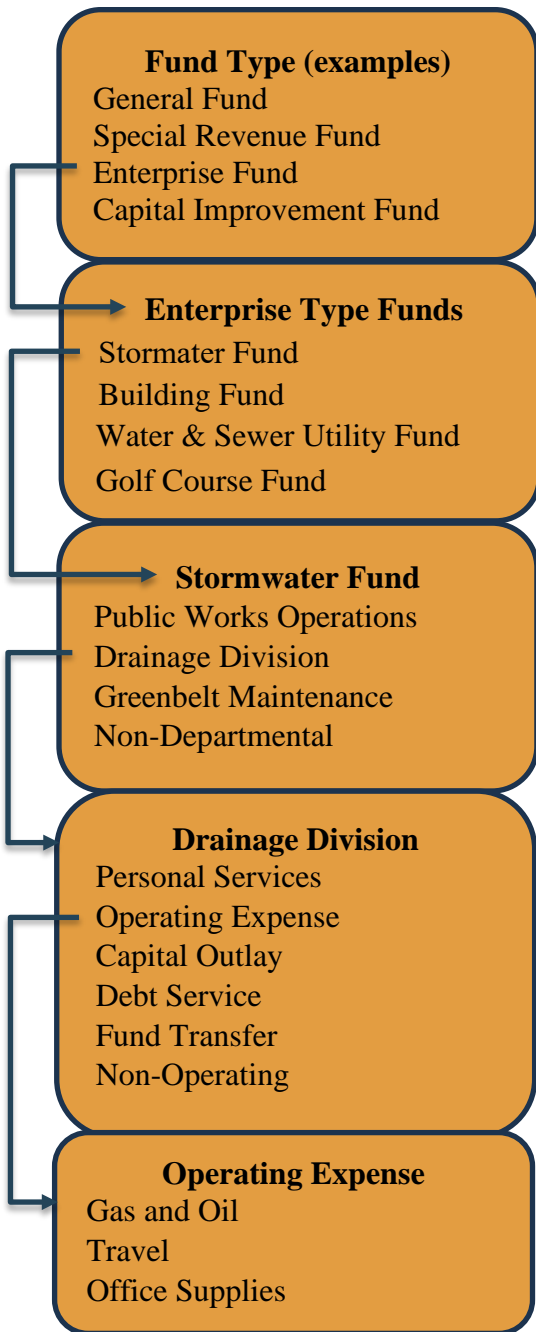
Any requests for a budget amendment to provide for unbudgeted expenditures, must be funded by additional revenues or unspent appropriations and must be approved by the City Council. Such requests are handled much like original budget requests in that they must be submitted to the Office of Management and Budget for consideration. If a funding source can be identified, the balanced budget amendment schedule is then presented to the City Manager for his/her review and approval. The amendment is then brought before the City Council at two regular meetings so that an appropriate ordinance is passed which requires two readings.

Basis of Budgeting

The City of Port St. Lucie develops its budget using the same basis as it is required to use for financial reporting, the modified accrual basis of accounting. Revenues are budgeted and will be recognized when they become measurable and available. Expenditures are budgeted and recognized when the liability is incurred. This accounting and budgeting basis apply to all the City's governmental type funds, i.e., the General Fund and Special Revenue Funds. The City's Stormwater Fund and Water and Sewer Utility Funds are exceptions to this, as they are proprietary funds and must be accounted for using the full accrual basis of accounting. Under this format, the two enterprise funds recognize revenues when earned and expenses are recognized when incurred regardless of when the actual cash flows occur.

BUDGET DOCUMENT STRUCTURE

The City's Budget is organized into sections by fund type, cost center, category of expense and individual line items. Fund type is established by revenue and its purpose, such as Gas Tax for Road Programs. Cost centers are generally used to capture the cost of a program, such as the Drainage Division that performs drainage repairs. Categories of Expense group similar expenses such as salary and benefits into a category called Personal Expense. Line Items are the most basic tracking method, such as Office Supplies.



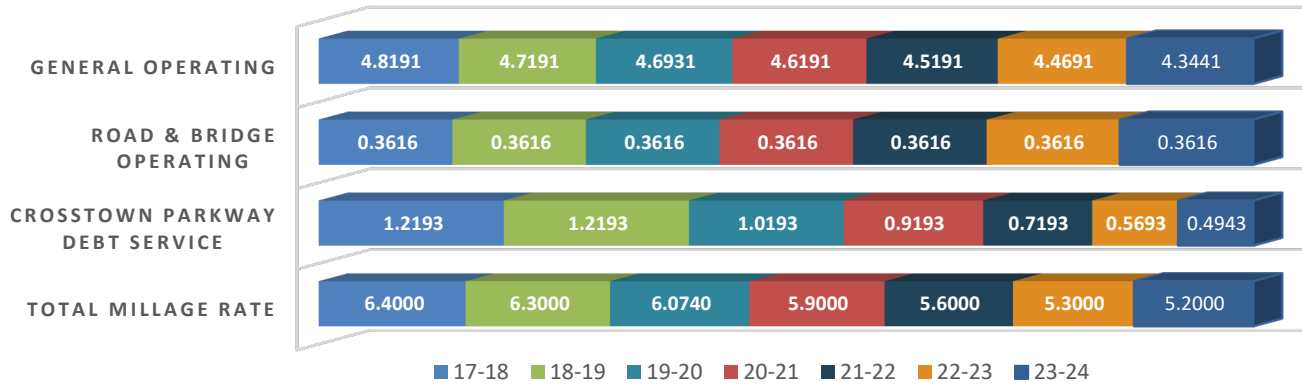
This is the highest level of budget organization. There are forty-nine different funds organized into eight types of funds.

The City has three Enterprise Funds. Each operation tracks its own revenue and expenses as a separate business.

Within the Stormwater Fund, there are five cost centers each representing a different program.

Under each Cost Center, there could be up to six different expense categories being used.



Within each category of expense, there are numerous individual line items.



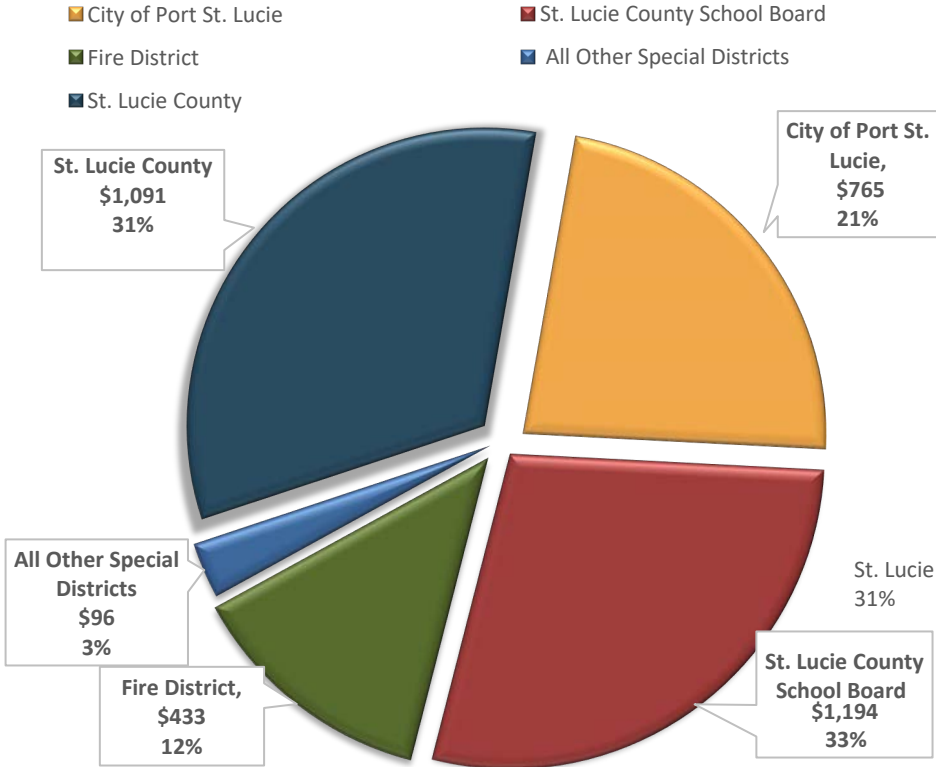
The City’s millage rate is the tax rate charged against both residential and commercial properties within the City limits. It is formally called an Ad Valorem Tax Rate meaning that it is charged “per value”. All properties are assessed a taxable value by the County Property Appraiser. The tax millage rate is based upon a per \$1,000 of valuation. The tax bill for a piece of property is then calculated by multiplying the taxable value times the adopted millage rate(s). Millage rates are expressed for example as 1.2345 and are charged against the value in thousands. The basic formula is: (Appraised value/1,000) * millage rate). For example, if your home has a taxable value of \$100,000 and the millage rate is \$1, then you would pay \$100 in taxes.

Residential property owners who use their home as their primary residence can apply for a \$50,000 homestead exemption, which drops their “billable” tax value by that amount. This chart shows five years of millage rates broken into the numerous programs that are funded by Ad Valorem Revenue. City Council has been committed to reducing the City’s tax rate for our Citizens over the last five years.

The Proposed FY 2023-24 Budget is based on a decrease of 0.1000 for a new total millage rate of 5.2000.

Impact of Millage Reduction on City Taxes for a Median Home with Homestead Exemption	FY 2022-23 TOTAL ADOPTED MILLAGE RATE 5.3000MILLS	FY 2023-24 TOTAL PROPOSED MILLAGE RATE 5.2000 MILLS
The City’s total proposed property tax rate for FY 2023-24 is 5.2000, a reduction of 0.1000 from last year’s total tax rate.	 \$194,433	 \$199,776
Homestead Exemption Amount	(\$50,000)	(\$50,000)
Taxable Amount	\$143,957	\$149,776
Total City Millage Rate (Per \$1,000 of value)	5.3000	5.2000
Total City Taxes per Year	\$765.49	\$778.84
Difference with Proposed Millage Reduction		\$13.35

PROPERTY TAX BILL



TAXABLE VALUE	FY 2022-23
With the \$50,000 Homestead exemption (includes \$25,000 for schools)	\$194,433
Taxable Amount	\$144,433
Total City Taxes	\$765
Schools	\$1,194
County	\$1,091
Fire Board	\$433
All Others	\$96
Total Tax Bill	\$ 3,579

Breakdown of Tax Bill based on \$194,433 Valuation

This graph clarifies the breakdown and distribution of a typical Ad Valorem Property Tax bill in the City of Port St. Lucie. In this example, a home with a taxable value of \$194,433 that qualifies for the \$50,000 homestead exemption as a primary residence will pay a total property tax bill of \$3,322. This chart is used as an example to show the distribution of where the tax dollars are used. The surprising point of interest for our constituents is that only 23% of their tax bill, \$765 in this example, remains in their local City budget. The largest portion of a tax bill goes to the St. Lucie School Board receiving (\$1,194 33%), and to St. Lucie County Government (\$1,091, 31%).

How does Property Tax get calculated?

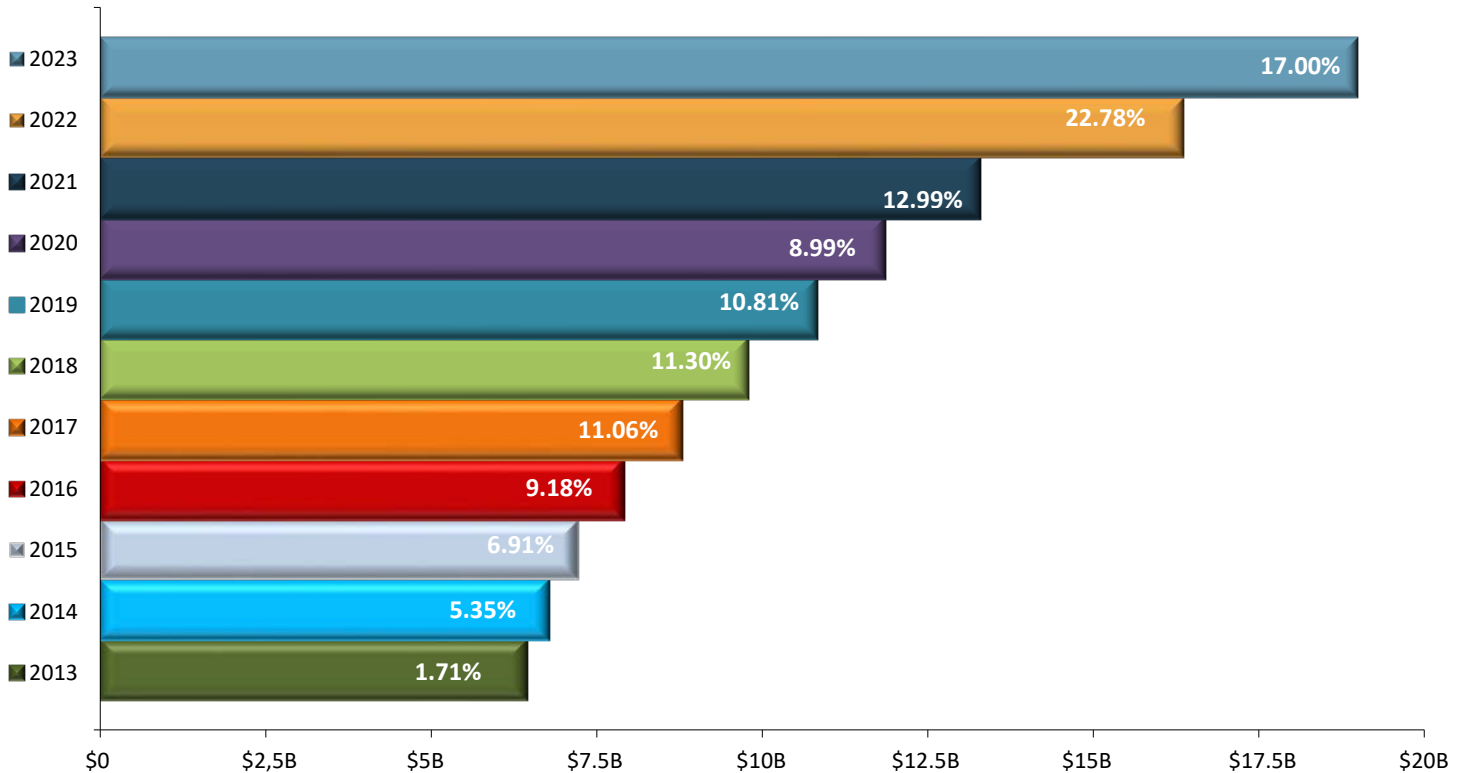
There are three factors for calculating the amount of property tax assessed on your house (or other property): the value of the property, the amount of value that is not subject to taxes (e.g., the homestead exemption), and the tax or millage rate.

According to State legislation, the County Property Appraiser calculates the value of each property in St. Lucie County as of January 1 each year. The appropriate exemptions are then applied to reach the final taxable value. The final taxable value is multiplied by the millage rates, i.e., City, County, School Board, and other taxing authorities to determine the amount of property taxes to be included in the November property tax bill. For example, if your taxable value after taking all exemptions is \$125,000 and the millage rate used to determine your taxes is 5.2000, then the City portion of your taxes would be \$650.00. The calculation is performed by taking the taxable value (\$125,000), dividing by 1,000 and multiplying by the millage rate (5.2000).

Step (1): $\frac{\$125,000}{\$1,000} = \$125$

Step (2): $\$125 \times 5.2000 = \650

PROPERTY VALUATION



This graph shows the property valuation for the City of Port St. Lucie, which is set by the St. Lucie County Property Appraiser and is an important demographic indicator for the community. The level of taxable valuation sets the tone for the development of the budget each year. The City of Port St. Lucie has been experiencing growth over the last five years after coming out of the Great Recession. A large number of new homes being built is pushing the total property valuation upward at more moderate levels than was experienced in the early 2000s. Most of the valuation increase is due to the strong real estate market. That served to increase the Ad Valorem Tax Revenues of the City in direct proportion.

The City has reached the peak values in 2022 at approximately \$19 billion.

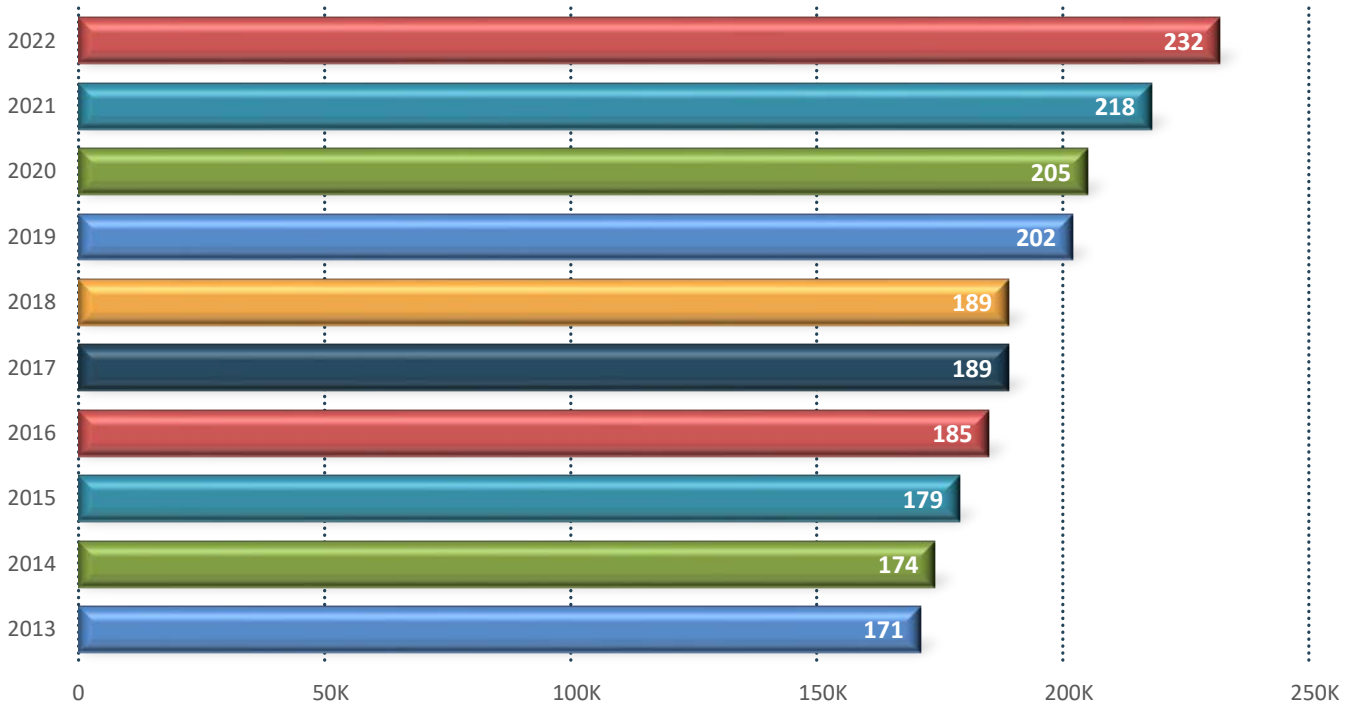
In FY 2008-09 through FY 2012-13 the experienced decreases in valuation that drove the property tax revenues lower and caused financial stress for the City. The recent ten-year trend of climbing taxable value is a positive indicator for the City and a reflection of the general economy.

The FY 2023-24 proposed budget is based on the certified taxable value of \$19 billion which is 17% greater than the prior year's certified taxable value. This new taxable value is at 145.9% of the peak value established in 2007.

The overall gain in value will generate \$11,9 million in additional property tax revenue using the reduced millage rate of 5.2000.

POPULATION

231,790 Projected
in July of 2022



This population chart shows the strong growth pattern experienced by the City of Port St. Lucie. The City was incorporated in 1961 and our population was only 330 in 1970. However, our population is estimated to be 231,790 in July 2022. Annual increases had been averaging approximately 5,000; the last two years the City realized a jump over 25,000 new residents. Port St. Lucie is Florida's seventh largest City by population and was once listed as one of the fastest growing cities in the nation. This level of growth in past years was the driving force behind the infrastructure needs of the City and increasing levels of service. Over the years, the Parks and Recreation, Police and Utility Departments have grown to reflect the growth of the community.

The first half of this time-period shows a more reasonable and steady growth although the pace of new residential construction is picking up which adds to the population. The City is again experiencing a growth spurt with new residential and commercial. Although growth has been rapid in recent years, we saw a slower pace at the end of 2022 and the first half of 2023. Overall, growth is still happening steadily and the City's future continues to remain bright!



STAFFING OVERVIEW

Staffing levels are set by the proposed budget, which provides the funding for the approved listing of positions. Most operating budgets are a large percentage of salaries and benefits. Thus, the staffing level is a critical component of the budget. During the downturn of the economy and the years of falling taxable value, steps were taken to control costs which lead to reducing the staffing costs. The City froze pay rates and raised the employee health insurance contributions. In addition to these adjustments, the City reduced staffing levels by an overall 21% in those years. The trend in FTE's reported in the General Fund follows closely the trend of property tax revenue in the General Fund which is the largest single revenue in this fund.

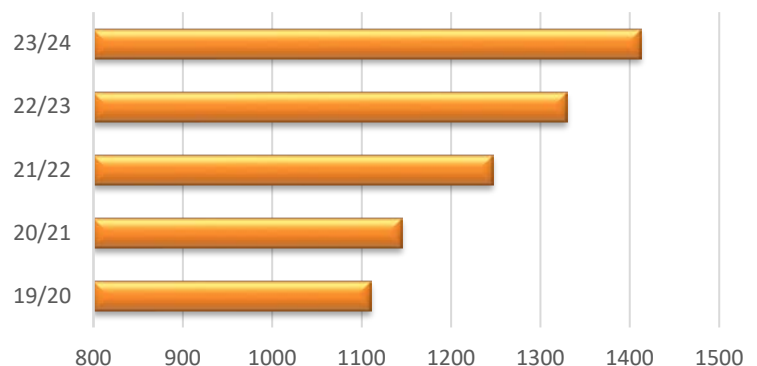
The City of Port St. Lucie's proposed FY 2023-24 Budget allows for a staffing level of 1,412.08 FTE's (Full Time Equivalent). That is a net increase of 82.74 FTE's.

For budget purposes, staff positions are counted and measured using an FTE (Full Time Equivalent) basis. One FTE is a budgeted position that is scheduled for 80 work hours in a two-week pay period. By gathering payroll data on the number of hours being paid during the year, the budgeted number of FTE's can be compared to the number of actual FTEs used. A monthly report tracks these variances and can identify vacancies, which represent savings, and identify any over staffing that might accidentally occur. During the years of staffing cuts many departments were able to drop vacant positions and minimize actual layoffs. With the difficult financial position of the City, the Council suspended the Police Sworn staffing policy of 1.6 officers per thousand of population.

The current sworn staffing level in FY 2023-24 is 316 which establishes a staffing ratio of 1.36 with the assumed population of 231,790.

The following pages represent a listing of the total number of full-time and part-time positions approved along with the position title. Included is a summary listing of proposed FTE increases by fund and department. Positions are converted to full time equivalent with 80 hours per two-week pay period equaling 1.0 FTE. This allows tracking of man-hours which controls salaries being paid.

City of Port St. Lucie Staff Changes



TOTAL CITYWIDE PROPOSED FTES BY DEPARTMENT - FY 2023-24

(FULL-TIME EQUIVALENT)	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
GENERAL FUND DEPARTMENTS				
1100-CITY COUNCIL	2.00	2.00	2.00	0.00
1200-CITY MANAGER	10.00	11.00	11.00	0.00
1210-CITY CLERK	9.00	9.00	9.00	0.00
1300- FINANCE	33.63	35.63	37.63	2.00
1310-HUMAN RESOURCES	16.63	16.83	17.83	1.00
1311- COMMUNICATIONS	10.00	12.20	13.20	1.00
1312-NEIGHBORHOOD SERVICES	2.81	2.80	2.60	-0.20
1320-INFORMATION SERVICES	32.00	33.00	38.00	5.00
1330-OFFICE OF MANAGEMENT & BUDGET	11.00	13.00	14.00	1.00
1400-LEGAL COUNCIL	16.50	18.00	18.00	0.00
1500-PLANNING & ZONING	15.80	15.80	16.80	1.00
2105-P.D. OPERATIONAL SUPPORT SERVICES	33.00	29.00	32.00	3.00
2110-P.D. ADMINISTRATION	9.00	9.00	10.00	1.00
2111-P.D. PROFESSIONAL STANDARDS	18.00	27.00	28.00	1.00
2112-P.D. SPECIAL INVESTIGATION UNIT	19.00	21.00	23.00	2.00
2115-P.D. DETECTIVE	41.00	47.00	49.00	2.00
2123-P.D. DOMESTIC VIOLENCE	3.00	3.00	3.00	0.00
2130-P.D. OPERATIONS/PATROL	186.00	192.00	210.00	18.00
2131-P.D. NPB DISTRICT SUPPORT	14.50	16.50	16.50	0.00
2134-P.D. SCHOOL CROSSING GUARDS	15.39	15.39	17.23	1.84
2135-NEIGHBORHOOD SERVICES - CODE COMPLIANCE	25.25	25.45	28.20	2.75
2139-P.D. - NPB TRAFFIC UNIT	10.00	10.00	12.00	2.00
2500-EMERGENCY MANAGEMENT	2.00	2.20	3.20	1.00
2910-NEIGHBORHOOD SERVICES - NUISANCE ABTEMENT	0.00	0.00	0.00	0.00
3900-PUBLIC WORKS - KPSLB	4.00	7.00	10.00	3.00
4135-FACILITIES MAINTENANCE	18.00	20.00	20.725	0.73
5100-INTERNS	1.08	0.00	0.00	0.00
5200-OFFICE OF ECONOMIC DEVELOPMENT	1.00	1.00	1.00	0.00
6200-P.D. ANIMAL CONTROL	12.50	13.50	13.50	0.00
7200-PARKS AND RECREATION - RECREATION	14.696	14.776	13.926	-0.85
7201-PARKS AND RECREATION - AIROSO COMMUNITY CENTER	8.90	8.90	8.90	0.00
7202-PARKS AND RECREATION - GYMNASIUM	5.90	7.625	7.625	0.00
7205-PARKS AND RECREATION - ADMINISTRATION	7.00	7.00	8.00	1.00
7210-PARKS AND RECREATION - PARKS	54.325	60.05	72.225	12.175
7215-PARKS AND RECREATION - BOTANICAL GARDENS	1.725	5.45	5.45	0.00
7216-PARKS AND RECREATION - MCCARTY RANCH	1.00	1.00	1.00	0.00
7235-PARKS AND RECREATION - TURF MAINTENANCE	7.00	7.00	7.00	0.00
7500-MIDFLORIDA EVENT CENTER	22.745	22.745	23.745	1.00
7502-PARKS AND RECREATION - FITNESS CENTER	7.36	7.360	7.90	0.54
7503-PARKS AND RECREATION - RECREATION	12.96	13.415	13.415	0.00
FUND TOTAL	715.70	763.62	826.60	62.98

Note: The total number of new positions proposed in the General Fund for FY24 is 62.74. The difference of 0.24 is due to the reallocation of salaries by Neighborhood Services across various grant funds.

TOTAL CITYWIDE PROPOSED FTES BY DEPARTMENT - FY 2023-24

PUBLIC WORKS DEPARTMENTS (104 AND 401 FUNDS)	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
4105-OPERATIONS	24.00	25.00	26.00	1.00
4118-REGULATORY	12.00	16.00	16.00	0.00
4121-TRAFFIC	22.00	23.00	23.00	0.00
4125-STREETS	12.00	12.00	12.00	0.00
4126-DRAINAGE	47.00	48.00	48.00	0.00
4127-GREENWAY/WATERWAY MAINTENANCE	11.00	11.00	11.00	0.00
FUND TOTAL	128.00	135.00	136.00	1.00
SOLID WASTE OPERATING FUND #106	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
3410 - SOLID WASTE OPERATING	0.00	0.00	10.00	10.00
FUND TOTAL	0.00	0.00	10.00	10.00
BUILDING DEPARTMENT FUND #110	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
2405-ADMINISTRATION	16.50	16.50	16.50	0.00
2410-LICENSING	7.00	7.00	7.00	0.00
2415-PERMITTING	13.00	13.00	13.00	0.00
2420-INSPECTIONS	38.00	41.00	43.00	2.00
2425-PLANS REVIEW	18.00	20.00	20.00	0.00
FUND TOTAL	92.50	97.50	99.50	2.00
NPES FUND - FUND #112	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
4126-DRAINAGE	1.00	1.00	1.00	0.00
FUND TOTAL	1.00	1.00	1.00	0.00
NSP3 -FUND #114	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
5500-NSP3 ADMINISTRATION	0.05	0.05	0.00	-0.05
FUND TOTAL	0.05	0.05	0.00	-0.05
NSP - FUND #116	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
5510-NSP ADMINISTRATION	0.05	0.05	0.20	0.15
FUND TOTAL	0.05	0.05	0.20	0.15
C.D.B.G. FUND # 118	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
5910-CDBG ADMINISTRATION	2.20	2.20	3.00	0.80
FUND TOTAL	2.20	2.20	3.00	0.80

TOTAL CITYWIDE PROPOSED FTES BY DEPARTMENT - FY 2023-24

	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
S.H.I.P. FUND #119				
5510-SHIP	1.20	1.20	1.60	0.40
FUND TOTAL	1.20	1.20	1.60	0.40
NEIGHBORHOOD IMPROVEMENT FUND #127				
5510-SHIP	1.25	1.25	1.80	0.55
FUND TOTAL	1.25	1.25	1.80	0.55
COMMUNITY REDEVELOPMENT AGENCY FUND #175				
5210-COMMUNITY REDEVELOPMENT AGENCY (CRA)	2.00	2.00	2.00	0.00
FUND TOTAL	2.00	2.00	2.00	0.00
HALF-CENT SALES TAX - 310				
4105-OPERATIONS	1.00	1.00	1.00	0.00
FUND TOTAL	1.00	1.00	1.00	0.00
GOLF COURSE FUND #421				
7250-MAINTENANCE	5.00	5.275	5.275	0.00
7251-OPERATIONS	4.90	4.90	4.90	0.00
FUND TOTAL	9.90	10.175	10.175	0.00
UTILITY DEPARTMENT FUNDS				
1340-ADMINISTRATION	9.00	12.20	12.20	0.00
1346-CUSTOMER SERVICE	28.50	27.00	27.00	0.00
1347-BILLING	7.00	7.00	7.00	0.00
1348-METER READER	10.00	10.00	11.00	1.00
1350-TECHNICAL SERVICES	15.50	16.00	17.00	1.00
1355-UTILITY - ENGINEERING	7.50	10.00	9.00	-1.00
1360-MAPPING	11.00	13.00	13.00	0.00
1375-INSPECTIONS	18.00	22.00	23.00	1.00
1380-LAB	8.00	8.00	8.00	0.00
3310-WATER SERVICES-PLANT	13.00	13.00	14.00	1.00
3311-WATER SERVIES-CROSS CONNECTION	8.00	8.00	9.00	1.00
3312-JEA WATER FACILITIES	8.00	8.00	8.00	0.00
3316 WATER DISTRIBUTION/PREVENTATIVE MAINTENANCE	21.50	22.00	23.00	1.00
3345-WAREHOUSE	9.00	11.00	12.00	1.00
3360-MAINTENANCE	7.00	7.00	8.00	1.00
3370-INFLOW AND INFILTRATION	7.00	7.00	7.00	0.00
3380-LIFTSTATIONS	17.00	17.00	17.00	0.00
3390-TELEMETRY & INSTRUMENTATION	19.00	21.00	22.00	1.00
3512-WP WASTEWATER PLANT	8.00	8.00	8.00	0.00

TOTAL CITYWIDE PROPOSED FTES BY DEPARTMENT - FY 2023-24

	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE)
UTILITY DEPARTMENT FUNDS-CONTINUED				
3513-GALDES WASTEWATER TREATMENT PLANT	10.00	10.00	10.00	0.00
3515-SEWER FIELD CONNECTIONS	2.00	0.00	0.00	0.00
3516-WASTEWATER COLLECTION/PREVENTATIVE MAINTENANCE	29.00	29.00	40.00	11.00
3560-WASTEWATER MAINTENANCE	6.00	6.00	6.00	0.00
FUND TOTAL	279.00	292.20	311.20	19.00
UTILITY CONNECTION FUND #439				
3315 WATER DISTRIBUTION	3.00	3.00	3.00	0.00
3515 WATER COLLECTION	8.00	8.00	4.00	-4.00
FUND TOTAL	11.00	11.00	7.00	-4.00
MEDICAL INSURANCE FUND #605				
1900-MEDICAL INSURANCE GENERAL GOVERNMENT	0.00	1.00	1.00	0.00
FUND TOTAL	0.00	1.00	1.00	0.00
SOLID WASTE FUND #620				
3410-GENERAL SOLID WASTE	1.09	10.09	0.00	-10.09
FUND TOTAL	1.09	10.09	0.00	-10.09
CITY TOTAL	1,245.94	1,329.34	1,412.08	82.74

*Positions are converted to Full-Time Equivalent with 80 hours per two-week pay period equaling 1.0 FTE. This allows tracking of manhours which controls salaries being paid. Total positions for Police does not include Parks Officers charged directly to Parks & Recreation.

SUMMARY OF NEW POSITIONS PROPOSED BUDGET - FY 2023-24

GENERAL FUND DEPARTMENTS – 001 FUND		
1300-FINANCE	1.00	Accountant II
1300-FINANCE	1.00	Lien Specialist III
1310-HUMAN RESOURCES	1.00	HR Generalist III
1311-COMMUNICATIONS	1.00	Content Strategist
1320-INFORMATION TECHNOLOGY	1.00	IT Security Technician I-III
1320-INFORMATION TECHNOLOGY	1.00	Technology Purchasing Agent
1320-INFORMATION TECHNOLOGY	1.00	IT Business Intelligence Analyst
1320-INFORMATION TECHNOLOGY	2.00	IT Utility Locator
2500-EMERGENCY MANAGEMENT	1.00	Emergency Management Specialist II
1330-OFFICE OF MANAGEMENT & BUDGET	1.00	Procurement Contracts Specialist
1500-PLANNING	1.00	Planning Technician
2135-NEIGHBORHOOD SERVICES	1.00	Code Compliance Specialist (Administrative)
2135-NEIGHBORHOOD SERVICES	1.00	Code Compliance Officer, Residential
3900-KPSL BEAUTIFUL	1.00	Project Coordinator, KPSLB
3900-KPSL BEAUTIFUL	2.00	Maintenace Worker, KPSLB (Pressure Washing Crew)
4135-FACILITIES MAINTENANCE	0.73	Administrative Assistant P/T
POLICE DEPARTMENT		
2105-P.D.-OPERATIONAL SUPPORT SERV.	1.00	Asset & Inventory Specialist
2105-P.D.-OPERATIONAL SUPPORT SERV.	1.00	Police Assistant Operations & Administrative Manager
2105-P.D.-OPERATIONAL SUPPORT SERV.	1.00	Police Administrative Assistant & Operations Division
2111-P.D.-PROFESSIONAL STANDARDS	1.00	Training Coordinator
2112-P.D.- SPECIAL INVESTIGATION UNIT	2.00	Special Investigations Detective
2115-P.D.-CRIMINAL INV. DIV. (CID)	2.00	Detective - Criminal Investigation Division
2115-P.D.-CRIMINAL INV. DIV. (CID)	1.00	Detective Sergeant - Criminal Investigation Division
2130-P.D.-NEIGHBORHOOD PATROL (NPB)	12.00	Police Officer - NPB Road Patrol (District 5)
2130-P.D.-NEGHBORHOOD PATROL (NPB)	6.00	Police Sergeant - NPB Road Patrol Supervisor (District 5)
2134-P.D.-Crossing Guards	1.84	School Crossing Guard (8 @ .23 Each)
2139- P.D.-Traffic Unit	2.00	Traffic Officer
PARKS AND RECREATION		
7205-P&R ADMINISTRATION	1.00	Financial Specialist
7210-P&R PARKS DIVISION	5.00	Parks Maintenance Worker I - Tradition Regional Park
7210-P&R PARKS DIVISION	2.00	Park Leader - Tradition Regional Sports Complex
7210-P&R PARKS DIVISION	2.18	P/T Maintenance Worker I - Tradition Regional Park
7210-P&R PARKS DIVISION	1.00	Turf/Landscape Specialist - Tradition Regional Park
7210-P&R PARKS DIVISION	1.00	Turf/Landscape Supervisor- Tradition Regional Park
7210-P&R PARKS DIVISION	1.00	Parks Coordinator - McChesney Park
MIDFLORIDA Event Center		
7500-MIDFLORIDA Event Center	1.00	Event Specialist
GENERAL FUND TOTAL	62.74	

SUMMARY OF NEW POSITIONS PROPOSED BUDGET - FY 2023-24

BUILDING DEPARTMENT -110 FUND		
2420-INSPECTIONS	2.00	Building Construction Inspector I
BUILDING FUND TOTAL	2.00	
UTILITY SYSTEMS -431 FUND		
1348-METER READERS	1.00	Water Meter Technician
1350-UTILITY ENGINEERING COMMERCIAL	1.00	Project Manager
1375-INSPECTORS	1.00	Utility Locator
3310-PINEVILLE WATER TREATMENT PLANT	1.00	Water Treatment Plant Operator Trainee
3311-CROSS CONNECTION	1.00	Cross Connection Technician
3316-WATER PREVENTITIVE MAINTENANCE	1.00	Field Technician Trainee
3345-WAREHOUSE	1.00	Warehouse Technician
3380-LIFT STATIONS	1.00	Field Technician Trainee
3390-TELEMETRY AND INSTRUMENTATION	1.00	SCADA Technician
3516-WATER PREVENTITIVE MAINTENANCE	6.00	Field Technician Trainee
UTILITY SYSTEMS FUND TOTAL	15.00	
PUBLIC WORKS FUND		
4105-OPERATIONS R&B	1.00	Special Project Coordinator, CIP & Sales Tax Project Group
PUBLIC WORKS FUND TOTAL	1.00	
118 - COMMUNITY DEVELOPMENT BLOCK GRANT		
5910 - C.D.G.B.	2.00	Code Compliance Officer, Commercial Properties
	2.00	
TOTAL 2023-24 PROPOSED (Citywide new positions)	82.740	

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
1100 CITY COUNCIL				
Executive Assistant to the City Manager	2.00	2.00	2.00	0.00
	2.00	2.00	2.00	0.00
1200 CITY MANAGER				
1PSL Coordinator/ Executive Assistant	1.00	1.00	1.00	0.00
Assistant City Manager	2.00	2.00	2.00	0.00
Chief Assistant City Manager	1.00	1.00	1.00	0.00
City Manager	1.00	1.00	1.00	0.00
Deputy City Manager	1.00	2.00	2.00	0.00
Executive Assistant /Project Coordinator	1.00	1.00	1.00	0.00
Grants/Strategic Initiatives Project Manager	1.00	1.00	1.00	0.00
Senior Executive Administrator	1.00	1.00	1.00	0.00
Strategic Initiatives Director	1.00	1.00	1.00	0.00
	10.00	11.00	11.00	0.00
1210 CITY CLERK				
Agenda Coordinator	1.00	1.00	1.00	0.00
Assistant City Clerk	1.00	1.00	1.00	0.00
City Clerk	1.00	1.00	1.00	0.00
Deputy City Clerk II	2.00	2.00	2.00	0.00
Deputy City Clerk II/Board Liaison And Committee Coordinator	1.00	1.00	1.00	0.00
Deputy City Clerk III	1.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	0.00
Records Coordinator	1.00	1.00	1.00	0.00
	9.00	9.00	9.00	0.00
1300 FINANCE				
Accountant I	1.00	2.00	3.63	1.63
Accountant II	0.00	0.00	1.00	1.00
Accounting Clerk	4.63	0.63	0.00	-0.63
Accounting Clerk II	1.00	2.00	2.00	0.00
Accounting Manager	1.00	1.00	1.00	0.00
Assessment & Property Tax Assessment Manager Supervisor	1.00	1.00	1.00	0.00
Assessment & Property Tax Manager	1.00	1.00	1.00	0.00
Assistant Accounting Manager	1.00	0.00	1.00	1.00
Assistant Manager, Finance Administration	0.00	1.00	1.00	0.00
Business Tax Analyst	1.00	1.00	1.00	0.00
Business Tax Compliance Officer	0.00	1.00	1.00	0.00
Business Tax Coordinator	1.00	0.00	1.00	1.00
Business Tax Manager	1.00	1.00	1.00	0.00
Capital Assets Accountant	1.00	1.00	1.00	0.00
Chief Financial Officer	1.00	1.00	1.00	0.00
Deputy Director - Finance	1.00	1.00	1.00	0.00
Executive Project Manager	0.00	1.00	1.00	0.00
Finance Director	1.00	1.00	1.00	0.00
Finance Investment Manager	0.00	1.00	1.00	0.00
Finance Operations Administrator	0.00	1.00	1.00	0.00
Lien Division Manager	1.00	1.00	1.00	0.00
Lien Specialist III	0.00	0.00	1.00	1.00
Management Analyst II	1.00	1.00	0.00	-1.00
Management Analyst II	1.00	0.00	0.00	0.00
Office Manager	1.00	0.00	0.00	0.00
Payroll Assistant Manager	1.00	1.00	1.00	0.00
Payroll Manager	1.00	1.00	1.00	0.00
Payroll Specialist I	0.00	1.00	1.00	0.00
Pension Plan Administrator	1.00	1.00	1.00	0.00
Pension Plan Specialist	1.00	1.00	0.00	-1.00
Purchasing Card Coordinator	1.00	1.00	1.00	0.00
Retirement Analyst	1.00	1.00	2.00	1.00
Retirement Specialist	0.00	1.00	1.00	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
Finance Department - continued				
Senior Accountant	2.00	2.00	1.00	-1.00
Senior Business Analyst	1.00	1.00	1.00	0.00
Special Assesment Accountant	1.00	2.00	1.00	-1.00
Special Assesment Coordinator	2.00	1.00	1.00	0.00
SR Special Assessment Accountant	0.00	1.00	1.00	0.00
	33.63	35.63	37.63	2.00
1310 HUMAN RESOURCES				
Administrative Assistant (shared with five departments)	0.00	0.20	0.20	0.00
Assistant Director - Human Resources	1.00	1.00	1.00	0.00
Assistant Recruitment Manager	1.00	1.00	1.00	0.00
Claims Subrogation Specialist	1.00	0.00	0.00	0.00
Customer Service Specialist	0.63	0.63	0.63	0.00
Deputy Director - Human Resources	0.00	1.00	1.00	0.00
Director - Human Resources	1.00	1.00	1.00	0.00
Director - Risk Management	1.00	1.00	1.00	0.00
Human Resources Analyst	1.00	1.00	1.00	0.00
Human Resources Generalist II	1.00	1.00	1.00	0.00
Human Resources Generalist III	0.00	0.00	2.00	2.00
Human Resources Generalist Trainee	1.00	0.00	0.00	0.00
Human Resources Manager, Benefits	1.00	1.00	1.00	0.00
Manager - Human Resources	1.00	2.00	1.00	-1.00
Manager - Human Resources	1.00	0.00	0.00	0.00
Manager, Risk Management	0.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	0.00
Organizational Development Specialist	1.00	1.00	1.00	0.00
Recruitment Manager	1.00	1.00	1.00	0.00
Risk Management Analyst	1.00	1.00	1.00	0.00
Training & Development Coordinator HR	1.00	1.00	1.00	0.00
	16.63	16.83	17.83	1.00
1311 COMMUNICATIONS				
Administrative Assistant (shared with five departments)	0.00	0.20	0.20	0.00
Brand Strategist	0.00	1.00	0.00	-1.00
Brand Strategist/Project Manager	0.00	1.00	1.00	0.00
Communications Director	1.00	1.00	1.00	0.00
Communications Liason	1.00	1.00	1.00	0.00
Content Strategist	0.00	0.00	1.00	1.00
Creative Team Manager	1.00	1.00	1.00	0.00
Digital Technology Coordinator	1.00	1.00	1.00	0.00
Digital Video Producer	2.00	1.00	1.00	0.00
Digital Video Team Manager	0.00	1.00	1.00	0.00
Engagement Manager	0.00	1.00	1.00	0.00
Graphic & Digital Content Specialist	1.00	1.00	1.00	0.00
Innovation Strategist, Communications	0.00	1.00	1.00	0.00
Project Manager	1.00	0.00	0.00	0.00
Social Media Manager	1.00	0.00	1.00	1.00
Special Asst. To City Mgr./Chief Communications Officer	0.00	0.00	0.00	0.00
Webmaster	1.00	1.00	1.00	0.00
	10.00	12.20	13.20	1.00
1312 NEIGHBORHOOD SERVICES				
Budget Specialist	0.00	0.00	0.30	0.30
Community Services Redevelopment Coordinator	0.30	0.30	0.30	0.00
Director, NSD	0.00	0.00	0.30	0.30
Deputy Director, NSD	0.00	0.90	0.30	-0.60
Housing Specialist	0.22	0.30	0.20	-0.10
Manager Community Services & Grant	1.00	0.00	0.00	0.00
Neighborhood Services Director	0.33	0.30	0.70	0.40
Project Coordinator	0.96	1.00	0.50	-0.50
	2.81	2.80	2.60	-0.20

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
1320 INFORMATION SERVICES				
Application Support Specialist	1.00	1.00	1.00	0.00
Assistant Director - Information Technology	1.00	1.00	1.00	0.00
Principal Database Architect	1.00	0.00	1.00	1.00
Business Intelligence Analyst II	1.00	1.00	0.00	-1.00
Chief Information Officer	1.00	1.00	1.00	0.00
Cloud Services Administrator	0.00	1.00	2.00	1.00
Cloud Services Manager	0.00	1.00	1.00	0.00
Data Center Manager	1.00	1.00	1.00	0.00
Fiber Infrastructure Administrator	1.00	1.00	1.00	0.00
GIS Developer I	1.00	1.00	1.00	0.00
I.T. Manager	0.00	1.00	1.00	0.00
Information Security Officer	1.00	1.00	1.00	0.00
I.T. Business Intelligence Analyst	0.00	0.00	1.00	1.00
IT Security Technician I - III	1.00	1.00	2.00	1.00
I.T. Utility Locator	0.00	0.00	2.00	2.00
Mobile Developer	1.00	0.00	0.00	0.00
Network Administrator	4.00	1.00	1.00	0.00
Network Infrastructure Administrator	0.00	1.00	1.00	0.00
PC Technician	1.00	1.00	0.00	-1.00
Project Coordinator	1.00	0.00	0.00	0.00
Security Analyst	0.00	1.00	0.00	-1.00
Security Analyst I	1.00	1.00	2.00	1.00
Senior GIS Developer	1.00	1.00	1.00	0.00
Principal Software Architect	1.00	1.00	1.00	0.00
Service Desk Supervisor, MIS	1.00	1.00	1.00	0.00
Service Desk Support Technician I	3.00	4.00	5.00	1.00
Service Desk Support Technician II	1.00	1.00	0.00	-1.00
Software Developer I	1.00	1.00	0.00	-1.00
Software Developer II	2.00	3.00	3.00	0.00
Software Developer III	0.00	1.00	2.00	1.00
Special Projects Supervisor	1.00	0.00	0.00	0.00
Technical Operations Manager	1.00	1.00	1.00	0.00
Technology Purchasing Agent	1.00	1.00	2.00	1.00
Teclom Systems Administrator	1.00	1.00	1.00	0.00
	32.00	33.00	38.00	5.00
1330 OFFICE OF MANAGEMENT & BUDGET				
Budget Management Analyst	0.00	1.00	0.00	-1.00
Budget Management Analyst II	1.00	0.00	1.00	1.00
Budget Manager	1.00	1.00	1.00	0.00
Director - Office of Management & Budget	1.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	0.00
Procurement Agent I	2.00	4.00	5.00	1.00
Procurement Agent II	3.00	1.00	0.00	-1.00
Procurement Contracts Specialist	0.00	0.00	1.00	1.00
Procurement Contracts Manager	0.00	1.00	1.00	0.00
Procurement Division Assistant Director	1.00	1.00	1.00	0.00
Procurement Manager	1.00	1.00	1.00	0.00
Sr. Management & Budget Analyst	0.00	1.00	1.00	0.00
	11.00	13.00	14.00	1.00
1400 LEGAL COUNSEL				
Accounting Clerk	0.50	1.00	1.00	0.00
Chief Assistant City Attorney	1.00	0.00	0.00	0.00
City Attorney	1.00	1.00	1.00	0.00
Deputy City Attorney	8.00	6.00	6.00	0.00
Paralegal I	1.00	1.00	1.00	0.00
Paralegal III	3.00	3.00	3.00	0.00
Senior Legal Secretary	2.00	2.00	2.00	0.00
Sr. Deputy City Attorney	0.00	4.00	4.00	0.00
	16.50	18.00	18.00	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
1500 PLANNING				
Administrative Assistant	0.80	0.80	0.80	0.00
Assistant Director - Planning & Zoning	1.00	1.00	1.00	0.00
Deputy City Manager	1.00	0.00	0.00	0.00
Division Director - Planning and Zoning	1.00	1.00	1.00	0.00
Electronic Records/Impact Fee Specialist	1.00	1.00	1.00	0.00
Financial Specialist	1.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	0.00
Mobility Impact Fee Coordinator	0.00	0.00	1.00	1.00
Planner I	1.00	1.00	2.00	1.00
Planner II	3.00	3.00	3.00	0.00
Planner III	2.00	3.00	2.00	-1.00
Planning Technician	1.00	1.00	2.00	1.00
Senior Planner	1.00	1.00	1.00	0.00
Transportation Planner	1.00	1.00	0.00	-1.00
	15.80	15.80	16.80	1.00
2105 P.D. OPERATIONAL SUPPORT SERVICES				
Asset & Inventory Specialist	0.00	0.00	1.00	1.00
Assistant Chief of Police	1.00	1.00	1.00	0.00
Purchasing Buyer	1.00	1.00	1.00	0.00
Court Liaison	1.00	1.00	1.00	0.00
Evidence Manager	2.00	0.00	0.00	0.00
Lieutenant	1.00	0.00	0.00	0.00
Operations & Administration Manager - Police	1.00	1.00	1.00	0.00
PD Public Service Specialist I, II & III	10.00	10.00	10.00	0.00
Police Administrative Assistant & Operations Division	0.00	0.00	1.00	1.00
Police Operations & Administrative Manager	0.00	0.00	1.00	1.00
Police Fleet Radio System Coordinator	1.00	1.00	1.00	0.00
Project Manager - Police	1.00	1.00	1.00	0.00
Public Service Specialist	0.00	0.00	0.00	0.00
Public Service Specialist Manager	2.00	1.00	1.00	0.00
Records Manager	0.00	1.00	1.00	0.00
Records Specialist	7.00	7.00	7.00	0.00
Redaction Coordinator Body Worn Cameras	2.00	2.00	2.00	0.00
Sergeant	1.00	0.00	0.00	0.00
SR. Redaction Records Coordinator Body Worn Cameras	1.00	1.00	1.00	0.00
Volunteer Coordinator	1.00	1.00	1.00	0.00
	33.00	29.00	32.00	3.00
2110 P.D. ADMINISTRATION				
Administrator - Police Department	1.00	1.00	1.00	0.00
Chief of Police	1.00	1.00	1.00	0.00
Financial Specialist	3.00	2.00	2.00	0.00
Grant/Budget Analyst	1.00	1.00	1.00	0.00
Manager, PD Personnel Liaison	1.00	1.00	1.00	0.00
Off Duty Detail/Telestaff Coordinator	0.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	0.00
Recruitment Officer	0.00	0.00	0.00	0.00
Sergeant	1.00	1.00	1.00	0.00
Training Coordinator	0.00	0.00	1.00	1.00
	9.00	9.00	10.00	1.00
2111 P.D. PROFESSIONAL STANDARDS				
Administrative Assistant - IA, Staff Services & Evidence	2.00	4.00	3.00	-1.00
Civilian Background Investigator	1.00	3.00	3.00	0.00
Crime & Intelligence Analyst - Levels I, II, & III	5.00	5.00	5.00	0.00
Evidence Technician	0.00	2.00	2.00	0.00
Lieutenant - Evidence	0.00	1.00	1.00	0.00
Police Commander - Professional Standards	1.00	1.00	1.00	0.00
Police Officer	5.00	6.00	6.00	0.00
Recruit/Background Investigation Officer	0.00	0.00	2.00	2.00
Sergeant - Accountability & Analysis	1.00	1.00	1.00	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
2111 P.D. PROFESSIONAL STANDARDS - CONTINUED				
Sergeant - Evidence	0.00	0.00	1.00	1.00
Seargeant - Internal Affairs	0.00	0.00	1.00	1.00
Seargeant - Staff Services	3.00	4.00	1.00	-3.00
Training Coordinator	0.00	0.00	1.00	1.00
	18.00	27.00	28.00	1.00
2112 P.D. SPECIAL INVESTIGATION UNIT				
Administrative Assistant	1.00	1.00	1.00	0.00
Lieutenant SID	0.00	1.00	1.00	0.00
Police Commander	1.00	1.00	1.00	0.00
Police Officer -Detectives	14.00	15.00	15.00	0.00
Sergeant	3.00	3.00	3.00	0.00
Special Investigations Detective	0.00	0.00	2.00	2.00
	19.00	21.00	23.00	2.00
2115 P.D. DETECTIVE				
Administrative Assistant	1.00	1.00	1.00	0.00
Crime Scene Investigator I	1.00	1.00	1.00	0.00
Crime Scene Investigator II	1.00	4.00	4.00	0.00
Crime Scene Unit Manager	1.00	1.00	1.00	0.00
Detective: Criminal Investigation Division	0.00	0.00	1.00	1.00
Detective: Missing Persons/Threat Assesment	1.00	0.00	0.00	0.00
Latent Fingerprint Examiner II /CSI	4.00	0.00	0.00	0.00
Lieutenant CID	0.00	1.00	1.00	0.00
Police Commander	1.00	1.00	1.00	0.00
Police Officer (Detectives)	26.00	33.00	33.00	0.00
Sergeant	5.00	5.00	6.00	1.00
	41.00	47.00	49.00	2.00
2123 P.D. DOMESTIC VIOLENCE				
Victim Assistant	2.00	2.00	2.00	0.00
Victim Assistant Coordinator	1.00	1.00	1.00	0.00
	3.00	3.00	3.00	0.00
2130 P.D. OPERATIONS/PATROL				
Administrative Assistant	1.00	1.00	1.00	0.00
Assistant Chief of Police	1.00	1.00	1.00	0.00
Civillian Traffic Crash Investigator	2.00	2.00	2.00	0.00
Lieutenant	8.00	6.00	6.00	0.00
Police Commander	0.00	2.00	2.00	0.00
Police Officer	150.00	155.00	167.00	12.00
Sergeant	24.00	25.00	31.00	6.00
	186.00	192.00	210.00	18.00
2131 P.D. NPB DISTRICT SUPPORT				
Assistant Director - PAL	1.00	1.00	1.00	0.00
Administrative Assistant	0.00	1.00	1.00	0.00
Crime Prevention Specialist	1.00	1.00	1.00	0.00
Juvenile Services Specialist	0.00	0.00	0.00	0.00
Lieutenant - NPB District Support	0.00	1.00	1.00	0.00
Model Traffic Stop Coordinator	1.00	1.00	1.00	0.00
Pal Director	1.00	1.00	1.00	0.00
Police Commander	1.00	1.00	1.00	0.00
Police Officer	8.00	8.00	8.00	0.00
Program Assistant - PAL	0.50	0.50	0.50	0.00
Sergeant	1.00	1.00	1.00	0.00
	14.50	16.50	16.50	0.00
2134 P.D. SCHOOL CROSSING GUARDS				
School Crossing Guards	14.39	14.39	16.23	1.84
Supervisor - Crossing Guards	1.00	1.00	1.00	0.00
	15.39	15.39	17.23	1.84

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
2135 NEIGHBORHOOD SERVICES - CODE COMPLIANCE				
Administrative Assistant	3.00	1.00	1.00	0.00
Administrative Assistant (shared with five departments)	0.00	0.20	0.20	0.00
Assistant Director Neighborhood Services	1.00	1.00	1.00	0.00
Budget Specialist	0.00	1.00	1.50	0.50
Code Compliance Officers	16.00	16.00	18.00	2.00
Housing Specialist	0.05	0.05	0.00	-0.05
Manager - Neighborhood Services	1.00	1.00	1.00	0.00
Neighborhood Services Director	0.20	0.20	0.50	0.30
Project Coordinator	1.00	2.00	2.00	0.00
Supervisor - Code Compliance	3.00	3.00	3.00	0.00
	25.25	25.45	28.20	2.75
2139 P.D. - NPB TRAFFIC UNIT				
Sergeant	2.00	2.00	2.00	0.00
Traffic Officer	8.00	8.00	10.00	2.00
	10.00	10.00	12.00	2.00
2500 EMERGENCY MANAGEMENT				
Administrative Assistant (shared with five departments)	0.00	0.20	0.20	0.00
Emergency Management Specialist II	0.00	0.00	1.00	1.00
Emergency Operations Administrator	1.00	1.00	1.00	0.00
Emergency Operations Project Coordinator	1.00	1.00	1.00	0.00
	2.00	2.20	3.20	1.00
3900 PUBLIC WORKS - KPSLB				
Community Services Administrator	1.00	1.00	1.00	0.00
Crew Leader, KPSLB	1.00	1.00	1.00	0.00
KPSLB Program Supervisor	1.00	1.00	1.00	0.00
Maintenance Worker - KPSLB	1.00	4.00	6.00	2.00
Project Coordinator - KPSLB	0.00	0.00	1.00	1.00
	4.00	7.00	10.00	3.00
4135 FACILITIES MAINTENANCE				
Administrative Assistant P/T	0.00	0.00	0.725	0.725
Administrative Operations Coordinator	1.00	1.00	1.00	0.00
Aquatics Maint./Construction Div. Coordinator	0.00	1.00	1.00	0.00
Building Facilities Coordinator	1.00	1.00	1.00	0.00
Carpenter	2.00	0.00	0.00	0.00
Contract Specialist	2.00	0.00	0.00	0.00
Facilities Lead	0.00	2.00	2.00	0.00
Facilities Maintenance Director	1.00	1.00	1.00	0.00
Facilities Maintenance Worker I	3.00	3.00	3.00	0.00
Facilities Maintenance Worker II & III	0.00	2.00	2.00	0.00
Fleet Manager, FAC Maintenance	1.00	1.00	1.00	0.00
HVAC Maintenance Technician	2.00	0.00	0.00	0.00
HVAC Maintenance Technician I	0.00	1.00	1.00	0.00
HVAC Maintenance Technician III	0.00	1.00	1.00	0.00
HVAC Supervisor	1.00	1.00	1.00	0.00
Project Manager	1.00	1.00	1.00	0.00
SR. Project Manager, Facilities	0.00	1.00	1.00	0.00
Supervisor	1.00	1.00	1.00	0.00
Supervisor, Building/Facilities Maintenance	2.00	2.00	2.00	0.00
	18.00	20.00	20.725	0.725
5100 INTERNS				
Summer Youth Worker	0.54	0.00	0.00	0.00
Summer Youth Worker	0.54	0.00	0.00	0.00
	1.08	0.00	0.00	0.00
5200 OFFICE OF ECONOMIC DEVELOPMENT				
Economic Development Administrator	1.00	1.00	1.00	0.00
	1.00	1.00	1.00	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
6200 P.D. ANIMAL CONTROL				
Administrative Assistant	1.00	1.00	1.00	0.00
Administrator-Animal Control	1.00	1.00	1.00	0.00
Animal Control Officer	8.00	7.00	7.00	0.00
Animal Control Operations Manager	0.00	2.00	2.00	0.00
Kennel Technician P/T	0.50	0.50	0.50	0.00
Supervisor Animal Control	2.00	2.00	2.00	0.00
	12.50	13.50	13.50	0.00
7200 PARKS AND RECREATION - RECREATION				
Assistant Camp Coordinator	1.00	0.00	1.00	1.00
Event & Service Coordinator	1.00	0.00	0.00	0.00
P/T Recreation Aide	0.725	0.725	0.00	-0.725
P/T Recreation Aide	0.725	0.725	0.725	0.00
Recreation Leader	1.00	1.00	1.00	0.00
Recreation Specialist	1.00	1.00	1.00	0.00
Recreation Specialist	1.00	1.00	1.00	0.00
Special Events Administrator	0.00	1.00	1.00	0.00
Special Events Coordinator	1.00	2.00	2.00	0.00
Summer Camp Aide	0.91	0.91	0.91	0.00
Summer Camp Director	1.52	1.52	1.52	0.00
Summer Camp Leader	2.526	2.526	1.876	-0.65
Summer Camp Youth Worker	2.29	2.37	1.895	-0.48
	14.696	14.776	13.926	-0.85
7201 PARKS AND RECREATION - AIROSO COMMUNITY CENTER				
Deputy Director - Recreation	1.00	1.00	1.00	0.00
Event Leader	1.00	1.00	2.00	1.00
Event Specialist	1.00	1.00	1.00	0.00
Maintenance Worker I	1.00	1.00	1.00	0.00
P/T Recreation Aide	0.725	0.725	0.450	-0.275
P/T Recreation Aide	0.725	0.725	0.725	0.00
P/T Recreation Aide	0.725	0.725	0.725	0.00
P/T Recreation Aide	0.725	0.725	0.000	-0.725
Recreation Administrator	1.00	1.00	1.00	0.00
Recreation Supervisor	1.00	1.00	1.00	0.00
	8.90	8.90	8.90	0.00
7202 PARKS AND RECREATION - GYMNASIUM				
Customer Service Specialist	0.00	1.00	1.00	0.00
P/T Recreation Aide	0.725	0.725	0.725	0.00
P/T Recreation Aide	0.725	0.725	0.725	0.00
P/T Recreation Aide	0.725	0.725	0.725	0.00
P/T Recreation Aide	0.725	0.725	0.725	0.00
P/T Recreation Aide	0.00	0.725	0.725	0.00
Recreation Leader	1.00	1.00	1.00	0.00
Recreation Manager	1.00	1.00	1.00	0.00
Recreation Supervisor	1.00	1.00	1.00	0.00
	5.90	7.625	7.625	0.00
7205 PARKS AND RECREATION - ADMINISTRATION				
Administrative Assistant	1.00	1.00	1.00	0.00
Deputy Director - Parks & Recreation	1.00	1.00	1.00	0.00
Director - Parks & Recreation	1.00	1.00	1.00	0.00
Financial Specialist	1.00	1.00	2.00	1.00
Office Manager	1.00	1.00	1.00	0.00
Project Manager - Administration	1.00	1.00	1.00	0.00
Project Manager - Parks & Recreation	1.00	1.00	1.00	0.00
	7.00	7.00	8.00	1.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				INCREASE (DECREASE)
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	OVER PRIOR YEAR
7210 PARKS AND RECREATION - PARKS				
Asst Director - Parks & Recreation	1.00	1.00	1.00	0.00
Crew Leader - Parks & Recreation	1.00	1.00	1.00	0.00
Deputy Director - Parks	1.00	1.00	1.00	0.00
Manager - Park Operations	2.00	2.00	2.00	0.00
Manager - Personnel Liaison	1.00	1.00	1.00	0.00
Maintenance Worker I	25.77	24.60	32.875	8.275
Maintenance Worker I/Roving Crew	0.00	3.00	0.00	-3.00
Maintenance Worker II	1.00	3.00	2.00	-1.00
P/T Maintenance Worker I - Tradition Regional Park	0.00	0.00	2.18	2.18
P/T Park Attendant	2.11	1.45	1.45	0.00
Park Leader	5.00	5.00	7.00	2.00
Park Maintenance Worker	1.45	3.00	1.725	-1.28
Parks Administrator	1.00	0.00	1.00	1.00
Parks Coordinator	1.00	2.00	2.00	0.00
Police Officer	2.00	2.00	3.00	1.00
Project Coordinator - Parks & Recreation	0.00	1.00	1.00	0.00
Project Manager, Parks & Recreation	2.00	1.00	1.00	0.00
Safety & Training Coordinator	1.00	1.00	1.00	0.00
Senior Project Manager	0.00	1.00	0.00	(1.00)
Supervisor - Park Operations	1.00	1.00	1.00	0.00
Supervisor - Parks & Recreation	5.00	5.00	6.00	1.00
Parks Coordinator - McChesney Park	0.00	0.00	1.000	1.00
Turf/Landscape Specialist - Tradition Regional Park	0.00	0.00	1.000	1.00
Turf/Landscape Supervisor - Tradition Regional Park	0.00	0.00	1.000	1.00
	54.325	60.05	72.225	12.175
7215 PARKS AND RECREATION - BOTANICAL GARDENS				
Maintenance Worker I	0.725	1.450	1.725	0.275
Maintenance Worker I	1.00	3.00	1.725	-1.28
Park Leader	0.00	1.000	2.000	1.00
	1.725	5.45	5.45	0.00
7216 PARKS AND RECREATION - McCARTY RANCH				
Maintenance Worker I	1.00	1.00	1.00	0.00
	1.00	1.00	1.00	0.00
7235 PARKS AND RECREATION - TURF MAINTENANCE				
Irrigation Specialist	1.00	1.00	1.00	0.00
Maintenance Worker I	3.00	3.00	3.00	0.00
Parks Maintenance Worker II	0.00	1.00	1.00	0.00
Parks Maintenance Worker III	1.00	0.00	0.00	0.00
Turf/Landscape Specialist	1.00	1.00	1.00	0.00
Turf/Landscape Supervisor - Parks & Recreation	1.00	1.00	1.00	0.00
	7.00	7.00	7.00	0.00
7500 MIDFLORIDA EVENT CENTER				
Assistant Director, Event Center	1.00	1.00	1.00	0.00
Audio Visual Specialist	0.63	0.73	0.63	-0.10
Civic Center Director	1.00	1.00	1.00	0.00
Civic Center Promotions Manager	1.00	1.00	1.00	0.00
Customer Service Specialist	0.62	0.73	0.63	-0.10
Deputy Director - Operations	0.00	1.00	1.00	0.00
Event & Service Coordinator	1.00	1.00	1.00	0.00
Event Representative	1.25	1.30	1.25	-0.04
Event Specialist	1.00	1.00	1.00	0.00
Event Support Services Leader	1.00	1.00	1.00	0.00
Event Support Services Supervisor	1.00	1.00	1.00	0.00
Event Support Services Worker I	4.25	0.00	0.00	0.00
Event Support Worker - Aquatic Services	1.00	0.00	0.00	0.00
Events Manager Civic Center	1.00	0.00	0.00	0.00
Financial Manager Civic Center	1.00	0.00	1.00	1.00
Maintenance Worker	0.00	6.00	6.62	0.62
Maintenance Worker I	1.00	0.00	0.00	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
7500 MIDFLORIDA EVENT CENTER -Continued				
Office Manager	1.00	1.00	1.00	0.00
Operations Administrator	1.00	1.00	1.00	0.00
Operations Supervisor, MFEC	0.00	1.00	1.00	0.00
Sales Manager	1.00	1.00	1.00	0.00
Sales Specialist	1.00	1.00	0.63	-0.38
Special Events Administrator	1.00	1.00	1.00	0.00
	22.75	22.745	23.745	1.00
7502 PARKS AND RECREATION - FITNESS CENTER				
Fitness Center Coordinator	2.00	2.00	2.00	0.00
P/T Recreation Aide-Fitness	4.36	4.36	2.90	-1.46
Recreation Leader - Fitness	0.00	0.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	0.00
Recreation Supervisor	0.00	0.00	1.00	1.00
	7.36	7.36	7.90	0.54
7503 PARKS AND RECREATION - RECREATION				
Customer Service Specialist	2.62	1.00	0.685	-0.32
Event Support Services Worker I	0.725	0.725	0.000	-0.73
Maintenance Worker	0.00	1.00	0.625	-0.38
Maintenance Worker I	0.00	0.63	2.00	1.37
P/T Summer Camp	1.50	1.50	1.755	0.26
P/T Recreation Aide	4.11	5.56	4.35	-1.21
Recreation Leader	1.00	1.00	2.00	1.00
Recreation Manager	1.00	1.00	1.00	0.00
Recreation Program Coordinator	2.00	1.00	1.00	0.00
	12.96	13.415	13.415	0.00
GENERAL FUND TOTAL				
	715.70	763.62	826.60	62.98
SOLID WASTE OPERATING FUND #106				
Administrative Assistant	0.00	0.00	1.00	1.00
Solid Waste Code Compliance Specialist	0.00	0.00	2.00	2.00
Solid Waste Customer Service Specialist	0.00	0.00	2.00	2.00
Solid Waste Customer Service Manager	0.00	0.00	1.00	1.00
Solid Waste Director	0.00	0.00	1.00	1.00
Solid Waste Operation Supervisor	0.00	0.00	1.00	1.00
Solid Waste Operations Manager	0.00	0.00	1.00	1.00
Solid Waste Project Manager	0.00	0.00	1.00	1.00
	0.00	0.00	10.00	10.00

Note: The total number of new positions proposed in the General Fund for FY24 is 62.74. The difference of 0.24 is due to the reallocation of positions by Neighborhood Services across various grant funds.

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

BUILDING FUND #110				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
2405 ADMINISTRATION				
Address Technician	2.50	2.50	2.50	0.00
Administrative Assistant	2.00	2.00	3.00	1.00
Assistant Building Official	1.00	1.00	1.00	0.00
Budget Specialist	1.00	1.00	1.00	0.00
Building Official	1.00	1.00	1.00	0.00
Building Operations Manager	1.00	1.00	1.00	0.00
Building Outreach Specialist	1.00	1.00	1.00	0.00
Customer Service Specialist	1.00	2.00	2.00	0.00
Deputy Building Official	1.00	1.00	1.00	0.00
Electronic Permit Specialist	1.00	1.00	0.00	-1.00
Flood Plain Coordinator	1.00	1.00	1.00	0.00
Maintenance Worker	2.00	2.00	1.00	-1.00
Office Assistant	1.00	0.00	1.00	1.00
	16.50	16.50	16.50	0.00
2410 LICENSING				
Chief Building Inspector	1.00	1.00	1.00	0.00
Contractor Lic Specialist	1.00	1.00	1.00	0.00
Coordinator Contractor Lic.	1.00	1.00	1.00	0.00
Licensing Investigator	4.00	4.00	4.00	0.00
	7.00	7.00	7.00	0.00
2415 PERMITTING				
Building Permit Coordinator	1.00	0.00	0.00	0.00
Building Permit Specialist I	9.00	9.00	9.00	0.00
Building Permit Specialist III	0.00	3.00	3.00	0.00
Facilitator	1.00	0.00	0.00	0.00
Permit Facilitator	1.00	0.00	0.00	0.00
Permitting Manager	0.00	1.00	1.00	0.00
Supervisor - Building Permit Specialist	1.00	0.00	0.00	0.00
	13.00	13.00	13.00	0.00
2420 INSPECTIONS				
Bldg Construction Inspector I	19.00	20.00	26.00	6.00
Bldg Construction Inspector II	6.00	5.00	5.00	0.00
Bldg Construction Inspector IV	6.00	5.00	3.00	-2.00
Building Inspector, Plans Exam II	2.00	4.00	2.00	-2.00
Building Inspector, Plans Exam IV	0.00	3.00	3.00	0.00
Building Permit Specialist I	1.00	1.00	1.00	0.00
Building Spector	2.00	0.00	0.00	0.00
Chief Building Inspector	1.00	2.00	2.00	0.00
Sr. Chief Building Inspector	1.00	1.00	1.00	0.00
	38.00	41.00	43.00	2.00
2425 PLANS REVIEW				
Building Construction Inspector IV	2.00	4.00	1.00	-3.00
Building Inspector, Plans Exam II	0.00	0.00	2.00	2.00
Building Inspector, Plans Exam IV	3.00	2.00	2.00	0.00
Building Plans Examiner I	7.00	7.00	8.00	1.00
Building Plans Examiner II	2.00	2.00	2.00	0.00
Building Plans Examiner IV	1.00	2.00	2.00	0.00
Chief Building Inspector	1.00	1.00	2.00	1.00
Chief Plans Examiner	2.00	2.00	1.00	-1.00
	18.00	20.00	20.00	0.00
BUILDING DEPARTMENT TOTAL	92.50	97.50	99.50	2.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

Other Funds	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
NSP3 -FUND #114				
Community Services Redevelopment Coordinator	0.05	0.05	0.00	-0.05
FUND TOTAL	0.05	0.05	0.00	(0.05)
NSP - FUND #116				
Deputy Director, Neighborhood Services Division	0.00	0.00	0.10	0.10
Project Coordinator	0.05	0.05	0.10	0.05
FUND TOTAL	0.05	0.05	0.20	0.15
C.D.B.G. FUND # 118				
Code Compliance Officer, Commercial Properties	0.00	0.00	2.00	2.00
Community Services Redevelopment Coordinator	0.40	0.40	0.00	-0.40
Deputy Director, Neighborhood Services Division	0.30	0.30	0.00	-0.30
Housing Specialist	0.50	0.50	0.20	-0.30
Neighborhood Services Director	0.18	0.18	0.10	-0.08
Project Coordinator	0.82	0.82	0.70	-0.12
FUND TOTAL	2.20	2.20	3.00	0.80
S.H.I.P. FUND #119				
Community Services Redevelopment Coordinator	0.55	0.55	0.70	0.15
Housing Specialist	0.30	0.30	0.20	-0.10
Project Coordinator	0.35	0.35	0.70	0.35
FUND TOTAL	1.20	1.20	1.60	0.40
NEIGHBORHOOD IMPROVEMENT FUND #127				
Budget Specialist	0.00	0.00	0.20	0.20
Deputy Director	0.00	0.00	0.20	0.20
Director - Neighborhood Services	0.20	0.20	0.20	0.00
Housing Specialist	0.05	0.05	0.20	0.15
Project Manager - Neighborhood Services	1.00	1.00	1.00	0.00
FUND TOTAL	1.25	1.25	1.80	0.55
COMMUNITY REDEVELOPMENT AGENCY FUND #175				
Community Redevelopment Agency Director	1.00	1.00	1.00	0.00
CRA Project Manager	1.00	1.00	1.00	0.00
FUND TOTAL	2.00	2.00	2.00	0.00
NPES FUND - FUND #112				
NPDES Project Manager	1.00	1.00	1.00	0.00
FUND TOTAL	1.00	1.00	1.00	0.00
HALF-CENT SALES TAX - 310				
Project Manager - Sales Tax	1.00	1.00	1.00	0.00
FUND TOTAL	1.00	1.00	1.00	0.00
PUBLIC WORKS DEPARTMENTS (104 AND 401 FUNDS)				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
4105 P.W. OPERATIONS				
Administrative Assistant	4.00	4.00	4.00	0.00
Administrative Operations Coordinator	1.00	1.00	0.00	-1.00
Assistant Director - Public Works	1.00	2.00	2.00	0.00
Assistant Financial Project Manager	1.00	0.00	0.00	0.00
Budget Specialist	0.00	1.00	1.00	0.00
CADD Technician - Public Works	1.00	0.00	0.00	0.00
City Engineer	1.00	0.00	0.00	0.00
City Surveyor	0.00	0.00	0.00	0.00
Data Systems Analyst	1.00	1.00	1.00	0.00
Deputy Director - Public Works	1.00	1.00	1.00	0.00
Director - Public Works	1.00	1.00	1.00	0.00
Executive Project Manager-Community Outreach	0.00	1.00	1.00	0.00
Financial Specialist	0.00	1.00	1.00	0.00
Inspector Drainage	1.00	1.00	0.00	-1.00
Manager	1.00	0.00	0.00	0.00
Manager - CIP Projects	1.00	1.00	1.00	0.00
Manager Engineering, CIP & Support	1.00	1.00	1.00	0.00
Project Manager, Fleet & Facilities	0.00	1.00	1.00	0.00
Manger, Pw Finance	0.00	1.00	1.00	0.00
Manager, Public Works Personnel Liason	1.00	1.00	1.00	0.00
Office Manager	1.00	2.00	2.00	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

PUBLIC WORKS DEPARTMENTS (104 AND 401 FUNDS) - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
Project Coordinator CIP	1.00	1.00	1.00	0.00
Project Coordinator, CIP & Sales Tax Projects	0.00	1.00	2.00	1.00
Project Coordinator, Engineering, CIP & Support	2.00	0.00	0.00	0.00
Project Manager - Public Works Garage	1.00	0.00	0.00	0.00
Safety & Compliance Supervisor	1.00	1.00	1.00	0.00
Senior Financial Project Manager	1.00	0.00	0.00	0.00
Special Project Coordinator, CIP & Sales Tax Project Group	0.00	0.00	1.00	1.00
Supervisor - Customer Service	0.00	1.00	1.00	0.00
	24.00	25.00	25.00	0.00
4118 P.W. REGULATORY				
Assistant City Surveyor/Professional Mapper	0.00	1.00	1.00	0.00
City Surveyor	0.00	0.00	1.00	1.00
Construction Inspector	1.00	3.00	3.00	0.00
Data Systems Analyst	1.00	0.00	0.00	0.00
Deputy Director - Public Works	1.00	0.00	0.00	0.00
Engineering CADD Technician II	0.00	1.00	1.00	0.00
Inspection Manager Reg. Division	1.00	0.00	0.00	0.00
Manager, Permitting Customer Service	0.00	1.00	1.00	0.00
Permit Specialist I	0.00	2.00	2.00	0.00
Permit Specialist II	2.00	2.00	0.00	-2.00
Permit Specialist III	1.00	0.00	1.00	1.00
Permitting Customer Service Supervisor	1.00	0.00	0.00	0.00
Professional Engineer	0.00	1.00	1.00	0.00
Project Coordinator - Public Works	3.00	3.00	3.00	0.00
Regulatory Compliance Coordinator	0.00	0.00	1.00	1.00
Regulatory Division Director	1.00	1.00	1.00	0.00
Residential Inspector Lead	0.00	0.00	1.00	1.00
Survey Inspector	0.00	0.00	4.00	4.00
Warehouse Operations Coordinator	0.00	1.00	0.00	-1.00
	12.00	16.00	21.00	5.00
4121 P.W. TRAFFIC CONTROL/IMPROVEMENTS				
Administrative Assistant	1.00	1.00	1.00	0.00
Crew Leader Traffic	1.00	2.00	2.00	0.00
Data Systems Analyst	1.00	1.00	1.00	0.00
Engineering CIP & Support Division Director	1.00	1.00	1.00	0.00
ITS Technician	1.00	1.00	0.00	-1.00
Project Coordinator CIP & Sales Tax Projects	0.00	1.00	1.00	0.00
Project Coordinator Traffic Operations	0.00	1.00	1.00	0.00
Special Projects Coordinator	2.00	1.00	1.00	0.00
Supervisor - Public Works	2.00	1.00	1.00	0.00
Supervisor, Intelligent Transport System	0.00	1.00	1.00	0.00
Traffic Administrator - Public Works	1.00	1.00	1.00	0.00
Traffic Engineering Technician	2.00	0.00	0.00	0.00
Traffic Operations Coordinator	1.00	0.00	0.00	0.00
Traffic Operations Electrician	1.00	2.00	2.00	0.00
Traffic ITS Technician	2.00	1.00	2.00	1.00
Traffic Safety Technician I	0.00	2.00	2.00	0.00
Traffic Safety Technician II	2.00	4.00	3.00	-1.00
Traffic Signal Technician	2.00	1.00	2.00	1.00
Traffic Technician III	1.00	0.00	0.00	0.00
Traffic Utility Locator	1.00	1.00	1.00	0.00
	22.00	23.00	23.00	0.00
4125 P.W. STREETS DIVISION				
Crew Leader - Public Works	1.00	1.00	1.00	0.00
Equipment Operator I	6.00	4.00	3.00	0.00
Equipment Operator III	1.00	1.00	1.00	0.00
Maintenance Worker	3.00	5.00	6.00	0.00
Supervisor - Public Works	1.00	1.00	1.00	0.00
	12.00	12.00	12.00	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

PUBLIC WORKS DEPARTMENTS (104 AND 401 FUNDS) - CONTINUED

	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
4126 P.W. DRAINAGE				
Administrator PW Drainage and Streets	1.00	1.00	1.00	0.00
CADD Technician - Public Works	1.00	0.00	0.00	0.00
Crew Leader - Public Works	3.00	3.00	4.00	1.00
Engineering CADD Technician II	0.00	1.00	1.00	0.00
Engineering CADD Technician III	0.00	1.00	1.00	0.00
Equipment Operator I	5.00	9.00	8.00	-1.00
Equipment Operator II	3.00	1.00	2.00	1.00
Equipment Operator III	1.00	3.00	2.00	-1.00
Equipment Operator IV	4.00	4.00	5.00	1.00
Executive Project Manager	1.00	1.00	1.00	0.00
Inspection Manager	0.00	0.00	0.00	0.00
Inspector Drainage	2.00	2.00	2.00	0.00
Large Culvert Inspector	0.00	1.00	1.00	0.00
Maintenance Worker	14.00	9.00	8.00	-1.00
Manager - Public Works	1.00	1.00	1.00	0.00
Project Coordinator	1.00	1.00	1.00	0.00
Supervisor	1.00	1.00	1.00	0.00
Supervisor - Public Works	1.00	1.00	1.00	0.00
Survey Inspector	4.00	4.00	0.00	-4.00
Survey Instrument Technician	2.00	2.00	2.00	0.00
Survey Worker	1.00	1.00	1.00	0.00
Warehouse Operations Coordinator	1.00	1.00	1.00	0.00
	47.00	48.00	44.00	-4.00
4127 P.W. GREENBELT/WATERWAY MAINTENANCE				
Aquatic Vegetation Control Inspector	1.00	0.00	0.00	0.00
Equipment Operator I	1.00	1.00	1.00	0.00
Equipment Operator II	0.00	1.00	1.00	0.00
Equipment Operator III	1.00	1.00	1.00	0.00
Equipment Operator III	1.00	0.00	0.00	0.00
Inspector Environmental Services	3.00	0.00	0.00	0.00
Irrigation Technician	1.00	1.00	1.00	0.00
Landscape Inspector	1.00	0.00	0.00	0.00
Manager Environmental Services	1.00	1.00	1.00	0.00
Project Coordinator, Environmental Services	0.00	5.00	5.00	0.00
Supervisor - Public Works	1.00	1.00	1.00	0.00
	11.00	11.00	11.00	0.0000
FUNDS TOTAL (ROAD & BRIDGE, STORMWATER)	128.00	135.00	136.00	1.00
GOLF COURSE FUND #421				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
7250 MAINTENANCE				
Assistant Superintendent	1.00	1.00	1.00	0.00
Golf Course Administrator	1.00	1.00	1.00	0.00
Golf Course Mechanic	1.00	1.00	1.00	0.00
Superintendent - Saints	1.00	1.00	1.00	0.00
Turf/Landscape Specialist	1.00	1.00	1.00	0.00
	5.00	5.00	5.00	0.00
GOLF COURSE FUND #421 - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
7251 OPERATIONS				
Customer Service Specialist	0.73	0.725	0.725	0.00
Customer Service Specialist	0.73	0.725	0.725	0.00
Customer Service Specialist	0.73	0.725	0.725	0.00
Customer Service Specialist	1.00	1.00	1.00	0.00
Maintenance Worker I	0.73	1.00	1.00	0.00
Manager - Pro Shop	1.00	1.00	1.00	0.00
	4.90	5.175	5.175	0.00
GOLF COURSE FUND TOTAL	9.90	10.175	10.175	0.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

UTILITY SYSTEM FUNDS				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
1340 ADMINISTRATION				
Administrative Assistant	0.00	0.20	0.20	0.00
Administrative Assistant USD Agenda Administrator	1.00	1.00	1.00	0.00
Assistant Director - Utilities	0.00	0.00	2.00	2.00
Assistant Manager, Community Outreach	0.00	0.00	1.00	1.00
Deputy Director - Utilities	1.00	1.00	1.00	0.00
Deputy Director Water & Wastewater Operations	1.00	1.00	1.00	0.00
Director Utility Systems	1.00	1.00	1.00	0.00
Financial Specialist	1.00	1.00	0.00	-1.00
Maintenance Worker	0.00	1.00	1.00	0.00
Manager	1.00	1.00	0.00	-1.00
Manager USD Personnel Liaison	1.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	0.00
Utility Marketing & Digital Video Coordinator	1.00	1.00	0.00	-1.00
Water Treatment Operations Manager	0.00	2.00	2.00	0.00
	9.00	12.20	12.20	0.00
1346 CUSTOMER SERVICE				
Deputy Director - Customer Service / Billing	1.00	0.00	0.00	0.00
Manager Utility Billing Connection Support	1.00	1.00	1.00	0.00
Office Assistant	1.00	1.00	1.00	0.00
Office Assistant	0.50	0.00	0.00	0.00
Supervisor	1.00	1.00	1.00	0.00
Utility Connection Support Leader	1.00	1.00	1.00	0.00
Utility Connection Support Leader	1.00	0.00	0.00	0.00
Utility Connection Support Specialist	19.00	20.00	20.00	0.00
Utility Connection Support Specialist	1.00	1.00	1.00	0.00
Utility Connection Support Specialist	1.00	1.00	1.00	0.00
Utility Connection Support Specialist	1.00	1.00	1.00	0.00
	28.50	27.00	27.00	0.00
1347 BILLING				
Supervisor, Utility Billing	1.00	1.00	1.00	0.00
Utility Billing Clerk	1.00	1.00	1.00	0.00
Utility Billing Clerk	1.00	1.00	1.00	0.00
Utility Billing Clerk	1.00	1.00	1.00	0.00
Utility Billing Clerk	1.00	1.00	1.00	0.00
Utility Billing Clerk	1.00	1.00	1.00	0.00
Utility Billing Clerk	1.00	1.00	1.00	0.00
	7.00	7.00	7.00	0.00
UTILITY SYSTEM FUNDS -CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
1348 METER READERS				
Meter Reader Crew Leader	1.00	1.00	1.00	0.00
Supervisor, Water Distribution	1.00	1.00	1.00	0.00
Water Meter Technician	8.00	8.00	9.00	1.00
	10.00	10.00	11.00	1.00
1350 TECHNICAL SERVICES				
Administrative Assistant	1.00	1.00	1.00	0.00
Civil Engineer, Commercial Development, Regulatory	0.00	1.00	1.00	0.00
Compliance Coordinator	1.00	1.00	1.00	0.00
Construction Coordinator	2.00	5.00	5.00	0.00
Engineering - GIS Technician USD	1.00	0.00	0.00	0.00
Engineering Manager - Utility	0.50	1.00	1.00	0.00
Manager Comm. Dev. & Inspections	1.00	1.00	1.00	0.00
Professional Engineer-Commercial Development/Regulatory	0.00	1.00	1.00	0.00
Project Coordinator	8.00	0.00	0.00	0.00
Project Manager	1.00	1.00	2.00	1.00
Project Manager, Utility Engineering	0.00	1.00	1.00	0.00
Project Manager, Utility Engineering Construction	0.00	2.00	2.00	0.00
Regulatory Compliance Coordinator	0.00	1.00	1.00	0.00
	15.50	16.00	17.00	1.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

UTILITY SYSTEM FUNDS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
1355 UTILITY ENGINEERING				
Assistant Manager	0.00	1.00	1.00	0.00
Assistant Director - Utilities	0.00	0.00	0.00	0.00
CADD Technician - USD	0.00	0.00	0.00	0.00
Civil Engineer	3.00	2.00	2.00	0.00
Engineering Manager - Utility	0.50	0.00	0.00	0.00
Manager	1.00	1.00	1.00	0.00
Professional Engineer	0.00	2.00	2.00	0.00
Project Coordinator	1.00	1.00	1.00	0.00
Project Manager	0.00	1.00	0.00	-1.00
Utilities Inspector	2.00	2.00	2.00	0.00
	7.50	10.00	9.00	-1.00
1360 MAPPING				
Assistant Manager Utility Information Systems	1.00	1.00	1.00	0.00
CADD Technician - USD	2.00	2.00	2.00	0.00
CADD Technician Trainee	1.00	1.00	1.00	0.00
Data Communications Supervisor	1.00	1.00	0.00	-1.00
Data Systems Analyst	2.00	2.00	2.00	0.00
GIS Technician	1.00	1.00	1.00	0.00
Network Administrator	0.00	1.00	1.00	0.00
Network Technician - USD	1.00	1.00	1.00	0.00
Supervisor - GIS & UIS Mapping	1.00	1.00	1.00	0.00
Supervisor - Data Communications	0.00	0.00	1.00	1.00
Utility Interface Assistant	0.00	1.00	1.00	0.00
Utility Interface Coordinator	1.00	1.00	1.00	0.00
	11.00	13.00	13.00	0.00
1375 INSPECTORS				
Administrative Secretary	1.00	0.00	0.00	0.00
Construction Coordinator	0.00	1.00	1.00	0.00
Project Coordinator	1.00	0.00	0.00	0.00
Project Manager	0.00	1.00	1.00	0.00
Records Specialist	1.00	1.00	1.00	0.00
Superintendent - Inspector Locators	1.00	1.00	1.00	0.00
Utilities Inspector	8.00	11.00	11.00	0.00
Utility Locator	6.00	7.00	8.00	1.00
	18.00	22.00	23.00	1.00
1380 LAB				
Laboratory Analyst	1.00	1.00	1.00	0.00
Laboratory Technician	1.00	1.00	1.00	0.00
Laboratory Technician	1.00	1.00	1.00	0.00
Laboratory Technician	1.00	1.00	1.00	0.00
Laboratory Technician	1.00	1.00	1.00	0.00
Manager	1.00	1.00	1.00	0.00
Pretreatment Coordinator	1.00	1.00	1.00	0.00
Supervisor - USD, Water	1.00	1.00	1.00	0.00
	8.00	8.00	8.00	0.00
3310 WATER SERVICES - PLANT				
Chief Plant Operator	1.00	1.00	1.00	0.00
Lead Plant Operator	1.00	1.00	1.00	0.00
Plant Operator "A"	4.00	6.00	5.00	-1.00
Plant Operator "B"	1.00	1.00	2.00	1.00
Plant Operator "C"	4.00	1.00	2.00	1.00
Plant Operator Trainee	2.00	3.00	3.00	0.00
	13.00	13.00	14.00	1.00
3311 WATER SERVICES - CROSS CONNECTION				
Cross Connection Technician	6.00	5.00	6.00	1.00
Lead Cross Connection Technician	0.00	1.00	1.00	0.00
Supervisor - USD - Water	1.00	1.00	1.00	0.00
Util Septic Comp Master Plumb	1.00	1.00	1.00	0.00
	8.00	8.00	9.00	1.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

UTILITY SYSTEM FUNDS - CONTINUED

	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
3312 JEA WATER FACILITIES				
Chief Plant Operator	1.00	1.00	1.00	0.00
Lead Plant Operator	1.00	1.00	1.00	0.00
Plant Operator "A"	4.00	4.00	5.00	1.00
Plant Operator "B"	2.00	1.00	1.00	0.00
Plant Operator Trainee	0.00	1.00	0.00	-1.00
	8.00	8.00	8.00	0.00
3316 WATER DISTRIBUTION/PREVENTIVE MAINTENANCE				
Administrative Secretary	0.50	1.00	1.00	0.00
Field Technician I	1.00	1.00	1.00	0.00
Field Technician II	6.00	8.00	8.00	0.00
Field Technician Trainee	2.00	2.00	3.00	1.00
Field Technician - WW	0.00	0.00	0.00	0.00
Superintendent	1.00	0.00	0.00	0.00
Supervisor, Water Distribution	1.00	1.00	1.00	0.00
Water Distribution Lead	0.00	1.00	1.00	0.00
Water Distribution Operator III	10.00	8.00	8.00	0.00
	21.50	22.00	23.00	1.00
3345 WAREHOUSE				
Assistant Manager Budget/Procurement Warehouse	1.00	1.00	1.00	0.00
Financial Specialist	3.00	4.00	4.00	0.00
Superintendent, Warehouse USD	0.00	1.00	1.00	0.00
Supervisor - USD - Water	1.00	1.00	1.00	0.00
Warehouse Technician - USD	4.00	4.00	5.00	1.00
	9.00	11.00	12.00	1.00
3360 MAINTENANCE				
Lead Maintenance Mechanic-Water Facilities/Pm	1.00	1.00	1.00	0.00
Maintenance Mechanic-Water	5.00	5.00	6.00	1.00
Natural Resources & WTP Maintenance Coordinator	1.00	1.00	1.00	0.00
	7.00	7.00	8.00	1.00
3370 INFLOW AND INFILTRATION				
Crew Leader - Wastewater	1.00	1.00	1.00	0.00
Field Technician I	0.00	0.00	1.00	1.00
Field Technician II	6.00	5.00	5.00	0.00
Field Technician Trainee	0.00	1.00	0.00	-1.00
	7.00	7.00	7.00	0.00
3380 LIFTSTATIONS				
Crew Leader - Wastewater	1.00	1.00	0.00	-1.00
Field Technician I	0.00	1.00	1.00	0.00
Field Technician II	11.00	10.00	10.00	0.00
Field Technician Trainee	0.00	0.00	1.00	1.00
Maintenance Worker Utilities	2.00	2.00	2.00	0.00
Manager-USD (WW)	1.00	1.00	0.00	-1.00
Superintendent	1.00	1.00	1.00	0.00
Supervisor	1.00	1.00	2.00	1.00
	17.00	17.00	17.00	0.00
3390 TELEMETRY & INSTRUMENTATION				
Electrician Journeyman	7.00	4.00	4.00	0.00
Industrial Electrician I	0.00	2.00	2.00	0.00
Industrial Electrician II	0.00	2.00	2.00	0.00
Industrial Electrician III	0.00	4.00	4.00	0.00
Instrumentation & Control Technician	3.00	2.00	2.00	0.00
Lead Electrician	2.00	1.00	1.00	0.00
Manager - Electrical System/Maintenance/Safety-USD	1.00	1.00	1.00	0.00
Safety & Training Coordinator - USD	1.00	1.00	1.00	0.00
SCADA Network Analyst	1.00	1.00	1.00	0.00
SCADA Technician	0.00	1.00	2.00	1.00
Superintendent	1.00	1.00	1.00	0.00
Supervisor - Electrical System/SCADA	1.00	1.00	1.00	0.00
Utility Electrician	2.00	0.00	0.00	0.00
	19.00	21.00	22.00	1.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

UTILITY SYSTEM FUNDS - CONTINUED				
	PRIOR FY 2021-22	CURRENT FY 2022-23	PROPOSED FY 2023-24	INCREASE (DECREASE) OVER PRIOR YEAR
3512 WP WASTEWATER PLANT				
Chief Plant Operator	1.00	1.00	1.00	0.00
Lead Plant Operator	1.00	1.00	1.00	0.00
Plant Operator "A"	3.00	3.00	3.00	0.00
Plant Operator "B"	1.00	1.00	1.00	0.00
Plant Operator "C"	2.00	1.00	2.00	1.00
Plant Operator Trainee	0.00	1.00	0.00	-1.00
	8.00	8.00	8.00	0.00
3513 GLADES WASTEWATER TREATMENT PLANT				
Chief Plant Operator	1.00	1.00	1.00	0.00
Lead Plant Operator	1.00	1.00	1.00	0.00
Plant Operator "A"	3.00	3.00	4.00	1.00
Plant Operator "B"	1.00	1.00	0.00	-1.00
Plant Operator "C"	2.00	2.00	2.00	0.00
Plant Operator Trainee	2.00	2.00	2.00	0.00
	10.00	10.00	10.00	0.00
3515 SEWER FIELD CONNECTIONS				
Field Technician Trainee	2.00	0.00	0.00	0.00
	2.00	0.00	0.00	0.00
3516 WASTEWATER COLLECTION/PREVENTIVE MAINTENANCE				
Administrative Secretary	1.00	0.00	0.00	0.00
Crew Leader - Wastewater	1.00	1.00	1.00	0.00
Field Technician I	6.00	5.00	5.00	0.00
Field Technician II	3.00	4.00	4.00	0.00
Field Technician Trainee	15.00	16.00	27.00	11.00
Field Technician - WW	1.00	0.00	0.00	0.00
Office Manager	0.00	1.00	1.00	0.00
Superintendent	1.00	1.00	1.00	0.00
Supervisor	1.00	1.00	1.00	0.00
	29.00	29.00	40.00	11.00
3560 WASTEWATER MAINTENANCE				
Lead Maintenance Mechanic/WW	0.00	1.00	1.00	0.00
Maintenance Mechanic - WW	5.00	4.00	4.00	0.00
Supervisor - USD, Wastewater	1.00	1.00	1.00	0.00
	6.00	6.00	6.00	0.00
TOTAL UTILITY SYSTEMS OPERATING FUND	279.00	292.20	311.20	19.00
UTILITY CONNECTION FUND #439				
3315 WATER DISTRIBUTION				
Field Technician Trainee	0.00	0.00	2.00	2.00
Supervisor, Water Distribution	1.00	1.00	1.00	0.00
Water Distribution System Operator III	2.00	2.00	0.00	-2.00
	3.00	3.00	3.00	0.00
3515 WATER COLLECTION				
Deputy Director - Utilities	0.00	1.00	1.00	0.00
Field Technician I	0.00	0.00	0.00	0.00
Field Technician II	2.00	2.00	0.00	-2.00
Field Technician Trainee	1.00	1.00	0.00	-1.00
Field Technician Trainee	1.00	0.00	0.00	0.00
Manager-USD (WW)	1.00	0.00	0.00	0.00
Special Projects Coordinator	1.00	2.00	1.00	-1.00
Supervisor	1.00	1.00	1.00	0.00
Supervisor	1.00	1.00	1.00	0.00
	8.00	8.00	4.00	-4.00
TOTAL UTILITY CONNECTION FUND	11.00	11.00	7.00	-4.00

LISTING OF POSITIONS - FY 2023-24 PROPOSED BUDGET

SOLID WASTE FUND #620				
Administrative Assistant	0.00	1.00	0.00	-1.00
Neighborhood Services Director	0.00	0.09	0.00	-0.09
Solid Waste Code Compliance Specialist	0.00	2.00	0.00	-2.00
Solid Waste Customer Service Specialist	0.00	2.00	0.00	-2.00
Solid Waste Customer Service Manager	0.00	1.00	0.00	-1.00
Solid Waste Director	0.00	1.00	0.00	-1.00
Solid Waste Operation Supervisor	0.00	1.00	0.00	-1.00
Solid Waste Operations Manager	0.00	1.00	0.00	-1.00
Solid Waste Project Manager	0.00	1.00	0.00	-1.00
	0.00	10.09	0.00	-10.09
MEDICAL FUND #605				
1900	MEDICAL FUND			
Benefits Manager	0.00	1.00	1.00	0.00
	0.00	1.00	1.00	0.00
TOTAL CITY POSITIONS	1,244.85	1,329.34	1,412.08	82.74

FINANCIAL MANAGEMENT & BUDGET POLICIES

The National Advisory Council on State and Local Budgeting (NACSLB) developed a comprehensive set of recommended budget practices that has been endorsed by the Government Finance Officers Association (GFOA). These recommended practices provide a framework for the budget process encompassing a broad scope of governmental planning and decision-making regarding the use of resources.

Element #4 of Principle #2, Adopt Financial Policies addresses the need for jurisdictions to establish policies. As such, following are recommended financial management policies developed within the guidelines of the NACSLB.

Policy #1: Revenue estimates for annual budget purposes should be conservative. Property taxes should be budgeted at 95.5% of the Property Appraiser's estimate as of July.

Policy #2: The annual operating budget should be maintained in such a manner as to avoid an operating fund deficit. The annual budget should show fiscal restraint. Operating expenditures should be managed to create a positive cash balance (surplus) or not to exceed available resources in each fund at the end of the fiscal year.

Policy #3: Reserve funds should not be used to fund recurring expenditures. Fund balances should be maintained at fiscally sound levels in all funds. Such levels are delineated below:

- General Fund – The target is to maintain an unassigned fund balance of 20% of operating expenditures. This is the target that the unassigned fund balance should not fall below without establishing a replenishment plan.
- Building Permit Fund – The target fund balance is set at six months operating expenditures (50%). This is the target that the fund balance should not fall below without establishing a replenishment plan.
- Enterprise Funds – The target unrestricted net asset balance is set at two months operating expenses (17%). This is the target that the fund balance should not fall below without establishing a replenishment plan.

Policy #4: The City shall maintain adequate protection from loss due to property damage or liabilities of the City. The City shall maintain a self-insurance program for medical benefits for employees and dependents. Risks more than fixed individual limits of \$275,000 annually are coinsured with an outside insurance carrier. The carrier is also responsible for excess costs over an aggregate limit of \$168,00. The City also maintains self-insurance programs for workers' compensation, and property and general liability risks. The City carries stop loss coverage for these programs and ensures adequate resources are available to support the value of incurred but not reported (IBNR) claims.

Policy #5: The City will not commit itself to the full extent of its taxing authority.

Policy #6: The City will not fund ordinary municipal services with temporary or nonrecurring revenue sources.

Policy #7: Indirect costs associated with the operations of Enterprise Funds will be identified and accounted against the operations of those funds and be reimbursed to the General Fund.

Policy #8: Fee schedules and user charges should be annually reviewed for adjustment to ensure that rates are equitable and cover the total cost or a portion of the total cost as established by policy of City Council.

FINANCIAL MANAGEMENT & BUDGET POLICIES - CONTD.

Policy #9: The financial burden on the City's taxpayers must be minimized through systematic annual program reviews and evaluation aimed at improving the efficiency and effectiveness of City programs. As such, the annual budget will be based on the City Council's long-term strategic plan, implemented by departmental goals and objectives.

Policy #10: City management is responsible for recovery of budgeted and non-ad valorem revenues as planned for in the budget. Management shall maintain adequate billing and claiming processes in-order-to effectively manage accounts receivable in conformance with the fiscal plan and sound business principles.

Policy #11: Every appropriation, except an appropriation for a capital improvement expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital improvement expenditure shall continue in force, i.e., not be required to be re-budgeted, until the purpose for which it was made has been accomplished or abandoned; the purpose of any such appropriation shall be deemed abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriation unless extended by action of the City Council.

DEBT MANAGEMENT

Policy #12:

The Policy provides a general framework under which the City plans for and manages the use of debt financing. This Policy should be considered within the broader scope of the City's Comprehensive Financial Policies (adopted via Resolution 17-R30) and other City rules and regulations. The City of Port St Lucie, Florida, is a municipal corporation of the State of Florida duly authorized pursuant to the Constitution of the State of Florida, Chapter 166, Part 11, Florida Statutes, and other applicable provisions of law to borrow money to finance capital projects and refund existing debt. Section 9.09 of the City Charter requires an ordinance be enacted to "authorize the borrowing of money". Adoption of an ordinance establishes the framework for the borrowing of money.

A resolution is adopted to establish the amount of bonds to be issued, the purpose of the borrowing and other pertinent details for the issuance of the bonds. The City complies with its debt management policy.

II. Purpose: The purpose of this Policy is to establish parameters and provide guidance governing issuance, management, continuing evaluation of and reporting on all debt obligations issued by the City of Port St Lucie, and to provide for the preparation and implementation necessary to ensure compliance and conformity with this Policy, the City's Charter, the City's code of ordinances and Florida law.

III. Purposes and Uses of Debt: The City may issue commercial paper and other forms of variable rate short-term debt (debt with less than 12 months of maturity) from time to time. Incurring long-term debt serves to obligate future taxpayers ("long-term debt" is defined as debt with greater than 12 months of maturity). Excessive reliance on long-term debt obligations can cause debt levels to reach or exceed the government's ability to pay. There are many categories of long-term debt available, therefore, the City's conscientious use of long-term debt will provide assurance that future residents will be able to service the City's debt obligations. General obligation debt which is supported by property tax revenues will be utilized as authorized by voters. Debt secured by legally available non ad valorem revenues may be utilized for other types of enterprise debt (i.e., water, sewer, solid waste, and storm water) when supported by dedicated revenue sources (i.e., user charges).

IV. Limitations on City Indebtedness: As a matter of good public policy and budgetary considerations, the City will continue to maintain institutionalized control over its debt issuance. The City will attempt to maintain primarily a "pay as you go" financing program for capital improvements. Debt financing, to include general obligation bonds, revenue bonds, certificate of participation, lease/purchase agreements, and other obligations permitted to be issued under Florida state law, shall only be used to purchase capital assets and infrastructure that cannot be acquired from either current revenues or fund balance.

FINANCIAL MANAGEMENT & BUDGET POLICIES - CONTD.

Borrowings by the City should be of a duration that does not exceed economic life of the improvement or asset that it finances and, where feasible, should be shorter than the expected economic life of the asset(s) being financed. Long term debt will not be issued in-order to finance current operating costs or normal, routine maintenance. Further, debt financing will be used for major, non-recurring items with a minimum of four years of useful life. The City shall not assume more tax-supported general-purpose debt without conducting an objective analysis as to the community's ability to assume and support additional debt service payments. For the City to issue additional pari-passu bonds, covenants as authorized in the respective bond issues must be complied with. When appropriate, self-supporting revenue bonds shall be issued in lieu of general obligation bonds. The City will strive to maintain a gross bonded general obligation principal debt at a level not to exceed 2% of the assessed value of taxable property within the City. The City will strive to prudently reduce the par amount of debt outstanding each year by paying scheduled principal payments and/ or via early redemption. The City will strive to ensure that annual general bonded debt service costs (principal and interest) will not exceed 15% of the City's General Fund Expenditures (excluding one-time bond and extraordinary expenses). Any repayment provisions shall be structured to achieve level debt service payments to the extent possible. Scheduling larger payments during the later years shall be avoided, unless used to wrap around existing pari-passu bonds.

V. SELECTION OF FINANCE CONSULTANTS AND SERVICE PROVIDERS:

The City shall employ an outside professional financial advisor, other than the City's underwriter, who is familiar with and abreast of the conditions of the municipal market, and is available to assist in structuring the issue, pricing, and monitoring sales procedures. The City shall not use a firm to serve as both the financial advisor and underwriter. The City's Chief Financial Officer or designee shall be responsible for establishing a solicitation and selection process for securing professional services that are required to develop and implement the City's debt program. The solicitation and selection process for such services must comply with City's Code of Ordinances and other adopted policies and for such services, including procurement requirements for professional and technical services, if appropriate.

VI. METHOD OF SALE: The Chief Financial Officer and Treasurer shall consult with the City's Financial Advisor prior to each financing. The Chief Financial Officer will bring forward a recommendation to the City Council who shall render a determination of the appropriate method of sale of City's long-term debt obligations".

VII. REFUNDING OF CITY INDEBTEDNESS: Debt refunding involves monitoring the markets, interest rates and other conditions against the existing debt portfolio; all debt refundings need City Council authorization and approval.

VIII. USE OF CREDIT ENHANCEMENT: Credit enhancements are mechanisms which guarantee principal and interest payments. They include bond insurance, letters of credit and surety bonds. The City may use these credit enhancements when such credit enhancement proves cost effective or is otherwise beneficial to the City.

IX. CREDIT RATINGS: The City will seek to maintain and, if possible, improve the City's current bond rating to minimize borrowing costs and preserve access to credit.

X. REBATE COMPLIANCE AND OTHER POST-ISSUANCE RESPONSIBILITIES:

The Chief Financial Officer or designee shall establish and maintain a system of record keeping and reporting to meet the arbitrage compliance requirements of the federal tax code and Florida law. Additionally, the Chief Financial Officer or designee should employ the services of third-party consultants for arbitrage reporting.

XI. REPORTING AND CONTINUING DISCLOSURE:

The City will comply with the standards of the Government Finance Officers Association for financial reporting and budget presentation and the disclosure requirements of the Securities and Exchange commission. The City is committed to continuing disclosure of financial and pertinent credit information relevant to the City's outstanding debt and will maintain compliance with disclosure standards promulgated by state and national regulatory bodies.

XII. DEBT POLICY IMPLEMENTATION: The Chief Financial Officer shall implement this debt management policy. The Chief Financial Officer or designee shall review the policy at least every two years and shall bring proposed amendments to the City Council for their consideration.

INVESTMENT MANAGEMENT

Policy #13: INTRODUCTION CITY COUNCIL DIRECTED POLICY In establishing the Investment Policy, the City of Port St Lucie ("City") recognizes the relationship between risk and return and acknowledges that all investments involve some degree of risk. The Investment Policy is intended to set forth the framework within which the City's investment activities will be conducted. The Investment Policy establishes parameters for investment activity which may be further restricted by the Chief Financial Officer or designee or City Manager. The Investment Policy provides both minimums and maximums by investment type to limit risk and diversify the City's investment portfolio.

II. SCOPE: In accordance with Section 218.415, Florida Statutes, this Investment Policy applies to all the investment activity and cash balances of the City of Port St Lucie ("the City"), except for the Municipal Police Officers' Retirement Trust Fund, the Prudential Pension Trust Fund, the 401(a) Retirement Trust Fund, the Other Post-Employment Benefits ("OPEB") Trust Fund, and funds related to the issuance of debt where there are other existing policies or indentures in effect.

ACCOUNTS MANAGEMENT

Policy #14: Accounting systems shall be maintained to facilitate financial reporting in conformance with generally accepted accounting principles of the United States.

Policy #15: An annual financial audit shall be prepared in conformance with Florida state law.

Policy #16: Financial systems shall be maintained in a manner that provides for the timely monitoring of expenditures, revenues, and receivables/billing status on an ongoing basis.

Policy #17: The City shall annually seek the GFOA Certificate of Achievement for Excellence in Financial Reporting and Distinguished Budget Presentation Award.

LONG-TERM FINANCIAL PLANNING

As detailed in the Capital Improvement Program section in this budget document, the City uses a five-year model for long-range planning in the general fund and all enterprise funds. The plans, including a five-year capital improvement plan, which are updated annually. The City Council's main objectives are: A) To preserve the quality of life by providing and maintaining adequate financial resources necessary to sustain a sufficient level of municipal services, B) To respond to changes in the economy, the priorities of governmental and non-governmental organizations, and other changes that may affect the City's financial well-being, C) To protect the City from emergency fiscal crisis by ensuring the maintenance of service even in the event of an unforeseen occurrence, and D) To maintain a strong credit rating in the financial community through sound, conservative financial decision-making.

Additionally, the City Council has established a preference for pay-as-you-go financing as a significant capital financing source but will ultimately determine the most appropriate financing structure for each capital project on an individual basis after examining all relevant factors of the project. Fund balances in-excess of required debt and other continuing obligations may be used as a capital source for pay-as-you-go financing.

CITY OF PORT ST. LUCIE

SUMMARY OF REVENUES, EXPENDITURES & FUND BALANCES

PROPOSED BUDGET - FY 2023-24

	***** GOVERNMENTAL FUNDS *****			** PROPRIETY **							Increase	
	General	Special	Capital	** FUNDS **	Debt	Internal	Trust	Totals	Totals	Totals*	<Decrease>	
	Fund	Revenue	Project	Enterprise	Service	Service	Funds	2023-24	2022-23	2021-22	FY 23-24/22-23	
		Funds	Funds	Funds	Fund	Funds	Funds					
CASH BALANCES CARRYFORWARD:	\$	62,608,417	\$ 80,897,734	\$ 38,133,518	\$ 107,376,057	\$ 8,967,783	\$ 7,475,064	\$ 26,802,677	\$ 332,261,250	\$ 388,599,354	\$ 389,738,362	\$ (56,338,104)
(Projected Beginning Fund Balances - 10-1-23)												
REVENUES & SOURCES:												
Taxes (includes other taxes)		88,965,322	13,579,813	17,436,711	-	9,419,996	-	-	129,401,842	118,106,368	92,859,541	11,295,474
Utility Service Tax		17,192,863	-	-	-	-	-	-	17,192,863	15,100,000	14,155,584	2,092,863
Franchise Fees		15,087,847	1,101,860	-	-	-	-	-	16,189,707	11,925,971	11,938,502	4,263,736
Licenses and Permits		2,090,000	28,698,914	1,414,233	-	-	-	-	32,203,147	45,047,855	28,155,701	(12,844,708)
Intergovernmental		21,906,572	10,612,405	-	2,915,500	-	-	-	35,434,477	60,779,053	69,671,686	(25,344,576)
Fines and Forfeitures		1,037,365	214,050	-	-	-	-	-	1,251,415	5,214,833	1,231,980	(3,963,418)
User Fees and Miscellaneous Revenues		7,408,524	43,927,833	11,100,000	149,245,449	189,527	31,509,606	2,834,144	246,215,083	195,107,230	206,360,136	51,107,853
Use of Reserves/Budgeted Beginning Balance*		7,884,647	33,208,505	38,133,518	28,947,029	-	-	-	108,173,699	132,473,822	71,147,007	(24,300,123)
Other Financing Sources		11,148,245	9,448,003	66,333,559	31,950,906	-	-	-	118,880,713	147,268,091	115,074,091	(28,387,378)
TOTAL REVENUES AND SOURCES		172,721,385	140,791,383	134,418,021	213,058,884	9,609,523	31,509,606	2,834,144	704,942,946	731,023,223	610,594,228	(26,080,277)
TOTAL REVENUES AND BALANCES:	\$	235,329,802	\$ 221,689,117	\$ 172,551,539	\$ 320,434,941	\$ 18,577,306	\$ 38,984,670	\$ 29,636,821	\$ 1,037,204,196	\$ 1,119,622,577	\$ 1,000,332,590	\$ (82,418,381)
EXPENDITURES:												
Personnel Services	\$	95,274,424	\$ 20,177,261	\$ -	\$ 36,618,687	\$ -	\$ 134,768	\$ -	\$ 152,205,140	\$ 136,714,740	\$ 124,014,324	\$ 15,490,400
Operating Expenses		36,503,828	66,027,422	-	56,365,797	5,000	31,290,608	-	190,192,655	187,126,964	136,060,329	3,065,691
Capital Outlay & Capital Projects		3,266,049	2,070,628	112,222,596	19,713,901	-	-	-	137,273,174	168,322,635	145,699,657	(31,049,461)
Debt Services		11,932,082	14,841,616	-	32,032,392	8,562,908	-	-	67,368,998	66,479,084	68,893,217	889,914
Budgeted Contingencies/Budgeted Ending Reserves		984,020	287,431	18,150,366	16,026,720	928,262	-	2,834,144	39,210,943	65,723,519	70,007,999	(26,512,576)
Fund Transfers (Includes Internal Charges)		24,760,982	37,387,025	4,045,059	52,301,387	113,353	84,230	-	118,692,036	106,656,281	65,918,702	12,035,755
TOTAL EXPENDITURES		172,721,385	140,791,383	134,418,021	213,058,884	9,609,523	31,509,606	2,834,144	704,942,946	731,023,223	610,594,228	(26,080,277)
BUDGETED DESIGNATED RESERVES	\$	54,723,770	\$ 47,976,660	\$ 18,150,366	\$ 94,455,748	\$ 9,896,045	\$ 7,475,064	\$ 29,636,821	\$ 262,314,474	\$ 321,849,051	\$ 388,599,354	\$ (59,534,577)
(Projected Ending Fund Balances - 9-30-24)												
TOTAL APPROPRIATED EXPENDITURES AND RESERVES	\$	227,445,155	\$ 188,768,043	\$ 152,568,387	\$ 307,514,632	\$ 19,505,568	\$ 38,984,670	\$ 29,636,821	\$ 967,257,420	\$ 1,052,872,274	\$ 999,193,582	\$ (85,614,854)

* We have changed the way we budget for reserves. In prior years we presented total reserves as revenue source and projected ending reserves as a use of resources. For the budget we are not including these balances in our total

CITY OF PORT ST. LUCIE, FLORIDA
AUDITED LONG-TERM DEBT AS OF SEPTEMBER 2022

DEBT	FUND	DEBT HOLDER	BALANCE 9/30/2021	DEBT FY 21-22	PAYMENTS FY21-22	ENDING BALANCE 9/30/2022	DUE WITHIN ONE YEAR
2011 Sales Tax Refunding	104	US BANK	-	-	-	-	-
2014 GO Bonds & Refunding	214	US BANK	53,380,000	-	4,675,000	48,705,000	4,910,000
2016 GO Refunding Bonds	214	US BANK	35,945,000	-	-	35,945,000	-
2014 Public Service Tax Bonds	001/142	REGIONS BANK	18,380,000	-	505,000	17,875,000	535,000
2016 Public Service Tax	159	US BANK	18,640,000	-	18,640,000	-	-
2016 CRA Refunding Bonds	175	US BANK	24,070,000	-	3,770,000	20,300,000	3,955,000
2017 Taxable Special Obligation	156	US BANK	17,895,000	-	1,000,000	16,895,000	1,025,000
2018 Taxable Special Obligation		TD BANK	50,805,000	-	1,565,000	49,240,000	1,620,000
2021 Capital & Refunding Bonds		Bank of NY Mellon	45,665,000	-	2,610,000	43,055,000	2,715,000
2003D East Lake Village Bonds	154/354	US BANK	515,000	-	-	515,000	515,000
2005A St Lucie Land Holding	155/355	US BANK	5,435,000	-	-	5,435,000	330,000
2005B USA #9 SAD Bonds	125/325	US BANK	-	-	-	-	-
2016 SW Annex Refunding	115	ZION BANK	112,110,000	-	3,215,000	108,895,000	3,270,000
Unamortized bond premium			15,889,007	-	-	15,889,007	-
			398,729,007	-	35,980,000	362,749,007	18,875,000
Compensated Absences			11,801,848	8,459,715	7,535,519	12,726,044	1,138,739
Leases			1,157,042	6,275	631,124	532,193	362,088
TOTAL GLTD			411,687,897	8,465,990	44,146,643	376,007,244	20,375,827
2011 Stormwater Refunding Revenue	401	TD BANK	2,585,000	-	1,260,000	1,325,000	1,325,000
2020 Stormwater Refunding	401	TD BANK	30,145,000	-	-	30,145,000	-
			32,730,000	-	1,260,000	31,470,000	1,325,000
TOTAL STORMWATER LTD			32,730,000	-	1,260,000	31,470,000	1,325,000
2007 Utility Refunding & Improvement Rev Bonds	431/445	US BANK	56,565,000	-	8,265,000	48,300,000	8,695,000
2012 Utility Refunding Revenue	431	US BANK	16,275,000	-	16,275,000	-	-
2014 Utility Refunding Revenue	431	US BANK	26,595,000	-	1,590,000	25,005,000	1,715,000
2016 Utility Refunding Bonds	431	ZION'S BANK	200,210,000	-	3,245,000	196,965,000	3,370,000
2018 Utility Refunding Revenue	431	US BANK	7,505,000	-	280,000	7,225,000	285,000
2021 Utility System Revenue Bonds	431	US BANK	30,635,000	-	540,000	30,095,000	560,000
2022 Utility System Bank Loan	431	Professional Bank	-	15,750,000	295,000	15,455,000	1,175,000
			337,785,000	15,750,000	30,490,000	323,045,000	15,800,000
TOTAL UTILITY LTD			337,785,000	15,750,000	30,490,000	323,045,000	15,800,000
Unamortized bond premium			-	-	-	-	-
Compensated Absences			4,270,350	2,292,326	2,600,975	3,961,701	356,553
Leases			125,616		36,622	88,994	36,620
TOTAL LONG-TERM DEBT			786,598,863	26,508,316	78,534,240	734,572,939	37,894,000

GOVERNMENTAL ACTIVITIES DEBT:

\$74,740,000 General Obligation Bonds and Refunding Bonds, Series 2014 - due in annual principal installments ranging from \$505,000 to \$5,155,000 plus semiannual interest at a rate ranging from 1.5% to 5.0%. Proceeds were used to provide \$36,000,000 of project funds for the Crosstown Parkway project and to advance refund \$29,505,000 of the General Obligation Bonds, Series 2005, and \$12,510,000 of the General Obligation Bonds, Series 2006.

\$33,300,000 Public Service Tax Revenue Bonds, Series 2014A & 2014B - payable from and collateralized by a lien upon and a pledge of the public service tax revenues, due in annual principal installments ranging from \$760,000 to \$2,170,000 plus interest semiannually at a rate ranging from 2.611% to 5.0%. Proceeds used to refund the \$39,900,000 Lease Revenue bonds, Series 2010A & 2010B (Wyncrest Project).

\$38,260,000 Community Redevelopment Agency Redevelopment Trust Fund Refunding Revenue Bonds, Series 2016 - payable from and collateralized by a lien upon and pledge of the net tax increment revenues generated in the Community Redevelopment Area, due in annual principal installments ranging from \$2,225,000 to \$5,715,000 plus interest semiannually at a rate ranging from 2.0% to 5.0% through January 2026. Proceeds were used to refund the remaining balances of the outstanding \$11,870,000 CRA Bonds, Series 2004, and the \$46,450,000 CRA Bonds, Series 2006.

\$37,075,000 General Obligation Refunding Bonds, Series 2016 - due in annual principal installments ranging from \$1,960,000 to \$6,000,000 plus semiannual interest at a rate ranging from 3.125% to 5.0%. Proceeds used to refund the remaining balances of the \$49,285,000 General Obligation Bonds, Series 2005, and \$44,545,000 General Obligation Bonds, Series 2006. The refunding resulted in a future cash flow savings of \$6,079,171 and a net present value savings of 4,392,084. The economic gain of \$1,285,901 will be amortized over 19 years.

\$22,345,000 Taxable Special Obligation Bonds, Series 2017 - payable from amounts budgeted and appropriated by the City from non-ad valorem revenues, due in annual principal installments ranging from \$905,000 to \$1,655,000 plus semiannual interest at a rate ranging from 1.892% to 4.357%. Proceeds used to advance refund the remaining balance of the \$31,360,000 Special Assessment Refunding Bonds, Series 2008A. The refunding resulted in a future cash flow savings of \$15,743,297 and a net present value savings of \$3,989,340. The economic loss of \$3,843,556 will be amortized over 10 years.

\$54,085,000 Taxable Special Obligation Refunding Revenue Bonds, Series 2018A - payable from amounts budgeted and appropriated by the City from non-ad valorem revenues, due in annual principal installments ranging from \$300,000 to \$3,680,000 plus semiannual interest at a rate ranging from 2.825% to 4.555%. Proceeds were used to provide funds together with other legally available funds to refund all the City's outstanding Research Facilities Revenue Bonds, Series 2010 (Oregon Health and Science University Vaccine and Gene Therapy Institute Florida Corp. Project and pay costs and expenses of issuing the Series 2018A Bonds. There was an economic loss of \$600,820 resulting from the transaction. The proceeds of the Series 2010 Bonds were used by the City to finance a loan to the

GOVERNMENTAL ACTIVITIES DEBT (CONTINUED):

Oregon Health and Science University Vaccine and Gene Therapy Institute Florida Corp ("VGTI") for the purpose of financing the acquisition of certain land located in the City and the construction, furnishing, and equipping of the approximately 99,000 gross square foot building.

\$45,665,000 Capital Improvement and Refunding Revenue Bonds, Series 2021 - payable solely from and secured by a lien upon and pledge of the pledged funds, due in annual principal installments ranging from \$770,000 to \$2,715,000 plus semiannual interest at a rate ranging from 3.000% to 4.000%. Proceeds are being used to provide funds together with other legally available funds to acquire, construct, and equip a new Public Works Building, Police Training Facility, Torino Regional Park Improvements, Tradition Regional Park Improvements, an Adaptive Traffic Light System, and refund the remaining balance of the \$13,915,000 Sales Tax Refunding Revenue Bonds, Series 2011. The refunding resulted in future cash flow savings of \$232,586 and net present value savings of \$227,448.

Special Assessment Debt with Government Commitment

\$126,895,000 Special Assessment Refunding Bonds, Series 2016 (Southwest Annexation Special Assessment District No. 1) - payable from assessments levied on subject properties within the assessment area, due in annual principal installments ranging from \$2,350,000 to \$6,580,000 plus interest semiannually ranging from 1.0% to 4.0% through July 2045. The City has a secondary obligation to budget sufficient Non-Ad Valorem Revenues to cover the annual debt service requirements if the amounts within the fund are not available to meet the upcoming debt service payment. Proceeds were used to refund the \$129,440,000 remaining balance of the outstanding \$155,840,000 Special Assessment District Bonds, Series 2016 (Southwest Annexation Special Assessment District No. 1).

BUSINESS-TYPE ACTIVITIES DEBT:

The Stormwater Utility Revenue Bonds are collateralized by a lien upon, and a pledge of the stormwater revenues derived from the operation of the stormwater utility system, the franchise revenues derived from the electric franchise fees collected from Florida Power & Light Company, and income earned on bond related investment accounts.

\$30,145,000 Stormwater Utility Refunding Revenue Bonds, Series 2020 - due in annual principal installments of \$1,030,000 to \$3,070,000, plus interest of 4% through May 2039. The series 2020 bonds were issued on February 13th, 2020, and the proceeds of this issue were used to refund 2010A and 2010B Taxable Build America Bonds and Taxable Recovery Zone Economic Development Bonds of \$26,895,000 and \$9,105,000 respectively. The refunding resulted future cash flow savings of \$11,072,557 and in a net present value savings of \$9,296,118.

\$11,325,000 Stormwater Utility Refunding Revenue Bonds, Series 2011 - due in annual principal installments of \$320,000 to \$1,325,000, plus interest ranging from 2% - 5% through May 2023. The proceeds of this issue were used to advance refund \$11,610,000 of the outstanding balance of the Series

BUSINESS-TYPE ACTIVITIES DEBT (CONTINUED):

2002 Stormwater Bonds, which were issued to provide funds for the payment of a lawsuit relating to the City's stormwater collection and drainage system.

The Utility System Revenue Bonds are payable solely from and secured by a lien upon and pledge of the net revenues derived from the operation of the water and sewer system and the Capital Facilities Charges (limited to the debt service component) of the Utility System.

\$119,445,000 Utility System Refunding Revenue Bonds, Series 2007 - due in annual principal installments of \$670,000 to \$10,675,000 plus interest semiannually ranging from 4.0% to 5.25% through September 2027.

\$29,585,000 Utility System Refunding Revenue Bonds, Series 2014 - due in annual principal installments beginning in 2020, ranging from \$1,265,000 to \$5,155,000 plus interest semiannually of 5.00% through September 2023. The Series 2014 Bonds were issued in November 2014 to refund \$7,190,000 of Series 2003 Bonds, \$12,260,000 of Series 2004 Bonds and \$16,460,000 of Series 2006 Bonds.

\$206,970,000 Utility System Refunding Revenue Bonds, Series 2016 - due in annual principal installments ranging from \$205,000 to \$27,070,000 plus interest semiannually ranging from 3.0% to 5.0% through September 2036. The Series 2016 Bonds were issued in August 2016 to refund all the \$51,645,000 Series 2004A Bonds, refund the \$52,270,000 outstanding balance of the \$78,435,000 Series 2006 Bonds, refund the \$33,507,230 outstanding balance of the \$35,197,230 Series 2006A Bonds, and advance refund \$88,075,000 of the \$110,200,000 Series 2009 Bonds. The refunding resulted in future cash flow savings of \$58,757,788 and net present value savings of \$43,528,370. The economic loss of \$18,895,088 will be amortized over 20 years.

\$8,305,000 Utility System Refunding Revenue Bond, Series 2018 - due in annual principal installments of \$260,000 and \$1,475,000 beginning in 2019 plus interest semiannually ranging from 2.25% to 5.00% through September 2035. The Series 2018 Bonds were issued in May 2018 to refund all the Series 2009 Bonds. The refunding resulted in future cash flow savings of \$4,395,964 and net present value savings of \$2,899,018. The economic loss of \$1,039,035 will be amortized over 18 years.

\$30,635,000 Utility System Revenue Bonds, Series 2021 - due in annual principal installments ranging from \$540,000 to \$1,145,000 plus interest semiannually ranging from 3.00% to 5.00% through September 2041. The Series 2021 Bonds were issued in June 2021 to provide funds, together with other legally available funds, to finance costs relating to the acquisition, construction, and equipping two new western reverse osmosis Floridian wells for the James E. Anderson ("JEA") Water Treatment Plant, a new western raw water main to connect the new wells to the JEA Water Treatment Plant, relocation of water utility lines in connection with the Floresta Drive roadway improvements, a new deep injection well for the Prineville Water Treatment Facility, various upgrades to the Westport Wastewater Treatment Plant to meet new nutrient reduction requirements, the extension of a reuse water line one mile southwest of C24 canal to the Glades wastewater booster pumping station, and various upgrades to the Northport booster pump main to increase the capacity of wastewater flows to the Glades Wastewater Treatment Plant.

BUSINESS-TYPE ACTIVITIES DEBT (CONTINUED):

\$15,750,000 Direct Placement Bank Loan, 2022 - due in annual principal installments ranging from \$295,000 and \$4,375,000 plus interest semiannually of 2.350% through September 2029. The Direct Placement Bank Loan, 2022 was issued in June of 2022 to refund all of Utility System Refunding Revenue Bonds, Series 2012. The refunding resulted in a net present value savings of \$1,465,240. The purpose of the Series 2012 was to advance refund a portion of the Series 2003 Refunded Bonds and advance a portion of the Series 2004 Refunded Bonds.



“A City for All Ages”

General Fund

The City's General Fund reports the financial activities of all the administrative departments, which include the Parks and Recreation and Police Departments. The financial condition has been increasing because of the rapid growth experienced within the City, both commercial and residential, which has increased the value of real property. This increase has allowed the City to focus on addressing staffing needs, deferred maintenance, innovation and technology enhancements, and adding new park amenities that are expected and required as we continue to provide first-class services.

Major Revenue Source

The General Fund is operated using tax revenues as opposed to user fees. The largest single source of revenue in the General Fund is Ad Valorem Property Tax, which has been increasing because of the growth noted above. The other major revenues of the General Fund are projected to continue their upward trend (Utility Tax, Franchise Fees, and Sales Tax). These revenue sources make up approximately 80% of the revenue needed to provide services to our citizens.

Expenditure Trends

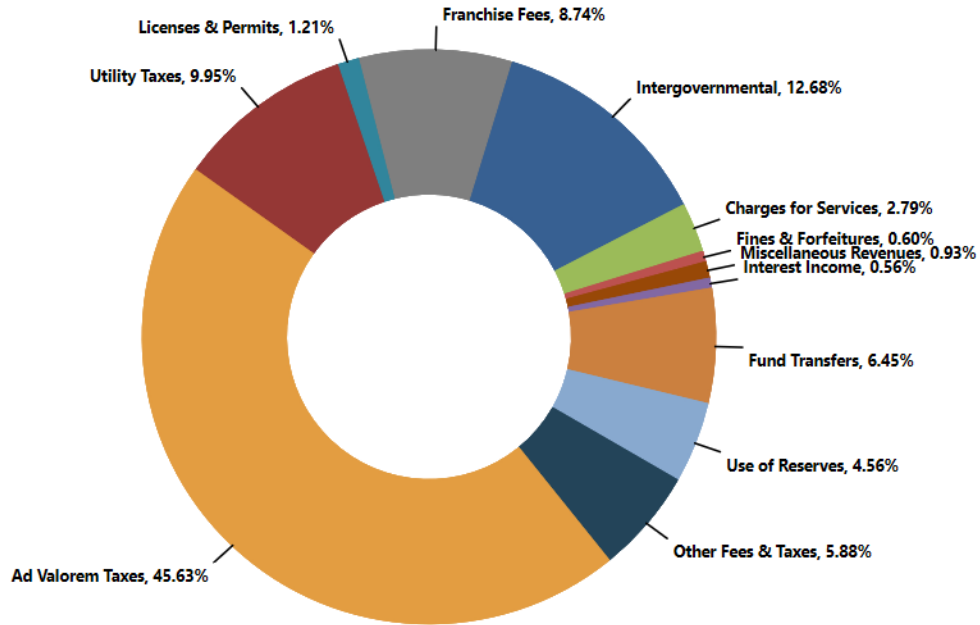
Salaries and Benefits are the largest area of cost for the General Fund and normally account for 60% to 70% of the fund budget in nearly all cities nationwide. This is because the General Fund's products are services to the public. Full-time employees are being added in the Police Department, Parks & Recreation Department, Human Resource Department, Finance Department, Information Technology Department, and others to keep up with the growth of unmet needs and demand for services. The City is also beginning to address the deferred maintenance around the City by increasing repair and maintenance budgets and capital outlay budgets to combat the deterioration of city parks, streets, buildings, etc.

Long Range Model

The long-range model included for the General Fund shows years of slight surpluses that will be used to pay the CRA debt in FY25 and fund a capital improvement project in FY26 for the City Hall complex parking garage. The fund balance will remain within the approved policy of 20% through the end of our projection period of five years. This model assumes a modest level of taxable value increase going into future years and increases in other economic revenues. For this model, the expenses for personnel are increased by 15.33% in FY 2023–24 and 7.55% in FY 2024–25. This year we are implementing the final phase of Police District 5, 5-year plan. The City Council is committed to remaining the safest City, with a population over 100,000, in Florida.

**CITY OF PORT ST. LUCIE
GENERAL FUND SOURCES - # 001
PROPOSED BUDGET - FY 2024**

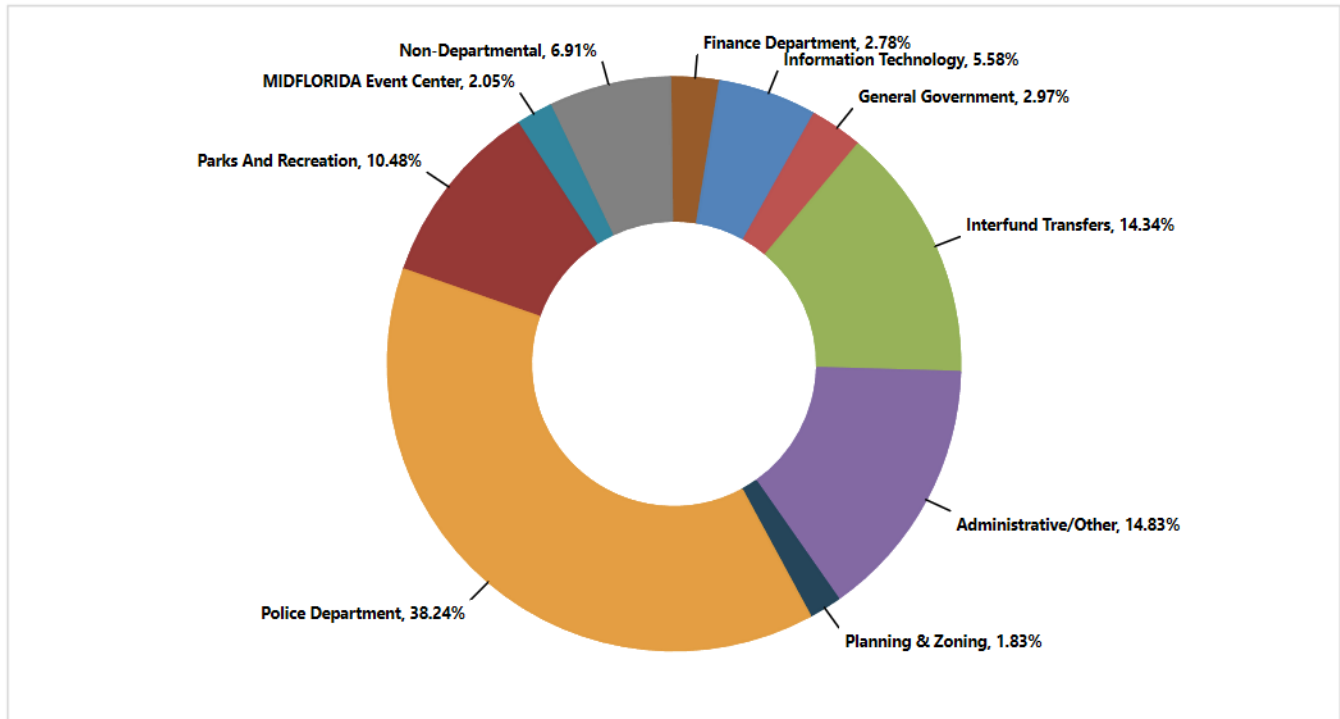
PROPOSED 2024 REVENUES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 114,614,734	\$ 71,654,888	\$ 71,654,888	\$ 62,608,417	\$ (9,046,471)	(12.63)%	\$ 54,239,229
REVENUES & SOURCES:							
Other Fees & Taxes	9,482,346	9,520,313	9,815,227	10,154,231	633,918	6.66 %	10,427,226
Ad Valorem Taxes	57,828,941	68,284,874	68,286,374	78,811,091	10,526,217	15.42 %	84,327,167
Utility Taxes	15,701,020	15,100,000	16,692,100	17,192,863	2,092,863	13.86 %	17,708,648
Licenses & Permits	1,238,288	1,400,000	1,811,001	2,090,000	690,000	49.29 %	2,088,530
Franchise Fees	14,061,739	11,925,971	14,657,073	15,087,847	3,161,876	26.51 %	15,524,363
Intergovernmental	23,372,216	19,085,483	22,228,503	21,906,572	2,821,089	14.78 %	22,560,507
Charges for Services	5,023,316	4,069,995	4,679,932	4,827,328	757,333	18.61 %	4,419,226
Fines & Forfeitures	998,487	914,800	922,909	1,037,365	122,565	13.40 %	1,074,464
Miscellaneous Revenues	3,530,422	1,486,787	1,646,943	1,606,800	120,013	8.07 %	1,644,184
Interest Income	(291,612)	899,000	921,600	974,396	75,396	8.39 %	924,897
Fund Transfers	11,777,067	11,766,578	11,766,578	11,148,245	(618,333)	(5.25)%	12,395,255
Use of Reserves	-	14,735,069	14,735,069	7,884,647	(6,850,422)	(46.49)%	6,500,000
Lease Payment - GASB	843,124	-	-	-	-	- %	-
Total	\$ 143,565,354	\$ 159,188,870	\$ 168,163,309	\$ 172,721,385	\$ 13,532,515	8.50 %	\$ 179,594,467

**CITY OF PORT ST. LUCIE
GENERAL FUND USES - #001
PROPOSED BUDGET - FY 2024**

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURES BY FUNCTION							
Planning & Zoning	\$ 1,971,570	\$ 3,282,301	\$ 3,227,613	\$ 3,161,282	\$ (121,019)	(3.69)%	\$ 3,253,553
Police Department	54,539,409	58,394,063	59,791,714	66,043,604	7,649,541	13.10 %	71,052,278
Parks And Recreation	13,682,337	16,989,050	16,669,121	18,106,835	1,117,785	6.58 %	19,196,229
MIDFLORIDA Event Center	2,669,425	3,014,050	3,073,121	3,542,920	528,870	17.55 %	3,625,956
Non-Departmental	9,550,042	10,842,386	10,842,386	11,932,082	1,089,696	10.05 %	10,836,322
Finance Department	3,660,619	4,188,537	4,273,989	4,797,650	609,113	14.54 %	4,986,960
Information Technology	6,699,813	8,044,681	8,265,437	9,632,972	1,588,291	19.74 %	9,897,937
General Government	4,093,702	4,934,435	5,204,955	5,122,102	187,667	3.80 %	5,467,902
Interfund Transfers	71,404,671	28,143,495	29,318,632	24,760,982	(3,382,513)	(12.02)%	19,466,795
Administrative/Other	18,253,612	21,355,872	21,807,744	25,620,956	4,265,084	19.97 %	31,810,535
Total Expenditures by Function	<u>\$ 186,525,200</u>	<u>\$ 159,188,870</u>	<u>\$ 162,474,712</u>	<u>\$ 172,721,385</u>	<u>\$ 13,532,515</u>	<u>8.50 %</u>	<u>\$ 179,594,467</u>
Designated Reserve - Financial Policy	<u>\$ 20,435,212</u>	<u>\$ 23,329,669</u>		<u>\$ 26,355,650</u>			<u>\$ 28,029,230</u>

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 114,614,734	\$ 71,654,888	\$ 71,654,888	\$ 62,608,417			\$ 54,723,770
REVENUES & SOURCES:							
Other Fees & Taxes	9,482,346	9,520,313	9,815,227	10,154,231	633,918	6.66 %	10,427,226
Ad Valorem Taxes	57,828,941	68,284,874	68,286,374	78,811,091	10,526,217	15.42 %	84,327,167
Utility Taxes	15,701,020	15,100,000	16,692,100	17,192,863	2,092,863	13.86 %	17,708,648
Licenses & Permits	1,238,288	1,400,000	1,811,001	2,090,000	690,000	49.29 %	2,088,530
Franchise Fees	14,061,739	11,925,971	14,657,073	15,087,847	3,161,876	26.51 %	15,524,363
Intergovernmental	23,372,216	19,085,483	22,228,503	21,906,572	2,821,089	14.78 %	22,560,507
Charges for Services	5,023,316	4,069,995	4,679,932	4,827,328	757,333	18.61 %	4,419,226
Fines & Forfeitures	998,487	914,800	922,909	1,037,365	122,565	13.40 %	1,074,464
Miscellaneous Revenues	3,530,422	1,486,787	1,646,943	1,606,800	120,013	8.07 %	1,644,184
Interest Income	(291,612)	899,000	921,600	974,396	75,396	8.39 %	924,897
Lease Payment - GASB	843,124	-	-	-	-	- %	-
Fund Transfers	11,777,067	11,766,578	11,766,578	11,148,245	(618,333)	(5.25)%	12,395,255
Use of Reserves	-	14,735,069	14,735,069	7,884,647	(6,850,422)	(46.49)%	6,500,000
Total	143,565,354	159,188,870	168,163,309	172,721,385	13,532,515	8.50 %	179,594,467
EXPENDITURES:							
Personnel Services	75,394,776	83,751,089	82,611,348	95,274,424	11,423,337	13.64 %	102,468,865
Operating Expenses	26,781,286	32,897,257	34,262,313	36,503,828	3,606,571	10.96 %	37,677,283
Capital Outlay	3,045,965	3,554,643	5,440,032	3,266,049	(288,594)	(8.12)%	3,129,743
Debt	9,898,502	10,842,386	10,842,386	11,932,082	1,089,696	10.05 %	10,836,322
Fund Transfers	71,404,671	28,143,495	29,318,632	24,760,982	(3,382,513)	(12.02)%	19,466,795
Contingencies	-	-	-	984,020	984,020	- %	6,015,459
Total	186,525,200	159,188,870	162,474,712	172,721,385	13,532,515	8.50 %	179,594,467
SURPLUS (DEFICIT)	\$ (42,959,846)	\$ -	\$ 5,688,598	\$ -			\$ -
Designated Reserve - Financial Policy - 20%	\$ 20,435,212	\$ 23,329,669	\$ -	\$ 26,355,650			\$ 28,029,230
PROJECTED FUND BALANCE:							
Designated	\$ 20,435,212	\$ 23,329,669	\$ 23,374,732	\$ 26,355,650			\$ 28,029,230
Undesignated	\$ 51,219,675	\$ 48,325,219	\$ 53,968,753	\$ 36,252,766			32,710,000
Use of Undesignated	-	(14,735,069)	(14,735,069)	(7,884,647)			(6,500,000)
Total	\$ 71,654,888	\$ 56,919,819	\$ 62,608,417	\$ 54,723,770			\$ 54,239,229

**CITY OF PORT ST. LUCIE
GENERAL FUND REVENUES
PROPOSED BUDGET - FY 2024**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
TAXES							
Other Fees & Taxes	\$ 9,482,346	\$ 9,520,313	\$ 9,815,227	\$ 10,154,231	\$ 633,918	6.66 %	\$ 10,427,226
Ad Valorem Taxes	57,828,941	68,284,874	68,286,374	78,811,091	10,526,217	15.42 %	84,327,167
Total Taxes	67,311,287	77,805,187	78,101,601	88,965,322	11,160,135	14.34 %	94,754,393
UTILITY TAXES							
Utility Taxes	15,701,020	15,100,000	16,692,100	17,192,863	2,092,863	13.86 %	17,708,648
Total Utility Taxes	15,701,020	15,100,000	16,692,100	17,192,863	2,092,863	13.86 %	17,708,648
PERMITS & FEES							
Licenses & Permits	1,238,288	1,400,000	1,811,001	2,090,000	690,000	49.29 %	2,088,530
Franchise Fees	14,061,739	11,925,971	14,657,073	15,087,847	3,161,876	26.51 %	15,524,363
Total Permits & Fees	15,300,027	13,325,971	16,468,074	17,177,847	3,851,876	28.91 %	17,612,893
INTERGOVERNMENTAL							
Intergovernmental	23,372,216	19,085,483	22,228,503	21,906,572	2,821,089	14.78 %	22,560,507
Total Intergovernmental	23,372,216	19,085,483	22,228,503	21,906,572	2,821,089	14.78 %	22,560,507
CHARGES FOR SERVICES							
Charges for Services	5,023,316	4,069,995	4,679,932	4,827,328	757,333	18.61 %	4,419,226
Total Charges for Services	5,023,316	4,069,995	4,679,932	4,827,328	757,333	18.61 %	4,419,226
FINES & FORFEITURES							
Fines & Forfeitures	998,487	914,800	922,909	1,037,365	122,565	13.40 %	1,074,464
Total Fines & Forfeitures	998,487	914,800	922,909	1,037,365	122,565	13.40 %	1,074,464
MISCELLANEOUS REVENUES							
Miscellaneous Revenues	3,530,422	1,486,787	1,646,943	1,606,800	120,013	8.07 %	1,644,184
Interest Income	(291,612)	899,000	921,600	974,396	75,396	8.39 %	924,897
Total Miscellaneous Revenues	3,238,810	2,385,787	2,568,543	2,581,196	195,409	8.19 %	2,569,081
Total Revenue	130,945,163	132,687,223	141,661,662	153,688,493	21,001,270	15.83 %	160,699,212
OTHER SOURCES							
Lease Payment - GASB	834,124	-	-	-	-	-	-
Fund Transfers	11,777,067	11,766,578	11,766,578	11,148,245	(618,333)	(5.25)%	12,395,255
Use of Reserves	-	14,735,069	14,735,069	7,884,647	(6,850,422)	(46.49)%	6,500,000
Total Other Sources	12,611,191	26,501,647	26,501,647	19,032,892	(7,468,755)	(28.18)%	18,895,255
Total Revenue & Other Sources	<u>\$143,565,354</u>	<u>\$159,188,870</u>	<u>\$168,163,309</u>	<u>\$172,721,385</u>	<u>\$ 13,532,515</u>	<u>8.50 %</u>	<u>\$179,594,467</u>

**CITY OF PORT ST. LUCIE
GENERAL FUND REVENUES
PROPOSED BUDGET - FY 2024**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
TAXES							
Other Fees & Taxes	\$ 9,482,346	\$ 9,520,313	\$ 9,815,227	\$ 10,154,231	\$ 633,918	6.66 %	\$ 10,427,226
Ad Valorem Taxes	57,828,941	68,284,874	68,286,374	78,811,091	10,526,217	15.42 %	84,327,167
Total Taxes	67,311,287	77,805,187	78,101,601	88,965,322	11,160,135	14.34 %	94,754,393
UTILITY TAXES							
Utility Taxes	15,701,020	15,100,000	16,692,100	17,192,863	2,092,863	13.86 %	17,708,648
Total Utility Taxes	15,701,020	15,100,000	16,692,100	17,192,863	2,092,863	13.86 %	17,708,648
PERMITS & FEES							
Licenses & Permits	1,238,288	1,400,000	1,811,001	2,090,000	690,000	49.29 %	2,088,530
Franchise Fees	14,061,739	11,925,971	14,657,073	15,087,847	3,161,876	26.51 %	15,524,363
Total Permits & Fees	15,300,027	13,325,971	16,468,074	17,177,847	3,851,876	28.91 %	17,612,893
INTERGOVERNMENTAL							
Intergovernmental	23,372,216	19,085,483	22,228,503	21,906,572	2,821,089	14.78 %	22,560,507
Total Intergovernmental	23,372,216	19,085,483	22,228,503	21,906,572	2,821,089	14.78 %	22,560,507
CHARGES FOR SERVICES							
Charges for Services	5,023,316	4,069,995	4,679,932	4,827,328	757,333	18.61 %	4,419,226
Total Charges for Services	5,023,316	4,069,995	4,679,932	4,827,328	757,333	18.61 %	4,419,226
FINES & FORFEITURES							
Fines & Forfeitures	998,487	914,800	922,909	1,037,365	122,565	13.40 %	1,074,464
Total Fines & Forfeitures	998,487	914,800	922,909	1,037,365	122,565	13.40 %	1,074,464
MISCELLANEOUS REVENUES							
Miscellaneous Revenues	3,530,422	1,486,787	1,646,943	1,606,800	120,013	8.07 %	1,644,184
Interest Income	(291,612)	899,000	921,600	974,396	75,396	8.39 %	924,897
Total Miscellaneous Revenues	3,238,810	2,385,787	2,568,543	2,581,196	195,409	8.19 %	2,569,081
Total Revenue	130,945,163	132,687,223	141,661,662	153,688,493	21,001,270	15.83 %	160,699,212
OTHER SOURCES							
Lease Payment - GASB	834,124	-	-	-	-	-	-
Fund Transfers	11,777,067	11,766,578	11,766,578	11,148,245	(618,333)	(5.25)%	12,395,255
Use of Reserves	-	14,735,069	14,735,069	5,884,647	(8,850,422)	(60.06)%	6,500,000
Total Other Sources	12,611,191	26,501,647	26,501,647	17,032,892	(9,468,755)	(35.73)%	18,895,255
Total Revenue & Other Sources	<u>\$143,565,354</u>	<u>\$159,188,870</u>	<u>\$168,163,309</u>	<u>\$170,721,385</u>	<u>\$ 11,532,515</u>	<u>7.24 %</u>	<u>\$179,594,467</u>

CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
LEGISLATIVE (CITY COUNCIL)							
Personnel Services	\$ 728,284	\$ 769,187	\$ 867,407	\$ 876,368	\$ 107,181	13.93 %	\$ 920,678
Operating Expenses	96,563	162,061	124,965	162,016	(45)	(0.03)%	171,066
Total Legislative (City Council)	824,847	931,248	992,372	1,038,384	107,136	11.50 %	1,091,744
EXECUTIVE (CITY MANAGER)							
Personnel Services	1,548,652	1,863,426	2,039,709	2,212,462	349,036	18.73 %	2,322,265
Operating Expenses	98,183	95,034	131,882	112,817	17,783	18.71 %	115,357
Capital Outlay	-	-	6,754	-	-	-	-
Total Executive (City Manager)	1,646,835	1,958,460	2,178,345	2,325,279	366,819	18.73 %	2,437,622
EXECUTIVE (CITY CLERK)							
Personnel Services	804,810	897,001	745,737	930,911	33,910	3.78 %	1,008,337
Operating Expenses	163,541	174,846	155,073	180,347	5,501	3.15 %	179,205
Total Executive (City Clerk)	968,351	1,071,847	900,810	1,111,258	39,411	3.68 %	1,187,542
FINANCIAL MANAGEMENT							
Personnel Services	3,016,947	3,607,594	3,693,046	4,131,128	523,534	14.51 %	4,306,759
Operating Expenses	640,411	551,943	551,943	666,522	114,579	20.76 %	680,201
Capital Outlay	-	29,000	29,000	-	(29,000)	(100.00)%	-
Debt	3,261	-	-	-	-	-	-
Total Financial Management	3,660,619	4,188,537	4,273,989	4,797,650	609,113	14.54 %	4,986,960
HUMAN RESOURCES							
Personnel Services	1,708,826	1,990,610	2,005,240	2,171,556	180,946	9.09 %	2,280,456
Operating Expenses	574,030	688,595	688,595	826,374	137,779	20.01 %	824,230
Capital Outlay	28,128	-	-	-	-	-	-
Total Human Resources	2,310,984	2,679,205	2,693,835	2,997,930	318,725	11.90 %	3,104,686
COMMUNICATIONS							
Personnel Services	962,771	1,216,659	1,199,114	1,460,461	243,802	20.04 %	1,533,985
Operating Expenses	409,229	504,249	504,249	609,215	104,966	20.82 %	610,657
Capital Outlay	-	80,450	80,450	90,450	10,000	12.43 %	93,164
Total Communications	1,372,000	1,801,358	1,783,813	2,160,126	358,768	19.92 %	2,237,806

CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
INFORMATION							
TECHNOLOGY							
Personnel Services	3,531,106	4,076,460	4,145,082	4,809,904	733,444	17.99 %	5,021,734
Operating Expenses	2,782,778	3,286,221	3,362,918	4,087,846	801,625	24.39 %	4,189,543
Capital Outlay	385,929	682,000	757,437	735,222	53,222	7.80 %	686,660
Total Information Technology	6,699,813	8,044,681	8,265,437	9,632,972	1,588,291	19.74 %	9,897,937
OFFICE OF MANAGEMENT & BUDGET							
Personnel Services	-	-	-	-	-	-	-
Operating Expenses	981,073	1,390,570	1,471,583	1,609,702	219,132	15.76 %	1,691,057
Capital Outlay	90,019	122,178	138,566	183,495	61,317	50.19 %	194,892
TOTAL OFFICE OF	-	-	-	-	-	-	2,060
TOTAL OFFICE OF MANAGEMENT & BUDGET	1,071,092	1,512,748	1,610,149	1,793,197	280,449	18.54 %	1,888,009
LEGAL COUNSEL							
Personnel Services	2,189,171	2,419,161	2,283,584	2,655,863	236,702	9.78 %	2,787,973
Operating Expenses	278,755	494,650	544,650	428,502	(66,148)	(13.37)%	427,205
Capital Outlay	-	4,280	4,280	-	(4,280)	(100.00)%	-
Debt	3,742	-	-	-	-	-	-
Total Legal Counsel	2,471,668	2,918,091	2,832,514	3,084,365	166,274	5.70 %	3,215,178
PLANNING & ZONING							
Personnel Services	1,534,257	1,866,998	1,763,099	1,764,496	(102,502)	(5.49)%	1,853,228
Operating Expenses	437,313	1,413,303	1,462,514	1,396,786	(16,517)	(1.17)%	1,400,325
Capital Outlay	-	2,000	2,000	-	(2,000)	(100.00)%	-
Total Planning & Zoning	1,971,570	3,282,301	3,227,613	3,161,282	(121,019)	(3.69)%	3,253,553
GENERAL GOVERNMENT							
Operating Expenses	3,316,877	4,934,435	5,195,600	5,122,102	187,667	3.80 %	5,467,902
Capital Outlay	693,287	-	9,355	-	-	-	-
Debt	83,538	-	-	-	-	-	-
Total General Government	4,093,702	4,934,435	5,204,955	5,122,102	187,667	3.80 %	5,467,902

**CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024**

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
<u>NEIGHBORHOOD</u>							
<u>SERVICES</u>							
<u>DEPARTMENT</u>							
NEIGHBORHOOD							
SERVICES							
Personnel Services	228,841	321,960	224,930	338,231	16,271	5.05 %	354,920
Operating Expenses	10,143	18,342	18,342	23,675	5,333	29.08 %	30,737
Total Neighborhood Services	238,984	340,302	243,272	361,906	21,604	6.35 %	385,657
CODE COMPLIANCE							
Personnel Services	2,024,623	2,093,819	2,148,016	2,576,299	482,480	23.04 %	2,708,179
Operating Expenses	300,578	313,954	313,954	432,860	118,906	37.87 %	440,376
Capital Outlay	51,488	84,000	139,032	138,000	54,000	64.29 %	100,000
Total Code Compliance	2,376,689	2,491,773	2,601,002	3,147,159	655,386	26.30 %	3,248,555
CODE COMPLIANCE BOARD							
Operating Expenses	23,690	51,850	51,850	56,850	5,000	9.64 %	58,556
Total Code Compliance Board	23,690	51,850	51,850	56,850	5,000	9.64 %	58,556
NUISANCE ABATEMENT PROGRAM							
Personnel Services	18,417	-	-	-	-	-	-
Operating Expenses	77,155	241,999	241,999	242,805	806	0.33 %	250,507
Total Nuisance Abatement Program	95,572	241,999	241,999	242,805	806	0.33 %	250,507
Personnel Services	2,271,881	2,415,779	2,372,946	2,914,530	498,751	20.65 %	3,063,099
Operating Expenses	411,566	626,145	626,145	756,190	130,045	20.77 %	780,176
Capital Outlay	51,488	84,000	139,032	138,000	54,000	64.29 %	100,000
Total Neighborhood Services Department	2,734,935	3,125,924	3,138,123	3,808,720	682,796	21.84 %	3,943,275

CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
<u>POLICE DEPARTMENT</u>							
OPERATIONAL SUPPORT SERVICE							
Personnel Services	2,174,513	3,088,808	3,000,798	2,796,317	(292,491)	(9.47)%	3,064,394
Operating Expenses	3,428,837	5,661,883	5,909,202	6,317,917	656,034	11.59 %	6,590,481
Capital Outlay	556,561	767,000	1,695,382	690,000	(77,000)	(10.04)%	750,000
Debt	257,166	-	-	-	-	-	-
Total	6,417,077	9,517,691	10,605,382	9,804,234	286,543	3.01 %	10,404,875
ADMINISTRATION							
Personnel Services	2,943,935	2,884,511	3,149,517	3,075,111	190,600	6.61 %	3,178,348
Operating Expenses	73,653	45,730	45,730	39,190	(6,540)	(14.30)%	40,366
Total Administration	3,017,588	2,930,241	3,195,247	3,114,301	184,060	6.28 %	3,218,714
PROFESSIONAL STANDARDS							
Personnel Services	3,026,635	3,271,996	3,237,247	3,672,712	400,716	12.25 %	3,860,594
Operating Expenses	302,177	912,440	946,355	992,440	80,000	8.77 %	1,022,214
Total Professional Standards	3,328,812	4,184,436	4,183,602	4,665,152	480,716	11.49 %	4,882,808
SPECIAL INVESTIGATIONS							
Personnel Services	2,563,502	2,801,391	2,866,454	3,637,737	836,346	29.85 %	3,818,939
Operating Expenses	212,522	169,510	169,510	195,015	25,505	15.05 %	200,865
Capital Outlay	-	35,000	67,093	35,000	-	-	35,000
Total Special Investigations	2,776,024	3,005,901	3,103,057	3,867,752	861,851	28.67 %	4,054,804
CRIMINAL INVESTIGATION							
Personnel Services	5,335,042	6,132,306	5,687,829	6,967,565	835,259	13.62 %	7,320,689
Operating Expenses	414,189	239,530	239,530	234,890	(4,640)	(1.94)%	241,937
Capital Outlay	69,163	90,000	90,000	390,000	300,000	333.33 %	401,700
Total Criminal Investigation	5,818,394	6,461,836	6,017,359	7,592,455	1,130,619	17.50 %	7,964,326
VOCA/DOM VIOLENCE GRANT							
Personnel Services	234,508	281,404	281,470	301,020	19,616	6.97 %	316,677
Operating Expenses	22,363	34,213	34,213	34,213	-	-	35,239
Total Voca/Dom Violence Grant	256,871	315,617	315,683	335,233	19,616	6.22 %	351,916

CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
NEIGHBORHOOD POLICING							
Personnel Services	23,715,065	24,248,066	24,407,357	27,908,527	3,660,461	15.10 %	31,316,507
Operating Expenses	1,383,631	880,119	936,680	897,987	17,868	2.03 %	924,926
Capital Outlay	219,166	95,000	110,957	87,000	(8,000)	(8.42)%	50,000
Total Neighborhood Policing	25,317,862	25,223,185	25,454,994	28,893,514	3,670,329	14.55 %	32,291,433
NEIGHBORHOOD PATROL DISTRICT SUPPORT							
Personnel Services	1,851,535	2,077,317	1,935,548	2,191,964	114,647	5.52 %	2,303,386
Operating Expenses	995,550	104,320	104,320	198,010	93,690	89.81 %	203,950
Capital Outlay	15,897	38,000	38,000	218,500	180,500	475.00 %	150,000
Total Neighborhood Patrol District Support	2,862,982	2,219,637	2,077,868	2,608,474	388,837	17.52 %	2,657,336
SCHOOL CROSSING GUARDS							
Personnel Services	548,811	474,942	610,985	593,156	118,214	24.89 %	623,391
Operating Expenses	49,226	22,310	22,310	46,000	23,690	106.19 %	47,380
Total School Crossing Guards	598,037	497,252	633,295	639,156	141,904	28.54 %	670,771
NEIGHBORHOOD TRAFFIC UNIT							
Personnel Services	1,630,022	1,503,699	1,439,462	1,730,014	226,315	15.05 %	1,683,113
Operating Expenses	45,370	64,152	64,152	70,950	6,798	10.60 %	73,079
Capital Outlay	-	-	-	30,000	30,000	- %	-
Total Neighborhood Traffic Unit	1,675,392	1,567,851	1,503,614	1,830,964	263,113	16.78 %	1,756,192
ANIMAL CONTROL							
Personnel Services	995,398	998,456	976,380	1,133,770	135,314	13.55 %	1,191,159
Operating Expenses	1,474,973	1,471,960	1,696,960	1,558,599	86,639	5.89 %	1,607,944
Capital Outlay	-	-	28,273	-	-	- %	-
Total Animal Control	2,470,371	2,470,416	2,701,613	2,692,369	221,953	8.98 %	2,799,103
Personnel Services	45,018,966	47,762,896	47,593,047	54,007,893	6,244,997	13.07 %	58,677,197
Operating Expenses	8,402,491	9,606,167	10,168,962	10,585,211	979,044	10.19 %	10,988,381
Capital Outlay	860,787	1,025,000	2,029,705	1,450,500	425,500	41.51 %	1,386,700
Master Lease	257,166	-	-	-	-	- %	-
Total Police Department	54,539,410	58,394,063	59,791,714	66,043,604	7,649,541	13.10 %	71,052,278

**CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024**

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
EMERGENCY OPERATIONS							
Personnel Services	228,535	251,527	251,463	384,436	132,909	52.84 %	403,602
Operating Expenses	120,346	126,422	239,953	138,811	12,389	9.80 %	141,876
Capital Outlay	-	3,000	3,000	-	(3,000)	(100.00)%	-
Debt	395	-	-	-	-	-	-
Total Emergency Operations	349,276	380,949	494,416	523,247	142,298	37.35 %	545,478
PUBLIC WORKS - KEEP PSL BEAUTIFUL							
Personnel Services	375,584	555,825	495,197	817,665	261,840	47.11 %	858,182
Operating Expenses	164,049	225,014	148,778	310,282	85,268	37.89 %	313,703
Capital Outlay	35,109	71,000	99,163	85,157	14,157	19.94 %	-
Total Public Works - Keep PSL Beautiful	574,742	851,839	743,138	1,213,104	361,265	42.41 %	1,171,885
<u>FACILITIES MAINTENANCE</u>							
MUNICIPAL GARAGE							
Personnel Services	80	-	-	-	-	-	-
Operating Expenses	145,299	334,375	334,375	349,455	15,080	4.51 %	361,473
Capital Outlay	63,427	20,000	20,000	21,400	1,400	7.00 %	22,898
Total Municipal Garage	208,806	354,375	354,375	370,855	16,480	4.65 %	384,371
FACILITIES MAINTENANCE							
Personnel Services	1,373,668	1,798,913	1,798,913	2,047,857	248,944	13.84 %	2,154,328
Operating Expenses	1,399,183	1,449,818	1,564,645	1,292,848	(156,970)	(10.83)%	1,335,252
Capital Outlay	501,656	25,000	261,194	264,000	239,000	956.00 %	470,000
DEBT - Master Lease	358	-	-	-	-	-	-
Total Facilities Maintenance	3,274,865	3,273,731	3,624,752	3,604,705	330,974	10.11 %	3,959,580
Personnel Services	1,373,748	1,798,913	1,798,913	2,047,857	248,944	13.84 %	2,154,328
Operating Expenses	1,544,482	1,784,193	1,899,020	1,642,303	(141,890)	(7.95)%	1,696,725
Capital Expenses	565,083	45,000	281,194	285,400	240,400	534.22 %	492,898
Master Lease	358	-	-	-	-	-	-
Total Facilities Maintenance	3,483,671	3,628,106	3,979,127	3,975,560	347,454	9.58 %	4,343,951

CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
NON-DEPARTMENTAL							
Debt	9,550,379	10,842,386	10,842,386	11,932,082	1,089,696	10.05 %	10,836,322
Total Non- Departmental	9,550,379	10,842,386	10,842,386	11,932,082	1,089,696	10.05 %	10,836,322
INTERNSHIP PROGRAM							
Personnel Services	13,925	37,747	2,747	37,761	14	0.04 %	39,630
Operating Expenses	377	-	-	-	-	-	-
Total Internship Program	14,302	37,747	2,747	37,761	14	0.04 %	39,630
OFFICE OF BUSINESS							
Personnel Services	149,877	158,895	158,899	162,493	3,598	2.26 %	170,452
Operating Expenses	281,029	299,455	299,455	405,513	106,058	35.42 %	417,818
Total Office of Business	430,906	458,350	458,354	568,006	109,656	23.92 %	588,270
ECONOMIC DEVELOPMENT							
<u>PARKS & RECREATION DEPARTMENT</u>							
P & R - RECREATION							
Personnel Services	757,734	860,257	637,327	956,972	96,715	11.24 %	1,006,338
Operating Expenses	512,047	645,406	647,083	713,382	67,976	10.53 %	734,615
Capital Outlay	-	-	34,695	-	-	-	-
Total P & R - Recreation	1,269,781	1,505,663	1,319,105	1,670,354	164,691	10.94 %	1,740,953
AIROSO COMMUNITY CENTER							
Personnel Services	604,312	769,584	704,245	881,531	111,947	14.55 %	926,706
Operating Expenses	488,729	523,771	540,605	648,443	124,672	23.80 %	641,355
Capital Outlay	20,744	96,000	96,000	65,000	(31,000)	(32.29)%	101,846
Total Airoso Community Center	1,113,785	1,389,355	1,340,850	1,594,974	205,619	14.80 %	1,669,907
GYMNASIUM							
Personnel Services	451,380	473,489	501,079	530,576	57,087	12.06 %	557,988
Operating Expenses	185,017	273,067	290,825	316,128	43,061	15.77 %	329,014
Total Gymnasium	636,397	746,556	791,904	846,704	100,148	13.41 %	887,002
P & R - ADMINISTRATION							
Personnel Services	662,116	690,610	687,631	784,799	94,189	13.64 %	824,672
Operating Expenses	129,945	158,960	158,960	147,736	(11,224)	(7.06)%	187,661
Capital Outlay	-	6,513	6,513	-	(6,513)	(100.00)%	-

CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
Total P & R - Administration	792,061	856,083	853,104	932,535	76,452	8.93 %	1,012,333
P & R - PARKS							
Personnel Services	3,562,630	4,201,921	3,984,225	4,837,765	635,844	15.13 %	5,554,357
Operating Expenses	3,255,196	3,563,409	3,699,421	3,717,195	153,786	4.32 %	3,854,628
Capital Outlay	79,698	1,182,400	1,297,463	320,800	(861,600)	(72.87)%	170,000
Total P & R - Parks	6,897,524	8,947,730	8,981,109	8,875,760	(71,970)	(0.80)%	9,578,985
BOTANICAL GARDENS							
Personnel Services	76,328	150,661	109,592	321,929	171,268	113.68 %	338,746
Operating Expenses	129,026	176,899	177,124	332,551	155,652	87.99 %	342,732
Capital Outlay	18,940	40,000	40,000	20,000	(20,000)	(50.00)%	20,600
Total Botanical Gardens	224,294	367,560	326,716	674,480	306,920	83.50 %	702,078
MCCARTY RANCH PRESERVE							
Personnel Services	39,762	79,751	79,751	102,426	22,675	28.43 %	107,749
Operating Expenses	39,406	51,514	51,514	54,025	2,511	4.87 %	55,685
Capital Outlay	11,766	-	-	-	-	-	-
Total Mccarty Ranch Preserve	90,934	131,265	131,265	156,451	25,186	19.19 %	163,434
P&R-TURF MAINTENANCE DIVISION							
Personnel Services	480,714	530,368	526,773	570,990	40,622	7.66 %	600,411
Operating Expenses	214,186	250,108	250,108	286,312	36,204	14.48 %	300,374
Capital Outlay	32,255	72,500	72,500	-	(72,500)	(100.00)%	-
Total P&R-Turf Maintenance Division	727,155	852,976	849,381	857,302	4,326	(77.86)%	900,785
SPECIAL EVENTS							
Operating Expenses	100,874	87,504	87,504	107,970	20,466	23.39 %	111,208
Total Special Events	100,874	87,504	87,504	107,970	20,466	23.39 %	111,208
MIDFLORIDA - FITNESS CENTER							
Personnel Services	483,977	539,287	501,742	611,852	72,565	13.46 %	642,688
Operating Expenses	159,689	214,683	214,683	229,019	14,336	6.68 %	238,069
Capital Outlay	12,802	9,200	9,200	-	(9,200)	(100.00)%	-
Total MIDFLORIDA - Fitness Center	656,468	763,170	725,625	840,871	77,701	10.18 %	880,757

CITY OF PORT ST. LUCIE
GENERAL FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
MIDFLORIDA - RECREATION							
Personnel Services	504,172	671,377	559,859	760,854	89,477	13.33 %	800,219
Operating Expenses	625,340	669,811	669,811	778,166	108,355	16.18 %	737,753
Capital Outlay	43,554	-	32,888	10,500	10,500	- %	10,815
Total MIDFLORIDA - Recreation	1,173,066	1,341,188	1,262,558	1,549,520	208,332	15.53 %	1,548,787
Personnel Services	7,623,125	8,967,305	8,292,224	10,359,694	1,392,389	15.53 %	11,359,874
Operating Expenses	5,839,455	6,615,132	6,787,638	7,330,927	715,795	10.82 %	7,533,094
Capital Outlay	219,759	1,406,613	1,589,259	416,300	(990,313)	(70.40)%	303,261
Total Parks & Recreation Department	13,682,339	16,989,050	16,669,121	18,106,921	1,117,871	(44.05)%	19,196,229
<u>MIDFLORIDA EVENT CENTER DEPARTMENT</u>							
MIDFLORIDA EVENT CENTER							
Personnel Services	1,333,238	1,704,536	1,432,311	1,919,244	214,708	12.60 %	2,016,029
Operating Expenses	1,129,792	1,187,214	1,231,407	1,558,656	371,442	31.29 %	1,544,927
Capital Outlay	206,396	122,300	409,403	65,020	(57,280)	(46.84)%	65,000
Total MIDFLORIDA Event Center	2,669,426	3,014,050	3,073,121	3,542,920	528,870	17.55 %	3,625,956
Personnel Services	1,333,238	1,704,536	1,432,311	1,919,244	214,708	12.60 %	2,016,029
Operating Expenses	1,129,792	1,187,214	1,231,407	1,558,656	371,442	31.29 %	1,544,927
Capital Outlay	206,396	122,300	409,403	65,020	(57,280)	(46.84)%	65,000
Total MidFlorida Event Center Department	2,669,426	3,014,050	3,073,121	3,542,920	528,870	17.55 %	3,625,956
Personnel Services	75,394,776	83,751,089	82,611,348	95,274,424	11,523,335	13.76 %	102,468,865
Operating Expenses	26,781,286	32,897,257	34,262,314	36,503,828	3,606,571	10.96 %	37,677,283
Capital Outlay	3,045,965	3,554,643	5,440,032	3,266,049	(288,594)	(8.12)%	3,129,743
Debt	9,898,502	10,842,386	10,842,386	11,932,082	1,089,696	10.05 %	10,836,322
Fund Transfers	71,404,671	28,143,495	29,318,632	24,760,982	(3,382,513)	(12.02)%	19,466,795
Contingencies	-	-	-	984,020	984,020	- %	6,015,459
Total General Fund	186,525,200	159,188,870	162,474,712	172,721,385	13,532,515	8.50 %	179,594,467
Designated Reserve - Financial Policy 20%	\$ 20,435,212	\$ 23,329,669	\$ -	\$ 26,355,650			\$ 28,029,230

**CITY OF PORT ST. LUCIE
GENERAL OPERATING FUND #001 - CAPITAL OUTLAY
PROPOSED BUDGET - FY 2023-24**

** PROPOSED **
FY 2023-24

1311	COMMUNICATIONS	
	Tightrope - system upgrade for TV20	5,450
	Digital banner signage	85,000
	Total	90,450
1320	INFORMATION TECHNOLOGY	
	Edge Network Device Replacement	300,000
	MX VPN Concentrator	64,000
	NVR (x2) - Replacement	50,000
	Wi-Fi EOL Replacements	50,000
	IP Based Cameras - replacement	40,000
	Access Control Upgrade	40,000
	Survivable Gateway (East)	33,000
	Enhance Physical Security infrastructure	35,000
	Replacement Plotter	10,000
	Locate Equipment for (2) New Utility Locate positions	21,222
	(2) New Vehicles for the (2) New Utility Locators	92,000
	Total	735,222
2105	P.D.- SERVICES	
	Replace 3 vehicles for CID (Units #573,118, 217) with SUV's (\$47K each)	141,000
	Replace 2 vehicles for SID (Units #578, 563) with SUV's (\$35K each)	70,000
	Replace 1 vehicle for NPB K9 (Unit #043) with Patrol Tahoe SUV (\$47K each)	47,000
	Replace 5 vehicles for NPB (Units #96, 267, 15, 268, 185) with Patrol SUV's (\$47K ea)	235,000
	Replace 2 vehicles for Animal Control (\$35K each) (Units #AC-1544, AC-1545) with Ford F-150	70,000
	2023 Transport Van for PSLPD Explorer Post (15 passenger van)	42,000
	2023 Transit Van Medium Roof for Evidence	41,000
	Replace two (Units #136 & 129) Harley Davidson Motorcycles @ 22k/each	44,000
	Total	690,000
2112	P.D.- SID	
	Matrix Surveillance System Covert Unit	35,000
	Total	35,000
2115	P.D. - Crime Investigations	
	CID Cubicle Replacement	200,000
	Forensic hardware for investigative analysis - Phase II upgrades	35,000
	Forensic blade server for storage of all forensic cases - Phase II	40,000
	Complete replacement of AFIS system to comply with FDLE	75,000
	Replace Forensic Computer Workstation	15,000
	CSI Forensic Equipment	20,000
	Equipment upgrade of CID interview room	5,000
	Total	390,000
2130	P.D.- OPERATIONS	
	Replace: SWAT Pole Camera and pinhole camera system for "Hostage Rescue"	32,000
	Replace: SWAT Night Vision kit (4 white phosphorus Night Vision kit (\$13,750 each)	55,000
	Total	87,000
2131	P.D.- NPB DISTRICT SUPPORT	
	Replace (2) SRO Golf Carts (\$13,000 each)(Somerset Prep HS & Somerset SLHS)	26,000
	26' Fluid LE Marine Patrol Boat	192,500
	Total	218,500

**CITY OF PORT ST. LUCIE
GENERAL OPERATING FUND #001 - CAPITAL OUTLAY
PROPOSED BUDGET - FY 2023-24**

		** PROPOSED **
		FY 2023-24

<u>2135</u>	<u>NEIGHBORHOOD SERVICES - CODE COMPLIANCE</u>	
	(3) Ford F-150's	138,000
	Total	138,000
<u>2139</u>	<u>P.D. NPB TRAFFIC UNIT</u>	
	3 Radars and 2 Laser Radars (\$6k/each)	30,000
	Total	30,000
<u>3900</u>	<u>KEEP PORT SAINT LUCIE BEAUTIFUL</u>	
	Ford F-150 Super-cab 4 x 4 Pick Up Truck w/liner, strobes, tow package, topper	51,975
	Ford Escape with Strobes	33,182
	Total	85,157
<u>4130</u>	<u>MUNICIPAL GARAGE</u>	
	AC Refrigerant Machine, Other Misc Equipment	21,400
	Total	21,400
<u>4135</u>	<u>FACILITIES MAINTENANCE</u>	
	Replace Workman Toro for City Hall Complex (Unit FMD-148)	20,000
	Replace Ford F-250 pick up truck (Unit FMD-9513)	49,000
	Replace (HVAC) Heating, Ventilation, and Air Conditioning.	195,000
	Total	264,000
<u>7201</u>	<u>PARKS & REC.-AIROSO COMMUNITY CENTER</u>	
	Operable Partition Wallcovering and Hinges	65,000
	Total	65,000
<u>7210</u>	<u>PARKS & RECREATION DEPARTMENT - Parks Division</u>	
	Replace PK-8042 Roving Crew Truck F-250 4x4	48,000
	Replace PK-3951 Roving Crew Truck F-250 4x4	48,000
	Replace PK-2007 Roving Crew truck F-250 4x4	48,000
	Office Equipment request for Paseo Park	8,800
	Replace PK-194 Toro Sandpro	23,000
	Lyngate Pk Digital Sign to Replace Banner	70,000
	Whispering Pines Digital Sign to Replace Banner	75,000
	Total	320,800
<u>7215</u>	<u>BOTANICAL GARDENS</u>	
	New Toro Utility Cart	20,000
	Total	20,000
<u>7500</u>	<u>MIDFLORIDA EVENT CENTER</u>	
	Scissor Lift	45,000
	(130) Banquet Chairs	20,020
	Total	65,020
<u>7503</u>	<u>CIVIC CENTER-RECREATION</u>	
	Automatic Floor Scrubber	10,500
	Total	10,500
GENERAL FUND TOTAL REQUESTS		\$ 3,266,049



CITY OF PORT ST. LUCIE
GENERAL OPERATING FUND - 2023-24 PROPOSED
LONG RANGE PLAN

Assumptions:

This model assumes 17% growth in Taxable Value, a reduction of .0250 for a new Operating Millage of 43441. The estimated increase in valuation in future years are 7% in FY25, 6% in FY26, 5% in FY27, 4% in FY28 and 3% in FY29.
 Personnel Services contains the assumption of pay raises for all employees as well as an assumption of increased employee contributions towards their medical insurance. Pay plan adjustments and reclassifications are estimated for FY24 and FY25.
 ECM LOAN to Utility Connection Fee Fund #431 & #440 - \$422,145. The transfer for the SAD payment for City Center is now City owned property and is being paid out of the General Government Cost Center.
 Digital Domain Debt Service - \$1.3M in FY 23-24 and beyond.
 Debt Reduction: Anticipated debt reserves for future debt reduction; \$2M in FY 23-24, \$1M in FY25 and beyond.
 This model includes flat adjustments anticipated by departments.
 Note: Transfers vary based on changes in the #301 CIP Fund and changes in Debt for purchase Village Square. Designated Reserves of \$7.3M will be used to call CRA Debt in FY 2024-25.

	AUDITED 2019-20	AUDITED 2020-21	AUDITED 2021-22	ESTIMATE 2022-23	BUDGET 2023-24	GROWTH %	PROJECTED 2024-25	PROJECTED 2025-26	PROJECTED 2026-27	PROJECTED 2027-28	PROJECTED 2028-29					
BEGINNING DESIGNATED RESERVES	\$ -	\$ 53,284,190	\$ 114,614,734	\$ 71,654,888	\$ 62,608,417		\$ 54,723,770	\$ 54,239,229	\$ 41,611,326	\$ 41,611,325	\$ 41,611,326					
REVENUES & SOURCES:																
Millage Rate, Operations	4.6931	4.6191	4.5191	4.3691	4.3441		4.3441	4.3441	4.3441	4.3441	4.3441					
Taxes	\$ 48,702,278	52,525,117	57,828,941	\$ 68,286,374	\$ 78,811,091	15.41%	7.0%	\$ 84,327,167	6%	\$ 89,386,797	5.0%	\$ 93,856,137	4.0%	\$ 97,610,382	3.0%	\$ 100,538,693
Other Taxes (CST + Bus. Tax)	6,944,310	7,257,218	9,482,346	9,815,227	10,154,231	3.45%	2.7%	10,427,226	3.0%	10,740,043	2.5%	11,008,544	2.5%	11,283,758	2.5%	11,565,852
Utility Tax - Electricity	13,776,865	14,466,176	15,701,020	16,692,100	17,192,863	3.00%	3.0%	17,708,648	3.0%	18,239,907	2.0%	18,604,705	2.0%	18,976,799	4.0%	19,735,871
Franchise Fees (Electric)	10,945,361	11,969,643	14,061,739	14,657,073	15,087,847	2.94%	2.9%	15,524,363	3.0%	15,990,094	2.0%	16,309,896	2.0%	16,636,094	4.0%	17,301,538
Licenses and Permits	1,274,924	2,251,823	1,238,288	1,811,001	2,090,000	15.41%	-0.1%	2,088,530	1.0%	2,130,509	1.0%	2,151,814	2.0%	2,194,850	2.0%	2,238,747
Intergovernmental (Sales Tax)- FEMA Reimbursement	16,902,646	20,893,998	23,372,216	22,228,503	21,906,572	-1.45%	3.0%	22,560,507	2.0%	22,786,112	2.0%	23,241,834	2.0%	23,706,671	2.0%	24,180,804
Charges for Services	3,859,995	4,403,717	5,023,316	4,679,932	4,827,328	3.15%	-8.5%	4,419,226	1.0%	4,463,418	1.0%	4,508,052	1.0%	4,553,133	1.0%	4,598,664
Fines and Forfeits	1,123,940	1,044,879	998,487	922,909	1,037,365	12.40%	3.6%	1,074,464	1.0%	1,085,209	0.0%	1,085,209	1.0%	1,096,061	1.0%	1,107,022
Other (including int. Inc.)	5,557,327	463,911	4,081,934	2,568,543	2,581,196	0.49%	-0.5%	2,569,081	1.0%	2,594,772	1.0%	2,620,720	1.0%	2,646,927	1.0%	2,673,396
Use of Reserves (ARPA Funds & PSL Seg. 1 & 2)	-	-	-	14,735,069	7,884,647			6,500,000		12,627,903		-		-		-
Bond Proceeds	-	54,418,485	-	0	0			-		-		-		-		-
Transfers In (Includes Internal Charges)	7,874,487	11,709,572	11,777,067	11,766,578	11,148,245	-5.25%	11.2%	12,395,255	3.0%	12,767,113	2.0%	12,894,784	2.0%	13,152,680	2%	13,415,734
TOTAL	116,962,133	181,404,539	143,565,354	168,163,309	172,721,385		179,594,467	192,811,877	186,281,695	191,857,355	197,356,321					
EXPENDITURES:																
Personnel Services	68,564,916	71,198,035	75,394,776	82,611,348	95,274,424	15.33%	7.55%	102,468,865	6.5%	109,113,914	6.8%	116,501,774	5.2%	122,607,439	5.0%	128,757,811
Operating Expenses	20,738,356	23,094,925	26,781,286	34,262,313	36,503,828	6.54%	3%	37,677,283	8.2%	40,755,347	6.2%	43,296,319	4.7%	45,332,417	5.1%	47,624,012
Capital Outlay	2,237,775	4,805,711	3,045,965	5,440,032	3,266,049	-39.96%	-4%	3,129,743	1.0%	3,161,040	1.0%	3,192,651	1.0%	3,224,577	1.0%	3,256,823
Debt Services	1,318,844	5,395,740	6,029,849	6,972,374	7,262,070	4.15%	-22%	5,689,632	1.0%	5,746,528	1.0%	5,803,994	1.0%	5,862,034	1.0%	5,920,654
Grant Match	-	-	-	-	800,000	N/A	-	1,200,000	N/A	-	-	-	-	750,000	-	-
City Center SAD Payment	1,702,047	1,708,197	1,742,104	-	-	N/A	-	-	-	-	-	-	-	-	-	-
Purchase of MID Florida Event Center and Village Square (7210)	-	-	-	-	1,754,024		-	7,266,694		-	-	-	-	-	-	-
Debt - FCB Building	3,869,810	3,870,012	3,868,653	3,870,012	3,870,012	0.00%		3,946,690		3,986,157		4,026,018		4,066,279		4,106,941
Fund Transfer - Governmental Finance Fund	4,464,272	3,689,829	3,689,828	3,632,539	3,632,539	0.00%		3,550,000		3,195,000		3,067,200		2,913,840		3,000,000
Fund Transfers	2,992,466	4,311,546	48,025,583	22,599,144	11,362,469	-49.72%		8,487,620		20,034,911		10,218,000		6,918,000		4,500,000
Fund Transfer to the Road and Bridge Fund #104	47,636	-	620,000	-	-	N/A	-	-	-	-	-	-	-	-	-	-
Fund Transfer to Road and Bridge Fund #304	300,000	-	16,050,000	1,225,000	6,150,000	402.04%		-		6,650,000		-		-		-
Fund Transfer to the Stormwater Fund	-	2,000,000	1,277,156	1,861,950	1,861,950	0.00%		162,481		168,980		175,739		182,769		190,080
Unallocated	-	-	-	-	984,020	N/A	-	6,015,459		-		-		-		-
TOTAL	\$ 106,236,122	\$ 120,073,995	\$ 186,525,200	\$ 162,474,712	\$ 172,721,385		\$ 179,594,467	\$ 192,811,878	\$ 186,281,695	\$ 191,857,355	\$ 197,356,321					
SURPLUS <DEFICIT> BALANCE	\$ 10,726,011	\$ 61,330,544	\$ (42,959,846)	\$ 5,688,597	\$ -		\$ 0	(0)	\$ (0)	\$ 0	\$ 0					

Designated Operating Reserve - Financial Policy -20%	0	18,858,592	20,435,212	23,374,732	26,355,650	20.00%	28,029,230	29,973,852	31,959,619	33,587,971	35,276,365											
Designated	\$	20,435,212	\$	23,374,732	\$	26,355,650	20%	\$	28,029,230	20%	\$	29,973,852	20%	\$	31,959,619	20%	\$	33,587,971	20%	\$	35,276,365	
Undesignated		51,219,676		53,968,753		36,252,767		32,710,000		24,265,377		9,651,707		8,023,355		6,334,961		-		-	-	
Use of Reserves *				(14,735,069)		(7,884,647)		(6,500,000)		(12,627,903)		-		-		-		-		-	-	
Difference	Total Reserves	\$	71,654,888	\$	62,608,417	\$	54,723,770		\$	54,239,229		\$	41,611,326		\$	41,611,326		\$	41,611,326		\$	41,611,326

Note: Undesignated includes ARPA Funding and Bond Proceeds that will be used in FY 2022-23 and FY 2023-24.

CITY COUNCIL SUMMARY



Shannon M. Martin
Mayor



Jolien Caraballo
Vice Mayor, District 4



Stephanie Morgan
Councilmember, District 1



David Pickett
Councilmember, District 2



Anthony Bonna
Councilmember, District 3

The City is led by a five-member elected Council. The Council is responsible for setting policies and establishing the long-term vision for the City. The Council appoints a City Manager to handle the daily business affairs, and a City Attorney to provide legal advice. This system is called a Council-Manager form of local government. Each Council member has one vote, including the mayor, this means legislative authority is equally spread among all five members.

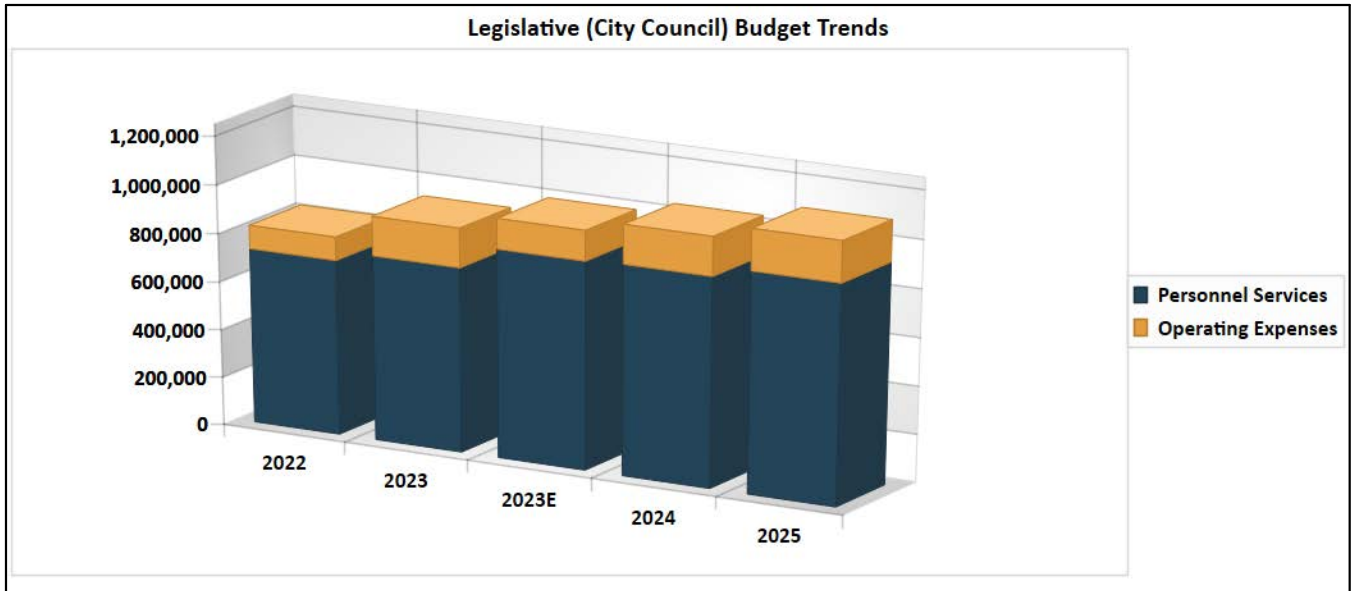
Port St. Lucie City Council members must live in the district they represent, however residents throughout the City vote for every City Council seat, no matter which district they reside in. The mayor is elected at-large in a Citywide election and can live anywhere in the City. Like the Council elections, the mayoral election allows all eligible voters to exercise their right to vote.

City Council Affiliations

The City Council will work to ensure that the City of Port St. Lucie will continue its position in all activities including commerce, culture, growth, and leisure. They will:

- Continue participation in management of the SLC Fire District. The district is its own self-taxing fire district and the only one in the county.
- Continue to seek, develop, and administer home and community-based programs and services for senior persons through the Council on Aging Agency.
- Continue working together with St. Lucie Transportation Planning Organization to develop long range planning for the roadways in the region.
- Continue to develop and promote tourism in St. Lucie County through the Tourist Development Council.
- Continue to work with Treasure Coast Council of Local Governments to encourage and enable local units of government to assemble and cooperate with one another to promote the health, safety, and general welfare of the citizenry.
- Continue to work with Treasure Coast Regional Planning Council. The regional planning council is recognized as Florida's only multipurpose regional entity that plans for and coordinates intergovernmental solutions to growth-related problems on greater-than-local issues. Provides technical assistance to local governments, and to meet other needs of the communities in each entity.
- Continue to work with the Treasure Coast Regional League of Cities to promote communication among the municipalities and the municipal leaders of the Treasure Coast Region.
- Continue to work with the Roundtable of St. Lucie County to improve the quality of life for our youth in various ways, Academic Success, Delinquency Prevention, Substance Abuse, Teen Health, the Gang Plan and Kids at Hope.
- Continue to work with the St. Lucie County Chamber of Commerce Board of Directors to expand the economy of the area.

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
LEGISLATIVE (CITY COUNCIL) - 001.1100
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 728,284	\$ 769,187	\$ 867,407	\$ 876,368	\$ 107,181	13.93 %	\$ 920,678
Operating Expenses	96,563	162,061	124,965	162,016	(45)	(0.03)%	171,066
Total	\$ 824,847	\$ 931,248	\$ 992,372	\$1,038,384	\$ 107,136	11.50 %	\$ 1,091,744

STAFFING SUMMARY:

Full Time Equivalents 2.00 2.00 2.00 2.00

Note: City Council members are not included in the proposed summary of budgeted FTE's or total FTE count because they are elected officials.

CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
LEGISLATIVE (CITY COUNCIL) - 001.1100

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Executive Salaries	\$ 310,788	\$ 318,851	\$ 345,356	\$ 348,194	\$ 29,343	9.20 %	1	\$ 365,604
Salaries And Wages	112,811	118,601	120,777	126,922	8,321	7.02 %	2	133,268
Overtime	6,947	8,560	7,903	8,500	(60)	(0.70)%		8,755
F.I.C.A	25,811	25,296	28,446	27,573	2,277	9.00 %	3	28,676
Mandatory Medicare	6,037	5,916	6,652	6,447	531	8.98 %	3	6,769
Retirement								
Contributions	174,352	176,540	203,786	213,274	36,734	20.81 %	2	223,785
Life & Health								
Insurance	91,000	100,268	139,332	130,217	29,949	29.87 %	4	138,030
Other Post								
Employment Benefits	-	14,207	14,207	14,207	-	- %		14,633
Workmen's								
Compensation	538	948	948	1,034	86	9.07 %	5	1,158
Total Personnel Services	728,284	769,187	867,407	876,368	107,181	13.93 %		920,678
OPERATING EXPENSES:								
Gas & Oil	-	-	197	-	-	- %		-
Travel And Per Diem	12,502	30,500	12,597	30,500	-	- %		30,900
Communications								
Service	8,085	10,440	9,000	10,440	-	- %		10,753
Transportation	281	630	460	630	-	- %		649
Rentals & Leases-								
Equipment	-	-	700	-	-	- %		-
Insurance	3,036	-	-	-	-	- %		-
Printing & Binding	5,037	4,600	3,500	4,600	-	- %		4,738
Promotional Activities	-	6,300	100	6,300	-	- %		6,489
Other Current Charges								
& Obliga	5,302	5,400	2,000	5,400	-	- %		5,562
Office Supplies	13,104	13,745	12,245	13,700	(45)	(0.33)%		18,815
Operating Supplies	2,124	2,100	7,233	2,100	-	- %		2,163
Books,Subs,Membersh								
ips	27,157	45,232	44,776	45,232	-	- %		46,589
Training And								
Education	19,935	43,114	32,157	43,114	-	- %		44,408
Total Operating Expenses	96,563	162,061	124,965	162,016	(45)	(0.03)%		171,066
Fund Totals	\$ 824,847	\$ 931,248	\$ 992,372	\$ 1,038,384	\$ 107,136	11.50 %		\$ 1,091,744

Notes:

- The salary for council members is as outlined and regulated by State law.

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
LEGISLATIVE (CITY COUNCIL) - 001.1100

- 2 Salary Adjustment and cost of living adjustment effective October 1, 2023.
- 3 FICA calculated pre-tax benefits may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workmen's Compensation insurance.

CITY MANAGER
Jesus Merejo, ICMA-CM

11 FTEs*

SENIOR EXECUTIVE ADMINISTRATOR

EXECUTIVE ASSISTANT/
PROJECT COORDINATOR

EXECUTIVE ASSISTANT

ASSISTANT CITY MANAGER
David Graham

DEPUTY CITY MANAGER
Teresa Lamar-Sarno

DEPUTY CITY MANAGER
Kristina Ciuperger

STRATEGIC INITIATIVES & INNOVATION DIRECTOR
Kate Parmelee

***GFC/CRA DIRECTOR**
Jennifer Davis

POLICE

UTILITY SYSTEMS

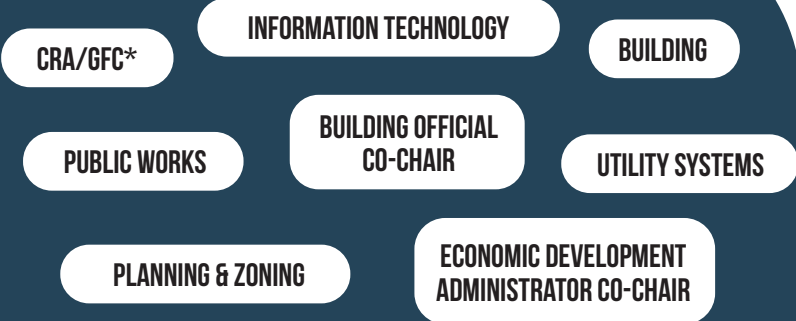
FINANCE & TREASURY

- PARKS & RECREATION
- INFORMATION TECHNOLOGY
- CITY CLERK
- OFFICE OF ECONOMIC DEVELOPMENT
- MIDFLORIDA CREDIT UNION EVENT CENTER

- FACILITIES
- PLANNING & ZONING
- PUBLIC WORKS
- BUILDING
- SOLID WASTE

- COMMUNICATIONS
- HUMAN RESOURCES
- RISK MANAGEMENT
- OFFICE OF MANAGEMENT & BUDGET & PROCUREMENT
- EMERGENCY MANAGEMENT
- NEIGHBORHOOD SERVICES

LAND DEVELOPMENT FUNCTIONAL GROUP



*Community Redevelopment Agency/
Governmental Finance Corporation

*FTEs housed in the City Manager's office include:

City Manager, 3 Assistant City Manager, 2 Deputy City Managers, Strategic Initiatives & Innovation Director, Grants & Strategic Initiatives Project Manager, Senior Executive Administrator, Executive Assistant/Project Coordinator and Executive Assistant.



CITY MANAGER'S OFFICE

Fund #001-1200

FY 2022/23 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

As the seventh largest City in Florida, and as new business, commercial, and residential growth continues, the City Manager's Office continues focus on providing agile and responsive service delivery. The City Manager's Office works to advance the City's mission to provide exceptional municipal services that are responsive to our community while planning for smart and balanced growth that is managed in a financially responsible manner. The City Manager works towards the development of an organization recognized nationally as a leader providing superior services through a diverse, empowered and visionary City team and in support of the City's vision, mission, values and strategic goals. The City Manager's Office provides executive leadership and management, supports economic development and redevelopment, maintains intergovernmental relations and works towards continuous improvement, innovation, performance management and strategic planning in support of the direction of the City Council through implementation of the Strategic Plan.



to

FY 2023/24 City Manager's Office Key Initiatives

The top ways the City Manager's Office will be putting the City's Strategic Plan in action in 2022/23 include:

GOAL: DIVERSE ECONOMY & EMPLOYMENT OPPORTUNITIES

Advancing economic development to support job creation and a diverse economy

FY 23/24 priorities include:

- Provide executive leadership with City Manager serving as Executive Director of the Government Finance Corporation (GFC) and Community Redevelopment Agency (CRA) and support the implementation of the Southern Grove Master Plan and development of the City Center Master Plan.
- Continuing to streamline the development process through the employee-led Cloud Group.

GOAL: HIGH-QUALITY INFRASTRUCTURE & FACILITIES

Ensuring effective cross-departmental communication and collaboration to maximize efficiency

FY 23/24 priorities include:

- Lead the implementation of key capital projects, improving overall project delivery.
- Continue implementation of new funding mechanisms to support critical infrastructure i.e., the mobility fee.
- Lead the One-Half Cent Sales Tax Oversight Committee.
- Champion the needs of Port St. Lucie through strategic advocacy and collaboration through leading the Grants & Advocacy Team and Legislative Team and working strategically to increase grants and legislative appropriations to support the City's infrastructure and facilities, in addition to vital programs.

GOAL: HIGH PERFORMING GOVERNMENT ORGANIZATION

Aligning with the City’s Strategic Plan

FY 23/24 priorities include:

- Continue to ensure a successful transition with FCC, the City’s new waste hauler.
- Executive leadership in providing oversight of City operations and the departments and project managers that implement each of the goals, initiatives and projects contained in the City’s Strategic Plan -- the work of the City Manager’s Office is to support the implementation of every plan element.
- Improve customer service through 1PSL – expanding training and improving operations.
- Support high performance through strategic planning, process improvement and innovation.
- Continue our nationally-award winning resident-driven strategic planning process that propels our City forward through the annual National Community Survey and Citizen Summit.
- Proactive communication through the Biweekly Report and monthly Strategic Plan update, weekly City Manager individual briefings with Council, New Council Member Orientation, 1PSL, data dashboards and the annual Year in Review.
- Promote effective intergovernmental relations.
- Proactively identify opportunities for budget efficiencies and reductions and provide effective oversight.
- Support a culture of high performance, building on the City’s award of a Certificate of Excellence from ICMA.
- Work collaboratively with the Budget Advisory Committee on key annual projects for the City Council.
- Build a diverse, empowered, and visionary City Team capable to handle emerging issues with efficiency and plan innovatively for future needs through executive leadership and management, organizational development, succession planning and the development and promotion of initiatives to support diversity.
- Excel as a national leader of government innovation, expanding performance and process improvement, leading the Innovation PSL Team and managing comprehensive innovation projects. Expanding efforts to improve data and become more data-driven to improve City services, including obtaining certification through What Works Cities.
- Develop and update emergency management all-hazards plans and procedures to protect lives, property, and the environment.
- Develop a culture of emergency preparedness throughout the whole community.

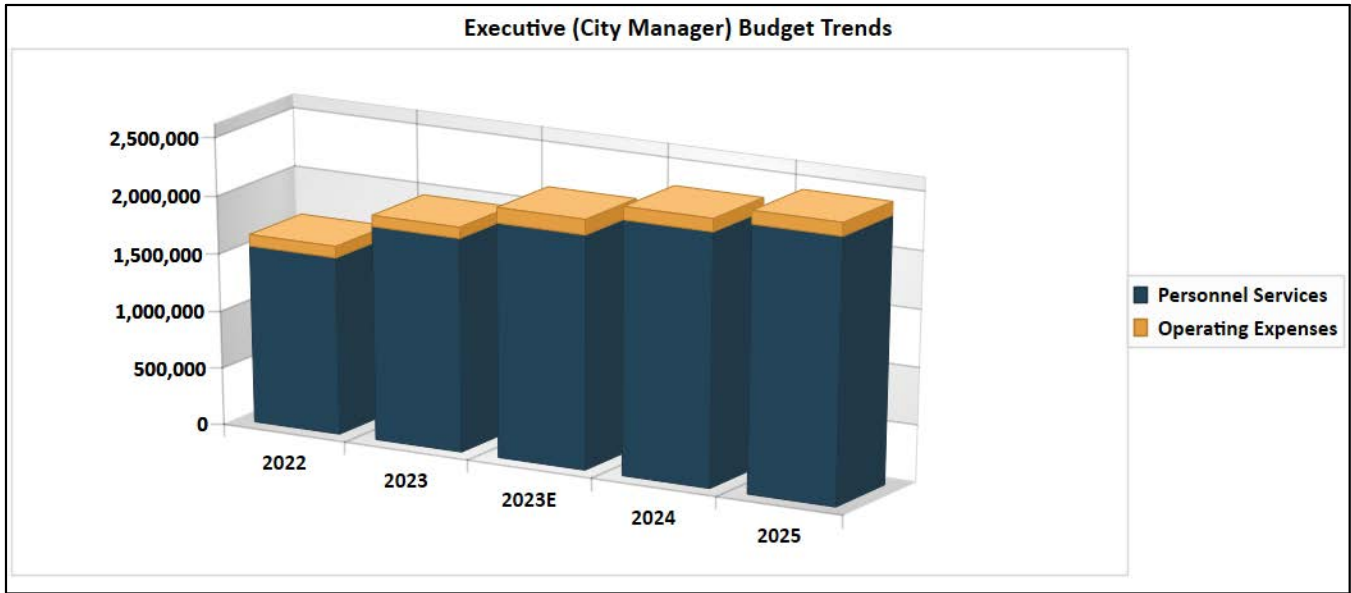
CITY OF PORT ST. LUCIE CITY MANAGER’S OFFICE FY 2023/24 PERFORMANCE MEASURES AND SCORECARD								
	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2022/23 Target
WORKLOAD MEASURES	7	Employees per 1,000 residents	5.68	5.81	Increase	6.06	Increase	Increase
EFFECTIVENESS MEASURES	7	*NCS™: Percentage of respondents rating City customer service as excellent or good	75% ↔	79% ↔	Increase	73%↔	70%↔ (FY 2023 Results)	72%
	7	*NCS™: Percentage of respondents rating overall quality of life as excellent or good	79%↔	82%↔	Increase	78%↔	70%↔ (FY 2023 Results)	72%

	7	*NCS: Emergency Preparedness (services that prepare the community for natural disasters or other emergency situations)	85%	77%↑	Increase	72%↔	72%↔ (FY 2023 Results)	74%
	4	*NCS™: Percentage of respondents rating economic development as excellent or good	62% ↔	55%↔	Increase	52%↔	52%↔ (FY 2023 Results)	54%
	7	*The National Employee Survey (The NES™): Percent of Respondents rating Providing a Clear Vision for our Organization positively	N/A	82%	Increase	80%↑	80%↑ (FY 2023 Results)	Maintain
	7	*NES™: % of respondents rating the organization fostering a respectful atmosphere positively	73%	79%↑	Increase	80%↑	80%↑ (FY 2023 Results)	Maintain
	7	Aggregate Attendees for Emergency Management Outreach Events (New Measure)	N/A	N/A	5,529	7,804	6,000	8,100

*Percent approval rating from the annual National Community Survey™ and National Employee Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EXECUTIVE (CITY MANAGER) - 001.1200
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 1,548,652	\$ 1,863,426	\$ 2,039,709	\$2,212,462	\$ 349,036	18.73 %	\$ 2,322,265
Operating Expenses	98,183	95,034	131,882	112,817	17,783	18.71 %	115,357
Capital Outlay	-	-	6,754	-	-	- %	-
Total	\$ 1,646,835	\$ 1,958,460	\$ 2,178,345	\$2,325,279	\$ 366,819	18.73 %	\$ 2,437,622

STAFFING SUMMARY:

Full Time Equivalents	10.00	10.00	11.00	11.00
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CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EXECUTIVE (CITY MANAGER) - 001.1200

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 1,186,703	\$ 1,403,969	\$ 1,454,270	\$ 1,629,463	\$ 225,494	16.06 %	1	\$ 1,710,936
Overtime	3,237	535	51,167	4,000	3,465	647.66 %	2	4,120
F.I.C.A	59,048	70,581	89,338	85,902	15,321	21.71 %	3	89,338
Mandatory Medicare	16,833	19,820	21,000	26,129	6,309	31.83 %	3	27,435
Retirement								
Contributions	138,479	165,538	195,000	222,239	56,701	34.25 %	1	231,129
Life & Health								
Insurance	142,572	189,794	215,745	231,263	41,469	21.85 %	4	245,139
Other Post								
Employment Benefits	-	10,148	10,148	10,148	-	- %		10,452
Workmen's								
Compensation	1,779	3,041	3,041	3,318	277	9.11 %	5	3,716
Total	1,548,651	1,863,426	2,039,709	2,212,462	349,036	18.73 %		2,322,265
OPERATING EXPENSES:								
Professional Services	5,829	30,000	16,775	30,000	-	- %		30,900
Other Contractual								
Services	6,363	-	22,484	-	-	- %		-
Travel And Per Diem	722	-	-	-	-	- %		-
Communications								
Service	4,813	6,544	9,717	8,460	1,916	29.28 %	6	8,714
Transportation	451	630	200	630	-	- %		649
Rentals & Leases-								
Equipment	-	1,575	700	1,575	-	- %		1,622
Insurance	9,800	-	-	-	-	- %		-
Repair & Maintenance-								
Building	350	-	-	-	-	- %		-
Printing & Binding	-	873	200	873	-	- %		899
Promotional Activities	205	-	5,531	-	-	- %		-
Other Current Charges								
& Obliga	5,923	1,050	8,530	7,000	5,950	566.67 %	7	7,210
Office Supplies	6,091	18,203	17,768	15,224	(2,979)	(16.37)%	8	14,836
Operating Supplies	2,643	4,213	12,969	10,633	6,420	152.39 %	9	10,952
Books,Subs,Membersh								
ips	37,437	8,352	17,647	14,828	6,476	77.54 %	10	15,273
Training And								
Education	17,555	23,594	19,361	23,594	-	- %		24,302
Total Operating	98,182	95,034	131,882	112,817	17,783	18.71 %		115,357
Expenses								
Office Furniture And								
Equipment	-	-	6,754	-	-	- %		-
Total Capital Outlay	-	-	6,754	-	-	- %		-

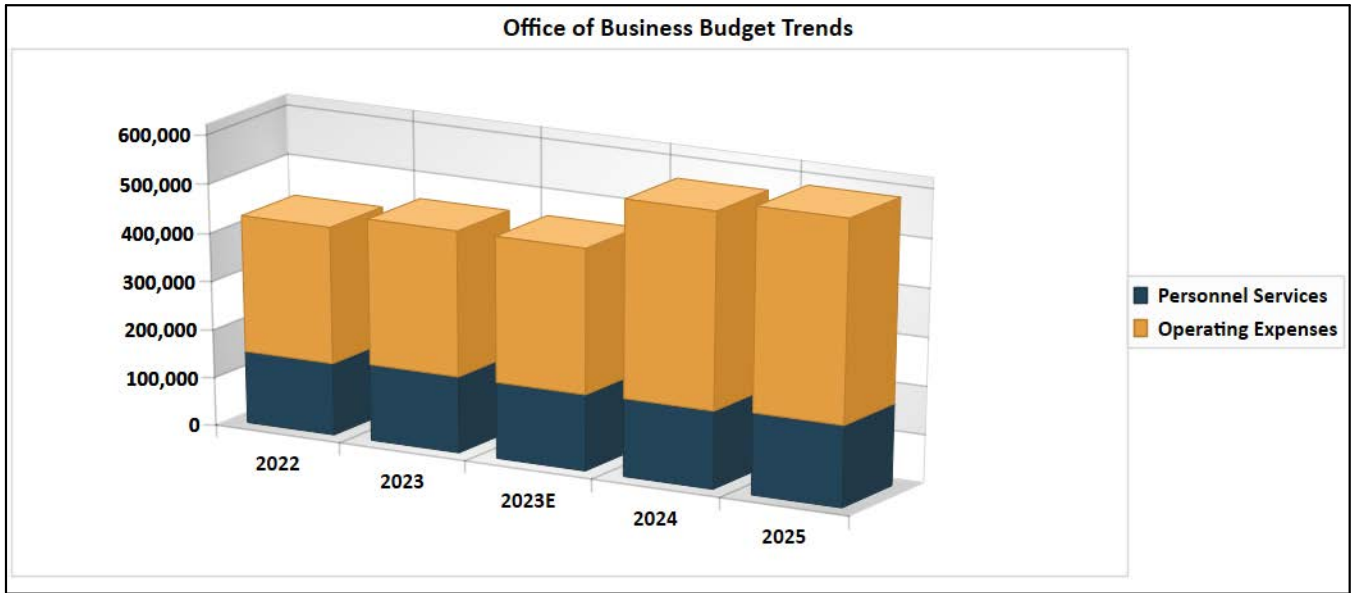
**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EXECUTIVE (CITY MANAGER) - 001.1200**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Fund Totals	\$ 1,646,835	\$ 1,958,460	\$ 2,178,345	\$ 2,325,279	\$ 366,819	18.73 %		\$ 2,437,622

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes the transfer of 1 Deputy City Manager from Planning & Zoning to the City Manager's Office.
- 2 Increase required for overtime usage.
- 3 FICA calculated pre-tax benefits may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workmen's Compensation insurance.
- 6 Increase cost related to monthly services based on usage.
- 7 Florida Economic Development
- 8 IT recommended computer replacement - (2) Desktops (1) Laptop and (1) 2 in1.
- 9 Increase for replacement of printer cartridges.
- 10 Increase related to International City Management Association Retirement Corporation (ICMA) Renewals, Monthly Software Fee for Costart Group and the Florida city and County Management Association based on Actual from FY22 and FY23.

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
ECONOMIC DEVELOPMENT - 001.5200
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 149,877	\$ 158,895	\$ 158,899	\$ 162,493	\$ 3,598	2.26 %	\$ 170,452
Operating Expenses	281,029	299,455	299,455	405,513	106,058	35.42 %	417,818
Total	\$ 430,906	\$ 458,350	\$ 458,354	\$ 568,006	\$ 109,656	23.92 %	\$ 588,270

STAFFING SUMMARY:

Full Time Equivalents	1.00	1.00	1.00	1.00			1.00
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CAPITAL OUTLAY: N/A

**CITY OF PORT ST. LUCIE GENERAL FUND - # 001
OFFICE ECONOMIC DEVELOPMENT- 001.5200**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 118,475	\$ 124,218	\$ 124,222	\$ 126,630	\$ 2,412	1.94 %		\$ 132,962
F.I.C.A	7,268	7,604	7,604	7,784	180	2.37 %		8,095
Mandatory Medicare Retirement	1,700	1,778	1,778	1,821	43	2.42 %		1,912
Contributions	14,217	14,906	14,906	15,196	290	1.95 %		15,804
Life & Health Insurance	8,217	8,841	8,841	9,514	673	7.61 %		10,085
Other Post Employment Benefits	-	1,548	1,548	1,548	-	- %		1,594
Total	149,877	158,895	158,899	162,493	3,598	2.26 %		170,452
OPERATING EXPENSES:								
Professional Services	158,947	96,732	96,732	204,600	107,868	111.51 %	1	210,738
Other Contractual Services	(157)	9,630	9,630	12,630	3,000	31.2 %	2	13,009
Travel And Per Diem	212	-	-	-	-	- %		-
Communications Service	799	3,274	3,274	3,274	-	- %		3,372
Transportation	43	546	546	546	-	- %		562
Repair & Maintenance- Office Eq	-	255	255	255	-	- %		263
Printing & Binding	150	6,548	6,548	6,548	-	- %		6,744
Promotional Activities	600	-	-	-	-	- %		-
Other Current Charges & Obliga	99,122	157,000	157,000	157,000	-	- %	3	161,710
Office Supplies	10	5,616	5,616	5,616	-	- %		5,925
Operating Supplies	-	4,453	4,453	4,453	-	- %		4,586
Books,Subs,Memberships	15,596	4,591	4,591	4,591	-	- %		4,729
Training And Education	5,707	10,810	10,810	6,000	(4,810)	(44.50)%	4	6,180
Total Operating Expenses	281,029	299,455	299,455	405,513	106,058	35.42 %		417,818
Fund Totals	\$ 430,906	\$ 458,350	\$ 458,354	\$ 568,006	\$ 109,656	23.92 %		\$ 588,270

CITY OF PORT ST. LUCIE GENERAL FUND - # 001
OFFICE ECONOMIC DEVELOPMENT- 001.5200

Notes:

- 1 \$53.5K for Chamber of Commerce, \$20K National Business Survey and \$32.1K Small Businesses Grants are budgeted here. Increased \$40K for MBDA Consultant - CDBG, \$36K P/T SBDC Consultant & \$20K for BAP Small Business Grant Program.
- 2 Increased by \$3K for Before You Sign Lease program.
- 3 Contribution to Economic Development Corporation.
- 4 Mileage Reimbursement, Hotel Conference and Per Diem.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001 OFFICE OF ECONOMIC DEVELOPMENT - COST CENTER #5200

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
5200/Office of Economic Development (Operating)				
Before You Sign the Lease Workshop	3,000	2	3,000	-
Partial Funding for a Full-Time MBDA Consultant - CDBG	40,000	3	40,000	-
Partial Funding for a Part-Time SBDC Consultant	36,000	4	36,000	-
BAP Small Business Grant Program	50,000	1	20,000	-
Subtotal	129,000		99,000	-
Total Operating Enhancement Requests	129,000		99,000	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
5200/Office of Economic Development (Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	129,000		99,000	-



“A City for All Ages”

CITY CLERK
Sally Walsh

9 FTES

- RECORDS
- AGENDAS
- BOARD LIAISONS
- COMMITTEE COORDINATORS
- CITY WIDE MAIL CENTER



City Clerk's Office

Fund #1210000

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

The City Clerk's Office is committed to serving the public by striving for excellence in preparation of agendas and minutes of meetings, operating the City Hall mail center, and providing complete and accurate information while preserving the records of the City and maintaining a professional level of service in all phases of operation.

FY 2023/24 CITY CLERK'S DEPARTMENT GOALS & INITIATIVES

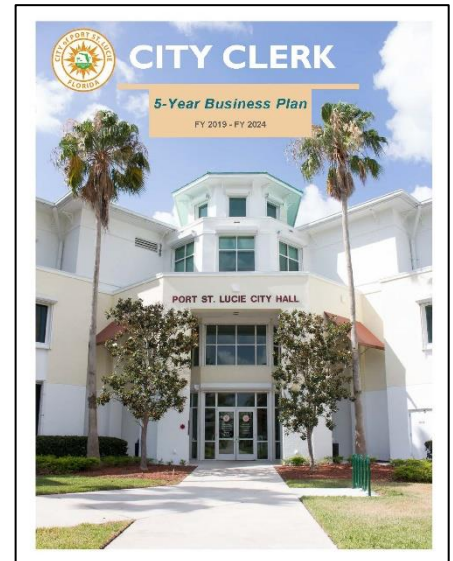
In FY 23/24, the City Clerk's Department will continue to advance the Strategic Plan through the following initiatives:

Contribute to a High Performing Government Organization:

- Accurately record, transcribe, and preserve all official minutes of the City Council and City Boards and Committees, per State Statutes, in a summarized minutes format to maximize efficiency.
- Prepare and post all meeting Agendas and coordinate all Packet documents to support the City Council, Community Redevelopment Agency (CRA), Governmental Finance Corporation (GFC), and Board of Zoning Appeals agendas.
- Act in the capacity of official records custodian for the City of Port St. Lucie and maintain custody of all official City records, administer the City's Records Management Program Gov-QA, and perform the duties of the Records Management Liaison Officer (RMLO) to the State of Florida. Continue to monitor all departmental responses to public records requests to maintain an average response time of 1.8 days.
- Conduct Public Records Training to support transparency in government.
- Continue to review for possible improvement of processes within Legistar, in conjunction with Granicus, for electronic review and production of meeting backup documentation, with the possibility of additional Board meetings being processed within Legistar.
- Improve the departments five-year Strategic Business Plan to effectively plan for and align the needs of the City and the department.

Promote a Safe, Clean & Beautiful City:

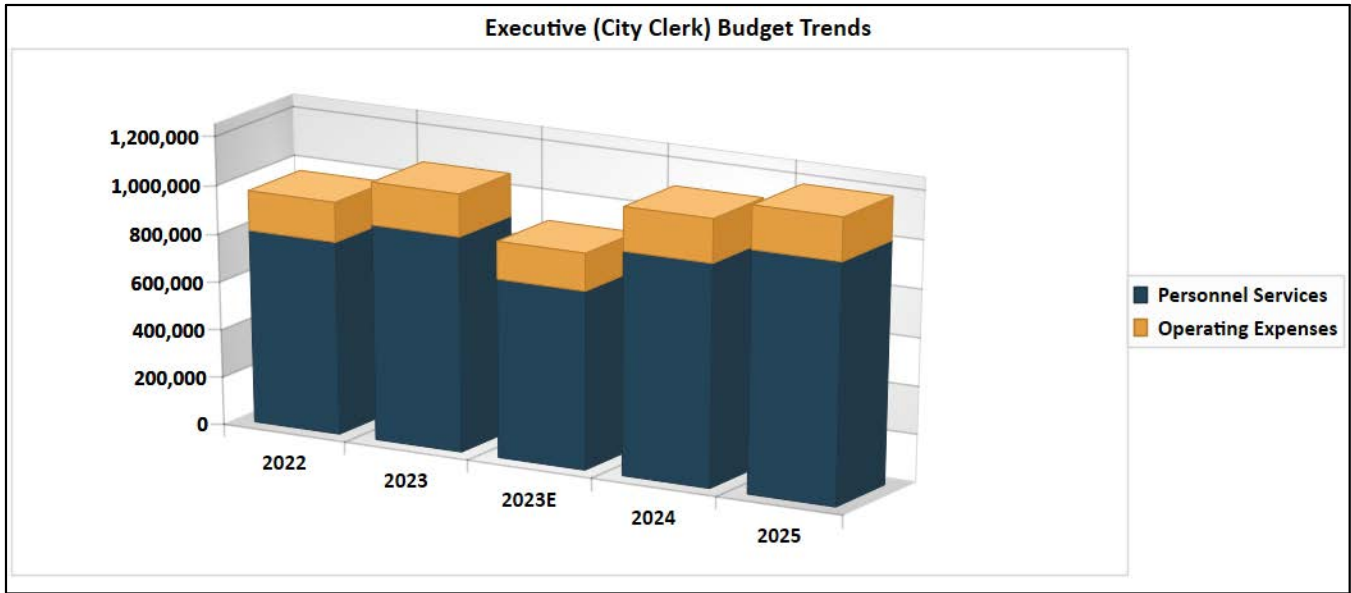
- Further explore the need for a Residential Street Lighting Master Plan through citizen feedback and analysis.



**CITY OF PORT ST. LUCIE CITY CLERK'S OFFICE
FY 2023/24 PERFORMANCE MEASURES AND SCORECARD**

	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	High Performing Government Organization (Goal 7)	Council, Board, & Committee Meetings Attended	243	332	265	309	298	304
	7	Outgoing Mail – USPS	74,785	103,658	70,500	65,024	87,079	76,051
	7	Records (Boxes)processed	2,000	710	500	672	605	639
	7	Total Time to complete and Publish Minutes Typing 1 pg. per hr. + Proofing 10 pages per hr. + Corrections/ Distribution/ Publishing 1 pg./3.5 min. *Totals include Board & Committee and Negotiation Minutes	2,056 Hrs	1,949 Hrs	1,835 Hrs	2,164 Hrs	1,892 Hrs	2,028
EFFICIENCY MEASURES	7	Records Management Savings Upon Destruction	4,000 Cu ft.	524 Cu ft.	350 Cu ft.	487 Cu ft.	437 Cu Ft.	462 Cu ft.
	7	Average initial response time for public records requests - Excluding City Attorney's Office & Human Resources	1.5 days	1.87 days	1.75 days	2.32 days	1.81 days	1.5 days

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EXECUTIVE (CITY CLERK) - 001.1210
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 804,810	\$ 897,001	\$ 745,737	\$ 930,911	\$ 33,910	3.78 %	\$ 1,008,337
Operating Expenses	163,541	174,846	155,073	180,347	5,501	3.15 %	179,205
Total	\$ 968,351	\$ 1,071,847	\$ 900,810	\$1,111,258	\$ 39,411	3.68 %	\$ 1,187,542

STAFFING SUMMARY:

Full Time Equivalents	9.00	9.00	9.00	9.00
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CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EXECUTIVE (CITY CLERK) - 001.1210

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	NOTES	PROJECTED 2025
PERSONNEL SERVICES:								
Salaries And Wages	\$ 569,163	\$ 629,928	\$ 531,696	\$ 646,819	\$ 16,891	2.68 %	1	\$ 702,256
Overtime	8,383	5,350	14,175	6,000	650	12.15 %	2	6,180
F.I.C.A	34,363	36,913	31,834	38,442	1,529	4.14 %		41,350
Mandatory Medicare	8,037	8,635	7,444	8,991	356	4.12 %		9,765
Retirement								
Contributions	67,029	72,160	51,282	75,219	3,059	4.24 %		80,973
Life & Health								
Insurance	117,120	126,413	91,704	137,714	11,301	8.94 %	3	149,421
Other Post								
Employment Benefits	-	16,237	16,237	16,237	-	- %		16,724
Workmen's								
Compensation	715	1,365	1,365	1,489	124	9.08 %		1,668
Total	804,810	897,001	745,737	930,911	33,910	3.78 %		1,008,337
OPERATING EXPENSES:								
Other Contractual								
Services	44,109	52,412	63,663	53,370	958	1.8 %		54,971
Gas & Oil	80	375	81	375	-	- %		386
Repairs &								
Maintenance-Vehicle	471	-	-	-	-	- %		-
Fleet Maintenance-								
Non Contract	-	315	50	315	-	- %		324
Travel And Per Diem	2,133	-	-	-	-	- %		-
Communications								
Service	5,185	5,250	2,893	5,250	-	- %		5,408
Transportation	362	1,050	358	1,050	-	- %		1,082
Electricity (Fpl)	994	1,575	311	1,575	-	- %		1,622
Water	140	420	113	420	-	- %		433
Sewer	222	210	185	210	-	- %		216
Rentals & Leases-								
Buildings	36,666	32,500	20,164	33,500	1,000	3.08 %		34,505
Rentals & Leases-								
Equipment	333	-	-	-	-	- %		-
Insurance	9,798	-	-	2,053	2,053	- %	4	2,250
Repair & Maintenance-								
Building	2,128	-	-	-	-	- %		-
Repair & Maintenance-								
Office Eq	1,243	-	-	-	-	- %		-
Repair & Maintenance-								
Equipment	10,849	10,500	7,666	10,500	-	- %		10,815
Other Current Charges								
& Obliga	16,242	8,400	6,500	8,540	140	1.67 %		8,796
Office Supplies	11,740	21,514	12,764	22,864	1,350	6.27 %		16,862

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EXECUTIVE (CITY CLERK) - 001.1210**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Operating Supplies	-	9,225	9,225	9,225	-	-	%	9,502
Books,Subs,Memberships	12,556	15,645	15,645	15,645	-	-	%	16,114
Training And Education	8,291	15,455	15,455	15,455	-	-	%	15,919
Total Operating Expenses	163,542	174,846	155,073	180,347	5,501	3.15	%	179,205

CAPITAL OUTLAY:

Fund Totals	<u>\$ 968,351</u>	<u>\$ 1,071,847</u>	<u>\$ 900,810</u>	<u>\$ 1,111,258</u>	<u>\$ 39,411</u>	<u>3.68</u>	<u>%</u>	<u>\$ 1,187,542</u>
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Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023.
- 2 Staff coverage for City Council evening meetings.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in liability insurance (general, auto, property).

FINANCE DIRECTOR
Stephen Okiye

36.63 FTES

DEPUTY DIRECTORS 3 FTES

1 FTES **EXECUTIVE PROJECT MANAGER**

1 FTES **ASSISTANT MANAGER**

PROPERTY TAX

5 FTES

- TAX ROLL PREPARATION
- SOLID WASTE ADMINISTRATION
- STORMWATER ADMINISTRATION

ACCOUNTING

9.63 FTES

- TREASURY MANAGEMENT
- DEBT MANAGEMENT
- GENERAL LEDGER MANAGEMENT

RETIREMENT

5 FTES

- DEFINED BENEFIT ADMINISTRATION
- DEFINED CONTRIBUTION ADMINISTRATION

BUSINESS TAX

4 FTES

- ISSUE BUSINESS TAX RECEIPTS
- ENFORCE COMPLIANCE
- BUSINESS ASSISTANCE & EDUCATION

PAYROLL

3 FTES

- WAGE PROCESSING
- TAX WITHHOLDING & REPORTING
- COMPLIANCE & RECORDKEEPING

PURCHASING

1 FTES

- PURCHASE CARD ADMINISTRATION
- FUEL CARD ADMINISTRATION

LIENS

3 FTES

- LIEN SEARCHES
- RECORDING
- PAYMENT PROCESSING



FINANCE DEPARTMENT

Division #1300

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The mission of the Finance Department is to protect the City's assets and provide accurate and timely financial reporting to all stakeholders. Our financial team maintains an environment of integrity, accountability, stewardship, and strong work ethic while providing exceptional municipal services.

Top Goal: High Performing Government Organization Strategic

Initiatives

The Finance Department's Strategic Operations Plan is the department's roadmap for the next five years to make progress on the City's vision of a safe, beautiful, and prosperous City for all people. It is a living document that will evolve to address Port St. Lucie's changing needs, technological advances, and City Council policy and strategic plan priorities.

Specifically, the Department's business plan focuses on four major initiatives:

1. **Collaboration:** internally within the department and externally within the organization.
2. **Strengthening citywide financial internal control:** cash handling, billing, receiving, payroll, disbursements, and financial reporting.
3. **Enhancing the use of technology:** Eliminating manual processes by automating whenever possible and further utilizing the City's Enterprise Resource Planning (ERP) financial system software to provide exceptional services with all stakeholders. This will require support within the department, as gatekeepers for modules and trainers, and City-wide buy-in as we strive to continue supporting Goal 7: High Quality Infrastructure & Facilities of the City's Strategic Plan.
4. **Staff training:** Creating the Financial University Training Course for City Employees. This is a comprehensive program designed to equip all staff with the necessary knowledge and skills to excel in their roles, providing practical insights and strategies to understand financial processes and ensure compliance with City policies and procedures.

FY 2023/24 Priority Projects

- Succession planning.
- Expand training, including cross training within the department.
- Continue to strengthen internal controls.
- Further implement CaseWare.
- Continue to increase oversight of all grant reporting, expand training and use of the Grants and Projects Ledger modules.
- Support implementation of a formal grants administration policy in partnership with the City Manager's Office.
- Expand Pension/Retirement training and resources.

- Automate cash forecasting to ensure best investing practices.
- Continue to utilize and implement new modules within MUNIS to capitalize on the available technology to improve operations, increase accuracy, and enhance financial transparency.

CITY OF PORT ST. LUCIE FINANCE DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goal(s)	Key Performance Indicators	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Goal 7, High Performing Govt. Org.	Accounts Payable Checks	11,764	12,026	12,951	9,000	8,000
		Total Number of Electronic payments	7,384	7,245	9,098	11,500	12,500
		Lien Searches	7,083	9,715	10,000	10,000	10,000
EFFICIENCY MEASURES	7	NEW MEASURE Average # of Business Days for Requests to be Processed (Lien and Business Tax)*	N/A	N/A	N/A	5	5
	7	Total Approximate Award Amount for Grants**	\$3 Million	\$49 Million	\$23 Million	\$14.50 Million	\$20 Million
	7	Total Number of Active Grants**	7	24	15	25	30
EFFECTIVENESS MEASURES	7	National Employee Survey (NES)*** employee ratings of finance services overall	78% ↑	81% ↑	81%↑	85%↑	90%↑

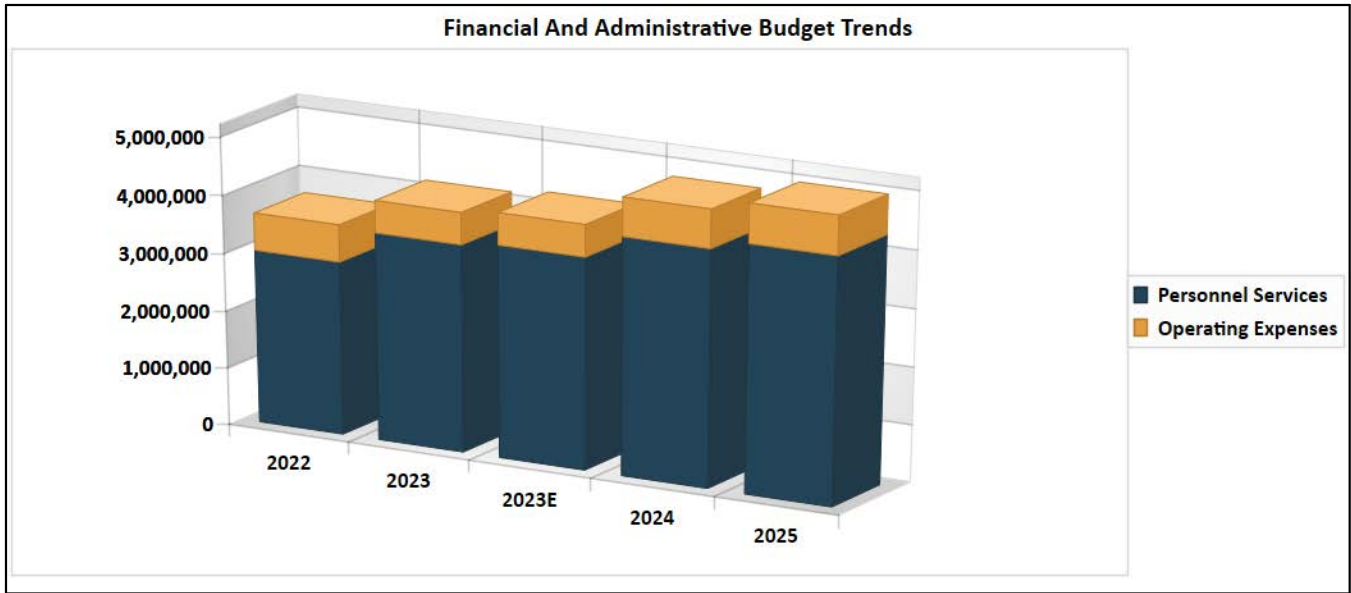
*Met with assistance of additional, temporary staffing.

**As captured in the annual Schedule of Expenditures of Federal Awards (SEFA)

***NES - Percent of employees rating serve as excellent or good from the annual National Employee Survey™ for Port St Lucie. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
FINANCE- 001.1300
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 3,016,947	\$ 3,607,594	\$ 3,693,046	\$4,131,128	\$ 523,534	14.51 %	\$ 4,306,759
Operating Expenses	640,411	551,943	551,943	666,522	114,579	20.76 %	680,201
Capital Outlay	-	29,000	29,000	-	(29,000)	(100.00)%	-
Debt	3,261	-	-	-	-	- %	-
Total	\$ 3,660,619	\$ 4,188,537	\$ 4,273,989	\$4,797,650	\$ 609,113	14.54 %	\$ 4,986,960

STAFFING SUMMARY:

Full Time Equivalents	33.63	35.63	35.63	37.63
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CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
FINANCE- 001.1300

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 2,219,722	\$ 2,538,191	\$ 2,623,643	\$ 2,948,333	\$ 410,142	16.16 %	1	\$ 3,072,654
Overtime	13,577	5,350	5,350	5,350	-	- %		5,511
F.I.C.A	132,526	153,019	153,019	171,591	18,572	12.14 %	2	175,709
Mandatory Medicare	31,189	39,699	39,699	41,475	1,776	4.47 %		42,165
Retirement								
Contributions	237,362	310,232	310,232	331,457	21,225	6.84 %	1	341,970
Life & Health								
Insurance	379,570	504,663	504,663	575,778	71,115	14.09 %	3	609,352
Other Post								
Employment Benefits	-	51,146	51,146	51,146	-	- %		52,680
Workmen's								
Compensation	2,781	5,294	5,294	5,998	704	13.30 %	4	6,718
Unemployment								
Compensation	219	-	-	-	-	- %		-
Total	3,016,946	3,607,594	3,693,046	4,131,128	523,534	14.51 %		4,306,759
OPERATING EXPENSES:								
Professional Services	51,855	73,976	73,976	75,089	1,113	1.50 %		77,342
Accounting And								
Auditing	48,159	63,000	63,000	70,000	7,000	11.11 %	5	72,100
Other Contractual								
Services	134,825	38,861	38,861	103,291	64,430	165.80 %	6	105,360
Gas & Oil	1,481	3,000	3,000	3,000	-	- %		3,090
Repairs &								
Maintenance-Vehicle	-	1,000	1,000	1,000	-	- %		1,050
Communications								
Service	15,480	20,000	20,000	20,000	-	- %		20,600
Transportation	11,824	11,182	11,182	11,182	-	- %		11,517
Rentals & Leases-								
Buildings	-	6,825	6,825	-	(6,825)	(100.00)%	7	-
Rentals & Leases-								
Equipment	8,940	12,000	12,000	7,000	(5,000)	(41.67)%	8	7,210
Rentals & Leases-								
Office Equipm	11,320	-	-	-	-	- %		-
Insurance	32,852	-	-	-	-	- %		-
Repair & Maintenance-								
Building	64,172	-	-	-	-	- %		-
Repair & Maintenance-								
Office Eq	-	3,832	3,832	3,832	-	- %		3,947
Printing & Binding	4,403	7,500	7,500	8,500	1,000	13.33 %	9	8,755
Promotional Activities	-	5,000	5,000	5,000	-	- %		5,150
Other Current Charges								
& Obliga	47,997	47,800	47,800	48,835	1,035	2.17 %	10	50,300

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
FINANCE - 001.130

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Office Supplies	118,959	68,345	68,345	76,075	7,730	11.31 %	11	73,050
Operating Supplies	53,427	103,182	103,182	132,860	29,678	28.76 %	12	136,846
Books,Subs,Memberships	5,889	10,275	10,275	9,058	(1,217)	(11.84)%	13	9,330
Training And Education	28,829	76,165	76,165	91,800	15,635	20.53 %	14	94,554
Total Operating Expenses	640,412	551,943	551,943	666,522	114,579	20.76 %		680,201
Vehicles	-	29,000	29,000	-	(29,000)	(100.00)%	15	-
Total Capital Outlay	-	29,000	29,000	-	(29,000)	(100.00)%		-
Principal Interest	3,216	-	-	-	-	- %		-
	45	-	-	-	-	- %		-
Total Debt	3,261	-	-	-	-	- %		-
Fund Totals	<u>\$ 3,660,619</u>	<u>\$ 4,188,537</u>	<u>\$ 4,273,989</u>	<u>\$ 4,797,650</u>	<u>\$ 609,113</u>	<u>14.54 %</u>		<u>\$ 4,986,960</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes two new positions: (1) Accountant II and (1) Lien Specialist III
- 2 FICA calculated pre-tax benefits may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in Workmen's Compensation insurance.
- 5 Auditors - going out to bid in FY24.
- 6 Increase in contracts - \$50K NXG Forensics AP auditing software - 3 year (Fiscal Technologies), New - Qless \$13K (customers svc queue); \$25K temp services for staff shortage
- 7 Business Tax moved out of Building B - this was rent.
- 8 Xerox Lease Roughly 7,000/year for three (3) machines (including 2% processing fee for payments) *Copy counts moved to 551000 (GASB 87 ruling).
- 9 Annual Comprehensive Financial Report printing, Business Cards, Envelopes, Business Tax Renewals, Delinquent Notices, and other - Increase in cost and quantity of printing.
- 10 Government Finance Officers Association - Annual Comprehensive Financial Report submission/award review., IRS- quarterly filing (Lewis Software), Other charges - ex. TC Palm Ads, External Job Posting, Dropbox - Special Assessment, Business Tax Robocall Service for Delinquent Businesses (Voicent) - increase in fees.
- 11 *Copy counts moved from 544200 (GASB 87 ruling).
- 12 Moved computer upgrades, monitors, docking stations and UPS from 551002 to align with IT's allocation.- Monitors, UPS, Docking Station, Computer upgrade for Director due to Operational Needs, Printer/check printer replacements.
- 13 Moved computer upgrades, monitors, docking stations and UPS from 551002 to align with IT's allocation. Monitors, UPS, Docking Station, Computer upgrade for Director due to Operational Needs, Printer/check printer replacements.

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
FINANCE - 001.130

- 14 Change in policy/increase in fees/out of state travel - focus on training in the departments Standard Operating Procedures.
- 15 One time purchase in FY23 of a vehicle for the Business Tax Compliance Officer.

**CITY OF PORT ST. LUCIE
 FINANCIAL MANAGEMENT DEPARTMENT
 BUSINESS TAX (OCCUPATION LICENSE)
 FINANCIAL STATUS
 PROPOSED FY 2023-24**

	FY 2021-22 Audited	FY 2022-23 Budget	FY 2022-23 Estimated	FY 2023-24 Proposed	FY 2024-25 Projected
Business License Revenue - 316.000	\$ 2,079,231	\$ 2,148,209	\$ 2,145,000	\$ 2,150,000	\$ 2,200,000
Total Revenues and Sources	2,079,231	2,148,209	2,145,000	2,150,000	2,200,000
Expenses:					
Personal Expenses	242,618	282,995	337,676	350,000	370,000
Operating Expenses	26,036	10,000	10,000	10,000	10,000
Capital Outlay	-	-	29,000	-	-
Total Expenses	268,654	292,995	376,676	360,000	380,000
Surplus / (Deficit)	\$ 1,783,525	\$ 1,763,369	\$ 1,763,369	\$ 1,636,742	\$ 1,648,030
Revenues as a % of Expenses:	774%	733%	569%	597%	579%

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND - #001 FINANCE - COST CENTER #1300

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1300/Finance (1 FTE)				
Position Title & Description: Accountant II -	108,906	2	108,906	-
Operating Expense	4,000		4,000	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	114,590		114,590	-
	-		-	-
1300/Finance (1 FTE)				
Position Title & Description: Accountant I	96,943	3	-	-
Operating Expense	4,000		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	102,627		-	-
1300/Finance (1 FTE)				
Position Title & Description: Lien Specialist III	86,445	4	86,445	-
Operating Expense	4,000		4,000	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	92,129		92,129	-
<hr/>				
Total FTE Enhancement Requests	309,346		206,719	-
1300/ Finance (Operating)				
Qless - Line Buster - Virtual Customer Queue Solution - (annual fee)	13,000		13,000	-
	-		-	-
Total Request	13,000		13,000	-
Grand Total Requested	322,346		219,719	-



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 2024

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Lien Specialist III Proposed Start Date: 10/1/2023

Hiring Department/Division: Finance Reports to: Jaimee Cass

Base Annual Salary: \$ 54,930.34 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,405.68</u>
Medicare - 1.45%:	<u>796.49</u>
Retirement - 11.4%:	<u>6,262.06</u>

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 86,444.57</u>

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade] No [Preliminary HR Grade 12]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Researching and processing lien searches, modifications, vacates.	25
2) Researching and processing business tax applications, licenses, etc.	25
3) Handling Lien Services and Business Tax customers.	50
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
<i>Operating:</i>	Computer, Accessories - monitors, keyboard, mouse; Furniture; other equipment	\$ 4,000.00
<i>Capital Outlay:</i>		0.00
<i>Software & Hardware IT Budget</i>	Software licensing & hardware	1,683.72
<i>Total:</i>		\$ 5,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The number of requests for business tax and lien services have increased over the past years. Business Tax now has over 9,500 business, when just a year ago they had roughly 8,600 businesses. This brought in over \$1.5M annually the last two fiscal years. Lien Services processes over 8,500 lien searches annually, in addition to modifications and vacates. The average yearly revenue (based on the last 3 fiscal years) for lien searches and modifications is over \$450,000. An additional FTE is needed to maintain the expected customer service timeline and support the City's Goal 7: High Performing Government Organization.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 86,444.57 Related Expenses Total: \$ 5,683.72 **Grand Total: \$ 92,128.29**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Stephen Okuye* Date: 4/6/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/12/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PROFESSIONAL & SUPERVISOR

FY: 2024

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Accountant II Proposed Start Date: 10/1/23

Hiring Department/Division: Finance Reports to: Dionne Bartley

Base Annual Salary: \$ 73,612.00 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 4,563.94
 Medicare - 1.45%: 1,067.37
 Retirement - 11.7%: 8,612.60

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00
Total Salary & Benefits: \$ 108,905.92

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 18] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: OPEIU Professionals

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Review and approve daily cash reports; Cash, checks and credit card reconciliations	25
2) Monitor daily cash for transactions needing to be entered in Munis	25
3) Research inquiries from departments; Vendor set up approvals	25
4) Crosstrain on daily cash reports and wire entry and serve as backup	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
<i>Operating:</i>	Computer, Accessories - monitors, keyboard, mouse; Furniture, other equipment	\$ 4,000.00
<i>Capital Outlay:</i>		0.00
<i>Software & Hardware IT Budget</i>	Software licensing & hardware	1,683.72
<i>Total:</i>		\$ 5,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Fraud is continually evolving and additional staff is necessary to monitor possible fraudulent transactions and verify banking information for both wires and ACH transactions to ensure the City's financial assets are protected. Currently, there is no backup for Utilities Cash Receipts and CIS journal imports. Finance needs 3 employees cross trained on all Treasury functions.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 108,905.92 Related Expenses Total: \$ 5,683.72 **Grand Total: \$ 114,589.64**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Stephan Okiye Date: 4/6/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/8/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

PROFESSIONAL & SUPERVISOR

FY: 2024

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Accountant I Proposed Start Date: 10/1/2023

Hiring Department/Division: Finance Reports to: Stephen Okiye Or Designee

Base Annual Salary: \$ 63,588.78 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,942.50</u>	Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	<u>922.04</u>	
Retirement - 11.7%:	<u>7,439.89</u>	
(12% or 11.70%, depending on bargaining group)		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 96,943.21</u>	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 15] No [Preliminary HR Grade _____]

Program: New Existing Bargaining Group: OPEIU Professionals

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Assist with the functions of Accounts Payable, P-Cards, and Travel.	40
2) Oversight on various MUNIS modules/act as subject matter expert for training.	30
3) Cross training in all areas to provide backup during staff shortages/absences	15
4) Assists with research and reporting.	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Computer; Accessories - monitors, keyboard, mouse; Furniture; other equipment	\$ 4,000.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> Software licensing & hardware	1,683.72
<i>Total:</i>	\$ 5,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position would support the City's Goal 7: High Performing Government Organization by ensuring there is at least one backup for all necessary roles. In addition, this FTE is necessary to have a separation of duties and provide for proper internal controls.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 96,943.21 Related Expenses Total: \$ 5,683.72 Grand Total: \$ 102,626.93

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Stephen Okiye Date: 4/6/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

HUMAN RESOURCES DIRECTOR
Natalie Cabrera

14.83 FTES

PEOPLE OPERATIONS

11.33 FTES

- ORGANIZATIONAL DEVELOPMENT & TRAINING
- TALENT MANAGEMENT
- EMPLOYEE & LABOR RELATIONS
- CLASSIFICATION & COMPENSATION (HRIS)
- CITY HALL RECEPTION

BENEFITS & WELLNESS

2.5 FTES

- WELLNESS PROGRAMS
- EMPLOYEE & FAMILY HEALTH CLINIC
- ADMINISTRATION OF BENEFITS



HUMAN RESOURCES DEPARTMENT

Fund #131000

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The City of Port St. Lucie's Human Resources Department is dedicated to aligning with the City's Strategic Plan to anticipate and meet the changing needs of the workforce and the organization. It is the mission of Human Resources to be an employer of choice, where people are proud to work, and everyone is treated fairly. It is our vision to be the "Google" of government. The Human Resources Department promotes and encourages inclusivity, integrity and accountability, respect, leadership, trust, and open communication.

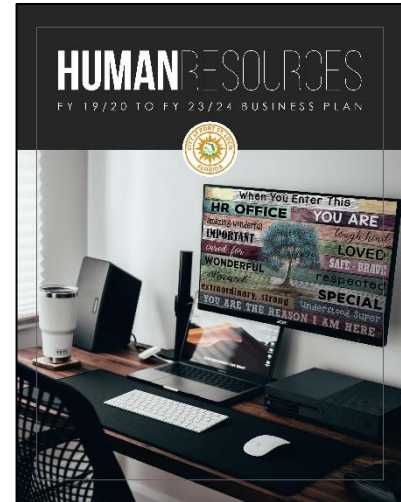
Top Goal: High-Performing Organization

Strategic Initiatives

1. **Organizational Development:** Increase focus on innovation and the role of the People Operations Team in strategic action. Anticipate and meet the changing needs of the workforce and the organization. Make leadership a primary focus for every role. Develop, train, and empower employees.
2. **Transform Culture:** Manage the process of change within the People Operations Team and more broadly, across the entire organization. Support citywide recognition and efficiency programs.
3. **Talent Management Strategy:** Address all areas of the workforce and prepare for filling skill gaps; expand succession planning and investment in employee development; and market the City's culture and brand to attract and retain qualified and diverse talent.
4. **Create an Agile Organization:** Develop a people centered approach that helps leaders and contributors at all levels of the organization make the mind shift toward a leadership approach that will improve communication, collaboration, and resource coordination across the organization.
5. **Enhanced Benefits:** Offer enriched benefits, wellness, and work-life balance opportunities to improve employee's health and well-being while reducing costs.
6. **Enhanced Risk Management:** See *Risk Management fund for goals and initiatives.*

FY 2023/24 Priority Projects

- Succession Planning Phase 2 & 3.
- Expansion of Employee and Family Health Clinic and Clinic Services.
- Implement new streamlined recruitment process to reduce days to fill.
- Enhanced applicant communication via text.
- Conduct NeoGov Hiring Manager training for departments to utilize the tools within NeoGov to reduce days to fill.
- Develop and implement a virtual off-boarding process. Launched May 4, 2023.
- Partner with Strategic Initiative to design an Apprenticeship Program for core trade positions.
- Review/revamp of existing policies (Subsidy, Substance Abuse, DOT- Clearing House, Retiree Health Coverage)
- Develop a Performance Evaluation Method Based on Values.
- Establish a Charitable Support Committee.



- Implement Mandatory Supervisor Training Track for newly promoted and newly hired Supervisors.
- Design and implement Retiree Hub - A retirement landing page on the Water Cooler with a retirement pathway, information relative to every stage of the life cycle. Plus, a forward facing page for retirees with information related to billing, benefits and FAQ's.
 - Conduct Annual Review and update of the Personnel Rules and Regulations.
- Continue to develop the Citizen Scholars Program.
- Continue to develop the “Keys to the City” On-boarding Program.
- Continue to enhance information on City’s Water Cooler.
- Design and Implement Career Counseling for employees coming off probation.
- Launch comprehensive grief support/funeral concierge service for all employees through the Empathy Platform.
- In person Career Fair in partnership with Career Source – 6/26/23.
- Explore expanding Wellness Programs.
- Explore expansion of Behavioral Health Services.
- Update NeoGov job description library – Initial review completed/on-going daily.
- Streamline Summer Program recruitment efforts.
- Facilitate first annual Harassment Training for Summer Camp Staff – completed 5/20/23
- Develop 2024 Training & Development Program.
- Enhancement of Project Management training track.
- Design and Develop Manager’s Toolbox FY24.
- Launch new Learning Management System (Absorb).
- Launch Financial University in collaboration with Finance and Procurement to educate employees through the various financial functions.
- Leadership Training for Directors and Executive Staff – 3 sessions.
- Continue to develop Recognition initiatives.
- Continued enhancement of Innovation Academy in partnership with the Strategic Initiative and Innovation Team.
- Culture Conversation – Re-orientation of current city staff.
- Launch PSL Forward on the Mic – multi series pod cast for employees.
- Design and implement Applicant Experience Survey.
- Implement HR Intake System
- Add QR Codes (magnets) on city vehicles which links to the city’s recruitment page.
- Explore establishing a sick bank for civilian employees.
- Explore establishing an employee crisis fund administered by a third party.
- Launch in collaboration with PR – Free Gym Membership for all employees.

CITY OF PORT ST. LUCIE HUMAN RESOURCES DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

High Performing Government Organization (Goal 7)	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
EFFICIENCY MEASURES	7	Days to fill openings	47	62	Decrease	58	35	30
	7	Overall employee turnover rate	10.3%	13.1%	Decrease	15%	13%	10%
EFFECTIVENESS MEASURES	7	**NES™: Percent of employees who rated	67% ↑	72%↑	Increase	77%↑	73%↑	Increase

		the quality of the support service; recruitment services positively						
	7	**NES™: Percent of employees who rated the quality of the support service; training service positively	65% ↔	75%↑	Increase	80%↑	75↑	Increase
	7	**NES™: Percent of employees who rated the quality of the support service; human resources services overall positively	65% ↔	71%↔	Increase	77%↑	79↑	Increase

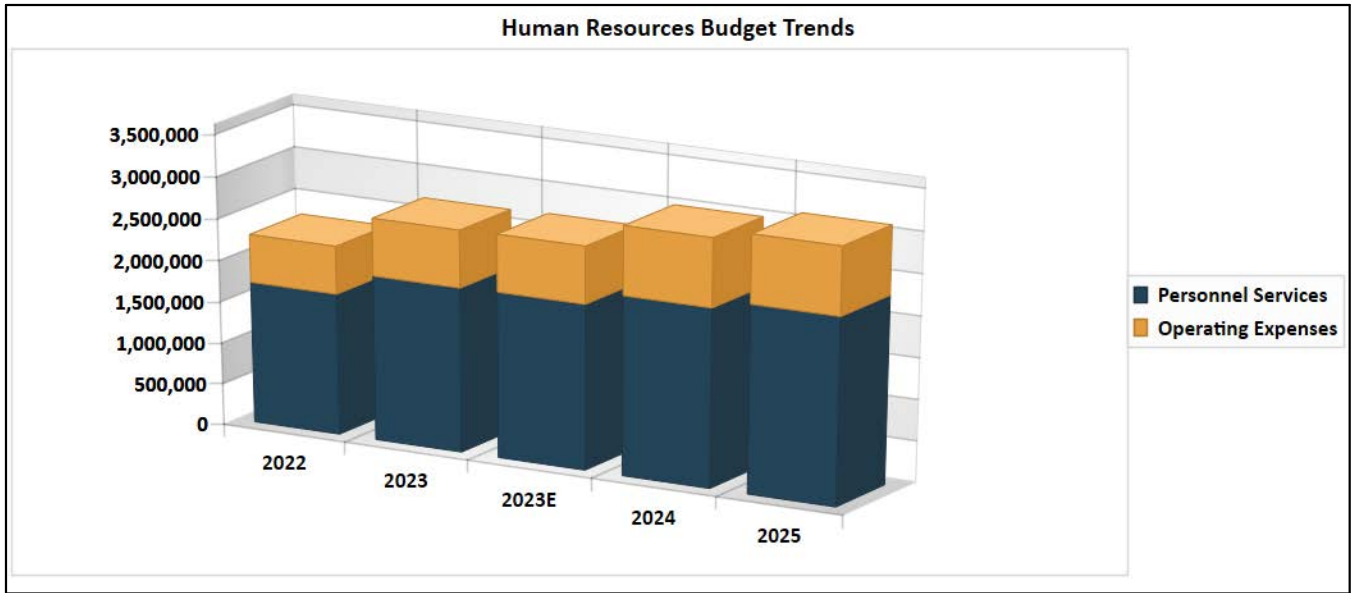
*Percent of respondents rating serve as excellent or good from the annual National Community Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**Percent approval rating from the annual National Employee Survey™ for Port St Lucie. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
HUMAN RESOURCES - 001.1310
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 1,708,826	\$ 1,990,610	\$ 2,005,240	\$2,171,556	\$ 180,946	9.09 %	\$ 2,280,456
Operating Expenses	574,030	688,595	688,595	826,374	137,779	20.01 %	824,230
Capital Outlay	28,128	-	-	-	-	- %	-
Total	\$ 2,310,984	\$ 2,679,205	\$ 2,693,835	\$2,997,930	\$ 318,725	11.90 %	\$ 3,104,686

STAFFING SUMMARY:

Full Time Equivalents	16.63	16.83	16.83	17.83
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CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
HUMAN RESOURCES - 001.1310

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 1,237,504	\$ 1,406,312	\$ 1,420,942	\$ 1,544,229	\$ 137,917	9.81 %	1	\$ 1,621,440
Overtime	19,545	37,450	37,450	25,000	(12,450)	(33.24)%	2	26,250
F.I.C.A	74,832	80,561	80,561	84,180	3,619	4.49 %		87,547
Mandatory Medicare	17,501	18,842	18,842	19,692	850	4.51 %		20,677
Retirement								
Contributions	136,656	159,882	159,882	167,502	7,620	4.77 %		174,202
Life & Health								
Insurance	219,706	262,206	262,206	305,304	43,098	16.44 %	3	323,622
Other Post								
Employment Benefits	-	22,326	22,326	22,326	-	- %		22,996
Workmen's								
Compensation	1,585	3,031	3,031	3,323	292	9.63 %	4	3,722
Unemployment								
Compensation	1,497	-	-	-	-	- %		-
Total	1,708,826	1,990,610	2,005,240	2,171,556	180,946	9.09 %		2,280,456
OPERATING EXPENSES:								
Professional Services	174,100	200,291	200,291	283,549	83,258	41.57 %	5	292,055
Other Contractual								
Services	100,371	95,775	95,775	102,449	6,674	6.97 %		105,522
Gas & Oil	179	452	452	466	14	3.10 %		480
Repairs &								
Maintenance-Vehicle	161	140	140	224	84	60.00 %	6	231
Fleet Maintenance-								
Non Contract	56	-	-	-	-	- %		-
Communications								
Service	12,933	11,160	11,160	16,534	5,374	48.15 %	7	17,030
Transportation	2,841	1,899	1,899	1,956	57	3.00 %		2,015
Rentals & Leases-								
Equipment	5,629	3,862	3,862	3,900	38	0.98 %		4,017
Insurance	10,943	-	-	2,458	2,458	- %		2,692
Repair & Maintenance-								
Building	2,041	-	-	-	-	- %		-
Repair & Maintenance-								
Office Eq	-	3,189	3,189	3,285	96	3.01 %		3,384
Printing & Binding	4,344	3,296	3,296	4,260	964	29.25 %	8	4,388
Promotional Activities	37,562	44,135	44,135	46,280	2,145	4.86 %		47,668
Other Current Charges								
& Obliga	37,889	27,204	27,204	58,023	30,819	113.29 %	9	59,764
Office Supplies	12,764	49,966	49,966	48,743	(1,223)	(2.45)%	10	23,521
Operating Supplies	8,510	7,672	7,672	9,184	1,512	19.71 %	2	9,048
Books,Subs,Membersh								
ips	10,543	12,675	12,675	13,076	401	3.16 %		13,468

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
HUMAN RESOURCES - 001.1310

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Training And Education	153,165	226,879	226,879	231,987	5,108	2.25 %	11	238,947
Total Operating Expenses	574,031	688,595	688,595	826,374	137,779	20.01 %		824,230
CAPITAL OUTLAY:								
Vehicles	28,128	-	-	-	-	- %		-
Total Capital Outlay	28,128	-	-	-	-	- %		-
Fund Totals	<u>\$ 2,310,985</u>	<u>\$ 2,679,205</u>	<u>\$ 2,693,835</u>	<u>\$ 2,997,930</u>	<u>\$ 318,725</u>	<u>11.90 %</u>		<u>\$ 3,104,686</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. There is \$50K budgeted annually in salaries for College Level Internships, and includes a new position for (1) HR Generalist III. The Benefit Manager has moved and is now paid out of the the 605 Fund.
- 2 Based on usage.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in Workmen’s Compensation insurance.
- 5 Increased for outside Legal Services.
- 6 First Vehicle Services Contract for vehicle maintenance.
- 7 Increased AT&T Mobility-Cell phone service by 3 additional lines for anticipated new hires.
- 8 Increased price for training catalogs & increasing the catalog count.
- 9 The increase is due to the NEO GOV postings and covering the costs for departments advertisement out of Human Resources.
- 10 IT recommended computer replacements - (11) Laptops, (1) Desktop, (1) 2 in 1 and new computer purchases for new hires.
- 11 Increase tuition reimbursement / tuition assistance.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



**GENERAL FUND NAME - FUND #001
HUMAN RESOURCES COST CENTER #1310**

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1310 /Human Resources (1 FTE)				
Position Title & Description - HR Generalist III	100,938	1	100,938	-
Operating Expense	2,000		2,000	-
Computer Expense	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	104,622		104,622	-
1310 /Human Resources (1 FTE)				
Position Title & Description - HR Generalist III	100,938	1	-	-
Operating Expense	2,000		-	-
Computer Expense	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	104,622		-	-
Total FTE Enhancement Requests	209,244		104,622	-
1310 /Human Resources (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
1310 /Human Resources (Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	209,244		104,622	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM Non-Bargaining

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: HR Generalist III Proposed Start Date: 10/1/2023

Hiring Department/Division: Human Resources Reports to: Thema Neal

Base Annual Salary: \$ 66,768.03 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 4,139.62
 Medicare - 1.45%: 968.14
 Retirement - 12%: 8,012.16

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00
Total Salary & Benefits: \$ 100,937.95

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 16] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Assist with conducting & analyzing market studies for all departments.	40
2) Participates in development of HR objectives and systems (metrics, reports, queries)	25
3) Assists the manager in conducting investigations of alleged misconduct.	20
4) Performs data collection & analysis for salary and benefit administration & special projects	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Laptop, docking station, UPC, office supplies	\$ 2,000.00
Capital Outlay:	0.00
Software & Hardware IT Budget Software & hardware (IT budget)	1,683.72
Total:	\$ 3,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Administrative, technical and professional support to the HR Department. The role has administrative and strategic responsibilities and may be assigned special projects.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 100,937.95 Related Expenses Total: \$ 3,683.72 **Grand Total: \$ 104,621.67**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council please make sure spelling is correct and operating requests are accurately included

Department Head Signature: *K. Saab* for NC Date: 4/24/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

for 4 city 5/12/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

Non-Bargaining

FY: _____

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: HR Generalist III Proposed Start Date: 10/1/2023

Hiring Department/Division: Human Resources Reports to: Thema Neal

Base Annual Salary: \$ 66,768.03 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	4,139.62
Medicare - 1.45%:	968.14
Retirement - 12%:	8,012.16

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00
Total Salary & Benefits: \$ 100,937.95

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 16] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Assist with conducting & analyzing market studies for all departments.	40
2) Participates in development of HR objectives and systems (metrics, reports, queries)	25
3) Assists the manager in conducting investigations of alleged misconduct.	20
4) Performs data collection & analysis for salary and benefit administration & special projects	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
Operating:	Laptop, docking station, UPC, office supplies	\$ 2,000.00
Capital Outlay:		0.00
Software & Hardware IT Budget	Software & hardware (IT budget)	1,683.72
Total:		\$ 3,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Administrative, technical and professional support to the HR Department. The role has administrative and strategic responsibilities and may be assigned special projects.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 100,937.95 Related Expenses Total: \$ 3,683.72 Grand Total: \$ 104,621.67

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *K. Saab* for NC Date: 4/24/2023

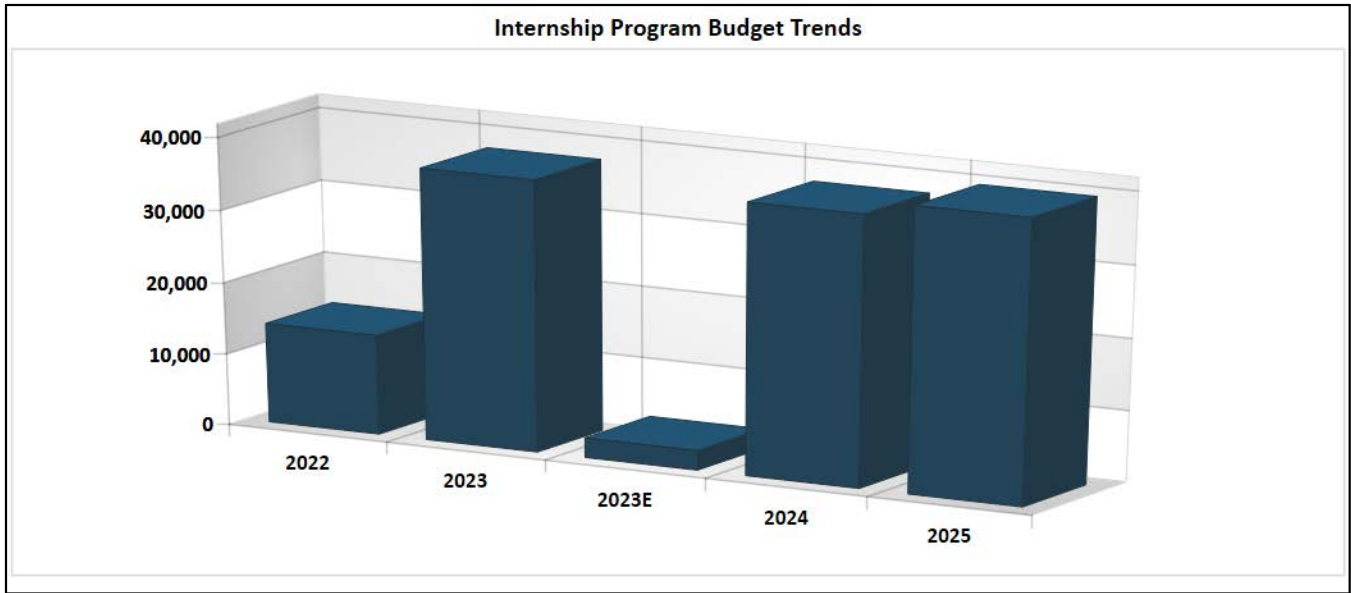
SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
INTERNSHIP PROGRAM - 001.5100
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 13,925	\$ 37,747	\$ 2,747	\$ 37,761	\$ 14	0.04 %	\$ 39,630
Operating Expenses	377	-	-	-	-	- %	-
Total	\$ 14,302	\$ 37,747	\$ 2,747	\$ 37,761	\$ 14	0.04 %	\$ 39,630
STAFFING SUMMARY:	1.08	1.08	-	-			
CAPITAL OUTLAY: N/A							

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
INTERNSHIP PROGRAM - 001.5100**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 9,575	\$ 35,000	\$ -	\$ 35,000	\$ -	- %		\$ 36,750
Overtime	1,007	-	-	-	-	- %		-
F.I.C.A	627	2,170	2,170	2,170	-	- %		2,257
Mandatory Medicare	147	508	508	508	-	- %		533
Life & Health Insurance	2,527	-	-	-	-	- %		-
Workmen's Compensation	42	69	69	83	14	20.29 %	1	90
Total	13,925	37,747	2,747	37,761	14	0.04 %		39,630
OPERATING EXPENSES:								
Insurance	377	-	-	-	-	- %		-
Total Operating Expenses	377	-	-	-	-	- %		-
Fund Totals	\$ 14,302	\$ 37,747	\$ 2,747	\$ 37,761	\$ 14	0.04 %		\$ 39,630

Notes:

- 1 Changes in Workmen's Compensation insurance.

RISK MANAGEMENT DIRECTOR
Renee Major

3 FTES

WORKERS COMPENSATION

EMPLOYEE SAFETY

LOSS PREVENTION

PROPERTY & CASUALTY



RISK MANAGEMENT

General Fund #131000

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

Risk Management provides Risk Management services and support for all City Departments. Safety involves support from management, awareness, focus, education, teamwork and your commitment. The Department provides ongoing supervisor training regarding Workers Compensation, Auto Crashes and Post Accident Drug and Alcohol Testing. The Department also provides an ongoing safety training program and assesses needs to determine if specialized training is necessary, as well as providing/securing such training. In addition, the Department provides ergonomic inspections of employee's workstations and facility safety inspections.

FY 2023/24 Risk Management Department Major Initiatives

In FY 2023/24, Risk Management will continue to advance the Strategic Plan through the following initiatives:

- Continue to work towards reducing the number of OSHA recordable claims through safety awareness and training which will reduce overall claims expense and increase employee productivity
- Continue to work with departments on reducing overall claims
- Continue to integrate technology into safety training for employees to identify, control and eliminate safety hazards.
- Provide training for supervisors to conduct safety sessions to promote and enhance the safety culture of the City.
- Maintain a 95% subrogation rate, which benefits the overall bottom line of the City, by reducing expenditures for non-insured losses, as well as for claims experience on covered losses.
- Continue to focus on succession planning within the department by providing additional training and education.

CITY OF PORT ST. LUCIE RISK MANAGEMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	High Performing Government Organization (Goal 7)	Number of General Liability Claims Filed	149	119	137	134	125
	7	Number of Auto Claims Filed	175	168	191	187	180
	7	# of Medical Claims (OSHA Recordable)	99	91	97	100	96
	7	Days away from work	405	510	271	475	395
	7	# of Claims Resulting in Lost Time	25	18	18	21	20
EFFECTIVENESS MEASURES	7	Subrogation rate*	88.6%	84.77%	72.39	95%	95%
	7	The National Employee Survey™ (NES™): Percentage of respondents rating Risk Management Services overall as excellent or good, strongly or somewhat agree	82%↑	81%↑	82% ↑	82% ↑ (FY23 Result)	

Claims information based on Fiscal Year

*The Legal Department is assisting with a few subrogation claims that require Small Claims Court. Subrogation for FY 2019/20 and 2020/21 is taking extensively longer because of staff shortages, and impact of the market within the insurance industry. Staff continues to follow-up on the old claims, in between managing new claims. There was a substantial delay in departments sending subrogation information to Risk Mgt., due to delays in repairs.

**Percent approval rating from the annual National Employee Survey™ for Port St Lucie. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower



“A City for All Ages”

COMMUNICATIONS DIRECTOR
Sarah Prohaska

13.2 FTES

**STRATEGY AND
ENGAGEMENT TEAM**

4 FTES

- SOCIAL MEDIA
- RESIDENT ENGAGEMENT
- PROJECT MANAGEMENT
- CITY BRAND MANAGEMENT
- INNOVATION RESEARCH/PROJECTS

VIDEO TEAM

3 FTES

- VIDEO PRODUCTION
- MEETINGS/ZOOM
- PHOTOGRAPHY
- DRONE SERVICES

CREATIVE TEAM

5 FTES

- WEBSITE
- GRAPHICS
- DEPARTMENT LIAISON
- MEDIA RELATIONS
- WRITING & MARKETING

0.20 FTES

- CITY HALL RECEPTION DESK



COMMUNICATIONS DEPARTMENT

Fund #131100

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW



The City of Port St. Lucie’s Communication Department is dedicated to aligning with the City’s Strategic Plan, establishing a brand, increasing awareness of the City’s message, programs and events through a variety of mechanisms including media, social media and the website, as well as engaging with the community. The Department works to provide accurate, clear, concise, and transparent information to residents, businesses, visitors and interested parties.

MISSION

To tell Port St. Lucie’s story and engage with the community as driven by the City’s strategic plan.

VISION

To be innovative influencers utilizing cutting-edge technology to reinvent government communication.

Responsibilities include:

- Increasing City awareness through a variety of mechanisms including printed collateral, such as news articles, publications, marketing materials, social media and the website.
- Managing all the City’s social media communications.
- Media requests, consistent internal and external communication.
- Establishing design consistency and brand identity for the City.
- Communication projects, plans, campaigns, partnerships and consulting.
- The City’s website and content management.
- Video, television show and radio production.
- PSL TV 20 programming and taping and broadcasting all public meetings.
- Special events and projects.

FY 2023/24 COMMUNICATIONS DEPARTMENT GOALS & PRIORITY PROJECTS

In FY 2023/24, the Communications Department will continue to grow as a national leader and advance the Strategic Plan and through the following goals and initiatives:

Safe, Clean Beautiful

- Solid Waste Service Education
- Our Water Video Series

Diverse Economy & Employment Opportunities

- Collaborate with the Community Redevelopment Agency to engage the public on the new vision for City Center

Culture, Nature & Fun

- Create new “subsites” for both MIDFLORIDA Event Center and the Saints Golf Course
- Continue the re-branding projects for The Port District and tell the story of Pioneer Park

High Quality Infrastructure and Facilities

- Traffic Improvements (Mobility Plan) Educational Campaign
- Swale Liner Phase Out Educational Campaign
- Stormwater Fee Educational Campaign

Smart and Connected City

- Expanded Citywide engagement and outreach via Engagement Manager
- Launch the Port St. Lucie Youth Council
- Citizen Summit 2.0 activities

High-Performing Government Organization

- Launch and implement the City Vision & Identity Project
- Implement a Digital Banner program
- Complete Citywide website redesign with new contract with OpenCities/Granicus.

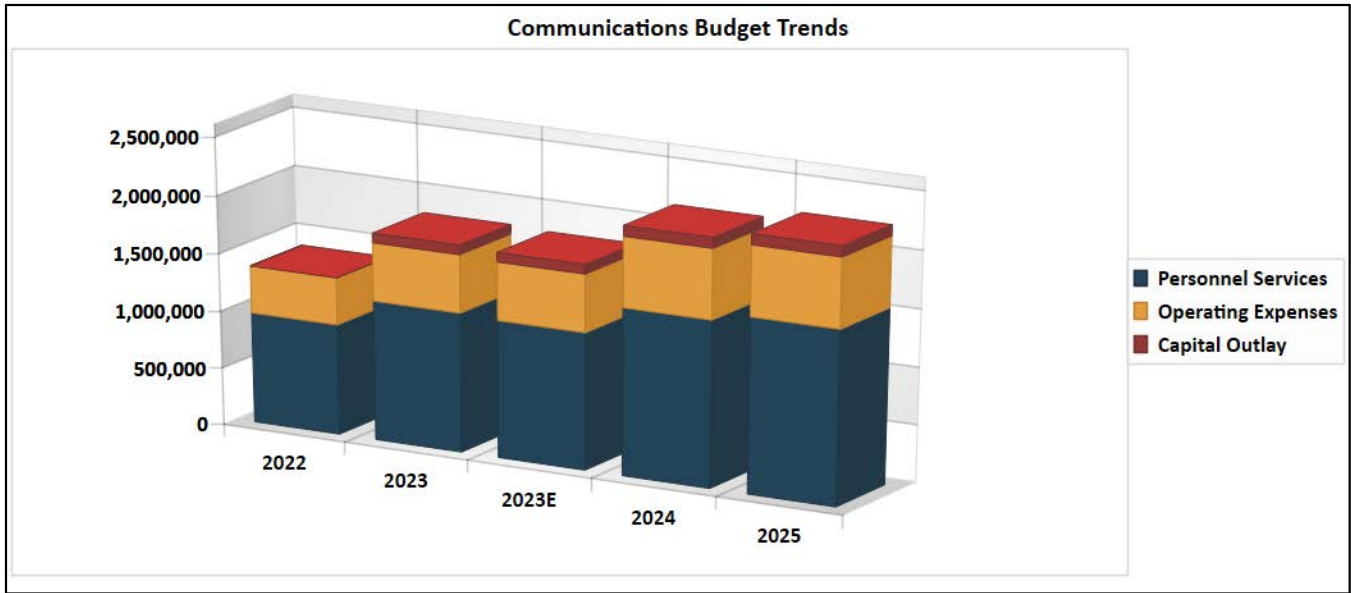
CITY OF PORT ST. LUCIE COMMUNICATIONS DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Goal 7, High Performing Government Organization	Total Social Media Followers – all platforms	82,070	98,979	174,754	196,602	200,000
	7	News Releases	300	231	250	250	250
	7	Media Requests	284	234	223	286	250
	7	YouTube Views Overall ***	1,420,552	1,591,995	1,800,129	1,950,000	2,000,000
EFFECTIVENESS MEASURES	7	*The National Community Survey™ (The NCS™): Percent of residents who rate the overall usefulness of the City’s website as excellent or good	72%	61%	Maintain	66%	67% (2023 Result)
	7	*NCS™: Percent of residents who rate the availability of information about City programs and Services as Excellent or Good	60%	56%	Maintain	49%	57% (2023 Result)
	7	NES: Percent of Employees who rate quality of communication services					82% (2023 Result)

*NCS - Percent of respondents rating serve as excellent or good from the annual National Community Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
COMMUNICATIONS - 001.1311
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 962,771	\$ 1,216,659	\$ 1,199,114	\$1,460,461	\$ 243,802	20.04 %	\$ 1,533,985
Operating Expenses	409,229	504,249	504,249	609,215	104,966	20.82 %	610,657
Capital Outlay	-	80,450	80,450	90,450	10,000	12.43 %	93,164
Total	\$ 1,372,000	\$ 1,801,358	\$ 1,783,813	\$2,160,126	\$ 358,768	19.92 %	\$ 2,237,806

STAFFING SUMMARY:

Full Time Equivalents	10.00	12.20	12.20	13.20
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CAPITAL OUTLAY:

Tightrope - system upgrade for TV20	\$ 5,450
Digital banner signage	85,000
TOTAL	\$ 90,450

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
COMMUNICATIONS - 001.1311

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 670,944	\$ 830,835	\$ 813,290	\$ 980,583	\$ 149,748	18.02 %	1	\$ 1,029,612
Overtime	44,508	48,150	48,150	68,150	20,000	41.54 %	2	71,558
F.I.C.A	43,158	53,600	53,600	55,760	2,160	4.03 %	3	57,990
Mandatory Medicare	10,093	10,794	10,794	13,040	2,246	20.81 %	3	13,692
Retirement								
Contributions	80,298	95,970	95,970	109,197	13,227	13.78 %	1	113,565
Life & Health								
Insurance	112,907	165,630	165,630	221,620	55,990	33.80 %	4	234,917
Other Post								
Employment Benefits	-	10,148	10,148	10,148	-	- %		10,452
Workmen's								
Compensation	862	1,532	1,532	1,963	431	28.13 %	5	2,199
Total	962,770	1,216,659	1,199,114	1,460,461	243,802	20.04 %		1,533,985
OPERATING EXPENSES:								
Professional Services	81,225	76,398	76,398	78,893	2,495	3.27 %		81,260
Other Contractual								
Services	162,272	77,294	77,294	129,572	52,278	67.64 %	6	133,459
Gas & Oil	16,766	456	456	456	-	- %		470
Repairs &								
Maintenance-Vehicle	195	816	816	353	(463)	(56.74)%	7	371
Fleet Maintenance-								
Non Contract	-	238	238	238	-	- %		245
Travel And Per Diem	1,567	-	-	-	-	- %		-
Communications								
Service	10,325	13,198	13,198	14,176	978	7.41 %		14,601
Transportation	4,708	2,248	2,248	2,316	68	3.02 %		2,385
Cable	-	1,478	1,478	1,522	44	2.98 %		1,568
Rentals & Leases-								
Equipment	13,993	3,432	3,432	3,432	-	- %		3,535
Rentals & Leases-								
Office Equipm	118	-	-	-	-	- %		-
Insurance	13,458	2,500	2,500	7,016	4,516	180.64 %	8	7,738
Repair & Maintenance-								
Building	1,081	-	-	-	-	- %		-
Repair & Maintenance-								
Office Eq	446	6,362	6,362	6,483	121	1.90 %		6,677
Printing & Binding	6,242	15,736	15,736	16,203	467	2.97 %		16,689
Promotional Activities	18,593	81,254	81,254	98,726	17,472	21.50 %	9	101,688
Other Current Charges								
& Obliga	10,207	49,184	49,184	50,712	1,528	3.11 %		52,233
Office Supplies	20,354	69,068	69,068	82,291	13,223	19.14 %	10	67,408

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
COMMUNICATIONS - 001.1311**

	AUDITED	BUGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Operating Supplies	24,593	42,836	42,836	47,371	4,535	10.59 %	11	48,792
Books,Subs,Memberships	17,704	24,291	24,291	31,142	6,851	28.20 %	12	32,076
Training And Education	5,384	37,460	37,460	38,313	853	2.28 %		39,462
Total Operating Expenses	409,231	504,249	504,249	609,215	104,966	20.82 %		610,657
CAPITAL OUTLAY:								
Office Furniture And Equipment	-	5,450	5,450	5,450	-	- %		5,614
Other Machinery & Equipment	-	75,000	75,000	85,000	10,000	13.33 %	13	87,550
Total Capital Outlay	-	80,450	80,450	90,450	10,000	12.43 %		93,164
Fund Totals	<u>\$ 1,372,000</u>	<u>\$ 1,801,358</u>	<u>\$ 1,783,813</u>	<u>\$ 2,160,126</u>	<u>\$ 358,768</u>	<u>19.92 %</u>		<u>\$ 2,237,806</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes a new position for (1) Content Strategist.
- 2 Increase in departments community engagement that requires communication staff to record or assist.
- 3 FICA calculated pre-tax benefits may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workmen’s Compensation insurance.
- 6 Reallocated funds for Open cities/ Granicus - Yearly City’s website expense. Last year, it was charged to another budget code instead of communications.
- 7 First Vehicle Services Contract for vehicle maintenance.
- 8 Drone coverage and changes in liability insurance (general, auto, property).
- 9 (1) New outreach tools – texting and robocall. (2) PSLinLights better performers & new Halloween edition (3) New Engagement Manager position needs materials to distribute, such as postcards, flyers, marketing materials, display equipment (tent, table cloth, pull up banners, etc.). This also includes funds for the Youth Council.
- 10 IT recommended computer replacements - (2) desktops, (7) laptops and purchase of a new computer for the new full-time employee.
- 11 Adobe Creative Cloud and Pro for 2 full-time employees.
- 12 Jotform – Yearly survey/ form subscription. Phasing out Survey Monkey as it is non-cripted and implementing a new program/ software to enhance security measures for the protection of survey resources.
- 13 Digital banner signage - Replacing old vinyl banner system with digital educational signage in phases. Recommendations for location will be made by Council.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND - FUND #001 COMMUNICATIONS COST CENTER #1311

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1311 /Communications (1 FTE)				
Position Title & Description - Communications Liaison	89,080	2	-	-
Operating Expense	4,900		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	95,664		-	-
1311 /Communications (1 FTE)				
Position Title & Description - Content Strategist	108,906	1	108,906	-
Operating Expense	4,900		4,900	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	115,490		115,490	-
Total FTE Enhancement Requests	211,154		115,490	-
1311 /Communications (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
1311 /Communications (Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	211,154		115,490	-



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

PROFESSIONAL & SUPERVISOR

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Content Strategist Proposed Start Date: 10/1/23

Hiring Department/Division: Communications Reports to: Sarah Prohaska, Communications Director

Base Annual Salary: \$ 73,611.97 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 4,563.94
 Medicare - 1.45%: 1,067.37
 Retirement - 11.7%: 8,612.60

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00
Total Salary & Benefits: \$ 108,905.89

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade] No [Preliminary HR Grade 18]

Program: New Existing Bargaining Group: OPEIU Professionals

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Create written content to explain critical city issues	40
2) Create press releases, scripts, speeches, website content, articles, annual report	40
3) Work with all departments to ensure all content is clear and compelling	10
4) Create strategies to deliver key messages to target audiences	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: VPN, Adobe	\$ 900.00
Capital Outlay: computer, cell phone	4,000.00
Software & Hardware IT Budget Software licensing, hardware	1,683.72
Total:	\$ 6,583.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

As the City Council places high priority/importance on communications to residents and all community members, City departments are requesting more assistance from the Communications Department than ever before. Departments that we have never consistently assisted before, such as HR and Finance, are now requesting our services, especially for written content. The amount of written content that we provide for the Council Office and City Manager's Office also has significantly increased. The City Council also has asked for communications plans to help explain critical issues to the public, including taxes, growth and transportation. These require a dedicated content writer/editor. Staff who currently provide most written content are doing this on top of many other duties. We do not have one person dedicated to content creation and it is hindering the department from getting ahead of issues.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 108,905.89 Related Expenses Total: \$ 6,583.72 **Grand Total: \$ 115,489.61**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sarah Prohaska Date: 4/5/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

[Signature]
5/17/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PROFESSIONAL & SUPERVISOR

FY: _____

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: _____ Proposed Start Date: _____

Hiring Department/Division: _____ Reports to: _____

Base Annual Salary: _____ Number of hours per week: _____
(No more than 15% can be added to base salary)

FICA - 6.20%: _____

Medicare - 1.45%: _____

Retirement - 11.7%: _____

(12% or 11.70%, depending on bargaining group)

Medical: _____

Total Salary & Benefits: _____

Total Number of Positions Requested: _____

Software Licensing \$1,096.22 (IT Budget) _____]

Hardware \$587.50 (IT Budget) _____] (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade _____]

No [Preliminary HR Grade _____]

Program: New

Existing

Bargaining Group: _____

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1)	
2)	
3)	
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i>	
<i>Capital Outlay:</i>	
<i>Software & Hardware IT Budget</i>	
<i>Total:</i>	

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

SECTION V: TOTAL COST

Estimated Salary with Benefits: _____ Related Expenses Total: _____ Grand Total: _____

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sarah Prohaska Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
_____ Total number approved

City Manager Signature: _____ Date: _____

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“A City for All Ages”

EMERGENCY MANAGEMENT DIVISION DIRECTOR
Billy Weinshank

3.2 FTES

**FINANCE/
ADMINISTRATION**

- GRANT MANAGEMENT
- DISASTER REIMBURSEMENT
- OPERATIONAL GUIDELINES
- MUTUAL AID

OPERATIONS

- EOC POLICIES AND PROCEDURES
- COMMUNITY OUTREACH
- EOC STAFF TRAINING
- EOC EXERCISES

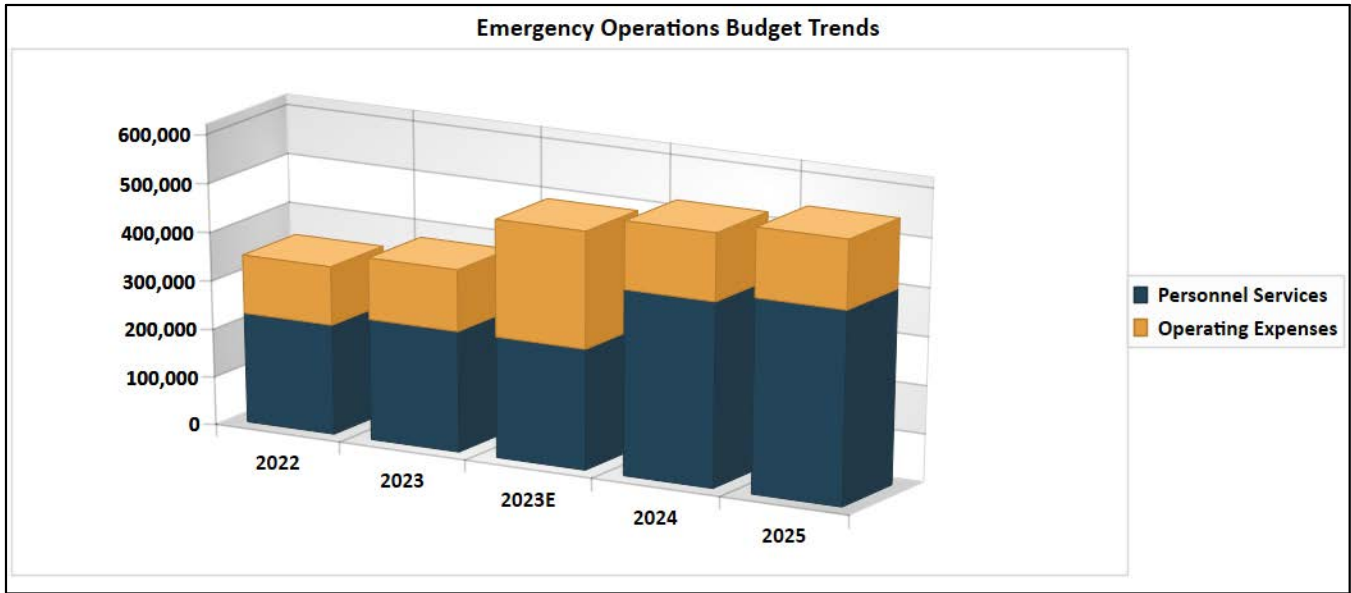
PLANNING

- COMPREHENSIVE EMERGENCY MANAGEMENT PLAN
- RECOVERY PLAN
- CONTINUITY OF OPERATIONS/
CONTINUITY OF GOVERNMENT PLANS
- EOC SECTION COORDINATING PROCEDURES

LOGISTICS

- RESOURCE MANAGEMENT
- DISASTER MITIGATION
- COMMUNITY RATING SYSTEM
- ANNUAL HURRICANE PREPAREDNESS EXPO

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EMERGENCY OPERATIONS - 001.2500
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 228,535	\$ 251,527	\$ 251,463	\$ 384,436	\$ 132,909	52.84 %	\$ 403,602
Operating Expenses	120,346	126,422	239,953	138,811	12,389	9.80 %	141,876
Capital Outlay	-	3,000	3,000	-	(3,000)	(100.00)%	-
Debt	395	-	-	-	-	- %	-
Total	\$ 349,276	\$ 380,949	\$ 494,416	\$ 523,247	\$ 142,298	37.35 %	\$ 545,478

STAFFING SUMMARY:

Full Time Equivalents	2.00	2.20	2.20	3.20
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CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EMERGENCY OPERATIONS - 001.2500

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	NOTES	PROJECTED 2025
PERSONNEL SERVICES:								
Salaries And Wages	\$ 173,614	\$ 184,650	\$ 178,986	\$ 277,688	\$ 93,038	50.39 %	1	\$ 291,572
Overtime	189	-	12,636	1,000	1,000	- %	2	1,030
F.I.C.A	10,523	11,152	8,590	16,683	5,531	49.60 %	3	17,350
Mandatory Medicare	2,463	2,608	2,009	3,902	1,294	49.62 %	3	4,097
Retirement								
Contributions	19,272	21,695	17,463	32,624	10,929	50.38 %	1	33,929
Life & Health								
Insurance	22,304	27,942	28,299	49,007	21,065	75.39 %	4	51,947
Other Post								
Employment Benefits	-	3,096	3,096	3,096	-	- %		3,189
Workmen's								
Compensation	172	384	384	436	52	13.54 %	5	488
Total	228,537	251,527	251,463	384,436	132,909	52.84 %		403,602
OPERATING EXPENSES:								
Professional Services	1,445	33,978	60,762	34,997	1,019	3.00 %		36,047
Other Contractual								
Services	54,619	3,274	63,328	3,372	98	2.99 %		3,473
Gas & Oil	510	1,773	288	1,826	53	2.99 %		1,881
Repairs &								
Maintenance-Vehicle	781	2,547	3,264	462	(2,085)	(81.86)%	6	485
Fleet Maintenance-								
Non Contract	81	1,720	2,356	1,772	52	3.02 %		1,825
Travel And Per Diem	118	-	-	-	-	- %		-
Communications								
Service	6,842	6,972	2,997	7,181	209	3.00 %		7,397
Transportation	832	2,025	674	2,086	61	3.01 %		2,149
Cable	2,180	2,688	1,317	2,769	81	3.01 %		2,852
Rentals & Leases-								
Equipment	853	-	1,018	1,458	1,458	- %	7	1,502
Rentals & Leases-								
Office Equipm	1,817	-	-	-	-	- %		-
Insurance	3,766	-	-	2,458	2,458	- %	8	2,692
Repair & Maintenance-								
Building	1,493	1,324	441	1,364	40	3.02 %		1,405
Repair & Maintenance-								
Office Eq	-	568	189	585	17	2.99 %		603
Repair & Maintenance-								
Equipment	-	757	-	780	23	3.04 %		803
Printing & Binding	3,971	4,398	1,018	8,240	3,842	87.36 %	9	8,487
Promotional Activities	949	1,723	79,000	1,775	52	3.02 %		1,828
Other Current Charges								
& Obliga	13,170	19,403	5,437	21,141	1,738	8.96 %		21,776

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
EMERGENCY OPERATIONS - 001.2500

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Office Supplies	9,207	13,646	10,814	13,177	(469)	(3.44)%	10	12,302
Operating Supplies	12,720	17,600	1,114	20,481	2,881	16.37 %	11	21,095
Books,Subs,Memberships	775	3,525	381	3,631	106	3.01 %		3,740
Training And Education	4,215	8,501	5,555	9,256	755	8.88 %		9,534
Total Operating Expenses	120,344	126,422	239,953	138,811	12,389	9.80 %		141,876
CAPITAL OUTLAY:								
Other Machinery & Equipment	-	3,000	3,000	-	(3,000)	(100.00)%	12	-
Total Capital Outlay	-	3,000	3,000	-	(3,000)	(100.00)%		-
Principal Interest	385	-	-	-	-	- %		-
	10	-	-	-	-	- %		-
Total Debt	395	-	-	-	-	- %		-
Fund Totals	\$ 349,276	\$ 380,949	\$ 494,416	\$ 523,247	\$ 142,298	37.35 %		\$ 545,478

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes (1) new Emergency Management Specialist II.
- 2 Based on usage.
- 3 FICA calculated pre-tax benefits expenses and may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workmen’s Compensation insurance.
- 6 First Vehicle Services Contract for vehicle maintenance.
- 7 Lease for copier budgeted based on usage.
- 8 Changes in liability insurance (general, auto, property).
- 9 Increased Emergency Management outreach to maintain CRS Class (To maintain our rating with the Community Rating System and for a better insurance Rate. To keep flood insurance rates low in the community.
- 10 IT recommended computer replacements of (4) Laptops in FY24. and 800 MHZ Radio (Purchasing one annually for redundant Emergency Operations Center operations.)
- 11 Increase related to the Cast Device for Emergency Operations Center.
- 12 Non-capital purchase of a 801 MHZ Radio reallocate to 551642.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001 EMERGENCY MANAGEMENT- COST CENTER #2500

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
2500/ Emergency Management (1 FTE) This position will be partially funded by FEMA Subrecipient Management Costs (SMRC) estimated at \$20k per year.				
Emergency Management Specialist II	108,684	1	108,684	-
Operating Expense - Training	2,100		2,100	-
Computer Expense - Software (Includes IT Budget)	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	112,468		112,468	-
Total FTE Enhancement Requests	112,468		112,468	-
 2500/ Emergency Management (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
 2500/ Emergency Management (Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	112,468		112,468	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Emergency Management Specialist II Proposed Start Date: 10/1/2023

Hiring Department/Division: City Manager/Division of Emergency Management Reports to: Emergency Operations/CRS Manager

Base Annual Salary: \$ 73,611.50 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 4,563.91

Medicare - 1.45%: 1,067.37

Retirement - 11.4%: 8,391.71

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 108,684.49

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade] No [Preliminary HR Grade 18]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Grant Management	30%
2) Outreach, maintaining CRS rating through outreach and PPI plan maintenance	20%
3) Management of Training and Exercise Program	20%
4) Project Management/Planning	30%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Training, Adobe Pro, Visio and MS Project (\$600)	\$ 2,100.00
Capital Outlay:	
Software & Hardware IT Budget Software Licensing (\$1,096.22) Hardware (\$587.50)	1,683.72
Total:	\$ 3,783.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position will manage the HMGP program currently at \$4 million in grant funding with an additional \$3 million pending leveraging existing grant funding streams and increasing award revenue. Contribute towards maintaining CRS rating through Community outreach and education which saves tax payers 10% - 25% off of NFIP deductibles (estimated over \$1 million in tax payer savings). Manage internal and external training and education programs, keeping staff disaster ready and our citizens prepared. Management of Emergency Management related plans and projects leading to a more efficient EM program thus improving life-safety, property and environmental preservation due to disasters Citywide.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 108,684.49 Related Expenses Total: \$ 3,783.72 Grand Total: \$ 112,468.21

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: William Weinsbank Digitally signed by William Weinsbank Date: 2023.04.07 16:17:04 -04'00' Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Handwritten signature]
5/17/23

NEIGHBORHOOD SERVICES DIRECTOR

Carmen A. Capezzuto

37.2 FTES

DEPUTY DIRECTORS

2 FTES

7.7 FTES

FINANCE/ADMINISTRATION

- BUDGET/AUDIT
- PROCUREMENT & PURCHASING
- CONTRACT MANAGEMENT
- RESOURCE MANAGEMENT
- SPECIAL MAGISTRATE & CODE CASE ADMINISTRATION
- CITY HALL RECEPTION

N.I.C.E.

1 FTE

- CITY UNIVERSITY
- NEIGHBORHOOD ENGAGEMENT
- SPECIAL EVENTS
- NEIGHBORHOOD PLANNING & PROJECT MANAGEMENT

CODE COMPLIANCE

22 FTES

- INSPECTIONS
- CASE MANAGEMENT
- SPECIAL MAGISTRATE
- COMMUNITY OUTREACH

COMMUNITY PROGRAMS/ GRANTS/HOUSING

3.5 FTES

PLANNING

- STRATEGIC PLANNING & DEPARTMENT BUSINESS PLAN
- LOCAL HOUSING ASSISTANCE PLAN
- DEPT. OF HOUSING AND URBAN DEVELOPMENT (HUD) CONSOLIDATED PLAN & ACTION PLAN
- EMERGENCY RESPONSE

- COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
- STATE HOUSING INITIATIVES PARTNERSHIP (SHIP)
- NEIGHBORHOOD STABILIZATION PROGRAM (NSP)
- AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)
- GRANT DEVELOPMENT/REPORTING/AUDITING
- RESOURCES & REFERRALS/MISC. COMMUNITY PROGRAMS & GRANTS



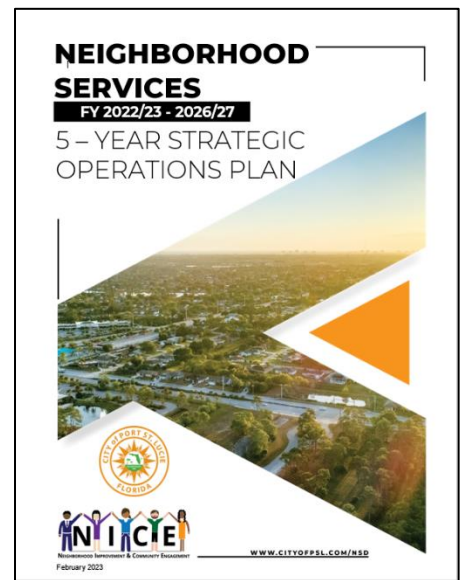
NEIGHBORHOOD SERVICES DEPARTMENT

Fund ##001-131200, 213500, 290000, 291000, 390000, #114-5500-5510 (NSP3), #116-5500-5510 (NSP1), #118-5900-5510 (CDBG), #119-5500-5510 (SHIP), #128-5500 (Housing) & #127-152000 (NICE)

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

The Neighborhood Services Department (NSD) is focused on improving neighborhood appearance, sustainability, and vibrancy through citizen education, engagement, and action. The Department accomplishes its mission by coordinating a diverse set of programs across such as: Code Compliance, Housing Services, City University and the Neighborhood Improvement & Community Engagement program (N.I.C.E.). In short, these functions play critical roles in numerous aspects of Neighborhood Engagement, Preservation, and Revitalization.

Neighborhood Services consists of over 30 employees who are dedicated to achieving the department's mission. Code compliance/nuisance abatement programs uphold city standards by enforcing ordinances and taking corrective actions against serious life safety and blight issues. N.I.C.E. improves cooperation and interaction between community representatives and the City to implement neighborhood improvement projects, programs and initiatives. Housing Services facilitate funding sources for City-wide projects from state and federal agencies to meet the City's Affordable Housing Goals. Additionally, they coordinate with various groups on community service issues, such as: safe and adequate housing, financial assistance, etc. City University increases the residents' understanding of City government with informative training from all departments on their primary functions.



FY 2023/24 NEIGHBORHOOD SERVICES DEPARTMENT GOALS & INITIATIVES

In FY 23/24, the Neighborhood Services Department will continue to grow our programs and services while advancing the Strategic Plan through the following strategic goals and projects:

Code Compliance/Nuisance Abatement:

- Ordinance Amendment to streamline the Nuisance Abatement program to protect the health, welfare and safety of our neighborhoods.
- Continue to update and enhance the Code Compliance division software.
- Create and implement a plan for the formation of new Code Compliance zones west of I-95 including an additional commercial zone.
- Continuing our updates for City-wide educational materials for Code Compliance.
- Continuing our "Know Your Codes" video campaign.

N.I.C.E. Program:

- Support implementation plans for 2 CIP green space projects in collaboration with Parks and Recreation (Duck Court Park Ph.2 in Becker Ridge neighborhood and O.L. Peacock Sr. Park Ph. 1 in Rosser Reserve neighborhood).
- Begin implementation of 'NICE To Meet You' community gathering space spots in identified locations.
- Work to systematically replace damaged street furniture and working to install between 5-10 new sets of equipment each year.
- Hold NICE Outdoor Socials and incorporate Citizen Summit 2.0 components.
- Continuation of NICE Family Movie Night program implemented during FY22/23.

Housing Services:

- Based on the completion of the Housing Needs Assessment (HNA) and Implementation Plan: work with the Affordable Housing Advisory Committee (AHAC) and internal Housing Working Group to: revise and update the City's Housing Element as needed, introduce ordinances for the promotion of affordable housing and workforce housing initiatives based on new State Legislation, Partner with community developers or non-profit organizations to increase the City's affordable housing stock and tax incentive program, expand the housing incentive education program, continue the development of the Community Land Trust pilot program, and build a Housing Fee Fund Plan.
- Develop additional private partnerships to construct and donate more homes to local Veterans or Gold Star Families.
- Increase pool of qualified contractors that partner with the City for the Homeowner Repair and Rehabilitation Program and reduce construction completion timelines.
- Collaborate with local organizations to continue and expand information sharing initiatives regarding resources and referrals for PSL residents.

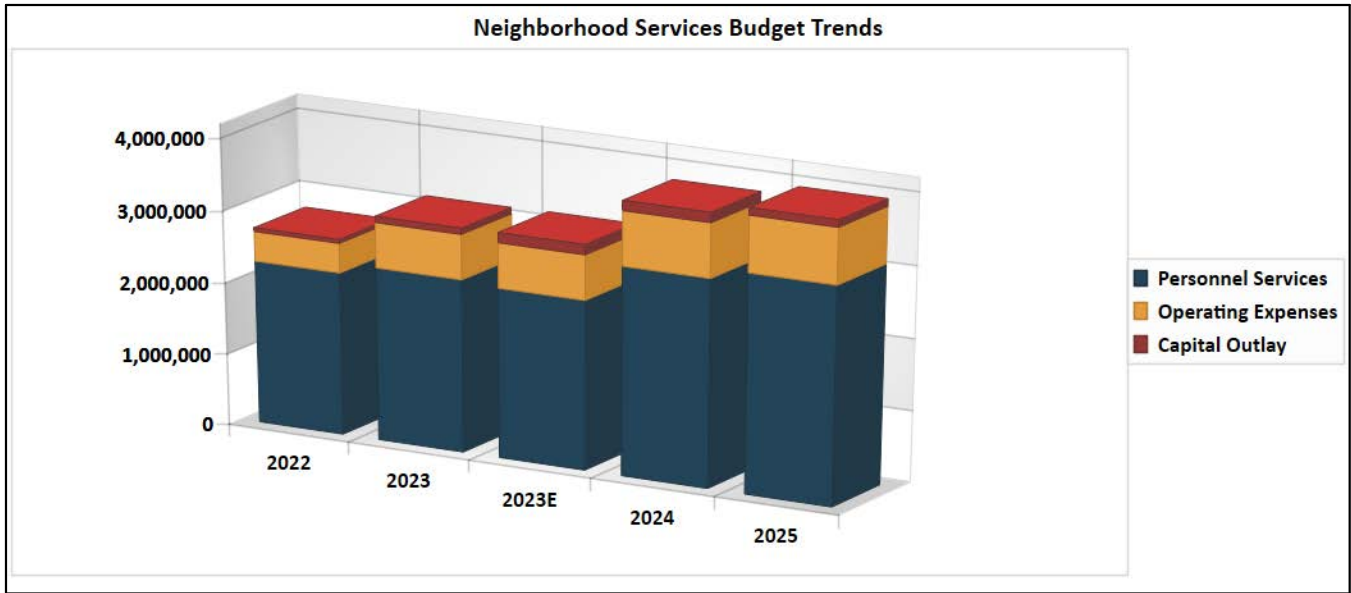
**CITY OF PORT ST. LUCIE NEIGHBORHOOD SERVICES DEPARTMENT
FY 2023/24 PERFORMANCE MEASURES AND SCORECARD**

	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	*2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Vibrant Neighborhoods (Goal 2)	Code Cases Opened	10,987	8,746	7,281	13,000	10,000
	2	Special Magistrate Cases Prepared	2,468	1,739	1,278	1,200	1,200
	2	Total number of NICE meeting attendees.	162	132	137	632	300
	2	City University attendees	79	48	43	40	50
EFFICIENCY MEASURES	2	Percentage of Total Cases Brought into Compliance	97.01%	96.33%	96.22%	96%	96%
EFFECTIVENESS MEASURES	2	National Community Survey™ (NCS™): Percent of residents rating quality of life in their neighborhood positively	82%↓	86%↔	86%↔	86% ↔ (2023 Result)	89%
	2	NCS™: Percent of residents rating affordable quality housing options positively	49%↓	44%↔	33% ↔	21%↔ (2023 Result)	23%

**Percent of respondents rating serve as excellent or good from the annual National Community Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
NEIGHBORHOOD SERVICES - 001.131
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 2,271,881	\$ 2,415,779	\$ 2,372,946	\$2,914,530	\$ 498,751	20.65 %	\$ 3,063,099
Operating Expenses	411,566	626,145	626,145	756,190	130,045	20.77 %	780,176
Capital Outlay	51,488	84,000	139,032	138,000	54,000	64.29 %	100,000
Total	\$ 2,734,935	\$ 3,125,924	\$ 3,138,123	\$3,808,720	\$ 682,796	21.84 %	\$ 3,943,275

STAFFING SUMMARY:

Full Time Equivalents	28.06	28.25	28.25	30.60
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CAPITAL OUTLAY:

(3) Ford F-150's	\$ 138,000
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CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
NEIGHBORHOOD SERVICES - 001.131

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 1,477,611	\$ 1,599,776	\$ 1,556,943	\$ 1,987,848	\$ 388,072	24.26 %	1	\$ 2,087,241
Overtime	122,068	23,754	23,754	31,000	7,246	30.50 %	2	32,530
F.I.C.A	94,837	93,982	93,982	112,579	18,597	19.79 %	3	117,082
Mandatory Medicare	22,212	21,982	21,982	26,284	4,302	19.57 %	3	27,598
Retirement								
Contributions	173,563	184,021	184,021	203,542	19,521	10.61 %	1	211,684
Life & Health								
Insurance	364,807	413,084	413,084	468,983	55,899	13.53 %	4	497,122
Other Post								
Employment Benefits	-	50,741	50,741	50,741	-	- %		52,263
Workmen's								
Compensation	16,783	28,439	28,439	33,553	5,114	17.98 %	1	37,579
Total	2,271,881	2,415,779	2,372,946	2,914,530	498,751	20.65 %		3,063,099
OPERATING EXPENSES:								
Professional Services	26,006	34,700	34,700	40,095	5,395	15.55 %	5	41,298
Accounting And								
Auditing	-	505	505	505	-	- %		520
Court Reporter								
Services	-	1,000	1,000	1,000	-	- %		1,030
Other Contractual								
Services	11,523	37,741	37,741	37,775	34	0.09 %		38,908
Gas & Oil	80,682	47,250	47,250	60,000	12,750	26.98 %	6	61,800
Repairs &								
Maintenance-Vehicle	22,052	33,898	33,898	37,017	3,119	9.20 %		38,868
Fleet Maintenance-								
Non Contract	4,959	7,000	7,000	7,210	210	3.00 %		7,426
Travel And Per Diem	1,783	-	-	-	-	- %		-
Communications								
Service	27,391	30,245	30,245	30,245	-	- %		31,152
Transportation	12,528	37,352	37,352	37,485	133	0.36 %		38,610
Electricity (Fpl)	1,405	3,600	3,600	3,600	-	- %		3,708
Water	92	240	240	350	110	45.83 %		361
Sewer	159	480	480	250	(230)	(47.92)%		258
Rentals & Leases-								
Buildings	24,000	24,000	24,000	24,000	-	- %		24,720
Rentals & Leases-								
Equipment	3,195	1,500	1,500	8,000	6,500	433.33 %	7	8,240
Rentals & Leases-								
Office Equipm	6,268	4,260	4,260	-	(4,260)	(100.00)%	7	-
Insurance	34,723	8,731	8,731	61,444	52,713	603.75 %	8	67,322
Repair & Maintenance-								
Building	11,708	66,200	66,200	66,200	-	- %		68,186

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
NEIGHBORHOOD SERVICES - 001.131**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Repair & Maintenance- Office Eq	8,586	9,800	9,800	9,800	-	- %		10,094
Repair & Maintenance- Equipment	-	2,500	2,500	2,500	-	- %		2,575
Printing & Binding	2,566	3,514	3,514	8,000	4,486	127.66 %	9	8,240
Promotional Activities	270	3,400	3,400	6,800	3,400	100.00 %	10	7,004
Other Current Charges & Obliga	74,815	194,600	194,600	197,410	2,810	1.44 %		203,333
Office Supplies	31,943	21,789	21,789	42,677	20,888	95.86 %	11	40,479
Operating Supplies Books,Subs,Membersh ips	14,384	18,152	18,152	37,371	19,219	105.88 %	12	38,493
Training And Education	3,235	3,716	3,716	3,790	74	1.99 %		3,904
	7,295	29,972	29,972	32,666	2,694	8.99 %		33,647
Total Operating Expenses	411,568	626,145	626,145	756,190	130,045	20.77 %		780,176
CAPITAL OUTLAY:								
Vehicles	51,488	84,000	139,032	138,000	54,000	64.29 %	13	100,000
Total Capital Outlay	51,488	84,000	139,032	138,000	54,000	64.29 %		100,000
Fund Totals	<u>\$ 2,734,937</u>	<u>\$ 3,125,924</u>	<u>\$ 3,138,123</u>	<u>\$ 3,808,720</u>	<u>\$ 682,796</u>	<u>21.84 %</u>		<u>\$ 3,943,275</u>

- Notes:**
- 1 Personnel Services include increases for a fair cost of living adjustment, a new Code Compliance Administrative Specialist, and a Code Compliance Officer. Additional increases are due to reallocation of grant funded positions and a portion of salaries previously supported by the Solid Waste Fund.
 - 2 Increase in overtime to cover upcoming increase in outreach activities concerning all grants, code related issues and special events including disaster recovery, increase in community engagement and education activities, the Housing Needs Assessment and Implementation Plan.
 - 3 FICA calculated pre-tax benefits may fluctuate.
 - 4 Health Insurance varies based on employee elections.
 - 5 Increase based on planned increase usage with the increase in projected Code cases/citations going to Special Magistrate.
 - 6 Increase based on inflation, current expenditures and an increase in total number of vehicles in the fleet.
 - 7 Reallocated for Xerox Copier at City Hall and SE Belvedere St. office. Increase for additional notices, ordinance changes and Additional educational initiatives on ordinances.
 - 8 Liability insurance (general, auto, property) increases; this is risk allocation basis and varies each year.
 - 9 Printing additional notices and increased educational initiatives on ordinances and ordinance changes.
 - 10 Large scale graphics, banners, and event material for increased code educational initiatives.
 - 11 IT recommended computer replacements - (6) Laptop, (3) 2 in 1's (5) Desktops.
 - 12 Supplies for two locations: City Hall & SE Belvedere St.
 - 13 Purchase of three new vehicles unable to fund vehicles in CDBG Fund.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001 NEIGHBORHOOD SERVICES - COST CENTER #2135

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
NSD Enhancement Requests:				
2135/ Neighborhood Services - Code Compliance (1 FTE)				
Code Compliance Administrative Specialist	83,331	1	83,331	-
Operating Expense	1,300		1,300	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	84,631		84,631	-
2135/ Neighborhood Services - Code Compliance (1 FTE)				
Code Compliance Officer (Mid-level Officer II Position, Residential Properties)	96,752	2	96,752	-
Operating Expense	2,850		2,850	-
Computer Expense (IT Budget)	1,096		1,096	-
Capital Outlay Expense	46,000		46,000	-
Personnel Subtotal	146,699		146,699	-
2135/ Neighborhood Services - Code Compliance (1 FTE)				
Code Compliance Specialist (Mid-level Officer II Position, Residential Properties)	96,752	3	-	-
Operating Expense	2,850		-	-
Computer Expense (IT Budget)	1,096		-	-
Capital Outlay Expense	46,000		-	-
Personnel Subtotal	146,699		-	-
Total FTE Enhancement Requests	378,028		231,329	-
2135/ Neighborhood Services - Code Compliance (Operating)				
	-		-	-
	-		-	-
	-		-	-
Total Operating	-		-	-
2135/ Neighborhood Services - Code Compliance (Capital Outlay)				
	-		-	-
	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	378,028		231,329	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Code Compliance Specialist (Administrative) Proposed Start Date: 10/01/2023

Hiring Department/Division: Neighborhood Services / Code Compliance Reports to: Manager, Neighborhood Services

Base Annual Salary: \$ 52,314.62 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	3,243.51
Medicare - 1.45%:	758.56
Retirement - 11.4%:	5,963.87
(12% or 11.70%, depending on bargaining group)	
Medical:	\$ 21,050.00
Total Salary & Benefits:	\$ 83,330.56

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade TBD] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Sphinx case information data entry	25%
2) Process Notice of Violations, Notice of Hearings and other legal documents	25%
3) Prepare Special Magistrate Dockets & Documents	25%
4) 1PSL & Main Department line Call-taking	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Certifications & Training / Office Supplies. Currently have laptops/ need iPhone & budget for monthly phone bill	\$ 1,300.00
Capital Outlay:	0.00
Software & Hardware IT Budget	
Total:	\$ 1,300.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

NSD is requesting this position to continue to try and achieve a field staff to administrative staff goal ratio of 4:1. Currently, we are at 5:1 and if all FTE requests are approved this upcoming FY the ratio would move to 4:75:1. It is important that this position is approved together with the Code Inspector positions in order to be able to process the increase in workload with the increase of field staff. Additionally, the Department has already experienced an unmanageable increase in workload due to residential and commercial growth, increase in population, changes in Codes and the updated Solid Waste Ordinance and citation process (see chart). This request has been submitted without approval for 4 FYs. Currently, the two (2) Code Admin staff are processing an average of over 1,100 mailings, and other case related documents for Code magistrate and all Code Compliance cases per month. This does not include all of the additional documents that are processed for special programs including nuisance abatement work, vacant lot program work, vacant property registration program, special grass cutting, and the community residential home program which are handled by a Special Project Coordinator and a Specialty Code Compliance field staff person and can amount to an average of more than 100 extra documents a month. An increase in Code Compliance cases with additional Code staff will strain all admin and project coordinators and make the workload unmanageable without an additional FTE. The additional workload that has been created as a result of the Solid Waste Ordinance changes and enforcement mechanisms put in place in March 2023 will require additional staff or cannot be managed efficiently and in a sustainable Code cannot guarantee the City's proactive strategic goals in this sector without these additional FTE's. NSD would not be requesting additional computer hardware or software for this position as it is already available, only requiring an iPhone for easier emergency/remote work functioning.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 83,330.56 Related Expenses Total: \$ 1,300.00 Grand Total: \$ 84,630.56

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Carmen A. Capezzuto Digitally signed by Carmen A. Capezzuto Date: 2023.04.24 10:40:48 -04'00' Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

francy
5/19/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Code Compliance Officer, Residential (Mid-Level Officer II) Proposed Start Date: 10/01/2023

Hiring Department/Division: Neighborhood Services / Code Compliance Reports to: Code Compliance Manager

Base Annual Salary: \$ 63,588.77 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	3,942.50	
Medicare - 1.45%:	922.04	Total Number of Positions Requested: _____
Retirement - 11.4%:	7,249.12	
(12% or 11.70%, depending on bargaining group)		
Medical:	\$ 21,050.00	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	\$ 96,752.43	Hardware \$587.50 (IT Budget) <input type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade TBD] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Field Investigations and follow up on open cases, customer service duties	90%
2) Special Magistrate Hearing & County Court	5%
3) Writing Parking Tickets and Code Citations	5%
4) Tier II experience	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Office Supplies, iPhone, Dell Rugged Latitude	\$ 2,850.00
<i>Capital Outlay:</i> Ford F150 or equivalent	46,000.00
<i>Software & Hardware IT Budget</i> Software Licensing (IT Budget)	1,096.22
<i>Total:</i>	\$ 49,946.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Last FY during extenuating circumstances NSD Code Compliance field staff reached over \$120,000 in overtime (OT) expenditures. On average Code spends anywhere from \$30-60,000 (regularly budgeted) in OT (see chart). Since the inception of the department in 2016, the Code field staff FTE count has remained fairly stagnant in comparison to the City's population growth (see chart). Approximately one (1) Code Inspector has been added to the roster every other year. This year's requests, two (2) Tier III specialty Code Compliance Senior Inspectors, to specifically handle commercial properties and two (2) Tier II Code Compliance Inspectors for proactive specialty residential field duties will elevate the FTE count to a level that will make each Inspectors' workload more manageable. At the current level (14 Inspectors, 2 Supervisors, 1 Manager) the increased workload due to residential and commercial growth, increase in population, changes in Codes and the updated Solid Waste Ordinance and citation process has become unsustainable. Code cannot guarantee the City's proactive strategic goals in this sector without these additional FTE's. The Code Inspector to residential dwellings ratio is 14.86,000 or 1:6,142, which contributes to the inability to monitor commercial areas proactively.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 96,752.43 Related Expenses Total: \$ 49,946.22 **Grand Total:** \$ 146,698.65

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Carmen A. Capezzuto Digitally signed by Carmen A. Capezzuto
Date: 2/23/24 24:10:41 -0400 Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

[Handwritten Signature]
5/19/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Code Compliance Specialist, Residential (Mid-Level Officer II) Proposed Start Date: 10/01/2023

Hiring Department/Division: Neighborhood Services / Code Compliance Reports to: Code Compliance Manager

Base Annual Salary: \$ 63,588.77 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,942.50

Medicare - 1.45%: 922.04

Retirement - 11.4%: 7,249.12

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 96,752.43

Total Number of Positions Requested: _____

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade TBD] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Field Investigations and follow up on open cases, customer service duties	90%
2) Special Magistrate Hearing & County Court	5%
3) Writing Parking Tickets and Code Citations	5%
4) Tier II experience	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Office Supplies, iPhone, Dell Rugged Latitude	\$ 2,850.00
<i>Capital Outlay:</i> Ford F150 or equivalent	46,000.00
<i>Software & Hardware IT Budget</i> Software Licensing (IT Budget)	1,096.22
<i>Total:</i>	\$ 49,946.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Last FY during extenuating circumstances NSD Code Compliance field staff reached over \$120,000 in overtime (OT) expenditures. On average Code spends anywhere from \$30-60,000 (regularly budgeted) in OT (see chart). Since the inception of the department in 2016, the Code field staff FTE count has remained fairly stagnant in comparison to the City's population growth (see chart). Approximately, one (1) Code Inspector has been added to the roster every other year. This year's requests, two (2) Tier III specialty Code Compliance Senior Inspectors, to specifically handle commercial properties and two (2) Tier II Code Compliance Inspectors for proactive specialty residential field duties will elevate the FTE count to a level that will make each Inspectors' workload more manageable. At the current level (14 Inspectors, 2 Supervisors, 1 Manager) the increased workload due to residential and commercial growth, increase in population, changes in Codes and the updated Solid Waste Ordinance and citation process has become unsustainable. Code cannot guarantee the City's proactive strategic goals in this sector without these additional FTE's. The Code Inspector to residential dwellings ratio is 14:86,000 or 1:6,142, which contributes to the inability to monitor commercial areas proactively.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 96,752.43 Related Expenses Total: \$ 49,946.22 Grand Total: \$ 146,698.65

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Carmen A. Capezzuto Digitally signed by Carmen A. Capezzuto Date: 2023.04.24 10:41:58 -04'00' Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



“A City for All Ages”

CHIEF INFORMATION OFFICER
Bill Jones

38 FTES

ASSISTANT DIRECTOR

DEVELOPMENT

10 FTES

- GIS
- APP DEVELOPMENT
- BUSINESS INTELLIGENCE
- REPORTING

SUPPORT SERVICES

18 FTES

- HELP DESK
- TELECOM
- DATA CENTER
- NETWORK
- FIBER
- CLOUD COMPUTING

OPERATIONS

4 FTES

- PROJECT MANAGEMENT
- PURCHASING
- ADMIN

SECURITY

4 FTES

- LOGICAL SECURITY
- THREAT HUNTING
- PHYSICAL SECURITY
- CCTV/VIDEO SECURITY
- DOOR ACCESS CONTROL
- COMPLIANCE



Information Technology Department

Fund #1320

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

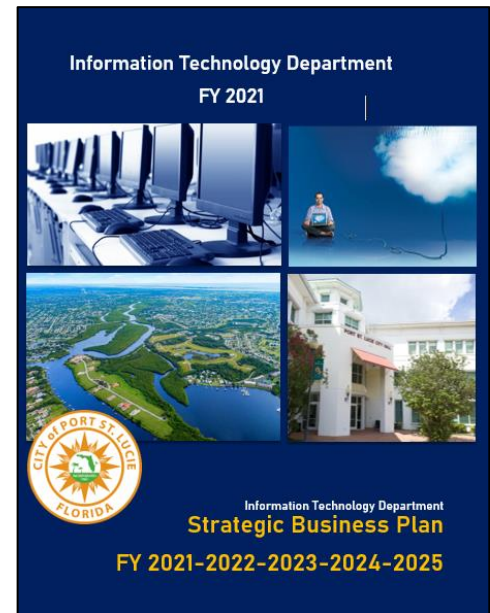
Overview

The IT Department is committed to customer service, providing quality information technology, a secure network environment, and software development to help and support City departments in achieving their goals.

FY 2023/24 INFORMATION TECHNOLOGY GOALS, INITIATIVES & PROJECTS

In FY23-24, the Information Technology Department will continue to advance the Strategic Plan through the following goals, initiatives, and projects:

- Support and manage Key-Card (FOB) Access Control System
- Support Endpoint security controls (Virus/Malware)
- Upgrade Network Infrastructure
- Complete field audits of security controls (physical and logical)
- Complete Fiber Infrastructure/Wi-Fi Master Plan
- Continue to leverage key partners and resources for security improvement
- Develop Security System replacement schedule
- Develop mobile device replacement schedule
- Consolidate technology budget for mobile device hardware
- Expand Public Wi-Fi
- Consolidate Enterprise Systems management to maintain software patches and upgrades
- Research emerging technologies that could improve collaboration
- Identify strategic data to be used for informational dashboards
- Complete LightSpeed Fiber Expansion
- Develop Technology Purchasing Intake



CITY OF PORT ST. LUCIE INFORMATION TECHNOLOGY DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	High Performing Government Organization (Goal 7)	Number of Support Requests	8067	10,260	12,000 Projected	10,135	14,000	14,100

	7	Number of supported Systems (i.e., Devices)	1964	2238	2290	2545	2330	2600
EFFECIENCY MEASURES	7	IT Services	92%	94%	>90%	>90%	>90%	>90%
	7	Service Request Time to Complete	.82	0.92	< 1 Hour	.91	< 1 Hour	< 1 Hour
EFFECTIVENESS MEASURES	7	Service Re-quest Satisfac-tion	100%	100% Work or- der	>90%	100%	>90%	>90%
	7	The National Employee Survey™ (NES™): Percentage of respondents rating IT Services overall as excellent or good, strongly or somewhat agree	85% ↑	87%↑	Increase	87%↑	80%↑ (FY 23 Result)	Increase

*Percent approval rating from the annual National Employee Survey™ for Port St Lucie. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

Number of Support Requests: Service requests received through the Help Desk/Service Desk.

Number of supported Systems: This includes desktops, laptops, tablets, and smartphones.

Applications Supported: This includes both purchased and custom-built in-house applications.

Business Enablement: Includes the ability of the IT group to provide Innovation, IT agility, and technology enablement to complete their functions.

IT Communications: Rates the IT department’s ability to provide training, receive feedback, and overall professionalism.

IT Services: Evaluates IT’s ability to provide functional devices, Service desk effectiveness and timeliness, network stability, and policies.

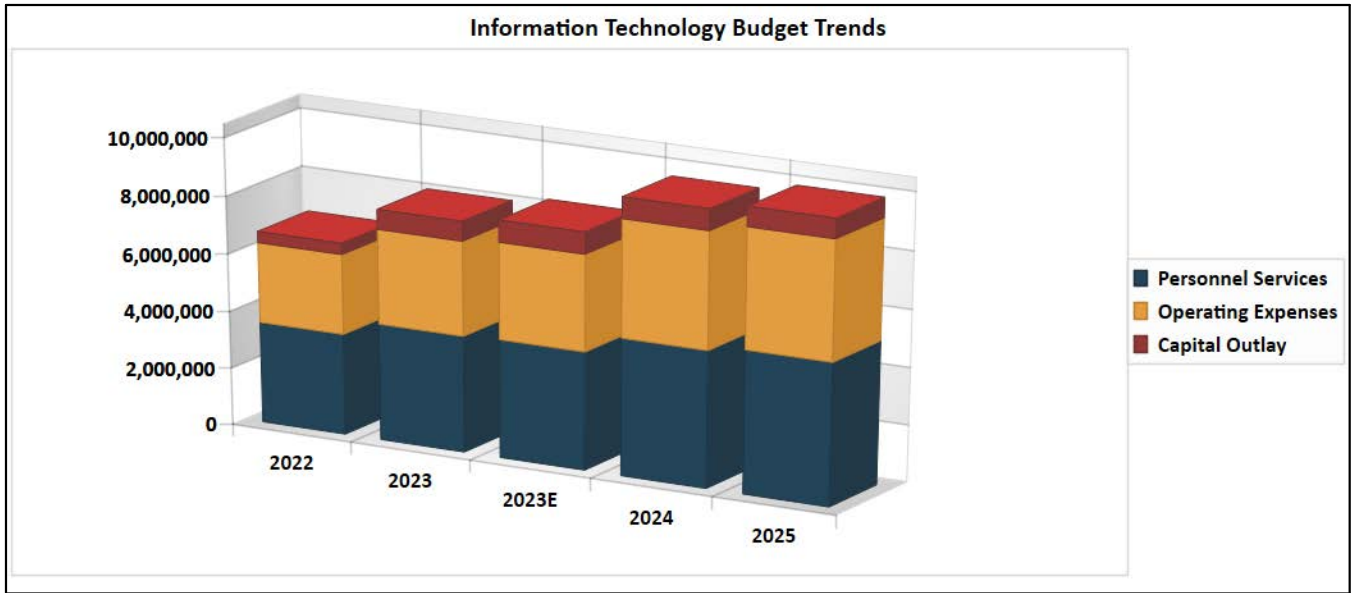
Applications Suite: The ability of the IT department to provide the necessary applications (both sourced and created) to enable City staff to achieve their goals.

Service Request Time to complete: Average time to complete a service request received through the helpdesk (Service Desk).

Service Request Satisfaction: Average survey rating received after request completion.

Cyber Security Failure Rate: This is the end user failure rate to periodic tests throughout the organization.

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
INFORMATION TECHNOLOGY - 001.1320
DEPARTMENTAL BUDGET SUMMARY



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 3,531,106	\$ 4,076,460	\$ 4,145,082	\$4,809,904	\$ 733,444	17.99 %	\$ 5,021,734
Operating Expenses	2,782,778	3,286,221	3,362,918	4,087,846	801,625	24.39 %	4,189,543
Capital Outlay	385,929	682,000	757,437	735,222	53,222	7.80 %	686,660
Total	\$ 6,699,813	\$ 8,044,681	\$ 8,265,437	\$9,632,972	\$ 1,588,291	19.74 %	\$ 9,897,937

STAFFING SUMMARY:

Full Time Equivalents	32.00	33.00	33.00	38.00
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CAPITAL OUTLAY:

Edge Network Device replacement	\$ 300,000
MX VPN Concentrator - Mail exchange virtual private network concentrator.	64,000
NVR (X2) - replacement	50,000
WiFi end of useful life replacements	50,000
IP Based Cameras – replacement	40,000
Access Control Upgrade	40,000
Survivable Gateway (East) - this is for a geographically diverse connection for the phone system	33,000
Enhance Physical Security Infrastructure	35,000
Replacement Plotter	10,000
Locate Equipment for (2) New Utility Locate positions	21,222
(2) New Vehicles for the (2) New Utility Locators	<u>92,000</u>
Total	\$ 735,222

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
INFORMATION TECHNOLOGY - 001.1320

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 2,545,800	\$ 2,925,966	\$ 2,994,588	\$ 3,350,108	\$ 424,142	14.50 %	1	\$ 3,484,112
Overtime	70,936	48,150	48,150	130,338	82,188	170.69 %	2	135,552
F.I.C.A	155,354	169,237	169,237	195,561	26,324	15.55 %	3	203,383
Mandatory Medicare	36,632	40,907	40,907	46,030	5,123	12.52 %	3	47,871
Retirement								
Contributions	294,280	336,677	336,677	373,666	36,989	10.99 %	1	388,613
Life & Health								
Insurance	424,847	504,684	504,684	662,636	157,952	31.30 %	4	709,021
Other Post								
Employment Benefits	-	44,651	44,651	44,651	-	- %		45,991
Workmen's								
Compensation	3,257	6,188	6,188	6,914	726	11.73 %	5	7,191
Total	3,531,106	4,076,460	4,145,082	4,809,904	733,444	17.99 %		5,021,734
OPERATING EXPENSES:								
Professional Services	59,727	100,000	100,000	120,000	20,000	20.00 %	6	123,600
Other Contractual								
Services	26,022	55,000	55,000	222,500	167,500	304.55 %	7	229,175
Gas & Oil	2,927	2,050	2,050	3,588	1,538	75.02 %	8	3,696
Repairs &								
Maintenance-Vehicle	1,035	1,750	1,750	1,230	(520)	(29.71)%	9	1,292
Communications								
Service	158,427	249,452	249,452	255,632	6,180	2.48 %		263,301
Transportation	495	-	-	-	-	- %		-
Cable	-	250	250	250	-	- %		258
Rentals & Leases-								
Office Equipm	8,728	-	14,397	8,412	8,412	- %	10	8,664
Insurance	26,757	-	-	14,747	14,747	- %	11	16,157
Repair & Maintenance-								
Building	82,717	155,000	178,258	165,000	10,000	6.45 %	12	169,950
Repair & Maintenance-								
Office Eq	807,715	839,854	840,522	16,000	(823,854)	(98.09)%	13	16,480
Repair & Maintenance-								
Equipment	80,934	7,000	7,000	7,000	-	- %		7,210
Other Current Charges								
& Obliga	16	-	-	-	-	- %		-
Office Supplies	88,851	101,045	103,184	96,753	(4,292)	(4.25)%	14	79,459
Operating Supplies	1,370,319	1,675,442	1,711,678	3,063,575	1,388,133	82.85 %	15	3,153,747
Books,Subs,Membersh								
ips	17,519	19,678	19,678	13,459	(6,219)	(31.60)%	16	13,863
Training And								
Education	50,589	79,700	79,700	99,700	20,000	25.09 %	17	102,691

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
INFORMATION TECHNOLOGY - 001.1320**

	AUDITED 2022	BUGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Total Operating Expenses	2,782,778	3,286,221	3,362,919	4,087,846	801,625	24.39 %		4,189,543
CAPITAL OUTLAY:								
Buildings	42,355	-	-	-	-	- %		-
Vehicles	61,959	-	1,540	92,000	92,000	- %	18	46,000
Computers & Computer Hardware	268,452	682,000	738,056	622,000	(60,000)	(8.80)%	19	640,660
Other Machinery & Equipment	13,163	-	17,841	21,222	21,222	- %	20	-
Total Capital Outlay	385,929	682,000	757,437	735,222	53,222	7.80 %		686,660
Fund Totals	<u>\$ 6,699,813</u>	<u>\$ 8,044,681</u>	<u>\$ 8,265,437</u>	<u>\$ 9,632,972</u>	<u>\$1,588,291</u>	<u>19.74 %</u>		<u>\$ 9,897,937</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes (2) IT Utility Locators, (1) IT Business Intelligence Analyst, (1) Technology Purchasing Agent and (1) IT Security Technician I-III.
- 2 Based on usage for after hours, on call and organization growth.
- 3 FICA calculated pre-tax benefits and may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workmen’s Compensation insurance
- 6 This increase is for the implementation of enhanced security measures for the protection of cloud based resources.
- 7 Increase - \$83K UKG Dimensions Migration (Kronos), New \$50,000 – Cloud Migration , \$20,000 - Migration of NetApp, New \$10,000 - Upgrade of phone system software, New \$2,500 - GOV QA SSO, New \$2,000 - Security Services.
- 8 Adjusted for increase of vehicles and 5% for inflation of fuel.
- 9 First Vehicle Services Contract for vehicle maintenance.
- 10 Xerox Lease, \$7k Kronos time clock, budget neutral adjustment.
- 11 Changes in liability insurance (general, auto, property).
- 12 Expenses related to the improvement of physical security measures for City departments.
- 13 AC Maintenance (Adjustment made to ensure items were charged to the correct line item), budget neutral.
- 14 Increase for new full-time employees, IT Computer Replacements Plan, and budget neutral adjustments.
- 15 Budget neutral adjustments, cloud data innovation, Munis support, Mutare - software for digital voice and text messaging, share point, Zeno copier scanning, and new Adobe sign for enterprise.
- 16 Budget neutral adjustments and removed Cloud Guru.
- 17 Additional cost for Telecom training and Brainstorm training for end users.
- 18 One time purchase of (2) new vehicles for the new Utility Locator positions.
- 19 Decrease related to replacement items in FY23 that were at the end of their useful life. Replacing / purchasing Dell EqualLogic’s, OTDR Fiber Tester, Plotter, Survivable Gateway (East), MX VPN Concentrator.
- 20 One time purchase of locate equipment for (2) new Utility locators.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND - #001 INFORMATION TECHNOLOGY - #1320

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1320 / Information Technology (1 FTE)				
Technology Purchasing Agent				
The current workload in the IT department has surpassed the capacity of the current staff members, which is evident from the amount of overtime being experienced by purchasing staff despite having a contracted position in place. This is compounded by the fact that other departments are delegating additional tasks to the IT department, putting further pressure on an already strained workforce. Moreover, the sheer volume of technology purchasing transactions in the City, which is primarily handled by the IT department, requires a specialized set of skills and knowledge. Given these challenges, it is imperative to convert the existing contract position into a full-time employee (FTE) role to ensure that the IT department can meet its objectives in an efficient and effective manner. *Conversion of current contract position to FTE.				
		1		
Operating Expense	93,148		93,148	-
Computer Expense	5,700		5,700	-
Capital Outlay Expense	1,684		1,684	-
	-		-	-
Personnel Subtotal	100,532		100,532	-
1320 / Information Technology (1 FTE)				
IT Security Technician				
The City's IT department has taken on physical security access responsibilities, which is beyond the workload capabilities of one employee. To ensure optimal physical security systems and support the City's expansion plans to add more cameras and fiber, we need to hire a technician. The new technician will maintain and ensure everything is working correctly, allowing our existing employee to focus on core responsibilities and prevent burnout. The addition of a new technician is critical to maintaining and expanding our infrastructure and keeping up with the City's growth and security needs.				
		2		
Operating Expense	113,067		113,067	-
Computer Expense	5,700		5,700	-
Capital Outlay Expense	1,684		1,684	-
	-		-	-
Personnel Subtotal	120,451		120,451	-
1320 / Information Technology (1 FTE)				
IT Financial Specialist				
The decentralization of contractual duties and insurance to the IT staff has led to a significant increase in the volume of work orders and invoicing. Given these circumstances, it has become apparent that our team requires additional support to manage our financial responsibilities effectively.				
		3		
Operating Expense	77,540			-
Computer Expense	5,700		-	-
Capital Outlay Expense	1,684		-	-
	-		-	-
Personnel Subtotal	84,924		-	-
1320 / Information Technology (1 FTE)				
Applications Support Specialist				
The amount of devices the City uses has increased by 20% in the past two years, we need this position in order to maintain the current level of service provided and to increase turn-around of application support and mobile devices. Kronos is a critical and complex system and requires a high level of user support within the City. This position will provide overlap support in several critical areas to ensure support staff availability.				
		4		
Operating Expense	104,512			-
Computer Expense	5,700		-	-
Capital Outlay Expense	1,684		-	-
	-		-	-
Personnel Subtotal	111,896		-	-
1320 / Information Technology (1 FTE)				
Business Intelligence Analyst				
There is an increased demand for dashboards, complex reports, data analysis, and data integrations from all city departments. A BIA can provide valuable support for the City by analyzing data from various sources, monitoring KPIs, forecasting future trends, and identifying process inefficiencies. Additionally, this position can act as a backup to the DBA functions performed by the Assistant Director, IT, and current BIA II.				
		5		
Operating Expense	122,754		122,754	-
Computer Expense	5,700		5,700	-
Capital Outlay Expense	1,684		1,684	-
	-		-	-
Personnel Subtotal	130,138		130,138	-
1320 / Information Technology (1 FTE)				
Utility Locator (1 of 2 Locators Requested)				

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND - #001 INFORMATION TECHNOLOGY - #1320

<p>Due to the expansion of our fiber network along with outside companies expanding their fiber network and other utility infrastructure, it is creating a larger workload on our City Locate Team. Currently locates are called in via the 811 service, From there they are delegated to the correct team; in the instance of fiber – Locates are performed by Public Works - traffic division.</p> <p>There currently is one member of staff in this position they are conducting multiple locates per day throughout the whole City, and in the past Fiscal Year they have conducted 82 hours of Overtime – costing the City \$3,887.53. Even with the overtime it is not enough for one team member to keep up with the increasing demand.</p>	6			
Operating Expense		74,850	74,850	-
Computer Expense		5,700	5,700	-
Capital Outlay Expense		1,684	1,684	-
Personnel Subtotal		56,610	56,610	-
		138,844	138,844	-
1320 / Information Technology (1 FTE)				
Utility Locator (2 of 2 Locators Requested)				
<p>Due to the expansion of our fiber network along with outside companies expanding their fiber network and other utility infrastructure, it is creating a larger workload on our City Locate Team. Currently locates are called in via the 811 service, From there they are delegated to the correct team; in the instance of fiber – Locates are performed by Public Works - traffic division.</p> <p>There currently is one member of staff in this position they are conducting multiple locates per day throughout the whole City, and in the past Fiscal Year they have conducted 82 hours of Overtime – costing the City \$3,887.53. Even with the overtime it is not enough for one team member to keep up with the increasing demand.</p>	6			
Operating Expense		74,850	74,850	-
Computer Expense		5,700	5,700	-
Capital Outlay Expense		1,684	1,684	-
Personnel Subtotal		56,610	56,610	-
		138,844	138,844	-
Total FTE Enhancement Requests		825,629	628,809	-
1320 / Information Technology (Operating)				
<p>Recarpeting of the IT Suite The reason for this request is that the current carpet in the suite has experienced significant wear and tear over the years, and has reached a point where it is in need of replacement. The carpet has been in place for a considerable period and has sustained damage due to daily foot traffic, movement of chairs and equipment, spills and general usage, which has caused a number of areas to become stained and unsightly.</p> <p>Replacing the carpet is a necessary step in maintaining the professional appearance of our IT suite and ensuring the safety of our employees.</p>	7			
Furniture move for the recarpeting of the IT Suite		44,779	-	-
<p>By hiring professionals to assist us in moving the furniture, we can ensure that the relocation process is conducted efficiently and safely, minimizing the risk of damage to the furniture and reducing the potential for work-related injuries. It would also help us complete the recarpeting process within the set timeline, ensuring that our work is not interrupted for an extended period.</p>	7			
Mimecast In order to comply with the provisions of the Sunshine Law and the challenges presented by the high volume of electronic correspondence, we are seeking to add an email archive system with enhanced functionality. This system will facilitate efficient searches of our email database to better accommodate requests for public records by our staff.		6,050	-	-
Cisco ISE This pertains to the realm of network security, specifically in the domains of policy enforcement, device visibility, and threat containment.	1	40,500	40,500	-
Furniture for IT foyer		137,000	137,000	-
<p>Our current seating options in the lobby area are inadequate and uncomfortable for the average of 15 visitors we receive each day. Many of these visitors are police officers who are required to wear gear that makes it difficult to sit comfortably in our current chairs. To address this issue, we propose acquiring new, comfortable seating options that would enhance the overall visitor experience, especially for those in law enforcement. It is important that our lobby area be inviting and comfortable for all visitors, especially those who serve and protect our community. By investing in new furniture, we can provide an environment that better accommodates the unique needs of our visitors, and reflects positively on our department's commitment to providing exceptional customer service.</p>	6			
VERACODE - We are currently seeking to implement software code security verification procedures for the purpose of analyzing the source code developed in-house for potential vulnerabilities. This process is an essential step in ensuring the integrity and security of our software applications, as it enables us to identify and address any potential security weaknesses prior to deployment.		7,500	-	-
<p>Our goal is to ensure that our software applications meet the highest industry standards for security and reliability, and that they are able to withstand potential threats from malicious actors. Through the implementation of security verification procedures, we will be able to identify any potential security risks within our codebase, and take the necessary steps to mitigate those risks.</p>	3			
<p>We believe that this approach will allow us to better safeguard the sensitive data and confidential information entrusted to our care, and will help to instill greater confidence in our clients and stakeholders. We are committed to ensuring that our software applications are developed and deployed with the utmost attention to security and reliability, and we believe that this process is a critical component in achieving that goal.</p>		40,000	-	-

**CITY OF PORT ST. LUCIE
ENHANCEMENT REQUEST FORM**



**GENERAL FUND - #001
INFORMATION TECHNOLOGY - #1320**

AISLE-LABS - This product incorporates live occupancy tracking and heat mapping technology to provide real-time data on visitor traffic in Wi-Fi'd areas, such as parks. By utilizing Wi-Fi connectivity, the product can track user movements and generate occupancy data to help park managers optimize resource allocation and enhance visitor experiences.

The live occupancy tracking feature of the product provides park managers with the ability to monitor the number of visitors in the park at any given time. This feature allows managers to adjust staffing levels and resource allocation as needed to improve visitor experiences and reduce overcrowding.

The heat mapping technology of the product generates visual representations of user traffic patterns, providing park managers with valuable insights into the most popular areas of the park. This information can be used to identify areas that may require additional resources or attention.

The product offers a data-driven approach to park management, allowing park managers to make informed decisions to improve visitor experiences and optimize resource allocation. Its user-friendly design and ease of implementation make it an ideal tool for enhancing visitor traffic management in Wi-Fi'd areas.

Helpdesk Call Recording - To add the helpdesk to InContact. Call recording is a valuable tool for the City to improve customer service and protect employees from abusive behavior. Upgrading to a phone system with call recording capabilities enables managers to monitor and improve the quality of customer service, while also documenting any abusive behavior towards employees. Though there may be a one-time set-up fee, the benefits of call recording can result in higher customer satisfaction, increased employee morale, and improved business performance.

1320 / Information Technology (Capital Outlay)

	7,500	-	-
		5	
	26,000	-	-
Operating Subtotal	<u>309,329</u>	<u>177,500</u>	<u>-</u>
Total Operating	309,329	177,500	-
Capital Outlay Subtotal	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital Outlay	-	-	-
Total Request	<u>-</u>	<u>-</u>	<u>-</u>
Grand Total Requested	<u>1,134,958</u>	<u>806,309</u>	<u>-</u>



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: TECHNOLOGY PURCHASING AGENT Proposed Start Date: 10/01/23

Hiring Department/Division: IT / 1320 Reports to: Megan Maguire

Base Annual Salary: \$ 60,560.74 Number of hours per week: 40

(No more than 15% can be added to base salary)
FICA - 6.20%: 3,754.77
Medicare - 1.45%: 878.13
Retirement - 11.4%: 6,903.92
(12% or 11.70%, depending on bargaining group)
Medical: \$ 21,050.00
Total Salary & Benefits: \$ 93,147.56

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 14] No [Preliminary HR Grade ____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Processes and issues department's purchase orders and payments.	25
2) Reviews all procurement card transactions for compliance with City policy	25
3) Reviews all credit card expense for the IT Department	25
4) Ensures cost effective measures are followed in all purchasing activities	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Computer, Cell Phone, Desk, Chair & Office Equipment	\$ 5,700.00
Capital Outlay: Software & Hardware IT Budget	1,683.72
Total:	\$ 7,383.72

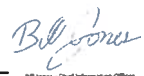
SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The current workload in the IT department has surpassed the capacity of the current staff members, which is evident from the amount of overtime being experienced by purchasing staff despite having a contracted position in place. This is compounded by the fact that other departments are delegating additional tasks to the IT department, putting further pressure on an already strained workforce. Moreover, the sheer volume of technology purchasing transactions in the City, which is primarily handled by the IT department, requires a specialized set of skills and knowledge. Given these challenges, it is imperative to convert the existing contract position into a full-time employee (FTE) role to ensure that the IT department can meet its objectives in an efficient and effective manner. *Conversion of current contract position to FTE.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 93,147.56 Related Expenses Total: \$ 7,383.72 Grand Total: \$ 100,531.28

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.


Department Head Signature:  Date: 2023.03.30 11:06:41 -04'00' Date: 3/30/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.


5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: IT Security Technician I - III Proposed Start Date: 10/01/23

Hiring Department/Division: IT / 1320 Reports to: Stanley Fidge

Base Annual Salary: \$ 77,292.41 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	4,792.13
Medicare - 1.45%:	1,120.74
Retirement - 11.4%:	8,811.33
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	\$ 21,050.00
Total Salary & Benefits:	\$ 113,066.61

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 19] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Maintaining the City's video surveillance infrastructure and alarm systems	25
2) Performs security system administration, maintenance, and upgrade functions	25
3) Specialized support in troubleshooting and maintaining physical security system	25
4) Performs security system tests and diagnostics functions	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Computer, Cell Phone, Desk, Chair & Office Equipment	\$5,700.00
Capital Outlay:	0.00
Software & Hardware IT Budget Software and hardware	1,683.72
Total:	\$ 7,383.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The City's IT department has taken on physical security access responsibilities, which is beyond the workload capabilities of one employee. To ensure optimal physical security systems and support the City's expansion plans to add more cameras and fiber, we need to hire a technician. The new technician will maintain and ensure everything is working correctly, allowing our existing employee to focus on core responsibilities and prevent burnout. The addition of a new technician is critical to maintaining and expanding our infrastructure and keeping up with the City's growth and security needs.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 113,066.61 Related Expenses Total: \$ 7,383.72 Grand Total: \$ 120,450.33

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 2023.03.30
Bill Jones - Chief Information Officer 11:00:17 -04'00' Date: 3/30/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

H. Auger
5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PROFESSIONAL & SUPERVISOR

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Business Intelligence Analyst Proposed Start Date: 10/01/2023

Hiring Department/Division: IT / 1320 Reports to: Hannah Melton

Base Annual Salary: \$ 85,215.08 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 5,283.33
 Medicare - 1.45%: 1,235.62
 Retirement - 11.7% 9,970.16

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00
Total Salary & Benefits: \$ 122,754.20

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 21] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: ****Select****

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Improving data retrieval performance by optimizing complex SQL statements	25
2) Creating highly specialized stored procedures and scripts to assist developers	25
3) Performing SQL queries & creating complex reports or dashboards using PowerBI	25
4) Plan and execute the tasks required to design, develop, test & implement reporting	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Office Furniture, Computer, Cell Phone, Desk, Chair and office equipment	\$ 5,700.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	1,683.72
<i>Total:</i>	\$ 7,383.72


SECTION IV: JUSTIFICATION/JOB DESCRIPTION

There is an increased demand for dashboards, complex reports, data analysis, and data integrations from all city departments. A BIA can provide valuable support for the City by analyzing data from various sources, monitoring KPIs, forecasting future trends, and identifying process inefficiencies. Additionally, this position can act as a backup to the DBA functions performed by the Assistant Director, IT, and current BIA II.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 122,754.20 Related Expenses Total: \$ 7,383.72 **Grand Total: \$ 130,137.92**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included

Department Head Signature:  Date: 2023.03.30
Bill Jones - Chief Information Officer 11:04:17 -04'00' Date: 3/8/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/19/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 22/23

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: UTILITY LOCATOR Proposed Start Date: 10/01/2023
 Hiring Department/Division: IT / 1320 Reports to: Megan Maguire/ Lee Dearlove
 Base Annual Salary: \$ 45,191.21 Number of hours per week: 40
(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,801.86</u>	Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	<u>655.27</u>	
Retirement - 11.4%:	<u>5,151.80</u>	
Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/> Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)		
<small>(12% or 11.70%, depending on bargaining group)</small>		
Medical:	<u>\$ 21,050.00</u>	
Total Salary & Benefits:	<u>\$ 74,850.14</u>	

Existing Classification: Yes [Grade 8] No [Preliminary HR Grade ____]
 Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Perform locations of the City's fiber systems and appurtenances	50
2) Operate necessary electronic and manual equipment needed to do locates	20
3) Prepare electronic as-built drawings, surveys, and/or computer-generated drawings	15
4) Perform routine maintenance and minor repairs on equipment.	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
Operating:	Computer, Cell Phone, AirCard, FirstNet	\$ 5,700.00
Capital Outlay:	Explorer, Locate Equipment	56,610.49
Software & Hardware IT Budget	Software and hardware	1,683.72
Total:		\$ 63,994.21

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the expansion of our fiber network along with outside companies expanding their fiber network and other utility infrastructure, it is creating a larger workload on our City Locate Team. Currently locates are called in via the 811 service. From there they are delegated to the correct team; in the instance of fiber – Locates are performed by Public Works - traffic division. There currently is one member of staff in this position they are conducting multiple locates per day through-out the whole City, and in the past Fiscal Year they have conducted 82 hours of Overtime – costing the City \$3,887.53. Even with the overtime it is not enough for one team member to keep up with the increasing demand.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 74,850.14 Related Expenses Total: \$ 63,994.21 **Grand Total: \$ 138,844.35**
 Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Bill Jones* Date: 2023.03.30
Bill Jones - Chief Information Officer 14:03:30 -04'00' Date: 3/30/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____
5/19/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 22/23

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: UTILITY LOCATOR Proposed Start Date: 10/01/2023

Hiring Department/Division: IT / 1320 Reports to: Megan Maguire/ Lee Dearlove

Base Annual Salary: \$ 45,191.21 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,801.86
Medicare - 1.45%:	655.27
Retirement - 11.4%:	5,151.80

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 74,850.14

Existing Classification: Yes [Grade 8] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Perform locations of the City's fiber systems and appurtenances	50
2) Operate necessary electronic and manual equipment needed to do locates	20
3) Prepare electronic as-built drawings, surveys, and/or computer-generated drawings	15
4) Perform routine maintenance and minor repairs on equipment.	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
Operating:	Computer, Cell Phone, AirCard, FirstNet	\$ 5,700.00
Capital Outlay:	Explorer, Locate Equipment	56,610.49
Software & Hardware IT Budget	Software and hardware	1,683.72
Total:		\$ 63,994.21

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the expansion of our fiber network along with outside companies expanding their fiber network and other utility infrastructure, it is creating a larger workload on our City Locate Team. Currently locates are called in via the 811 service, From there they are delegated to the correct team; in the instance of fiber - Locates are performed by Public Works - traffic division. There currently is one member of staff in this position they are conducting multiple locates per day through-out the whole City, and in the past Fiscal Year they have conducted 82 hours of Overtime - costing the City \$3,887.53. Even with the overtime it is not enough for one team member to keep up with the increasing demand.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 74,850.14 Related Expenses Total: \$ 63,994.21 **Grand Total: \$ 138,844.35**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 2023.03.30
Bill Jones - Credit Information Officer 14:03:30 -04'00' Date: 3/30/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

City Manager Signature: Date: 5/31/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Financial Specialist Proposed Start Date: October 1, 2023

Hiring Department/Division: IT / 1320 Reports to: Megan Maguire

Base Annual Salary: \$ 47,450.84 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,941.95</u>	Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	<u>688.04</u>	
Retirement - 11.4%:	<u>5,409.40</u>	
(12% or 11.70%, depending on bargaining group)		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 77,540.23</u>	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 9] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Provides Financial and Admin support by managing IT contracts	25%
2) Review and processes Certificates of Insurance form for IT vendors	25%
3) Review and processes grant paperwork for IT specific grants	25%
4) Assists with inventory reports and tracks financials for CIP and operational contracts	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Computer, Cell Phone, Desk, Chair & Office Equipment	\$ 5,700.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> Software and Hardware	1,683.72
<i>Total:</i>	\$ 7,383.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The decentralization of contractual duties and insurance to the IT staff has led to a significant increase in the volume of work orders and invoicing. Given these circumstances, it has become apparent that our team requires additional support to manage our financial responsibilities effectively.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 77,540.23 Related Expenses Total: \$ 7,383.72 Grand Total: \$ 84,923.95

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 2023.03.30
Bill Jones - Chief Information Officer 11:05:09 -04'00' Date: 3/30/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23-24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Applications Support Specialist Proposed Start Date: 10/01/2023

Hiring Department/Division: IT / 1320 Reports to: Wayne Clay

Base Annual Salary: \$ 70,106.67 Number of hours per week: 40
(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>4,346.61</u>	Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	<u>1,016.55</u>	
Retirement - 11.4%:	<u>7,992.16</u>	
<small>(12% or 11.70%, depending on bargaining group)</small>		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 104,511.99</u>	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 17] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Resolve technical issues, providing reporting, & assisting users with Kronos.	25
2) Optimize application performance & maintenance activities to insure quality service.	25
3) Manage application patching, upgrades, migrations and deployments.	25
4) Responds to & resolves user issues/questions. involving research of system.	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Computer, Cell Phone, Desk, Chair & Office Equipment	\$ 5,700.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> Software and hardware	1,683.72
<i>Total:</i>	\$ 7,383.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The amount of devices the City uses has increased by 20% in the past two years, we need this position in order to maintain the current level of service provided and to increase turn-around of application support and mobile devices. Kronos is a critical and complex system and requires a high level of user support within the City. This position will provide overlap support in several critical areas to ensure support staff availability.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 104,511.99 Related Expenses Total: \$ 7,383.72 Grand Total: \$ 111,895.71

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Bill Jones* Date: 2023.03.30
Bill Jones - Chief Information Officer 11:07:29 -04'00' Date: 3/30/2023

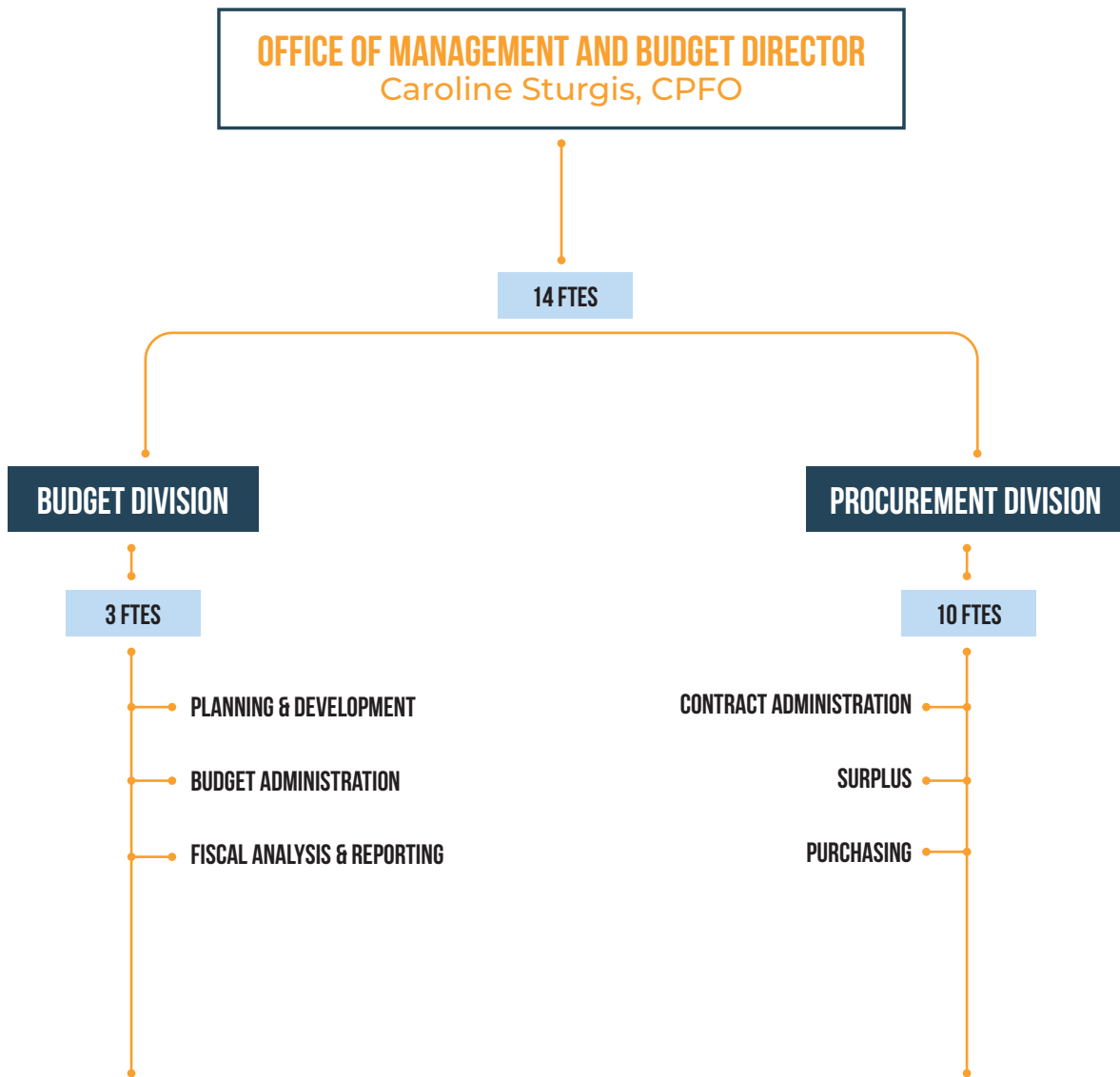
SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.





OFFICE OF MANAGEMENT AND BUDGET

Division #1330

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The Office of Management and Budget (OMB) provides oversight for the effective management and development of the City's annual budget and performs necessary monitoring of appropriations and management analysis. The OMB also provides a professional purchasing system for the procurement of all goods and services required by City departments in a manner that maximizes the purchasing value of public funds. In a spirit of excellence, integrity, dedication, and innovation we are committed to providing timely, accurate, and transparent information to support City departments, residents, vendors, and the community at large.



Top Goal: High-Performing Organization

The OMB Strategic Operations Plan is our roadmap for the next five years to make progress on the City's vision of a safe, beautiful, and prosperous City for all people. It is a living document that evolves to address Port St. Lucie's changing needs, City Council policy and strategic plan priorities and technological advances. The plan sets goals that tell us where we need to focus our efforts. We identified specific initiatives to help us reach our goals. From there, we developed key performance indicators, so we can track our progress.

Specifically, the Department's Strategic Operations Plan focuses on eight major initiatives:

1. **Transform the City's contracts management system.**
2. **Enhance the City's procurement internal control systems.**
3. **Automate production of the budget book.**
4. **Align the budget development and strategic planning process.**
5. **Expand community engagement during the budget process.**
6. **Streamline the capital planning and budget process.**
7. **Launch a bid and proposal management system.**
8. **Implement a vendor self-service system.**

While these are the eight major initiatives for the foreseeable five-year planning horizon which OMB believes will best assist in meeting the City Council's goal of being a high performing government organization, staff will continue to actively look for ways to reduce the millage and reduce the debt.

FY 2023/24 Priority Projects

- Continue aligning the budget development and strategic planning processes.
- Increase utilization of Contracts Management system through training and reporting.
- Enhance community engagement during the budget process.
- Produce monthly financial/forecasting reports.

- Expand training for City departments on budget proposals, including line-item details and requests for new staff.
- Expand training opportunities on procurement policies and procedures for employees and vendors, including onboarding and routine refreshers.
- Seek opportunities to reduce the millage rate and long-term debt.
- Continue to strengthen procurement internal controls, including review and update of City Code of Ordinances for purchasing, and Procurement Management Division procurement policies and procedures.
- Continue implementation and utilization CaseWare program for budget book automation.
- Deploy technology to streamline and automate the capital budget process.
- Continue budget storytelling that is transparent and accountable to our residents.
- Continue to utilize and implement new modules within MUNIS to capitalize on the available technology to improve operations, increase accuracy, and enhance financial transparency: vendor self-service, and the bid module.
- Develop an intake and workflow dashboard to support management of procurement division’s performance.
- Prioritize succession planning for the office.

CITY OF PORT ST. LUCIE OFFICE OF MANAGEMENT & BUDGET FY 2023/24 KEY PERFORMANCE INDICATORS AND SCORECARD

BUDGET DIVISION KEY PERFORMANCE INDICATORS

	City Council Strategic Goal (s)	Key Performance Indicators	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
EFFECTIVENESS MEASURES	7	Revenue forecast accuracy (% variance from budget)	New	New	2%	5%	2%	2%
	7	The National Employee Survey (NES)*: employee rating of quality of budget services overall	New	New	New	New	76% (FY 2023 Results)	76%

PROCUREMENT DIVISION KEY PERFORMANCE INDICATORS

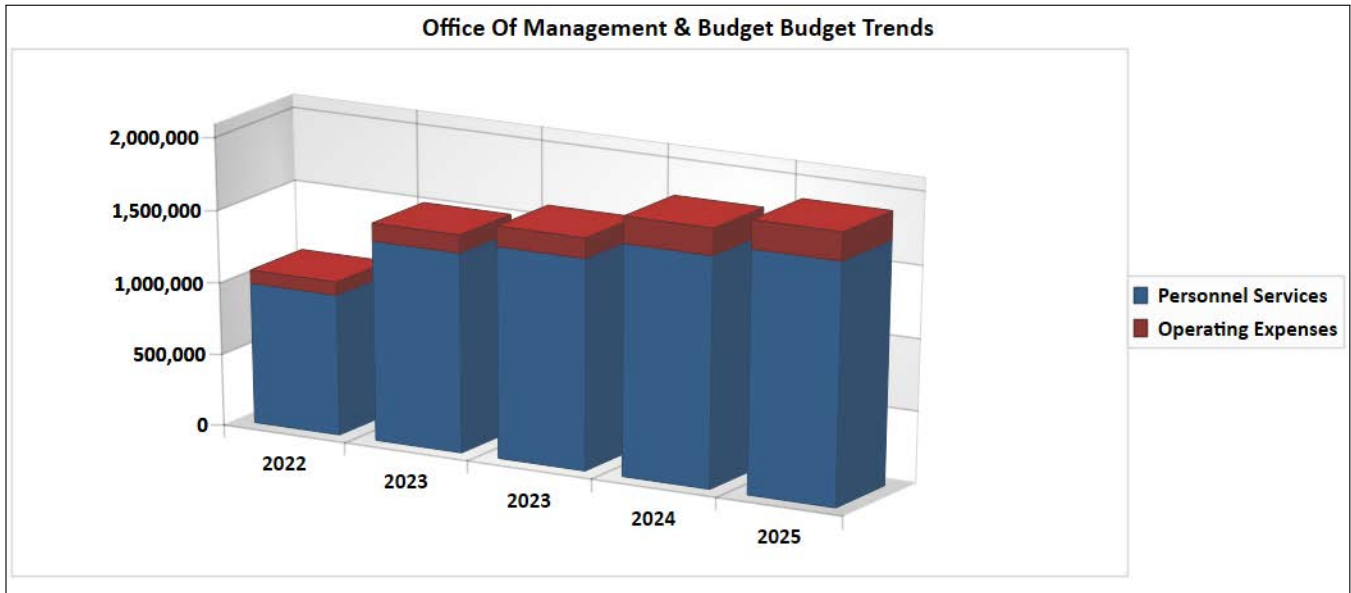
	City Council Strategic Goal(s)	Key Performance Indicators	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	7	Number Bids/Solicitations Issued	126	128	140	120	140	140
	7	Number of Purchase Orders entered into Munis	708	704	750	799	750	750
	7	Number of Contracts / Purchase Orders entered into Munis	New	New	New	New	New	200
EFFECTIVENESS MEASURES	7	NES)*: % of respondents rating Purchasing/Procurement services overall excellent or good	72%	83%	83%	81%	78%↑ (FY 2023 Results)	85%

	7	Internal Customer Survey: % of respondents rating satisfied or very satisfied with Procurement's ability to work with departments as partners by understanding their needs and working with them toward common goals	New	New	New	83.9%	85%	85%
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*Percent approval rating from the annual National Employee Survey™ for Port St Lucie. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
OFFICE OF MANAGEMENT & BUDGET - 001.1330
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 981,073	\$ 1,390,570	\$ 1,471,583	\$1,609,702	219,132	15.76 %	\$ 1,691,057
Operating Expenses	90,019	122,178	138,566	183,495	61,317	50.19 %	194,892
Capital Outlay	-	-	-	-	-	- %	2,060
Total	\$ 1,071,092	\$ 1,512,748	\$ 1,610,149	\$1,793,197	280,449	18.54 %	\$ 1,888,009

STAFFING SUMMARY: 11 13 13 14

CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
OFFICE OF MANAGEMENT & BUDGET - 001.1330

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 717,870	\$ 974,099	\$ 1,055,112	\$ 1,118,074	\$ 143,975	14.78 %	1	\$ 1,173,978
Overtime	437	2,000	2,000	2,000	-	- %		2,060
F.I.C.A	44,075	57,960	57,960	66,615	8,655	14.93 %	2	69,280
Mandatory Medicare	10,330	13,555	13,555	15,589	2,034	15.01 %	2	16,368
Retirement								
Contributions	79,045	106,508	106,508	131,840	25,332	23.78 %	1	137,114
Life & Health								
Insurance	128,319	234,609	234,609	273,282	38,673	16.48 %	3	289,679
Workmen's								
Compensation	998	1,839	1,839	2,302	463	25.18 %	4	2,578
Total	981,074	1,390,570	1,471,583	1,609,702	219,132	15.76 %		1,691,057
OPERATING EXPENSES:								
Professional Services	5,435	16,000	31,520	15,000	(1,000)	(6.25)%		15,450
Other Contractual								
Services	453	2,720	2,720	3,695	975	35.85 %		3,806
Communications								
Service	3,503	2,954	2,954	3,500	546	18.48 %	5	3,605
Transportation	223	2,086	2,086	500	(1,586)	(76.03)%	6	515
Rentals & Leases-								
Office Equipm	-	1	869	-	(1)	(100.00)%	6	-
Insurance	11,793	-	-	-	-	- %		-
Repair &								
Maintenance-								
Building	453	-	-	-	-	- %		-
Printing & Binding	-	5,241	5,241	5,241	-	- %		5,398
Promotional Activities	826	1,655	1,655	2,050	395	23.87 %	7	2,112
Other Current Charges								
& Obliga	1,778	4,633	4,633	3,070	(1,563)	(33.74)%	8	3,162
Office Supplies	11,172	10,210	10,210	14,000	3,790	37.12 %	9	12,360
Computer Purchases-								
Under \$1000	8,999	6,300	6,300	1,600	(4,700)	(74.60)%	10	9,600
Operating Supplies	29,897	9,652	9,652	82,000	72,348	749.56 %	11	84,460
Books,Subs,Membersh								
ips	6,168	9,297	9,297	7,790	(1,507)	(16.21)%	6	8,024
Training And								
Education	9,318	51,429	51,429	45,049	(6,380)	(12.41)%		46,400
Total Operating	90,018	122,178	138,566	183,495	61,317	50.19 %		194,892
Office Furniture And								
Equipment	-	-	-	-	-	- %		2,060
Total Capital Outlay	-	-	-	-	-	- %		2,060

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
OFFICE OF MANAGEMENT & BUDGET - 001.1330**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Fund Totals	\$ 1,071,092	\$ 1,512,748	\$ 1,610,149	\$ 1,793,197	\$ 280,449	18.54 %		\$ 1,888,009

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes one (1) new position for a Procurement Contract Specialist.
- 2 FICA calculated pre-tax benefits may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in Workmen’s Compensation insurance.
- 5 Includes three new tablets for community engagement to support budget and tax education.
- 6 Budget neutral reallocation.
- 7 Procurement Month activities.
- 8 TRIM Charter Advertisement.
- 9 Increase is due to inflation.
- 10 IT recommended computer replacements includes (1) Laptop.
- 11 CaseWare (Budget Book) licenses & Polco (Community Engagement Tool).

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



**GENERAL FUND #001
OFFICE OF MANAGEMENT & BUDGET - COST CENTER #1330**

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1330 /OMB (1 FTE)				
Procurement Contracts Specialist (Salary and Benefits)	89,060	1	89,060	-
Computer Expense (laptop, docking station, software) (includes IT Budget)	3,684		3,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	92,744		92,744	-
Total FTE Enhancement Requests	92,744		92,744	-
1330/OMB (Operating)				
Software and technology (capital budgeting solution to automate and streamline the current manual CIP process)	50,000	2	50,000	-
Software and technology (Tyler Munis Open Finance that allows residents to understand how public dollars are collected and spent - operating budgets vs	28,000	3	-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	78,000		50,000	-
Total Operating	78,000		50,000	-
1330/OMB (Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	170,744		142,744	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 2024

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Procurement Contracts Specialist Proposed Start Date: October 1, 2023

Hiring Department/Division: OMB Reports to: Procurement Contracts Manager

Base Annual Salary: \$ 57,127.55 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	3,541.91
Medicare - 1.45%:	828.35
Retirement - 11.4%:	6,512.54
(12% or 11.70%, depending on bargaining group)	
Medical:	\$ 21,050.00
Total Salary & Benefits:	\$ 89,060.35

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 13] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Monitors dept buyers purchasing activities & performance contracts for compliance.	30
2) Maintains contracts management database and generates performance reports.	30
3) Validates documents for contract execution & communicates w/ responsible parties.	25
4) Provides instructions to departments on City procurement rules & guidelines.	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Professional membership & development, office supplies and furniture	\$ 2,000.00
Capital Outlay:	0.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 3,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position will be responsible for technical and clerical work assisting in the administration and execution of all City procurement contracts. With the launch of the contracts management solution in the fall of 2022, we are in need of additional support for efficient management of all City contracts, provide technical support for department buyers, and ensure utilization of the contracts management database. Collectively, these measures will help enhance the overall effectiveness of the organization's procurement performance.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 89,060.35 Related Expenses Total: \$ 3,683.72 Grand Total: \$ 92,744.07

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Caroline Sturgis Date: April 3, 2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

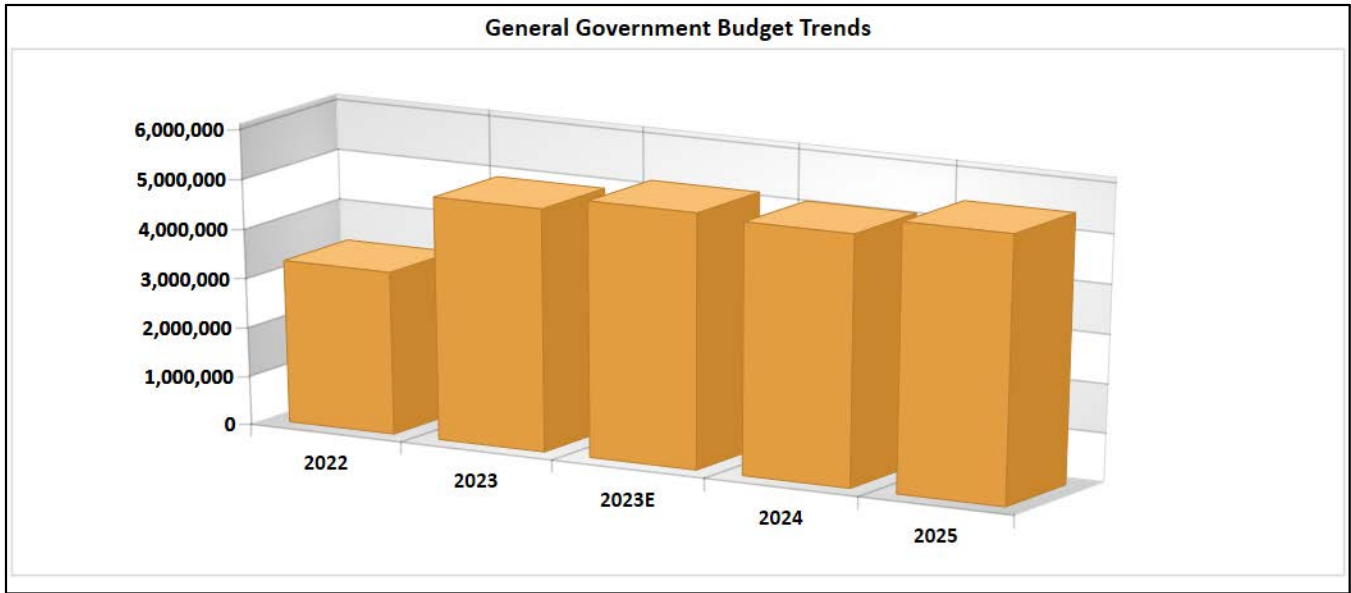
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Handwritten Signature]
5/17/23

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
GENERAL GOVERNMENT - 001.1900
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Operating Expenses	\$ 3,316,877	\$ 4,934,435	\$ 5,195,600	\$5,122,102	187,667	3.80 %	\$ 5,467,902
Capital Outlay	693,287	-	9,355	-	-	- %	-
Debt	83,199	-	-	-	-	- %	-
Fund Transfers	339	-	-	-	-	- %	-
Total	\$ 4,093,702	\$ 4,934,435	\$ 5,204,955	\$5,122,102	\$ 187,667	3.80 %	\$ 5,467,902

STAFFING SUMMARY:

Full Time Equivalents

CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
GENERAL GOVERNMENT - 001.1900

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
OPERATING EXPENSES:								
Professional Services	\$ 797,241	\$ 407,937	\$ 674,877	\$ 495,708	\$ 87,771	21.52 %	1	\$ 510,579
Accounting And Auditing	6,125	-	-	-	-	- %		-
Other Contractual Services	539,145	452,040	461,449	700,240	248,200	54.91 %	2	721,247
Communications Service	10,618	10,500	10,500	11,100	600	5.71 %		11,433
Transportation	5,360	11,119	11,119	11,119	-	- %		11,453
Electricity (Fpl)	194,988	175,000	175,000	206,000	31,000	17.71 %	3	212,180
Water	20,615	27,480	27,480	27,480	-	- %		28,304
Sewer	10,338	16,840	16,840	16,840	-	- %		17,345
Cable	7,782	10,020	10,020	10,020	-	- %		10,321
Rentals & Leases-Buildings	-	1,000	1,000	1,000	-	- %		1,030
Rentals & Leases-Equipment	199,665	-	-	-	-	- %		-
Insurance	133,028	610,216	610,216	191,106	(419,110)	(68.68)%	4	204,483
Repair & Maintenance-Building	2,519	20,000	20,000	20,000	-	- %		20,600
Repair & Maintenance-Equipment	-	80,000	80,000	80,000	-	- %		82,400
Printing & Binding	373	20,000	20,000	20,000	-	- %		20,600
Promotional Activities	361,277	381,600	381,600	496,600	115,000	30.14 %	5	511,498
Other Current Charges & Obliga	1,010,882	2,578,274	2,551,173	2,702,480	124,206	4.82 %	6	2,967,646
Office Supplies	-	53,000	64,917	53,000	-	- %		54,992
Operating Supplies	2,202	29,910	29,910	29,910	-	- %		30,807
Books,Subs,Memberships	6,718	49,499	49,499	49,499	-	- %		50,984
Training And Education	8,000	-	-	-	-	- %		-
Total Operating Expenses	3,316,876	4,934,435	5,195,600	5,122,102	187,667	3.80 %		5,467,902

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
GENERAL GOVERNMENT - 001.1900

	AUDITED 2022	BUGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
CAPITAL OUTLAY:								
Improvements O/T								
Buildings	693,287	-	9,355	-	-	-	%	-
Total Capital Outlay	693,287	-	9,355	-	-	-	%	-
Principal	82,396	-	-	-	-	-	%	-
Interest	803	-	-	-	-	-	%	-
Total Debt	83,199	-	-	-	-	-	%	-
Depreciation	339	-	-	-	-	-	%	-
Total Non-Operating	339	-	-	-	-	-	%	-
Fund Totals	\$ 4,093,701	\$ 4,934,435	\$ 5,204,955	\$ 5,122,102	\$ 187,667	3.80 %		\$ 5,467,902

Notes:

- 1 Increase for miscellaneous consulting firms, leadership training, My Sidewalk and \$75K for Federal Lobbyist.
- 2 Increase for janitorial contract, services for lawn maintenance at City Hall, reallocated \$85K for maintenance of City Center Property and added \$48k Cleaning of the City Center property.
- 3 Based on usage.
- 4 Changes in liability insurance (general, auto, property).
- 5 Increase for additional holiday lights that Council approved on 3.20.2023 (\$465K).
- 6 Increased for a debt payment (Property Tax - Escheated Property, Ad Valorem and Stormwater).

CITY ATTORNEY
James Stokes

18 FTES

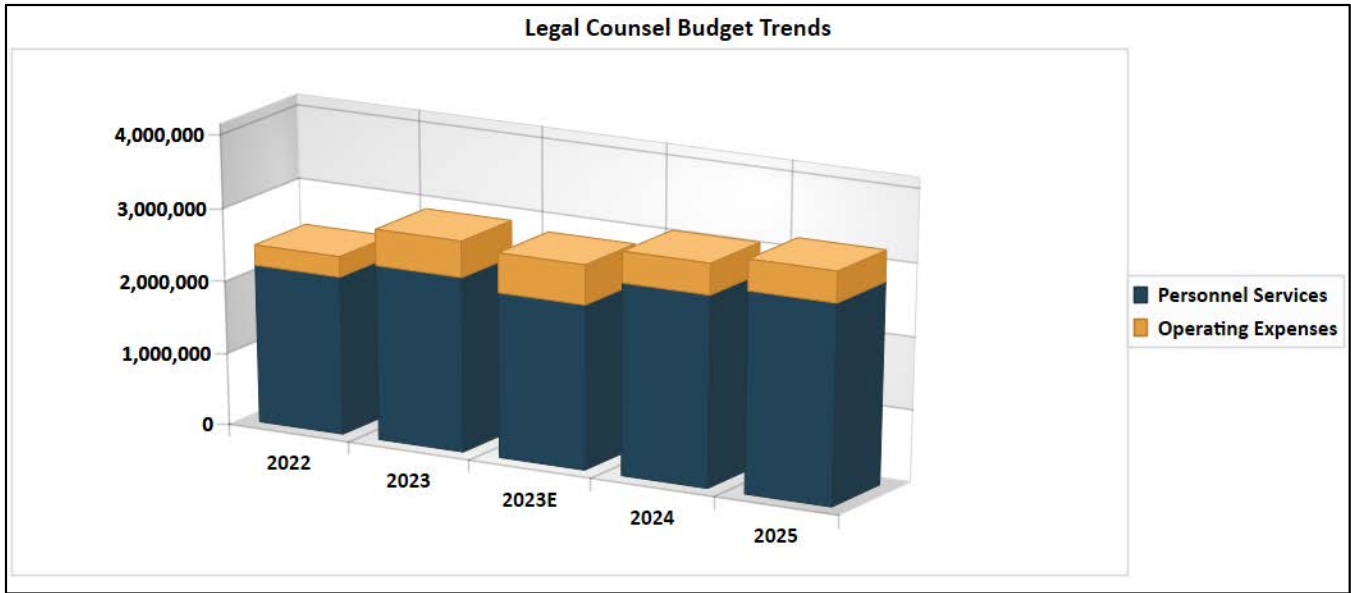
**SENIOR DEPUTY
CITY ATTORNEYS**

4 FTES

13 FTES

- LAW CLERK
- PARALEGAL DUTIES
- CONTRACTS
- VENDORS
- ACCOUNTING

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
LEGAL COUNSEL - 001.1400
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 2,189,171	\$ 2,419,161	\$ 2,283,584	\$2,655,863	\$ 236,702	9.78 %	\$ 2,787,973
Operating Expenses	278,755	494,650	544,650	428,502	(66,148)	(13.37)%	427,205
Capital Outlay	-	4,280	4,280	-	(4,280)	(100.00)%	-
Debt	3,742	-	-	-	-	- %	-
Total	\$ 2,471,668	\$ 2,918,091	\$ 2,832,514	\$3,084,365	\$ 166,274	5.70 %	\$ 3,215,178

STAFFING SUMMARY:

Full Time Equivalents	16.50	18.00	18.00	18.00
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CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
LEGAL COUNSEL - 001.1400

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	NOTES	PROJECTED 2025
PERSONNEL SERVICES:								
Salaries And Wages	\$ 1,675,442	\$ 1,804,433	\$ 1,668,856	\$ 1,952,783	\$ 148,350	8.22 %	1	\$ 2,050,422
Overtime	1,475	8,263	8,263	8,263	-	- %		8,511
F.I.C.A	92,432	105,166	105,166	113,687	8,521	8.10 %		118,234
Mandatory Medicare	23,648	25,453	25,453	27,568	2,115	8.31 %		28,946
Retirement								
Contributions	193,944	216,654	216,654	222,350	5,696	2.63 %		231,244
Life & Health								
Insurance	200,505	233,826	233,826	305,536	71,710	30.67 %	2	323,868
Other Post								
Employment Benefits	-	22,326	22,326	22,326	-	- %		22,996
Workmen's								
Compensation	1,725	3,040	3,040	3,350	310	10.20 %	3	3,752
Total	2,189,171	2,419,161	2,283,584	2,655,863	236,702	9.78 %		2,787,973
OPERATING EXPENSES:								
Professional Services	91,663	275,000	325,000	200,000	(75,000)	(27.27)%	4	206,000
Court Reporter								
Services	2,271	3,748	3,748	3,748	-	- %		3,860
Other Contractual								
Services	1,918	2,729	2,729	2,729	-	- %		2,811
Gas & Oil	88	-	-	2,500	2,500	- %	5	2,575
Travel And Per Diem	2,772	-	-	-	-	- %		-
Communications								
Service	16,226	15,750	15,750	15,750	-	- %		16,223
Transportation	1,269	1,167	1,167	1,202	35	3.00 %		1,238
Cable	-	59	59	61	2	3.39 %		63
Rentals & Leases-								
Equipment	13,597	-	-	-	-	- %		-
Insurance	24,125	-	-	-	-	- %		-
Repair & Maintenance-								
Building	8,697	1,092	1,092	1,092	-	- %		1,125
Repair & Maintenance-								
Office Eq	-	2,140	2,140	2,204	64	2.99 %		2,270
Printing & Binding	1,032	2,335	2,335	2,405	70	3.00 %		2,477
Other Current Charges								
& Obliga	6,295	2,335	2,335	2,405	70	3.00 %		2,477
Office Supplies	20,222	32,900	32,900	37,645	4,745	14.42 %	6	24,622
Operating Supplies	7,390	34,950	34,950	34,950	-	- %		35,999
Books,Subs,Membersh								
ips	57,340	45,545	45,545	46,911	1,366	3.00 %		48,318
Training And								
Education	23,850	74,900	74,900	74,900	-	- %		77,147

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
LEGAL COUNSEL - 001.1400**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Total Operating Expenses	278,755	494,650	544,650	428,502	(66,148)	(13.37)%		427,205
CAPITAL OUTLAY:								
Office Furniture And Equipment	-	1,605	1,605	-	(1,605)	(100.00)%	7	-
Computers & Computer Hardware	-	2,675	2,675	-	(2,675)	(100.00)%	7	-
Total Capital Outlay	-	4,280	4,280	-	(4,280)	(100.00)%		-
Principal	3,686	-	-	-	-	- %		-
Interest	56	-	-	-	-	- %		-
Total Debt	3,742	-	-	-	-	- %		-
Fund Totals	<u>\$ 2,471,668</u>	<u>\$ 2,918,091</u>	<u>\$ 2,832,514</u>	<u>\$ 3,084,365</u>	<u>\$ 166,274</u>	<u>5.70 %</u>		<u>\$ 3,215,178</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023.
- 2 Health Insurance varies based on employee elections.
- 3 Changes in Workmen’s Compensation insurance.
- 4 Adjusted by \$75K due to annual savings.
- 5 Increased for the department's new vehicle.
- 6 IT recommended computer replacements - (7) Laptops and (1) Desktop.
- 7 Changes due to one-time capital outlay purchases in FY23.

PLANNING & ZONING DIVISION DIRECTOR
Mary F. Savage-Dunham

16.80 FTES

- IMPACT/MOBILITY FEES
- INSPECTIONS
- LAND DEVELOPMENT REGULATIONS
- LONG RANGE PLANNING
- MOBILITY/TRANSPORTATION PLANNING
- PERMITTING
- ART IN PUBLIC PLACES
- CODE COMPLIANCE LIAISON
- COMPREHENSIVE PLAN
- CONSERVATION LANDS MANAGEMENT
- DEVELOPMENT REVIEWS
- ECONOMIC DEVELOPMENT
- ENVIRONMENTAL PLANNING
- PROJECT MANAGEMENT
- SPECIAL PROJECTS & STUDIES
- STRATEGIC PLANNING
- ZONING VERIFICATIONS
- ADMINISTRATION



PLANNING & ZONING DEPARTMENT

Fund #150000

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The mission of the Planning & Zoning Department is to work toward shaping the future built environment to ensure it contributes to a prosperous, sustainable and beautiful City for all people. The values of the Planning and Zoning Department are centered on a high ethical standard, accountability, customer service and educating both the public and applicants on the City's codes and development standards to achieve a high quality of life for the citizens of the City of Port St. Lucie.

FY 2022/23 Planning Department Goals & Initiatives

The Planning & Zoning Department has developed a five-year Strategic Operations Plan in alignment with the City's Strategic Plan. The work of the Planning & Zoning Department advances the City of Port St. Lucie's Strategic Plan goals of a **Safe, Clean and Beautiful** City, fosters **Vibrant Neighborhoods**, supports a **Diverse Economy and Employment Opportunities**, contributes to providing cultural elements of the **Culture, Nature and Fun Activities** strategic goal, ensures **High Quality Infrastructure and Facilities** and contributes to a **High-Performing Government Organization**.



Goals outlined in the Planning & Zoning Department FY 22/23 to FY 26/27 Strategic Operations Plan include:

Strengthen the City's Core Neighborhoods. This year's priorities will be:

- Analyze the City's Land Use Inventory.
- Compare residential population growth by planning area versus available and projected quantities of non-residential development (e.g., commercial, office, industrial), include quantities and proximity of active and passive recreational and civic use.
- Develop land use ratio targets for City by planning area
- Recalibrate Land Development Code to Support Adaptive Reuse & Infill (focus on townhouse).
- Create City Core Strategy Team.

Second – We will make an impact on High Quality Infrastructure, Facilities, and Safe, Clean and Beautiful, and Vibrant Neighborhoods by:

Implementing Next-Gen Mobility Planning and Complete Streets.

The Planning and Zoning Department will serve as the project lead for the Multimodal Plan and Mobility Plan. The goal of these projects is to provide the City Council and residents with a clear plan for transportation mobility improvements that will improve safety, related landscaping, multimodal opportunities, and include funding estimates and sources. This year's priorities will be:

- Implement the 2045 Mobility Plan and Fee. Provide updates to City Manager quarterly.
- Review and recommend revisions to the Code which encourage multimodal development or redevelopment; and
- Prepare for long-range mobility solutions by proposing planning studies; and
- Foster an environment of coordination between city departments, towards the common goal of enhanced mobility, by hosting monthly Multimodal Team meetings; and
- Complete Corridor Study with Treasure Coast Regional Planning Council.
- Maintain the City's Development and Impact Fee Schedule.
- Advance the City's Complete Street Transportation Network.
- Measure the impacts of multimodal improvement through infrastructure improvements and citizen input.

Third – We'll move forward Safe, Clean and Beautiful, Nature and Fun Activities, and Vibrant Neighborhoods by:

Special Project Implementation. This year's priorities will be:

- Implementation of Southern Grove Master Plan.
- Participate in the City Center Master Plan Process.
- Complete the Gatlin Blvd. Corridor Plan.
- Support the Towne Center Plan and Port District Redevelopment Projects.
- Complete the Boundary and Annexation Study.
- Begin the update of the City's Comprehensive Plan.

Implementing the Public Arts Master Plan. This year's priorities will be:

- Streamline process for artist selection.
- Implement a maintenance plan for all public art owned by the City.
- Develop an annual work plan, consistent with the adopted Public Art Master Plan and available funding.

Advancing the City's Sense of Place Through Placemaking and High-Performance Public Spaces:

- Developing Prioritized Gateway Enhancements.
- Developing a program for maintaining city owned conservation lands.
- Assist HPPS Team with development of master plans for HPPS sites.
- Advance Environmental Review & Landscape Plan Compliance.

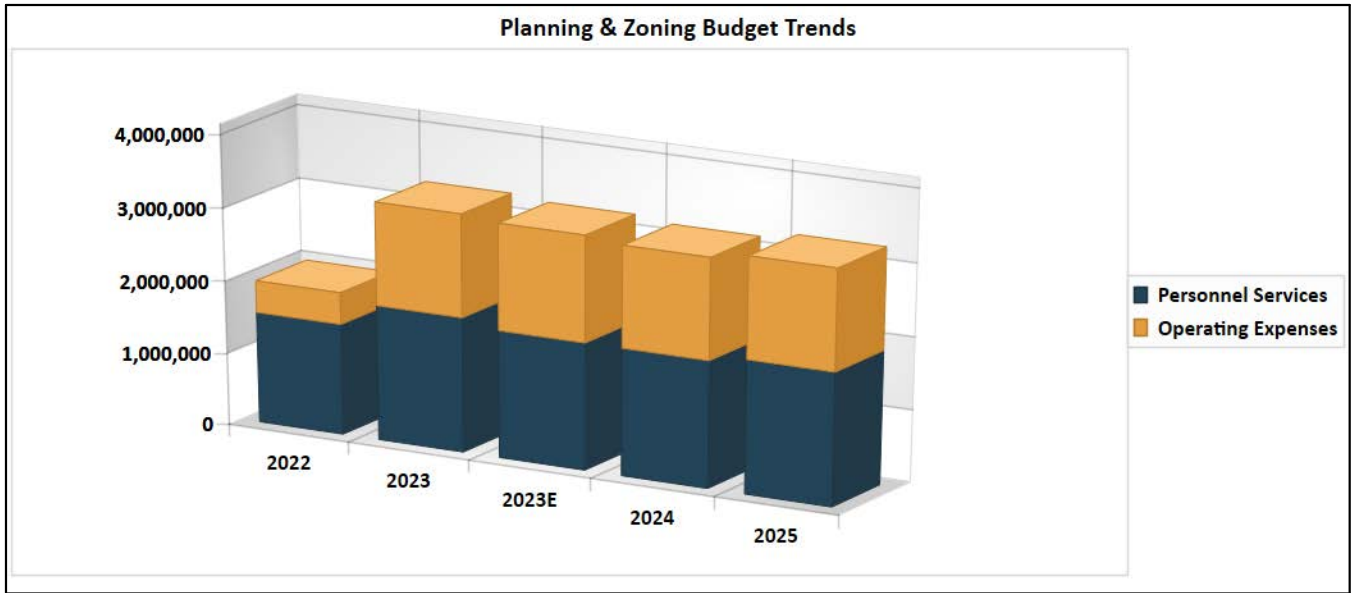
CITY OF PORT ST. LUCIE PLANNING & ZONING DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goal(s)	Key Performance Indicators	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Goal 7, High Performing Government Organization	Number of comprehensive plan amendments and DRIs reviewed (including amendments & annual reports)	18	16	12	21	12	12
	7	Number of site plan, subdivision plan and model home applications reviewed	153	155	125	266	137	140
	7	Number of sign permits reviewed and approved	373	229	100	280	100	125
	7	Number of zoning compliance reviewed and approved	308	387	300	487	300	325
	3	Number of community engagement opportunities	3	8	10	16	10	12
	EFFECTIVENESS MEASURES	7	Percentage of staff with advanced professional certification	62%	63%	75%	55%	75%
7		*NCS™: Quality of new development	63% ↔	63% ↔	65%	61% ↔	50% ↔ (2023 Result)	55%
7		*NCS™: Well-planned commercial growth	N/A	37% ↔	57%	42% ↔	33% ↔ (2023 Result)	40%

*Percent of respondents rating serve as excellent or good from the annual National Community Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PLANNING & ZONING - 001.1500
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 1,534,257	\$ 1,866,998	\$ 1,763,099	\$1,764,496	\$ (102,502)	(5.49)%	\$ 1,853,228
Operating Expenses	437,313	1,413,303	1,462,514	1,396,786	(16,517)	(1.17)%	1,400,325
Capital Outlay	-	2,000	2,000	-	(2,000)	(100.00)%	-
Total	\$ 1,971,570	\$ 3,282,301	\$ 3,227,613	\$3,161,282	\$ (121,019)	(3.69)%	\$ 3,253,553

STAFFING SUMMARY:

Full Time Equivalents	15.80	15.80	15.80	16.80
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CAPITAL OUTLAY: N/A

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PLANNING & ZONING - 001.1500

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 1,114,587	\$ 1,324,960	\$ 1,221,061	\$ 1,245,657	\$ (79,303)	(5.99)%	1	\$ 1,307,940
Overtime	16,427	8,560	8,560	8,560	-	- %		8,817
F.I.C.A	66,925	76,876	76,876	73,835	(3,041)	(3.96)%		76,788
Mandatory Medicare	15,821	18,404	18,404	17,269	(1,135)	(6.17)%		18,132
Retirement								
Contributions	119,792	152,782	152,782	120,764	(32,018)	(20.96)%	2	125,595
Life & Health								
Insurance	199,232	264,280	264,280	277,014	12,734	4.82 %	3	293,635
Other Post								
Employment Benefits	-	18,266	18,266	18,266	-	- %		18,814
Workmen's								
Compensation	1,473	2,870	2,870	3,131	261	9.09 %	4	3,507
Total	1,534,257	1,866,998	1,763,099	1,764,496	(102,502)	(5.49)%		1,853,228
OPERATING EXPENSES:								
Professional Services	133,852	549,360	550,975	524,000	(25,360)	(4.62)%	5	539,720
Other Contractual								
Services	137,111	726,446	774,042	721,946	(4,500)	(0.62)%	6	710,604
Gas & Oil	102	-	-	-	-	- %		-
Repairs &								
Maintenance-Vehicle	441	430	430	2,253	1,823	423.95 %	7	2,366
Fleet Maintenance-								
Non Contract	118	-	-	-	-	- %		-
Travel And Per Diem	356	-	-	-	-	- %		-
Communications								
Service	8,871	10,680	10,680	15,856	5,176	48.46 %	8	16,332
Transportation	4,225	8,400	8,400	8,652	252	3.00 %		8,912
Electricity (Fpl)	8,701	5,284	5,284	5,474	190	3.60 %		5,638
Rentals & Leases-								
Buildings	12,240	12,852	12,852	13,237	385	3.00 %		13,634
Rentals & Leases-								
Equipment	5,666	-	-	-	-	- %		-
Rentals & Leases-								
Office Equipm	-	9,630	9,630	9,630	-	- %		9,919
Insurance	10,553	-	-	4,916	4,916	- %	9	5,386
Repair & Maintenance-								
Building	2,640	-	-	-	-	- %		-
Repair & Maintenance-								
Office Eq	2,008	5,100	5,101	5,253	153	3.00 %		5,411
Printing & Binding	3,133	3,161	3,161	3,225	64	2.02 %		3,322
Promotional Activities	3,378	300	300	2,000	1,700	566.67 %	10	2,060
Other Current Charges								
& Obliga	32,303	27,825	27,825	15,682	(12,143)	(43.64)%	11	16,152

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PLANNING & ZONING - 001.1500**

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Office Supplies	40,104	22,110	22,110	28,870	6,760	30.57 %	12	24,003
Operating Supplies	12,034	6,120	6,120	7,782	1,662	27.16 %	13	8,015
Books,Subs,Memberships	6,694	7,010	7,010	7,010	-	- %		7,221
Training And Education	12,782	18,595	18,595	21,000	2,405	12.93 %	14	21,630
Total Operating Expenses	437,312	1,413,303	1,462,515	1,396,786	(16,517)	(1.17)%		1,400,325
CAPITAL OUTLAY:								
Office Furniture And Equipment	-	2,000	2,000	-	(2,000)	(100.00)%	15	-
Total Capital Outlay	-	2,000	2,000	-	(2,000)	(100.00)%		-
Fund Totals	<u>\$ 1,971,570</u>	<u>\$ 3,282,301</u>	<u>\$ 3,227,613</u>	<u>\$ 3,161,282</u>	<u>\$ (121,019)</u>	<u>(3.69)%</u>		<u>\$ 3,253,553</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes (1) new Planning Technician position.
- 2 FICA calculated pre-tax benefits expenses and may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in Workmen’s Compensation insurance.
- 5 Comprehensive Plan Update
- 6 Changes related to Public Art implementation and maintenance.
- 7 First Vehicle Services Contract for vehicle maintenance.
- 8 Increase in devices for increased in staffing utilizing budget neutral savings.
- 9 Changes in liability insurance (general, auto, property).
- 10 Increase for Citizen Summit promotional items using budget neutral savings.
- 11 Savings related to credit card processing fee charges . Utilizing savings for budget neutral items.
- 12 IT recommended computer replacement of (8) laptops.
- 13 Change based on usage and new full-time employees.
- 14 Changes related to National Association for Public Art Conference or FL Association for Public Art Conference and American Institute of Certified Planners Exam so Planners can obtain their certification.
- 15 Budget neutral changes - FY23 budgeted expense in Capital Outlay was an operating expense.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001 PLANNING & ZONING - COST CENTER #1500

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1500/ Planning & Zoning (0.5/FTE)				
Administrative Assistant - Part Time	21,148	1	-	-
Operating Expense	-		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	22,832		-	-
1500/ Planning & Zoning ((1/FTE)				
Planning Technician	72,628	2	72,628	-
Operating Expense	1,328		1,328	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	75,640		75,640	-
Total FTE Enhancement Requests	98,472		75,640	-
1500/ Planning & Zoning ((Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
1500/ Planning & Zoning ((Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	98,472		75,640	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Planning Technician Proposed Start Date: 10/01/2023

Hiring Department/Division: Planning and Zoning Reports to: Assistant Director

Base Annual Salary: \$ 43,324.81 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,686.14
Medicare - 1.45%:	628.21
Retirement - 11.4%:	4,939.03

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 72,628.19

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes (Grade 10) No (Preliminary HR Grade)

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) reviews and approves sign permits & occupancies	30
2) assists public and serves as POD	50
3) performs mapping work	5
4) other duties as assigned	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating:	\$ 1,328.01
Capital Outlay:	0.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 3,011.73

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position performs technical work assisting customers and staff with planning research and permitting issues. Processes sign permits and occupancies and other support functions to enable planners to work on more technical matters.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 72,628.19 Related Expenses Total: \$ 3,011.73 Grand Total: \$ 75,639.92

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Mary Savage-Dunham *Mary Savage-Dunham* Date: 4/20/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

Approved
5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Planning Technician

Proposed Start Date: 10/01/2023

Hiring Department/Division: Planning and Zoning

Reports to: Assistant Director

Base Annual Salary: \$ 43,324.81

Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,686.14

Total Number of Positions Requested: 1

Medicare - 1.45%: 628.21

Retirement - 11.4%: 4,939.03

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 72,628.19

Existing Classification: Yes [Grade 10]

No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) reviews and approves sign permits & occupancies	30
2) assists public and serves as POD	50
3) performs mapping work	5
4) other duties as assigned	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating:	\$0.00
Capital Outlay:	0.00
Software & Hardware IT Budget <u>Bluebeam, Adobe Pro</u>	3,011.73
Total:	\$3,011.73

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position performs technical work assisting customers and staff with planning research and permitting issues. Processes sign permits and occupancies and other support functions to enable planners to work on more technical matters.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 72,628.19 Related Expenses Total: \$ 3,011.73 **Grand Total:** \$ 75,639.92

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Mary Savage-Dunham Date: 4/17/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

ACTING CHIEF OF POLICE
Richard Del Toto

414.23 FTES

MANAGER, PERSONNEL LIAISON

PUBLIC INFORMATION OFFICER

FISCAL MANAGEMENT ADMINISTRATOR

- BUDGET
- EXTRA DUTY EMPLOYMENT
- GRANTS
- PAYROLL

SUPPORT SERVICES BUREAU
ACTING ASSISTANT CHIEF

114.23 FTES

NEIGHBORHOOD POLICING BUREAU
ACTING ASSISTANT CHIEF

223 FTES

CRIMINAL INVESTIGATIONS DIVISION
ACTING COMMANDER

- CRIMINAL INVESTIGATIONS
- CHILD ABDUCTION RESPONSE TEAM (CART)
- COMPUTER/PHONE FORENSICS
- CRIME SCENE
- CRIME STOPPERS
- CYBER CRIMES
- DOMESTIC VIOLENCE/VICTIM ADVOCATE
- ECONOMIC CRIMES
- MISSING PERSONS
- PAWN SHOP COMPLIANCE
- PERSONS CRIMES
- PROPERTY CRIMES
- SEX OFFENDER PROGRAM

ANIMAL CONTROL DIVISION
OPERATIONS MANAGER

COLLECTIVE BARGAINING
NEGOTIATION TEAM

SPECIAL INVESTIGATIONS
DIVISION COMMANDER

- SPECIAL INVESTIGATIONS
- GANG UNIT
- HOMELAND SECURITY
- NARCOTICS
- ORGANIZED CRIME
- INVESTIGATIVE TASK FORCES

OPERATIONS & ADMINISTRATIVE
SUPPORT SERVICES DIVISION

- FACILITIES
- I.T. COORDINATOR
- POLICE PUBLIC SERVICE SECTION
- PURCHASING
- RADIO & FLEET
- RECORDS
- VOLUNTEERS

DISTRICT SUPPORT
DIVISION COMMANDER

- CIVIL CITATION
- CRIME PREVENTION
- CROSSING GUARDS
- EMERGENCY MANAGEMENT
- EXPLORERS
- HONOR GUARD
- MARINE PATROL
- MODEL TRAFFIC STOP PROGRAM
- MOTOR UNIT
- PARKS UNIT
- POLICE ATHLETIC LEAGUE
- SRO PROGRAM
- TRAFFIC HOMICIDE INVESTIGATION
- TRAFFIC UNIT

EAST REGION PATROL DIVISION
DISTRICT 1 & 2 COMMANDER

- PATROL
- K9 UNIT
- SPECIAL PROJECTS

WEST REGION PATROL DIVISION
DISTRICT 3, 4 & 5 COMMANDER

- PATROL
- EXTRA DUTY EMPLOYMENT
- TELESTAFF/SMARTFORCE
- UNIFORMED CRIME SCENE INVESTIGATORS

SWAT/TEAM COMMANDER

- ENTRY TEAM
- SNIPER TEAM
- CRISIS NEGOTIATION TEAM
- BREACHING TEAM
- TECH TEAM

PROFESSIONAL STANDARDS DIVISION
ACTING COMMANDER

73 FTES

ACCOUNTABILITY & ANALYSIS SECTION SERGEANT

- CRIME AND INTELLIGENCE ANALYSIS UNIT
- ACCREDITATION
- STAFF INSPECTIONS
- STRATIFIED POLICING PROCESS
- STRATEGIC PLANNING

TRAINING SECTION SERGEANT

- BODY CAMERAS
- FIELD TRAINING PROGRAM
- PEER SUPPORT/CISM
- CRIME SCENE INVESTIGATIONS
- RESERVE OFFICERS
- TRAINING

INTERNAL AFFAIRS SECTION SERGEANT

RECRUITMENT SERGEANT

- RECRUITMENT
- BACKGROUND INVESTIGATIONS
- INTERN PROGRAM

PROPERTY & EVIDENCE DIVISION LIEUTENANT

- PROPERTY
- EVIDENCE
- FORFEITURES

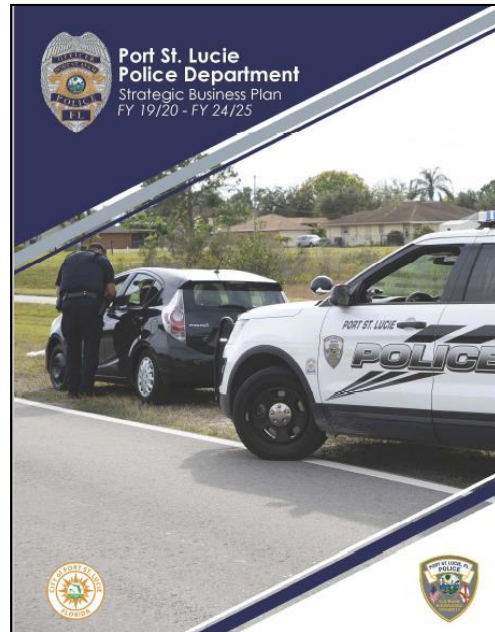


POLICE DEPARTMENT

Fund #21050000

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Through **Courage, Knowledge, and Integrity** the Port St. Lucie Police Department is committed to superior customer service and remaining one of America's Safest Cities. The citizens of Port St. Lucie have come to expect a quality of life, all with a limited number of police personnel (290 sworn, 68 full-time and 2 part-time civilians, 13 animal control and 63 crossing guards). The title of "Safest City" is a goal that can only be achieved by a commitment of trust with the community based on the foundation of integrity, professionalism, and transparency. The police department is committed to effectively managing its resources for optimal service by incorporating a Stratified Model of Policing based on superior customer service. This model of policing requires the dedication of all employees, which has been instilled in the culture of the agency at all levels. Members of the agency implement their policies and procedures all while maintaining an active participative relationship with the citizens of Port St. Lucie. The shared responsibility with the community has a major impact within the neighborhoods focusing on the prevention of crime and the safety of our citizens. The strategic plan is reviewed and evaluated on a regular basis to ensure that the needs of each section/division are in focus and in line with the expectations of our customers. The Strategic Plan is revised annually to provide a review of accomplishments and provide a five-year compass for future development. Proper planning is a response to the needs of our citizens and meeting the challenges of innovation through cost containment. We continue to strive to enhance and strengthen our training and technology to support the efforts of all employees.



FY 2023/24 Police Department Goals, Initiatives & Projects

In FY 2023/24, the Police Department will continue to grow as a national leader and advance the Strategic Plan through the following:

- **Continue to Implement District 5-** 12 patrol officers, and 6 sergeants are planned to be added to the department in FY 2023/24. This enhancement includes vehicles, uniforms, and equipment.
- **Traffic, Bicycle & Pedestrian Safety by Utilizing Vision Zero** - The Police Department has identified Vision Zero as the strategy to implement to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all. First implemented in Sweden in the 1990s, Vision Zero has proved successful across Europe — and now it's gaining momentum in major American cities. Vision Zero has been adopted by the Florida Department of Transportation and has been identified as supporting the Arrive Alive initiative. The department will utilize the National Highway Traffic Safety

Administration (NHTSA) Speed Enforcement Program Guidelines as guidance on identifying enforcement thresholds throughout the City of Port St. Lucie. This will allow our agency to follow nationally established mandates to ensure we are utilizing best practices in addressing traffic safety issues.

- Annual update of the department’s five-year Strategic Plan for the department to continue to focus on proactive policing efforts, including “It’s 25 mph for a Reason” speeding campaign, “Crosswalk Flag Program” and “Keeping Our Kids Safe” educational initiatives.
- **Community Partnerships** – The Police Department prides itself on continuing to establish positive bonds with the members of our community; our law enforcement officers are involved with community activities and programs that aid the community. The members of the Port St. Lucie Police Department will continue to build trusting relationship with our citizens by positive interactions through community forums, youth scholastics and various other partnerships.
- **Police Training Facility** – The Port St. Lucie Police Department is working in close collaboration with Facilities to establish a practical training facility, which will include offices and a gun range. The funding for this project has been secured, design-build criteria have been established, and proceeding forward with the contractor who was selected from the bid process, with an anticipated construction date of early to mid 2024.

CITY OF PORT ST. LUCIE POLICE DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

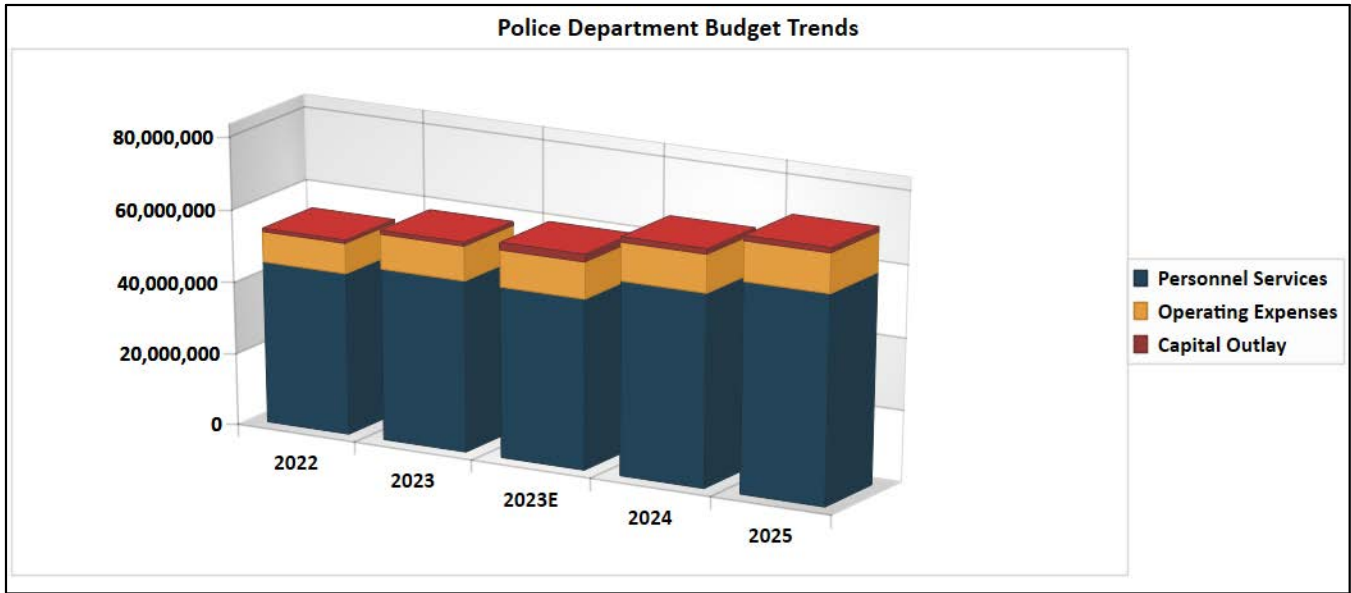
	City Council Strategic Goal (s)	Key Performance Measure Police Department	2019/20 Result	2020/21 Result	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Goal 1 Safe, Clean and Beautiful	Calls for Service	154,789	151,153	158,600	158,610	170,000	165,500
		Citizen Complaints about Traffic Violations	332	413	<500	535	<500	<550
EFFICIENCY MEASURES	Goal 1 Safe, Clean and Beautiful	Response Time Priority 1 Calls	4.87 min	4.62 min	<6 min	5.68 min	<6 min	<5.5 min
EFFECTIVENESS MEASURES	Goal 1 Safe, Clean and Beautiful	Percent Change in Crime Rate (UCR)	-15.6%	>1.75%	>1.75%	>1.75% *	>5.00%	>5.00%
		Traffic Crashes per 100,000 population (Total)	1999.4	2308.0	<2,450	2444.6	<2300	<2550
		National Community Survey™: Percent of residents rating overall feeling of safety positively	79% ↔	82%↔	Increase	73% ↔	77% ↔ (2023 Result)	77% ↔

* The above amounts reported in the Uniform Crime Reports (UCR) are tracked on a calendar year basis. Thus, the above UCR-related amounts for FY 23 will not be available until sometime after 12/31/23.

**Percent of respondents rating serve as excellent or good from the annual National Community Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
POLICE DEPARTMENT - 001.210
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 45,018,966	\$ 47,762,896	\$ 47,593,047	\$ 54,007,893	\$ 6,414,846	13.43 %	\$ 58,677,197
Operating Expenses	8,402,491	9,606,167	10,168,962	10,585,211	979,044	10.19 %	10,988,381
Capital Outlay	860,787	1,025,000	2,029,705	1,450,500	425,500	41.51 %	1,386,700
Debt	257,166	-	-	-	-	- %	-
Total	\$ 54,539,411	\$ 58,394,063	\$ 59,791,714	\$ 66,043,604	\$ 7,649,541	13.10 %	\$ 71,052,278

STAFFING SUMMARY:

Full Time Equivalents	361.39	379.39	383.39	414.23
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CAPITAL OUTLAY:

Replace 3 vehicles for CID with SUV's (\$47K EACH) (UNITS #573,118, 217)	\$ 141,000
Replace 2 vehicles for SID with SUV's (\$35K/EA) (Units #578 & 563)	70,000
Replace 1 vehicle for NPB K9 with Patrol Tahoe SUV	47,000
Replace 5 vehicles for NPB with Patrol SUV (\$47K EACH) (UNITS #96, 267, 15, 268, 185) Replace	235,000
2 vehicles for Animal Control with Ford F-150's (\$35K EACH) (UNITS #AC-1544, AC-1545) 2023	70,000
Transport Van for PSLPD Explorer Post (15 passenger van).	42,000
2023 Transit Van Medium Roof for Evidence.	41,000
Replace two (Units #136 & 129) Harley Davidson Motorcycles (\$22k/EA)	44,000
Matrix Surveillance System Covet Unit	35,000
CID Cubicle Replacement	200,000
Forensic hardware for investigative analysis - Phase II upgrades	35,000
Forensic blade server for storage of all forensic cases - Phase II.	40,000
Complete replacement of AFIS system to comply with FDLE.	75,000
Replace Forensic Computer Workstation.	15,000
CSI Forensic Equipment	20,000
Equipment upgrade of CID interview room.	5,000
Replace: SWAT Pole Camera and pinhole camera system for "Hostage Rescue".	32,000

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
POLICE DEPARTMENT - 001.210
DEPARTMENTAL BUDGET SUMMARY**

Replace: SWAT Night Vision kit (4 white phosphorus Night Vision kit (\$13,750 each).	55,000
Replace (2) SRO Golf Carts (\$13,000 each) (Somerset Prep HS & Somerset SLHS)	26,000
26' Fluid LE Marine Patrol Boat	192,500
3 Radars and 2 Laser Radars (\$6k/each)	<u>30,000</u>
Total	\$ 1,450,500

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
POLICE DEPARTMENT - 001.210**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 26,291,453	\$ 27,551,295	\$ 27,377,657	\$ 30,715,948	\$3,164,653	11.49 %	1	\$ 34,217,346
Overtime	3,233,895	2,584,592	2,584,592	2,972,281	387,689	15.00 %	2	3,120,767
Special Pay	226,262	219,661	219,661	219,060	(601)	(0.27)%	3	225,632
Pension Plan #185	1,869,997	1,850,000	1,850,000	2,000,000	150,000	8.11 %	4	2,050,000
F.I.C.A	1,767,135	1,730,009	1,733,798	1,745,644	15,635	0.90 %	5	1,821,670
Mandatory Medicare Retirement	415,057	401,891	401,891	411,595	9,704	2.41 %	5	432,174
Contributions	5,422,907	5,583,370	5,583,370	7,007,487	1,424,117	25.51 %	1	7,287,786
Life & Health Insurance	5,413,692	6,596,165	6,596,165	7,596,106	999,941	15.16 %	6	8,072,922
Other Post Employment Benefits	-	574,828	574,828	574,828	-	- %		592,163
Workmen's Compensation	378,089	671,085	671,085	764,944	93,859	13.99 %	7	856,737
Unemployment Compensation	480	-	-	-	-	- %		-
Total	45,018,967	47,762,896	47,593,047	54,007,893	6,244,997	13.07 %		58,677,197
OPERATING EXPENSES:								
Professional Services Court Reporter Services	419,517	553,117	553,117	590,403	37,286	6.74 %	8	608,116
Other Contractual Services	-	2,800	2,800	2,800	-	- %		2,884
Gas & Oil Repairs & Maintenance-Vehicle	1,331,822	1,522,245	1,747,245	1,577,656	55,411	3.64 %	9	1,625,017
Fleet Maintenance- Non Contract	972,207	1,084,000	1,084,000	1,084,000	-	- %		1,116,520
Travel And Per Diem Communications Service	479,394	439,787	439,787	446,146	6,359	1.45 %		468,453
Transportation	195,979	194,000	194,000	175,000	(19,000)	(9.79)%	10	180,250
Electricity (Fpl)	12,037	-	-	-	-	- %		-
Water	384,283	769,177	769,177	719,787	(49,390)	(6.42)%	10	741,380
Sewer	6,910	17,000	17,000	17,000	-	- %		17,510
Gas (Gdu)	200,164	200,000	200,000	200,000	-	- %		206,000
Cable	6,852	8,400	8,400	8,400	-	- %		8,652
Rentals & Leases- Equipment	11,556	9,200	9,200	9,200	-	- %		9,476
Rentals & Leases- Office Equipm	-	50	50	50	-	- %		52
	3,279	3,600	3,600	3,600	-	- %		3,708
	24,884	8,000	8,000	34,000	26,000	325.00 %	11	35,020
	522,300	250,462	250,462	252,062	1,600	0.64 %		259,624

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
POLICE DEPARTMENT - 001.210

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Insurance	1,368,206	668,824	668,824	1,097,573	428,749	64.10 %	12	1,207,158
Repair & Maintenance- Building	48,383	92,500	92,500	92,500	-	- %		95,275
Repair & Maintenance- Office Eq	356,404	679,680	679,680	-	(679,680)	(100.00)%	13	-
Repair & Maintenance- Equipment	34,135	126,250	126,250	148,950	22,700	17.98 %	14	153,419
Printing & Binding	12,348	35,300	35,300	48,300	13,000	36.83 %	15	49,749
Promotional Activities	41,244	44,050	44,050	66,000	21,950	49.83 %	16	67,980
Other Current Charges & Obliga	66,343	433,350	433,350	440,850	7,500	1.73 %	17	454,076
Office Supplies	577,293	785,382	1,064,251	672,665	(112,717)	(14.35)%	18	692,844
Operating Supplies	950,784	1,221,912	1,280,838	2,256,815	1,034,903	84.70 %	19	2,324,519
Books,Subs,Membersh ips	49,802	73,154	73,154	90,994	17,840	24.39 %	20	93,724
Training And Education	326,365	371,927	371,927	538,460	166,533	44.78 %	21	554,615
Tuition	-	12,000	12,000	12,000	-	- %		12,360
Total Operating Expenses	8,402,491	9,606,167	10,168,962	10,585,211	979,044	10.19 %		10,988,381
CAPITAL OUTLAY:								
Buildings	3,393	-	-	-	-	- %		-
Improvements O/T Buildings	9,460	25,000	25,000	-	(25,000)	(100.00)%	22	-
Vehicles	730,555	742,000	1,730,748	690,000	(52,000)	(7.01)%	22	750,000
Office Furniture And Equipment	-	-	-	200,000	200,000	- %	22	206,000
Computers & Computer Hardware	33,243	65,000	65,000	165,000	100,000	153.85 %	22	169,950
Other Machinery & Equipment	84,136	193,000	208,957	395,500	202,500	104.92 %	22	260,750
Total Capital Outlay	860,787	1,025,000	2,029,705	1,450,500	425,500	41.51 %		1,386,700
Principal	256,951	-	-	-	-	- %		-
Interest	215	-	-	-	-	- %		-
Total Debt	257,166	-	-	-	-	- %		-
Fund Totals	\$ 54,539,411	\$ 58,394,063	\$ 59,791,714	\$ 66,043,604	\$7,649,541	13.10 %		\$ 71,052,278

Notes:

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
POLICE DEPARTMENT - 001.210

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes a total of 30.84 new positions - (1) Asset & Inventory Specialist, (1) Police Assistant Operations & Administrative Manager, (1) Police Administrative Assistant & Operations Division, (1) Training Coordinator, (2) Special Investigations Detectives, (2) Detectives - Criminal Investigation Division, (1) Detective Sergeant - Criminal Investigation Division, (12) Police Officers - NPB Road Patrol (District 5), (6) Police Sergeants - NPB Road Patrol Supervisor (District 5), (1.84) School Crossing Guard (8 @ .23 Each), and (2) Traffic Officers.
- 2 Increase due to increased activity, shift coverage, special events and growth in population.
- 3 Incentive pay.
- 4 Municipal Police Retirement Trust Fund.
- 5 FICA calculated pre-tax benefits expenses and may fluctuate.
- 6 Health Insurance varies based on employee elections.
- 7 Changes to Workmen's Compensation.
- 8 Increase mainly due to Crime Lab Services.
- 9 Increase due to IAPro Blue Teams software/Axon Standards to meet the needs of internal affairs and professional standards units. Also for dredge dock area for marine patrol, fire extinguisher recharge, and bio-hazard cleaning.
- 10 Budget neutral allocation.
- 11 Lease of Xerox Machine.
- 12 Changes to liability insurance (general, auto, property).
- 13 Budget neutral allocation - Smartforce maintenance, AT&T Metro-E connection to County, AT&T telephone system maintenance, ATAC Crime Analysis program maintenance, BellSouth maintenance for Police buildings. (Main, Eastern, Evidence, Animal Control, & SID), DataWorks Plus (Rapid ID fingerprint system), Net Motion wireless annual support, Motorola RMS maintenance, Telestaff / KRONOS annual support, Grayshift (GrayKey) computer forensics maintenance, SMS/Text archival solution, First Response Mental Health, Inventory Software renewal Collective Data, etc. (moved to 5520).
- 14 To cover repairs of all audio listening equipment, transmitters, & digital surveillance. Also for the marine unit maintenance of boat, docks & engines.
- 15 Increase for printing of training manuals and brochures.
- 16 School Crossing Guard appreciation, award ceremonies, and Citizen Police Academy.
- 17 Funds for undercover operations & special investigations.
- 18 Decrease in one time expenditures like SWAT equipment, vehicle equipment, computer replacements and furniture.
- 19 Replace uniforms & vests for School Crossing Guard, Personal protective equipment (PPE), weapon vault, supplies for SWAT, K9 bite suit, Forensic Investigative Software & Analysis, Tactical & Raid Vests, Narcotic test kits, video & audio tapes, Training & Firearms ammunition required for sworn officers, and instructor supplies, gun parts, gun cleaning, etc.
- 20 Increase due to SWAT Drone warranty & Livestream, Various memberships, shooting range fees, ammunition, National Recruitment, Minority advertisement for background & recruiting.
- 21 Increase for registration fees, recruiting conferences, specialized training, and mileage reimbursement.
- 22 One time expenditures - see Capital Outlay list.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND # 001 POLICE - COST CENTERS 2105, 2111, 2112, 2115, 2130, 2131, 2134, 2139, 6200

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
2105 / Police - Support Services (Personnel/FTE)				
Administrative Assistant - Oper & Admin (1 FTE)	67,833	14	67,833	-
Computer Expense (Fund 001)	1,684		1,684	-
Personnel Subtotal	69,517		69,517	-
2105 / Police - Support Services (Personnel/FTE)				
Assistant Operations & Administration Manager(1 FTE)	105,277	13	105,277	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		1,684	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	106,961		106,961	-
2105 / Police - Support Services (Personnel/FTE)				
Police Asset & Inventory Specialist (1 FTE)	67,833	16	67,833	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		1,684	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	69,517		69,517	-
2111 - Professional Standards (Personnel/FTE)				
Administrative Assistant - Accountability & Analysis (1 FTE)	67,833	27	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	69,517		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Civilian Accreditation Specialist(1 FTE)	77,915	17	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	79,599		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Evidence Technician (2 FTE) - research, preparation, disposal, & documentation of	140,344	20	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	3,367		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	143,711		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Internal Affairs Detective (1 FTE)	103,744	26	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	105,428		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Special Projects Officer (1 FTE)	103,744	12	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	105,428		-	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND # 001 POLICE - COST CENTERS 2105, 2111, 2112, 2115, 2130, 2131, 2134, 2139, 6200

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
2111 / Police - Professional Stds (Personnel/FTE)				
Staff Inspector Officer (1 FTE)	103,744	25	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	105,428		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Training Coordinator (2 FTE)	207,487	8	103,744	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	3,367		1,684	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	210,854		105,427	-
2112 / Police - Special Investigations (Personnel/FTE)				
Special Investigations Detective (2 FTE)	207,487	7	207,487	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 109)	3,368		3,368	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	210,855		210,855	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Civilian Computer Forensic Technician (2 FTE)	227,353	15	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	3,367		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	230,720		-	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Crime Scene Investigator (1 FTE) District 5	80,758	18	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	82,442		-	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Detective - District 5 (2 FTE)	207,487	4	207,487	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	3,367		3,367	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	210,854		210,854	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Detective Sergeant - District 5 (1 FTE)	143,650	5	143,650	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		1,684	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	145,334		145,334	-
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
Civilian Traffic Crash Investigator (2 FTE)	140,343	19	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	2,192		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	142,535		-	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND # 001 POLICE - COST CENTERS 2105, 2111, 2112, 2115, 2130, 2131, 2134, 2139, 6200

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
K9 Officer - NPB (1 FTE) District 5	99,806	9	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,096		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	100,902		-	-
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
Police Officer - NPB (incl District 5, based on 1.35 ratio) (13 FTE)	1,297,477	1	1,197,671	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	14,251		13,155	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	1,311,728		1,210,826	-
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
Police Sergeant- NPB (includes District 5) (6 FTE)	829,762	2	829,762	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	6,577		6,577	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	836,339		836,339	-
2131 / Police - NPB District Support (Personnel/FTE)				
Police Sergeant - Parks Supervisor (1 FTE)	138,294	10	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,096		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	139,390		-	-
2131 / Police - NPB District Support (Personnel/FTE)				
School Resource Officer (1 FTE)	99,806	11	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,096		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	100,902		-	-
2134 - School Crossing Guards (SCG) (8 PT/FTE)				
School Crossing Guard (1.83 FTE)	59,315	24	59,315	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	-		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	59,315		59,315	-
2139 - NPB Traffic Unit (Personnel/FTE)				
Traffic Officer (step 3) (2 FTE)	199,612	6	199,612	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	2,192		2,192	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	201,804		201,804	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND # 001 POLICE - COST CENTERS 2105, 2111, 2112, 2115, 2130, 2131, 2134, 2139, 6200

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
6200 - Animal Control (Personnel/FTE)				
Animal Control Officer (2 FTE)	150,414	21	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	3,367		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	153,781		-	-
6200 - Animal Control (Personnel/FTE)				
Customer Service Specialist (1 FTE)	63,484	23	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	65,168		-	-
6200 - Animal Control (Personnel/FTE)				
Community Outreach Coordinator (1 FTE)	80,758	22	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	1,684		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	82,442		-	-
6200 - Animal Control (Personnel/FTE)				
Kennel Technician (0.5FTE)	16,793	28	-	-
Operating Expense (Fund 109)	-		-	-
Computer Expense (Fund 001)	-		-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	16,793		-	-
Total FTE Enhancement Requests	5,157,264		3,226,748	-
2105 / Police & Detailed Description (Operating)				
Operating Subtotal	-		-	-
Total Operating	-		-	-
2105 / Police & Detailed Description (Capital Outlay)				
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	5,157,264		3,226,748	-



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Administrative Assistant - Operations & Administration Division Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2105 Reports to: Operations & Administration Manager

Base Annual Salary: \$ 39,296.82 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,436.40	Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	569.80	
Retirement - 11.4%:	4,479.84	
Medical: <small>(12% or 11.70%, depending on bargaining group)</small>	\$ 21,050.00	
Total Salary & Benefits:	\$ 67,832.86	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
		Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 8] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Assists with all clerical support duties of the Operations & Admin Division	30
2) Monitors and updates policies related to processes and procedures	20
3) Assists the Managers with calendars, schedules, and correspondence	20
4) Assists the Volunteer Coordinator with the applicant process	30

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, pre-employment costs, furniture, laptop.	\$ 10,480.00
Capital Outlay:	0.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 12,163.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The workload in the Administrative and Support Services Division has increased substantially over the last several years. We have handled the increased volume with little increase of personnel. To support the added growth to our agency, I would recommend the addition of an Administrative Assistant to support the overall clerical support of my division. Currently, all Managers and Coordinators handle all clerical functions for their areas. The Administrative Assistant would assist in all of the clerical duties to support the managers and coordinators, as assigned by the Operations and Administration Manager, which includes support of the areas of Fleet & Radios, Police Service Specialists, Purchasing, Records, and Volunteers.

Additional duties would be to participate in Special Projects, including coordinating meetings and documentation. The Administrative Assistant would provide support to the Fleet Coordinator, assuring all vehicle documentation is accurately accounted for. This position would also provide support to the Project Manager, assisting with the duties of the facilities of all Police buildings and properties.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 67,832.86 Related Expenses Total: \$ 12,163.72 Grand Total: \$ 79,996.58

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/13/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/19/23



**CITY OF PORT ST. LUCIE
NEW POSITION REQUEST FORM
PROFESSIONAL & SUPERVISOR**

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Assistant Operations & Administration Manager Proposed Start Date: 10/1/2023
Hiring Department/Division: Police/2105 Reports to: Operations & Administration Manager
Base Annual Salary: \$ 70,571.32 Number of hours per week: 40
(No more than 15% can be added to base salary)
FICA - 6.20%: 4,375.42 Total Number of Positions Requested: 1
Medicare - 1.45%: 1,023.28
Retirement - 11.7%: 8,256.84
(12% or 11.7%, depending on bargaining group)
Medical: \$ 21,050.00
Total Salary & Benefits: \$ 105,276.87
Software Licensing \$1,096.22 (IT Budget)
Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 20] No [Preliminary HR Grade]
Program: New Existing Bargaining Group: OPEIU Professionals

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Assist w/Project Management (Training Facility, Next Gen 911, Next Gen RMS, Body Worn Cameras (BWC), Storage	30
2) Assist w/management of all Support Services	30
3) Assist w/audits, inspections, facilities	20
4) Assist w/budgeting, testing, contracts, evaluating and procuring of Police Department programs	20

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<u>Operating:</u> Uniforms, Leather, & related Supplies, etc., (\$10,480) Vehicle Equipment Cost (\$6,000)	\$ 16,480.00
<u>Capital Outlay:</u> Admin Vehicle (\$38,000) Mobile Radio (\$6,000)	44,000.00
<u>Software & Hardware IT Budget</u>	1,683.72
<u>Total:</u>	\$ 62,163.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The workload in the Administrative and Support Services Division has increased substantially over the last several years. We have handled the increased volume with little increase of personnel. My proposal, as outlined in my Strategic Plan initiative for the next 5 years, is to include the support for the forecasted growth of approximately 10,000 new residents a year for the next 5 years. I would recommend the addition of an Assistant Operations and Administration Manager to support the overall duties of my division. This manager would assist in all of the Operations & Administrative duties that I currently manage, which includes oversight of the areas of Fleet & Racers, Police Service Specialists, Purchasing, Records (including Body Worn Camera Redactions), and Volunteers.
Additional duties are as follows: Facilities & Project Management - the Training Facility project encompasses a huge portion of time. In addition, we have a minimum of four large projects slated over the next two years. This will continue to expand as growth continues.
Budget - overall ongoing budget evaluation, oversight and management.
Inspection - ongoing inspection as required and requested.
Inventory - overall management of inventory, including IT related items.
Special Projects - I am involved in all aspects of special projects of this department. Most in demand and time consuming currently is the County Wide Next Generation 911 project. Along with special projects, implementation and outlining of contracts is an important part of all projects. In addition,

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 105,276.87 Related Expenses Total: \$ 62,163.72 Grand Total: \$ 167,440.59
Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved
City Manager Signature: Date:

[Signature]
5/11/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Police Asset & Inventory Specialist Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2105 Reports to: Purchasing Project Manager

Base Annual Salary: \$ 39,296.70 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,436.40
Medicare - 1.45%:	569.80
Retirement - 11.4%:	4,479.82
(12% or 11.70% depending on bargaining group)	
Medical:	\$ 21,050.00
Total Salary & Benefits:	\$ 67,832.72

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 8] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Assists with all duties of Buyer Position- including procurement functions	30
2) Maintains the Police inventory system	20
3) Issues and maintains equipment	20
4) Ensures adequate supply of items are on hand	30

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, pre-employment costs, furniture, laptop.	\$ 10,480.00
Capital Outlay:	0.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 12,163.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Currently, the agency's Purchasing Section is comprised of one Buyer and one Project Manager, who are responsible for the purchasing, equipment issuance, and equipment inventory of all police department employees and volunteers of which there are an approved 257 sworn officers, 81 civilians and 150 volunteers. Up until 2010, the Purchasing Section had two Full Time Buyers and a Purchasing Supervisor, unfortunately, one of those positions was eliminated and has yet to be restored.

The Purchasing Section has acquired a new inventory system, which requires strict data entry inputting to assure accuracy of records. In addition, we migrated to a new Mavis reconciliation system, which requires multiple additional steps to complete each invoice reconciliation. All charges completed for travel by each Purchasing Card holder must be approved by the Purchasing Section.

The Port St. Lucie Police Department is a growing agency, with personnel resigning and new being hired to replace them every year. In 2021, we hired 24 new officers and 13 separated their employment. This calendar year we have hired 21 officers, with an action of 12 planned by the end of the year. We have hired 21 officers separate their employment year to date. This increases the workload for the Purchasing Section as they are an instrumental part of each new officers' orientation and equipment issuance to the agency, assuring that all new equipment is readily available, organized and provided to them, while maintaining an accurate inventory of commodities.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 67,832.72 Related Expenses Total: \$ 12,163.72 Grand Total: \$ 79,996.44

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: Date:
5/19/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE
NEW POSITION REQUEST FORM
IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Training Coordinator (step 3, incl. 5% inv. unit pay) Proposed Start Date: 10/1/2023
 Hiring Department/Division: Police/2111 Reports to: Commander
 Base Annual Salary: \$ 128,456.24 Number of hours per week: 40
(No more than 15% can be added to base salary)
 FICA - 6.20%: 7,964.29 Total Number of Positions Requested: 2
 Medicare - 1.45%: 1,862.62
 Retirement - 21.1%: 27,104.27
(12% or 11.70%, depending on bargaining group)
 Medical: \$ 42,100.00 Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)
Total Salary & Benefits: \$ 207,487.41

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade _____]
 Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Plan, organize, schedule, and implement training programs on a timely basis	20
2) Develop training programs, which meet the needs of the organization	20
3) Maintain records on all police training and program instructors.	10
4) Provide all training for new hires and current personnel as mandated by FDLE	50

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$6,000) x 2	\$ 81,688.00
Capital Outlay: Admin Vehicle (\$38,000) mobile radio equipment (\$6,000) x 2	88,000.00
Software & Hardware IT Budget x 2	3,367.77
Total:	\$ 173,055.77

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Our agency currently has two full-time Sworn Training Coordinators who are responsible for the training needs of 237 authorized sworn personnel. In addition, they also provide periodic training to Annual Control Officers and Civilian Traffic Investigators. The Training Coordinators are also responsible for all mandatory FDLE training topics and to ensure compliance with CALEA and state accreditation requirements. They must also complete applicable training courses and related hours to ensure FDLE compliance with re-certifying each sworn officer and instructor every four years. This includes countless hours of preparation, planning, formulating a lesson plan, obtaining course materials/equipment and proper filing of all paperwork after each training course. In 2022, the Sworn Training Coordinators conducted in-service training which provided a total of approximately 11,400-man hours of instruction. The Sworn Training Coordinators are under tremendous pressure to provide the most realistic and latest training techniques for our sworn officers. Our agency continues to grow and this accounts for an increased workload each year for our Sworn Training Coordinators. Additional research was conducted for staffing at several surrounding agencies. The following was discovered: Martin County Sheriff's Office has an entire Training Unit, to include one Lieutenant, one Sergeant, and four Deputies. St. Lucie County Sheriff's Office has a Training Unit as well with one Sergeant and five Deputies. Fort Pierce Police Department has one Sergeant Trainer and one Contractual Civilian Trainer. Indian River Sheriff's Office has one Training Sergeant and two Training Deputies. Vero Beach Police Department has the same staffing as IRCSO.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 207,487.41 Related Expenses Total: \$ 173,055.77 Grand Total: \$ 380,543.18

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/19/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Special Investigations Detective (step 3, incl. 5% inv. unit pay) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2112 Reports to: Commander

Base Annual Salary: \$ 128,456.24 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 7,964.29

Medicare - 1.45%: 1,862.62

Retirement - 21.1%: 27,104.27

(12% or 11.70%, depending on bargaining group)

Medical: \$ 42,100.00

Total Salary & Benefits: \$ 207,487.41

Total Number of Positions Requested: 2

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Receive and Investigate various tips/complaints for illegal activity	30
2) Conduct thorough narcotics and organized crime investigations	30
3) Procure and execute search warrants, buy bust operations and targeted operations	20
4) Complete complex reports regarding long and short term investigations	20

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$6,000) x 2	\$ 81,688.00
Capital Outlay: SID Vehicle (\$35,000) and mobile radio equipment (\$6,000) x 2	82,000.00
Software & Hardware IT Budget x 2	3,367.44
Total:	\$ 167,055.44

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

These 2 Detective positions will investigate assigned criminal complaints/tips the Special Investigations Division receives and be responsible for self initiating investigations into illegal narcotics activity and organized crime. The Detectives will complete thorough investigations culminating in search warrants, buy bust, and other targeted operations in the effort to deter criminal activity. With the increased population and growth of our city the Special Investigations needs to grow and adapt to accommodate this increase. We recently completed a 5 year strategic plan for the Special Investigations Division based on the growth of the city. The 5 year plan showed for fiscal year 2023-2024 the Special Investigation Division would need 2 additional Detectives to maintain the current level of staffing we have in place and maintain our high standards of narcotics and organized crime investigations. With the increased population we have seen an increase in overdose deaths and larger scale Drug Trafficking Organizations operating in and around Port St. Lucie. These 2 additional Detectives would benefit our agency in the prevention and apprehension of those individuals engaging in these types of illegal activities.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 207,487.41 Related Expenses Total: \$ 167,055.44 Grand Total: \$ 374,542.85

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/12/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Detective - District 5 (step 3, incl. 5% inv. unit pay) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2115 Reports to: CID District 5 Sergeant

Base Annual Salary: \$ 128,456.24 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	7,964.29		
Medicare - 1.45%:	1,862.62		
Retirement - 21.1%:	27,104.27		
(12% or 11.70% depending on bargaining group)			
Medical:	\$ 42,100.00		
Total Salary & Benefits:	\$ 207,487.41		

Total Number of Positions Requested: 2

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Investigate assigned criminal investigations	75
2) Report Writing	20
3) Courtroom Testimony	5
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$6,000) x 2	\$ 81,688.00
Capital Outlay: CID Vehicle (\$47,000) mobile radio equipment (\$6,000) x 2	106,000.00
Software & Hardware IT Budget x 2	3,367.44
Total:	\$ 191,055.44

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the expansion of the police department to include district 5 these positions are required to staff CID District 5

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 207,487.41 Related Expenses Total: \$ 191,055.44 Grand Total: \$ 398,542.85

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/19/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Detective Sergeant - District 5 (step 1, incl. \$2.00/hr inv. unit pay) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2115 Reports to: CID Lieutenant

Base Annual Salary: \$ 95,223.00 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>5,903.83</u>	
Medicare - 1.45%:	<u>1,380.73</u>	
Retirement - 21.1%:	<u>20,092.05</u>	Total Number of Positions Requested: <u>1</u>
(12% or 11.70%, depending on bargaining group)		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 143,649.61</u>	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 1] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: IUPA Sergeants

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Review and assign cases to detectives	30
2) Review and approve detectives reports	30
3) Supervise investigations in the field complete supervisory reports	30
4) Courtroom testimony	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$6,000)	\$ 40,844.00
Capital Outlay: CID Vehicle (\$47,000) mobile radio equipment (\$6,000)	53,000.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 95,527.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the expansion of the police department to include patrol district 5 a sergeant is required to supervise district 5 detectives.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 143,649.61 Related Expenses Total: \$ 95,527.72 **Grand Total:** \$ 239,177.33

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

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5/19/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Police Officer - NPB Road Patrol (step 3) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2130 Reports to: NPB Road Patrol Sergeant

Base Annual Salary: \$ 795,205.32 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	49,302.73
Medicare - 1.45%:	11,530.48
Retirement - 21.1%:	167,788.32
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	\$ 273,650.00
Total Salary & Benefits:	\$ 1,297,476.85

Total Number of Positions Requested: 12

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade _____]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Respond to calls for service	60
2) Patrolling	20
3) Reports and administrative work	10
4) Court hearing, meetings, and briefings	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000) x 13	\$ 673,972.00
Capital Outlay: Patrol SUV Vehicle (\$47,000) mobile radio equipment (\$6,000) x 13	689,000.00
Software & Hardware IT Budget x 13	14,250.86
Total:	\$ 1,377,222.86

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the expansion of the police department to include patrol district 5 additional officers are needed to provide the necessary staffing for this district.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 1,297,476.85 Related Expenses Total: \$ 1,377,222.86 Grand Total: \$ 2,674,699.71

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/17/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Police Sergeant - NPB Road Patrol Supervisor (step 1) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2130 Reports to: NPB Shift Lieutenant

Base Annual Salary: \$ 546,378.00 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>33,875.44</u>
Medicare - 1.45%:	<u>7,922.48</u>
Retirement - 21.1%:	<u>115,285.76</u>
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	<u>\$ 126,300.00</u>
Total Salary & Benefits:	<u>\$ 829,761.68</u>

Total Number of Positions Requested: 6

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes (Grade step 1) No (Preliminary HR Grade)
 Program: New Existing Bargaining Group: IUPA Sergeants

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Immediate supervisor to six - nine officers	60
2) Plans and oversees various operations and patrol calls for service	20
3) Teaches, mentors, & instructs officers in areas necessary to position and duties	10
4) Administrative duties and paperwork	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000) x6	\$ 311,064.00
Capital Outlay: Patrol SUV Vehicle (\$47,000) mobile radio equipment (\$6,000) x 6	318,000.00
Software & Hardware IT Budget x 6	6,577.32
Total:	\$ 635,641.32

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the expansion of the police department to include patrol district 5 a sergeant is required to supervise district 5 Road Patrol Officers.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 829,761.68 Related Expenses Total: \$ 635,641.32 Grand Total: \$ 1,465,403.00
 Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved
 City Manager Signature: Date:

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/17/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PART-TIME POSITION

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: School Crossing Guard (contractual part-time @\$14.50/hr.) Proposed Start Date: 10/1/2023
 Hiring Department/Division: Police/2134 Reports to: SCG Supervisor
 Base Annual Salary: \$ 55,100.00 Number of hours per week: 12.5
(No more than 15% can be added to base salary)
 FICA - 6.20%: 3,416.20
 Medicare - 1.45%: 798.95 Total Number of Positions Requested: 1.84 (8 @.23/EA)

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 59,315.15

Existing Classification: Yes [Grade ____] No [Preliminary HR Grade ____]
 Program: New Existing Bargaining Group: Non Bargaining Unit

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Provide crossing assistance to school-aged children at various intersections near schools	95
2) Attend training and meetings	5
3)	
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies (\$1,000) pre-employment costs (\$330) x 8	\$ 13,330.00
Capital Outlay:	0.00
Software & Hardware IT Budget	0.00
Total:	\$ 13,330.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

At the recent Annual Safe Routes meeting attended by representatives of St. Lucie County School Board, SLC Transportation, and the PSLPD personnel, a need was found within the City limits of Port, Lucie for eight (8) additional posts to be added for the 2023-2024 School Year.
 Account for the current previously approved three (3) SCG by memorandum to CM that takes the staffing level from 63 authorized to the current 66 actual. Additional positions as follows: +1 SCG for Crosstown Pkwy/SW California Blvd. (Manatee K-8), +1 SCG for Crosstown Pkwy/SW Cashmere Blvd. (St. Lucie West K-8), +1 at SW Sunrow St./SW California Blvd. (Oak Hammock K-8); and two (2) SCG at Crosstown Pkwy/SW Bayshore Blvd. (Bayshore Elementary).
 Each School Crossing Guard (SCG) works about 475 hours (per school year) = 0.2284 FTE. Thus, 8 SCGs requested = 1.8272 FTE.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 59,315.15 Related Expenses Total: \$ 13,330.00 Grand Total: \$ 72,645.15

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/19/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Traffic Officer (step 3) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2139 Reports to: Traffic Sergeant

Base Annual Salary: \$ 122,339.28 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>7,585.04</u>
Medicare - 1.45%:	<u>1,773.92</u>
Retirement - 21.1%:	<u>25,813.59</u>
<small>(12% or 11.70% depending on bargaining group)</small>	
Medical:	<u>\$ 42,100.00</u>
Total Salary & Benefits:	<u>\$ 199,611.82</u>

Total Number of Positions Requested: 2

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Performs traffic enforcement activities	80
2) Assists with traffic and security at City events	10
3) Administrative duties (report writing, meetings, training, etc.)	10
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000) x 2	\$ 103,688.00
Capital Outlay: Patrol Vehicle SUV (\$47,000) mobile radio equipment (\$6,000) Radar/Laser equipment (\$10,000) x 2	126,000.00
Software & Hardware IT Budget x 2	2,192.44
Total:	\$ 231,880.44

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Traffic remains the number one concern for the residents of PSL. In 2022, PSLPD investigated 5,488 traffic crashes, 12 traffic fatalities, and received over 500 citizen complaints of reckless driving/speeding on residential streets. As a result, PSLPD Officers issued 49,326 citations and made 250 DUI arrests. In order to address these complaints and ensure the safety of our expanding roadway network as our population rapidly grows, these positions are necessary.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 199,611.82 Related Expenses Total: \$ 231,880.44 Grand Total: \$ 431,492.26

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 9/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: Date:

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/11/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Administrative Assistant - Accountability & Analysis Section Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2111 Reports to: Commander

Base Annual Salary: \$ 39,296.70 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,436.40
Medicare - 1.45%:	569.80
Retirement - 11.4%:	4,479.82
<small>(12% or 11.70% depending on bargaining group)</small>	
Medical:	\$ 21,050.00
Total Salary & Benefits:	\$ 67,832.72

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes (Grade 8) No (Preliminary HR Grade)

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Prepares agendas for COAR and STARCOM	35
2) Prepares reports as required for Accreditation compliance	35
3) Assists the Accreditation Manager and Staff Inspector with all necessary reports	30
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, pre-employment costs, furniture, laptop	\$ 10,480.00
Capital Outlay:	0.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 12,163.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Currently we have one Accreditation Manager who is tasked with accommodating the increasing demands placed on the position due to GALEA and CFA compliance that are worked on to remain accredited through both the State and National Accreditation. This position is also tasked with assisting with staff inspections to ensure the agency's operation and administrative functions are followed per policy. With the Agency's commitment to the accreditation process and the ever-increasing demands being placed on the current Accreditation Manager, a new full-time Civilian Accreditation Specialist will help assist the Accreditation Manager with both the accreditation process and staff inspections. This position is to replace the current contractual position.

The Professional Standards Division is commanded by a Commander and is comprised of Internal Affairs, Staff Services (Training and Recruiting), Property and Evidence, and the Accountability and Analysis Section. This division has an extensive range of responsibilities that have profound effects on the overall function within the organization.

Currently, the Professional Standards Division has an Admin Assistant for each Section (Internal Affairs, Staff Services, and Property and Evidence); however, there is no dedicated Admin Assistant for the Accountability and Analysis Section, which houses five (5) Crime Analysts, the Accreditation Manager, and the Accountability and Analysis Supervisor. The Internal Affairs Admin Assistant is currently tasked with all administrative responsibilities for the Accountability and Analysis Section to include attending COAR and STARCOM, taking notes and keeping the respective agendas updated.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 67,832.72 Related Expenses Total: \$ 12,163.72 Grand Total: \$ 79,996.44

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Civilian Accreditation Specialist Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2111 Reports to: Commander

Base Annual Salary: \$ 47,765.51 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,961.46</u>
Medicare - 1.45%:	<u>692.60</u>
Retirement - 11.4%:	<u>5,445.27</u>
<small>(12% or 11.70% depending on bargaining group)</small>	
Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 77,914.84</u>

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 12] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Review technical issues concerning enforcement standards and accreditation	25
2) Assist the Accreditation Manager as required	25
3) Maintain Power DMS/ Power Standards software program for program tracking	25
4) Maintain standards for primary (C.A.L.E.A) and secondary (C.F.A.) compliance	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, pre-employment costs, furniture, laptop.	\$ 10,480.00
Capital Outlay:	0.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 12,163.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Currently we have one Accreditation Manager who is tasked with accommodating the increasing demands placed on the position due to CALEA and CFA compliance that are worked on to remain accredited through both the State and National Accreditation. This position is also tasked with assisting with staff inspections to ensure the agency's operation and administration functions are followed per policy. With the Agency's commitment to the accreditation process and the ever-increasing demands being placed on the current Accreditation Manager, a new full-time Civilian Accreditation Specialist will assist the Accreditation Manager with both the accreditation process and staff inspections. This position is to replace the current contractual position.

The Professional Standards Division is commanded by a Commander and is composed of Internal Affairs, Staff Services (Training and Recruitings), Property and Evidence, and the Accountability and Analysis Section. This division has an extensive range of responsibilities that have profound effects on the overall function within the organization. As the Professional Standards Commander, I am also responsible for the department's accreditation process and staff inspections. Accreditation is a voluntary process which provides the agency with a set of standards that are considered "best practices" for professional policing. The Port St. Lucie Police Department has maintained state and national accreditation through CFA and CALEA dating back to 1997 and 1991 respectively.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 77,914.84 Related Expenses Total: \$ 12,163.72 Grand Total: \$ 90,078.56

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Evidence Technician Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2111 Reports to: Commander

Base Annual Salary: \$ 82,523.20 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 5,116.44
 Medicare - 1.45%: 1,196.59
 Retirement - 11.4%: 9,407.64

Total Number of Positions Requested: 2

(12% or 11.70%, depending on bargaining group)

Medical: \$ 42,100.00
Total Salary & Benefits: \$ 140,343.87

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 9] No [Preliminary HR Grade ____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Receives property and evidence and records entry of items into the computer	25
2) Researches cases for final disposition and disposal	25
3) Organizes, cleans, and maintains storage locations	25
4) Inputs, accesses, and retrieves information from the computer	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, pre-employment costs, furniture, laptop. x 2	\$ 20,960.00
Capital Outlay:	0.00
Software & Hardware IT Budget x 2	3,367.44
Total:	\$ 24,327.44

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

In May of 2019, the entire reorganization of the Evidence Section occurred. Between 2020-2021, the two current technicians were only able to reduce the overall inventory by 1.5%. In order to greatly reduce the total number of items and comply with disposing of cases with 6-months of final disposition, it has been determined two more Evidence Technician would be required committed solely to research, prepping, disposing, and documentation. The goal of the Evidence Section is to have a 10-20% reducing of inventory over the next three years, which would only be achievable with an increase of personnel.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 140,343.87 Related Expenses Total: \$ 24,327.44 **Grand Total: \$ 164,673.31**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Internal Affairs Detective (step 3, incl. 5% inv. unit pay) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2111 Reports to: Commander

Base Annual Salary: \$ 64,228.12 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,982.14
 Medicare - 1.45%: 931.31
 Retirement - 21.1%: 13,552.13

Total Number of Positions Requested: 1

12% or 11.70% depending on bargaining group

Medical: \$ 21,050.00
 Total Salary & Benefits: \$ 103,743.71

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Conducting administrative investigations as determined by the Chief of Police	25
2) Reviewing and researching documents and BWC as needed for investigations	25
3) Obtaining written and/or recorded statements	25
4) Completing investigative reports	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844), Vehicle equipment (\$6,000)	\$ 40,844.00
Capital Outlay: Admin Vehicle (\$38,000), mobile radio equipment (\$5,000)	44,000.00
Software & Hardware IT Budget x2	1,683.72
Total:	\$ 86,527.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The Internal Affairs section is currently staffed with (1) Sergeant, (1) Detective and (1) Administrative Assistant. Internal Affairs is responsible for investigating internal and external complaints, reviewing use of force investigations, reviewing vehicle accidents, and overseeing narcotics destructions from our Property and Evidence Section. In 2022, the Port St. Lucie Police Department began implementing body worn cameras for all sworn members of the police department. This will increase the length of time of investigations. Our city is experiencing robust growth which will generate more public interactions, potential complaints, use of force investigations, and vehicle accidents. An additional Internal Affairs Detective will allow investigations to be completed in a timely manner and continue to further the department's goal of providing superior customer service.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 103,743.71 Related Expenses Total: \$ 86,527.72 Grand Total: \$ 190,271.43

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Special Projects Officer (step 3, incl 5% inv. unit pay) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2111 Reports to: Commander

Base Annual Salary: \$ 64,228.12 Number of hours per week: 40
(No more than 15% can be added to base salary)

FICA - 6.20%: 3,982.14
 Medicare - 1.45%: 931.31
 Retirement - 21.1%: 13,552.13

Medical: \$ 21,050.00
 Total Salary & Benefits: \$ 103,743.71

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes (Grade step 3) No (Preliminary HR Grade)

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Acts as a liaison to multiple entities, to include the County CORE team	30
2) Assists with Fleet, Purchasing and Radios, to include coordinating deliveries	25
3) Assists with department charity events and community donations	20
4) Acts as the administrator for numerous software platforms (Cloud Gavel, Vizio)	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$6,000)	\$ 40,844.00
Capital Outlay Admin Vehicle (\$38,000) mobile radio equipment (\$6,000)	44,000.00
Software & Hardware IT Budget	1,683.72
Total	\$ 86,527.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The following is a description of the position requested. It is intended to provide information to the Council and the public regarding the position. It is not intended to be a contract. The position is subject to change without notice. The position is subject to the City's organizational structure and the City's budget. The position is subject to the City's personnel policies and procedures. The position is subject to the City's collective bargaining agreement with the IUPA Union. The position is subject to the City's civil service rules and regulations. The position is subject to the City's recruitment and selection process. The position is subject to the City's performance evaluation system. The position is subject to the City's disciplinary procedures. The position is subject to the City's grievance procedure. The position is subject to the City's arbitration process. The position is subject to the City's dispute resolution process. The position is subject to the City's conflict resolution process. The position is subject to the City's mediation process. The position is subject to the City's conciliation process. The position is subject to the City's dispute resolution process. The position is subject to the City's conflict resolution process. The position is subject to the City's mediation process. The position is subject to the City's conciliation process.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 103,743.71 Related Expenses Total: \$ 86,527.72 Grand Total: \$ 190,271.43

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *J. ABIL* Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Staff Inspector (step 3, incl. 5% inv. unit pay) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2111 Reports to: Commander

Base Annual Salary: \$ 64,228.12 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: <u>3,982.14</u>	Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%: <u>931.31</u>	
Retirement - 21.1%: <u>13,552.13</u>	
<p>Medical: <u>\$ 21,050.00</u> (12% or 11.75% depending on bargaining group)</p> <p>Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/></p> <p>Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)</p>	
Total Salary & Benefits: <u>\$ 103,743.71</u>	

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Conducts Staff Inspections as ordered by the Chief of Police	50
2) Conducts mandatory audits as required by CFA and CALEA	30
3) Assists with the Accreditation process, standards and proof review and compliance	10
4) Assists with input and implementation of policy changes and updates	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$6,000)	\$ 40,844.00
Capital Outlay: Admin Vehicle (\$38,000) mobile radio equipment (\$6,000)	44,000.00
Software & Hardware IT Budget	1,683.72
Total	\$ 86,527.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The Police Officer position is a full-time position. The position is responsible for conducting staff inspections, audits, and compliance activities. The position is also responsible for providing training and support to staff. The position is a key role in the Police Department and is essential to the Department's operations. The position is a key role in the Department's operations and is essential to the Department's operations. The position is a key role in the Department's operations and is essential to the Department's operations.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 103,743.71 Related Expenses Total: \$ 86,527.72 Grand Total: \$ 190,271.43

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *[Signature]* Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Training Coordinator (step 3, incl. 5% inv. unit pay) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2111 Reports to: Commander

Base Annual Salary: \$ 64,228.12 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,982.14</u>
Medicare - 1.45%:	<u>931.31</u>
Retirement - 21.1%:	<u>13,552.13</u>

Total Number of Positions Requested: 21

(12% or 11.70% depending on bargaining group)

Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 103,743.71</u>

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Plan, organize, schedule, and implement training programs on a timely basis	20
2) Develop training programs, which meet the needs of the organization	20
3) Maintain records on all police training and program instructors.	10
4) Provide all training for new hires and current personnel as mandated by FDLE	50

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$6,000)	\$ 40,844.00
Capital Outlay: Admin Vehicle (\$38,000) mobile radio equipment (\$6,000)	44,000.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 86,527.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Our agency currently has two full-time Sworn Training Coordinators who are responsible for the training needs of 267 authorized sworn personnel. In addition they also provide periodic training to Animal Control Officers and Civilian Traffic Investigators. The Training Coordinators are also responsible for all mandatory FDLE training topics and to ensure compliance with CALEA and state accreditation requirements. They must also complete applicable training courses and related hours to ensure FDLE compliance with re-certifying each sworn officer and instructor every four years. This includes countless hours of preparation, planning, formulating a lesson plan, obtaining course materials/equipment and proper filing of all paperwork after each training course. In 2022, the Sworn Training Coordinators conducted in-service training which provides a total of approximately 11,400-man hours of instruction. The Sworn Training Coordinators are under tremendous pressure to provide the most realistic and latest training techniques for our sworn officers. Our agency continues to grow and this accounts for an increased workload each year for our Sworn Training Coordinators.

Additional research was conducted for staffing at several surrounding agencies. The following was discovered: Martin County Sheriff's Office has an entire Training Unit, to include one Lieutenant, one Sergeant, and four Deputies. St. Lucie County Sheriff's Office has a Training Unit as well with one Sergeant and five Deputies. Fort Pierce Police Department has one Sergeant Trainer and one Contractual Civilian Trainer. Indian River Sheriff's Office has one Training Sergeant and two Training Deputies. Vero Beach Police Department has the same staffing as IRCISO.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 207,487.41 Related Expenses Total: \$ 173,055.44 Grand Total: \$ 380,542.85

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: _____ Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Civilian Computer Forensic Technician Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2115 Reports to: CID Support Sergeant

Base Annual Salary: \$ 155,609.78 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	9,647.81
Medicare - 1.45%:	2,256.34
Retirement - 11.4%:	17,739.51
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	\$ 42,100.00
Total Salary & Benefits:	\$ 227,353.44

Total Number of Positions Requested: 2

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 22] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Conduct forensic analysis on electronic devices	90
2) Expert testimony	5
3) Processing evidence	5
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, pre-employment costs, furniture, laptop. x 2	\$ 20,960.00
Capital Outlay: workstation computer x 2	30,000.00
Software & Hardware IT Budget x 2	3,367.44
Total:	\$ 54,327.44

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Criminal investigations have become increasingly reliant on the ability to retrieve and process evidence contained within electronic devices. Nearly every case worked by CID and SID have an element of technology based equipment requiring processing by a technician. This is the biggest reason cases are delayed. Adding these positions will greatly improve the efficiency of the Criminal Investigations Division.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 227,353.44 Related Expenses Total: \$ 54,327.44 Grand Total: \$ 281,680.88

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Crime Scene Investigator Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2115 Reports to: CSI Manager

Base Annual Salary: \$ 50,153.86 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,109.54
 Medicare - 1.45%: 727.23
 Retirement - 11.4%: 5,717.54

Total Number of Positions Requested: 1

(12% or 11.70% depending on bargaining group)

Medical: \$ 21,050.00
Total Salary & Benefits: \$ 80,758.17

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 13] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Process forensic evidence on and off crime scenes	40
2) Enter and verify AFIS	40
3) Report Writing	15
4) Courtroom Testimony	5

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$15,480) vehicle equipment (\$3,000)	\$ 18,480.00
Capital Outlay: CSI Vehicle, Transit Van (\$41,000) mobile radio equipment (\$6,000)	47,000.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 67,163.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the planned expansion of the police department to include district 5 it is necessary to expand the number of CSI's to meet the growing demand placed on the agency by an expanding populous.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 80,758.17 Related Expenses Total: \$ 67,163.72 **Grand Total: \$ 147,921.89**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Civilian Traffic Crash Investigator Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2130 Reports to: Traffic Sergeant

Base Annual Salary: \$ 82,523.20 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>5,116.44</u>
Medicare - 1.45%:	<u>1,196.59</u>
Retirement - 11.4%:	<u>9,407.64</u>
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	<u>\$ 42,100.00</u>
Total Salary & Benefits:	<u>\$ 140,343.87</u>

Total Number of Positions Requested: 2

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 9] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Responding to and investigating traffic crashes	80
2) Assist with traffic direction and management at City special events	5
3) Attending mandatory training and departmental meetings	5
4) Administrative duties (report writing, paperwork, etc.)	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$15,480) Vehicle equipment (\$3,000) x 2	\$ 36,960.00
Capital Outlay: Vehicle (\$41,000) Mobile Radio (\$6,000) x 2	94,000.00
Software & Hardware IT Budget x 2	2,192.44
Total:	\$ 133,152.44

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Traffic remains the #1 concern for the residents of PSL. As the City continues to grow and population expand, it is expected it will have the same effect on the traffic volume on the City's roadways. With the increased volume, comes increased congestion, and increased number of traffic crashes. In 2022, PSLPD investigated 5,488 traffic crashes, 12 traffic fatalities, and received over 500 citizen complaints of reckless driving/speeding on residential streets. As a result, PSLPD Officers issued 49,326 citations and made 250 DUI arrests. Having Civilian Traffic Crash Investigators (CTI) to respond and investigate minor traffic crashes, it relieves the burden on sworn police officers and enables them to focus their attention on issues that require a police officer's authority. In order to help ensure the safety of our expanding roadway network as our population rapidly grows, these positions are necessary. This is also necessary to return us to the CTI staffing level of years ago when there were 4 (1 in each policing district). Adding these two (2) positions will provide us with 2 per Region until staffing can be expanded at a later time.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 140,343.87 Related Expenses Total: \$ 133,152.44 Grand Total: \$ 273,496.31

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/17/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: K9 Officer (step 3) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2130 Reports to: K9 Sergeant

Base Annual Salary: \$ 61,169.64 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,792.52
 Medicare - 1.45%: 886.96
 Retirement - 21.1%: 12,906.79

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00
 Total Salary & Benefits: \$ 99,805.91

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade _____]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Respond to calls for service	40
2) Self Initiated/ Directed Patrols	30
3) Patrolling	20
4) Reports, Court, Meetings	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$22,000)	\$ 56,844.00
Capital Outlay: Patrol K9 SUV Vehicle (\$47,000) mobile radio equipment (\$6,000)	53,000.00
Software & Hardware IT Budget	1,096.22
Total:	\$ 110,940.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The City of Port St. Lucie continues to experience growth. The Police Department needs to continue the planning and implementation of a new Police District # 5. Adding an additional K-9 Officer to the days shift will provide the necessary support for staffing for all districts as the population growth and call volume increases. Currently we have only 1 K-9 Officer assigned to Day Shift (Squad A) providing assistance to all four districts. An additional K-9 unit for Day Shift on B Squad will make a K-9 available for all shifts and squads. This new position would provide coverage for Day Shift Squad B providing assistance to all four districts.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 99,805.91 Related Expenses Total: \$ 110,940.22 Grand Total: \$ 210,746.13

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

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CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Police Officer - NPB Road Patrol (step 3) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2130 Reports to: NPB Road Patrol Sergeant

Base Annual Salary: \$ 61,169.64 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,792.52</u>	Total Number of Positions Requested: <u>131</u>
Medicare - 1.45%:	<u>886.96</u>	
Retirement - 21.1%:	<u>12,906.79</u>	
<small>(12% or 11.70% depending on bargaining group)</small>		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 99,805.91</u>	Hardware \$587.50 (IT Budget) <input type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Respond to calls for service	60
2) Patrolling	20
3) Reports and administrative work	10
4) Court hearing, meetings, and briefings	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000)	\$ 51,844.00
Capital Outlay: Patrol SUV Vehicle (\$47,000) mobile radio equipment (\$6,000)	53,000.00
Software & Hardware IT Budget	1,096.22
Total:	\$ 105,940.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the expansion of the police department to include patrol district 5 additional officers are needed to provide the necessary staffing for this district.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 1,297,476.85 Related Expenses Total: \$ 1,377,222.86 **Grand Total:** \$ 2,674,699.71

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

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CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Police Sergeant - Parks Supervisor (step 1) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2131 Reports to: District Support Division Lieutenant

Base Annual Salary: \$ 91,063.00 Number of hours per week: 40
(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>5,645.91</u>	
Medicare - 1.45%:	<u>1,320.41</u>	
Retirement - 21.1%:	<u>19,214.29</u>	
<small>(12% or 11.70%, depending on bargaining group)</small>		
Medical:	<u>\$ 21,050.00</u>	
Total Salary & Benefits:	<u>\$ 138,293.61</u>	

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 1] No [Preliminary HR Grade _____]

Program: New Existing Bargaining Group: IUPA Sergeants

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Immediate supervisor to six (6) Parks Officers	70
2) Plans and oversees various operations at City special events	15
3) Teaches, mentors, & instructs Parks Officers in areas necessary to position and duties	10
4) Administrative duties and paperwork	5

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000)	\$ 51,844.00
<i>Capital Outlay:</i> Patrol Vehicle SUV (\$47,000) mobile radio equipment (\$6,000)	53,000.00
<i>Software & Hardware IT Budget</i>	1,096.22
<i>Total:</i>	\$ 105,940.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The District Support Division of the PD currently has six (6) full time Parks Police Officers. The current six officers do not have their own immediate supervisor (Sergeant) and are currently supervised by three (3) different Sergeants, who have other expanding responsibilities within the organization. With the expanding Parks & Rec facilities throughout the City, the need for additional Parks Officers in the future will require their own supervisor to keep our parks safe and enjoyable for our residents.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 138,293.61 Related Expenses Total: \$ 105,940.22 Grand Total: \$ 244,233.83

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

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CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: School Resource Officer (step 3) Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/2131 Reports to: Community Programs Sergeant

Base Annual Salary: \$ 61,169.64 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,792.52</u>
Medicare - 1.45%:	<u>886.96</u>
Retirement - 21.1%:	<u>12,906.79</u>
<small>(12% or 11.70% depending on bargaining group)</small>	
Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 99,805.91</u>

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade step 3] No [Preliminary HR Grade _____]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Safety and security of children and staff (walk grounds/check gates/parking lots/interact with children)	55
2) Monitor video surveillance of classrooms/hallways/grounds & Admin. paperwork	30
3) Conduct Fire/weather/code red drills. Complete bus safety evacuation drills. Staff security meetings	5
4) Teach stranger danger/anti-bullying/other pertinent classes as needed	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000)	\$ 51,844.00
<i>Capital Outlay:</i> Patrol Vehicle SUV (\$47,000) mobile radio equipment (\$6,000)	53,000.00
<i>Software & Hardware IT Budget</i>	1,096.22
Total:	\$ 105,940.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position is being requested to serve as a relief position for existing SRO's that are assigned to all high schools within Port St. Lucie. With the mandatory SRO requirements in accordance with the MSD Public Safety Act, a SRO must be at the school at all times when students are present on campus. This position ensures this can be accomplished without disruption to other areas of the organization and increased expenses. Job Description: Ensure the safety and security of children and staff, interact with students/staff members, patrol grounds/parking lots and monitor video surveillance equipment, prepare reports of campus violations, conduct investigations regarding incidents occurring on school grounds/DCF investigations, attend conferences with parents/students as needed, teach various children's programs within the school, administrative paperwork.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 99,805.91 Related Expenses Total: \$ 105,940.22 Grand Total: \$ 205,746.13

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Animal Control Officer Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/6200 Reports to: Animal Control Supervisor

Base Annual Salary: \$ 90,981.86 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>5,640.88</u>	
Medicare - 1.45%:	<u>1,319.24</u>	Total Number of Positions Requested: <u>2</u>
Retirement - 11.4%:	<u>10,371.93</u>	
<small>(12% or 11.70%, depending on bargaining group)</small>		
Medical:	<u>\$ 42,100.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 150,413.90</u>	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 11] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Responds to calls for service generated by the community	50
2) Writes reports on observations	25
3) Enforces local ordinances and state statutes	20
4) Conducts investigations regarding animal bites, cruelty, and dangerous dogs	5

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms & related supplies, pre-employment costs, furniture, laptop (\$15,480) x 2, Vehicle equipment (\$3,000) x 2	\$ 36,960.00
<i>Capital Outlay:</i> Animal Control Vehicle Ford F-150 (\$35,000) x 2, Mobile Radio (\$6,000) x 2	82,000.00
<i>Software & Hardware IT Budget</i> x 2	3,367.44
Total:	\$ 122,327.44

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Officer staffing level has remained unchanged since 2013 and was estimated to cover four (4) patrol districts with an estimated population level of 175,000 residents. Since 2018 the City's boundaries have expanded, additional patrol districts have been created, and the population has increased to an estimated 225,000 residents.

The Florida Animal Control Association (FACA) recommends a ratio of one (1) officer per 15,000 to 18,000 residents and the National Animal Control Association (NACA) recommends 1.6 officers per district per day. Using these recommended staffing levels and taking into consideration the current population of the City, the current recommended officer staffing level for the Animal Control Division is twelve (12) officers. With the addition of these two positions, the division would be staffed with ten (10) officers to cover the five (5) patrol districts for ten (10) hours per day and seven (7) days a week. The additional officers will also assist in coverage when staffing levels are affected due to vacation, illness, injury or vacant positions. Recent staffing shortages have resulted in reduced coverage and altered schedules which negatively impacts customer service.

The main functions of these positions will be as follows:

• Responding to 911 dispatch, 1PSL, and related calls for service

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 150,413.90 Related Expenses Total: \$ 122,327.44 Grand Total: \$ 272,741.34

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 5/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Customer Service Specialist Proposed Start Date: 10/1/2023

Hiring Department/Division: Police/6200 Reports to: Animal Control Supervisor

Base Annual Salary: \$ 35,643.34 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,209.89</u>	
Medicare - 1.45%:	<u>516.83</u>	Total Number of Positions Requested: <u>1</u>
Retirement - 11.4%:	<u>4,063.34</u>	
<small>(12% or 11.70%, depending on bargaining group)</small>		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	\$ 63,483.40	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 6] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Answers phones and assists walk-in customers at Animal Control front desk	50
2) Enters data into impound log, receipt program, and licensing database	20
3) Takes payments for impounds, licensing, and citations	20
4) Sends licensing renewal notices in accordance with State Statute requirements	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms & related supplies, pre-employment costs, furniture, laptop	\$ 10,480.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	1,683.72
<i>Total:</i>	\$ 12,163.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

In October of 2022, the Animal Control Division expanded the number of administrative positions from one to two with the addition of the Operations Manager. This expansion has created additional administrative duties. It has become increasingly apparent that the single position is not effective or efficient for both front desk customer service and administrative duties. The current staff inspection of the Animal Control Division has identified this as a weakness and a recommendation has been made to add a position to support the front desk duties. A request for a full-time front desk position was included in the five-year plan written in December of 2022.

The main functions this position will be assuming will be as follows:

- Answering telephone calls from residents
- Assisting walk-in customers
- Selling pet licenses
- Mailing out pet license renewal letters

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 63,483.40 Related Expenses Total: \$ 12,163.72 Grand Total: \$ 75,647.12

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PART-TIME POSITION

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Kennel Technician (Part-Time) Proposed Start Date: 10/1/2023
 Hiring Department/Division: Police/6200 Reports to: Animal Control Supervisor
 Base Annual Salary: \$ 15,600.00 Number of hours per week: 20
(No more than 15% can be added to base salary)
 FICA - 6.20%: 967.20 Total Number of Positions Requested: 1
 Medicare - 1.45%: 226.20

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 16,793.40

Existing Classification: Yes [Grade 1] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Provides daily care of animals impounded by Animal Control	50
2) Cleans and sanitizes cages, floors, and walls of kennel	20
3) Organizes equipment, cleaning supplies, and other items located in kennel	20
4) Transports animal to local shelters or rehabilitators for final disposition	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms & related supplies (\$1,000) preemployment costs (\$330)	\$ 1,330.00
Capital Outlay:	0 00
Software & Hardware IT Budget	0 00
Total:	\$ 1,330.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Please allow this memo to serve as my formal request to hire an additional Part-Time Kennel Technician to address the needs of the Animal Control Division to provide adequate care and sheltering of animals at our kennel. There is currently a vacant contract position allocated and I am requesting it be made permanent. Shelter standards require we provide all animals in our care with the Basic Five freedoms which include ensuring they are comfortable, stress free and are provided daily exercise, food, clean water and sanitary conditions.

Currently Animal Control has one part-time Kennel Technician who is working five days a week to ensure the animals housed at our facility are properly being cared for and the needs of the division are being met. Due to increases in population, we find that our kennel is continually at or near capacity and therefore the workload associated with caring for these animals has increased to a point beyond what one part-time technician can provide. The National Animal Control Association recommendations must based on the number of animals brought into our facility per year, we should have the equivalent of one full-time kennel technician on staff.

Any bargaining unit members hired on or after October 1, 2012 shall be paid a starting wage of least fifteen dollars (\$15.00) per hour. Note: 5% added min rate for FY 23/24 for \$15.75/hour.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 16,793.40 Related Expenses Total: \$ 1,330.00 **Grand Total: \$ 18,123.40**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/11/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



“A City for All Ages”

PUBLIC WORKS DIRECTOR
Heath Stocton, P.E.

KEEP PORT ST. LUCIE BEAUTIFUL

10 FTES

- EDUCATIONAL OUTREACH
- BEAUTIFICATION
- ADOPT-A-STREET
- LITTER PREVENTION
- SPECIAL EVENTS



PUBLIC WORKS DEPARTMENT

General Fund #001 KPSLB Program

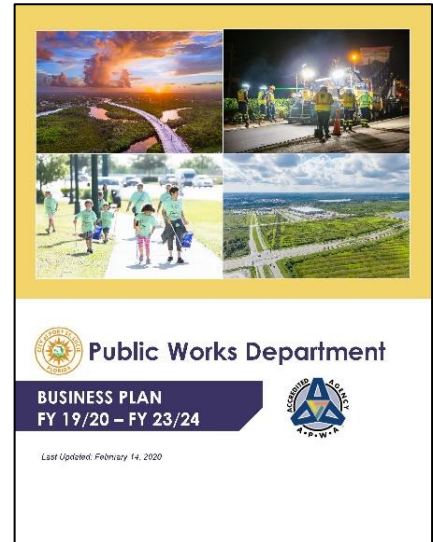
FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The City of Port St. Lucie Public Works Department is dedicated to maintaining and improving the quality and safety of the community, through the creation and preservation of environmentally and economically sound infrastructure, while providing outstanding services to our residents.

Public Works Department Goals & Initiatives

The Public Works Department has developed a five-year Strategic Business Plan in alignment with the City’s Strategic Plan. The work of the Public Works Department advances the City of Port St. Lucie’s Strategic Plan goals of a **Safe, Clean and Beautiful City**, fosters **Vibrant Neighborhoods**, and contributes to a **High-Performance Government Organization**. The goals and strategic initiatives for the KPSLB division within Public Works outlined in the Business Plan include:



Goal 1: Support a Safe, Clean and Beautiful City and Vibrant Neighborhoods

- Keep Port St. Lucie Beautiful
- Expand Landscaping and Beautification

Goal 5: High Performing Public Works Department

- Improve Communication
- Enhance Customer Service

FY 2023/24 Keep Port St. Lucie Beautiful Goals - The Public Works Department will continue to advance the Strategic Plan through the following initiatives:

Public Outreach

- National Night Out
- Outreach Business/Organization/HOA presentations – 1 each quarter; 4x per year
- Treasure Coast Business Summit at MIDFLORIDA Event Center

Education

- Keep Florida Beautiful Annual Conference
- Youth Educational Program – 1 each quarter; 4x per year
- Continue to develop Cigarette Litter Prevention Program
- Continue to develop and revise LEAP initiatives

Special Events

- Holiday Lights
- Adopt-a-street Volunteer Appreciation Breakfast

Household Hazardous Waste Collection Day

- KPSLB Household Hazardous Waste Collection Day

Adopt-a-street

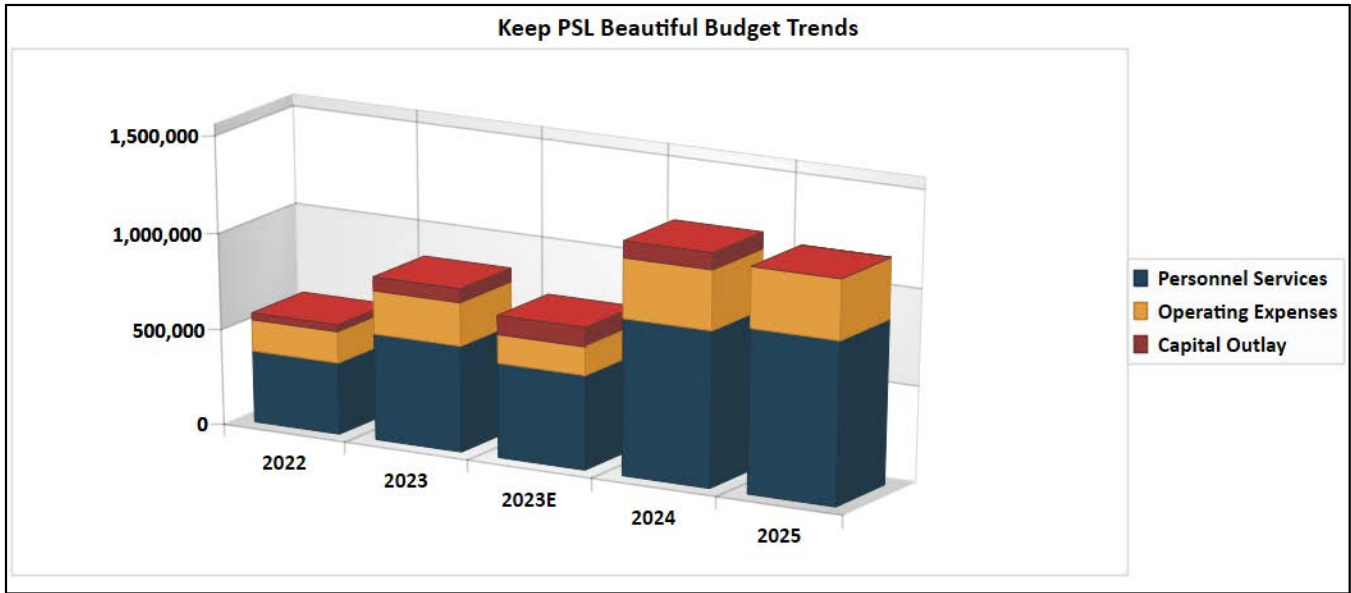
- Continue to develop Adopt-a Street and add 30+ groups

KPSLB beautification projects

- Develop 23/24 KPSLB Beautification Plan
- Seek grant funding
- Partner with schools

CITY OF PORT ST. LUCIE PUBLIC WORKS DEPARTMENT FY 2023/24 KEEP PSL BEAUTIFUL PERFORMANCE MEASURES AND SCORECARD							
	City Council Strategic Goal (s)	Key Performance Measures Public Works Department	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/2024 Target
EFFECTIVENESS MEASURES	5	National Community Survey™: Cleanliness (4)	83% ↔	82% ↔	71% ↔	75% ↔	80%
	1	Adopt-A-Street Groups Recruited	166	175	114	130	160

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
KEEP PSL BEAUTIFUL - 001.3900
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 375,584	\$ 555,825	\$ 495,197	\$ 817,665	\$ 261,840	47.11 %	\$ 858,182
Operating Expenses	164,049	225,014	148,778	310,282	85,268	37.89 %	313,703
Capital Outlay	35,109	71,000	99,163	85,157	14,157	19.94 %	-
Total	\$ 574,742	\$ 851,839	\$ 743,138	\$1,213,104	\$ 361,265	42.41 %	\$ 1,171,885

STAFFING SUMMARY:

Full Time Equivalents	4.00	7.00	7.00	10.00
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CAPITAL OUTLAY:

Ford Escape with Strobes	\$ 33,182
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CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
KEEP PSL BEAUTIFUL - 001.3900

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 252,544	\$ 308,775	\$ 314,835	\$ 475,367	\$ 166,592	53.95 %	1	\$ 494,382
Overtime	4,506	21,000	24,417	21,000	-	- %		22,050
F.I.C.A	14,916	17,876	14,847	27,623	9,747	54.53 %	2	28,728
Mandatory Medicare	3,488	4,181	3,472	12,487	8,306	198.66 %	2	12,986
Retirement								
Contributions	22,389	35,200	25,319	54,651	19,451	55.26 %	1	56,837
Life & Health								
Insurance	75,984	148,944	96,519	199,496	50,552	33.94 %	3	213,461
Other Post								
Employment Benefits	-	6,089	2,028	6,089	-	- %		6,272
Workmen's								
Compensation	746	13,760	13,760	20,952	7,192	52.27 %	4	23,466
Unemployment								
Compensation	1,011	-	-	-	-	- %		-
Total	375,584	555,825	495,197	817,665	261,840	47.11 %		858,182
OPERATING EXPENSES:								
Professional Services	-	500	167	500	-	- %		515
Other Contractual								
Services	31,072	125,000	41,625	150,000	25,000	20.00 %	5	154,500
Gas & Oil	8,849	3,150	3,807	3,450	300	9.52 %	6	3,554
Repairs &								
Maintenance-Vehicle	5,380	23,511	22,603	35,276	11,765	50.04 %	7	37,040
Fleet Maintenance-								
Non Contract	8,592	2,000	2,183	2,000	-	- %		2,060
Travel And Per Diem	9	-	-	-	-	- %		-
Communications								
Service	3,207	3,910	3,495	4,000	90	2.30 %		4,120
Transportation	53	200	67	200	-	- %		206
Rentals & Leases-								
Office Equipm	3,470	1,510	5,925	1,650	140	9.27 %		1,700
Insurance	2,306	-	-	19,662	19,662	- %	8	21,543
Repair & Maintenance-								
Office Eq	-	368	123	440	72	19.57 %	9	453
Repair & Maintenance-								
Equipment	271	250	83	250	-	- %		258
Printing & Binding	1,567	750	3,602	2,000	1,250	166.67 %	10	2,060
Promotional Activities	78,430	46,600	46,329	51,500	4,900	10.52 %	11	53,045
Other Current Charges								
& Obliga	-	300	100	300	-	- %		309
Office Supplies	2,171	1,000	376	11,400	10,400	1,040.00 %	12	3,605
Operating Supplies	14,583	13,700	16,655	25,160	11,460	83.65 %	13	26,166

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
KEEP PSL BEAUTIFUL - 001.3900

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025	
					\$	%			
Books,Subs,Memberships	947	750	933	825	75	10.00 %	14	850	
Training And Education	3,142	1,515	705	1,669	154	10.17 %	15	1,719	
Total Operating Expenses	164,049	225,014	148,778	310,282	85,268	37.89 %		313,703	
CAPITAL OUTLAY:									
Vehicles	-	-	-	85,157	85,157	-	%	16	-
Other Machinery & Equipment	35,109	71,000	99,163	-	(71,000)	(100.00)%	17	-	
Total Capital Outlay	35,109	71,000	99,163	85,157	14,157	19.94 %		-	
Fund Totals	<u>\$ 574,742</u>	<u>\$ 851,839</u>	<u>\$ 743,138</u>	<u>\$ 1,213,104</u>	<u>\$ 361,265</u>	<u>42.41 %</u>		<u>\$ 1,171,885</u>	

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes (1) new Project Coordinator and (2) Maintenance Workers.
- 2 FICA calculated pre-tax benefits and expenses may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in Workmen's Compensation insurance.
- 5 Increase for Saint Lucie County Sheriff inmate litter pick up, Household Hazardous Waste Event, and temp staffing.
- 6 Fuel increases.
- 7 First Vehicle Services Contract for vehicle maintenance.
- 8 Changes in liability insurance (general, auto, property).
- 9 Increase for Adobe license.
- 10 Increase for Banners related to new construction of Public Works Facility.
- 11 Increase related to the Tree preservation 2 events.
- 12 New desk and chair for existing employee (Current FTE was hired after the budget cycle of FY22-23.) IT recommended computer replacements - (1) desktop (2) laptops and computer for New Project Coordinator.
- 13 Increase for dog station bags and uniforms.
- 14 Increase cost in memberships.
- 15 Increase for travel expenses - hotel rooms.
- 16 Purchase of a Ford Escape with strobes for the Project Coordinator position.
- 17 Ford F-150 Super-cab 4x4 Pick Up Truck w/liner, strobes, tow package, topper for New Maintenance Workers and the replacement of the Ford Escape.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001 KEEP PORT SAINT LUCIE BEAUTIFUL - COST CENTERS #3900

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
3900 KPSLB (1 FTE)				
Administrative Secretary	67,525	1	-	-
Operating Expense	4,000		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	73,209		-	-
3900 KPSLB (1 FTE)				
Project Coordinator	93,148	1	93,148	-
Operating Expense	4,000		4,000	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	33,182		33,182	-
Personnel Subtotal	132,014		132,014	-
3900 KPSLB (1 FTE)				
Crew Leader	86,445	2	-	-
Operating Expense	4,000		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	70,112		-	-
Personnel Subtotal	162,241		-	-
3900 KPSLB (2 FTE)				
Maintenance Worker	119,077	2	119,077	-
Operating Expense	7,560		7,560	-
Computer Expense (IT Budget)	-		-	-
Capital Outlay Expense	51,975		51,975	-
Personnel Subtotal	178,612		178,612	-
Total FTE Enhancement Requests	546,076		310,626	-
3900 KPSLB (Operating)				
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
3900 KPSLB (Capital Outlay)				
Ford F-150 Super-cab 4 x 4 Pick Up Truck w/liner, strobes, tow package, topper for New Maintenance Workers	51,975		51,975	-
Ford Escape with strobes for the new Project Coordinator position	33,182		33,182	-
Capital Outlay Subtotal	85,157		85,157	-
Total Capital Outlay	85,157		85,157	-
Grand Total Requested	631,233		395,783	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Project Coordinator, KPSLB Proposed Start Date: October 2, 2023

Hiring Department/Division: Public Works - KPSLB 001-3900 Reports to: Jennifer Perkey, Customer Service Administrator

Base Annual Salary: \$ 60,560.78 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,754.77</u>	
Medicare - 1.45%:	<u>878.13</u>	Total Number of Positions Requested: <u>1</u>
Retirement - 11.4%:	<u>6,903.93</u>	
<small>(12% or 11.70%, depending on bargaining group)</small>		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 93,147.61</u>	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 14] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Development and coordination of KPSLB projects from conception to completion	25%
2) Coordination of Holiday Lights Program to include business and community contributions/sponsorships/participation	25%
3) Liaison to procurement and the public	25%
4) Coordination of KPSLB projects, events, and other beautification programs as assigned	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Laptop/iPad, VPN, cell phone, uniforms, safety shoe allowance, misc ofc/operating, training	\$ 4,000.00
<i>Capital Outlay:</i> Ford Escape with Strobes	33,182.00
<i>Software & Hardware IT Budget</i> IT software licensing, hardware, network port	1,683.72
<i>Total:</i>	\$ 38,865.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The recommended candidate will be highly involved in the City's strategic goal #1- Safe, Clean and Beautiful. They will attend events throughout the year along with enthusiastically promoting beautification of the City through various programs, including but not limited to Holiday Lights, Annual Cleanup Day, Adopt-A-Street Program, anti-littering education campaigns, and many more initiatives.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 93,147.61 Related Expenses Total: \$ 38,865.72 **Grand Total:** \$ 132,013.33

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Stocton, P.E. Digitally signed by hstocton Reason: I am approving this document Date: 2023.04.07 17:16:17-04'00' Date: _____

Public Works Director

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Handwritten Signature]

5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Maintenance Worker, KPSLB (Pressure Washing Crew) Proposed Start Date: October 2, 2023
 Hiring Department/Division: Public Works / KPSLB 001-3900 Reports to: Jennifer Perkey, Administrator, Community Services
 Base Annual Salary: \$ 64,659.30 Number of hours per week: 40
(No more than 15% can be added to base salary)
 FICA - 6.20%: 4,008.88 Total Number of Positions Requested: 2
 Medicare - 1.45%: 937.56
 Retirement - 11.4%: 7,371.16
(12% or 11.70%, depending on bargaining group)
 Medical: \$ 42,100.00
 Total Salary & Benefits: \$ 119,076.90
 Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade ____]
 Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Performs pressure cleaning to include medians, sidewalks, curbs, bridges, etc.	50
2) Removes and covers graffiti	20
3) Cleans and maintains signs citywide	20
4) Other KPSLB litter control and beautification job functions as needed	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Safety Shoe Allowance, Uniforms, Safety Gear, Training, CDL Permit/License, Misc Office & Operating Supplies	\$ 7,560.00
<i>Capital Outlay:</i> Ford F-150 Super-cab 4 x 4 Pick Up Truck w/liner, strobes, tow package, topper (total of 1 vehicle to be shared)	51,975.00
<i>Software & Hardware IT Budget</i> N/A	0.00
<i>Total:</i>	\$ 59,535.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Pressure Cleaning/Water Control Maintenance/Sign Crew
 Primary focus to be on the estimated 53 miles of medians throughout the city along with Mid Florida that have never been pressure cleaned and need immediate attention. Additionally, this program could actively participate in selective sidewalk, ornamental lighting, bridges, barriers, etc. The City has a total of 126 signs, (62 in the last 1.5 years) from neighborhood services that need attention as to not allow blight as you enter the recently named neighborhoods throughout the city. Pressure cleaning would also require touch-up painting, replacing city medallions and lettering.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 119,076.90 Related Expenses Total: \$ 59,535.00 Grand Total: \$ 178,611.90

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Stockton, P.E. Public Works Director Digitally signed by heathstockton, P.E. Reason: I am approving this document. Date: 2023.04.12 11:13:57 -0400 Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved
 City Manager Signature: [Signature] Date: 6/12/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Crew Leader, KPSLB Proposed Start Date: October 2, 2023

Hiring Department/Division: Public Works / KPSLB / 001-3900 Reports to: Jennifer Perkey

Base Annual Salary: \$ 54,930.33 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	3,405.68		
Medicare - 1.45%:	796.49		
Retirement - 11.4%:	6,262.06		
(12% or 11.70%, depending on bargaining group)			
Medical:	\$ 21,050.00	Total Number of Positions Requested: <u>1</u>	
Total Salary & Benefits:	\$ 86,444.56	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/> Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)	

Existing Classification: Yes [Grade 12] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Leads a crew who provide pressure cleaning, sign maint., & other KPSLB services	25
2) Job site logistics & operations, maintenance of traffic, and workload distribution	25
3) Responds to 1PSL and other PW Work Order Requests-Field Customer Service	25
4) Ensures employees receive the tools and training to complete tasks at hand.	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Cell phone, uniforms, safety shoe allowance, laptop mounting bracket, hot-spot, laptop, raining, etc, training, misc	\$ 4,000.00
<i>Capital Outlay:</i> F-450 Crew Cab 4 x 4 PU Truck (hauls pressure washing machine and other MOT/Traffic Cones, etc.	70,112.00
<i>Software & Hardware IT Budget</i> IT software licensing, hardware, network port	1,683.72
<i>Total:</i>	\$ 75,795.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

A Crew Leader would lead a 2 man maintenance crew whose primary focus would be on the estimated 53 miles of medians throughout the city along with Mid Florida that have never been pressure cleaned and need immediate attention. Additionally, this program could actively participate in selective sidewalk, ornamental lighting, bridges, barriers, etc. The City has a total of 126 signs, (62 in the last 1.5 years) from neighborhood services that need attention as to not allow blight as you enter the recently named neighborhoods throughout the city. Pressure cleaning would also require touch-up painting, replacing city medallions and lettering. This position will also assist with other KPSLB job functions, as needed.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 86,444.56 Related Expenses Total: \$ 75,795.72 Grand Total: \$ 162,240.28

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Stocton, P.E. Public Works Director Digitally signed by hstocton
Reason: I am approving this document
Date: 2023.04.10
11:35:40-04'00' Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



“A City for All Ages”

FACILITIES MAINTENANCE DIRECTOR
Roger Jacob

20.725 FTES

MAINTENANCE DIVISION

14 FTES

- GENERAL REPAIR AND MAINTENANCE
- PREVENTATIVE MAINTENANCE
- CARPENTRY
- PLUMBING
- ELECTRICAL
- HVAC

CONSTRUCTION DIVISION

3 FTES

- CONTRACT MANAGEMENT
- CIP MANAGEMENT
- SPECIAL CONSTRUCTION PROJECT MANAGEMENT

FLEET DIVISION

1 FTES

- FLEET MANAGEMENT
- FLEET PREVENTATIVE MAINTENANCE
- FLEET PURCHASING
- FLEET CONTRACT MANAGEMENT

ADMINISTRATIVE DIVISION

1.725 FTES

- ACCOUNTS PAYABLE
- PURCHASE ORDERS
- TIME KEEPING
- BUDGET
- GENERAL ADMINISTRATIVE DUTIES



Facilities Maintenance Department

Fund #4135

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The Facilities Maintenance Department's main goal is to provide fast and complete support to all City Departments for Facility and Fleet needs and services. The Department maintains all City facilities and addresses requested maintenance or services, preventive maintenance, deferred maintenance and is responsible for facility construction, renovations, improvements, and routine services.

The Department uses a mixture of in-house staffing and contract services, a shared service model, that provides a well-balanced and cost-effective approach to our overall service delivery, that ensures all City facilities are well maintained and performing as required.

The Fleet Division is responsible for providing management of the maintenance of over 1,000 fleet vehicles including grounds and heavy construction equipment.



FY 23/24 FACILITIES MAINTENANCE DEPARTMENT GOALS & INITIATIVES

Goal 1: Smart & Connected City with High Quality Infrastructure and Facilities: Provide superior capital projects and maintenance delivery. Facilitate operations that plan, design, and construct safe, clean, and sustainable public facilities. Initiatives include:

- **Maintain Assets:** Continue to maintain the City's vital assets and address deferred maintenance.
- **Quality Construction:** Manage new design and construction projects with cost effective criteria.
- **Sustainability:** Improve energy efficiency of facilities through HVAC, lighting and backup power.

Goal 2: High Performing Facilities Maintenance Department. Initiatives include:

- **Improve operations:** Improve operations for Capital Project Delivery with Construction Division.
- **Upgrade Equipment:** To maximize efficiency and reliability.
- **Increase Efficiency:** To improve efficiency and timeliness of completing work order requests, repairs, and maintenance work.

CITY OF PORT ST. LUCIE FACILITIES MAINTENANCE DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goals	Key Performance Measures	2019/20 Results	2020/21 Results	2020/21 Target	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Goal 7, High Performing Government Organization	Number of projects managed	37	40	45	47	45	50
EFFICIENCY MEASURES	Goal 7	Number of Work Orders completed	80%	83%	88%	90%	92%	95%
	Goal 5, High Quality Infrastructure and Facilities	Preventive maintenance schedule completion rates	90%	91%	93%	95%	96%	98%
EFFECTIVENESS MEASURES	Goal 7	*The National Employee Survey™ (NES™): Percentage of respondents rating Facilities Management Services overall as excellent or good, strongly, or somewhat agree	80% ↑	81% ↑	83% ↑	84% ↑	85% ↑	86% ↑
	Goal 7	*NES™: Percentage of respondents rating Fleet Maintenance Services overall as excellent or good, strongly, or somewhat agree	71% ↔	73% ↔	75% ↔	76% ↑	77% ↔	79% ↔
	Goal 7	*NES™: Percentage of respondents rating Maintenance and Repair Services overall as excellent or good, strongly, or somewhat agree	81% ↑	81% ↑	83% ↑	83% ↑	85% ↑	87% ↑

*Percent approval rating from the annual National Employee Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
MUNICIPAL GARAGE - 001.4130

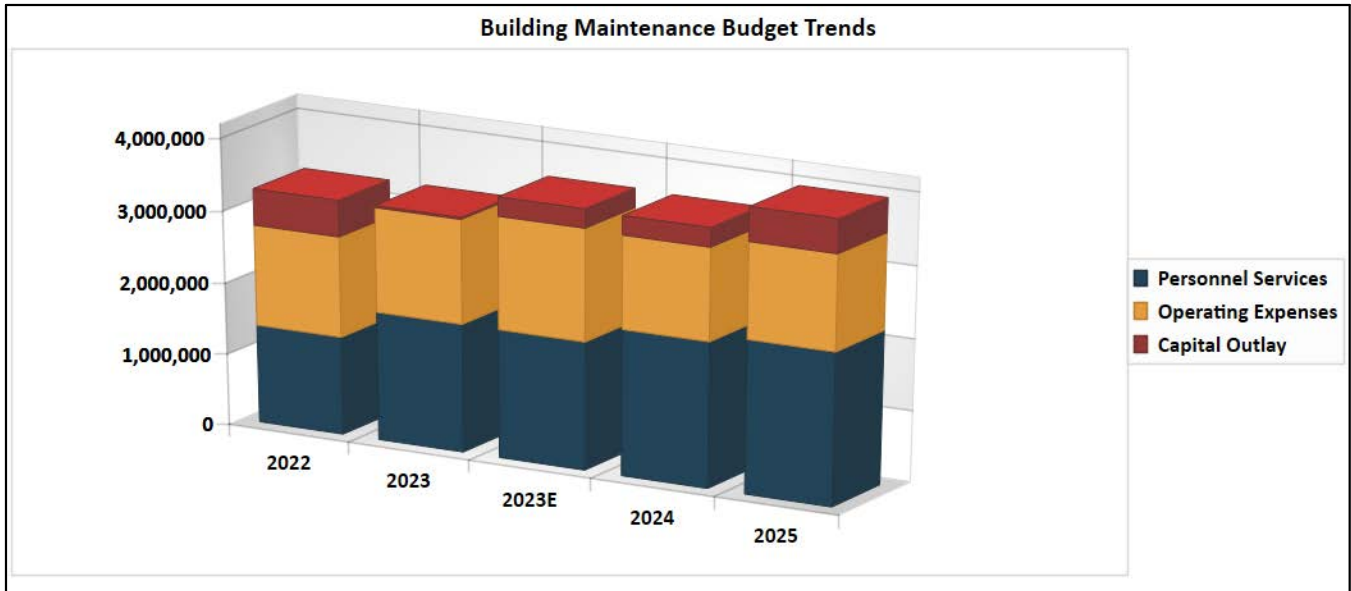
	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
	\$	\$	\$	\$	\$	%		\$
Salaries And Wages	\$ 80	\$ -	\$ -	\$ -	\$ -	- %		\$ -
Total	80	-	-	-	-	- %		-
OPERATING EXPENSES:								
Other Contractual Services	3,048	6,300	6,300	6,741	441	7.00 %		6,943
Gas & Oil	4,756	5,250	5,250	5,618	368	7.01 %		5,787
Repairs & Maintenance-Vehicle	4,425	15,000	15,000	10,704	(4,296)	(28.64)%	1	11,239
Fleet Maintenance-Non Contract	8,565	8,500	8,500	8,500	-	- %		8,755
Communications Service	3,658	3,000	3,000	3,000	-	- %		3,090
Electricity (Fpl)	9,265	9,600	9,600	9,600	-	- %		9,919
Water	1,744	2,500	2,500	2,500	-	- %		2,575
Sewer	2,166	2,500	2,500	2,500	-	- %		2,575
Gas (Gdu)	364	1,000	1,000	1,070	70	7.00 %		1,102
Insurance	3,909	-	-	14,747	14,747	- %	2	16,157
Repair & Maintenance-Building	11,837	5,500	5,500	5,500	-	- %		5,665
Repair & Maintenance-Office Eq	-	1,925	1,925	1,925	-	- %		1,983
Repair & Maintenance-Equipment	14,361	38,500	38,500	42,250	3,750	9.74 %	3	43,518
Other Current Charges & Obliga	-	50	50	50	-	- %		52
Office Supplies	1,168	10,750	10,750	10,750	-	- %		11,393
Operating Supplies	74,572	223,000	223,000	223,000	-	- %		229,690
Books,Subs,Memberships	1,386	500	500	500	-	- %		515
Training And Education	75	500	500	500	-	- %		515
Total Operating Expenses	145,299	334,375	334,375	349,455	15,080	4.51 %		361,473
CAPITAL OUTLAY:								
Vehicles	36,103	-	-	-	-	- %		-
Other Machinery & Equipment	27,324	20,000	20,000	21,400	1,400	7.00 %		22,898
Total Capital Outlay	63,427	20,000	20,000	21,400	1,400	7.00 %		22,898
Fund Totals	\$ 208,806	\$ 354,375	\$ 354,375	\$ 370,855	\$ 16,480	4.65 %		\$ 384,371

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
MUNICIPAL GARAGE - 001.4130**

Notes:

- 1 First Vehicle Services Contract for vehicle maintenance.
- 2 Changes in liability insurance (general, auto, property).
- 3 Maintenance has increased - miscellaneous repairs, degreaser soap, disposal of wastewater and sediment.

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
FACILITIES MAINTENANCE - 001.4135
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 1,373,668	\$ 1,798,913	\$ 1,798,913	\$2,047,857	\$ 248,944	13.84 %	\$ 2,154,328
Operating Expenses	1,399,183	1,449,818	1,564,645	1,292,848	(156,970)	(10.83)%	1,335,252
Capital Outlay	501,656	25,000	261,194	264,000	239,000	956.00 %	470,000
Debt	360	-	-	-	-	- %	-
Total	\$ 3,274,867	\$ 3,273,731	\$ 3,624,752	\$3,604,705	\$ 330,974	10.11 %	\$ 3,959,580

STAFFING SUMMARY:

Full Time Equivalents	18.00	20.00	20.00	20.725
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CAPITAL OUTLAY:

Replace Workman Toro for City Hall Complex (Unit FMD-148).	\$ 20,000
Replace Ford F-250 pick up truck (Unit FMD-9513).	49,000
Replace (HVAC) Heating, Ventilation, and Air Conditioning.	<u>195,000</u>
Total	\$ 264,000

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
FACILITIES MAINTENANCE - 001.413

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 906,890	\$ 1,155,893	\$ 1,155,893	\$ 1,298,222	\$ 142,329	12.31 %	1	\$ 1,363,133
Overtime	60,640	50,000	50,000	75,000	25,000	50.00 %	2	78,750
F.I.C.A	57,203	67,980	67,980	75,321	7,341	10.80 %	3	78,334
Mandatory Medicare	13,392	15,957	15,957	17,619	1,662	10.42 %	3	18,500
Retirement								
Contributions	107,432	133,287	133,287	128,416	(4,871)	(3.65)%		133,553
Life & Health								
Insurance	208,966	311,577	311,577	384,282	72,705	23.33 %	4	407,339
Other Post								
Employment Benefits	-	28,415	28,415	28,415	-	- %		29,267
Workmen's								
Compensation	19,145	35,804	35,804	40,582	4,778	13.34 %	5	45,452
Total	1,373,668	1,798,913	1,798,913	2,047,857	248,944	13.84 %		2,154,328
OPERATING EXPENSES:								
Other Contractual								
Services	23,203	332,000	332,000	32,000	(300,000)	(90.36)%	6	32,960
Gas & Oil	7,681	18,900	18,900	19,260	360	1.90 %		19,838
Repairs &								
Maintenance-Vehicle	16,692	21,400	21,400	15,251	(6,149)	(28.73)%	7	16,014
Fleet Maintenance-								
Non Contract	5,410	4,683	4,683	4,772	89	1.90 %		4,915
Travel And Per Diem	6,965	-	-	-	-	- %		-
Communications								
Service	14,151	22,536	22,536	22,536	-	- %		23,212
Rentals & Leases-								
Equipment	2,022	7,500	7,500	8,025	525	7.00 %		8,266
Rentals & Leases-								
Office Equipm	6,274	-	-	-	-	- %		-
Insurance	25,431	-	-	54,851	54,851	- %	8	60,098
Repair & Maintenance-								
Building	1,232,593	901,000	1,002,387	963,000	62,000	6.88 %	9	991,890
Repair & Maintenance-								
Office Eq	1,479	1,890	1,890	1,890	-	- %		1,947
Repair & Maintenance-								
Equipment	6,145	64,664	78,104	83,571	18,907	29.24 %	10	86,078
Printing & Binding	263	210	210	210	-	- %		216
Office Supplies	33,999	30,175	30,175	40,700	10,525	34.88 %	11	41,633
Operating Supplies	13,866	32,460	32,460	34,382	1,922	5.92 %		35,413
Books,Subs,Membersh								
ips	606	-	-	-	-	- %		-
Training And								
Education	2,403	12,400	12,400	12,400	-	- %		12,772

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
FACILITIES MAINTENANCE - 001.413**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Total Operating Expenses	1,399,183	1,449,818	1,564,645	1,292,848	(156,970)	(10.83)%		1,335,252
CAPITAL OUTLAY:								
Improvements O/T								
Buildings	-	-	29,689	-	-	- %		-
Vehicles	-	-	206,505	69,000	69,000	- %	12	70,000
Other Machinery & Equipment	501,656	25,000	25,000	195,000	170,000	680.00 %	12	400,000
Total Capital Outlay	501,656	25,000	261,194	264,000	239,000	956.00 %		470,000
Principal Interest	349	-	-	-	-	- %		-
	11	-	-	-	-	- %		-
Total Debt	360	-	-	-	-	- %		-
Fund Totals	<u>\$ 3,274,867</u>	<u>\$ 3,273,731</u>	<u>\$ 3,624,752</u>	<u>\$ 3,604,705</u>	<u>\$ 330,974</u>	<u>10.11 %</u>		<u>\$ 3,959,580</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes a new position for a (.73) P/T Administrative Assistant.
- 2 Increase in HVAC maintenance, fountain work on weekends including new Pioneer Park fountain, and construction/maintenance that is required to be performed after normal work hours.
- 3 FICA calculated pre-tax benefits expenses fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workmen’s Compensation insurance.
- 6 Decrease due to repair and maintenance for Police Department in FY23. Police repair and maintenance is included in 546100.
- 7 Decrease due to fleet maintenance contract for vehicles auctioned.
- 8 Changes in liability insurance (general, auto, property).
- 9 Increase for inflation related to Deferred Maintenance Projects at all City Facilities including PD Repair/Maintenance Fund.
- 10 Water treatment, AC, ice machines, plumbing equipment maintenance, Fountain equipment (4 fountains) and inflation.
- 11 Increase cost for equipment, supplies for maintenance staff and vehicle supplies. There are also IT recommended computer replacements (2) Desktops & (4) Laptops.
- 12 Capital Outlay one time purchases previously listed.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001 FACILITIES MAINTENANCE - COST CENTER #4135

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
4135/Facilities Maintenance (1 FTE)				
Administrative Assistant-General Clerical and Accounts Payable Services	30,665	1	30,665	-
Operating Expense - Laptop/Monitors/Accessories/Cell Phone & Service	2,500		2,500	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	34,849		34,849	-
Total FTE Enhancement Requests	34,849		34,849	-
4135/Facilities Maintenance (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
4135/Facilities Maintenance (Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	34,849		34,849	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PART-TIME POSITION

FY: 23-2024

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Administrative Assistant Part Time Proposed Start Date: 10/1/2023
 Hiring Department/Division: Facilities Maintenance Reports to: Administrative Operations Coordinator
 Base Annual Salary: \$ 28,486.12 +15% if applicable Number of hours per week: 29
(No more than 15% can be added to base salary)
 FICA - 6.20%: 1,766.14 Total Number of Positions Requested: 1
 Medicare - 1.45%: 413.05

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 30,665.31

Existing Classification: Yes [Grade 8] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Provides general administrative services	50%
2) Provide accounts payable services	20%
3) Provide daily reports	10%
4) Assist with budget and timekeeping services	10%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
Operating:	Laptop, monitors, and accessories, mobile phone	\$ 2,500.00
Capital Outlay:		0.00
Software & Hardware IT Budget	MS office, Kronos, Munis, UPS	1,683.72
Total:		\$ 4,183.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 30,665.31 Related Expenses Total: \$ 4,183.72 Grand Total: \$ 34,849.03
 Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Roger Jacob Date: 4/7/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved
 City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/17/23



“A City for All Ages”

PARKS & RECREATION DIRECTOR
Sherman Conrad

155.616 FTES

PARK MANAGEMENT AND OPERATIONS

82.675 FTES

- GROUNDS MAINTENANCE
- PREPARE SPORTS FIELDS
- SPECIAL EVENT SETUP/TEAR DOWN ASSISTANCE
- OUTDOOR RECREATION AREA MAINTENANCE

FITNESS CENTERS AND CLASSES

7.979 FTES

- FITNESS CENTER OPERATIONS
- FITNESS EQUIPMENT INSTRUCTION
- CLASS/PROGRAM OPERATIONS

SAINTS GOLF COURSE

10.175 FTES

- GROUNDS MAINTENANCE
- RETAIL SHOP OPERATIONS
- CLASS/PROGRAM OPERATIONS
- COORDINATION WITH RESTAURANT VENDOR
- SPECIAL EVENTS

ADMINISTRATION

7 FTES

- FINANCE
- PAYROLL
- DEPARTMENT LIAISON
- PURCHASING
- PERSONNEL MANAGEMENT

SPECIAL EVENTS

5 FTES

- EVENT PLANNING, OPERATIONS & ORGANIZATION
- ASSIST DEPARTMENTS WITH SPECIAL EVENTS
- MARKETING WITH COMMUNICATIONS DEPT.
- VENDOR COORDINATION

PROJECTS

3 FTES

- PARK PROJECT OPERATIONS
- COORDINATION WITH PROCUREMENT ON RFP/RFQ BIDS
- REVIEW SITE BUILDING PLANS & PROVIDE FEEDBACK
- PUBLIC ENGAGEMENT ON PARKS & RECREATION PROJECTS

RECREATION

38.866 FTES

- FACILITIES MAINTENANCE
- PROGRAM OPERATIONS
- PROGRAM DEVELOPMENT
- ATHLETIC PROGRAM OPERATIONS
- COORDINATE RENTAL SPACES



PARKS & RECREATION DEPARTMENT

Funds #001-7200, 7201, 7202, 7205, 7210, 7215, 7216, 7235, 7502 & 7503

FY 2023/24 STRATEGIC PLAN: OVERVIEW

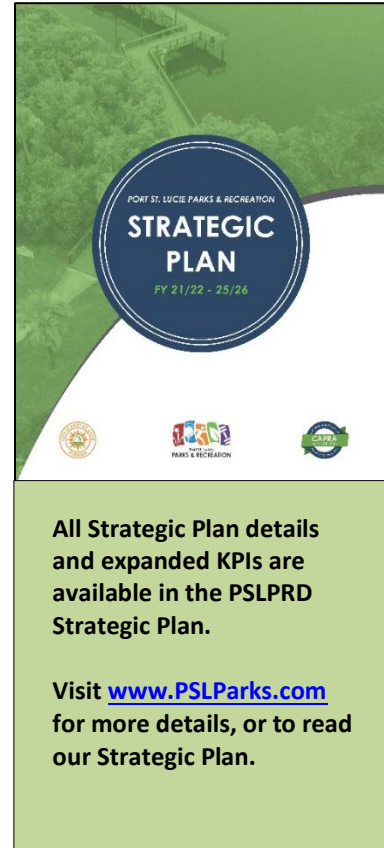
Overview

The City of Port St. Lucie Park & Recreation Department’s **Mission** is to strengthen our community by offering exceptional leisure, cultural, and innovative recreational opportunities.

The City of Port St. Lucie Parks & Recreation Department’s **Vision** is that the Port St. Lucie Parks and Recreation facilities are dynamic destinations. Numerous special events consistently meet the diverse community needs and shape the character of our City. Citizens encounter natural areas and waters that endure and captivate, as well as recreational programs which inspire personal growth, healthy lifestyles and a sense of community. All guests are assured that our facilities and parks are a safe place to play, celebrate, contemplate and recreate.

The Department’s **Values** are:

- **Service:** We are committed to providing exceptional customer service to our community and organization. We value ethics, accountability, stewardship, and teamwork to accomplish our mission.
- **Diversity:** We embrace diversity, promote inclusion, and respect the unique qualities of our City team and our community.
- **Innovation:** We encourage and empower innovation in service delivery through our visionary team.
- **Engagement:** We are engaged and committed to prioritizing the highest level of service to our community.



FY 2023/24 PARKS & RECREATION DEPARTMENT GOALS & INITIATIVES

In FY 2023-2023, the Parks & Recreation Department will continue to grow as a CAPRA-accredited leader and advance the Strategic Plan through the following goals, initiatives, and projects:

- **Goal 1: Analyze and strengthen existing parks operations for optimal performance.**
 - **Initiative 1:** Continue focus on mission, vision and values campaign and onboarding.
 - **Initiative 2:** Continue to evaluate and improve operations via benchmarking, staff retreats, strategic planning, research, technology/innovative solutions, CAPRA reaccreditation, studies and surveys.
 - **Initiative 3:** Expanding marketing in coordination with Communications.
- **Goal 2: Improve current programs and events.**
 - **Initiative 1:** Introduce new and expanded Special Events and improvements to Summer Camp.
 - **Initiative 2:** Analyze existing events for improvements via benchmarking and needs assessment.

- **Initiative 3:** Expand and improve current programs through enacting data-driven improvements.
- **Goal 3: Improve existing parks and facilities and effectively plan for future needs.**
 - **Initiative 1:** Implement the 10 Year Parks & Recreation Master Plan.
 - **Initiative 2:** Develop Expansion Master Plan at McCarty Ranch Preserve. *CIP funded FY 22-23*
 - **Initiative 3:** Increase Security/Fiber in Parks
- **Goal 4: Advance programs, events, and facilities through innovation.**
 - **Initiative 1:** Develop creative placemaking strategies
 - **Initiative 2:** Increase access to parks within a ten-minute walk of residents through innovative partnerships and planning.
- **Goal 5: Investing in our people.**
 - **Initiative 1:** Teamwork, morale and camaraderie.
 - **Initiative 2:** Support further development of the Parks & Recreation team through training.
 - **Initiative 3:** Better utilize volunteers including developing and implementing volunteer training.
 - **Initiative 4:** Seek Department Re-accreditation.
 - **Initiative 5:** Expand the Parks & Recreation team to meet the needs identified in this Strategic Plan

CITY OF PORT ST. LUCIE PARKS & RECREATION DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Culture, Nature & Fun Activities (Goal 6)	Special Event Participants (new Measure for FY 22/23)	N/A	N/A	N/A	101,000	110,000
	6	Recreation Center Users (all facilities)	345,494	326,423	407,144	390,000	400,000
	6	Acres Maintained	1,557.37	1,536.62	1,557.37	1,583.37	1,583.37
EFFICIENCY MEASURES	6	Acres Maintained Per FTE	24.11	25.96	21.49	25.0	25.0
EFFECTIVENESS MEASURES	6	NCS™: Special Events	57% ↔	55% ↔	56% ↔	56% ↔ (2023 Results)	70%
	6	NCS™: Recreation Centers	68% ↔	65% ↔	59% ↔	56% ↔ (2023 Results)	70%
	6	Park reservations rating overall satisfaction “above average”	99.9%	99.9%	99.9%	99.9%	99.9%

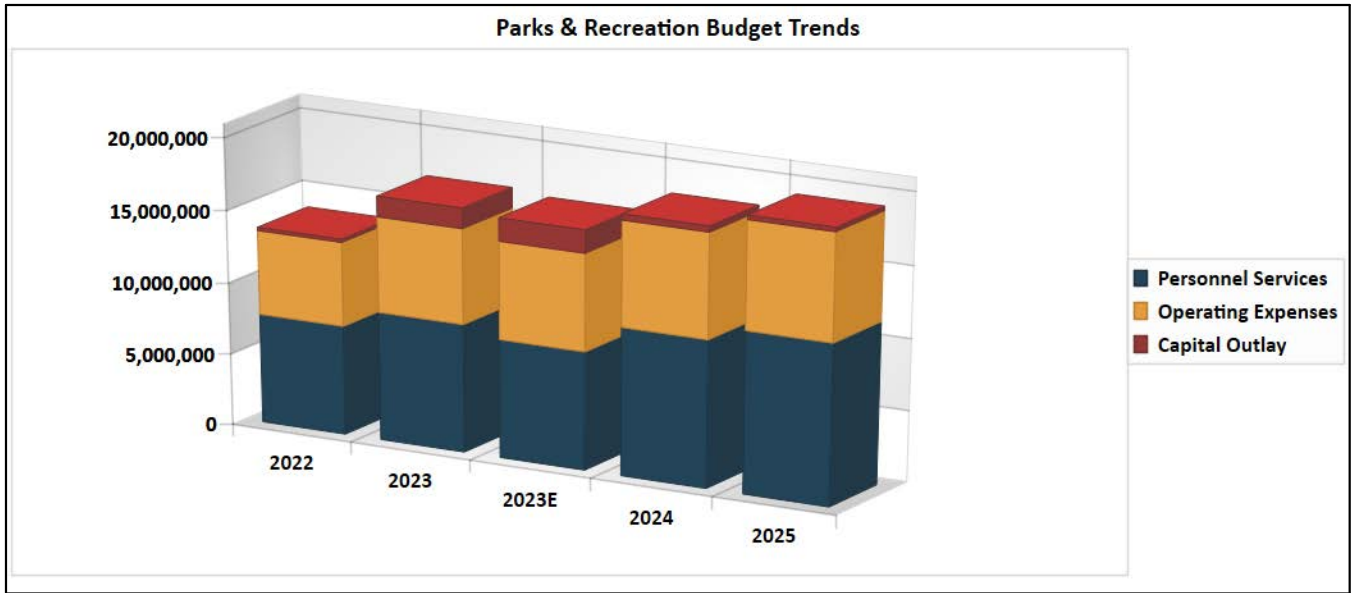
Percent of respondents rating serve as excellent or good from the annual National Community Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

*Financial data is unaudited as of 10-03-2022



**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PARKS & RECREATION - 001.720
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 7,623,125	\$ 8,967,305	\$ 8,292,224	\$ 10,359,694	\$ 1,392,389	15.53 %	\$ 11,359,874
Operating Expenses	5,839,455	6,615,132	6,787,638	7,330,928	715,796	10.82 %	7,533,094
Capital Outlay	219,759	1,406,613	1,589,259	416,300	(990,313)	(70.40)%	303,261
Total	\$ 13,682,339	\$ 16,989,050	\$ 16,669,121	\$ 18,106,922	\$ 1,117,872	6.58 %	\$ 19,196,229

STAFFING SUMMARY:

Full Time Equivalents	120.86	132.56	132.56	145.46
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CAPITAL OUTLAY:

Operable partition wall covering and Hinges - Community Center	\$ 65,000
Replace PK-8042 Roving Crew Truck F-250 4x4	48,000
Replace PK-3951 Roving Crew Truck F-250 4x4	48,000
Replace PK-2007 Roving Crew truck F-250 4x4	48,000
Office Equipment request for Paseo Park	8,800
Replace PK-194 Toro Sandpro	23,000
Lyngate Park Digital Sign to Replace Banner	70,000
Whispering Pines park Digital Sign to Replace Banner	75,000
New Toro Utility Cart - Botanical Gardens	20,000
Automatic Floor Scrubber	<u>10,500</u>
Total	\$ 416,300

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PARKS & RECREATION - 001.720

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 5,144,228	\$ 6,093,004	\$ 5,417,923	\$ 6,970,213	\$ 877,209	14.40 %	1	\$ 7,661,724
Overtime	354,226	277,986	277,986	308,235	30,249	10.88 %	2	323,427
Special Pay	2,030	1,920	1,920	2,400	480	25.00 %	3	2,472
F.I.C.A	326,454	335,081	335,081	391,924	56,843	16.96 %	4	444,479
Mandatory Medicare Retirement	76,727	79,487	79,487	91,792	12,305	15.48 %	4	103,857
Contributions	532,717	553,388	553,388	633,740	80,352	14.52 %	1	737,380
Life & Health Insurance	1,070,891	1,304,508	1,304,508	1,636,737	332,229	25.47 %	5	1,734,942
Other Post Employment Benefits	-	137,529	137,529	137,529	-	- %		142,013
Workmen's Compensation	109,801	184,402	184,402	187,125	2,723	1.48 %	6	209,580
Unemployment Compensation	6,051	-	-	-	-	- %		-
Total	7,623,125	8,967,305	8,292,224	10,359,695	1,392,390	15.53 %		11,359,874
OPERATING EXPENSES:								
Professional Services	232,343	249,694	278,242	216,140	(33,554)	(13.44)%	7	222,624
Other Contractual Services	1,873,240	1,859,948	1,911,026	2,015,213	155,265	8.35 %	8	2,059,554
Gas & Oil Repairs & Maintenance-Vehicle	126,623	82,803	82,803	99,448	16,645	20.10 %	9	102,431
Fleet Maintenance- Non Contract	195,623	221,058	221,058	249,177	28,119	12.72 %	10	255,337
Travel And Per Diem Communications Service	100,396	49,667	49,667	53,167	3,500	7.05 %		54,762
	2,926	-	-	-	-	- %		-
	61,075	56,490	56,490	68,346	11,856	20.99 %	11	70,396
Transportation	378	2,055	2,055	2,157	102	4.96 %		2,222
Electricity (Fpl)	553,573	589,174	589,174	634,549	45,375	7.70 %	12	653,585
Water	47,938	46,009	46,009	64,560	18,551	40.32 %	13	66,497
Sewer	54,045	49,352	49,352	68,886	19,534	39.58 %	13	68,428
Gas (Gdu)	-	762	762	762	-	- %		785
Cable	2,562	3,623	3,623	3,733	110	3.04 %		3,844
Rentals & Leases- Equipment	111,769	130,041	130,041	199,034	68,993	53.05 %	14	203,794
Rentals & Leases- Office Equipm	-	5,700	5,700	5,100	(600)	(10.53)%	15	5,253
Insurance	588,600	596,701	596,701	696,434	99,733	16.71 %	16	766,777

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PARKS & RECREATION - 001.720**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Repair & Maintenance- Building	521,597	593,259	652,036	588,576	(4,683)	(0.79)%		604,175
Repair & Maintenance- Office Eq	43,923	40,344	41,327	56,493	16,149	40.03 %	17	58,188
Repair & Maintenance- Equipment	183,266	434,489	467,610	435,156	667	0.15 %		448,211
Printing & Binding	89,965	108,369	108,369	114,084	5,715	5.27 %		117,506
Promotional Activities	90,242	168,333	168,333	197,499	29,166	17.33 %	18	237,415
Other Current Charges & Obliga	87,574	84,294	84,294	101,680	17,386	20.63 %	19	104,730
Office Supplies	174,334	286,317	286,317	268,941	(17,376)	(6.07)%	20	276,376
Operating Supplies Books,Subs,Membersh ips	655,141	883,339	883,339	1,113,738	230,399	26.08 %	21	1,069,898
12,445	15,891	15,891	16,248	357	2.25 %		16,646	
Training And Education	29,878	57,420	57,420	61,807	4,387	7.64 %		63,660
Total Operating Expenses	5,839,456	6,615,132	6,787,639	7,330,928	715,796	10.82 %		7,533,094
CAPITAL OUTLAY:								
Buildings	-	-	1,600	-	-	- %		-
Improvements O/T Buildings	20,744	96,000	96,000	65,000	(31,000)	(32.29)%	22	101,846
Vehicles	-	119,000	273,591	144,000	25,000	21.01 %	22	90,000
Office Furniture And Equipment	-	15,313	15,313	8,800	(6,513)	(42.53)%	22	-
Computers & Computer Hardware	21,534	-	-	-	-	- %		-
Other Machinery & Equipment	177,481	1,176,300	1,202,755	198,500	(977,800)	(83.13)%	22	111,415
Total Capital Outlay	219,759	1,406,613	1,589,259	416,300	(990,313)	(70.40)%		303,261
Fund Totals	\$ 13,682,339	\$ 16,989,050	\$ 16,669,121	\$ 18,106,922	\$1,117,872	6.58 %		\$ 19,196,229

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes new positions for (1) Financial Specialist, (5) Parks Maintenance Worker I ,(2) Park Leaders, (2.18) P/T Maintenance Worker I, (1) Turf/Landscape Specialist, (1) Turf/Landscape Supervisor, and (1) Parks Coordinator.
- 2 Changes based on usage.
- 3 Incentive pay.
- 4 FICA calculated pre-tax benefits may fluctuate.
- 5 Health Insurance varies based on employee elections.

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
PARKS & RECREATION - 001.720

- 6 Changes in Workmen's Compensation insurance.
- 7 Budget neutral - reallocating \$33,574 to promotional activities.
- 8 Increase related to services agreements such as security cameras, mowing, aquatics maintenance and new services for Pioneer Park. Landscape improvements to the front entrance of the Botanical Gardens along Westmoreland Blvd. This is an enhancement.
- 9 Cost to cover increase in Gas and Oil for new equipment and vehicle purchase for Pioneer Park services.
- 10 First Vehicle Services Contract for vehicle maintenance.
- 11 Increase for new phone and network services at Paseo Park and the Port. Increase in new cellular services added to Apple I-Pads and new phones for the Night Rovers, Roving Crews and new employees.
- 12 Electrical service for buildings, shelters, Pioneer Park, Historic Homes, FPL Security Lights, irrigation systems, and Recharge Wells.
- 13 Increase to cover buildings, interactive fountain, restrooms and historic homes and new facilities (Paseo Park and The Port).
- 14 Increased rental of equipment.
- 15 Cost to cover Kronos time clock per I.T. Department.
- 16 Changes in liability insurance (general, auto, property).
- 17 Additional funding not needed for repairs to buildings and restrooms.
- 18 Shade at Winterlakes Park. Replace damaged fencing and maintain playground. Refurbish the basketball courts at Lyngate, Elks and River Place Parks. Convert tennis courts at Sportsman's Park's tennis court to pickleball courts, and McChesney Park's parking lot LED light conversion. Repairs and maintenance for the Historic Homes, Pioneer Park interactive fountain, and new inclusive playground.
- 19 Budget neutral - reallocating \$33,574 to Promotional activities. As part of the City's rebranding process, new City logo is being designed and will need to be replaced on all City Parks Entrance Signs and on City vehicles.
- 20 Increased cost for small tools, park benches, tables, and supplies at Botanical Gardens, and The Port-Pioneer Park.
- 21 IT recommended computer replacements for (2) desktops.
- 22 Capital Outlay one time purchases are listed.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001

PARKS & RECREATION - COST CENTERS # 7200, 7201, 7202, 7205, 7210, 7215, 7216, 7235, 7502 and 7503

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
7200/Parks & Recreation - Recreation (2 FTE) .725 FTE/EA				
PT Event Leader				
	67,181	Priority 10	-	-
Operating Expense	-		-	-
Computer Expense (IT Budget)	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	67,181		-	-
7200/Parks & Recreation - Recreation (1 FTE)				
Special Events Coordinator				
	93,148	Priority 7	-	-
Operating Expense	3,100		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	97,932		-	-
7201/Parks & Recreation - Community Center (1 FTE)				
Event Leader				
	72,288	Priority 12	-	-
Operating Expense	-		-	-
Computer Expense (IT Budget)	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	72,288		-	-
7201/Parks & Recreation - Community Center (1 FTE)				
Maintenance Worker				
	65,312	Priority 3	-	-
Operating Expense	-		-	-
Computer Expense (IT Budget)	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	65,312		-	-
7202/Parks & Recreation - Minsky Gym (1 FTE)				
Recreation Program Coordinator				
	86,445	Priority 8	-	-
Operating Expense	3,100		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	91,229		-	-
7205/Parks & Recreation - Administration (1 FTE)				
Financial Specialist				
	77,540	Priority 2	77,540	-
Operating Expense	3,100		3,100	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	82,324		82,324	-
7205/Parks & Recreation - Administration (1 FTE)				
Volunteer Coordinator				
	72,288	Priority 15	-	-
Operating Expense	3,100		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	77,072		-	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001

PARKS & RECREATION - COST CENTERS # 7200, 7201, 7202, 7205, 7210, 7215, 7216, 7235, 7502 and 7503

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
7205/Parks & Recreation - Administration (1 FTE)				
Community Outreach Coordinator	89,714	Priority 11	-	-
Operating Expense	3,100		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	94,498		-	-
7205/Parks & Recreation - Administration (.725 FTE)				
PT Administrative Assistant	30,665	Priority 5	-	-
Operating Expense	3,100		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	35,449		-	-
7210/Parks & Recreation - Parks (1 FTE)				
Parks Coordinator -McChesney Park	77,540	Priority 1	77,540	-
Operating Expense	4,300		4,300	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	81,840		81,840	-
7210/Parks & Recreation - Parks (1 FTE)				
Turf & Landscape Supervisor - Tradition Regional Park	96,943	New Facility	24,236	-
Operating Expense	8,800		2,200	-
Computer Expense (IT Budget)	1,684		421	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	107,427		26,857	-
7210/Parks & Recreation - Parks (1 FTE)				
Turf & Landscape Specialist - Tradition Regional Park	72,288	New Facility	18,072	-
Operating Expense	4,300		1,075	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	76,588		19,147	-
7210/Parks & Recreation - Parks (1 FTE)				
Parks Officer	199,612	Priority 9	-	-
Operating Expense (109)			-	-
Computer Expense (IT Budget) (001)			-	-
Capital Outlay Expense(109)			-	-
Personnel Subtotal	199,612		-	-
7210/Parks & Recreation - Parks (2 FTE)				
Park Leader - Tradition Regional Park	144,577	New Facility	36,144	-
Operating Expense	8,600		2,150	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	153,177		38,294	-
7210/Parks & Recreation Department (2.175 FTE) to provide maintenance services at Tradition Regional Park				
PT Maintenance Worker I - Tradition Regional Park	87,033	New Facility	21,758	-
Operating Expense	12,900		3,225	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	99,933		24,983	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001

PARKS & RECREATION - COST CENTERS # 7200, 7201, 7202, 7205, 7210, 7215, 7216, 7235, 7502 and 7503

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
7210/Parks & Recreation - Parks (5 FTE)				
Maintenance Worker I - Tradition Regional Park	326,559	New Facility	81,640	-
Operating Expense	21,500		5,375	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	348,059		87,015	-
7210/Parks & Recreation - Parks (1 FTE)				
Maintenance Worker I - Wilderness Park	65,312	Priority 16	-	-
Operating Expense	4,300		-	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	69,612		-	-
7210/Parks & Recreation - Parks (1 FTE)				
Maintenance Worker I - O.L. Peacock, Sr. Park	65,312	Priority 13	-	-
Operating Expense	4,300		-	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	69,612		-	-
7210/Parks & Recreation - Parks (1 FTE)				
Maintenance Worker I - McCarty Ranch	65,312	Priority 6	-	-
Operating Expense	4,300		-	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	69,612		-	-
7502/Parks & Recreation - MIDFlorida Fitness Center (1 FTE)				
Recreation Leader	72,288	Priority 4	-	-
Operating Expense	-		-	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	72,288		-	-
7503/Parks & Recreation - MIDFlorida Recreation (1 FTE)				
Maintenance Worker I	65,312	Priority 14	-	-
Operating Expense	-		-	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	65,312		-	-
Total FTE Enhancement Requests	2,096,357		360,460	-

**7503/Parks & Recreation - MIDFlorida Recreation
001-7503-552201-Computer Software and Accessories**

The IT Department has recommended the current FOB system be replaced as a city-wide initiative. The current system is no longer sufficient to meet the security needs of the city. The replacement is necessary due to the ongoing physical and logical security assessment by the IT Department that has highlighted the need for enhanced FOB security. The decision to upgrade the FOB system has been made after careful consideration and collaboration with all departments. IT Department have provided a quote from September 2020 which reflects the budget request. This is a shared request with the MFEC Dept. 7500 and PSLPRD'S Dept. MFEC Recreation 7503.

	75,000		75,000	
7503 Operating Subtotal	75,000		75,000	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001

PARKS & RECREATION - COST CENTERS # 7200, 7201, 7202, 7205, 7210, 7215, 7216, 7235, 7502 and 7503

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
7210 Parks and Recreation - Parks "Tradition Regional Park" (Projected Opening Date: July 2024)				
534000 Contractual Services- "Aging & LOS Maintenance"	62,700		15,675	-
*Staff uniforms and service	-		-	-
Irrigation and Control, Pumps Maintenance	-		-	-
Pest Control	-		-	-
Tree Trimming	-		-	-
Aquatic Treatments	-		-	-
Contract Mowing	-		-	-
Gas and Oil	15,000		3,750	
Repair and Maintenance-Vehicle	24,000		6,000	
Fleet Maintenance-Non Contract	14,000		3,500	
Communications	2,200		550	
LANDLINES / CELL PHONES			-	
Electricity	38,000		9,500	
Water	9,800		2,450	
Sewer	9,800		2,450	
Rental & Lease-Equipment	4,700		1,175	
Repair and Maintenance-Buildings	8,000		2,000	
Repair and Maintenance-Equipment	8,900		2,225	
*Irrigation systems, fences, bleachers, benches, picnic tables			-	
*Playground equipment repairs			-	
*Power equipment (tools)			-	
Office Supplies	12,000		3,000	
(items under \$750.00 unit value)			-	
*Staff supplies			-	
*Staff office supplies			-	
*Office Computer			-	
*New Blowers, Weed-eaters, Stick Edgers, Small Tools			-	
Operating Supplies	189,000		47,250	
(Items consumed as part of park operations and maintenance)			-	
*Public restrooms - paper products, hand soap, sanitizer, etc.			-	
*Sports fields - chalk & lining paints			-	
*Trash receptacles liners/cleaners			-	
*Mulch for landscape planters, dog park and playgrounds			-	
*Concrete, sand, shell rock, gravels			-	
*Clay for ball fields			-	
*Sod (various varieties)			-	
*Misc. Items for Parks Supplies			-	
*Safety netting, sports related field items, safety products			-	
Books, Publications, Subscriptions and Memberships:	350		88	
Training and Education	1,500		375	
7200 - ePACT - New software for summer camp registration	4,500		4,500	
7215 - Landscape Improvements at the entrance of Botanical Gardens along Westmoreland	45,000		45,000	
7210 Operating Subtotal	449,450		149,488	-
Total Operating	524,450		224,488	-
Grand Total Requested	2,620,807		584,948	-



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Financial Specialist Proposed Start Date: 10/1/2023

Hiring Department/Division: Parks & Recreation / 7205 Reports to: Project Manager Administration

Base Annual Salary: \$ 47,450.84 Number of hours per week: 40

(No more than 15% can be added to base salary)
FICA - 6.20%: 2,941.95
Medicare - 1.45%: 688.04
Retirement - 11.4%: 5,409.40

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
Medical: \$ 21,050.00
Total Salary & Benefits: \$ 77,540.23

Software Licensing \$1,096.22 (IT Budget)
Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 9] No [Preliminary HR Grade ____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) As the department's designated timekeeper, is responsible for the monitoring of and	50
2) Compiles timesheets and enters data onto the master time sheet for Recreation/Fit	20
3) Compiles data from Registration/Facility software to pay all instructors working for th	15
4) Provides various information/reports to Director and Administrators as requested	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Desk and office chair	\$ 3,100.00
Capital Outlay:	0.00
Software & Hardware IT Budget Laptop, Docking Station, Monitor, adobe pro, laptop case	1,683.72
Total:	\$ 4,783.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

With the continued growth of the Parks & Recreation Department, the number of employees is too much for one timekeeper to manage. With multiple new parks coming online and with additional staffing, more VISA expenditures will be forthcoming. Again, the increase in workload will far outweigh the capacity of one timekeeper/Financial Specialist to effectively complete. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 77,540.23 Related Expenses Total: \$ 4,783.72 Grand Total: \$ 82,323.95
Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Stefan Conrad* Date: 4-14-2023
Signed in Director's absence to avoid delay

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Park Coordinator - McChesney Park Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / 7210 Reports to: Parks Operations Manager

Base Annual Salary: \$ 47,450.84 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,941.95</u>
Medicare - 1.45%:	<u>688.04</u>
Retirement - 11.4%:	<u>5,409.40</u>
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 77,540.23</u>

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 9] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) • Provides instruction to full and part-time employees and participates in the daily ma	20
2) • Assembles and maintains pertinent records and other information.	20
3) • Prepares fields for athletic activities by lining, raking, etc.	30
4) • Installs turf and seeds on fields, parks and other grounds.	30

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, safety equipment, park radio	\$ 4,300.00
Capital Outlay:	0.00
Software & Hardware IT Budget	0.00
Total:	\$ 4,300.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Position will provide for unmet needs of this facility including maintenance, inspections, projects, covering gaps in coverage and general security. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 77,540.23 Related Expenses Total: \$ 4,300.00 **Grand Total:** \$ 81,840.23

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

for request
5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PROFESSIONAL & SUPERVISOR

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Turf/Landscape Supervisor-Tradition Regional Park Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / 7210 Reports to: Parks Operations Manager

Base Annual Salary: \$ 63,588.63 Number of hours per week: 40

(No more than 15% can be added to base salary)
FICA - 6.20%: 3,942.50
Medicare - 1.45%: 922.04
Retirement - 11.7%: 7,439.87
(12% or 11.70%, depending on bargaining group)
Medical: \$ 21,050.00
Total Salary & Benefits: \$ 96,943.03

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 15] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: ****Select****

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Oversees overall maintenance and staff of 100+ acre facility	70
2) Responsible for hiring, discipline, training, and guiding of facility staff	20
3) Maintains records and reports pertaining to the operations of regional park	10
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, cell phone, radio, desk, chair, laptop, docking station, monitor	\$ 8,800.00
Capital Outlay:	0.00
Software & Hardware IT Budget	1,683.72
Total:	\$ 10,483.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Supervisor position requested for the new 110 acre site at Tradition Regional Sports Complex is to manage all activities, operating and maintenance of all sports related areas, common areas, open space, special projects, renovations, playgrounds, parking lots, drainage, irrigation, reservations and closing procedures. Amenities will include: wetlands, four baseball fields, three multipurpose fields, and BMX facility. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 96,943.03 Related Expenses Total: \$ 10,483.72 Grand Total: \$ 107,426.75
Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: [Signature] Date: 4/14/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: Date:

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Parks Maintenance Worker I-Tradition Regional Park Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation 001-7210 Reports to: Turf/Landscape Supervisor

Base Annual Salary: \$ 185,895.49 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	11,525.52
Medicare - 1.45%:	2,695.48
Retirement - 11.4%:	21,192.09
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	\$ 105,250.00
Total Salary & Benefits:	\$ 326,558.58

Total Number of Positions Requested: 5

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Work nights, weekends, holidays, and provides additional coverage during special e	30
2) Maintain parks, horticultural landscaping, cleaning buildings, sports field preparation,	40
3) Special work projects, as deemed necessary by requests from the public through 1P	20
4) Reservations, leagues, and park security are among the essential functions.	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, safety equipment, park radio	\$ 21,500.00
Capital Outlay:	0.00
Software & Hardware IT Budget	0.00
Total:	\$ 21,500.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The five Maintenance Worker I positions requested for the new 110 acre site at Tradition Regional Sports Complex are to manage all nighttime activities, operating and maintenance of all sports related areas, common areas, open space, special projects, renovations, playgrounds, parking lots, drainage, irrigation, reservations and closing procedures. Proposed amenities will include: wetlands, four baseball fields, three multipurpose fields, common areas and BMX facility. Estimate of each position is \$69,597.43. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 326,558.58 Related Expenses Total: \$ 21,500.00 **Grand Total:** \$ 348,058.58

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

J. Aug 8
5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Park Leader - Tradition Regional Sports Complex Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation 001-7210 Reports to: Turf/Landscape Supervisor

Base Annual Salary: \$ 86,078.67 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	5,336.88
Medicare - 1.45%:	1,248.14
Retirement - 11.4%:	9,812.97
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	\$ 42,100.00
Total Salary & Benefits:	\$ 144,576.66

Total Number of Positions Requested: 2

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Prepares records, inspections, prepares operational reports, work orders, written reports	20
2) Installs/inspects drainage, irrigation, turf, tools, equipment, machines, and inventory	20
3) Supervises in the absence of supervisor and directs staff of maintenance/renovation	30
4) Assists with fertilization and pesticide programs and scheduling for all turf & landscape	30

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms, safety equipment, park radio	\$ 8,600.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 8,600.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Park Leader positions requested for the new 110 acre site at Tradition Regional Sports Complex are to manage all nighttime activities, operating and maintenance of all sports related areas, common areas, open space, special projects, renovations, playgrounds, parking lots, drainage, irrigation, reservations and closing procedures. Amenities will include: wetlands, four baseball fields, three multipurpose fields, and BMX facility. Estimate of each position is \$76,588.33. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 144,576.66 Related Expenses Total: \$ 8,600.00 **Grand Total:** \$ 153,176.66

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

J. King
5/16/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

PART-TIME POSITION

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: PT Maintenance Worker I - Tradition Regional Park Proposed Start Date: 10/01/2023
 Hiring Department/Division: Parks & Recreation 001-7210 Reports to: Turf/Landscape Supervisor
 Base Annual Salary: \$ 80,848.41 Number of hours per week: 29
(No more than 15% can be added to base salary)
 FICA - 6.20%: 5,012.60 Total Number of Positions Requested: 2.175
 Medicare - 1.45%: 1,172.30

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 87,033.31

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Work nights, weekends, holidays, and provide additional coverage during special ev	30
2) Maintain parks, horticultural landscaping, cleaning buildings, sports field preparation,	40
3) Special work projects, as deemed necessary by requests from the public through 1P	20
4) Reservations, leagues, and park security are among the essential functions.	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, Safety Equipment, parks radios	\$ 12,900.00
Capital Outlay:	0.00
Software & Hardware IT Budget	0.00
Total:	\$ 12,900.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The three PT Maintenance Worker I positions requested for the new 110 acre site at Tradition Regional Sports Complex are to manage all nighttime activities, weekends, holidays, special events, operating and maintenance of all sports related areas, common areas, open space, special projects, renovations, playgrounds, parking lots, drainage, irrigation, reservations and closing procedures. Amenities will include: wetlands, four baseball fields, three multipurpose fields, and BMX facility. Each position cost estimate is \$36,627.65. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 87,033.31 Related Expenses Total: \$ 12,900.00 Grand Total: \$ 99,933.31

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

J. [Signature]
5/16/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Turf & Landscape Specialist - Tradition Regional Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation 001-7210 Reports to: Turf/Landscape Supervisor

Base Annual Salary: \$ 43,039.30 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,668.44
Medicare - 1.45%:	624.07
Retirement - 11.4%:	4,906.48
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	\$ 21,050.00
Total Salary & Benefits:	\$ 72,288.29

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) • Performs grounds/turf maintenance tasks as directed	50
2) • Maintains chemical storage and mixing areas in compliance with county, state, and	20
3) • Tracks chemical inventory	20
4) • Assists Superintendent to ensure safe and effective working order and maintenance	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, safety equipment, park radio	\$ 4,300.00
Capital Outlay:	
Software & Hardware IT Budget	
Total:	\$ 4,300.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Turf/Landscape Specialist position requested for the new 110 acre site at Tradition Regional Sports Complex is to oversee chemical application of pesticides of all sports-related areas, common areas, open space, special projects, renovations, playgrounds, parking lots, drainage, irrigation, reservations and closing procedures. Amenities will include: wetlands, four baseball fields, three multipurpose fields, and BMX Facility. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 72,288.29 Related Expenses Total: \$ 4,300.00 **Grand Total:** \$ 76,588.29

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/16/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

PART-TIME POSITION

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: PT Event Leader Proposed Start Date: 10/01/2023
 Hiring Department/Division: Parks & Recreation 001-7200 Reports to: Special Events Administrator
 Base Annual Salary: \$ 62,406.99 Number of hours per week: 29
(No more than 15% can be added to base salary)
 FICA - 6.20%: 3,869.23 Total Number of Positions Requested: 1.45
 Medicare - 1.45%: 904.90

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 67,181.12

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) • Set up and break down of events	60
2) • Provides Customer Service at event	20
3) • Performs litter control functions at events	20
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i>	\$ 0.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 0.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

On Aug. 30, 2021 we began tracking our service requests in 1PSL. According to the data provided, we had 34 requests for Special Event set-up services, which could include, but not be limited to, tents, chairs, restroom trailer, flags, podium or our sound system. These 34 requests were received from Aug. 30 – Dec. 31, 2021 where we also had nine private stage rentals and four restroom trailer uses. Stage rental and restroom trailer set-up is time-consuming and takes about 1+ hours for two staff members to deliver and set-up. During all these requests, we also had our own 13 special events, including a 2-day Oktoberfest, 3-day Fall Fun Fest, River Nights monthly, Bonfire Hayride, Noche Buena, Harvest in the Gardens and Festival of Lights. The Special Events team stays extremely busy during the months of October – December tending to numerous events and our current staff members are accruing a high amount of overtime. The addition of two part time Event Leaders would assist with all of these items, as some requests are for the same day where we struggle to be able to tend to both requests. The two part time positions would also alleviate the amount of overtime and burn out that existing staff experience. We also have experienced an influx in attendance at our events again with our current limited staff, as only four staff members are working these large scale events. Each position cost estimate is \$35,157.21. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 67,181.12 *Related Expenses Total:* \$ 0.00 *Grand Total:* \$ 67,181.12

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved
 City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Event Leader Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / Community Center 7201 Reports to: Recreation Supervisor-Community Center

Base Annual Salary: \$ 43,039.30 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,668.44		Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	624.07		
Retirement - 11.4%:	4,906.48		
<small>(12% or 11.70%, depending on bargaining group)</small>			
Medical:	\$ 21,050.00	Software Licensing \$1,096.22 (IT Budget) <input type="checkbox"/>	
Total Salary & Benefits:	\$ 72,288.29	Hardware \$587.50 (IT Budget) <input type="checkbox"/> (Network Port Desk Phone & UPS)	

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Serves as information resource for activities and programs to the public.	30
2) Answers telephone calls or provides information in person regarding the programs a	30
3) Tries to resolve questions or refers quests to supervisor or other facilities and/or parl	20
4) Inputs data into the software registration system used by Parks & Recreation Depart	20

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i>	\$ 0.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 0.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

An Event Leader is needed to assist with staffing levels at Community Center that operates at 100+ hours per week, to include knowledge of events at the Community Center as well as those held around the city, Parks and Recreation Programs, and Parks and Recreation facility rentals and closers. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 72,288.29 Related Expenses Total: \$ 0.00 Grand Total: \$ 72,288.29

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Maintenance Worker I- Community Center Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / 7201 Reports to: Anne Stadius

Base Annual Salary: \$ 37,179.10 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,305.10
 Medicare - 1.45%: 539.10
 Retirement - 11.4%: 4,238.42

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00
Total Salary & Benefits: \$ 65,311.72

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Maintain facility & equipment, grounds, painting, litter control, custodial duties and h	50
2) Set up and breakdown for event rentals	40
3) Clean & maintain rental linens	10
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i>	\$ 0.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 0.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to increased demands for room reservations and increased traffic in general at the Community Center, an additional maintenance worker (Community Center has only one F/T Maintenance Worker I position currently) is needed to assist with maintaining the cleanliness of the facility (including restrooms) throughout the day and assist with rental setups and breakdowns. This position would allow us to have maintenance coverage seven days a week and this position will be scheduled to work afternoons, evenings and weekends. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,311.72 Related Expenses Total: \$ 0.00 **Grand Total: \$ 65,311.72**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Recreation Program Coordinator - Minsky Gym Proposed Start Date: 10/1/2023

Hiring Department/Division: Parks & Recreation / 7202 Reports to: CJ Keester

Base Annual Salary: \$ 54,930.34 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,405.68

Medicare - 1.45%: 796.49

Retirement - 11.4%: 6,262.06

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 86,444.57

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 12] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Outdoor/Nature/Environmental Programming	70
2) Athletics Coverage	15
3) Minsky Gym Operations	15
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Desk and office chair	\$ 1,300.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> Laptop, Docking Station, Monitor, adobe pro, laptop case	1,800.00
<i>Total:</i>	\$ 3,100.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position will create and implement new outdoor recreation programming, such as: archery, kayaking, and fishing. They will prepare and lead nature conservation and educational programs. They will attain and maintain applicable certifications (i.e., Archery Instructor, Kayaking Instructor, etc.) They will assist with existing athletic programming as well as day to day operations at Minsky Gym. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 86,444.57 Related Expenses Total: \$ 3,100.00 Grand Total: \$ 89,544.57

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Volunteer Coordinator Proposed Start Date: 10/1/2023

Hiring Department/Division: Parks & Recreation / 7205 Reports to: Project Manager - Administration

Base Annual Salary: \$ 43,039.30 Number of hours per week: 40
(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,668.44</u>	Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	<u>624.07</u>	
Retirement - 11.4%:	<u>4,906.48</u>	
<small>(12% or 11.70%, depending on bargaining group)</small>		
Medical:	<u>\$ 21,050.00</u>	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/>
Total Salary & Benefits:	<u>\$ 72,288.29</u>	Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Interview all potential PSLPRD volunteer applicants	50
2) Process all paperwork through HR to obtain the necessary clearance before placement	20
3) Annually, gather and compile all hours served by volunteers and submit to supervisor	15
4) Maintain volunteer files for all active volunteers	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Desk and office chair	\$ 1,300.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> Laptop, Docking Station, Monitor, adobe pro, laptop case	1,800.00
<i>Total:</i>	\$ 3,100.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The P&R Department previously held this position. It was relinquished to the HR Department. The position was reclassified within HR and oversight of the volunteer program has been eliminated in HR. P&R has over 150 volunteers, annually, and is in need of active recruitment and nurturing of the PSLPRD Volunteer Program. Active recruitment of new volunteers for PSLPRD has been absent since the reclassification of the Volunteer Coordinator in HR, as no staff member is specifically designated with that task. The PSLPRD Volunteer Coordinator would be responsible for significant recruitment of PSLPRD Volunteers.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 72,288.29 Related Expenses Total: \$ 3,100.00 Grand Total: \$ 75,388.29

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Community Outreach Coordinator Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / Admin. 7205 Reports to: Project Manager-Administration

Base Annual Salary: \$ 57,676.85 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,575.96

Medicare - 1.45%: 836.31

Retirement - 11.4%: 6,575.16

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 89,714.29

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 13] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Public Outreach Liaison for several PSLPRD projects.	50
2) • Promote a department culture prioritizing community engagement, i.e., "Citizen-first"	30
3) • Prepares reports, presentations and collateral	20
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
<i>Operating:</i>	Desk and office chair	\$ 1,300.00
<i>Capital Outlay:</i>		0.00
<i>Software & Hardware IT Budget</i>	Laptop, Docking Station, Monitor, adobe pro, laptop case	1,800.00
<i>Total:</i>		\$ 3,100.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

With the onset of two regional sports complexes, The Port, Riverland Paseo, and more, it is beyond time that the department secure a staff person whose responsibility is to perform outreach in our community. This position would be responsible to educate the public about all that the department offers and opportunities in which the public can participate.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 89,714.29 Related Expenses Total: \$ 3,100.00 **Grand Total:** \$ 92,814.29

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

PART-TIME POSITION

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: PT Administrative Assistant Proposed Start Date: 10/01/2023
 Hiring Department/Division: P&R Administration 7205 Reports to: Project Manager-Administration
 Base Annual Salary: \$ 28,486.12 Number of hours per week: 29
(No more than 15% can be added to base salary)
 FICA - 6.20%: 1,766.14 Total Number of Positions Requested: .725
 Medicare - 1.45%: 413.05

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 30,665.31

Existing Classification: Yes [Grade 8] No [Preliminary HR Grade]
 Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Assists Office Manager with oversight of Department Contracts/Insurance	40
2) 1PSL Call Taker	30
3) Performs duties of a staff assistant nature and participates directly in the work of the	15
4) Performs research and retrieval of MUNIS financial records and other miscellaneous	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
<i>Operating:</i>	Desk and office chair	\$ 1,300.00
<i>Capital Outlay:</i>		0.00
<i>Software & Hardware IT Budget</i>	laptop, docking station, monitor	1,800.00
<i>Total:</i>		\$ 3,100.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

With the Department being tasked with entering specific contracts into MUNIS and managing them, this position will be charged with entering all contracts into MUNIS and communicating with managers and vendors as to the status of their contracts and/or insurance. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 30,665.31 Related Expenses Total: \$ 3,100.00 Grand Total: \$ 33,765.31

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

IUPA Union - Police Officers, Sergeants, and Lieutenants

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Parks Officer Proposed Start Date: 10/01/2023

Hiring Department/Division: Parks & Recreation 001-7210 per PSLPD Reports to: Brad Keen

Base Annual Salary: \$ 111,416.14 Number of hours per week: 40
(No more than 15% can be added to base salary)

FICA - 6.20%: 6,907.80 Total Number of Positions Requested: 2
 Medicare - 1.45%: 1,615.53
 Retirement - 21.1%: 23,508.81

(12% or 11.70%, depending on bargaining group)
 Medical: \$ 42,100.00 Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 185,548.28

Existing Classification: Yes [Grade 1] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: IUPA Police Officers

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Administrative duties, attend meetings and advance trainings and certifications	40
2) Provide site security and assist with incident reporting, special events, crowd contro	40
3) Monitoring of parks security cameras/assist with other assigned duties per PSLPD	20
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
<i>Operating:</i>	Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000). Total = \$51,844 each (Fund 109)	\$ 103,688.00
<i>Capital Outlay:</i>	PSLPD will provide all capital investment to equip new Officers; Patrol SUV Vehicle (\$47,000) mobile radio equipment (\$6,000). Total = \$53,000 each (Fund 109)	106,000.00
<i>Software & Hardware IT Budget</i>	computer and licensing	3,040.00
<i>Total:</i>		\$ 212,728.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

As part of our continued efforts to keep our Parks safe and enhance our Parks Safety Plan, we are requesting additional coverage to help reduce and provide additional coverage in the western sector of the City near McCarty Ranch Preserve and Winterlakes Park. If approved, PSLPD will need to budget and provide all equipment and vehicles (estimated at \$104,844 each) needed to conduct the essential duties assigned out of the Law Enforcement Impact Fee Fund # 109. P&R will fund the estimated salary cost per position of \$92774.14 (based on the IUPA contract Step 1).

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 185,548.28 Related Expenses Total: \$ 212,728.00 Grand Total: \$ 398,276.28

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Parks Maintenance Worker I- Wilderness Trail (Roving Crew) Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / 7210 Reports to: Roving Crew Supervisor

Base Annual Salary: \$ 37,179.10 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,305.10
 Medicare - 1.45%: 539.10
 Retirement - 11.4%: 4,238.42

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00
Total Salary & Benefits: \$ 65,311.72

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Work nights, weekends, holidays, and provides additional coverage during special events	30
2) Maintain parks, horticultural landscaping, cleaning buildings, sports field preparation,	40
3) Special work projects, as deemed necessary by requests from the public through 1P	20
4) Reservations, leagues, and park security are among the essential functions.	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms, safety equipment, park radio	\$ 4,300.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 4,300.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Position will provide unmet needs (currently there are no designated Maintenance employees at Wilderness Park) at the facility including maintenance, projects, covering gaps in coverage, and general security. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,311.72 *Related Expenses Total:* \$ 4,300.00 ***Grand Total:* \$ 69,611.72**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Sherman Conrad* Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: *Approved (will be processed by OMB Department)* *Not Approved (Department will be notified)*
 Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Parks Maintenance Worker I- O.L. Peacock Sr. Park Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / 7210 Reports to: Parks Operations Manager

Base Annual Salary: \$ 37,179.10 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,305.10

Medicare - 1.45%: 539.10

Retirement - 11.4%: 4,238.42

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 65,311.72

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Work nights, weekends, holidays, and provides additional coverage during special events	30
2) Maintain parks, horticultural landscaping, cleaning buildings, sports field preparation,	40
3) Special work projects, as deemed necessary by requests from the public through 1P	20
4) Reservations, leagues, and park security are among the essential functions.	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms, safety equipment, park radio	\$ 4,300.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 4,300.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Position will provide unmet needs at the facility including maintenance, projects, covering gaps in coverage, and general security. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,311.72 Related Expenses Total: \$ 4,300.00 Grand Total: \$ 69,611.72

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Park Maintenance Worker I- McCarty Ranch Proposed Start Date: 10/01/23

Hiring Department/Division: Parks & Recreation / 7216 Reports to: Parks Operations Manager

Base Annual Salary: \$ 37,179.10 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,305.10		Total Number of Positions Requested: <u>1</u>
Medicare - 1.45%:	539.10		
Retirement - 11.4%:	4,238.42		
(12% or 11.70%, depending on bargaining group)			
Medical:	\$ 21,050.00	Software Licensing \$1,096.22 (IT Budget) <input type="checkbox"/>	
Total Salary & Benefits:	\$ 65,311.72	Hardware \$587.50 (IT Budget) <input type="checkbox"/> (Network Port Desk Phone & UPS)	

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Work nights, weekends, holidays, and provides additional coverage during special events	30
2) Maintain parks, horticultural landscaping, cleaning buildings, sports field preparation,	40
3) Special work projects, as deemed necessary by requests from the public through 1P	20
4) Reservations, leagues, and park security are among the essential functions.	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Uniforms, safety equipment, park radio	\$ 4,300.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 4,300.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Position will provide unmet needs (currently only one F/T Maintenance Worker I assigned to the Preserve which includes camping amenities for the public) at the facility including maintenance, projects, covering gaps in coverage, and general security. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,311.72 Related Expenses Total: \$ 4,300.00 **Grand Total:** \$ 69,611.72

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Maintenance Worker I - MFEC Proposed Start Date: 10/01/2023

Hiring Department/Division: Parks & Recreation / 7503 Reports to: Recreation Manager-MFEC

Base Annual Salary: \$ 37,179.10 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,305.10

Medicare - 1.45%: 539.10

Retirement - 11.4%: 4,238.42

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 65,311.72

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 4]

No [Preliminary HR Grade]

Program: New

Existing

Bargaining Group:

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Cleaning inside facility	60
2) Checking and cleaning of exterior of facility	25
3) Painting and basic maintenance inside facility	15
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i>	\$ 0.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 0.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position will ensure proper coverage to maintain the cleanliness & safety of the facility. It will provide litter control outside the facility and assist with any projects/repairs. At this time there are 2.5 Maintenance FTE's and the facility is open 96 hours per week. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,311.72 *Related Expenses Total:* \$ 0.00 *Grand Total:* \$ 65,311.72

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/07/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: Date:

MIDFLORIDA EVENT CENTER DIRECTOR
Linda McCarthy

23.745 FTES

OPERATIONS

11 FTES

- PREVENTATIVE MAINTENANCE
- PROJECT MANAGEMENT
- EVENT SET UP, TEAR DOWN, CLEAN UP
- CAPITAL IMPROVEMENTS
- GROUNDS AND FACILITY UPKEEP & REPAIR

FINANCE/BOX OFFICE

2 FTES

- ACCOUNTS PAYABLE & RECEIVABLE
- INVOICING
- BOX OFFICE MANAGEMENT
- CASH CONTROLS
- PROCUREMENT
- EVENT SETTLEMENTS
- CONCERT MERCHANDISE AUDITS

EVENT SERVICES

3 FTES

- EVENT COORDINATION
- PRODUCTION SERVICES
- EVENT INSURANCE CONTROL
- ROOM DIAGRAMING
- EXHIBITOR SERVICES

SALES

1 FTE

- CLIENT RELATIONSHIPS
- REVENUE GENERATION
- SITE INSPECTIONS
- BID PROPOSALS
- RENTAL CONTRACT MANAGEMENT

MARKETING

1 FTE

- SOCIAL MEDIA
- GRAPHICS
- WEBSITE MAINTENANCE
- SPONSORSHIPS
- PROMOTIONS
- ADVERTISING



MIDFLORIDA Event Center

Fund #7500

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The department works to increase revenue and reduce expense through the effective use of event sales, event production, staff efficiency and resources.

FY 2022/23 MAJOR GOALS AND ACCOMPLISHMENTS

The MIDFLORIDA Event Center has developed a five-year Strategic Business Plan in alignment with the City’s Strategic Plan. The work of the MIDFLORIDA Event Center advances the City of Port St. Lucie’s Strategic Plan goals of **Culture, Nature, and Fun Activities**, fosters **Vibrant Neighborhoods**, supports a **Diverse Economy and Employment Opportunities**, ensures **High Quality Infrastructure and Facilities** and contributes to a **High-Performance Government Organization**.



FY 2023/24 MIDFLORIDA EVENT CENTER MAJOR GOALS, INITIATIVES & PROJECTS

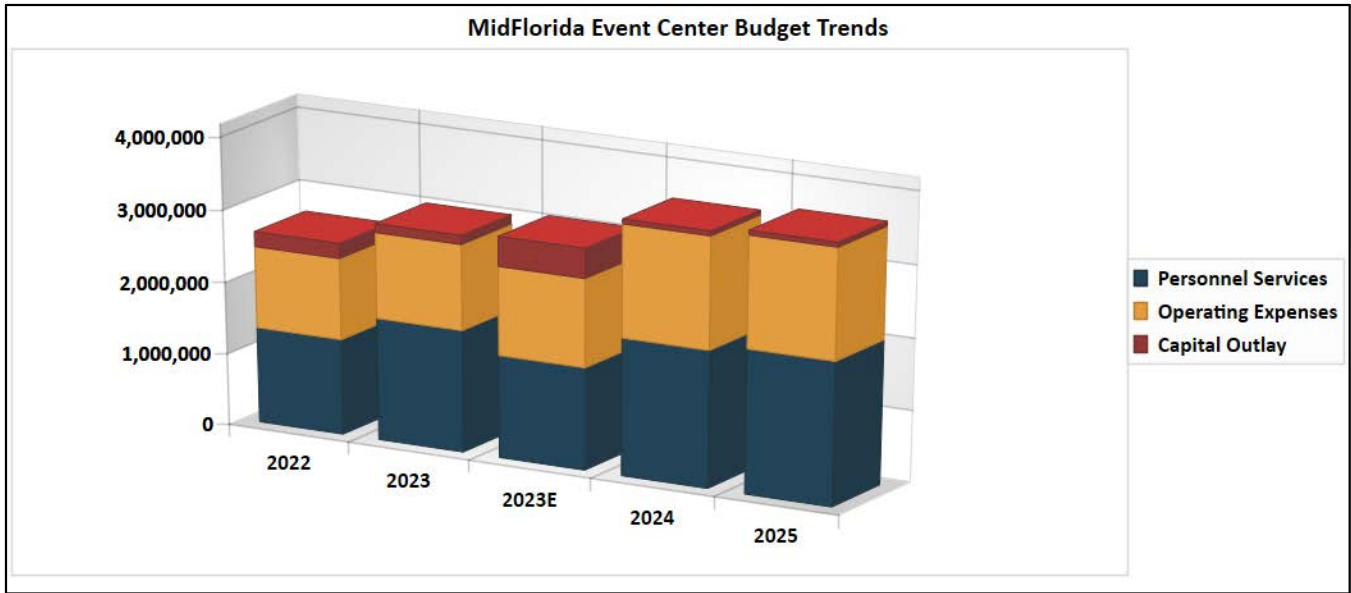
In FY 23/24, the Event Center will continue to advance the Strategic Plan through the following:

- Continue examination of venue expansion and hotel study as it relates to City Center master planning process.
- Produce three concerts, 4th of July Ultimate Experience, and 9-11 Memorial Service.
- Produce concert in partnership with the Puerto Rican Association for Hispanic Affairs.
- Examine results of the City-wide sponsorship asset study.
- Co-promote Back to School Expo and Bridal Show with local radio station.
- Host four artist gallery exhibitions.
- Host Boys & Girls Clubs Summer Camps.
- Continue marketing partnerships with San Juan Festival concert, Treasure Coast Haitian Flag Day, Caribbean American Cultural Group.
- Continue marketing efforts for Florida Sports Hall of Fame; host annual inductee event.
- Replace carpet in ballrooms.
- Replace FOB security system.
- Purchase new scissor lift.
- Purchase additional banquet chairs to manage increased event load.
- Update five-year Strategic Operations Plan to effectively plan for and align the needs of the City and department.

MIDFLORIDA EVENT CENTER FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goal	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
INPUT MEASURES	Goal 7: High-Performing Government Organization	Revenue	\$917,000	\$710,000	\$922,000	\$900,000	\$980,000
WORKLOAD MEASURES	7	Event Days	329	297	317	320	320
		Attendance	102,000	161,000	127,000	135,000	135,000
EFFICIENCY MEASURES	7	Expense	\$2,936,000	\$2,750,000	\$2,669,000	\$3,014,000	\$3,233,000
		Revenue to Expense Ratio	31%	26%	34%	30%	30%
EFFECTIVENESS MEASURES	7	Customer Survey Rating	4.75	4.75	4.75	4.75	4.75

**CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
MIDFLORIDA EVENT CENTER - 001.750
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 1,333,238	\$ 1,704,536	\$ 1,432,311	\$1,919,244	\$ 214,708	12.60 %	\$ 2,016,029
Operating Expenses	1,129,792	1,187,214	1,231,407	1,558,656	371,442	31.29 %	1,544,927
Capital Outlay	206,396	122,300	409,403	65,020	(57,280)	(46.84)%	65,000
Total	\$ 2,669,426	\$ 3,014,050	\$ 3,073,121	\$3,542,920	\$ 528,870	17.55 %	\$ 3,625,956

STAFFING SUMMARY:

Full Time Equivalents	22.75	22.75	22.75	23.75
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CAPITAL OUTLAY:

Scissor Lift				\$ 45,000
(130) Banquet Chairs				<u>20,020</u>
Total				\$ 65,020

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
MIDFLORIDA EVENT CENTER - 001.750

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 950,489	\$ 1,196,886	\$ 924,661	\$ 1,371,248	\$ 174,362	14.57 %	1	\$ 1,439,810
Overtime	20,779	19,260	19,260	19,260	-	- %		20,223
F.I.C.A	58,380	71,925	71,925	82,036	10,111	14.06 %	2	85,317
Mandatory Medicare	13,653	16,822	16,822	19,186	2,364	14.05 %	2	20,145
Retirement								
Contributions	93,275	121,938	121,938	116,277	(5,661)	(4.64)%	1	120,928
Life & Health								
Insurance	173,198	196,571	196,571	268,149	71,578	36.41 %	3	284,238
Other Post								
Employment Benefits	-	32,118	32,118	32,118	-	- %		33,082
Workmen's								
Compensation	22,639	49,016	49,016	10,970	(38,046)	(77.62)%	4	12,286
Unemployment								
Compensation	825	-	-	-	-	- %		-
Total	1,333,238	1,704,536	1,432,311	1,919,244	214,708	12.60 %		2,016,029
OPERATING EXPENSES:								
Professional Services	69,227	-	10,100	65,000	65,000	- %	5	66,950
Other Contractual								
Services	140,394	208,500	209,384	205,000	(3,500)	(1.68)%		211,150
Gas & Oil	3,425	2,255	2,255	10,000	7,745	343.46 %	6	10,300
Repairs &								
Maintenance-Vehicle	7,171	13,387	13,387	8,549	(4,838)	(36.14)%	7	8,976
Fleet Maintenance-								
Non Contract	3,298	6,000	6,000	7,500	1,500	25.00 %	8	7,725
Communications								
Service	18,074	15,750	15,750	16,223	473	3.00 %		16,710
Transportation	96	260	260	260	-	- %		268
Electricity (Fpl)	100,081	108,675	108,675	112,587	3,912	3.60 %		115,965
Water	5,649	6,496	6,496	6,594	98	1.51 %		6,792
Sewer	9,477	9,440	9,440	9,723	283	3.00 %		10,015
Cable	1,802	2,205	2,205	2,271	66	2.99 %		2,339
Rentals & Leases-								
Equipment	13,341	10,000	10,000	15,000	5,000	50.00 %	9	15,450
Insurance	97,769	189,606	189,606	187,846	(1,760)	(0.93)%		206,911
Repair & Maintenance-								
Building	71,676	89,250	89,250	267,000	177,750	199.16 %	10	275,010
Repair & Maintenance-								
Office Eq	678	1,000	1,000	1,250	250	25.00 %	11	1,288
Repair & Maintenance-								
Equipment	17,575	10,000	10,000	12,500	2,500	25.00 %	12	12,875
Printing & Binding	1,907	11,550	11,550	7,500	(4,050)	(35.06)%	13	7,725

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
MIDFLORIDA EVENT CENTER - 001.750

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Promotional Activities	434,007	400,000	409,000	428,000	28,000	7.00 %	14	440,840
Other Current Charges & Obliga	4,483	10,500	10,500	13,125	2,625	25.00 %	15	13,519
Office Supplies	32,175	17,990	42,199	9,878	(8,112)	(45.09)%	16	14,878
Operating Supplies Books,Subs,Membersh ips	83,992	57,000	57,000	153,000	96,000	168.42 %	17	78,795
Training And Education	6,367	7,350	7,350	7,350	-	- %		7,571
	7,127	10,000	10,000	12,500	2,500	25.00 %	18	12,875
Total Operating Expenses	1,129,791	1,187,214	1,231,407	1,558,656	371,442	31.29 %		1,544,927
CAPITAL OUTLAY:								
Improvements O/T Buildings	-	-	263,992	-	-	- %		-
Computers & Computer Hardware	-	-	17,391	-	-	- %		-
Other Machinery & Equipment	206,396	122,300	128,020	65,020	(57,280)	(46.84)%	19	65,000
Total Capital Outlay	206,396	122,300	409,403	65,020	(57,280)	(46.84)%		65,000
Fund Totals	\$ 2,669,425	\$ 3,014,050	\$ 3,073,121	\$ 3,542,920	\$ 528,870	17.55 %		\$ 3,625,956

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Funding includes (1) new Event Specialist position.
- 2 FICA calculated pre-tax benefits may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in Workmen's Compensation insurance.
- 5 Reallocation of box office services.
- 6 Generators filled for hurricane season and shelter.
- 7 First Vehicle Services Contract for vehicle maintenance.
- 8 Increase related to aging vehicles.
- 9 Xerox, Lift rental for event use.
- 10 Increase for various non-contractual repairs, air wall assessment \$17K.
- 11 Increase for aging office equipment.
- 12 Increase for floor scrubbing, audio visual, machinery equipment, etc.
- 13 Decrease in printed brochures, and printed signs.
- 14 Increased cost of concert series.
- 15 Credit card fees increased.
- 16 IT recommended computer replacements for (2) Laptops.

CITY OF PORT ST. LUCIE
GENERAL FUND - # 001
MIDFLORIDA EVENT CENTER - 001.750

- 17 Increase for event load and inflation
- 18 Increase due to travel & training combined in one line. Active shooter and suspicious packages training
- 19 Capital Outlay previously listed

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GENERAL FUND #001 MIDFLORIDA EVENT CENTER - COST CENTER #7500

	2023 - 24 Department Request	2023 - 24 Prioritization by Depart.	2023 - 24 City Mgr. Proposed	2023 - 24 Tentatively Approved
Enhancement Requests:				
7500/ MIDFlorida Event Center (1 FTE)				
Event Specialist (Salary and Benefits)	77,540	1	77,540	-
Operating Expense	1,500		1,500	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	79,040		79,040	-
Total FTE Enhancement Requests	79,040		79,040	-
7500/ MIDFlorida Event Center (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
7500/ MIDFlorida Event Center (Capital Outlay)				
Carpet Replacement – Emerald Ballroom	152,000	2	152,000	-
Carpet Replacement – Ruby Ballroom	70,000	3	-	-
FOB Upgrade: Access Control Update to Lenel and Enhancement	75,000	4	75,000	-
Scissor Lift	45,000		45,000	-
Banquet Chairs (130 @ \$154/EA)	20,020		20,020	-
Capital Outlay Subtotal	362,020		292,020	-
Total Capital Outlay	362,020		292,020	-
Grand Total Requested	441,060		371,060	-



“A City for All Ages”

Road & Bridge Operating Fund

The activities reported in this fund include pothole patching, street signs, street striping, and road right-of-way mowing. In addition, the maintenance of the traffic signal system and street lighting costs for major roads are funded by the Road and Bridge Fund.

Major Revenue Source

The largest single source of revenue for this operating fund is Local Option Gasoline Tax revenue. This individual revenue has experienced increases in past years; this revenue is based on the gallons sold. It is projected to increase slightly during FY 2023–24 and beyond due to the growth in the economy. This fund also receives dedicated Ad Valorem Property Tax revenue of 0.3616 mill from the overall millage rate. This revenue is benefiting from the growth in taxable value.

Expenditure Trend

The Public Works Department is adding one new position. This position will be responsible for technical and administrative work, monitoring and coordinating the design and construction of infrastructure as a direct result of increased construction and growth in the population throughout the City.

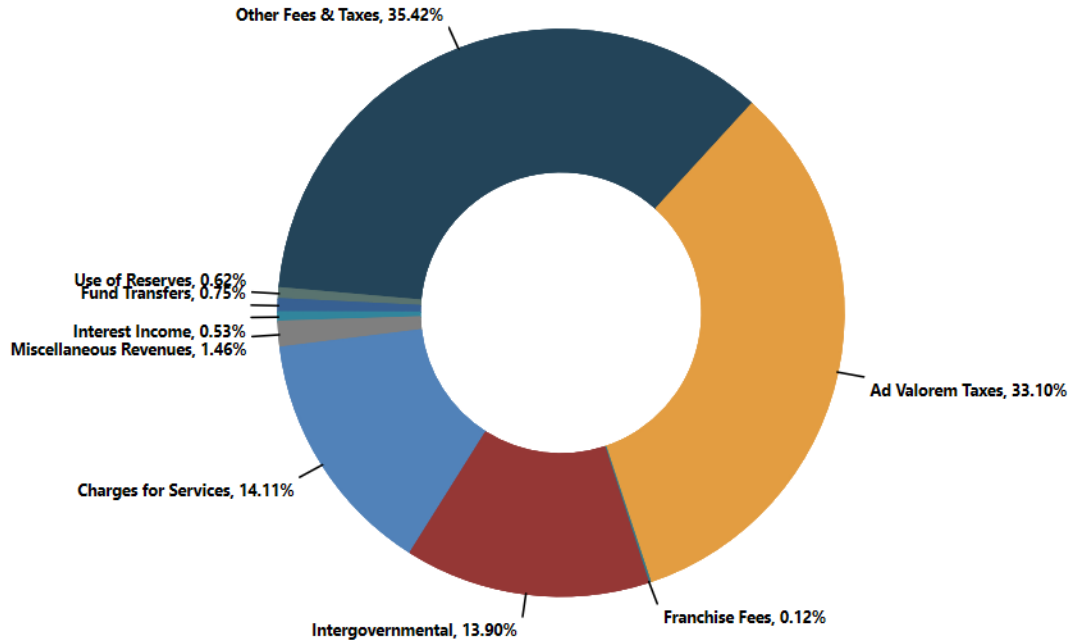
The proposed budget will maintain the required 17% contingency.

Long Range Model

The long-range model for this fund indicates that it will spend down excess reserves in future years. This model is based on keeping the allocated millage rate equal. The model also includes greater expenses due to increased contract pricing and inflation. The advantage of this fund is that it has a fund balance that is larger than the policy's 17%. However, the fund is projected to use reserves to balance the budget starting in FY24 and throughout the 5-year projection. In FY29, there won't be sufficient reserves available, which will create a projected deficit for the fund.

CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND SOURCES - # 104
PROPOSED BUDGET - FY 2024

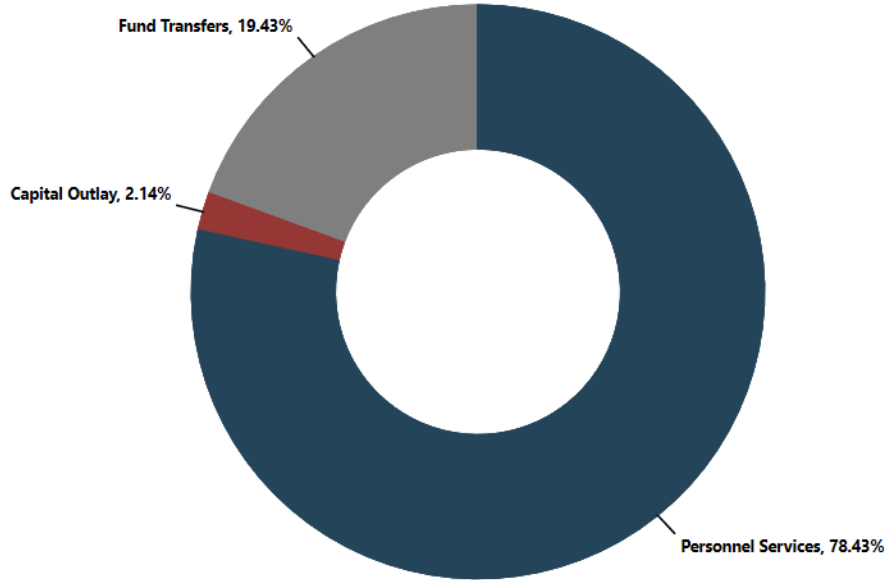
PROPOSED 2024 REVENUES



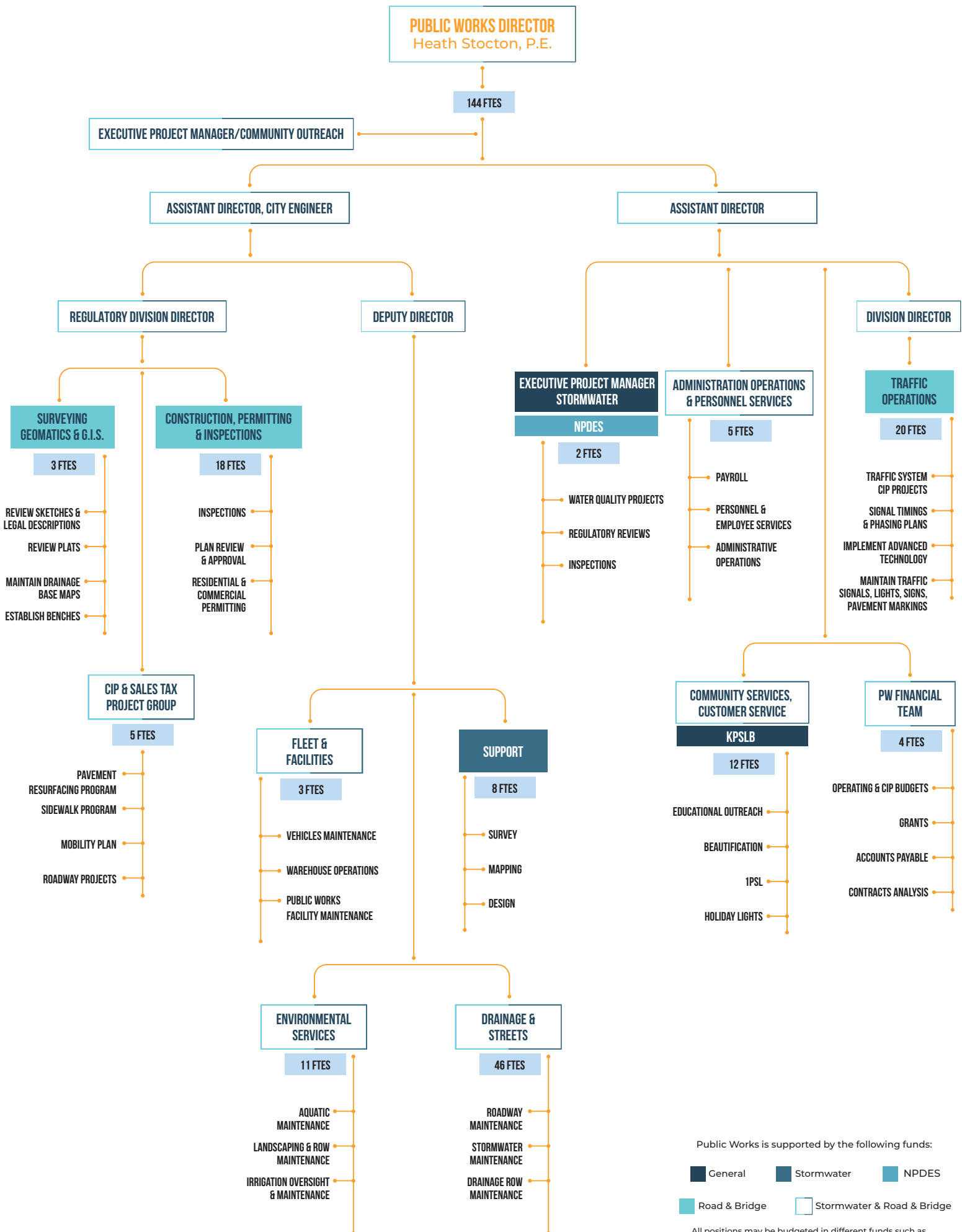
	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
	\$	\$	\$	\$	\$	%	\$
Beginning Undesignated Reserves	\$ 6,153,024	\$ 8,219,191	\$ 8,219,191	\$ 9,928,028	\$ 1,708,837	20.79 %	\$ 9,805,470
REVENUES & SOURCES:							
Other Fees & Taxes	6,641,785	6,786,904	6,786,904	7,020,462	233,558	3.44 %	7,159,911
Ad Valorem Taxes	4,624,897	5,650,884	5,650,884	6,559,351	908,467	16.08 %	7,018,506
Licenses & Permits	-	-	50,000	-	-	- %	-
Franchise Fees	24,000	24,000	24,000	24,000	-	- %	24,000
Intergovernmental	2,727,556	2,024,202	2,627,461	2,754,578	730,376	36.08 %	2,797,152
Charges for Services	1,057,721	3,631,200	2,901,601	2,795,608	(835,592)	(23.01)%	2,314,935
Miscellaneous Revenues	260,957	322,864	282,864	289,864	(33,000)	(10.22)%	289,486
Interest Income	(215,172)	105,101	182,500	105,101	-	- %	111,501
Fund Transfers	2,462,264	-	-	147,752	147,752	- %	-
Use of Reserves	-	-	-	122,558	122,558	- %	960,264
Total	\$ 17,584,008	\$ 18,545,155	\$ 18,506,214	\$ 19,819,274	\$ 1,274,119	6.87 %	\$ 20,675,755

**CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND USES - # 104
PROPOSED BUDGET - FY 2024**

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURES BY FUNCTION:							
Personnel Services	\$ 5,211,539	\$ 6,821,930	\$ 6,947,092	\$ 7,649,124	\$ 827,194	12.13 %	\$ 8,051,218
Operating Expenses	6,620,137	8,941,437	7,801,676	10,066,578	1,125,141	(12.58)	10,505,481
Capital Outlay	332,461	278,476	364,224	208,500	(69,976)	(25.13)%	156,500
Debt	10,563	-	-	-	-	- %	-
Contingencies	-	1,090,276	-	-	(1,090,276)	(100.00)%	-
Fund Transfers	3,343,141	1,413,036	1,684,385	1,895,072	482,036	34.11 %	1,962,556
Total	15,517,840	18,545,155	16,797,377	19,819,274	1,274,119	6.87 %	20,675,755
Ending Undesignated	\$ 6,207,806	\$ 6,334,779	\$ 7,420,737	\$ 6,916,358			\$ 6,650,831



Public Works is supported by the following funds:

- General
- Stormwater
- NPDES
- Road & Bridge
- Stormwater & Road & Bridge

All positions may be budgeted in different funds such as Road and Bridge, Stormwater, NPDES and the General Fund.



PUBLIC WORKS DEPARTMENT

Road and Bridge Fund #304 and Sales Tax Roadway/
Sidewalk Projects

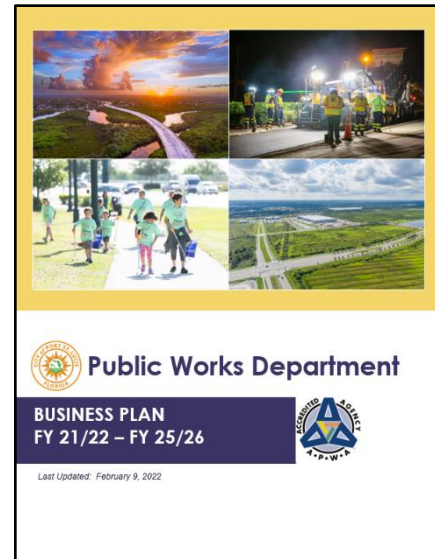
FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The City of Port St. Lucie Public Works Department is dedicated to maintaining and improving the quality and safety of the community, through the creation and preservation of environmentally and economically sound infrastructure, while providing outstanding services to our residents.

Public Works Department Goals & Initiatives

The Public Works Department has developed a five-year Strategic Business Plan in alignment with the City’s Strategic Plan. The work of the Public Works Department advances the City of Port St. Lucie’s Strategic Plan goals of a **Safe, Clean and Beautiful City**, fosters **Vibrant Neighborhoods**, innovates to be a **Smart & Connected City**, supports a **Diverse Economy and Employment Opportunities**, ensures **High Quality Infrastructure and Facilities** and contributes to a **High-Performance Government Organization**. The goals and strategic initiatives outlined in the Business Plan include:



Goal 1: Support a Safe, Clean and Beautiful City and Vibrant Neighborhoods

- Ensure Public Safety
- Keep Port St. Lucie Beautiful
- Expand Landscaping and Beautification

Goal 2: Plan and Design Infrastructure to Support a Diverse Economy & Employment Opportunities

- Expand Southern Grove Infrastructure
- Expand Eastside Infrastructure

Goal 3: Deliver High Quality Infrastructure and Facilities

- Implement Voter-Approved ½ Cent Sales Tax Program
- Expand Mobility
- Enhance Transit
- Maintain Assets
- Implement Stormwater Management Plan

Goal 4: Protect and enhance the City’s natural environment and the St. Lucie River

- Improve Water Quality
- Implement Resiliency Planning

Goal 5: High Performing Government Organization

- Refine Operations
- Improve Communication
- Expand Training

- Enhance Customer Service
- Upgrade Equipment
- Foster Innovation

FY 2023/24 Public Works Department Priority Projects

In FY 2023/24, the Public Works Department will continue to advance the Strategic Plan through the following initiatives:

- Continue to construct and advance construction of the Port St. Lucie Boulevard South project.
- Construction of 4.2 miles of sidewalk per the Ten-Year Sidewalk Program (includes City budgeted, Grants, and Sales Tax Funds).
- Repave 43.2 miles of roadway in accordance with the Ten-Year Master Repaving Program (includes City budgeted and Sales Tax Funds).
- Implement City wide Flashing Yellow Arrows (Phase 2)
- Complete design of the Hogpen Slough Boardwalk Trail
- Begin design and construction of Gatlin / Savona intersection improvements
- Begin design of St Lucie West Blvd / Peacock Blvd intersection improvements
- Complete design and start construction of the Tulip Blvd Intersection Improvements
- Complete design of Tradition & Village Pkwy Mobility Improvements.

CITY OF PORT ST. LUCIE PUBLIC WORKS DEPARTMENT FY 2023/2024 PERFORMANCE MEASURES AND SCORECARD							
	City Council Strategic Goal (s)	Key Performance Measures	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	7	Requests for Service	4,408	5,004	3,499	5,000	5,000
	5	Single-Family Plot Plans Reviews	3,917	5,315	4,024	5,000	4,500
EFFECTIVENESS MEASURES	5	National Community Survey™ (NCS™) Traffic Flow (1)	40%↔	50%↔	23%↓	23%↓ (FY 23 Result)	50%
	5	NCS™: Street Repair (1)	53% ↔	54%↔	47%↔	52%↔ (FY 23 Result)	60%
	5	NCS™: Sidewalk Maintenance (1)	59% ↔	49%↔	59%↔	51%↔ (FY 23 Result)	70%

(1) Percent of respondents rating service as excellent or good from the annual *National Community Survey™ for Port St Lucie* through FY 2023. The following symbols are provided to show the relationship to the National Benchmark.
 ↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND - # 104
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 6,153,024	\$ 8,219,191	\$ 8,219,191	\$ 9,928,028	\$ 1,708,837	20.79 %	\$ 9,805,470
REVENUES & SOURCES:							
Other Fees & Taxes	6,641,785	6,786,904	6,786,904	7,020,462	233,558	3.44 %	7,159,911
Ad Valorem Taxes	4,624,897	5,650,884	5,650,884	6,559,351	908,467	16.08 %	7,018,506
Licenses & Permits	-	-	50,000	-	-	-	-
Franchise Fees	24,000	24,000	24,000	24,000	-	-	24,000
Intergovernmental	2,727,556	2,024,202	2,627,461	2,754,578	730,376	36.08 %	2,797,152
Charges for Services	1,057,721	3,631,200	2,901,601	2,795,608	(835,592)	(23.01)%	2,314,935
Miscellaneous Revenues	260,957	322,864	282,864	289,864	(33,000)	(10.22)%	289,486
Interest Income	(215,172)	105,101	182,500	105,101	-	-	111,501
Fund Transfers	2,462,264	-	-	147,752	147,752	-	-
Use of Reserves	-	-	-	122,558	122,558	-	960,264
Total	17,584,008	18,545,155	18,506,214	19,819,274	1,274,119	6.87 %	20,675,755
EXPENDITURES:							
Personnel Services	5,211,539	6,821,930	6,947,092	7,649,124	827,194	12.13 %	8,051,218
Operating Expenses	6,620,137	8,941,437	7,801,676	10,066,578	1,125,141	(12.58)%	10,505,481
Capital Outlay	332,461	278,476	364,224	208,500	(69,976)	(25.13)%	156,500
Debt	10,563	-	-	-	-	-	-
Contingencies	-	1,090,276	-	-	(1,090,276)	(100.00)%	-
Fund Transfers	3,343,141	1,413,036	1,684,385	1,895,072	482,036	34.11 %	1,962,556
Total	15,517,841	18,545,155	16,797,377	19,819,274	1,274,119	6.87 %	20,675,755
SURPLUS (DEFICIT)	\$ 2,066,168	\$ -	\$ 1,708,837	\$ -			\$ -
Designated Reserve - Financial Policy - 17%	\$ 2,011,385	\$ 2,679,772	\$ -	\$ 3,011,669			\$ 3,154,639
PROJECTED FUND BALANCE:							
Designated	\$ 2,011,385	\$ 2,679,772	\$ 2,507,291	\$ 3,540,830			\$ 3,154,639
Undesignated	6,207,806	5,539,419	7,420,737	6,916,358			6,650,831
Use of Undesignated	-	-	-	(122,558)			(960,264)
Total	\$ 8,219,191	\$ 8,219,191	\$ 9,928,028	\$ 9,805,470			\$ 8,845,206

CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND REVENUES - # 104
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
OPERATING REVENUES:							
Other Fees & Taxes	\$ 6,641,785	\$ 6,786,904	\$ 6,786,904	\$ 7,020,462	\$ 233,558	3.44 %	\$ 7,159,911
Ad Valorem Taxes	4,624,897	5,650,884	5,650,884	6,559,351	908,467	16.08 %	7,018,506
Licenses & Permits	-	-	50,000	-	-	- %	-
Franchise Fees	24,000	24,000	24,000	24,000	-	- %	24,000
Intergovernmental	2,727,556	2,024,202	2,627,461	2,754,578	730,376	36.08 %	2,797,152
Charges for Services	1,057,721	3,631,200	2,901,601	2,795,608	(835,592)	(23.01)%	2,314,935
Total	15,075,959	18,117,190	18,040,850	19,153,999	1,036,809	5.72 %	19,314,504
NON-OPERATING REVENUES:							
Miscellaneous Revenues	260,957	322,864	282,864	289,864	(33,000)	(10.22)%	289,486
Interest Income	(215,172)	105,101	182,500	105,101	-	- %	111,501
Total	45,785	427,965	465,364	394,965	(33,000)	(7.71)%	400,987
NON-REVENUES:							
Fund Transfers	2,462,264	-	-	147,752	147,752	- %	-
Use of Reserves	-	-	-	122,558	122,558	- %	960,264
Total	2,462,264	-	-	270,310	270,310	- %	960,264
Fund Totals	\$ 17,584,008	\$ 18,545,155	\$ 18,506,214	\$ 19,819,274	\$ 1,274,119	6.87 %	\$ 20,675,755

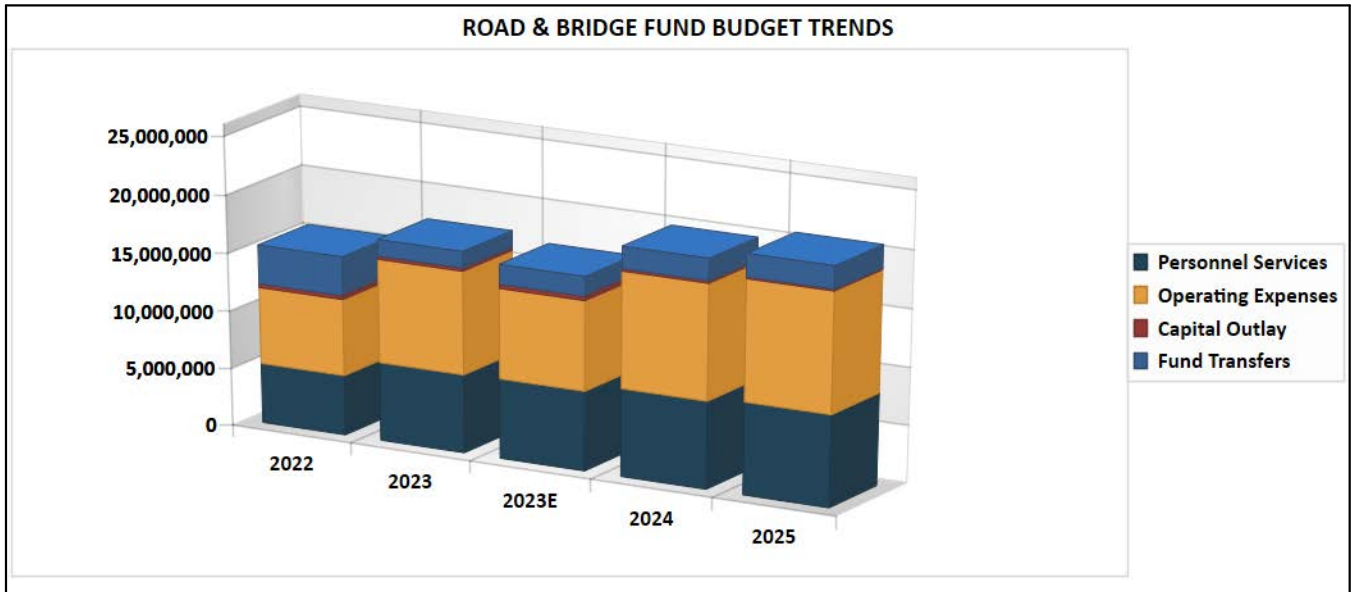
CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
ENGINEERING OPERATIONS							
Personnel Services	\$ 1,285,716	\$ 1,476,773	\$ 1,477,777	\$ 1,606,381	\$ 129,608	8.78 %	\$ 1,687,182
Operating Expenses	457,538	417,501	381,301	362,946	(54,555)	(13.07)%	378,256
Capital Outlay	-	40,365	68,528	-	(40,365)	(100.00)%	-
Total	1,743,254	1,934,639	1,927,606	1,969,327	34,688	1.79 %	2,065,438
PUBLIC WORKS OPERATIONS							
REGULATORY							
Personnel Services	655,538	1,695,491	2,011,012	2,208,978	513,487	30.29 %	2,326,176
Operating Expenses	106,049	238,266	192,796	267,282	29,016	12.18 %	276,411
Capital Outlay	-	40,365	40,365	53,500	13,135	32.54 %	53,500
Total	761,587	1,974,122	2,244,173	2,529,760	555,638	28.15 %	2,656,087
TRAFFIC CONTROL AND IMPROVEMEN							
Personnel Services	2,109,592	2,317,254	2,200,421	2,457,407	140,153	6.05 %	2,588,379
Operating Expenses	2,574,294	2,834,283	2,714,918	3,163,646	329,363	11.62 %	3,291,702
Capital Outlay	281,125	197,746	243,867	100,000	(97,746)	(49.43)%	103,000
Total	4,965,011	5,349,283	5,159,206	5,721,053	371,770	6.95 %	5,983,081
STREET MAINTENANCE							
Personnel Services	736,355	860,961	829,339	867,511	6,550	0.76 %	913,646
Operating Expenses	339,629	449,361	360,083	522,225	72,864	16.22 %	547,619
Capital Outlay	12,743	-	11,464	-	-	- %	-
Total	1,088,727	1,310,322	1,200,886	1,389,736	79,414	6.06 %	1,461,265
GREENBELT & WATERWAY MAINTENAN							
Personnel Services	424,338	471,451	428,543	508,847	37,396	7.93 %	535,835
Operating Expenses	3,142,627	4,990,542	4,145,628	5,738,926	748,384	15.00 %	5,999,664
Capital Outlay	38,593	-	-	55,000	55,000	- %	-
Total	3,605,558	5,461,993	4,574,171	6,302,773	840,780	15.39 %	6,535,499
NON-DEPARTMENTAL							
Operating Expenses	10,563	11,484	6,950	11,553	69	0.60 %	11,829
Fund Transfers	3,343,141	1,413,036	1,684,385	1,895,072	482,036	34.11	1,962,556
Total	3,353,704	1,424,520	1,691,335	1,906,625	482,105	33.84 %	1,974,385

CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022	2023	2023	2024	VARIANCE		2025
	AUDITED	BUDGET	ESTIMATED	PROPOSED	\$	%	PROJECTED
Personnel Services	5,211,539	6,821,930	6,947,092	7,649,124	827,194	12.13 %	8,051,218
Operating Expenses	6,630,700	8,941,437	7,801,676	10,066,578	1,125,141	12.58 %	10,505,481
Capital Outlay	332,461	278,476	364,224	208,500	(69,976)	(25.13)%	156,500
Contingencies	-	1,090,276	-	-	1,090,276	(100.00)%	-
Fund Transfers	3,343,141	1,413,036	1,684,385	1,895,072	482,036	34.11 %	1,962,556
ROAD & BRIDGE FUND							
TOTAL	15,517,841	18,545,155	16,797,377	19,819,274	1,274,119	6.87 %	20,675,755
Designated Reserve - Financial Policy 17%	\$ 2,011,385	\$ 2,507,291	\$ -	\$ 3,154,639			\$ 3,262,965

**CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND - 104
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 5,211,539	\$ 6,821,930	\$ 6,947,092	\$ 7,649,124	827,194	12.13 %	\$ 8,051,218
Operating Expenses	6,630,700	8,941,437	7,801,676	10,066,578	1,125,141	12.58 %	10,505,481
Capital Outlay	332,461	278,476	364,224	208,500	(69,976)	(25.13)%	156,500
Contingencies	-	1,090,276	-	-	1,090,276	(100.00)%	-
Fund Transfers	3,343,141	1,413,036	1,684,385	1,895,072	482,036	34.11 %	1,962,556
Total	\$ 15,517,841	\$ 18,545,155	\$ 16,797,377	\$ 19,819,274	1,274,119	6.87 %	\$ 20,675,755

STAFFING SUMMARY:

Full Time Equivalents	57.50	68.00	69.00	70.00
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**CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND - # 104**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONAL SERVICES:								
Salaries And Wages	\$ 3,435,144	\$ 4,416,501	\$ 4,523,081	\$ 4,917,508	\$ 501,007	11.34 %	1	\$ 5,163,384
Overtime	214,441	202,000	244,487	210,000	8,000	3.96 %	-	220,400
F.I.C.A	216,353	257,710	266,973	274,341	16,631	6.45 %	2	285,315
Mandatory Medicare	50,630	60,627	66,369	64,226	3,599	5.94 %	-	67,711
Retirement								
Contributions	401,990	464,573	523,822	542,714	78,141	16.82 %	1	564,423
Life & Health								
Insurance	786,755	1,161,177	1,159,210	1,310,052	148,875	12.82 %	3	1,388,655
Other Post								
Employment								
Benefits	(2,762)	96,408	-	96,408	-	- %	-	99,390
Workmen's								
Compensation	108,331	162,934	162,934	233,875	70,941	43.54 %	4	261,940
Unemployment								
Compensation	658	-	216	-	-	- %	-	-
Total Personnel								
Services	5,211,540	6,821,930	6,947,092	7,649,124	827,194	12.13 %		8,051,218
OPERATING EXPENSES:								
Professional Services	87,067	163,000	150,751	358,500	195,500	119.94 %	5	369,255
Accounting And								
Auditing	7,069	6,000	3,907	6,000	-	- %	-	6,180
Other Contractual								
Services	4,151,931	5,970,274	5,185,750	6,791,840	821,566	13.76 %	6	7,085,618
Gas & Oil	146,951	120,000	134,076	185,000	65,000	54.17 %	7	190,550
Repairs &								
Maintenance-								
Vehicle	147,988	202,090	202,319	187,394	(14,696)	(7.27)%	8	196,755
Fleet Maintenance-								
Non Contract	81,177	60,230	72,384	69,230	9,000	14.94 %	9	71,307
Travel And Per Diem	286	-	-	-	-	- %	-	-
Communications								
Service	51,685	84,133	39,566	109,500	25,367	30.15 %	10	112,785
Transportation	3,705	3,275	3,025	3,100	(175)	(5.34)%	-	3,193
Electricity (Fpl)	865,205	768,070	881,605	807,640	39,570	5.15 %	11	831,869
Water	32,079	29,300	12,388	59,500	30,200	103.07 %	12	61,285
Sewer	3,386	5,000	2,316	5,300	300	6.00 %	-	5,459
Gas (Gdu)	-	1,500	-	1,000	(500)	(33.33)%	12	1,030
Cable	10	30	-	-	(30)	(100.00)%	12	-
Rentals & Leases-								
Buildings	53,885	53,500	53,500	56,000	2,500	4.67 %	-	57,680
Rentals & Leases-								
Equipment	-	500	808	500	-	- %	-	515
Rentals & Leases-								
Office Equipm	-	300	-	300	-	- %	-	309

**CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND - # 104**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Insurance	268,159	107,717	107,717	210,680	102,963	95.59 %	13	230,835
Repair & Maintenance- Building	3,164	3,000	29,030	6,600	3,600	120.00 %	12	6,798
Repair & Maintenance- Office Eq	16,237	61,849	44,620	61,372	(477)	(0.77)%	-	63,213
Repair & Maintenance- Equipment	297,195	620,829	376,442	587,050	(33,779)	(5.44)%	14	604,662
Printing & Binding	1,251	1,300	316	1,625	325	25.00 %	15	1,674
Promotional Activities	1,728	1,000	3,197	2,000	1,000	100.00 %	16	2,060
Other Current Charges & Obliga	15,328	43,034	51,691	50,903	7,869	18.29 %	17	52,360
Office Supplies	38,121	107,582	89,952	53,336	(54,246)	(50.42)%	18	84,314
Operating Supplies	219,349	241,654	210,792	224,438	(17,216)	(7.12)%	19	231,171
Road Materials & Supplies	81,371	229,000	93,718	175,000	(54,000)	(23.58)%	19	180,250
Books,Subs,Memberships	24,880	9,770	18,450	9,770	-	- %	-	10,064
Training And Education	31,493	47,500	33,356	43,000	(4,500)	(9.47)%	-	44,290
Total Operating Expenses	6,630,700	8,941,437	7,801,676	10,066,578	1,125,141	12.58 %		10,505,481
CAPITAL OUTLAY:								
Vehicles	113,139	178,476	252,760	108,500	(69,976)	(39.21)%	20	53,500
Computers & Computer Hardware	167,986	100,000	100,000	100,000	-	- %	-	103,000
Other Machinery & Equipment	51,336	-	11,464	-	-	- %	-	-
Total Capital Outlay	332,461	278,476	364,224	208,500	(69,976)	(25.13)%		156,500
DEBT SERVICE:								
NON-OPERATING:								
Contingency Fund	-	1,090,276	-	-	(1,090,276)	(100.00)%	21	-
Transfers	3,343,141	1,413,036	1,684,385	1,895,072	482,036	34.11 %	22	1,962,556
Total Non-Operating	3,343,141	2,503,312	1,684,385	1,895,072	(608,240)	(24.30)%		1,962,556
Fund Totals	\$ 15,517,841	\$ 18,545,155	\$ 16,797,377	\$ 19,819,274	\$ 1,274,119	6.87 %		\$ 20,675,755

Notes:

CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND - # 104

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Budget Amendment #1 (1) Assistant City Surveyor /Professional Surveyor & Mapper in FY22/23 and (1) Special Project Coordinator, CIP & Sales Tax Group.
- 2 FICA calculated pre-tax benefits may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes to Workmen’s Compensation.
- 5 Increased related to citywide traffic monitoring studies and consultant services for the citywide irrigation services.
- 6 Increase to thermoplastic & road striping, pressure washing curbs and landscape services. Maintenance services for irrigation of landscape is now funded one hundred percent by the Road & Bridge fund.
- 7 Increase in fuel due to inflation and more vehicles budgeted in Road & Bridge fund.
- 8 First Vehicle Services Contract for vehicle maintenance.
- 9 Increase cost in fleet repairs.
- 10 Increase in quantity of request for employees (Air cards, office phones and Verizon).
- 11 Due to inflation.
- 12 Based on usage
- 13 Changes in liability insurance (general, auto, property).
- 14 Decrease network & communication hardware for traffic signals.
- 15 New posters & business cards for employees.
- 16 Increase for outreach events and team building.
- 17 Increase Commercial Driver License renewals.
- 18 IT Recommended Computer Replacement - (3) desktops, and (3) laptops.
- 19 Budget neutral reallocation for operating expenses.
- 20 One time expenditures - Capital Outlay listed.
- 21 2021 Bond repayment \$366,735, Adaptive Signalization \$48,898, and \$1,211,137 cost allocation for internal charges to GF. CRA- due from the City (includes Southern Grove).



CITY OF PORT ST. LUCIE
ROAD & BRIDGE FUND - 2023-24 PROPOSED
LONG RANGE PLAN

Assumptions: This model assumes a 17% growth in Taxable Value for a Operating Millage of .3616. The estimated increase in valuation in future years are 9% in FY25 and 6% FY26, 5% in FY27, and 4% in FY28 and 3% FY29. Personnel Services contains the assumption of pay raises for all employees as well as an assumption of increased employee contributions towards their medical insurance. Payplan adjustment are estimated in FY23 and FY24.

	AUDITED 2019-20	AUDITED 2020-21	AUDITED 2021-22	ESTIMATED 2022-23	PROPOSED 2023-24	Growth %		PROJECTED 2024-25	PROJECTED 2025-26	PROJECTED 2026-27	PROJECTED 2027-28	PROJECTED 2028-29				
BEGINNING DESIGNATED RESERVES	\$ -	\$ 5,639,443	\$ 6,153,024	\$ 8,219,191	\$ 9,928,028			\$ 9,805,470	\$ 8,845,206	\$ 7,761,693	\$ 6,201,321	\$ 4,191,559				
REVENUES & SOURCES:	Millage Rate	0.3616	0.3616	0.3616	0.3616	0.3616		0.3616	0.3616	0.3616	0.3616	0.3616				
Ad Valorem Taxes	\$3,752,474	\$4,109,055	\$4,624,897	\$5,650,884	\$6,559,351	16.1%	9.0%	\$7,018,506	6.0%	\$7,439,616	5%	\$7,811,597	4.0%	\$8,124,061	3.0%	\$8,367,783
Local Option Gas Tax	5,705,360	6,260,297	6,641,785	6,786,904	7,020,904	3.4%	2.0%	7,159,911	2.0%	7,303,109	2.0%	\$7,449,171	2.0%	7,598,155	2.0%	7,750,118
State Revenue Sharing	1,396,658	1,667,636	2,261,137	2,200,000	2,441,176	11.0%	3.1%	2,516,471	2.0%	2,566,800	2.0%	\$2,618,136	2.0%	2,670,499	2.0%	2,777,319
Culvert Revenue	0	0	-	-	1,151,258	N/A	-21.7%	901,132	-5.0%	856,075	-4.0%	\$821,832	-2.0%	805,396	-2.0%	789,288
Other	1,273,013	1,508,209	1,809,097	3,686,426	2,271,174	-38.4%	-11.6%	2,008,500	-1.0%	1,988,415	-1.0%	\$1,968,531	-1.0%	1,948,846	-1.0%	1,987,822
Interest Income	187,495	10,027	(215,172)	182,000	105,101	N/A	5.6%	110,971	1.0%	112,081	3.0%	\$115,443	3.0%	118,906	3.0%	122,474
Fund Transfer from #001 Operating Fund	47,636	0	620,000	0	0			0		0		0		0		0
Fund Transfer from #304 CIP	1,224,000	1,077,245	1,842,264	0	147,752			0		0		0		0		0
Fund Transfer from #105 Mobility Fee Fund								0		0		0		0		0
Use of Reserves	55,465	0	0	0	122,558			960,264		1,083,513		1,560,372		2,009,762		0
TOTAL	13,642,100	14,632,469	17,584,008	18,506,214	19,819,274			20,675,755		21,349,610		22,345,083		23,275,625		21,794,804
EXPENDITURES:																
Personnel Services	\$4,909,483	\$5,024,571	\$5,211,539	\$6,947,092	7,649,124	10.1%	5.3%	8,051,218	4%	8,373,267	5%	8,791,930	5%	9,231,527	4%	9,554,630
Operating Expenses	5,393,447	5,705,211	6,620,137	7,801,676	10,066,578	29.0%	4.4%	10,505,481	3%	10,820,645	5%	11,361,678	4%	11,816,145	3%	12,170,629
Capital Outlay	3,340,181	160,202	332,461	364,224	208,500	-42.8%	-24.9%	156,500	2%	159,630	1%	161,226	1%	162,839	1%	164,467
Debt Services	2,170,250	2,176,000	10,563	0	0	#DIV/0!	N/A	0		0		0		0		0
Interfund Transfer - Internal Charges	848,469	894,667	912,560	930,811	1,626,770	74.8%	3.0%	1,675,573	2%	1,709,084	2%	1,743,266	2%	1,778,131	2%	1,813,694
Fund Transfers (includes transfer of debt for Bldg.	140,460	158,237	2,430,581	753,574	268,302	-64.4%	7.0%	286,983	2%	286,983	0%	286,983	0%	286,983	0%	286,983
Unallocated	0	0	0	0	0	N/A	#DIV/0!	0		0		0		0		0
TOTAL	16,802,290	14,118,888	15,517,841	16,797,377	19,819,274			20,675,755		21,349,610		22,345,083		23,275,624		23,990,403
SURPLUS <DEFICIT>	\$0	\$513,581	\$2,066,167	\$1,708,837	\$0			\$0	\$0	\$0	\$0	(\$2,195,599)				
Designated Reserve - Financial Policy - 17%	1,751,498	1,824,063	2,011,385	2,507,291	3,011,669			3,154,639		3,262,965		3,426,113		3,578,104		3,693,294
Designated		\$ 2,011,385	\$ 2,507,291	\$ 3,011,669	17%	\$ 3,154,639	17%	\$ 3,262,965	17%	\$ 3,426,113	17%	\$ 3,578,104	17%	\$ 3,693,294		
Undesignated		6,207,806	7,420,737	6,916,358		6,650,831		5,582,241		4,335,579		2,623,217		(1,697,334)		
Use of Reserves		-	-	(122,558)		(960,264)		(1,083,513)		(1,560,372)		(2,009,762)		-		
Total Reserves		\$ 8,219,191	\$ 9,928,028	\$ 9,805,470		\$ 8,845,206		\$ 7,761,693		\$ 6,201,321		\$ 4,191,559		\$ 1,995,960		

Note: In FY29, there won't be sufficient reserves available to balance, which will create a projected deficit for the fund.

CITY OF PORT ST. LUCIE
ROAD AND BRIDGE OPERATING FUND #104 - CAPITAL OUTLAY
PROPOSED BUDGET - FY 2023-24

** PROPOSED **
FY 2023-24

4105	PUBLIC WORKS OPERATIONS	
	N/A	-
		Total <u> -</u>
4118	PUBLIC WORKS -REGULATORY	
	Replacement Ford Ranger PW6996	\$ 53,500
		Total <u> 53,500</u>
4121	PUBLIC WORKS -TRAFFIC CONTROL & IMPROVEMENT	
	(10) Cisco Switches	100,000
		Total <u> 100,000</u>
4127	PUBLIC WORKS GREENBELT & WATERWAY MAINT.	
	Replacement PW6781 Ford F-250 Utility body truck	55,000
		Total <u> 55,000</u>
	ROAD & BRIDGE FUND TOTALS	<u><u> \$ 208,500</u></u>

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



ROAD & BRIDGE FUND #104 PUBLIC WORKS DEPARTMENT - COST CENTERS #4105,4118,4125

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
4105 Operations (.5 FTE) (50% funded by Road & Bridge)				
Budget Analyst	40,182	2	-	-
Operating Expense	3,000		-	-
Computer Expense (IT Budget)	842		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	44,024		-	-
4105 Operations (1 FTE)				
Special Project Coordinator, CIP & Sales Tax Project Group	96,752	1	96,752	-
Operating Expense	4,000		4,000	-
Computer Expense (IT Budget)	1,684		1,684	-
Capital Outlay Expense	49,000		49,000	-
Personnel Subtotal	151,436		151,436	-
4118 Regulatory (1 FTE)				
Survey Inspector	86,445	4	-	-
Operating Expense	4,000		-	-
Computer Expense (IT Budget)	1,684		-	-
Capital Outlay Expense	51,750		-	-
Personnel Subtotal	143,878		-	-
4125 Streets (1 FTE)				
Maintenance Worker	59,538	3	-	-
Operating Expense	3,780		-	-
Computer Expense (IT Budget)	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	63,318		-	-
Total FTE Enhancement Requests	402,657		151,436	-
104 Road & Bridge (Operating)				
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
104 Road & Bridge (Capital Outlay)				
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	402,657		151,436	-



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Special Project Coordinator, CIP & Sales Tax Project Group Proposed Start Date: October 2, 2023

Hiring Department/Division: Public Works - CIP & Sales Tax Project Group 104-4105 Reports to: Thomas Salvador, Manager, CIP

Base Annual Salary: \$ 63,588.62 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,942.49</u>
Medicare - 1.45%:	<u>922.04</u>
Retirement - 11.4%:	<u>7,249.10</u>

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 96,752.25</u>

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 15] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Development of projects from conception through research, planning, adoption, design, and construction.	25%
2) Design and review of proposed and existing roadway and drainage projects including, but not limited to sidewalks and roadways. Prepares oral and written presentations of projects.	25%
3) Manages assigned CIP projects including administration of contract, review of pay requests, cost estimates change orders, schedules.	25%
4) Calculates cost and determines feasibility of projects based on analysis of collected data.	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Laptop/iPad, cell phone, bluebeam, uniforms, safety shoe allowance, misc ofc/operating	\$ 4,000.00
<i>Capital Outlay:</i> Ford F-150 Super-cab 4 x 4 Pick Up Truck w/liner, strobes, tow package	49,000.00
<i>Software & Hardware IT Budget</i> IT software licensing, hardware, network port	1,683.72
<i>Total:</i>	\$ 54,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Responsible technical and administrative work monitoring and coordinating the design, construction, maintenance, and expansion of infrastructure within the Public Works Department. The infrastructure includes, but is not limited to, roadways, sidewalks, intersections, canals, etc. Technical work planning, managing, coordinating, reviewing, and inspecting City design and construction projects. This position is required to meet the demands of increased development and infrastructure projects funded through Mobility Fees.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 96,752.25 Related Expenses Total: \$ 54,683.72 **Grand Total:** \$ 151,435.97

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Stocton, PE Digitally signed by hstocton Reason: I am approving this document Date: 2023.04.10 11:42:11 -0400 Public Works Director Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

for approval
5/16/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Budget Analyst Proposed Start Date: October 2, 2023

Hiring Department/Division: Public Works / Financial Team (104/401-4105) (50/50) Reports to: Michelle Lanchez

Base Annual Salary: \$ 49,823.53 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	3,089.06		
Medicare - 1.45%:	722.44	Total Number of Positions Requested:	1
Retirement - 11.4%:	5,679.88	Software Licensing \$1,096.22 (IT Budget)	<input checked="" type="checkbox"/>
(12% or 11.70%, depending on bargaining group)		Hardware \$587.50 (IT Budget)	<input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)
Medical:	\$ 21,050.00		
Total Salary & Benefits:	\$ 80,364.91		

Existing Classification: Yes [Grade 10] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Financial analysis, tracking, and processing of PW CIP and Maintenance Contracts	25%
2) Assumption of services/duties previously provided by support departments.	25%
3) Review & process invoices; monitoring of mobility fees and other financial data	25%
4) Cross-trained: visa transactions, processing, and allocation; back-up responsibilities	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> laptop, docking station, monitors, cell phone, web cam, office furniture & misc operating & office supplies	\$ 6,000.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> IT software licensing, hardware, network port	1,683.72
<i>Total:</i>	\$ 7,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the decentralization of the finance duties to the public works staff, adoption of mobility fees, and an increase in the volume of work orders and invoicing, our team is in need of a Budget Analyst. This position will assist with reviewing and processing of all invoices, provide analysis to CIP and maintenance contracts, and other financial tasks.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 80,364.91 Related Expenses Total: \$ 7,683.72 Grand Total: \$ 88,048.63

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Storton, P.E., Public Works Director Date: _____

Digitally signed by hstorton
 Reason: I am approving this document
 Date: 2023.04.10 11:40:07-04'00'

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Survey Inspector Proposed Start Date: October 2, 2023

Hiring Department/Division: Public Works Regulatory 104-4118 Reports to: Edith Majewski

Base Annual Salary: \$ 54,930.33 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	3,405.68		
Medicare - 1.45%:	796.49		
Retirement - 11.4%:	6,262.06		
(12% or 11.70%, depending on bargaining group)			
Medical:	\$ 21,050.00	Total Number of Positions Requested: <u>1</u>	
Total Salary & Benefits:	\$ 86,444.56	Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/> Hardware \$587.50 (IT Budget) <input checked="" type="checkbox"/> (Network Port Desk Phone & UPS)	

Existing Classification: Yes [Grade 12] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Inspects residential lots for compliance with ordinance requirements.	25%
2) Inspect driveways for compaction, formboard, and culvert compliance.	25%
3) Performs stakeouts for driveway culverts (residential and commercial development)	25%
4) Inspect pool construction for final grading, drainage and sidewalks for compliance	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> laptop, cell phone, bluebeam, uniforms, safety shoe allowance, misc ofc/operating	\$ 4,000.00
<i>Capital Outlay:</i> Ford F150 4x4 Super Cab PU Truck with liner, topper, strobes	51,750.00
<i>Software & Hardware IT Budget</i> IT software licensing, hardware, network port	1,683.72
<i>Total:</i>	\$ 57,433.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position is responsible for performing inspections on residential and commercial driveway, and swale drainage. The employee will be responsible for conducting survey stakeouts for new and modified driveway culverts, will inspect residential pools for lot drainage and inspect residential sidewalks for ADA compliance. This position is required to meet the demands of increased development due to the growing population of the City. This will replace an existing contract position with the same description.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 86,444.56 Related Expenses Total: \$ 57,433.72 Grand Total: \$ 143,878.28

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Stocton, P.E. Public Works Director Digitally signed by hstocton Reason: I am approving this document Date: 2023.04.10 11:39:14-04'00' Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Maintenance Worker, Streets Proposed Start Date: October 2, 2023

Hiring Department/Division: Public Works 104-4125 Reports to: Supervisor/Crew Leader

Base Annual Salary: \$ 32,329.65 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,004.44 Total Number of Positions Requested: 1

Medicare - 1.45%: 468.78

Retirement - 11.4%: 3,685.58

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 59,538.45

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Fills potholes and assists in repairs using cut saws, tampers and hot asphalt	25%
2) Maintaining of stormwater system, bridges, rights-of-way & other infrastructure	25%
3) Performs heavy manual labor, assist with pipe installation and picking up debris	25%
4) Operates small machinery, prepares forms and performs concrete finishing work	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Safety Shoe Allowance, Uniforms, Safety Gear, Training, CDL Permit/License, Misc Office & OperatingSupplies	\$ 3,780.00
Capital Outlay:	0.00
Software & Hardware IT Budget	0.00
Total:	\$ 3,780.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The City of Port St Lucie has a municipal responsibility to provide maintenance to roadways, sidewalks, and other infrastructure in accordance with state and federal regulations. Maintenance Workers in the Streets Division are responsible for maintaining this infrastructure. If not filled, response time to fill pot holes and provide maintenance to sidewalks, fencing, guardrails, and bridges would be compromised leaving the City and the public at risk.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 59,538.45 Related Expenses Total: \$ 3,780.00 Grand Total: \$ 63,318.45

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Stocton, P.E. Date: _____
Public Works Director Digitally signed by hstocton Reason: I am approving this document Date: 2023.04.10 11:33:23-04'00'

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____



“A City for All Ages”

Stormwater Utility Fund

This is an enterprise fund that earns revenues from an annual fee charged to all property owners for the purpose of constructing and maintaining the City's stormwater system. Every year, the most expensive item funded is the repair and maintenance of the roadside swale system. City crews reshape the swale drainage system, and in some areas, a plastic liner is installed to aid the flow of stormwater. Other activities include mowing and cleaning of the liner system, canals, ditches, and greenbelt areas. The Public Works Department is partially funded by this revenue.

Major Revenue Source

The major revenue source is the annual stormwater fee. The proposed budget includes an increase of \$10.00 for a total of \$178 for residential and \$133.50 for unimproved property.

Expense Trends

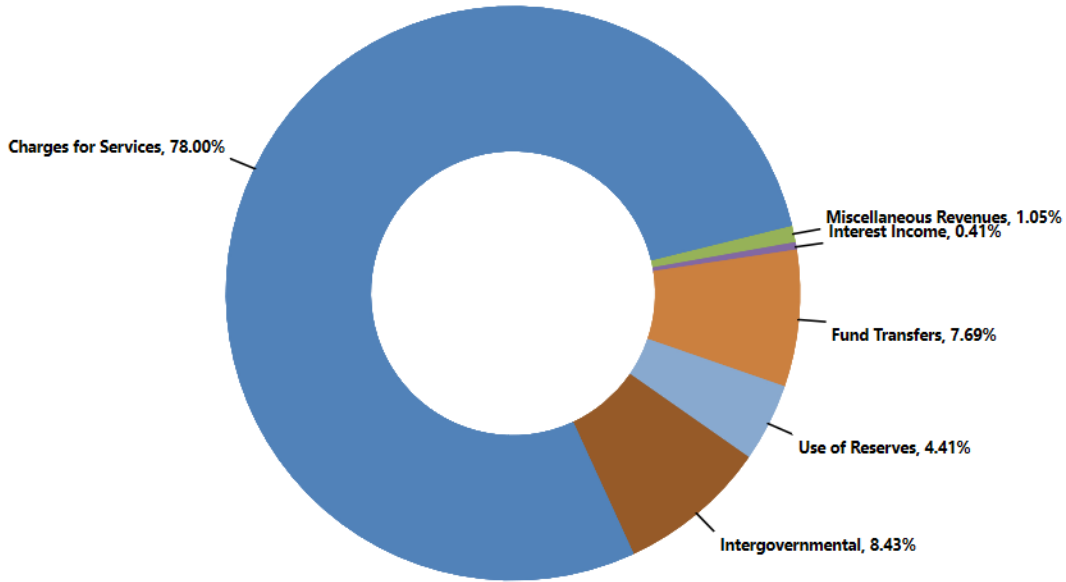
Capital projects, equipment, and system maintenance make up approximately 72% of the Fund's expenses. Personnel costs make up 17% of the expenses, with the remaining amount spent on servicing debt for very large projects. Debt service is \$2.4 million. Management is continually evaluating opportunities to take on additional projects that will enhance the City's water quality.

Long Range Model

The long-range model indicates this fund will continue to spend down reserves. This fund is projected to have a deficit of \$2.8 million in FY 2025–26, which will be short of its policy reserve requirements of 17% by \$1.4 million. This fund will not maintain its reserve policy in beyond FY24. Several considerations for balancing future years for the Stormwater Fund include implementing higher rate increases, shifting costly capital projects into future years, and implementing and acquiring grants.

STORMWATER UTILITY FUND SOURCES - # 401
PROPOSED BUDGET - FY 2024

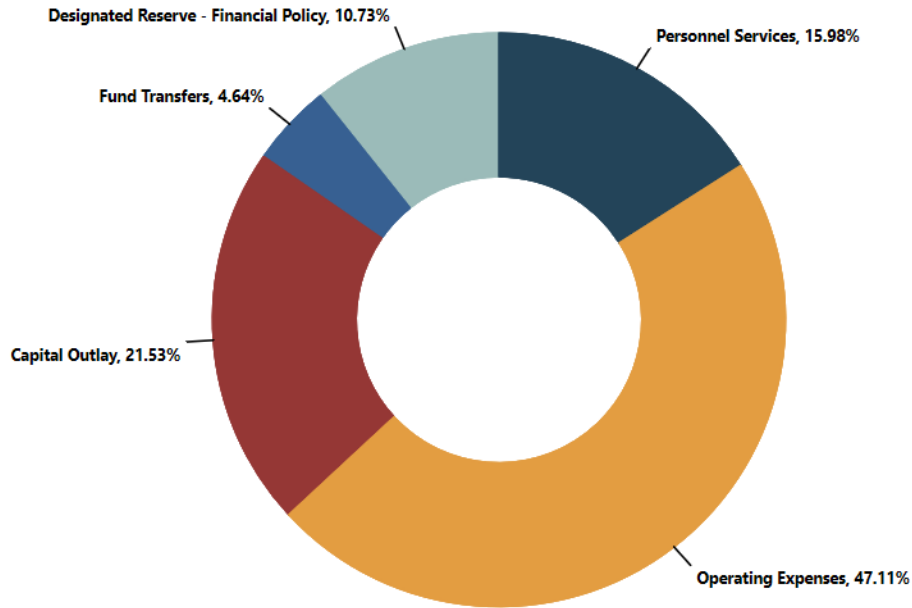
PROPOSED 2024 REVENUES



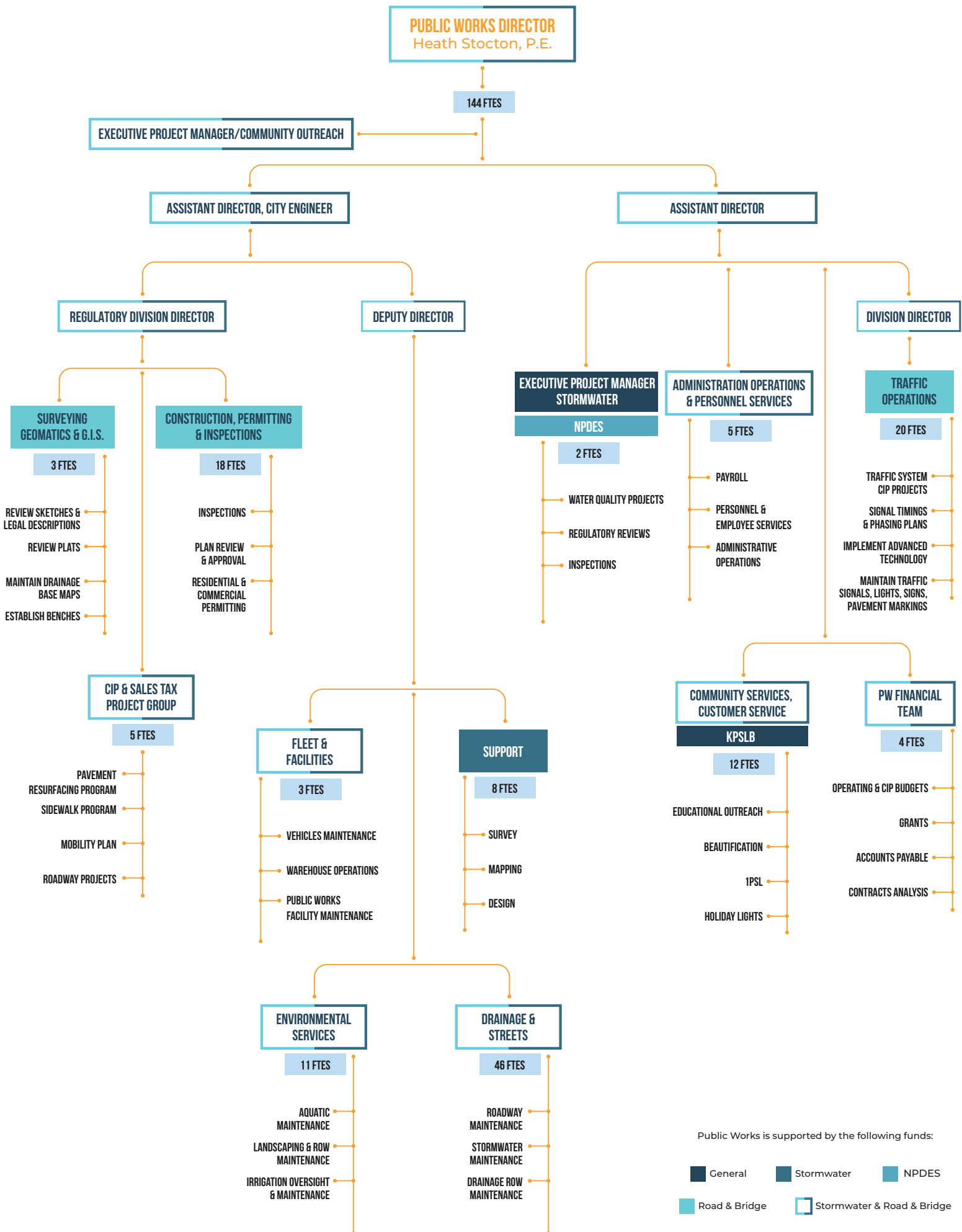
	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
Beginning Undesignated Reserves	\$	\$ 7,204,182	\$ 7,204,182	\$ 5,978,554	\$ (1,225,628)	(17.01)%	\$ 4,453,459
REVENUES & SOURCES:							
Licenses & Permits	114,000	-	800	-	-	- %	-
Intergovernmental	1,051,770	1,260,780	2,102,706	2,915,500	1,654,720	131.25 %	-
Charges for Services	26,698,730	24,374,799	25,218,853	26,960,269	2,585,470	10.61 %	27,716,867
Miscellaneous Revenues	394,375	414,216	238,601	364,152	(50,064)	(12.09)%	375,927
Interest Income	(241,682)	197,932	177,573	143,200	(54,732)	(27.65)%	147,496
Fund Transfers	1,367,756	1,861,950	861,950	2,658,084	796,134	42.76 %	1,106,309
Use of Reserves	-	2,036,995	-	1,525,095	(511,900)	(25.13)%	1,808,648
Total	\$ 29,384,949	\$ 30,146,672	\$ 28,600,483	\$ 34,566,300	\$ 4,419,628	14.66 %	\$ 31,155,247

**STORMWATER UTILITY FUND USES - # 401
PROPOSED BUDGET - FY 2024**

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURES BY FUNCTION:							
Personnel Services	\$ 5,843,172	\$ 5,503,309	\$ 5,132,639	\$ 5,755,637	\$ 252,328	4.59 %	\$ 6,057,024
Operating Expenses	17,526,388	16,386,235	16,193,846	16,965,175	578,940	3.53 %	17,488,407
Capital Outlay	-	3,779,748	5,269,527	7,754,191	3,974,443	105.15 %	3,406,309
Debt	885,089	\$ 2,708,550	848,455	2,420,274	(288,276)	(10.64)%	2,452,484
Fund Transfers	1,444,888	1,768,830	1,768,830	1,671,023	(97,807)	(5.53)%	1,751,023
Total	25,699,537	30,146,672	29,213,297	34,566,300	4,419,628	14.66 %	31,155,247
 Ending Undesignated	 \$ 0	 \$ 5,167,187	 \$ 6,591,368	 \$ 5,066,273			 \$ 2,644,811



Public Works is supported by the following funds:

- General
- Stormwater
- NPDES
- Road & Bridge
- Stormwater & Road & Bridge

All positions may be budgeted in different funds such as Road and Bridge, Stormwater, NPDES and the General Fund.



PUBLIC WORKS DEPARTMENT

Stormwater Fund #401

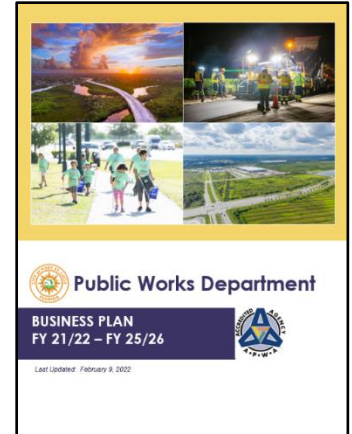
FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The City of Port St. Lucie Public Works Department is dedicated to maintaining and improving the quality and safety of the community, through the creation and preservation of environmentally and economically sound infrastructure, while providing outstanding services to our residents.

Public Works Department Goals & Initiatives

The Public Works Department has developed a five-year Strategic & Operations Plan in alignment with the City’s Strategic Plan. The work of the Public Works Department advances the City of Port St. Lucie’s Strategic Plan goals of a **Safe, Clean and Beautiful City**, fosters **Vibrant Neighborhoods**, supports a **Diverse Economy and Employment Opportunities**, ensures **High Quality Infrastructure and Facilities**, **protects the City’s natural environment**, and contributes to a **High-Performance Government Organization**. The goals and strategic initiatives outlined in the Business Plan include:



Goal 1: Support a Safe, Clean and Beautiful City and Vibrant Neighborhoods

- Ensure Public Safety

Goal 2: Plan and Design Infrastructure to Support a Diverse Economy & Employment Opportunities

- Southern Grove Infrastructure
- Eastside Infrastructure

Goal 3: Deliver High Quality Infrastructure and Facilities

- Implement Voter-Approved ½ Cent Sales Tax Program
- Expand Mobility
- Enhance Transit
- Maintain Assets
- Stormwater Management Plan

Goal 4: Protect and enhance the City’s natural environment and the St. Lucie River

- Improve Water Quality
- Resiliency

Goal 5: High Performing Public Works Department

- Refine Operations
- Improve Communication
- Expand Training
- Enhance Customer Service
- Upgrade Equipment
- Foster Innovation

FY 2023/24 Stormwater Fund Initiatives

In FY 2023/24, the Public Works Department will continue to advance the Strategic Plan through the following initiatives:

- Continue to expand the larger culvert and side lot culvert programs due to aging infrastructure.
- Continue to address swale complaints through implementation of the swale re-work program, public outreach, interdepartmental assistance and technological advances.
- Finalize review of CDD Rebate program
- Continue work with grant team to aggressively seek out and apply for grants to advance the construction of stormwater projects.
- Design and Permit Hog Pen Slough Stormwater Treatment Area.
- Design, Permit, and Construct Floresta Phase III Baffle Boxes.
- Construct improvements to SWW1 Structure.
- Complete design of Watershed A and B Improvements based on Resilient Florida funding
- Update the Stormwater Management Plan projects and program the projects along with revenue sources for the next 10 years.

CITY OF PORT ST. LUCIE PUBLIC WORKS DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD

	City Council Strategic Goal (s)	Key Performance Measures	2018/19 Results	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	5	Requests for Service Received *	949	2,344	2,682	1,619	1,000	2,000
	5	Culvert Installed - Feet	4,554	5,039	5,700	3,792	3,800	5,000
	5	Street Sweeping	3,302	5,912	6,250	6,542	6,250	6,250
EFFECTIVENESS MEASURES	5	Culvert Backlog Completed (1)	46%	46%	46%	76%	76%	78%
	5	Control Structure Backlog Completed (2)	83%	50%	50%	80%	80%	80%
	5	National Community Survey™: Cleanliness (3)	78% ↔	83% ↔	82% ↔	71% ↔	75% ↔ (Results FY23)	85%

*Revised measure for stormwater requests for service, not all departmental requests for service. FY21/22 and FY22/23 targets are lower due to drainage crews reassignment to address solid waste issues. (1) Estimated annual expenditure to complete 100% of backlog is \$1.54M. (2) Estimated annual expenditure to complete 100% of backlog is \$1.6M. (3) Percent of respondents rating service as excellent or good from the annual *National Community Survey™ for Port St Lucie*. The following symbols are provided to show the relationship to the National Benchmark. ↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

STORMWATER UTILITY FUND - # 401
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
Beginning Undesignated Reserves	\$ 0	\$ 7,704,182	\$ 7,204,182	\$ 5,978,554	\$ (1,225,628)	(17.01)%	\$ 4,453,459
REVENUES & SOURCES:							
Licenses & Permits	114,000	-	800	-	-	- %	-
Intergovernmental	1,051,770	1,260,780	2,102,706	2,915,500	1,654,720	131.25 %	-
Charges for Services	26,698,730	24,374,799	25,218,853	26,960,269	2,585,470	10.61 %	27,716,867
Miscellaneous Revenues	394,375	414,216	238,601	364,152	(50,064)	(12.09)%	375,927
Interest Income	(241,682)	197,932	177,573	143,200	(54,732)	(27.65)%	147,496
Fund Transfers	1,367,756	1,861,950	861,950	2,658,084	796,134	42.76 %	1,106,309
Use of Reserves	-	2,036,995	-	1,525,095	(511,900)	(25.13)%	1,808,648
Total	29,384,949	30,146,672	28,600,483	34,566,300	4,419,628	14.66 %	31,155,247
EXPENDITURES:							
Personnel Services	5,843,172	5,503,309	5,132,639	5,755,637	252,328	4.59 %	6,057,024
Operating Expenses	17,526,388	16,386,235	16,193,846	16,965,175	578,940	3.53 %	17,488,407
Capital Outlay	-	3,779,748	5,269,527	7,754,191	3,974,443	105.15 %	3,406,309
Debt	885,089	2,708,550	848,455	2,420,274	(288,276)	(10.64)%	2,452,484
Fund Transfers	1,444,888	1,768,830	1,768,830	1,671,023	(97,807)	(5.53)%	1,751,023
Total	25,699,537	30,146,672	29,213,297	34,566,300	4,419,628	14.66 %	31,155,247
SURPLUS (DEFICIT)	\$ -	\$ -	\$ (612,699)	\$ -			\$ -
Designated Reserve - Financial Policy - 17%	\$ 3,972,825	\$ 3,721,222	\$ -	\$ 3,862,538			\$ 4,002,723
PROJECTED FUND BALANCE:							
Designated	\$ 3,972,825	\$ 3,721,222	\$ 3,625,502	\$ 3,862,538			\$ 4,002,723
Undesignated	-	3,982,960	2,965,866	2,116,016			450,736
Use of Undesignated	-	(2,036,995)	(612,814)	(1,525,095)			(1,808,648)
Total	\$ 3,972,825	\$ 5,567,187	\$ 5,978,554	\$ 4,453,459			\$ 2,644,811

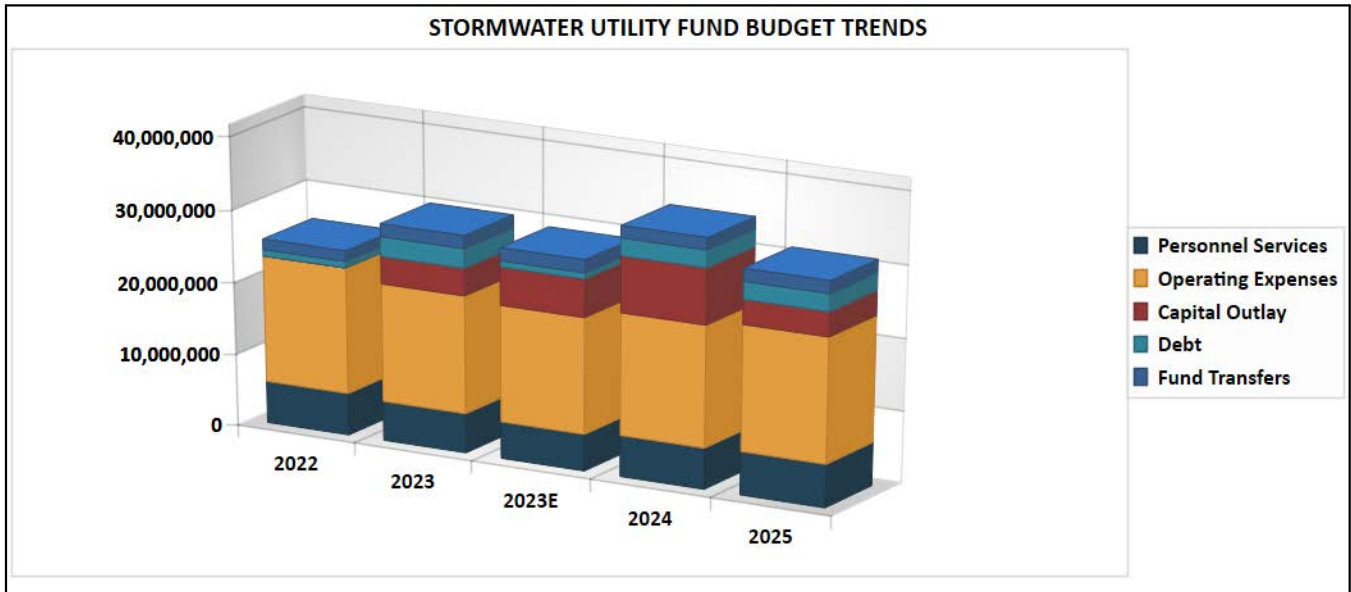
STORMWATER UTILITY FUND REVENUES - # 401
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
OPERATING REVENUES:							
Licenses & Permits	\$ 114,000	\$ -	\$ 800	\$ -	\$ -	- %	\$ -
Intergovernmental	1,051,770	1,260,780	2,102,706	2,915,500	1,654,720	131.25 %	-
Charges for Services	26,698,730	24,374,799	25,218,853	26,960,269	2,585,470	10.61 %	27,716,867
Total	27,864,500	25,635,579	27,322,359	29,875,769	4,240,190	16.54 %	27,716,867
NON-OPERATING REVENUES:							
Miscellaneous Revenues	394,375	414,216	238,601	364,152	(50,064)	(12.09)%	375,927
Interest Income	(241,682)	197,932	177,573	143,200	(54,732)	(27.65)%	147,496
Total	152,693	612,148	416,174	507,352	(104,796)	(17.12)%	523,423
NON-REVENUES:							
Fund Transfers	1,367,756	1,861,950	861,950	2,658,084	796,134	42.76 %	1,106,309
Use of Reserves	-	2,036,995	-	1,525,095	(511,900)	(25.13)%	1,808,648
Total	1,367,756	3,898,945	861,950	4,183,179	284,234	7.29 %	2,914,957
Fund Totals	\$ 29,384,949	\$ 30,146,672	\$ 28,600,483	\$ 34,566,300	\$ 4,419,628	14.66 %	\$ 31,155,247

STORMWATER UTILITY FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
ENGINEERING OPERATIONS							
Personnel Services	\$ 1,280,588	\$ 1,378,357	\$ 1,405,873	\$ 1,509,492	\$ 131,135	9.51 %	\$ 1,585,339
Operating Expenses	185,830	349,906	277,381	304,129	(45,777)	(13.08)%	316,747
Capital Outlay	-	-	79,058	-	-	-	-
Total	1,466,418	1,728,263	1,762,312	1,813,621	85,358	4.94 %	1,902,086
REGULATORY							
Personnel Services	574,920	-	-	-	-	-	-
Operating Expenses	76,747	-	-	-	-	-	-
Total	651,667	-	-	-	-	-	-
STREET & DRAINAGE							
Personnel Services	3,534,490	3,653,461	3,244,367	3,737,253	83,792	2.29 %	3,935,892
Operating Expenses	4,841,131	5,099,114	4,081,510	4,576,749	(522,365)	(10.24)%	4,723,301
Capital Outlay	-	3,779,748	4,702,149	7,754,191	3,974,443	105.15 %	3,406,309
Total	8,375,621	12,532,323	12,028,026	16,068,193	3,535,870	28.21 %	12,065,502
GREENBELT & WATERWAY MAINTENAN							
Personnel Services	453,174	471,491	482,399	508,892	37,401	7.93 %	535,793
Operating Expenses	6,372,778	5,065,798	5,285,342	5,123,351	57,553	1.14 %	5,291,066
Capital Outlay	-	-	488,320	-	-	-	-
Total	6,825,952	5,537,289	6,256,061	5,632,243	94,954	1.71 %	5,826,859
NON-DEPARTMENTAL							
Operating Expenses	8,341,805	5,871,417	6,549,728	6,961,270	1,089,853	18.56 %	7,157,627
Debt	885,089	1,383,550	848,340	1,309,950	(73,600)	(5.32)	1,267,150
Fund Transfers	1,444,888	1,768,830	1,768,830	1,671,023	(97,807)	(5.53)	1,751,023
Total	10,671,782	9,023,797	9,166,898	9,942,243	918,446	10.18 %	10,175,800
Personnel Services	5,843,172	5,503,309	5,132,639	5,755,637	252,328	4.59 %	6,057,024
Operating Expenses	17,526,388	16,386,235	16,193,846	16,965,175	578,940	3.53 %	17,488,407
Capital Outlay	-	3,779,748	5,269,527	7,754,191	3,974,443	105.15 %	3,406,309
Debt	885,089	2,708,550	848,455	2,420,274	(288,276)	(10.64)%	2,452,484
Fund Transfers	1,444,888	1,768,830	1,768,830	1,671,023	(97,807)	(5.53)%	1,751,023
STORMWATER UTILITY FUND TOTAL	\$ 25,699,537	\$ 30,146,672	\$ 29,213,297	\$ 34,566,300	\$4,419,628	14.66 %	\$ 31,155,247
Designated Reserve - Financial Policy 17%	\$ 3,972,825	\$ 3,721,222	\$ -	\$ 3,862,538			\$ 4,002,723

**STORMWATER UTILITY FUND - 401
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 5,843,172	\$ 5,503,309	\$ 5,132,639	\$ 5,755,637	252,328	4.59 %	\$ 6,057,024
Operating Expenses	17,526,388	16,386,235	16,193,846	16,965,175	578,940	3.53 %	17,488,407
Capital Outlay	-	3,779,748	5,269,527	7,754,191	3,974,443	105.15 %	3,406,309
Debt	885,089	2,708,550	848,455	2,420,274	(288,276)	(10.64)%	2,452,484
Fund Transfers	1,444,888	1,768,830	1,768,830	1,671,023	(97,807)	(5.53)%	1,751,023
Total	\$ 25,699,537	\$ 30,146,672	\$ 29,213,297	\$ 34,566,300	4,419,628	14.66 %	\$ 31,155,247

STAFFING SUMMARY:

Full Time Equivalents	70.50	66.00	66.00	66.00
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STORMWATER UTILITY FUND - # 401

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		2025
PERSONNEL SERVICES:								
Salaries And Wages	\$ 3,771,207	\$ 3,409,841	\$ 3,320,484	\$ 3,642,887	\$ 233,046	6.83 %	1	\$ 3,825,031
Overtime	291,678	207,000	117,445	135,000	(72,000)	(34.78)%	2	141,650
F.I.C.A	238,253	207,540	198,634	201,858	(5,682)	(2.74)%	-	209,932
Mandatory Medicare	57,903	49,695	46,718	47,266	(2,429)	(4.89)%	-	49,630
Retirement								
Contributions	451,603	403,537	385,489	400,338	(3,199)	(0.79)%	-	416,352
Life & Health								
Insurance	946,565	906,711	869,741	1,033,616	126,905	14.00 %	3	1,095,633
Other Post								
Employment								
Benefits	(12,890)	124,857	-	124,857	-	- %	-	128,603
Workmen's								
Compensation	93,818	194,128	194,128	169,815	(24,313)	(12.52)%	4	190,193
Unemployment								
Compensation	5,035	-	-	-	-	- %	-	-
Total Personnel								
Services	5,843,172	5,503,309	5,132,639	5,755,637	252,328	4.59 %		6,057,024
OPERATING EXPENSES:								
Professional Services	31,443	75,500	8,039	65,500	(10,000)	(13.25)%	5	67,465
Accounting And								
Auditing	15,254	16,524	15,254	16,524	-	- %	-	17,020
Other Contractual								
Services	14,647,283	13,621,637	14,192,257	14,665,214	1,043,577	7.66 %	6	15,093,171
Gas & Oil	213,785	223,020	152,686	210,500	(12,520)	(5.61)%	7	216,815
Repairs &								
Maintenance-								
Vehicle	443,195	462,638	461,742	421,807	(40,831)	(8.83)%	8	442,897
Fleet Maintenance-								
Non Contract	217,779	188,000	169,800	208,320	20,320	10.81 %	9	214,570
Travel And Per Diem	600	-	-	-	-	- %	-	-
Communications								
Service	60,416	81,000	35,269	63,000	(18,000)	(22.22)%	7	64,890
Transportation	4,405	4,770	5,131	3,201	(1,569)	(32.89)%	7	3,298
Electricity (Fpl)	78,775	67,889	68,041	41,320	(26,569)	(39.14)%	10	42,560
Water	25,268	29,055	29,083	4,000	(25,055)	(86.23)%	10	4,120
Sewer	2,166	3,500	523	3,500	-	- %	-	3,605
Gas (Gdu)	90	1,500	90	1,500	-	- %	-	1,545
Cable	109	120	110	200	80	66.67 %	11	206
Rentals & Leases-								
Buildings	53,885	53,500	53,500	56,000	2,500	4.67 %	-	57,680
Rentals & Leases-								
Equipment	56,170	7,120	6,546	7,120	-	- %	-	7,334
Insurance	149,117	128,029	128,029	257,379	129,350	101.03 %	12	281,998

**CITY OF PORT ST. LUCIE
STORMWATER UTILITY FUND - # 401**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Repair & Maintenance- Building	4,015	23,500	16,119	27,000	3,500	14.89 %	13	27,810
Repair & Maintenance- Office Eq	8,887	34,611	5,570	34,611	-	- %	-	35,650
Repair & Maintenance- Equipment	6,788	25,650	8,349	39,200	13,550	52.83 %	14	40,376
Printing & Binding	1,517	2,400	1,908	2,400	-	- %	-	2,472
Promotional Activities	4,228	3,300	4,162	4,300	1,000	30.30 %	15	4,429
Other Current Charges & Obliga	109,202	48,544	42,175	56,408	7,864	16.20 %	16	57,618
Office Supplies	42,137	96,200	64,958	68,675	(27,525)	(28.61)%	7	72,158
Operating Supplies	123,508	141,365	122,792	140,278	(1,087)	(0.77)%	-	144,486
Road Materials & Supplies	1,176,989	977,500	560,683	500,000	(477,500)	(48.85)%	17	515,000
Books,Subs,Member ships	10,457	8,968	8,415	10,718	1,750	19.51 %	18	11,039
Training And Education	38,923	60,395	32,615	56,500	(3,895)	(6.45)%	-	58,195
Total Operating Expenses	17,526,388	16,386,235	16,193,846	16,965,175	578,940	3.53 %		17,488,407
CAPITAL OUTLAY:								
Land	-	-	-	-	-	- %	-	160,000
Improvements O/T Buildings	-	2,240,000	2,478,194	1,710,500	(529,500)	(23.64)%	19	-
Vehicles	-	40,365	193,769	75,000	34,635	85.80 %	20	50,000
Machinery & Equipment - Heavy	-	759,383	1,371,727	-	(759,383)	(100.00)%	20	-
Other Machinery & Equipment	-	-	413,974	560,000	560,000	- %	20	300,000
Othr Infrastructure	-	740,000	811,863	5,408,691	4,668,691	630.90 %	21	2,896,309
Total Capital Outlay	-	3,779,748	5,269,527	7,754,191	3,974,443	105.15 %		3,406,309
DEBT SERVICE:								
Principal	-	1,325,000	-	1,110,000	(215,000)	(16.23)%	22	1,185,000
Interest	885,089	1,383,550	848,455	1,310,274	(73,276)	(5.30)%	22	1,267,484
Total Debt Service	885,089	2,708,550	848,455	2,420,274	(288,276)	(10.64)%		2,452,484
NON-OPERATING:								
Transfers	1,444,888	1,768,830	1,768,830	1,671,023	(97,807)	(5.53)%	23	1,751,023
Fund Totals	<u>\$ 25,699,537</u>	<u>\$ 30,146,672</u>	<u>\$ 29,213,297</u>	<u>\$ 34,566,300</u>	<u>\$ 4,419,628</u>	<u>14.66 %</u>		<u>\$ 31,155,247</u>

CITY OF PORT ST. LUCIE
STORMWATER UTILITY FUND - # 401

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Includes (1) Special Project Coordinator, CIP & Sales Tax Project Group.
- 2 Overtime usage has increased in the Operating Division and decreased in the Drainage & Environmental Divisions.
- 3 Health Insurance varies based on employee elections.
- 4 Changes to Workmen's Compensation.
- 5 Budget neutral reallocation.
- 6 Changes to services contract costs and Stormwater rebate based on historical data.
- 7 Based on usage.
- 8 First Vehicle Services Contract for vehicle maintenance.
- 9 Increase cost related to aging fleet and frequency of repairs
- 10 Charged to the 104 fund 100%.
- 11 Monthly rate increase on the cable bill.
- 12 Changes to liability insurance (general, auto, property).
- 13 Increase in repairs to pump station.
- 14 increase to Blackwell and Tiffany repairs.
- 15 Increase for outreach events and team building.
- 16 Stormwater payment on city property.
- 17 No longer purchasing new swale liners.
- 18 Increase for additional memberships for new employees.
- 19 One time expenditures associated with CIP Projects (Whitmore Baffle Boxes, D-11 Canal, A-14 WCS).
- 20 Capital Outlay list provided.
- 21 Funding for CIP Projects Design and Grant Coordination, Watershed A&B, D-II, and Hog Pen Slough.
- 22 2020 Stormwater Bonds.
- 23 Cost Allocation for internal charges to General Fund and in FY23 transferred \$300K for Saints Drainage project.



CITY OF PORT ST. LUCIE
STORMWATER UTILITY FUND - 23-24 PROPOSED
LONG RANGE PLAN

(OPERATING & CAPITAL)

This model assumes no rate increase in the Stormwater Fee.

All capital project requests and equipment are included.

A rate adjustment increase of \$10.00 is proposed for FY 2023-24. To cover the \$1.8M deficit if FY25, the City would need to increase the Stormwater Rate by another \$15.

Personnel Services contains the assumption of pay raises for all employees as well as an assumption of increased employee contributions towards their medical insurance.

	AUDITED 2019-20	AUDITED 2020-21	AUDITED 2021-22	ESTIMATED 2022-23	PROPOSED 2023-24	GROWTH %		PROJECTED 2024-25	PROJECTED 2025-26	PROJECTED 2026-27	PROJECTED 2027-28	PROJECTED 2028-29				
BEGINNING DESIGNATED RESER	\$ -	\$ -	\$ -	\$ 7,204,182	\$ 5,978,554			\$ 4,453,459	\$ 2,644,811	\$ 1,276,982	\$ (141,837)	\$ (1,634,169)				
REVENUES & SOURCES:																
Stormwater Fees	20,479,676	21,072,680	22,281,339	23,356,268	25,103,299	7.5%	3.0%	25,859,897	2.8%	26,577,897	2.7%	27,295,897	2.6%	28,013,897	2.6%	28,731,897
Stormwater Fee - EWIP	1,856,970	1,856,970	1,856,970	1,856,970	1,856,970	0.0%	0.0%	1,856,970		1,856,970		1,856,970		1,856,970		1,856,970
Single Rate: 1,000 new homes/y	163.00	163.00	168.00	168.00	178.00	6.0%	0.0%	178.00		183.00		188.00		193.00		198.00
Federal Subsidy - EWIP	75,975	-	-	-	-	N/A		-		-		-		-		-
Culvert Inspection Fees	1,413,351	2,004,437	1,509,195	0	-	N/A		-	N/A	-	N/A	-	N/A	-	N/A	-
Developer Fees	613,964	840,000	772,462	0	-	N/A		-	N/A	0	N/A	0	N/A	0	N/A	0
Interest Income	496,548	25,457	241,682	177,573	143,200	N/A	3.0%	147,496	-100.0%	0	0.0%	0	0.0%	0	0.0%	0
Grants and Misc.	297,457	390,068	1,446,145	2,347,722	3,279,652	39.7%	-88.5%	375,927	N/A	383,446	1.0%	387,280	1.0%	391,153	1.0%	395,064
Interfund Transfer	0	2,000,000	1,277,156	861,950	2,658,084			1,106,309								
Use of Reserves	0	-	-	0	1,525,095	#DIV/0!		1,808,648		-		-		-		-
TOTAL	25,233,941	28,189,612	29,384,949	28,600,483	34,566,300			31,155,247		28,818,313		29,540,147		30,262,020		30,983,931
EXPENDITURES:																
Personnel Services	5,522,073	5,836,248	5,843,172	5,132,639	5,755,637	5.0%	5.2%	6,057,024	3.0%	6,238,735	3.0%	6,425,897	3.0%	6,618,674	3.0%	6,817,234
Depreciation	-	-	-	0	-			-		-		-		-		-
Operating Supplies & Exp.	14,115,198	15,413,051	17,526,388	16,193,846	16,965,175	5.0%	3.1%	17,488,407	3.0%	18,013,059	3%	18,553,451	3.0%	19,110,055	3.0%	19,683,356
Internal Charges	1,121,962	1,173,630	1,173,630	1,221,045	1,304,288	2.0%	6.1%	1,384,288	2.0%	1,411,974	2.0%	1,440,213	2.0%	1,469,017	2.0%	1,498,398
Capital Equipment & Projects		0	0	5,269,527	7,754,191	1.0%	-56.1%	3,406,309	-50.0%	1,703,155	1.0%	1,720,186	1.0%	1,737,388	1.0%	1,754,762
Debt Service	2,001,672	938,703	886,629	848,455	2,420,274			2,452,484		2,452,484		2,452,484		2,452,484		2,452,484
Fund Transfer(includes transfer	0	250,000	271,258	547,785	366,735			366,735		366,735		366,735		366,735		366,735
TOTAL	22,760,905	23,611,632	25,701,077	29,213,297	34,566,300			31,155,247		30,186,141		30,958,966		31,754,353		32,572,969
Depreciation	1,432,684	1,838,587	2,290,363													
SURPLUS <DEFICIT>	\$2,473,036	\$4,577,980	\$3,683,872	(\$612,814)	\$0			\$0	(\$1,367,829)	(\$1,418,819)	(\$1,492,333)	(\$1,589,037)				

Designated Reserve - Financial Policy - 17%			3,972,825	3,625,502	3,862,538			4,002,723	4,122,805	4,246,489	4,373,884	4,505,100
NOTE --- EWIP annual debt service increases by \$1,285,000 in FY 2023-24												
Designated	\$	\$	3,972,825	\$ 3,625,502	\$ 3,862,538			\$ 4,002,723	\$ 4,122,805	\$ 4,246,489	\$ 4,373,884	\$ 4,505,100
Undesignated			-	2,965,866	2,116,016			450,736	(2,845,823)	(4,388,326)	(6,008,053)	(7,728,307)
Use of Reserves			-	(612,814)	(1,525,095)			(1,808,648)	-	-	-	-
Total Reserves	\$	\$	3,972,825	\$ 5,978,554	\$ 4,453,459			\$ 2,644,811	\$ 1,276,982	\$ (141,837)	\$ (1,634,169)	\$ (3,223,207)

Note 1: The Stormwater is proposing spending down reserves on purchases of replacement capital equipment, new projects & increased contracts.

Note 2: In FY 24-25 the Stormwater Fund is projected to end the year using reserves of \$1,808,648, ending the year with only \$2,644,811. This fund will be short of the required 17% designated reserves by \$1,357,912. This fund will not meet its required 17% starting in FY25 and beyond.

CITY OF PORT ST. LUCIE
STORMWATER UTILITY FUND #401 - CAPITAL OUTLAY
PROPOSED BUDGET - FY 2023-24

** PROPOSED **
FY 2023-24

4126	<u>PUBLIC WORKS DRAINAGE</u>	
	CIP PROJECT - Whitmore Baffle Box	915,500
	CIP PROJECT - A-14 Water control structure	795,000
	CIP PROJECT - Watershed A&B	3,058,691
	CIP PROJECT - Design of Grant Eligible Water Quality Projects	250,000
	CIP PROJECT - D-11 Canal improvements	2,100,000
	Replacing PWD -6027 2007 Ford F-550	75,000
	Replacement PWT-0589 2003 Gradall XL4100	560,000
	Subtotal	<u>\$ 7,754,191</u>
	STORMWATER UTILITY FUND	<u><u>Total \$ 7,754,191</u></u>

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



STORMWATER FUND #401 PUBLIC WORKS DEPARTMENT - COST CENTERS #4105 & 4126

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
4105 Operations (.5 FTE) (50% funded by Stormwater)				
Budget Analyst	40,182	2	-	-
Operating Expense	3,000		-	-
Computer Expense (IT Budget)	842		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	44,024		-	-
4126 Drainage (2 FTE's)				
Maintenance Worker	119,077	1	-	-
Operating Expense	7,560		-	-
Computer Expense (IT Budget)	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	126,637		-	-
Total FTE Enhancement Requests	170,661		-	-
401 Stormwater (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
401 Stormwater (Capital Outlay)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	170,661		-	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Budget Analyst Proposed Start Date: October 2, 2023
 Hiring Department/Division: Public Works / Financial Team (104/401-4105) (50/50) Reports to: Michelle Lanchez
 Base Annual Salary: \$ 49,823.53 Number of hours per week: 40
(No more than 15% can be added to base salary)
 FICA - 6.20%: 3,089.06 Total Number of Positions Requested: 1
 Medicare - 1.45%: 722.44
 Retirement - 11.4%: 5,679.88
(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00
 Total Salary & Benefits: \$ 80,364.91
 Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 10] No [Preliminary HR Grade]
 Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Financial analysis, tracking, and processing of PW CIP and Maintenance Contracts	25%
2) Assumption of services/duties previously provided by support departments.	25%
3) Review & process invoices; monitoring of mobility fees and other financial data	25%
4) Cross-trained: visa transactions, processing, and allocation; back-up responsibilities	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> laptop, docking station, monitors, cell phone, web cam, office furniture & misc operating & office supplies	\$ 6,000.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> IT software licensing, hardware, network port	1,683.72
<i>Total:</i>	\$ 7,683.72

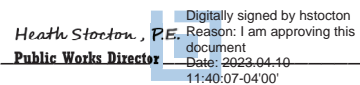
SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Due to the decentralization of the finance duties to the public works staff, adoption of mobility fees, and an increase in the volume of work orders and invoicing, our team is in need of a Budget Analyst. This position will assist with reviewing and processing of all invoices, provide analysis to CIP and maintenance contracts, and other financial tasks.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 80,364.91 Related Expenses Total: \$ 7,683.72 Grand Total: \$ 88,048.63

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature:  Heath Storton, P.E., Public Works Director Date: 2023.04.10 11:40:07-04'00'

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved
 City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Maintenance Worker, Drainage Proposed Start Date: October 2, 2023

Hiring Department/Division: Public Works 401-4126 Reports to: Supervisor/Crew Leader

Base Annual Salary: \$ 64,659.30 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 4,008.88 Total Number of Positions Requested: 2

Medicare - 1.45%: 937.56

Retirement - 11.4%: 7,371.16

(12% or 11.70%, depending on bargaining group)

Medical: \$ 42,100.00

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Total Salary & Benefits: \$ 119,076.90

Existing Classification: Yes [Grade 4] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Performs heavy manual labor, assist with pipe installation and picking up debris	25%
2) Maintaining of stormwater system, bridges, rights-of-way & other infrastructure	25%
3) Fills potholes and assists in repairs using cut saws, tampers and hot asphalt	25%
4) Operates small machinery, prepares forms and performs concrete finishing work	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Safety Shoe Allowance, Uniforms, Safety Gear, Training, CDL Permit/License, Misc Office & OperSupplies (\$3,780 each)	\$ 7,560.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i>	0.00
<i>Total:</i>	\$ 7,560.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Maintenance Workers perform functions that are vital to the safety of the public and property. The work completed by Maintenance Workers include labor intensive work related to the improvements and maintenance of the City's stormwater management system including; but not limited to, swales, canals, culvert pipes, drainage structures, roadway gutters, and water control structures. Without improvement and maintenance of the stormwater management system, flooding would impact the safety of persons and property. Additionally, these Maintenance Workers serve as first responders during emergency situations involving flooding and debris management.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 119,076.90 Related Expenses Total: \$ 7,560.00 Grand Total: \$ 126,636.90

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Heath Stocton, P.E., Public Works Director Digitally signed by hstocton Reason: I am approving this document Date: 2023.04.12 11:12:54-04'00' Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Building Permit Fund

This is a special revenue fund that reports the financial activity of the Building Department. By tracking the financial activity of the one department isolated in this single fund, the revenues (permit fees, etc.) can be compared to the cost of their work, with the rates being set accordingly.

Major Revenue Source

This fund's largest single revenue source is building permit fees, which are directly driven by construction activity. New construction activity is decreasing due to the increase in new residential permits. The projected fund balance will remain

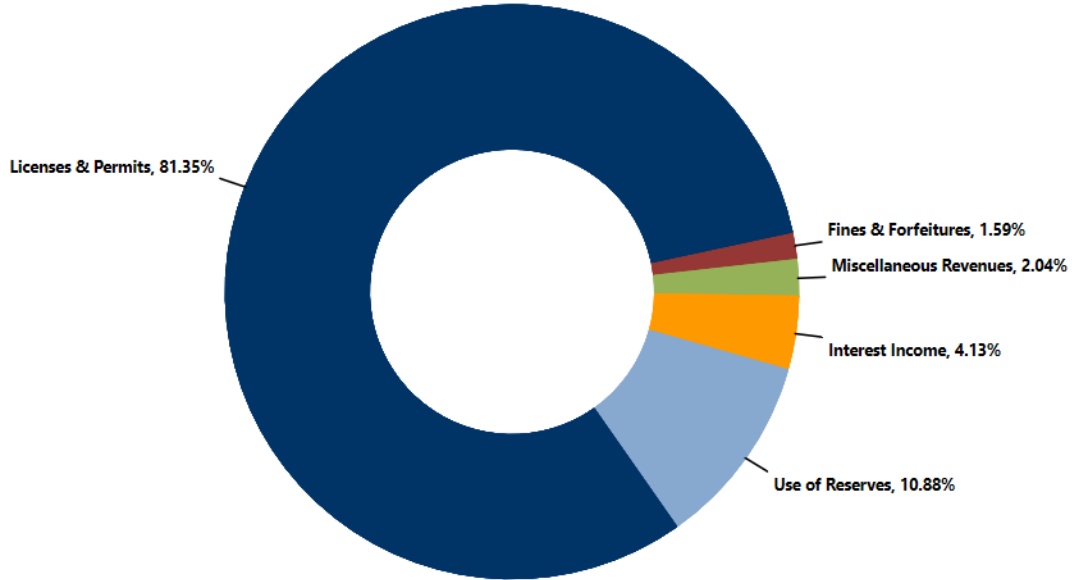
at a healthy standard above the stated policy of 50%. This higher level of fund balance has helped stabilize the Building Department during years of falling revenue.

Expenditure Trends

Salaries and benefits make up 70% to 80% of this fund's expenditures, which accounts for personnel services to keep the community safe. This fund will be adding two new positions to ensure compliance with Florida building codes. The policy required 50% financial contingency.

CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND SOURCES - # 110
PROPOSED BUDGET - FY 2024

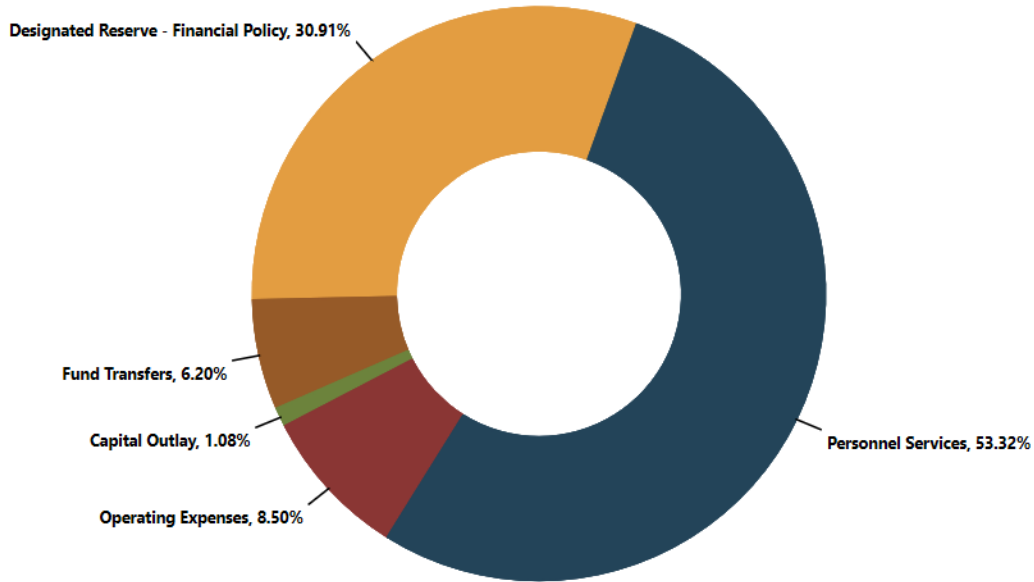
PROPOSED 2024 REVENUES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
	\$	\$	\$	\$	\$	%	\$
Beginning Undesignated Reserves	\$ 18,216,731	\$ 25,354,578	\$ 25,354,578	\$ 27,460,461	\$ 2,105,883	8.31 %	\$ 26,000,207
REVENUES & SOURCES:							
Licenses & Permits	19,733,867	17,252,285	13,347,874	10,920,524	(6,331,761)	(36.70)%	10,208,560
Intergovernmental	-	-	1,401	-	-	- %	-
Fines & Forfeitures	276,725	267,065	188,038	214,050	(53,015)	(19.85)%	192,645
Miscellaneous Revenues	304,291	292,333	343,486	273,623	(18,710)	(6.40)%	269,886
Interest Income	(936,268)	693,533	498,489	555,000	(138,533)	(19.97)%	560,250
Other Sources	35,890	-	-	-	-	- %	-
Use of Reserves	-	-	-	1,460,254	1,460,254	- %	3,060,788
Total	<u>\$ 19,414,505</u>	<u>\$ 18,505,216</u>	<u>\$ 14,379,288</u>	<u>\$ 13,423,451</u>	<u>\$ (5,081,765)</u>	<u>(27.46)%</u>	<u>\$ 14,292,129</u>

CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND USES - # 110
PROPOSED BUDGET - FY 2024

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	

**EXPENDITURES BY
FUNCTION:**

Personnel Services	\$ 7,701,834	\$ 10,374,016	\$ 8,623,576	\$ 10,358,540	\$ (15,476)	(0.15)%	\$ 10,891,504
Operating Expenses	2,763,287	1,325,671	2,115,608	1,650,440	324,769	24.50 %	1,711,274
Capital Outlay	112,891	280,000	280,000	210,000	(70,000)	(25.00)%	100,000
Debt	10,565	-	-	-	-	- %	-
Contingencies	-	5,270,966	-	-	(5,270,966)	(100.00)%	-
Fund Transfers	1,688,081	1,254,563	1,254,221	1,204,471	(50,092)	(3.99)%	1,589,351
Total	12,276,658	18,505,216	12,273,405	13,423,451	(5,081,765)	(27.46)%	14,292,129
Ending Undesignated	\$ 43,344,013	\$ 43,344,013	\$ 45,449,896	\$ 43,989,642			\$ 40,928,854

BUILDING OFFICIAL
Joel Dramis

99.5 FTES

ADMINISTRATION

15.5 FTES

- CASH REPORTS
- BUDGET
- MAINTAIN ALL FACETS OF ACCREDITATION
- ADDRESSING
- ADMINISTRATION OF CODE
- PAYROLL

LICENSING

7 FTES

- INVESTIGATE UNPERMITTED WORK
- CHECK FOR UNLICENSED CONTRACTING
- PREPARE AND CONDUCT SPECIAL MAGISTRATE & CONTRACTOR BOARD OF APPEALS
- PROVIDE CONTRACTOR SERVICES/REGISTRATIONS

INSPECTIONS

43 FTES

- FIELD INSPECTIONS
- VIRTUAL INSPECTIONS
- REVIEW ENGINEER LETTERS

PLANS REVIEW

20 FTES

- REVIEW PLANS FOR COMPLIANCE WITH APPLICABLE CODES
- FLOODPLAIN MANAGEMENT

PERMITTING

13 FTES

- PROCESS PERMITS
- RECORD REQUEST
- COLLECT COUNTY AND CITY IMPACT FEES



Building Department

Fund #110-2405, 2410, 2415, 2420, 2425

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

The mission of the Port St. Lucie Building Department is to promote, protect, and improve the health, safety, and welfare of the citizens of the city by enforcing the technical codes of the City through the coordination of the inspections, permitting, and licensing divisions of the Building Department within the fiscal restraints of the department budget.

City of Port St. Lucie Building Department
FY 2021-2026 Strategic Operations Plan



The Building Department has developed a five-year Strategic Business Plan in alignment with the City’s Strategic Plan. The work of the Building Department advances the City of Port St. Lucie’s Strategic Plan goals of a **Safe, Clean and Beautiful City**, fosters **Vibrant Neighborhoods**, supports a **Smart & Connected City through innovation**, supports a **Diverse Economy and Employment Opportunities**, ensures **High Quality Infrastructure and Facilities**, and contributes to a **High-Performance Government Organization**.

FY 2023/2024 BUILDING DEPARTMENT GOALS & INITIATIVES

In FY 2023/24 the Building Department will continue to grow as a global leader and advance the Strategic Plan through the following goals, initiatives, and projects:

Supporting a Diverse Economy and Employment Opportunities, Vibrant Neighborhood and High-Quality Infrastructure and Facilities:

- Develop and teach training classes at the Building Officials Association Emerging Technologies conference.
- Develop and teach 2 classes at the Annual Building Officials Association Conference.
- Develop and teach a class for Realtors in St. Lucie County.
- Maintain Building Department Accreditation.
- Continue to expand Virtual Inspection technology.
- Design and build addition to City Clinic.
- Monitor changes in Florida Statutes and Building Codes to adjust policies and procedures to reflect the changes.

Contribute to a Smart & Connected City and a High Performing Government Organization:

- Update and teach real estate professionals through the Realtor Assist Program.
- Institute virtual inspection technology for remote inspections.

**CITY OF PORT ST. LUCIE BUILDING DEPARTMENT
FY 2023/24 PERFORMANCE MEASURES AND SCORECARD**

	City Council Strategic Goal (s)	Key Performance Measures Building Department	2019/20 Results	2020/21 Results	2021/22 Target	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	Goal 1: Safe, Clean and Beautiful; Goal 2: Vibrant Neighborhoods Goal 5: High Quality Infrastructure and Facilities	Single Family Permits Issued	3,379	5,158	4,000	4,413	3,500	3,000
	1, 2 & 5	Plans Reviewed & Approved	18,683	29,707	20,000	25,260	20,000	15,000
	1, 2 & 5	Inspections Conducted	158,385	196,905	150,000	193,206	150,000	125,000
EFFICIENCY MEASURES	1, 2 & 5	Number of Permits Applications per Permit Clerk	4,746	5,879	4,500	4,864	4,000	3,500
	1, 2 & 5	Number of License Investigations per Investigator	1,456	1,500	1,500	739	1,000	1,000

CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND - # 110
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 36,206,166	\$ 43,344,013	\$ 43,344,013	\$ 45,449,896	\$ 2,105,883	4.86 %	\$ 43,989,642
REVENUES & SOURCES:							
Licenses & Permits	19,733,867	17,252,285	13,347,874	10,920,524	(6,331,761)	(36.70)%	10,208,560
Intergovernmental	-	-	1,401	-	-	- %	-
Fines & Forfeitures	276,725	267,065	188,038	214,050	(53,015)	(19.85)%	192,645
Miscellaneous Revenues	304,291	292,333	343,486	273,623	(18,710)	(6.40)%	269,886
Interest Income	(936,268)	693,533	498,489	555,000	(138,533)	(19.97)%	560,250
Other Sources	35,890	-	-	-	-	- %	-
Use of Reserves	-	-	-	1,460,254	1,460,254	- %	3,060,788
Total	19,414,505	18,505,216	14,379,288	13,423,451	(5,081,765)	(27.46)%	14,292,129
EXPENDITURES:							
Personnel Services	7,701,834	10,374,016	8,623,576	10,358,540	(15,476)	(0.15)%	10,891,504
Operating Expenses	2,763,287	1,325,671	2,115,608	1,650,440	324,769	24.50 %	1,711,274
Capital Outlay	112,891	280,000	280,000	210,000	(70,000)	(25.00)%	100,000
Debt	10,565	-	-	-	-	- %	-
Contingencies	-	5,270,966	-	-	(5,270,966)	(100.00)%	-
Fund Transfers	1,688,081	1,254,563	1,254,221	1,204,471	(50,092)	(3.99)%	1,589,351
Total	12,276,658	18,505,216	12,273,405	13,423,451	(5,081,765)	(27.46)%	14,292,129
SURPLUS (DEFICIT)	\$ 7,137,847	\$ -	\$ 2,105,883	\$ -			\$ -
Designated Reserve - Financial Policy - 50%	\$ 5,232,561	\$ 5,849,844	\$ -	\$ 6,004,490			\$ 6,301,389
PROJECTED FUND BALANCE:							
Designated	\$ 5,232,561	\$ 5,849,844	\$ 5,849,844	\$ 6,004,490			\$ 6,301,389
Undesignated	38,111,452	37,494,169	39,600,052	39,445,406			37,688,253
Use of Undesignated	-	-	-	(1,460,254)			(3,060,788)
Total	\$ 43,344,013	\$ 43,344,013	\$ 45,449,896	\$ 43,989,642			\$ 40,928,854

Note: (1) Building Department is reviewing fee structure. FY 2024 and FY 2025 is based on a reduction in fees. (2) Fund transfer includes repayment of ECM loan from Utilities (retrofit of building for efficiency measures), and \$50,000 transfer in FY 2024 and \$505,000 in FY 2025.

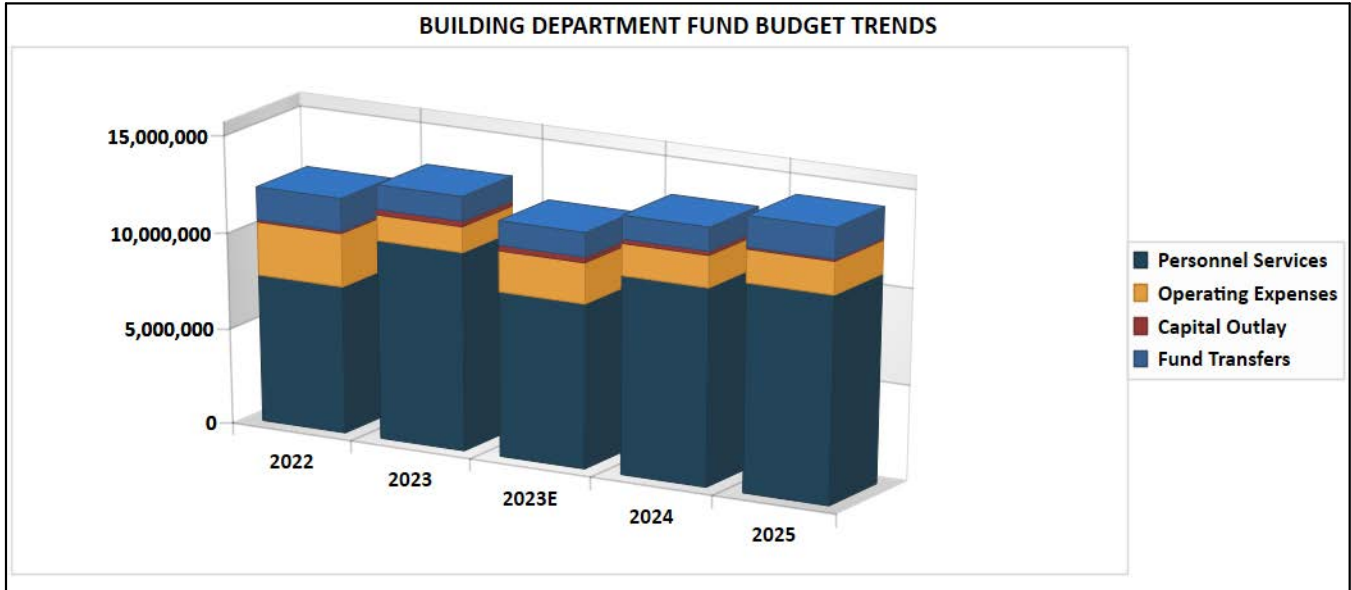
CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND REVENUES - # 110
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
OPERATING REVENUES:							
Licenses & Permits	\$ 19,733,867	\$ 17,252,285	\$ 13,347,874	\$ 10,920,524	\$ (6,331,761)	(36.70)%	\$ 10,208,560
Intergovernmental	-	-	1,401	-	-	- %	-
Total	19,733,867	17,252,285	13,349,275	10,920,524	(6,331,761)	(36.70)%	10,208,560
NON-OPERATING REVENUES:							
Fines & Forfeitures	276,725	267,065	188,038	214,050	(53,015)	(19.85)%	192,645
Miscellaneous Revenues	304,291	292,333	343,486	273,623	(18,710)	(6.40)%	269,886
Interest Income	(936,268)	693,533	498,489	555,000	(138,533)	(19.97)%	560,250
Total	(355,252)	1,252,931	1,030,013	1,042,673	(210,258)	(16.78)%	1,022,781
Other Sources	35,890	-	-	-	-	- %	-
Use of Reserves	-	-	-	1,460,254	1,460,254	- %	3,060,788
Total	35,890	-	-	1,460,254	1,460,254	- %	3,060,788
Fund Totals	<u>\$ 19,414,505</u>	<u>\$ 18,505,216</u>	<u>\$ 14,379,288</u>	<u>\$ 13,423,451</u>	<u>\$ (5,081,765)</u>	<u>(27.46)%</u>	<u>\$ 14,292,129</u>

CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
PROTECTIVE INSPECTIONS-ADMIN.							
Personnel Services	\$ 1,198,103	\$ 1,744,443	\$ 1,428,966	\$ 1,457,906	\$ (286,537)	(16.43)%	\$ 1,532,056
Operating Expenses	2,284,939	832,573	1,647,510	958,241	125,668	15.09 %	1,014,170
Capital Outlay	12,355	90,000	90,000	-	(90,000)	(100.00)%	-
Total	3,495,397	2,667,016	3,166,476	2,416,147	(250,869)	(9.41)%	2,546,226
PROTECTIVE INSPECTIONS-LICENSI							
Personnel Services	513,520	618,137	340,911	564,415	(53,722)	(8.69)%	594,158
Operating Expenses	73,872	54,274	51,943	75,243	20,969	38.64 %	69,557
Capital Outlay	-	28,000	28,000	-	(28,000)	(100.00)%	-
Leases	10,565	-	-	-	-	- %	-
Total	597,957	700,411	420,854	639,658	(60,753)	(8.67)%	663,715
PROTECTIVE INSPECTIONS-PERMITI							
Personnel Services	807,430	881,717	898,572	982,971	101,254	11.48 %	1,032,997
Operating Expenses	52,451	170,013	107,691	172,411	2,398	1.41 %	177,344
Total	859,881	1,051,730	1,006,263	1,155,382	103,652	9.86 %	1,210,341
PROTECTIVE INSPECTIONS-FIELD I							
Personnel Services	3,877,140	4,768,868	4,377,242	5,081,496	312,628	6.56 %	5,343,454
Operating Expenses	314,461	186,594	265,596	375,360	188,766	101.16 %	385,535
Capital Outlay	100,536	162,000	162,000	210,000	48,000	29.63 %	100,000
Total	4,292,137	5,117,462	4,804,838	5,666,856	549,394	10.74 %	5,828,989
PROTECTIVE INSPECTIONS-PLAN RE							
Personnel Services	1,305,641	2,360,851	1,577,885	2,271,752	(89,099)	(3.77)%	2,388,839
Operating Expenses	37,564	82,217	42,868	69,185	(13,032)	(15.85)%	64,668
Total	1,343,205	2,443,068	1,620,753	2,340,937	(102,131)	(4.18)%	2,453,507
NON-DEPARTMENTAL							
Debt	10,565	-	-	-	-	-	-
Contingencies	-	5,270,966	-	-	5,270,966	(100.00)	-
Fund Transfers	1,688,081	1,254,563	1,254,221	1,204,471	(50,092)	(3.99)	1,589,351
Total	1,698,646	6,525,529	1,254,221	1,204,471	5,321,058	(81.54)%	1,589,351
Personnel Services	7,701,834	10,374,016	8,623,576	10,358,540	(15,476)	(0.15)%	10,891,504
Operating Expenses	2,763,287	1,325,671	2,115,608	1,650,440	324,769	24.50 %	1,711,274
Capital Outlay	112,891	280,000	280,000	210,000	(70,000)	(25.00)%	100,000
Debt	10,565	-	-	-	-	- %	-
Contingencies	-	5,270,966	-	-	5,270,966	(100.00)%	-
Fund Transfers	1,688,081	1,254,563	1,254,221	1,204,471	(50,092)	(3.99)%	1,589,351
BUILDING DEPARTMENT FUND TOTAL	\$ 12,276,658	\$ 18,505,216	\$ 12,273,405	\$ 13,423,451	\$ 5,081,765	(27.46)%	\$ 14,292,129

**CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND - 110
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 7,701,834	\$ 10,374,016	\$ 8,623,576	\$ 10,358,540	(15,476)	(0.15)%	\$ 10,891,504
Operating Expenses	2,763,287	1,325,671	2,115,608	1,650,440	324,769	24.50 %	1,711,274
Capital Outlay	112,891	280,000	280,000	210,000	(70,000)	(25.00)%	100,000
Debt	10,565	-	-	-	-	- %	-
Contingencies	-	5,270,966	-	-	5,270,966	(100.00)%	-
Fund Transfers	1,688,081	1,254,563	1,254,221	1,204,471	(50,092)	(3.99)%	1,589,351
Total	\$ 12,276,658	\$ 18,505,216	\$ 12,273,405	\$ 13,423,451	5,081,765	(27.46)%	\$ 14,292,129

STAFFING SUMMARY:

Full Time Equivalents	92.50	97.50	97.50	99.50
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**CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND - # 110**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 5,017,255	\$ 6,855,118	\$ 5,800,610	\$ 6,745,891	\$ (109,227)	(1.59)%	1	\$ 7,083,186
Overtime	452,203	380,920	221,944	390,920	10,000	2.63 %	-	410,339
F.I.C.A	323,941	406,316	353,153	400,247	(6,069)	(1.49)%	-	416,256
Mandatory Medicare	75,869	95,260	83,111	93,922	(1,338)	(1.40)%	-	98,618
Retirement								
Contributions	603,166	765,399	667,451	669,601	(95,798)	(12.52)%	1	696,385
Life & Health								
Insurance	1,175,877	1,679,229	1,383,529	1,848,073	168,844	10.05 %	2	1,958,956
Other Post								
Employment								
Benefits	-	81,184	-	81,184	-	- %	-	83,618
Workmen's								
Compensation	53,524	110,590	110,590	128,702	18,112	16.38 %	3	144,146
Unemployment								
Compensation	-	-	3,188	-	-	- %	-	-
Total Personnel								
Services	7,701,835	10,374,016	8,623,576	10,358,540	(15,476)	(0.15)%		10,891,504
OPERATING EXPENSES:								
Professional Services	15,796	5,775	31,194	100,000	94,225	631.60 %	4	103,000
Accounting And								
Auditing	7,021	5,885	4,494	5,885	-	- %	-	6,062
Court Reporter								
Services	-	1,017	-	5,000	3,983	391.64 %	5	5,150
Other Contractual								
Services	107,134	109,546	85,041	111,580	2,034	1.86 %	-	114,927
Gas & Oil	145,986	59,738	125,252	112,000	52,262	87.49 %	6	115,360
Repairs &								
Maintenance-								
Vehicle	43,382	32,408	36,420	48,860	16,452	50.77 %	7	51,303
Fleet Maintenance-								
Non Contract	3,310	5,000	7,710	5,000	-	- %	-	5,150
Travel And Per Diem	6,533	-	-	-	-	- %	-	-
Communications								
Service	59,323	91,875	65,451	161,525	69,650	75.81 %	8	166,371
Transportation	3,456	7,791	2,419	7,919	128	1.64 %	-	8,156
Electricity (Fpl)	44,153	42,694	47,710	42,694	-	- %	-	43,975
Water	8,485	5,075	4,773	5,075	-	- %	-	5,227
Sewer	4,517	5,075	2,650	5,075	-	- %	-	5,227
Cable	102	-	382	800	800	- %	-	824
Rentals & Leases-								
Equipment	-	-	-	1,200	1,200	- %	-	1,236
Rentals & Leases-								
Office Equipm	39,807	11,688	8,676	11,688	-	- %	-	12,038
Insurance	119,571	191,229	191,229	224,149	32,920	17.21 %	9	245,590

**CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND - # 110**

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Repair & Maintenance-Building	423,538	200,000	175,718	200,000	-	- %	-	206,000
Repair & Maintenance-Office Eq	36,050	42,750	10,504	42,750	-	- %	-	44,033
Repair & Maintenance-Equipment	11,106	12,200	604	12,200	-	- %	-	12,566
Printing & Binding	31,250	134,190	81,806	138,676	4,486	3.34 %	-	142,837
Promotional Activities	8,648	12,000	821	12,000	-	- %	-	12,360
Other Current Charges & Obliga	1,430,990	5,000	922,683	5,000	-	- %	-	5,150
Office Supplies	119,482	146,664	105,973	106,985	(39,679)	(27.05)%	6	105,819
Operating Supplies	34,286	85,510	112,893	123,410	37,900	44.32 %	10	127,113
Books,Subs,Memberships	29,691	43,995	51,132	74,173	30,178	68.59 %	11	76,399
Training And Education	29,670	68,566	40,073	86,796	18,230	26.59 %	12	89,401
Total Operating Expenses	2,763,287	1,325,671	2,115,608	1,650,440	324,769	24.50 %		1,711,274
CAPITAL OUTLAY:								
Improvements O/T Buildings	12,355	90,000	90,000	-	(90,000)	(100.00)%	13	-
Vehicles	100,536	190,000	190,000	210,000	20,000	10.53 %	14	100,000
Total Capital Outlay	112,891	280,000	280,000	210,000	(70,000)	(25.00)%		100,000
DEBT SERVICE:								
Principal	10,463	-	-	-	-	- %	-	-
Interest	102	-	-	-	-	- %	-	-
Total Debt Service	10,565	-	-	-	-	- %		-
NON-OPERATING:								
Contingency Fund	-	5,270,966	-	-	(5,270,966)	(100.00)%	15	-
Transfers	1,688,081	1,254,563	1,254,221	1,204,471	(50,092)	(3.99)%	16	1,589,351
Total Non-Operating	1,688,081	6,525,529	1,254,221	1,204,471	(5,321,058)	(81.54)%		1,589,351
Fund Totals	\$ 12,276,658	\$ 18,505,216	\$ 12,273,405	\$ 13,423,451	\$ (5,081,765)	(27.46)%		\$ 14,292,129

Notes:

- Salary Adjustment and cost of living adjustment effective October 1, 2023. Funding includes two (2) new Building Construction Inspector I.

**CITY OF PORT ST. LUCIE
BUILDING DEPARTMENT FUND - # 110**

- 2 Health Insurance varies based on employee elections.
- 3 Changes in Workers compensation.
- 4 Outside legal services for various issues with the Building Department.
- 5 Record retention for various legal matters.
- 6 Based on usage.
- 7 First Vehicle Services Contract for vehicle maintenance.
- 8 Increase the amount of cell phone, hotspots and I-pads usage is increasing with the amount of work out of the west area of the city.
- 9 Changes in liability insurance (general, auto, property).
- 10 Replacing tools, hard hats and ladders once they are used past there life span.
- 11 New code cycle for the Florida Building Code everyone will need replacement of the new code books either in book form or downloadable.
- 12 Additional training for staff to have multiple licenses. Also for staff to get their required Continuing Education Unit's (CEU's) this code cycle.
- 13 Decrease related to a one time expense for commercial refrigerator in Fiscal 2023.
- 14 Capital Outlay list provided.
- 15 One time surplus in FY23
- 16 Internal transfers for one time expenses related to CIP in Fiscal 2023.

**CITY OF PORT ST. LUCIE
 BUILDING DEPARTMENT FUND # 110 - CAPITAL OUTLAY
 PROPOSED BUDGET - FY 2023-24**

** PROPOSED **
FY 2023-24

2405 ADMINISTRATIVE
 N/A

Total \$ -

2410 LICENSING
 N/A

Subtotal \$ -

2420 INSPECTIONS
 (7) New F-150's

Subtotal \$ 210,000
 Subtotal \$ 210,000

BUILDING DEPARTMENT FUND TOTALS

Total \$ 210,000

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



BUILDING FUND #110 BUILDING DEPARTMENT - COST CENTER #2420

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
2420/Inspections (1 FTE)				
Building Construction Inspector I	97,254	1	97,254	-
Operating Expense	3,000		3,000	-
Computer Expense	1,684		1,684	-
Capital Outlay Expense	30,000		30,000	-
Personnel Subtotal	131,938		131,938	-
2420/Inspections (1 FTE)				
Building Construction Inspector I	97,254	1	97,254	-
Operating Expense	3,000		3,000	-
Computer Expense	1,684		1,684	-
Capital Outlay Expense	30,000		30,000	-
Personnel Subtotal	131,938		131,938	-
Total FTE Enhancement Requests	263,876		263,876	-
110 Building (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
110 Building (Capital Outlay)				
	-		-	-
	-		-	-
Capital Outlay Subtotal	-		-	-
Total Capital Outlay	-		-	-
Grand Total Requested	263,876		263,876	-



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 2023-24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Building Construction Inspector I Proposed Start Date: 10/1/2023

Hiring Department/Division: Building Department/Inspections Reports to: Vincent Montalto

Base Annual Salary: \$ 64,010.41 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,968.65
 Medicare - 1.45%: 928.15
 Retirement - 11.4%: 7,297.19

(12% or 11.70% depending on bargaining group)

Medical: \$ 21,050.00
Total Salary & Benefits: \$ 97,254.39

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 18] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

- | Responsibilities by Priority | % of Time |
|---|-----------|
| 1) Technical work conducting field inspections to ensure compliance to FL building code | 100 |
| 2) _____ | |
| 3) _____ | |
| 4) _____ | |

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: various inspections tools, ladder, staff shirts, shoe allowance, training books	\$ 3,000.00
Capital Outlay: Ford F-150	30,000.00
Software & Hardware IT Budget: I-pad, hot spot, software	1,683.72
Total:	\$ 34,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Conducts site visits to make building inspections. Confers with contractors to explain corrective action necessary for compliance with Florida Building Code. Records and documents all building inspections. Provides information and assistance to the public, contractors, or other employees. Keeps supervisors apprised of all building inspections activities. Access, inputs and retrieves information from a computer.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 97,254.39 Related Expenses Total: \$ 34,683.72 Grand Total: \$ 131,938.11

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/7/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/18/23



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 2023-24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Building Construction Inspector I Proposed Start Date: 10/1/2023

Hiring Department/Division: Building Department/Inspections Reports to: Vincent Montalto

Base Annual Salary: \$ 64,010.41 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,968.65</u>
Medicare - 1.45%:	<u>928.15</u>
Retirement - 11.4%:	<u>7,297.19</u>

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 97,254.39</u>

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 18] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Technical work conducting field inspections to ensure compliance to FL Building Code	100
2) _____	
3) _____	
4) _____	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: various inspections tools, ladder, staff shirts, shoe allowance, training books	\$ 3,000.00
Capital Outlay: Ford F-150	30,000.00
Software & Hardware IT Budget: I-pad, hot spot, software	1,683.72
Total:	\$ 34,683.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Conducts site visits to make building inspections. Confers with contractors to explain corrective action necessary for compliance with Florida Building Code. Records and documents all building inspections. Provides information and assistance to the public, contractors, or other employees. Keeps supervisors apprised of all building inspections activities. Access, inputs and retrieves information from a computer.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 97,254.39 Related Expenses Total: \$ 34,683.72 Grand Total: \$ 131,938.11

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/7/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/18/23



“A City for All Ages”

Utility Systems Fund

The Utility Systems Fund provides high-quality services to all citizens in the City. The Fund provides water, sewer, and reuse water. The sewer services are a mix of a gravity-fed system (requiring less maintenance, which equals lower costs for operations) and a vacuum pump system employing grinders at individual houses (a very maintenance-intensive system inherited from the now-defunct General Development Corporation, which equates to high costs for operations). This Fund is experiencing increased costs due to inflation and demand to keep up with residential and commercial growth. Staffing is being evaluated each year, and positions are being added to keep up with the rapid expansion of the Utility Systems Department.

Major Revenue Source

The Utility Systems Operating Fund is funded primarily by the users of the system. The City has seen significant population growth over the last decade; the influx of new residents creates numerous opportunities for capital investment in infrastructure projects while boosting operating revenues.

Expense Trends

The majority of the Utility system's costs are in capital expansion, debt retirement, and operations, which account for approximately 75% of the fund's expenses. Salaries and benefits make up the remaining 25% of the cost of the fund. The Fund's operations show a relatively stable level of cost for personal services and operating categories of expenses. The Utility system is embarking on an aggressive capital improvement plan to keep abreast of the growing needs within our community.

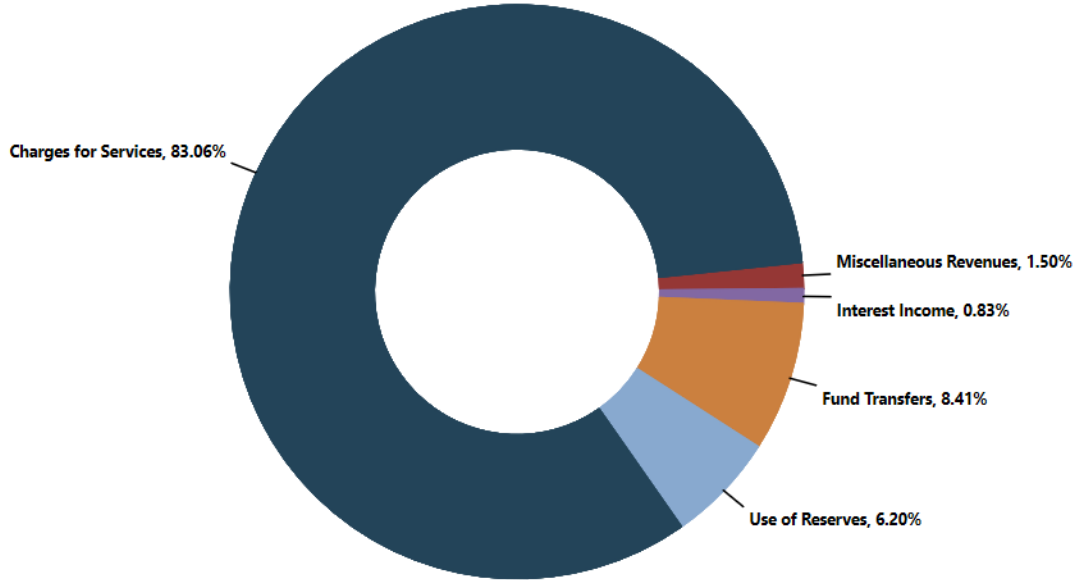
Long-Range Model

The five-year outlook considers customer growth, and costs are shown to grow in the future. With these assumptions, the fund balance will decrease in all future years.

The fund will have a fund balance that meets the policy of 17% of expenses during the planning horizon. However, starting in FY24, the fund will require the use of reserves to balance. The use of reserves is projected each year during the five-year planning horizon; thereby reducing the fund balance each year.

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND SOURCES - # 431
PROPOSED BUDGET - FY 2024

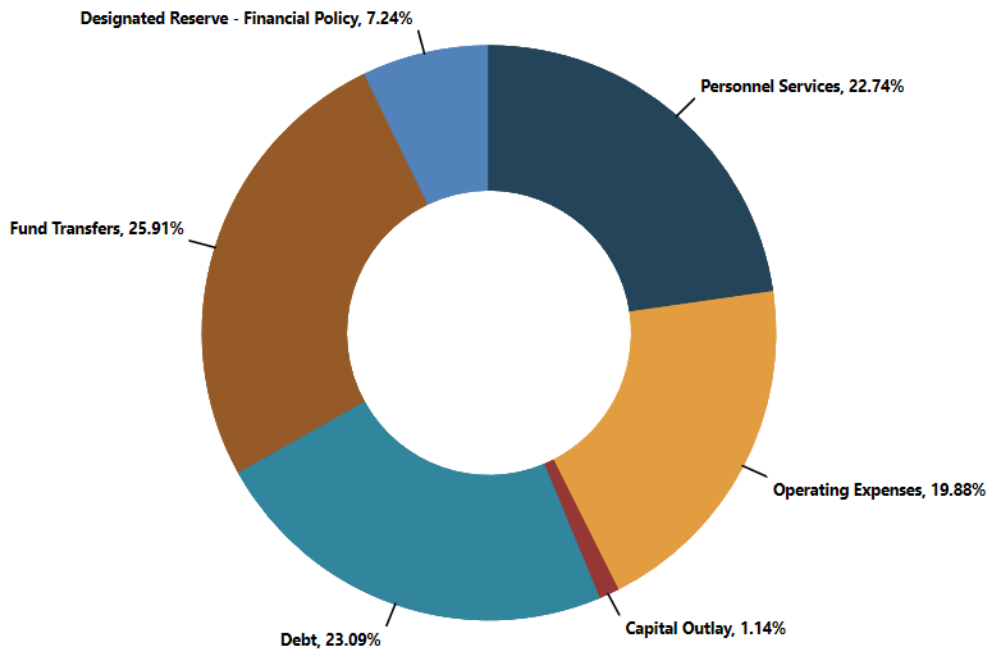
PROPOSED 2024 REVENUES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
Beginning Undesignated Reserves	\$ 55,538,476	\$ 49,839,895	\$ 49,839,895	\$ 47,969,616	(1,870,280)	-3.75 %	\$ 40,601,567
REVENUES & SOURCES:							
Intergovernmental	50,741	-	151,154	-	-	- %	-
Charges for Services	96,006,232	96,058,084	96,911,501	98,791,294	2,733,210	2.85 %	102,424,203
Miscellaneous Revenues	1,733,245	1,665,029	1,759,455	1,778,514	113,485	6.82 %	1,848,291
Interest Income	(2,391,853)	470,918	834,692	991,500	520,582	110.55 %	1,001,795
Fund Transfers	6,831,366	11,806,051	10,006,747	10,006,051	(1,800,000)	(15.25)%	6,006,051
Use of Reserves	19,032,717	-	-	7,368,049	7,368,049	- %	7,875,208
Total	<u>\$ 121,262,448</u>	<u>\$ 110,000,082</u>	<u>\$ 109,983,549</u>	<u>\$ 118,935,408</u>	<u>\$ 8,935,326</u>	<u>8.12 %</u>	<u>\$ 119,155,548</u>

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND USES - # 431
PROPOSED BUDGET - FY 2024

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	PROJECTED 2025
EXPENDITURES BY FUNCTION:							
Personnel Services	\$ 22,479,833	\$ 26,629,292	\$ 25,357,677	\$ 29,156,565	\$ 2,527,273	9.49 %	\$ 30,589,337
Operating Expenses	21,139,773	22,421,318	26,014,180	25,488,189	3,066,871	13.68 %	26,369,911
Capital Outlay	-	1,758,250	3,568,043	1,456,206	(302,044)	(17.18)%	1,240,733
Debt	14,953,421	29,918,415	13,118,213	29,612,118	(306,297)	(1.02)%	31,695,575
Contingencies	-	2,277,293	-	-	(2,277,293)	(100.00)%	-
Fund Transfers	37,502,780	26,995,514	26,995,514	33,222,330	6,226,816	23.07 %	29,259,992
Total	\$ 96,075,807	\$ 110,000,082	\$ 95,053,627	\$ 118,935,408	\$ 8,935,326	8.12 %	\$ 119,155,548
Ending Undesignated	\$ 49,839,895	\$ 47,969,616	\$ 40,601,616	\$ 38,369,232			\$ 30,494,024

UTILITY SYSTEMS DIRECTOR
Kevin Matyjaszek

318.20 FTES

DISTRIBUTION & COLLECTION (D&C)

105 FTES

- LIFT STATION MAINTENANCE
- METER READING
- PREVENTATIVE MAINTENANCE
- SEWER INSTALLATION
- SEWER PREVENTATIVE MAINTENANCE
- SYSTEM INFLOW AND INTRUSION MAINTENANCE
- WATER DISTRIBUTION

WASTEWATER

24 FTES

- WASTEWATER TREATMENT PLANT MAINTENANCE
- WASTEWATER TREATMENT PLANT OPERATIONS

WATER

30 FTES

- WATER TREATMENT PLANT MAINTENANCE
- WATER TREATMENT PLANT OPERATIONS
- WATER QUALITY PROJECT OPERATIONS

ADMINISTRATION

63 FTES

- ASSET MAPPING
- BUDGET AND PROCUREMENT
- CUSTOMER BILLING
- CUSTOMER CONNECTION SUPPORT
- INFORMATION SYSTEMS MANAGEMENT
- LEGAL AFFAIRS

SUPPORTING DIVISIONS

45.20 FTES

- ELECTRICAL SYSTEM MAINTENANCE
- EMPLOYEE AND EQUIPMENT SAFETY
- FIRE HYDRANT MAINTENANCE
- LABORATORY OPERATIONS
- WAREHOUSE INVENTORY MANAGEMENT
- WATER DISTRIBUTION SYSTEM MAINTENANCE
- CITY HALL RECEPTIONIST

ENGINEERING

50 FTES

- CAPITAL IMPROVEMENT
- PROJECT COORDINATION AND MANAGEMENT
- ENGINEERING PROJECT COORDINATION AND MANAGEMENT
- INSPECT UTILITY ASSETS AND NEW UTILITY CONSTRUCTION
- LOCATE UTILITY ASSETS
- RECORDS MANAGEMENT



UTILITY SYSTEMS DEPARTMENT

Fund #134000

FY 2023/24 STRATEGIC OPERATIONS PLAN: OVERVIEW

Overview

The Utility Systems Department (USD) is the primary provider of water and sewer services to businesses and residents in Port St. Lucie along with a portion of the surrounding unincorporated St. Lucie County. The City’s Utility employees are dedicated to protecting the local environment and natural water resources while working to build long-term relationships with customers through our professional approach and innovation, effective management, and our emphasis on exceptional customer support and service.

The function of the USD is to provide the highest quality of water, wastewater and reclaimed water service in the most efficient and cost-effective way possible to all customers. The goal is to continue to lead the water and wastewater utilities industry with innovative operating and maintenance processes, developed through training and engineering, while insuring the safety of our employees and the health, safety and welfare of its more than 90,000 customers.



FY 2023/24 UTILITY SYSTEMS DEPARTMENT GOALS & INITIATIVES

In FY23/24, the USD will continue to advance the Strategic Plan through the following:

Goal 1: High Quality Infrastructure & Facilities

Initiatives:

- **Build and foster high quality infrastructure and facilities:**
 - St. Lucie River/C-23 Water Quality Project
 - Area 7A – received grant, anticipated to go out for design June 2023
 - Areas 5 and 6 – going out to bid May 2023
 - Areas 1,2,3,4 – complete
 - To date, 9,957.47 MG held back, including rainfall and water pumped from C-23 Canal
 - 34,680 pounds of nitrogen and 6,749 pounds of phosphorus removed
 - The USD has continued to face many challenges in FY23/24 with an increase in requests for service, material and staffing shortages, and increase in maintenance costs. The USD has used these opportunities to restructure divisions, procure items from multiple vendors, and initiate cost saving measures. The USD had the foresite to make changes in the Low Pressure Sewer System by moving towards a new sewer system that is projected to have lower maintenance cost and resolve many of the challenges with the original grinder sewer system.

- The USD is projecting for FY23/24 a total of 1,840 completed New Construction Sewer Installations and 500 Conversion Sewer Installations.
- The Sewer Conversion Backlog goal for FY23/24 is to get down to an 8-10 week wait from time of application to installation.

Goal 2: High Performing Government Organization

Initiatives:

- **Provide exceptional customer service:** Staff will conduct additional customer service surveys to better understand and respond to customer feedback regarding the provision of drinking water and wastewater services, increasing resident satisfaction with drinking water as monitored by the National Community Survey.
- **Strengthen the future of the Utility through succession planning by recognizing new future leaders.**
- **Facilitate professional growth and cross-departmental collaboration to encourage high performance.**

CITY OF PORT ST. LUCIE UTILITY SYSTEMS DEPARTMENT FY 2023/24 PERFORMANCE MEASURES AND SCORECARD							
	City Council Strategic Goal (s)	Key Performance Measures Utility Systems Department	2019/20 Results	2020/21 Results	2021/22 Results	2022/23 Target	2023/24 Target
WORKLOAD MEASURES	5,7	Number of septic to City sewer conversions	448 (34=utilizing proposed grants)	359 (67=utilizing grants)	581 (514= 67 utilizing grants)	700	500
		Provide enhanced customer service experience through use of online services and technology (monthly)	25,000 E-bills 52,062 Electronic payments 1:54 On hold times (avg.)	30,910 E-bills 68,000 Electronic payments 2:22 On hold times (avg.)	35,000 E-bills 75,000 Electronic payments 2:13 On hold times (avg.)	38,000 E-bills 77,000 Electronic payments <2:00 On hold times (avg.)	45,000 E-bills 83,000 Electronic payments <2:00 hold times (avg.)
	1,5	Water withdrawn from C-23 Canal by way of Water Quality Project	2.2 billion gallons (upon completion of Area 2)	2.9 billion gallons (Area 3 has only been in operation June through Oct. 2021)	3.66 billion gallons (upon completion of Area 4)	3.92 billion gallons (upon completion of Area 5)	3.92 billion gallons (upon completion of Area 5)
EFFECTIVENESS MEASURES	5,7	National Community Survey (NCS) [™] : Percent rating drinking water positively	57% ↔	60% ↔	49% ↓	50%↓ (2023 Result)	>50%

	5,7	NCS™: Percent rating sewer services positively	70% ↔	75% ↔	69% ↔	68% ↔ (2023 Result)	>68%
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*Percent approval rating from the annual National Community Survey™ for Port St Lucie through 2023. The following symbols are provided to show the relationship to the National Benchmark.

↑↑ Much higher ↑ Higher ↔ Similar ↓ Lower ↓↓ Much lower

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND - # 431
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 55,538,476	\$ 49,839,895	49,839,895	\$ 47,969,616	\$ (1,870,280)	-3.75 %	\$ 40,601,567
REVENUES & SOURCES:							
Intergovernmental	50,741	-	151,154	-	-	- %	-
Charges for Services	96,006,232	96,058,084	96,911,501	98,791,294	2,733,210	2.85 %	102,424,203
Miscellaneous Revenues	1,733,245	1,665,029	1,759,455	1,778,514	113,485	6.82 %	1,848,291
Interest Income Fund	(2,391,853)	470,918	834,692	991,500	520,582	110.55 %	1,001,795
Transfers	6,831,366	11,806,051	10,326,747	10,006,051	(1,800,000)	(15.25)%	6,006,051
Use of Reserves/Capital Contribution FY22	19,032,717	-	-	7,368,049	7,368,049	- %	7,875,208
Total	121,262,448	110,000,082	109,983,549	118,935,408	8,935,326	8.12 %	119,155,548
EXPENDITURES:							
Personnel Services	22,479,833	26,629,292	25,357,677	29,156,565	2,527,273	9.49 %	30,589,337
Operating Expenses	21,139,773	22,421,318	26,014,180	25,488,189	3,066,871	13.68 %	26,369,911
Capital Outlay	-	1,758,250	3,568,043	1,456,206	(302,044)	(17.18)%	1,240,733
Debt	14,953,421	29,918,415	13,118,213	29,612,118	(306,297)	(1.02)%	31,695,575
Contingencies	-	2,277,293	-	-	(2,277,293)	(100.00)%	-
Fund Transfers	37,502,780	26,995,514	26,995,514	33,222,330	6,226,816	23.07 %	29,259,992
Total	96,075,807	110,000,082	95,053,627	118,935,408	8,935,326	8.12 %	119,155,548
SURPLUS (DEFICIT)	\$ -	\$ -	\$ 14,929,922	\$ -			\$ -
Designated Reserve - Financial Policy - 17%	\$ 7,244,626	\$ 8,338,604	\$ 8,733,216	\$ 9,289,608			\$ 9,683,072
PROJECTED FUND BALANCE:							
Designated	\$ 7,244,626	\$ 8,338,604	\$ 8,733,216	\$ 9,289,608			\$ 9,683,072
Undesignated	42,595,269	41,501,291	39,236,400	38,680,007			30,919,495
Use of Undesignated	-	-	-	(7,368,049)			(7,875,208)
Total	\$ 49,839,895	\$ 49,839,895	\$ 47,969,616	\$ 40,601,567			\$ 32,726,359

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND REVENUES - # 431
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
OPERATING REVENUES:							
Intergovernmental	\$ 50,741	\$ -	\$ 151,154	\$ -	\$ -	- %	\$ -
Charges for Services	96,006,232	96,058,084	96,911,501	98,791,294	2,733,210	2.85 %	102,424,203
Total	96,056,973	96,058,084	97,062,655	98,791,294	2,733,210	2.85 %	102,424,203
NON-OPERATING REVENUES:							
Miscellaneous Revenues	1,733,245	1,665,029	1,759,455	1,778,514	113,485	6.82 %	1,848,291
Interest Income	(2,391,853)	470,918	834,692	991,500	520,582	110.55 %	1,001,795
Total	(658,608)	2,135,947	2,594,147	2,770,014	634,067	29.69 %	2,850,086
NON-REVENUES:							
Fund Transfers	6,831,366	11,806,051	10,326,747	10,006,051	(1,800,000)	(15.25)%	6,006,051
Use of Reserves	19,032,717	-	-	7,368,049	7,368,049	- %	7,875,208
Total	25,864,083	11,806,051	10,326,747	17,374,100	5,568,049	47.16 %	13,881,259
Fund Totals	<u>\$ 121,262,448</u>	<u>\$ 110,000,082</u>	<u>\$ 109,983,549</u>	<u>\$ 118,935,408</u>	<u>\$ 8,935,326</u>	<u>8.12 %</u>	<u>\$ 119,155,548</u>

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
UTILITY ADMINISTRATION							
Personnel Services	\$ 1,141,133	\$ 1,660,065	\$ 1,877,613	\$ 1,710,358	\$ 50,293	3.03 %	\$ 1,796,041
Operating Expenses	942,337	2,236,388	2,310,030	2,316,894	80,506	3.60 %	2,488,635
Capital Outlay	-	-	308,578	-	-	- %	-
Total	2,083,470	3,896,453	4,496,221	4,027,252	130,799	3.36 %	4,284,676
UTILITY CUSTOMER SERVICE							
Personnel Services	1,727,731	2,039,660	1,828,713	2,049,421	9,761	0.48 %	2,152,928
Operating Expenses	388,729	242,782	164,660	303,233	60,451	24.90 %	312,330
Total	2,116,460	2,282,442	1,993,373	2,352,654	70,212	3.08 %	2,465,258
UTILITY BILLING							
Personnel Services	364,221	499,978	417,195	477,712	(22,266)	(4.45)%	501,335
Operating Expenses	2,217,807	2,541,352	1,981,664	711,527	1,829,825	(72.00)%	727,114
Total	2,582,028	3,041,330	2,398,859	1,189,239	1,852,091	(60.90)%	1,228,449
UTILITY METER READING							
Personnel Services	659,243	695,233	687,609	732,577	37,344	5.37 %	770,157
Operating Expenses	143,263	178,351	130,977	195,566	17,215	9.65 %	199,586
Capital Outlay	-	96,000	96,000	-	(96,000)	(100.00)%	-
Total	802,506	969,584	914,586	928,143	(41,441)	(4.27)%	969,743
UTILITY ENGINEERING							
Personnel Services	1,214,104	1,829,423	1,585,210	1,828,821	(602)	(0.03)%	1,916,584
Operating Expenses	97,008	194,435	399,150	288,358	93,923	48.31 %	281,779
Capital Outlay	-	35,000	35,000	-	(35,000)	(100.00)%	-
Total	1,311,112	2,058,858	2,019,360	2,117,179	58,321	2.83 %	2,198,363
UTILITY CIP							
Personnel Services	918,988	1,396,844	863,093	1,161,301	(235,543)	(16.86)%	1,220,442
Operating Expenses	134,003	117,951	87,323	106,372	(11,579)	(9.82)%	122,527
Capital Outlay	-	63,000	63,000	-	(63,000)	(100.00)%	-
Total	1,052,991	1,577,795	1,013,416	1,267,673	(310,122)	(19.66)%	1,342,969
UTILITY MAPPING							
Personnel Services	910,749	1,206,957	1,009,857	1,256,486	49,529	4.10 %	1,320,616
Operating Expenses	400,179	497,488	1,028,460	516,251	18,763	3.77 %	593,584
Capital Outlay	-	62,000	62,000	30,000	(32,000)	(51.61)%	30,900
Total	1,310,928	1,766,445	2,100,317	1,802,737	36,292	2.05 %	1,945,100

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
INSPECTORS							
Personnel Services	1,360,626	1,606,562	1,462,667	1,891,233	284,671	17.72 %	1,989,011
Operating Expenses	313,139	361,301	360,403	440,671	79,370	21.97 %	458,376
Capital Outlay	-	148,000	148,000	68,100	(79,900)	(53.99)%	70,853
Total	1,673,765	2,115,863	1,971,070	2,400,004	284,141	13.43 %	2,518,240
LAB-WATER							
Personnel Services	663,719	748,927	678,858	783,814	34,887	4.66 %	824,472
Operating Expenses	170,657	186,514	156,665	195,430	8,916	4.78 %	205,091
Capital Outlay	-	38,500	38,500	-	(38,500)	(100.00)%	-
Total	834,376	973,941	874,023	979,244	5,303	0.54 %	1,029,563
WATER PLANT OPER-PRINEVILLE							
Personnel Services	1,243,436	1,272,443	1,219,153	1,428,700	156,257	12.28 %	1,506,222
Operating Expenses	3,745,854	3,349,998	4,127,353	4,478,023	1,128,025	33.67 %	4,611,689
Capital Outlay	-	18,000	18,000	18,000	-	-	18,540
Total	4,989,290	4,640,441	5,364,506	5,924,723	1,284,282	27.68 %	6,136,451
CROSS CONNECTION/FLUSHING							
Personnel Services	762,386	816,204	863,279	951,149	134,945	16.53 %	1,001,341
Operating Expenses	159,334	127,199	143,405	175,079	47,880	37.64 %	164,623
Capital Outlay	-	45,000	45,000	121,806	76,806	170.68 %	91,598
Total	921,720	988,403	1,051,684	1,248,034	259,631	26.27 %	1,257,562
JEA WATER TREATMENT FACILITY							
Personnel Services	907,011	906,318	941,789	1,023,939	117,621	12.98 %	1,077,489
Operating Expenses	3,830,494	3,522,416	3,988,475	4,273,412	750,996	21.32 %	4,401,675
Capital Outlay	-	20,000	20,000	20,000	-	-	20,600
Total	4,737,505	4,448,734	4,950,264	5,317,351	868,617	19.53 %	5,499,764
MCCARTY RANCH WATER PLANT							
Operating Expenses	355,504	589,040	160,494	612,003	22,963	3.90 %	630,380
Capital Outlay	-	104,000	104,000	-	(104,000)	(100.00)%	-
Total	355,504	693,040	264,494	612,003	(81,037)	(11.69)%	630,380
WATER DISTR-PREVENTIVE MAINT							
Personnel Services	1,703,686	1,960,026	1,847,938	2,132,354	172,328	8.79 %	2,174,408
Operating Expenses	443,051	351,889	704,888	575,933	224,044	63.67 %	584,217
Capital Outlay	-	316,750	469,421	230,300	(86,450)	(27.29)%	159,002
Total	2,146,737	2,628,665	3,022,247	2,938,587	309,922	11.79 %	2,917,627

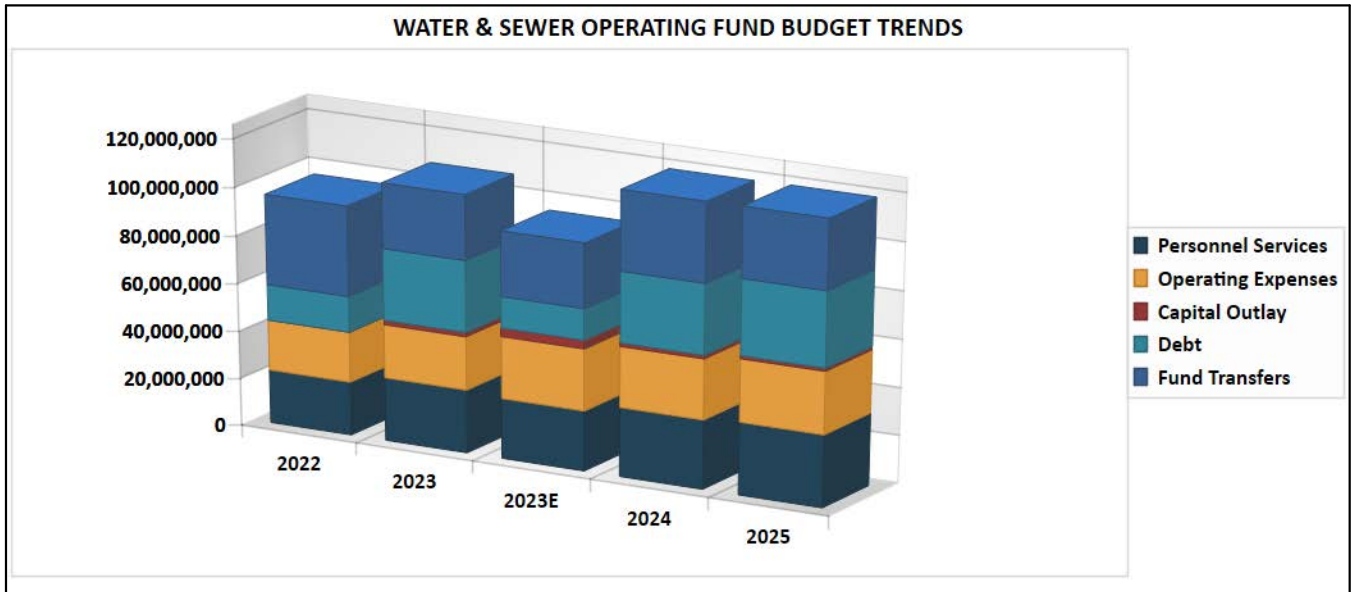
CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
UTILITY WAREHOUSE							
Personnel Services	678,814	782,358	793,777	979,813	197,455	25.24 %	1,030,293
Operating Expenses	92,951	58,839	112,258	77,904	19,065	32.40 %	77,549
Capital Outlay	-	-	-	40,000	40,000	- %	41,200
Total	771,765	841,197	906,035	1,097,717	256,520	30.49 %	1,149,042
PLANT & FIELD MAINTENANCE							
Personnel Services	687,452	732,942	719,381	773,587	40,645	5.55 %	814,008
Operating Expenses	332,707	255,016	338,003	283,789	28,773	11.28 %	297,121
Capital Outlay	-	-	48,801	-	-	- %	-
Total	1,020,159	987,958	1,106,185	1,057,376	69,418	7.03 %	1,111,129
UTILITY-INFLOW & INFILTRATION							
Personnel Services	520,027	588,331	503,638	660,158	71,827	12.21 %	694,717
Operating Expenses	140,558	157,885	145,244	155,113	(2,772)	(1.76)%	160,042
Capital Outlay	-	-	232,024	-	-	- %	-
Total	660,585	746,216	880,906	815,271	69,055	9.25 %	854,759
UTILITY-LIFTSTATIONS							
Personnel Services	420,457	542,736	453,858	597,668	54,932	10.12 %	631,009
Operating Expenses	1,035,098	1,059,050	1,115,253	1,415,193	356,143	33.63 %	1,456,330
Capital Outlay	-	12,000	575,020	180,000	168,000	400.00 %	181,800
Total	1,455,555	1,613,786	2,144,131	2,192,861	579,075	35.88 %	2,269,139
TELEMETRY AND INSTRUMENTATION							
Personnel Services	2,301,458	2,987,065	2,210,205	3,115,356	128,291	4.29 %	3,276,184
Operating Expenses	560,341	727,385	451,694	686,593	(40,792)	(5.61)%	708,833
Capital Outlay	-	134,000	327,245	217,000	83,000	61.94 %	238,960
Total	2,861,799	3,848,450	2,989,144	4,018,949	170,499	4.43 %	4,223,977
WESTPORT WASTEWATER PLANT							
Personnel Services	833,661	859,355	959,412	889,444	30,089	3.50 %	935,822
Operating Expenses	1,987,538	2,093,119	2,388,485	2,460,740	367,621	17.56 %	2,541,672
Capital Outlay	-	16,000	16,000	-	(16,000)	(100.00)%	16,480
Total	2,821,199	2,968,474	3,363,897	3,350,184	381,710	12.86 %	3,493,974
GLADES WASTEWATER TREATMENT PL							
Personnel Services	880,771	1,009,284	987,684	1,041,933	32,649	3.23 %	1,096,209
Operating Expenses	240,996	285,000	119,167	357,046	72,046	25.28 %	367,757
Capital Outlay	-	65,000	65,000	-	(65,000)	(100.00)%	51,500
Total	1,121,767	1,359,284	1,171,851	1,398,979	39,695	2.92 %	1,515,466

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
SEWER-FIELD OPERATION							
Operating Expenses	2,346,759	2,516,034	3,636,985	2,990,380	474,346	18.85 %	3,080,233
Capital Outlay	-	235,000	235,000	257,000	22,000	9.36 %	264,710
Total	2,346,759	2,751,034	3,871,985	3,247,380	496,346	18.04 %	3,344,943
WASTEWATER-PREVENTIVE MAINT							
Personnel Services	2,072,099	1,969,332	2,919,730	3,111,334	1,142,002	57.99 %	3,271,474
Operating Expenses	913,601	585,495	1,805,585	1,673,934	1,088,439	185.90 %	1,701,779
Capital Outlay	-	130,000	276,053	274,000	144,000	110.77 %	44,290
Total	2,985,700	2,684,827	5,001,368	5,059,268	2,374,441	88.44 %	5,017,543
WSTWTR FACILITES MAINT.							
Personnel Services	503,223	519,249	527,018	559,407	40,158	7.73 %	588,575
Operating Expenses	147,865	186,391	157,559	198,745	12,354	6.63 %	196,989
Capital Outlay	-	220,000	385,401	-	(220,000)	(100.00)%	10,300
Total	651,088	925,640	1,069,978	758,152	(167,488)	(18.09)%	795,864
NON-DEPARTMENTAL							
Debt	14,953,421	29,918,415	13,118,213	29,612,118	(306,297)	(1.02)	31,695,575
Contingencies	-	2,277,293	-	-	2,277,293	(100.00)	-
Fund Transfers	37,502,780	26,995,514	26,995,514	33,222,330	6,226,816	23.07	29,259,992
Total	52,456,201	59,191,222	40,113,727	62,834,448	3,643,226	6.16 %	60,955,567
Personnel Services	22,479,833	26,629,292	25,357,677	29,156,565	2,527,273	9.49 %	30,589,337
Operating Expenses	21,139,773	22,421,318	26,014,180	25,488,189	3,066,871	13.68 %	26,369,911
Capital Outlay	-	1,758,250	3,568,043	1,456,206	(302,044)	(17.18)%	1,240,733
Debt	14,953,421	29,918,415	13,118,213	29,612,118	(306,297)	(1.02)%	31,695,575
Contingencies	-	2,277,293	-	-	2,277,293	(100.00)%	-
Fund Transfers	37,502,780	26,995,514	26,995,514	33,222,330	6,226,816	23.07 %	29,259,992
WATER & SEWER OPERATING FUND TOTAL	\$ 96,075,807	\$110,000,082	\$ 95,053,627	\$118,935,408	\$8,935,326	8.12 %	\$119,155,548

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND - 431
DEPARTMENTAL BUDGET SUMMARY



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 22,479,833	\$ 26,629,292	\$ 25,357,677	\$ 29,156,565	2,527,273	9.49 %	\$ 30,589,337
Operating Expenses	21,139,773	22,421,318	26,014,180	25,488,189	3,066,871	13.68 %	26,369,911
Capital Outlay	-	1,758,250	3,568,043	1,456,206	(302,044)	(17.18)%	1,240,733
Debt	14,953,421	29,918,415	13,118,213	29,612,118	(306,297)	(1.02)%	31,695,575
Contingencies	-	2,277,293	-	-	2,277,293	(100.00)%	-
Fund Transfers	37,502,780	26,995,514	26,995,514	33,222,330	6,226,816	23.07 %	29,259,992
Total	\$ 96,075,807	\$ 110,000,082	\$ 95,053,627	\$118,935,408	8,935,326	8.12 %	\$ 119,155,548

STAFFING SUMMARY:

Full Time Equivalents	279.00	292.00	292.00	307.20
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**CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND - # 431**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	NOTES	PROJECTED 2025
PERSONNEL								
SERVICES:								
Salaries And Wages	\$ 13,996,028	\$ 16,764,966	\$ 15,318,464	\$ 17,967,375	\$ 1,202,409	7.17 %	1	\$ 18,826,446
Overtime	1,648,466	1,211,715	2,154,791	1,571,300	359,585	29.68 %	2	1,649,559
F.I.C.A	917,842	977,931	1,023,098	1,074,162	96,231	9.84 %	3	1,117,538
Mandatory Medicare	218,235	229,062	239,640	255,594	26,532	11.58 %	3	267,806
Retirement Contributions	1,721,827	1,841,905	1,919,254	1,884,045	42,140	2.29 %	1	1,949,968
Life & Health Insurance	3,811,049	4,809,568	4,348,980	5,541,315	731,747	15.21 %	4	5,851,479
Other Post Employment Benefits	(43,090)	444,485	-	444,485	-	-	%	458,086
Workmen's Compensation	203,398	349,660	349,660	418,289	68,629	19.63 %	5	468,455
Unemployment Compensation	6,078	-	3,790	-	-	-	%	-
Total	22,479,833	26,629,292	25,357,677	29,156,565	2,527,273	9.49 %		30,589,337
OPERATING								
EXPENSES:								
Professional Services	1,069,730	993,750	1,135,103	1,117,250	123,500	12.43 %	6	1,212,569
Accounting And Auditing	39,903	60,000	42,871	60,000	-	-	%	61,800
Court Reporter Services	-	5,000	-	5,000	-	-	%	5,150
Other Contractual Services	1,661,638	1,606,094	2,603,353	2,986,742	1,380,648	85.96 %	7	3,071,109
Gas & Oil Repairs & Maintenance- Vehicle	656,037	581,231	562,222	783,081	201,850	34.73 %	8	802,485
Fleet Maintenance- Non Contract	370,738	441,956	470,287	398,400	(43,556)	(9.86)%	9	418,321
Travel And Per Diem Communications Service	192,605	202,158	252,415	266,948	64,790	32.05 %	10	268,261
16	-	-	-	-	-	-	%	-
362,741	407,653	286,629	450,028	42,375	10.39 %	11	462,419	
Transportation	334,279	362,900	308,327	390,625	27,725	7.64 %	12	402,346
Electricity (Fpl)	5,230,268	4,918,444	5,290,440	6,287,700	1,369,256	27.84 %	13	6,476,331
Gas (Gdu)	1,320,548	1,701,280	3,083,979	1,898,800	197,520	11.61 %	14	1,955,764
Rentals & Leases- Buildings	118,784	117,255	382,053	40,000	(77,255)	(65.89)%	15	41,200
Rentals & Leases- Equipment	17,533	79,950	224,786	85,140	5,190	6.49 %		87,695

**CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND - # 431**

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Insurance	817,380	1,399,150	1,400,814	1,430,118	30,968	2.21 %	16	1,574,991
Repair & Maintenance- Building	98,712	72,705	177,051	114,005	41,300	56.80 %	17	117,426
Repair & Maintenance- Office Eq	498,376	631,164	503,376	679,651	48,487	7.68 %	18	700,041
Repair & Maintenance- Equipment	626,711	681,050	472,521	683,805	2,755	0.40 %		704,322
Printing & Binding	8,982	23,230	15,653	22,580	(650)	(2.80)%		23,261
Promotional Activities	16,920	12,150	33,300	20,000	7,850	64.61 %	19	20,600
Other Current Charges & Obliga	2,107,270	2,309,610	1,555,958	584,126	(1,725,484)	(74.71)%	20	601,652
Office Supplies	599,629	650,270	736,930	747,224	96,954	14.91 %	21	732,384
Operating Supplies	4,837,114	4,904,269	6,300,994	6,140,321	1,236,052	25.20 %	22	6,325,200
Road Materials & Supplies	13,883	19,700	10,172	19,700	-	- %		20,292
Books,Subs,Member ships	37,009	42,512	46,602	44,410	1,898	4.46 %		45,641
Training And Education	102,969	197,837	118,344	232,535	34,698	17.54 %	23	238,651
Total Operating Expenses	21,139,775	22,421,318	26,014,180	25,488,189	3,066,871	13.68 %		26,369,911
Land	-	-	287,273	-	-	- %		-
Buildings	-	-	21,305	-	-	- %		-
Improvements O/T Buildings	-	266,000	266,000	257,000	(9,000)	(3.38)%		264,710
Vehicles	-	1,071,000	2,516,312	666,000	(405,000)	(37.82)%	24	331,540
Computers & Computer Hardware	-	77,000	77,000	215,000	138,000	179.22 %	24	221,450
Other Machinery & Equipment	-	344,250	400,153	318,206	(26,044)	(7.57)%	24	423,033
Total Capital Outlay	-	1,758,250	3,568,043	1,456,206	(302,044)	(17.18)%		1,240,733
Principal	-	13,476,490	285,000	14,195,000	718,510	5.33 %	25	15,815,943
Interest	14,917,968	16,441,925	12,833,213	15,417,118	(1,024,807)	(6.23)%	25	15,879,632
Total Debt	14,953,421	29,918,415	13,118,213	29,612,118	(306,297)	(1.02)%		31,695,575
Contingency Fund	-	2,277,293	-	-	(2,277,293)	(100.00)%		-
Transfers	37,502,780	26,995,514	26,995,514	33,222,330	6,226,816	23.07 %	26	29,259,992
Total Non-Operating	37,502,780	29,272,807	26,995,514	33,222,330	3,949,523	13.49 %		29,259,992

CITY OF PORT ST. LUCIE
WATER & SEWER OPERATING FUND - # 431

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		2025
Fund Totals	<u>\$ 96,075,807</u>	<u>\$110,000,082</u>	<u>\$ 95,053,627</u>	<u>\$118,935,408</u>	<u>\$ 8,935,326</u>	<u>8.12 %</u>		<u>\$119,155,548</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023. Additional (15) New Full time Employees.
- 2 Anticipated due to vacant positions, high demand of locates, time off and holiday plant coverage.
- 3 FICA calculated pre-tax benefits may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workers compensation.
- 6 Map room scanning, chemical feed evaluation, Increased compliance services for High Level Disinfection (HLD) requirements and Collection System Wastewater Characteristics Services.
- 7 Fiber Optic Repairs, Contract Utility Locate Service, Evoqua Water Technologies, Lab Audit for compliance, Well Rehabilitations, Acidization, and Centrifuge 12,000 hour service. Increase for concrete and asphalt restoration, bee removal services from meter boxes & uniforms. Added mowing AGI 5 & 6 and increase in annual POA cost.
- 8 Based on usage and inflation.
- 9 First Vehicle Services Contract for vehicle maintenance.
- 10 Strobes, flashers, step bars and repairs to fleet.
- 11 Switched from flip phones to iPhones, 2in1 service for work from home capability if needed.
- 12 Growth in Bills-cycle, more final & late notices due to growth in population, additional warranty and repair shipments.
- 13 Due to inflation, increase in flows, the move to D & C building, additional lift stations and commercial grinders.
- 14 Sludge removal - Increase due to higher influent flows.
- 15 Connection support is moving to Prineville.
- 16 Changes in liability insurance (general, auto, property).
- 17 Anticipate an increase in expenses related to repairs.
- 18 Increase for Kronos time clocks, mail machine maintenance, and for the Securitas service agreement.
- 19 Community outreach and engagement.
- 20 Anticipated growth with online payments.
- 21 Replacement of SCADA, laptops, desktops, UPS wall racks, docking stations, circuit breakers, motors, sensors, security cameras, fiber rings servers, 2in1's, monitors, keyboards, and printers. Purchase computers for the new positions.
- 22 Increase based on usage and for the new positions.
- 23 Diesel fuel increase miscellaneous supplies, warehouse items, valves, meters, and backflows. Fuel for portable generators, miscellaneous for well rehabs.
- 24 Capital Outlay list provided.
- 25 Principal and Interest payments adjusted based on bond repayment terms.
- 26 Transfer to the 438 & 439 fund.



**CITY OF PORT ST. LUCIE
UTILITY SYSTEMS FUND - 2022-23 PROPOSED
LONG RANGE PLAN**

A 1.5% rate increase is proposed for both water and sewer for FY 2023-24.

Personnel Services contains the assumption of pay raises for all employees as well as an assumption of increased employee contributions towards their medical insurance.

	AUDITED 2019-20	AUDITED 2020-21	AUDITED 2021-22	ESTIMATED 2022-23	PROPOSED 2023-24	Growth %		PROJECTED 2024-25	PROJECTED 2025-26	PROJECTED 2026-27	PROJECTED 2026-27	PROJECTED 2026-27	PROJECTED 2027-28			
BEGINNING DESIGNATED RESERVES	-	\$ -	\$ 55,538,476	\$ 49,839,895	\$ 47,969,616			\$ 40,601,567	\$ 32,726,359	\$ 25,224,252	\$ 18,247,423	\$ 14,824,389				
REVENUES & SOURCES:																
Water-Operating	\$37,535,669	\$39,555,773	\$43,074,754	\$42,023,690	\$44,500,659	3.3%	3.3%	45,969,181	3.0%	\$ 47,348,256	3.0%	\$ 48,768,704	3.0%	\$ 50,231,765	3.0%	\$ 51,738,718
Sewer-Operating	42,172,281	44,992,160	48,786,665	50,391,528	52,048,000	3.3%	3.0%	53,609,440	3.0%	55,217,723	3.0%	56,874,255	3.0%	58,580,483	3.0%	60,337,897
6% Surcharge	343,460	360,871	425,407	490,845	420,000	-14.4%	-5.0%	399,000	2.0%	406,980	2.0%	415,120	2.0%	423,422	2.0%	431,890
Guaranteed Revenue	57,275	(202)	54,779	276,347	150,000	-45.7%	0.0%	150,000	1.0%	151,500	1.0%	153,015	1.0%	154,545	1.0%	156,090
Interest Income	429,398	5,722	(2,391,853)	834,692	991,500	N/A	1.0%	1,001,795	1.0%	1,011,813	1.0%	1,021,931	1.0%	1,032,150	1.0%	1,042,472
Other/Misc.	3,212,006	4,910,835	5,448,614	5,959,700	3,451,149	-42.1%		4,144,873	2.0%	4,227,770	2.0%	4,312,325	2.0%	4,398,572	2.0%	4,486,543
Capital Contribution	15,511,211	15,594,407	19,032,717	0	0			0		0		0		0		0
Use of Reserves	0	0	0	0	7,368,049			7,875,208		7,502,107		7,808,369		3,423,034		1,839,549
Fund Transfers	6,045,512	6,036,364	6,831,366	10,006,747	10,006,051			6,006,051		6,006,051		6,500,000		6,500,000		6,500,000
TOTAL	105,306,812	111,455,930	121,262,448	109,983,549	118,935,408			119,155,548	121,872,200	125,853,719	124,743,971	126,533,159				
EXPENDITURES:																
Personnel Services	21,455,515	21,242,554	22,479,833	25,357,677	29,156,565	15.0%	4.9%	30,589,337	5.0%	32,118,804	4.0%	33,403,556	4.0%	34,739,698	4.0%	36,129,286
Operating Expenses	15,742,792	16,146,753	21,139,773	26,014,180	25,488,189	-2.0%	3.5%	26,369,911	3.5%	27,128,783	3.5%	28,002,642	3.5%	28,355,455	3.5%	28,687,331
Capital Outlay	0	0	0	3,568,043	1,456,206	-59.2%	-14.8%	1,240,733	-14.8%	1,250,000	1%	1,259,336	1.4%	1,276,967	1.4%	1,294,845
Debt Services	14,754,740	14,515,375	14,953,421	29,918,415	29,612,118	-1.0%	7.0%	31,695,576	1.0%	32,012,532	1.0%	32,332,657	1.0%	32,655,984	1.0%	32,982,544
Internal Charges	4,067,351	4,207,157	4,291,300	4,377,126	4,598,023	5.0%	11.0%	5,104,469	2.0%	5,206,558	2.0%	5,310,689	2.0%	5,416,903	2.0%	5,525,241
Reserves	0	0	0	0	0			0		0		0		-		-
Fund Transfer to fund 448 (CIP)	5,000,000	4,000,000	19,074,920	6,000,000	10,000,000	66.7%	-50.0%	5,000,000		5,000,000		5,000,000		5,000,000		5,000,000
Fund Transfers	8,240,000	9,502,200	14,136,560	16,618,388	18,624,307	12.1%		19,155,523		19,155,523		19,713,299		17,298,964		16,913,912
TOTAL	69,260,397	69,614,039	96,075,807	111,853,829	118,935,408			119,155,548	121,872,200	125,022,179	124,743,971	126,533,159				
SURPLUS <DEFICIT>	\$36,046,415	\$41,841,891	\$25,186,641	(\$1,870,280)	\$0			(\$0)	\$0	\$831,540	\$0	\$0				
Non-Cash Expense - Depreciation (Non-budgeted, not funded)	27,403,136	27,718,444	30,885,222	-												
SURPLUS <DEFICIT>	8,643,279	14,123,447	(5,698,581)	(1,870,280)												
Designated Reserve - Financial Policy - 17%		6,356,182	7,244,626	8,733,216	9,289,608			9,683,072	10,072,090	10,439,054	10,726,176	11,018,825				
Designated	\$ -	\$ -	\$ 7,244,626	\$ 8,733,216	\$ 9,289,608			\$ 9,683,072	\$ 10,072,090	\$ 10,439,054	\$ 10,726,176	\$ 11,018,825				
Undesignated	-	-	42,595,269	39,236,400	38,680,007			30,918,495	22,654,269	15,616,738	7,521,247	3,805,564				
Use of Reserves	-	-	-	-	(7,368,049)			(7,875,208)	(7,502,107)	(7,808,369)	(3,423,034)	(1,839,549)				
Total Reserves	\$ -	\$ -	\$ 49,839,895	\$ 47,969,616	\$ 40,601,567			\$ 32,726,359	\$ 25,224,252	\$ 18,247,423	\$ 14,824,389	\$ 12,984,840				

An Interfund Transfer is made annually to the #438 Replacement Fund from the #431 Operating Fund. (The #438 Fund is used for well rehabilitation, backflow preventers, emergency repairs and improvements other than buildings).

Note: The Utility Bond ordinances enacted by the City require the adoption of rates necessary to provide net revenues equal to 100% of the annual debt service requirement.

CITY OF PORT ST. LUCIE
UTILITY SYSTEMS OPERATING FUND #431 - CAPITAL OUTLAY
PROPOSED BUDGET - FY 2023-24

		** PROPOSED **
		FY 2023-24
1360	MAPPING Hardware Replacements, Dell PowerEdge	30,000
	Subtotal	\$ 30,000
1375	INSPECTIONS F-150 for Utility Locator position Locate Equipment	43,000 25,100
	Subtotal	\$ 68,100
3310	WATER FACILITIES Meters, Motor, Pumps, and Valves	18,000
	Subtotal	\$ 18,000
3311	CROSS CONNECTION F-250 Utility Truck for New Cross Connection Tech	77,000
	Subtotal	77,000
3312	JEA WATER TREATMENT FACILITY Miscellaneous machinery / equipment Valve Operator	20,000 44,806
	Subtotal	\$ 64,806
3316	WATER-FIELD PM Replace Light Tower Insert Valve Equipment F150 replacing UWD2000 F-250 for New Field Tech Trainee	14,000 96,300 43,000 77,000
	Subtotal	\$ 230,300
3345	WAREHOUSE Stand up forklift for new warehouse	40,000
	Subtotal	\$ 40,000
3380	LIFT STATIONS Replace F150 (Unit - UIL7531) (4) Fans for Lift stations F-250 for New Field Tech Trainee	43,000 60,000 77,000
	Subtotal	\$ 180,000
3390	TELEMETRY & INSTRUMENTATION Ford Escape for the New SCADA Technician Servers, firewall Core traffic switch	32,000 150,000 35,000
	Subtotal	\$ 217,000
3515	WESTPORT WWTP Septic Tank Installations Grinder Pump Installations	225,000 32,000
	Subtotal	\$ 257,000
3516	WASTEWATER COLLECTION - PREVENTIVE MAINTENANCE (3) F-250s for New Field Tech Trainees Replace F150 (Unit - UM-9903)	231,000 43,000
	Subtotal	\$ 274,000
UTILITY FUND Subtotal REQUESTS		Total \$ 1,456,206

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



OPERATING FUND #431

UTILITY SYSTEMS DEPARTMENT-COST CENTERS #1348, 1350, 1355, 1375, 3310, 3311, 3316, 3345, 3380, 3390, 3512, 3516, 3560

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1348/Meter Readers (1 FTE)				
Water Meter Technician - Read Meters, Complete Service Work Orders, Meter Replacement	61,463	10	61,463	-
Operating Expense	8,258		8,258	-
Computer Expense	1,096		1,096	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	70,817		70,817	-
1350/Engineering (1 FTE)				
Project Manager - Serves as Liaison, Performs Project Closeout, Participates in Meetings	97,446	4	97,446	-
Operating Expense	9,825		9,825	-
Computer Expense	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	108,955		108,955	-
1355/Engineering Capital Improvement Projects (1 FTE)				
Modeling Technician - Update Utility Hydraulic Models, Provide Assistance to CIP & Commercial Development	83,744	11	-	-
Operating Expense	6,095		-	-
Computer Expense	1,684		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	91,522		-	-
1375/Inspectors & Locators (1 FTE)				
Utility Locator - Performs Locating of City's Water Distribution & Wastewater Collection Systems	67,833	6	67,833	-
Operating Expense	23,025		23,025	-
Computer Expense	1,096		1,096	-
Capital Outlay Expense	48,100		48,100	-
Personnel Subtotal	140,054		140,054	-
3310/ Prineville Water Treatment Plant (1 FTE)				
WTP Operator Trainee - Sampling, Input & Record Data, Operations and Maintenance	65,605	2	65,605	-
Operating Expense	748		748	-
Computer Expense	1,096		1,096	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	67,449		67,449	-
3311/Cross Connection (1 FTE)				
Cross Connection Technician - Testing Backflows, Flushing Hydrants, Exercising Valves, Inspections	70,172	9	70,172	-
Operating Expense	8,400		8,400	-
Computer Expense	1,096		1,096	-
Capital Outlay Expense	77,000		77,000	-
Personnel Subtotal	156,668		156,668	-
3316/Water Preventative Maintenance (1 FTE)				
Field Tech Trainee - Hydrant Maintenance, Water Distribution Maintenance (On Call)	65,605	8	65,605	-
Operating Expense	14,900		14,900	-
Computer Expense	1,096		1,096	-
Capital Outlay Expense	77,000		77,000	-
Personnel Subtotal	158,601		158,601	-
3516/Sewer Preventative Maintenance (6 FTE's)				
Field Tech Trainee - Respond to Service Calls	393,630	1	393,630	-
Operating Expense	31,200		31,200	-
Computer Expense	6,577		6,577	-
Capital Outlay Expense	231,000		231,000	-
Personnel Subtotal	662,408		662,408	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



OPERATING FUND #431

UTILITY SYSTEMS DEPARTMENT-COST CENTERS #1348, 1350, 1355, 1375, 3310, 3311, 3316, 3345, 3380, 3390, 3512, 3516, 3560

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
3345/Warehouse (1 FTE)				
Warehouse Technician - Issue Material to Field Personnel, Order Supplies, Uniform Duties	63,483	3	63,483	-
Operating Expense	4,318		4,318	-
Computer Expense	1,684		1,684	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	69,485		69,485	-
3380/Lift Stations (1 FTE)				
Field Technician Trainee - Perform PM on Lift Stations, Grinders & ARV's, Perform calls from SCADA	65,605	5	65,605	-
Operating Expense	14,448		14,448	-
Computer Expense	1,096		1,096	-
Capital Outlay Expense	77,000		77,000	-
Personnel Subtotal	158,149		158,149	-
3390/Telemetry/Instrumentation (1 FTE)				
SCADA Technician - Maintain and Troubleshoot SCADA related equipment	90,169	7	90,169	-
Operating Expense	10,923		10,923	-
Computer Expense	1,684		1,684	-
Capital Outlay Expense	32,000		32,000	-
Personnel Subtotal	134,776		134,776	-
Total FTE Enhancement Requests	1,818,885		1,727,363	-
431 UTILITY SYSTEMS (Operating)				
			-	-
			-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
431 UTILITY SYSTEMS (Capital Outlay)				
1350 Engineering - Map Room Scanning	100,000		100,000	-
3311/Cross Connections - Valve Operator	44,806		44,806	-
3316/Water Preventative Maintenance - Insert Valve Equipment	96,300		96,300	-
3345/Warehouse - Standup Forklift	40,000		40,000	-
3380/Lift Stations - Fans for Lift Stations (4)	60,000		60,000	-
3390/Instrumentation & Controls - Core Traffic Switch for Redundancy (564201)	35,000		35,000	-
	-		-	-
Capital Outlay Subtotal	376,106		376,106	-
Total Capital Outlay	376,106		376,106	-
Grand Total Requested	2,194,991		2,103,469	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM PROFESSIONAL & SUPERVISOR

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Project Manager Proposed Start Date: 10/01/2023

Hiring Department/Division: Utility Engineering - 1350 Reports to: Commercial Development Manager

Base Annual Salary: \$ 64,010.41 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>3,968.65</u>
Medicare - 1.45%:	<u>928.15</u>
Retirement - 11.7%:	<u>7,489.22</u>

Total Number of Positions Requested: 1

(12% or 11.70% depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 97,446.42

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 18] No [Preliminary HR Grade _____]

Program: New Existing Bargaining Group: OPEIU

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Responsible technical skilled work in the construction and inspection of the City of	25
2) Serves as a liaison between City, public, developers, contractors, and other regulato	25
3) Performs project closeout, including reviewing Record Drawings, warranties, const	25
4) Participates in scheduled Interdepartmental Meetings to improve the coordination an	25

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
Operating:	Office Supplies, Training, Laptop and Accessories, Bluebeam Revu, Office Furniture	\$ 9,825.00
Capital Outlay:		0.00
Software & Hardware IT Budget	Software Licensing, Hardware	1,683.72
Total:		\$ 11,508.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

This position is needed to keep up with the ongoing commercial development within the city.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 97,446.42 Related Expenses Total: \$ 11,508.72 **Grand Total: \$ 108,955.14**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Utility Locator Proposed Start Date: 10/01/2023

Hiring Department/Division: Utility Engineering - 1375 Reports to: Supervisor of Inspectors and Locators

Base Annual Salary: \$ 39,296.70 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,436.40</u>
Medicare - 1.45%:	<u>569.80</u>
Retirement - 11.4%:	<u>4,479.82</u>

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 67,832.72</u>

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 8] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Perform locations of the City's water distribution and wastewater collection systems	100
2) _____	
3) _____	
4) _____	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Training, iPad & phone with service, software, locate equipment, safety equipment/shoes, gas, outfit new vehicle	\$ 23,025.00
Capital Outlay: F-150, Electronic Locating Equipment	48,100.00
Software & Hardware IT Budget: Software Licensing	1,096.22
Total:	\$ 72,221.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The Utility Locator is responsible for performing mission critical duties that include advanced manual, and semi-skilled work in the performance of locating utility mains and appurtenances as well as related buried electrical and communication lines.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 67,832.72 Related Expenses Total: \$ 72,221.22 Grand Total: \$ 140,053.94
 Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Watejarsel* Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

J. Amigo
5/8/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Water Treatment Plant Operator Trainee Proposed Start Date: 10/1/2023

Hiring Department/Division: Utility Water Treatment Plant - 3310 Reports to: Plant Chief

Base Annual Salary: \$ 37,425.48 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,320.38
 Medicare - 1.45%: 542.67
 Retirement - 11.4%: 4,266.50

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00
 Total Salary & Benefits: \$ 65,605.03

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Operations and maintenance of the complex operations of the treatment facilities.	25%
2) Check treatment facilities routinely for proper operation and record daily readings.	25%
3) Take water samples for chemical, bacterial, chlorine and other water quality tests.	25%
4) Input and record data with accuracy and proficiency for use in monthly reports.	25%

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, Supplies, Training, and Licensing	\$ 748.00
Capital Outlay:	0.00
Software & Hardware IT Budget Software Licensing	1,096.22
Total:	\$ 1,844.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The Prineville Water Treatment Plant's justification for a Water Treatment Trainee FTE is mainly due to the overtime that this department incurs due to staffing. Last budget this department spent \$198,214 on overtime. This FTE can minimize this overtime budget by covering shifts at the water treatment plant. This FTE can help maintain 24/7 operations of the plant.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,605.03 Related Expenses Total: \$ 1,844.22 Grand Total: \$ 67,449.25

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Wlatzjanzel* Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Cross Connection Technician Proposed Start Date: 10/1/2023

Hiring Department/Division: Utility Cross Connection - 3311 Reports to: Cross Connection Supervisor

Base Annual Salary: \$ 41,261.60 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,558.22
 Medicare - 1.45%: 598.29
 Retirement - 11.4%: 4,703.82

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00
 Total Salary & Benefits: \$ 70,171.93

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 9] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Testing Backflows	10
2) Flushing Hydrants	10
3) Exercising Valves	40
4) Reuse Inspections	40

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Training, backflow license, phone, 2&1 & data plan, uniforms, safety shoes & equipment, tools, gas	\$ 8,400.00
<i>Capital Outlay:</i> F-250 Utility Truck	77,000.00
<i>Software & Hardware IT Budget</i> Software Licensing IT	1,096.22
Total:	\$ 86,496.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Utility has an additional 11,000 valves that need to be exercised and 3 additional communities with reuse that require reuse inspections per Florida Department of Environmental Protection.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 70,171.93 Related Expenses Total: \$ 86,496.22 **Grand Total:** \$ 156,668.15
 Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Wlatyarszk* Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Field Tech Trainee Proposed Start Date: 10/01/2023

Hiring Department/Division: Utility Sewer Preventative Maintenance - 3516 Reports to: Sewer Superintendent

Base Annual Salary: \$ 224,552.88 (437,425.48 each) Number of hours per week: 40
(No more than 15% can be added to base salary)

FICA - 6.20%: 13,922.28 Total Number of Positions Requested: 6

Medicare - 1.45%: 3,256.02

Retirement - 11.4%: 25,599.03

(12% or 11.70%, depending on bargaining group)

Medical: \$ 126,300.00 Software Licensing \$1,096.22 (IT Budget)

Total Salary & Benefits: \$ 393,630.20 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade ____]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Respond to service calls	100
2) _____	
3) _____	
4) _____	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, safety equipment/supplies, 2in1 and phone with service, training, outfit new vehicle	\$ 31,200.00
Capital Outlay: F-250 (3)	231,000.00
Software & Hardware IT Budget Software Licensing IT Budget	6,577.32
Total:	\$ 268,777.32

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

INCREASING SERVICE CALL, UNABLE TO TRAIN PRESENT STAFF, TRYING TO KEEP UP WITH PUMP UPGRADE. OUR SERVICE QUALITY IS DECLINING DUE TO INEXPERIENCE.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 393,630.20 Related Expenses Total: \$ 268,777.32 Grand Total: \$ 662,407.52

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Klatogazek* Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)

_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

J. King
5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Field Tech Trainee Proposed Start Date: 10/1/2023

Hiring Department/Division: Utility Water Distribution - 3316 Reports to: Water Distribution Supervisor

Base Annual Salary: \$ 37,425.48 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 2,320.38
 Medicare - 1.45%: 542.67
 Retirement - 11.4%: 4,266.50

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00
Total Salary & Benefits: \$ 65,605.03

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes (Grade 7) No (Preliminary HR Grade)

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Hydrant maintenance	90
2) Water Distribution maintenance, On call	10
3)	
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, safety shoes, 2in1 & Phone with service, gas, CDL training, operating	\$ 14,900.00
Capital Outlay: F-250	77,000.00
Software & Hardware IT Budget Software Licensing IT Budget	1,096.22
Total:	\$ 92,996.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The reason for the addition of FTE'S is for the health and safety of USD customers with FDEP mandated Hydrant flushing and maintenance. The additional staff would allow for the continued maintenance of all USD owned Hydrants within the guidelines of FDEP of annual hydrant and valve maintenance.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,605.03 Related Expenses Total: \$ 92,996.22 **Grand Total: \$ 158,601.25**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Wlatjanzel* Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

J. August
5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Warehouse Technician Proposed Start Date: 10/01/2023
 Hiring Department/Division: Utility Warehouse - 3345 Reports to: Warehouse Supervisor
 Base Annual Salary: \$ 35,643.34 Number of hours per week: 40
(No more than 15% can be added to base salary)
 FICA - 6.20%: 2,209.89 Total Number of Positions Requested: 1
 Medicare - 1.45%: 516.83
 Retirement - 11.4%: 4,063.34
(12% or 11.70%, depending on bargaining group)
 Medical: \$ 21,050.00 Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)
 Total Salary & Benefits: \$ 63,483.40

Existing Classification: Yes [Grade 6] No [Preliminary HR Grade ____]
 Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Issue material to field personnel	20
2) Order supplies from assigned vendors based on min/max requirements	20
3) Receive materials via FedEx, UPS or Trucking Co. break down, confirm items ship	30
4) Uniform duties, stage materials needed for contractor installed grinder systems and	30

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Office Supplies, Uniforms, Boot Allowance, Computer and Monitor, phone, desk	\$ 4,318.00
<i>Capital Outlay:</i>	0.00
Software & Hardware IT Budget Software Licensing (\$1,096.22), Hardware (\$587.50)	1,683.72
Total:	\$ 6,001.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The additional FTE is needed to assist the Supervisor in keeping up with the growing demand of supplies and services within the Utility Dept and with the new off-site warehouse. This position will issue material to field personnel, place orders to replenish needed stock levels, receive orders placed and ensure accurate billing, operate forklift to unload delivered materials, create bar-codes to identify materials, cycle count inventory to maintain accurate inventory, enter necessary documentation into computer database for new sewer installations, commercial grinders and contractor's grinder panel installs, process orders being delivered via FedEx or UPS and completes the necessary paperwork and notifies the appropriate personnel, documents all uniform related issues with laundering and shortages, assures all employees have correct uniforms and accurate billing, ships materials out for repairs / warranty related issues.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 63,483.40 Related Expenses Total: \$ 6,001.72 Grand Total: \$ 69,485.12
 Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
 _____ Total number approved
 City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Water Meter Technician Proposed Start Date: 10/1/2023

Hiring Department/Division: Utility Meter Readers - 1348 Reports to: Meter Reader Supervisor

Base Annual Salary: \$ 33,946.11 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>2,104.66</u>
Medicare - 1.45%:	<u>492.22</u>
Retirement - 11.4%:	<u>3,869.86</u>
<small>(12% or 11.70%, depending on bargaining group)</small>	
Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 61,462.84</u>

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 5] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Read Water Meters	15
2) Complete Customer Service Work Orders (Turn-On's and Off's, Meter Data Reports)	35
3) Reread Water Meters, Check for Leaks, Turn-off and Turn on Delinquent Accts, B	35
4) Meter Replacements / Meter Box Maintenance	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: uniforms, safety boots, 2in1 & phone with service plan, gas, desk	\$ 8,258.00
Capital Outlay:	
Software & Hardware IT Budget Software Licensing	1,096.22
Total:	\$ 9,354.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The Water Meter Technician is responsible for a variety of skilled and semi-skilled duties in the reading and maintenance of water meters; including facilitating the development of the public trust and confidence in the City's Utility.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 61,462.84 Related Expenses Total: \$ 9,354.22 **Grand Total:** \$ 70,817.06

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *Wlatyjarzel* Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Signature]
 5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Field Technician Trainee Proposed Start Date: 10/01/2023

Hiring Department/Division: Utility Lift Station - 3380 Reports to: Lift Station Superintendent

Base Annual Salary: \$ 37,425.48 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	2,320.38
Medicare - 1.45%:	542.67
Retirement - 11.4%:	4,266.50

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical:	\$ 21,050.00
Total Salary & Benefits:	\$ 65,605.03

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 7] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Perform Preventative Maintenance Lift Stations and Commercial Grinders	15
2) Perform Preventative Maintenance on Air Release Valves	75
3) Perform trouble calls as they come in from the SCADA system & customer service	10
4)	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, safety shoes, phone & 2in1 with service, gas, training	\$ 14,448.00
Capital Outlay: F-250	77,000.00
Software & Hardware IT Budget Software Licensing	1,096.22
Total:	\$ 92,544.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

We have had a few ARV's that have leaked or broke due to the lack of preventative maintenance. We are in the process of starting an ARV PM program. The FTE will help get this program started.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 65,605.03 Related Expenses Total: \$ 92,544.22 **Grand Total:** \$ 158,149.25
 Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: *K. Matijaszek* Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

[Handwritten Signature]
5/18/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: SCADA Technician Proposed Start Date: 10/01/2023

Hiring Department/Division: Utility Instrumentation & Control - 3390 Reports to: SCADA Supervisor

Base Annual Salary: \$ 58,059.16 Number of hours per week: 40

(No more than 15% can be added to base salary)
FICA - 6.20%: 3,599.67
Medicare - 1.45%: 841.86
Retirement - 11.4%: 6,618.74

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)
Medical: \$ 21,050.00
Total Salary & Benefits: \$ 90,169.43

Software Licensing \$1,096.22 (IT Budget)
Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 16] No [Preliminary HR Grade]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Maintain SCADA switches, hubs, and appurtenances relating to the network	30
2) Troubleshoot and repair network hardware (PLC's, etc.) and Software (iFIX, etc.)	30
3) Maintain process and control equipment	30
4) Review specifications, schematics, manuals, and maintain file systems	10

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Uniforms, phone & 2in1 with service, gas, safety equipment/supplies, desk, outfit new vehicle	\$ 10,923.00
Capital Outlay: New Vehicle (Ford Escape)	32,000.00
Software & Hardware IT Budget: Software and Hardware detailed above above (checked boxes)	1,683.72
Total:	\$ 44,606.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

We currently have one active SCADA Technician position. Given the recent growth of the network, the duties of this position are being split between the current position, SCADA Supervisor, SCADA Network Analyst, and Superintendent of Electrical Systems. It is imperative that this position be filled to maintain a proper workload balance allowing each of these positions to focus on their own duties and responsibilities leading to an increase in efficiency, quality of work, and skill set redundancy.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 90,169.43 Related Expenses Total: \$ 44,606.72 Grand Total: \$ 134,776.15

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Klatijas Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: 5/18/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Modeling Technician Proposed Start Date: 10/01/2023

Hiring Department/Division: Utility Capital Improvement Projects - 1355 Reports to: Assistant Director

Base Annual Salary: \$ 52,661.51 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,265.01
 Medicare - 1.45%: 763.59
 Retirement - 11.4%: 6,003.41

Total Number of Positions Requested: 1

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00
Total Salary & Benefits: \$ 83,743.53

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade] No [Preliminary HR Grade 14]

Program: New Existing Bargaining Group: FOPE

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) To continuously update the Utilities hydraulic model for water, wastewater and reuse.	40
2) Provide assistance with CIP, fire flow analyses, water quality, and future growth of the	20
3) Provide assistance to Commercial Development with future growth.	20
4) Assists operations staff with "what-if" scenarios before implementation.	20

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
<i>Operating:</i> Safety shoes, docking station, monitors, computer software, office supplies, 2in1 with service, desk & chair	\$ 6,095.00
<i>Capital Outlay:</i>	0.00
<i>Software & Hardware IT Budget</i> Software Licensing, Hardware	1,683.72
<i>Total:</i>	\$ 7,778.72

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

The Modeling Technician is responsible for updating, calibrating and maintaining hydraulic models for the Utility's water distribution systems, wastewater collection and Reuse systems. Assisting with Capital and Commercial Development projects for the Utility Engineering Division. This position fulfills on a crucial function within the Utility to provide our community with the expected level of service and our mission of providing exceptional municipal services, developing and maintaining a state of the art infrastructure and utility system.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 83,743.53 Related Expenses Total: \$ 7,778.72 **Grand Total: \$ 91,522.25**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Date: 4/14/23

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)
 Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



**CITY OF PORT ST. LUCIE UTILITY SYSTEMS
RENEWAL & REPLACEMENT FUND - FUND #438
PROPOSED BUDGET - FY 2023-24**

2023-2024 2024-2025 2025-2026 2026-2027 2027-2028
PROPOSED PROJECTED PROJECTED PROJECTED PROJECTED

REVENUES:

Cash Carryforward	\$ 1,663,443	\$ 2,057,246	\$ 1,125,260	\$ 1,600,170	\$ 2,684,728
Interest Income	100,000	100,000	100,000	100,000	100,000
Transfer from 431 Operating Fund	10,624,307	11,155,523	11,713,299	12,298,964	12,913,912
Totals	\$ 12,387,750	\$ 13,312,769	\$ 12,938,559	\$ 13,999,134	\$ 15,698,640

EXPENDITURES:

MAPPING - 1360

UIS file storage member hardware	35,000		35,000	35,000	35,000
Miscellaneous GPS Hardware	20,000	30,000	30,000	30,000	30,000
Miscellaneous Network Hardware	20,000	20,000	20,000	20,000	20,000
Backup Storage Expansion		20,000	40,000	40,000	40,000
Rack Battery Backup Controller Replacement		9,000	9,000	9,000	9,000
Replication storage member hardware	35,000	35,000	35,000	35,000	35,000
Totals	110,000	114,000	169,000	169,000	169,000

WATER FACILITIES -3310

Miscellaneous Emergency Repairs	100,000	100,000	100,000	100,000	100,000
Re-coat Chemical containment pads	-	50,000			
Lime Plant Filter Piping & Valve Replacement	-	150,000	150,000	150,000	150,000
SP, MP, WP Roof Repair	25,000	-			
Prineville Injection Well MIT		75,000			
Plant and Re-Pump Station Meter Repairs	25,000	25,000	25,000	25,000	25,000
Well Meter Repairs/Replacement	10,000	10,000	10,000		
Security Camera upgrade	50,000	50,000	50,000	50,000	50,000
Rebuild Backwash Pump			75,000	75,000	75,000
Rebuild A-1, A-2, A-3	-	75,000	75,000	30,000	30,000
Rebuild HPP's 1,2,3,4,5	40,000	40,000	40,000	40,000	40,000
HPP Seal Replacement's	25,000	25,000	25,000		
Lime Plant Transfer Pump Repair/Replacement	40,000	40,000	40,000	40,000	40,000
MP, SP and WP High Service Pump Replacement	60,000	60,000	60,000	50,000	50,000
Well house Roof Replacements	10,000	10,000	10,000	10,000	10,000
R & R Slaker Gear Box	-	25,000	25,000	25,000	25,000
Surficial Well Rehabilitations	15,000	15,000	15,000	15,000	15,000
Floridan Well Rehabs (RO Well 6 SAD 2 Funds)	100,000	100,000	75,000		
Chemical pump replacement	30,000	30,000	30,000	25,000	25,000
Replace P04 & Antiscalant Bulk Tanks	50,000	50,000			
Lime Silo Level Indicators	15,000	15,000	25,000	25,000	25,000
Lime Plant Filter Media Replacement	-	200,000	100,000	100,000	100,000
Rebuild HS Pumps - Review with staff	100,000	100,000	100,000	100,000	100,000
Replace Micron Filter Valves(2 per year)	15,000	15,000	15,000	15,000	15,000
Repaint Westport, Southport & Midport Storage Tank	50,000			50,000	50,000
Chlorine Regulators	20,000	20,000	20,000	20,000	20,000
Silo safet	-	10,000	10,000	10,000	10,000



CITY OF PORT ST. LUCIE UTILITY SYSTEMS
RENEWAL & REPLACEMENT FUND - FUND #438
PROPOSED BUDGET - FY 2023-24

	2023-2024 PROPOSED	2024-2025 PROJECTED	2025-2026 PROJECTED	2026-2027 PROJECTED	2027-2028 PROJECTED
NP, MP, SP, WP, & Well Fence Repairs	20,000	20,000	20,000	20,000	20,000
RO Plnt Tranfer Pump Repair/Replacement	40,000	50,000	50,000	50,000	50,000
Blend Basin VFD Replacement	25,000	25,000			
Media Replacement for Scrubbers/Degassifiers		20,000	20,000	20,000	20,000
Lime Plant Accelerator Gearbox Replacement	-	15,000	15,000	15,000	15,000
Convert 12" to 16" Distribution for Lime Plant	200,000				
Replace Trains 1 & 2 Membranes	-			600,000	
Lime Plant Well Driveway Repairs	15,000	20,000			
Lime Plant Thickener	20,000				
Totals	1,100,000	1,440,000	1,180,000	1,660,000	1,060,000

CROSS CONNECTION - FLUSHING - 3311

Rehabbing City's Backflow Preventers	16,000	16,000	16,000	16,000	16,000
New Const. Commercial Meter and Backflow installs	95,000	85,000	85,000	85,000	85,000
Rehabbing Large Radio Read Meters	25,000	25,000	25,000	25,000	25,000
Miscellaneous Supplies	25,000	25,000	25,000	25,000	25,000
Totals	161,000	151,000	151,000	151,000	151,000

JAMES E. ANDERSON RO WTP - 3312

RO Well Misc. Immediate Repairs	30,000	25,000	25,000	25,000	25,000
RO Well Motor, Pump, VFD & Actuator/Valve	50,000	50,000	50,000	50,000	50,000
RO Well Rehabilitations (2)	-	250,000	250,000	125,000	125,000
JEA RO WTP Ammonia / Chlorine System	50,000	50,000	50,000	50,000	50,000
JEA RO WTP Catwalk & Safety Ladder Installations	20,000	20,000	20,000	20,000	20,000
JEA RO WTP Chemical Bulk Storage Overhang Repair	25,000				
JEA RO WTP Chemical Containment Recoating	65,000	50,000	50,000	50,000	50,000
JEA RO WTP Chemical Feed Pumps	25,000	25,000	25,000	25,000	25,000
JEA RO WTP Chemical Rooms Floor Recoating	50,000	50,000	50,000	50,000	50,000
JEA RO WTP DIW MIT (Due - 02/2024)	50,000				
JEA RO WTP Degasifer / Scrubber System	110,000	110,000	110,000	110,000	110,000
JEA RO WTP ERD (Energy Recovery Device)	-	325,000	325,000	150,000	150,000
JEA RO WTP Electrical Audit Upgrades	50,000				
JEA RO WTP HVAC & Exhaust Fan Units	-	25,000	25,000	25,000	25,000
JEA RO WTP High Service Pump Manifold	185,000				
JEA RO WTP Misc. Immediate Repairs	75,000	75,000	75,000	75,000	75,000
JEA RO WTP Motor, Pump, VFD & Actuator/Valve	-	50,000	50,000	50,000	50,000
JEA RO WTP PLC Upgrade	-	200,000			
JEA RO WTP Painting (Buildings, Ground Storage Tanks & Piping)	75,000	100,000	100,000	100,000	100,000
JEA RO WTP Security System Upgrades	25,000	25,000	25,000	25,000	25,000
RL Repump Electrical Audit Upgrades	25,000				
RL Repump HVAC & Exhaust Fan Units	10,000				
RL Repump Misc. Immediate Repairs	50,000	50,000	50,000	50,000	50,000
RL Repump Motor, Pump, VFD & Actuator/Valve	25,000	25,000	25,000	25,000	25,000



**CITY OF PORT ST. LUCIE UTILITY SYSTEMS
RENEWAL & REPLACEMENT FUND - FUND #438
PROPOSED BUDGET - FY 2023-24**

	2023-2024 PROPOSED	2024-2025 PROJECTED	2025-2026 PROJECTED	2026-2027 PROJECTED	2027-2028 PROJECTED
RL Repump Painting (Building, Ground Storage Tank & Piping)	-	75,000	75,000	75,000	75,000
RL Repump Security System Upgrades	-	25,000	25,000	25,000	25,000
SWWBPS Misc.Immediate Repairs	-	20,000	20,000	20,000	20,000
SWWBPS Motor, Pump, VFD & Actuator/Valve	-	15,000	15,000	15,000	15,000
SWWBPS Painting (Building & Piping)	-	25,000	25,000	25,000	25,000
SWWBPS Security System Upgrades	-	20,000	20,000	20,000	20,000
Totals	995,000	1,685,000	1,485,000	1,185,000	1,185,000

McCARTY RANCH - 3314

Ditch cleaning		15,000	15,000	15,000	15,000
Control Structure by Houses to C24		100,000			
POA Western Pump Station		250,000			
POA Eastern Pump Station			250,000		
POA Western Pump Station Piping	600,000				
Convert to Electric Motors (2 per year)	-	60,000	60,000		
Culvert replacement at McCarty Extension	25,000				
Pepper tree removal		25,000	25,000	25,000	25,000
Major Berm Repairs		50,000	50,000	50,000	50,000
Misc Repairs	20,000	20,000	20,000	20,000	20,000
Totals		645,000	520,000	420,000	110,000

WATER DISTRIBUTION - P.M. - 3316

Line Break Repairs	85,000	85,000	85,000	85,000	85,000
Misc. Supplies \$106,000/mth	1,100,000	1,349,465	1,389,949	1,431,647	1,474,597
Water Main Deflections	30,000	30,000	30,000	30,000	30,000
Painting of the River Crossings	-			10,000	10,000
Totals	1,215,000	1,464,465	1,504,949	1,556,647	1,599,597

INFLOW & INFILTRATION - 3370

Gravity Sewer Main Line Repairs	100,000	100,000	100,000	100,000	100,000
Gravity Sewer Manhole Replacements & Rehabs	75,000	75,000	75,000	75,000	75,000
Gravity Sewer Cured In Place Pipe (CIPP) Lining	100,000	50,000	50,000	50,000	50,000
Infrastructure - Point Repairs & Training	10,000	10,000	10,000	10,000	10,000
Totals	285,000	235,000	235,000	235,000	235,000

LIFT STATIONS-3380

Lift Station Pump and Panel Upgrades (Torino & Gatlin)	100,000	100,000	100,000	100,000	100,000
Lift Station Pump Repairs	200,000	200,000	200,000	200,000	200,000
Spare Lift Station Pumps	200,000	200,000	200,000	200,000	200,000
Spare Parts & Impellers	100,000	75,000	75,000	75,000	75,000
Lift Station Beautification	50,000	50,000	50,000	50,000	50,000
SCADA for Lift Stations	75,000	50,000	50,000	50,000	50,000
Misc. Inventory Supplies	100,000	103,000	106,090	109,273	112,551
Totals	825,000	778,000	781,090	784,273	787,551



**CITY OF PORT ST. LUCIE UTILITY SYSTEMS
RENEWAL & REPLACEMENT FUND - FUND #438
PROPOSED BUDGET - FY 2023-24**

2023-2024 2024-2025 2025-2026 2026-2027 2027-2028
PROPOSED PROJECTED PROJECTED PROJECTED PROJECTED

WEST PORT WWTP -3512

Miscellaneous Emergency Equipment	75,000	75,000	75,000	75,000	75,000
Rehab Clarifier #3 Structure	-	50,000	50,000	50,000	50,000
Anoxic Mixers - Repair / Replace(11)	16,000	15,000	15,000	15,000	15,000
Paint WP, SPBS Buildings and Tanks	-	25,000	25,000	25,000	25,000
Sludge Polymer Feed Pump - Repair / Replace (2)	10,000	10,000	10,000	10,000	10,000
Aeration Recirculation Pump - Repair / Replace (6)	20,000	20,000	10,000	10,000	10,000
Vertical Turbine Pumps & Motors (IW,FD, Reuse)- Repair / Replace (14)	70,000	70,000	70,000	70,000	70,000
Clarifier Drives - Repair / Replace (3)	10,000	10,000	10,000	10,000	10,000
RAS and WAS pumps - Repair / Replace (5)	20,000	20,000	20,000	20,000	20,000
Reuse Air Compressor components - Repair / Replace (2)	7,500	7,500	7,500	7,500	7,500
Repair / Replace	7,500	7,500	7,500	7,500	7,500
Chlorinator Assembly and rotometers Replacement	-	10,000	10,000	10,000	10,000
Plant Water System Equipment & Components - Repair / Replace	10,000	10,000	10,000	10,000	10,000
I.W. System Electrical & Instrumentation components - Repair / Replace	8,000	8,000	8,000	8,000	8,000
Slide Gate - Repair / Replace (33)	10,000	10,000	10,000	10,000	10,000
Cameras and IT Equipment - Repair / Replace	5,000	5,000	5,000	5,000	5,000
Valves (WP, SP, SPBS, Reuse Ponds Repair / Replace	10,000	10,000	10,000	10,000	10,000
Dewatering Centrifuge Repairs (2)	25,000	25,000	25,000	25,000	25,000
Sludge Blower components Repair / Replace (3)	7,000	7,000	7,000	7,000	7,000
Sludge Feed Pump and Grinder components - Repair / Replace(2)	30,000	30,000	30,000	30,000	30,000
Aeration Drive Mixers and Motors - Repair / Replace (9)	20,000	20,000	20,000	20,000	20,000
Anoxic Covers - Inspect / Repair				20,000	20,000
DEP Required GST & Hydro Tank Cleaning & Inspections (3)				5,000	5,000
Crane Hoist Replacement	5,000	5,000	5,000	5,000	5,000
Sludge Storage Tank Inspection and Repairs	3,000		3,000	-	3,000
Headworks Grit System - Rehab	8,000	8,000	8,000	8,000	8,000
Clarifier Weir Wolf Brush system - Repair / Replace (3)	5,000	5,000	5,000	5,000	5,000
Headworks Barscreen & Rotopress Components - Replacment	10,000	10,000	10,000	10,000	10,000
Sandfilter components Repair / Replace (12)	20,000	10,000	10,000	10,000	10,000
Dewatering Conveyer and Gates - Repair/ Replace (3)	15,000	15,000	15,000	15,000	15,000
Dewatering Centrifuge VFD Upgrade	25,000	25,000	25,000	25,000	25,000
Generator Components Repair and Replace (WP, SP, SPBS)	20,000	20,000	20,000	20,000	20,000
Generator Diesel Storage Componentens - Repair / Replace	7,500	7,500	7,500	7,500	7,500
UPS Battery Replacement (3)	8,000	8,000	8,000	8,000	8,000
Misc Electrical, VFD's and Harmonic Filters - Repair / Replace	15,000	15,000	15,000	15,000	15,000
PLC and SCADA Hardware Repair / Replace	10,000	10,000	10,000	10,000	10,000
Liftstation Pump - Repair / Replace (4)	5,000	5,000	5,000	5,000	5,000
Instrumentation Sensors, Controllers, Analyzers, Transmitters	10,000	10,000	10,000	10,000	10,000
Flow Meter Repair / Replacement - WP, SP, SPBS (18)	10,000	10,000	10,000	10,000	10,000



**CITY OF PORT ST. LUCIE UTILITY SYSTEMS
RENEWAL & REPLACEMENT FUND - FUND #438
PROPOSED BUDGET - FY 2023-24**

	2023-2024 PROPOSED	2024-2025 PROJECTED	2025-2026 PROJECTED	2026-2027 PROJECTED	2027-2028 PROJECTED
Auto Sampler Replacement (3)	7,500	7,500	7,500	7,500	7,500
Air Conditioner replacement (WP,SP,SPBS - 19 Units)	5,000	5,000	5,000	5,000	5,000
Lab Equipment (meters, ovens, vacuum pump, magnetic stir, refrigerator)	5,000	5,000	5,000	5,000	5,000
Project - Plant lighting (change to Led)			50,000		
Project - Ballantrae Cla-val - Replace valve and components	25,000				
Treat and Paint Injection Well Piping (WP, SP) *Compliance	20,000	20,000	20,000	20,000	20,000
Misc. VFD's components (WP, SPBS) - Repair / Replace	25,000	25,000	25,000	25,000	25,000
Compliance Analyzer Replacements - Reuse (6) & IW (2)	10,000	10,000	10,000	10,000	10,000
Centrifugal Pumps and Motors (8)- SPBS -5 & WPWWTP -3 - Repair / Replacement	60,000	60,000	60,000	60,000	60,000
Pressure Sustaining Valves - Cla-Val / Bermad) (WP, SP, SPBS, Reuse Ponds) Repair / Replace	20,000	10,000	10,000	10,000	10,000
Aeration D.O. Control system components (6)	10,000	10,000	10,000	10,000	10,000
I.W. System (WP & SP) piping and valve - Repair / Replace	10,000	10,000	10,000	10,000	10,000
Dewatering - Additional centrifuge for reliability		300,000			
Dewatering Centrifuge Alfa Laval 15,000 hr. service /repairs	22,000			22,000	22,000
Fence Repair and Replacement (SP, WP, & SPBS)	5,000	4,000	4,000	4,000	4,000
Pole Barn storage building			100,000		
Totals	762,000	1,075,000	918,000	812,000	815,000

GLADES WWTP -3513

Clean Aeration Basins	-	100,000	100,000	100,000	100,000
BPS - Glades - Repair / Replace Booster Pumps and Motors (6)	-	30,000	30,000	30,000	30,000
Added - Additional Centrifuge for Reliability	-	250,000	-	-	-
Repair / Replace Vertical Turbine Pumps and Motors (15)	100,000	100,000	100,000	100,000	100,000
Added - Pole Barn / Storage Building	-	100,000	-	-	-
BPS - Northport - Repair / Replace Booster Pumps and Motors (5)	-	30,000	30,000	30,000	30,000
Repair / Replace Barscreen Components	-	10,000	10,000	10,000	10,000
Repair / Replace SCADA and PLC Hardware	100,000	5,000	5,000	5,000	5,000
Paint Buildings, Tanks, Pipes, Motors, and Pumps (Glades, NPBPS, GBPS)	-	-	25,000	25,000	25,000
Glades Injection Well MIT (Due September 2023)	50,000	-	-	-	-
Miscellaneous Emergency Equipment	75,000	75,000	75,000	75,000	75,000
Repair / Replace RAS and WAS pumps (6 Ras, 4 Was)	30,000	30,000	30,000	30,000	30,000
Repair / Replace Sludge Feed Pump Systems (2)	30,000	30,000	30,000	30,000	30,000
Repair / Replace Fences and Gates (Glades, NPBPS, GBPS)	5,000	5,000	5,000	5,000	5,000
Repair / Replace Misc Electrical Items, VFDs, Breakers, Accessories	10,000	10,000	10,000	10,000	10,000
Repair / Replace Anoxic Mixers (14)	10,000	10,000	10,000	10,000	10,000
Repair / Replace Clarifier Equipment (4 Units)	10,000	10,000	10,000	10,000	10,000
Repair / Replace Aeration Blowers / Motors / Valves (5)	-	21,000	21,000	21,000	21,000
Repair / Replace Aeration DO Probes and Controllers (8 of each)	-	20,000	20,000	20,000	20,000



**CITY OF PORT ST. LUCIE UTILITY SYSTEMS
RENEWAL & REPLACEMENT FUND - FUND #438
PROPOSED BUDGET - FY 2023-24**

	2023-2024 PROPOSED	2024-2025 PROJECTED	2025-2026 PROJECTED	2026-2027 PROJECTED	2027-2028 PROJECTED
Repair / Replace Centrifuge Components (2)	20,000	20,000	20,000	20,000	20,000
Repair / Replace Generator Components (Glades, NPBPS, GBPS)	20,000	20,000	20,000	20,000	20,000
Repair / Replace All On-Site Flow Meters (19)	-	20,000	20,000	20,000	20,000
Repair / Replace Polymer Feed System Equipment Components	20,000	20,000	20,000	20,000	20,000
Repair / Replace Recirculation Pumps (8)	18,000	18,000	18,000	18,000	18,000
Weir Brush System (1 left to install)	20,000	-	-	-	-
Repair / Replace Odor Control Equipment	-	12,000	12,000	12,000	12,000
Camera and IT Hardware Repair GWWTF/NPBPS/GBPS	10,000	10,000	10,000	10,000	10,000
Repair / Replace Air Compressors (3 Units, 1 Dryer, 1 Controller)	-	10,000	10,000	10,000	10,000
Repair / Replace Conveyor Screws, Motors, and Gates (6)	10,000	10,000	10,000	10,000	10,000
Repair / Replace Plant Lift Station Pumps (8)	-	10,000	10,000	10,000	10,000
BPS - All - Repair / Replace Flow Meters	10,000	10,000	10,000	10,000	10,000
Repair / Replace Air Conditioners (12) (Glades, NPBPS, GBPS)	8,000	8,000	8,000	8,000	8,000
Repair / Replace Chlorine Equipment (4 heads, 2 feed systems)	-	8,000	8,000	8,000	8,000
Repair / Replace Globe Style Check Valves (10)	7,500	7,500	7,500	7,500	7,500
Repair / Replace Grit Unit (2) Blowers, Classifier, Pumps, Motors	7,500	7,500	7,500	7,500	7,500
Repair / Replace Reuse Compliance Instruments (6)	-	7,500	7,500	7,500	7,500
Auto Sampler Replacement (3)	7,000	7,000	7,000	7,000	7,000
BPS - All - Repair / Replace Miscellaneous Meters and Instruments	5,000	5,000	5,000	5,000	5,000
BPS - Glades - Repair / Replace Seal Water Pumps and Equipment (2)	5,000	5,000	5,000	5,000	5,000
BPS - Glades - Repair / Replace VFD Units and Electrical Items (6)	5,000	5,000	5,000	5,000	5,000
BPS - Northport - Repair / Replace Seal Water Pumps and Equipment (2)	5,000	5,000	5,000	5,000	5,000
BPS - Northport - Repair / Replace VFD Units and Electrical Items (5)	5,000	5,000	5,000	5,000	5,000
Repair / Replace pH and Hydroranger Sensors	5,000	5,000	5,000	5,000	5,000
Repair / Replace Sludge Blowers (2 Motors, 2 Impellers, 2 Fans)	5,000	5,000	5,000	5,000	5,000
Sludge Storage Tank Inspection and Repairs	5,000	-	-	-	-
DEP required GST & Hydro Tank cleaning & inspection (2)	-	-	-	10,000	10,000
Totals	618,000	1,076,500	751,500	761,500	761,500

WASTE WATER COLLECTIONS - PM - 3516

Inventory Misc. Supplies Misc. @ aprox. \$250,000/month	3,000,000	3,090,000	3,182,700	3,278,181	3,376,526
Emergency FM & LP Main Repairs & Ductile Iron Road Crossings	200,000	200,000	200,000	200,000	200,000
Air Release Valve (ARV) Replacements	150,000	150,000	150,000	150,000	150,000
Pigging for Force Main	200,000	130,000	130,000	130,000	130,000
Force Main Deflections	25,000	25,000	25,000	25,000	25,000
Painting	-	-	-	50,000	50,000



**CITY OF PORT ST. LUCIE UTILITY SYSTEMS
RENEWAL & REPLACEMENT FUND - FUND #438
PROPOSED BUDGET - FY 2023-24**

	2023-2024 PROPOSED	2024-2025 PROJECTED	2025-2026 PROJECTED	2026-2027 PROJECTED	2027-2028 PROJECTED
Totals	3,575,000	3,595,000	3,687,700	3,833,181	3,931,526
Internal Charges - General Fund	39,504	53,544	55,150	56,805	58,509
Total of Capital Projects & Payments	10,330,504	12,187,509	11,338,389	11,314,406	10,863,683
Contingency for Future Years	2,057,246	1,125,260	1,600,170	2,684,728	4,834,957
SURPLUS <DEFICIT>	-	-	-	-	-

CITY OF PORT ST. LUCIE
WATER & SEWER CONNECTION FEES - # 439
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
Beginning Undesignated Reserves	\$ 9,876,529	\$ 12,655,550	\$ 12,655,550	\$ 10,616,063	\$ (2,039,487)	(16.12)%	\$ 10,616,063
REVENUES & SOURCES:							
Charges for Services	10,048,198	11,437,050	11,437,050	6,320,000	(5,117,050)	(44.74)%	6,204,123
Miscellaneous Revenues	2	-	-	-	-	- %	-
Interest Income	(37,348)	167,900	167,900	51,550	(116,350)	(69.30)%	30,290
Fund Transfers	-	2,000,000	2,000,000	8,000,000	6,000,000	300.00 %	8,000,000
Use of Reserves	-	1,842,205	1,842,205	-	(1,842,205)	(100.00)%	58,670
Total	10,010,852	15,447,155	15,447,155	14,371,550	(1,075,605)	(6.96)%	14,293,083
EXPENDITURES:							
Personnel Services	47,570	1,264,416	1,160,732	825,801	(438,615)	(34.69)%	868,945
Operating Expenses	69,262	13,409,810	13,414,480	12,854,790	(555,020)	(4.14)%	13,242,317
Capital Outlay	-	455,000	757,529	-	(455,000)	(100.00)%	-
Contingencies	-	6,233	-	512,703	506,470	8,125.62 %	-
Fund Transfers	7,114,999	311,696	311,696	178,256	(133,440)	(42.81)%	181,821
Total	7,231,831	15,447,155	15,644,437	14,371,550	(1,075,605)	(6.96)%	14,293,083
SURPLUS (DEFICIT)	\$ 2,779,021	\$ -	\$ (197,282)	\$ -			\$ -
Designated Reserve - Financial Policy - 17%	\$ 19,861	\$ 2,494,618	\$ -	\$ 2,325,700			\$ 2,398,915
PROJECTED FUND BALANCE:							
Designated	\$ 19,861	\$ 2,494,618	\$ 2,494,618	\$ 2,325,700			\$ 2,398,915
Undesignated	12,635,689	10,160,932	9,963,650	8,290,363			8,217,148
Use of Undesignated	-	(1,842,205)	(1,842,205)	-			(58,670)
Total	\$ 12,655,550	\$ 10,813,345	\$ 10,616,063	\$ 10,616,063			\$ 10,557,393

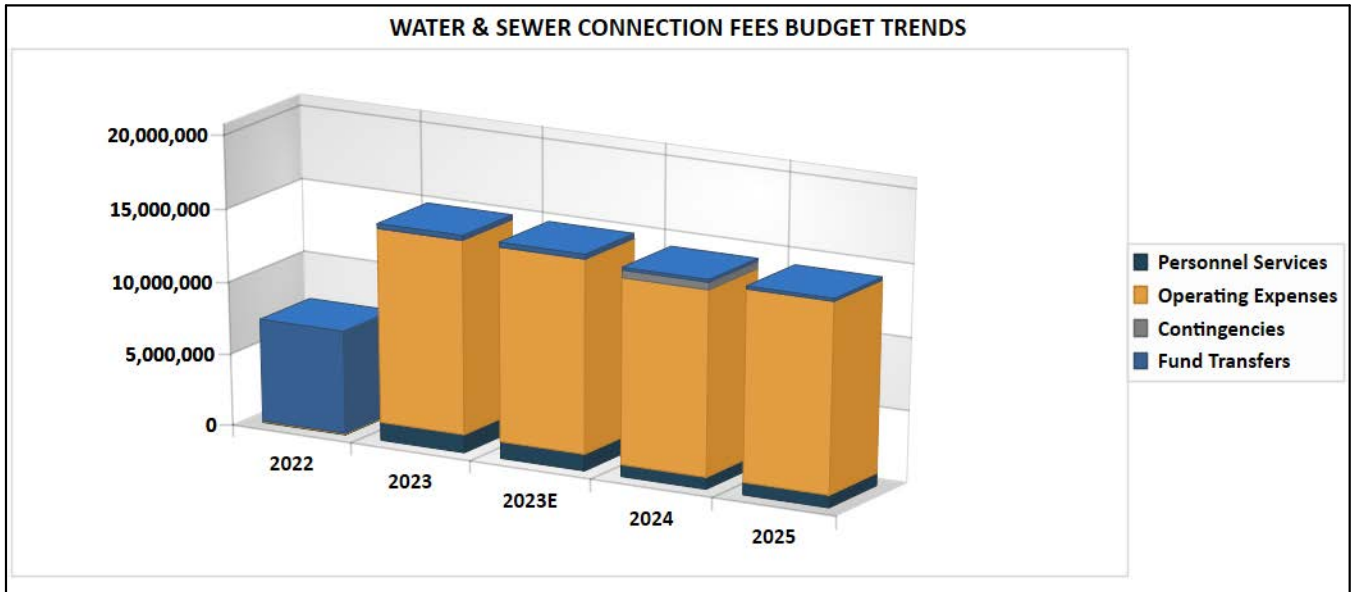
CITY OF PORT ST. LUCIE
WATER & SEWER CONNECTION FEES REVENUES - # 439
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
OPERATING REVENUES:							
Charges for Services	\$ 10,048,198	\$ 11,437,050	\$ 11,437,050	\$ 6,320,000	\$ (5,117,050)	(44.74)%	\$ 6,204,123
Total	10,048,198	11,437,050	11,437,050	6,320,000	(5,117,050)	(44.74)%	6,204,123
NON-OPERATING REVENUES:							
Miscellaneous Revenues	2	-	-	-	-	- %	-
Interest Income	(37,348)	167,900	167,900	51,550	(116,350)	(69.30)%	30,290
Total	(37,346)	167,900	167,900	51,550	(116,350)	(69.30)%	30,290
NON-REVENUES:							
Fund Transfers	-	2,000,000	2,000,000	8,000,000	6,000,000	300.00 %	8,000,000
Use of Reserves	-	1,842,205	1,842,205	-	(1,842,205)	(100.00)%	58,670
Total	-	3,842,205	3,842,205	8,000,000	4,157,795	108.21 %	8,058,670
Fund Totals	<u>\$ 10,010,852</u>	<u>\$ 15,447,155</u>	<u>\$ 15,447,155</u>	<u>\$ 14,371,550</u>	<u>\$ (1,075,605)</u>	<u>(6.96)%</u>	<u>\$ 14,293,083</u>

CITY OF PORT ST. LUCIE
WATER & SEWER CONNECTION FEES EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022	2023	2023	2024	VARIANCE		2025
	AUDITED	BUDGET	ESTIMATED	PROPOSED	\$	%	PROJECTED
WATER DISTRIBUTION							
Personnel Services	\$ (7,758)	\$ 408,504	\$ 398,504	\$ 315,493	\$ (93,011)	(22.77)%	\$ 332,078
Operating Expenses	21,882	1,158,276	1,158,276	1,266,614	108,338	9.35 %	1,305,819
Capital Outlay	-	195,000	344,858	-	(195,000)	(100.00)%	-
Total	14,124	1,761,780	1,901,638	1,582,107	(179,673)	(10.20)%	1,637,897
SEWER-FIELD OPERATION							
Personnel Services	55,328	855,912	762,228	510,308	(345,604)	(40.38)%	536,867
Operating Expenses	47,380	12,251,534	12,256,204	11,588,176	(663,358)	(5.41)%	11,936,498
Capital Outlay	-	260,000	412,671	-	(260,000)	(100.00)%	-
Total	102,708	13,367,446	13,431,103	12,098,484	1,268,962)	(9.49)%	12,473,365
NON-DEPARTMENTAL							
Contingencies	-	6,233	-	512,703	506,470	,125.62	-
Fund Transfers	7,114,999	311,696	311,696	178,256	(133,440)	(42.81)	181,821
Total	7,114,999	317,929	311,696	690,959	373,030	117.33 %	181,821
Personnel Services	47,570	1,264,416	1,160,732	825,801	(438,615)	(34.69)%	868,945
Operating Expenses	69,262	13,409,810	13,414,480	12,854,790	(555,020)	(4.14)%	13,242,317
Capital Outlay	-	455,000	757,529	-	(455,000)	(100.00)%	-
Contingencies	-	6,233	-	512,703	506,470	,125.62 %	-
Fund Transfers	7,114,999	311,696	311,696	178,256	(133,440)	(42.81)%	181,821
WATER & SEWER CONNECTION FEES TOTAL	\$ 7,231,831	\$ 15,447,155	\$ 15,644,437	\$ 14,371,550	\$1,075,605)	(6.96)%	\$ 14,293,083

CITY OF PORT ST. LUCIE
WATER & SEWER CONNECTION FEES - 439
DEPARTMENTAL BUDGET SUMMARY



	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
EXPENDITURE SUMMARY:							
Personnel Services	\$ 47,570	\$ 1,264,416	\$ 1,160,732	\$ 825,801	(438,615)	(34.69)%	\$ 868,945
Operating Expenses	69,262	13,409,810	13,414,480	12,854,790	(555,020)	(4.14)%	13,242,317
Capital Outlay	-	455,000	757,529	-	(455,000)	(100.00)%	-
Contingencies	-	6,233	-	512,703	506,470	8,125.62 %	-
Fund Transfers	7,114,999	311,696	311,696	178,256	(133,440)	(42.81)%	181,821
Total	\$ 7,231,831	\$ 15,447,155	\$ 15,644,437	\$ 14,371,550	(1,075,605)	(6.96)%	\$ 14,293,083

STAFFING SUMMARY:

Full Time Equivalents	11.00	11.00	11.00	11.00
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**CITY OF PORT ST. LUCIE
WATER & SEWER CONNECTION FEES - # 439**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE \$	%	NOTES	PROJECTED 2025
PERSONNEL								
SERVICES:								
Salaries And Wages	\$ 41,659	\$ 667,474	\$ 573,790	\$ 485,097	\$ (182,377)	(27.32)%	1	\$ 509,352
Overtime	-	205,000	195,000	65,000	(140,000)	(68.29)%	2	68,250
F.I.C.A	3,187	38,848	38,848	28,384	(10,464)	(26.94)%	3	29,520
Mandatory Medicare	-	9,086	9,086	6,637	(2,449)	(26.95)%	3	6,969
Retirement Contributions	4,749	76,092	76,092	56,632	(19,460)	(25.57)%	1	58,897
Life & Health Insurance	-	192,605	192,605	133,587	(59,018)	(30.64)%	4	141,602
Other Post Employment Benefits	(2,026)	24,058	24,058	24,058	-	- %		24,780
Workmen's Compensation	-	51,253	51,253	26,406	(24,847)	(48.48)%	5	29,575
Total	47,569	1,264,416	1,160,732	825,801	(438,615)	(34.69)%		868,945
OPERATING EXPENSES:								
Professional Services	-	200	200	200	-	- %		206
Other Contractual Services	-	5,430,404	5,435,074	4,625,269	(805,135)	(14.83)%	6	4,764,027
Gas & Oil Repairs & Maintenance- Vehicle	1,274	110,000	110,000	60,000	(50,000)	(45.45)%	7	61,800
Fleet Maintenance- Non Contract	-	169,846	169,846	202,248	32,402	19.08 %	8	212,360
Communications Service	-	57,325	57,325	25,790	(31,535)	(55.01)%	7	26,564
Transportation	16,125	16,800	16,800	10,500	(6,300)	(37.50)%	2	10,815
Electricity (Fpl)	77	400	400	400	-	- %		412
Rentals & Leases- Equipment	1,633	5,600	5,600	6,149	549	9.80 %		6,334
Insurance Repair & Maintenance- Building	1,377	1,750	1,750	1,795	45	2.57 %		1,849
Repair & Maintenance- Office Eq	41,463	18,818	18,818	71,276	52,458	278.77 %	9	78,093
Repair & Maintenance- Equipment	-	450	450	450	-	- %		464
Printing & Binding	-	450	450	450	-	- %		464
	-	12,000	12,000	16,000	4,000	33.33 %	10	16,480
	49	750	750	750	-	- %		773

CITY OF PORT ST. LUCIE
WATER & SEWER CONNECTION FEES - # 439

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Other Current Charges & Obliga	-	1,200	1,200	1,200	-	- %		1,236
Office Supplies	2,659	35,900	35,900	19,900	(16,000)	(44.57)%	11	18,823
Operating Supplies	1,607	7,523,732	7,523,732	7,799,803	276,071	3.67 %	12	8,028,629
Road Materials & Supplies	-	710	710	710	-	- %		731
Books,Subs,Member ships	726	900	900	900	-	- %		927
Training And Education	2,273	22,575	22,575	11,000	(11,575)	(51.27)%	2	11,330
Total Operating Expenses	69,263	13,409,810	13,414,480	12,854,790	(555,020)	(4.14)%		13,242,317
CAPITAL OUTLAY:								
Vehicles	-	330,000	608,939	-	(330,000)	(100.00)%	13	-
Other Machinery & Equipment	-	125,000	148,590	-	(125,000)	(100.00)%	13	-
Total Capital Outlay	-	455,000	757,529	-	(455,000)	(100.00)%		-
NON-OPERATING:								
Contingency Fund	-	6,233	-	512,703	(518,936)	,325.62)%		-
Transfers	305,584	311,696	311,696	178,256	(133,440)	(42.81)%	14	181,821
Depreciation	6,809,415	-	-	-	-	- %		-
Total Non-Operating	7,114,999	311,696	311,696	690,959	379,263	121.68 %		181,821
Fund Totals	<u>\$ 7,231,831</u>	<u>\$ 15,447,155</u>	<u>\$ 15,644,437</u>	<u>\$ 14,371,550</u>	<u>\$ (1,075,605)</u>	<u>(6.96)%</u>		<u>\$ 14,293,083</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023.
- 2 Decrease due to the reallocation of (4) positions to the 3516.
- 3 FICA calculated pre-tax benefits may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Changes in Workers compensation.
- 6 Anticipated decrease in sewer installs.
- 7 Reallocation of vehicles to the 3516.
- 8 First Vehicle Services Contract for vehicle maintenance.
- 9 Changes in liability insurance (general, auto, property).
- 10 Repair bullets, trenchers, and cameras.
- 11 IT recommended computer replacements. (3) 2in1's, chairs, safety cones, signs, miscellaneous items and Aquatap Tapping kit.

CITY OF PORT ST. LUCIE
WATER & SEWER CONNECTION FEES - # 439

- 12 Increase in cost of meters, materials, and supplies.
- 13 Capital Outlay list provided.
- 14 Cost Allocation for internal charges to General Fund

CITY OF PORT ST. LUCIE
UTILITY CONTINGENCY FUND - # 440
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 14,872,917	\$ 12,608,492	\$ 12,608,492	\$ 16,365,874			\$ 17,054,200
REVENUES & SOURCES:							
Interest Income	(228,625)	252,839	252,839	224,862	(27,977)	(11.07)%	227,111
Fund Transfers	464,200	458,880	458,880	463,464	4,584	1.00 %	463,824
Use of Reserves	-	15,654,155	15,654,155	12,768,445	(2,885,710)	(18.43)%	13,309,000
Total	235,575	16,365,874	16,365,874	13,456,771	(2,909,103)	(17.78)%	13,999,935
EXPENDITURES:							
Contingencies	-	16,365,874	-	13,456,771	(2,909,103)	(17.78)%	13,999,935
Fund Transfers	2,500,000	-	-	-	-	- %	-
Total	2,500,000	16,365,874	-	13,456,771	(2,909,103)	(17.78)%	13,999,935
SURPLUS (DEFICIT)	\$ (2,264,425)	\$ -	\$ 16,365,874	\$ -			\$ -
PROJECTED FUND BALANCE:							
Undesignated	12,608,492	12,608,492	16,365,874	17,054,200			17,745,135
Use of Undesignated	-	-	-	-			-
Total	\$ 12,608,492	\$ 16,365,874	\$ 16,365,874	\$ 17,054,200			\$ 17,745,135

CAPITAL FACILITY FUND - # 441
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
Beginning Undesignated Reserves	\$ 18,955,678	\$ 25,632,820	\$ 25,632,820	\$ 24,579,838	\$ (1,052,982)	(4.11)%	\$ 19,697,276
REVENUES & SOURCES:							
Charges for Services	29,019,832	19,227,000	19,227,000	11,425,000	(7,802,000)	(40.60)%	9,685,707
Interest Income	(1,310,355)	753,000	753,000	739,435	(13,565)	(1.80)%	754,224
Use of Reserves	-	1,052,982	1,052,982	4,882,562	3,829,580	363.70 %	5,434,271
Total	27,709,477	21,032,982	21,032,982	17,046,997	(3,985,985)	(19.00)%	15,874,202
EXPENDITURES:							
Fund Transfers	21,032,335	21,032,982	21,032,982	17,046,997	(3,985,985)	(19.00)%	15,874,202
Total	21,032,335	21,032,982	21,032,982	17,046,997	(3,985,985)	(19.00)%	15,874,202
SURPLUS (DEFICIT)	\$ 6,677,142	\$ -	\$ -	\$ -			\$ -
PROJECTED FUND BALANCE:							
Undesignated	25,632,820	25,632,820	25,632,820	24,579,838			19,697,276
Use of Undesignated	-	(1,052,982)	(1,052,982)	(4,882,562)			(5,434,271)
Total	\$ 25,632,820	\$ 24,579,838	\$ 24,579,838	\$ 19,697,276			\$ 14,263,005

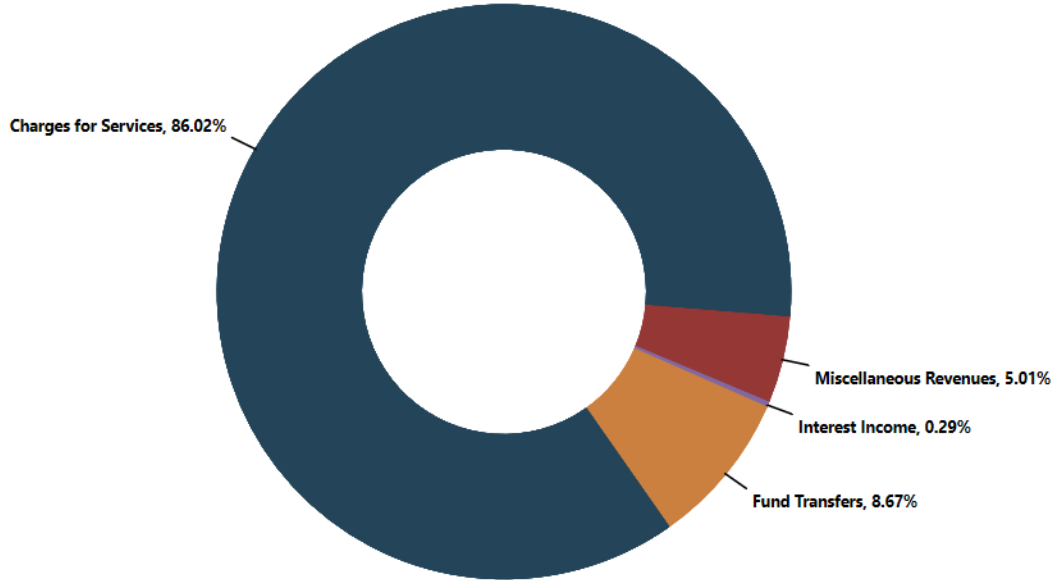
Saints Golf Course Fund

This enterprise fund tracks the financial activity of the City's Golf Course. The golf course fund requires a financial contribution from the City's General Fund to maintain the course. The Golf Course Fund earns its revenues through

user fees from golfers. The General Fund has and will continue to support the capital needs of the Golf Course to ensure that it remains a top-notch asset of the City.

CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND SOURCES - # 421
PROPOSED BUDGET - FY 2024

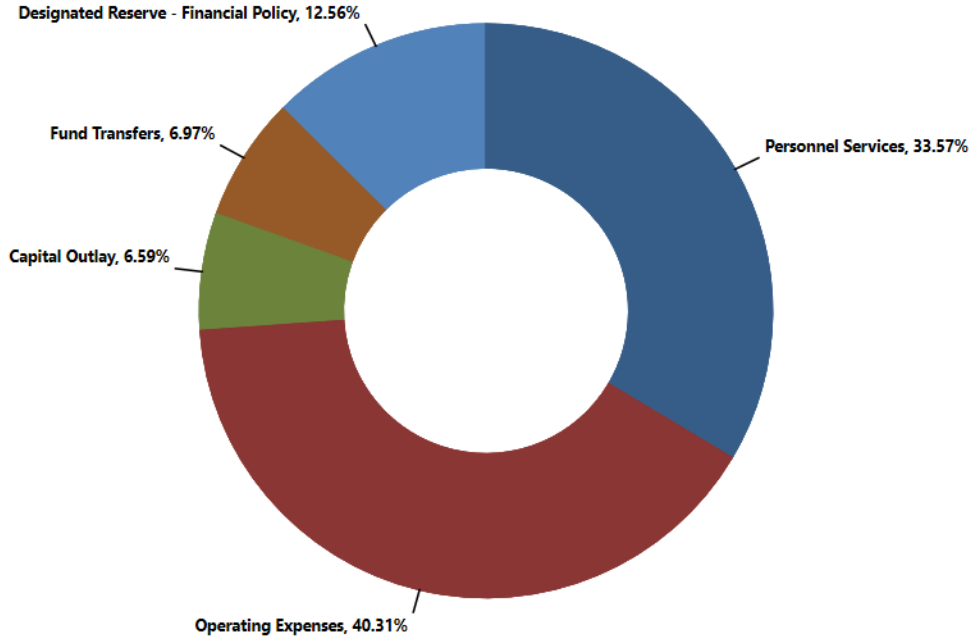
PROPOSED 2024 REVENUES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
	\$	\$	\$	\$	\$	%	\$
Beginning Undesignated Reserves	\$ -	\$ 904,902	\$ 904,902	\$ 202,669	\$ (702,233)	(77.60)%	\$ 202,669
REVENUES & SOURCES:							
Intergovernmental	-	-	14,244	-	-	- %	-
Charges for Services	2,152,660	1,554,220	1,629,416	1,973,362	419,142	26.97 %	2,270,093
Miscellaneous Revenues	110,879	94,000	69,381	115,000	21,000	22.34 %	118,262
Interest Income	(18,536)	2,946	5,856	6,746	3,800	128.99 %	6,881
Fund Transfers	199,000	199,000	199,000	199,000	-	- %	-
Use of Reserves	-	167,650	-	-	(167,650)	(100.00)%	-
Total	<u>\$ 2,444,003</u>	<u>\$ 2,017,816</u>	<u>\$ 1,917,897</u>	<u>\$ 2,294,108</u>	<u>\$ 276,292</u>	<u>13.69 %</u>	<u>\$ 2,395,236</u>

CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND USES - # 421
PROPOSED BUDGET - FY 2024

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURES BY FUNCTION:							
Personnel Services	\$ 739,077	\$ 803,335	\$ 839,127	\$ 880,684	\$ 77,349	9.63 %	\$ 924,141
Operating Expenses	975,638	918,837	1,485,359	1,057,643	138,806	15.11 %	1,104,379
Capital Outlay	-	117,124	117,124	173,000	55,876	47.71 %	60,000
Contingencies	-	-	-	-	-	- %	115,663
Fund Transfers	175,020	178,520	178,520	182,781	4,261	2.39 %	191,053
Total	<u>1,539,695</u>	<u>2,017,816</u>	<u>2,620,130</u>	<u>2,294,108</u>	<u>276,292</u>	<u>13.69 %</u>	<u>2,395,236</u>
Ending Undesignated	<u>\$ 973,096</u>	<u>\$ 805,446</u>	<u>\$ 270,863</u>	<u>\$ 270,863</u>			<u>\$ 270,863</u>

PARKS & RECREATION DIRECTOR
Sherman Conrad

THE SAINTS GOLF COURSE ADMINISTRATOR
Keith Bradshaw

10.175 FTES

- GROUNDS MAINTENANCE
- RETAIL SHOP OPERATIONS
- CLASS/PROGRAM OPERATIONS
- COORDINATION WITH RESTAURENT VENDOR
- SPECIAL EVENTS

CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND - # 421
PROPOSED BUDGET - FY 2024

	AUDITED		BUDGET		ESTIMATED		PROPOSED		VARIANCE		PROJECTED
	2022	2023	2023	2023	2024	2024	2024	2024	\$	%	2025
Beginning Undesignated Reserves	\$ -	\$ 904,902	\$ 904,902	\$ 904,902	\$ 202,669						\$ 202,669
REVENUES & SOURCES:											
Intergovernmental	-	-	14,244	-	-	-	-	-	-	%	-
Charges for Services	2,152,660	1,554,220	1,629,416	1,973,362	419,142	26.97	%	2,270,093			
Miscellaneous Revenues	110,879	94,000	69,381	115,000	21,000	22.34	%	118,262			
Interest Income	(18,536)	2,946	5,856	6,746	3,800	128.99	%	6,881			
Fund Transfers	199,000	199,000	199,000	199,000	-	-	%	-			
Use of Reserves	-	167,650	-	-	(167,650)	(100.00)	%	-			
Total	2,444,003	2,017,816	1,917,897	2,294,108	276,292	13.69	%	2,395,236			
EXPENDITURES:											
Personnel Services	739,077	803,335	839,127	880,684	77,349	9.60	%	924,141			
Operating Expenses	975,638	918,837	1,485,359	1,057,643	138,806	15.11	%	1,104,379			
Capital Outlay	-	117,124	117,124	173,000	55,876	47.71	%	60,000			
Debt	594	-	-	-	-	-	%	-			
Contingencies	-	-	-	-	-	-	%	115,663			
Fund Transfers	175,020	178,520	178,520	182,781	4,261	2.39	%	191,053			
Total	1,890,329	2,017,816	2,620,130	2,294,108	276,292	13.69	%	2,395,236			
SURPLUS (DEFICIT)	\$ 904,902	\$ -	\$ (702,233)	\$ -							\$ -
PROJECTED FUND BALANCE:											
Designated	\$ 342,943	\$ 344,434	\$ 344,434	\$ 387,665							\$ 405,704
Undesignated	561,959	560,468	(141,765)	(184,996)							(203,035)
Use of Undesignated	-	(167,650)	-	-							-
Total	\$ 904,902	\$ 737,252	\$ 202,669	\$ 202,669							\$ 202,669

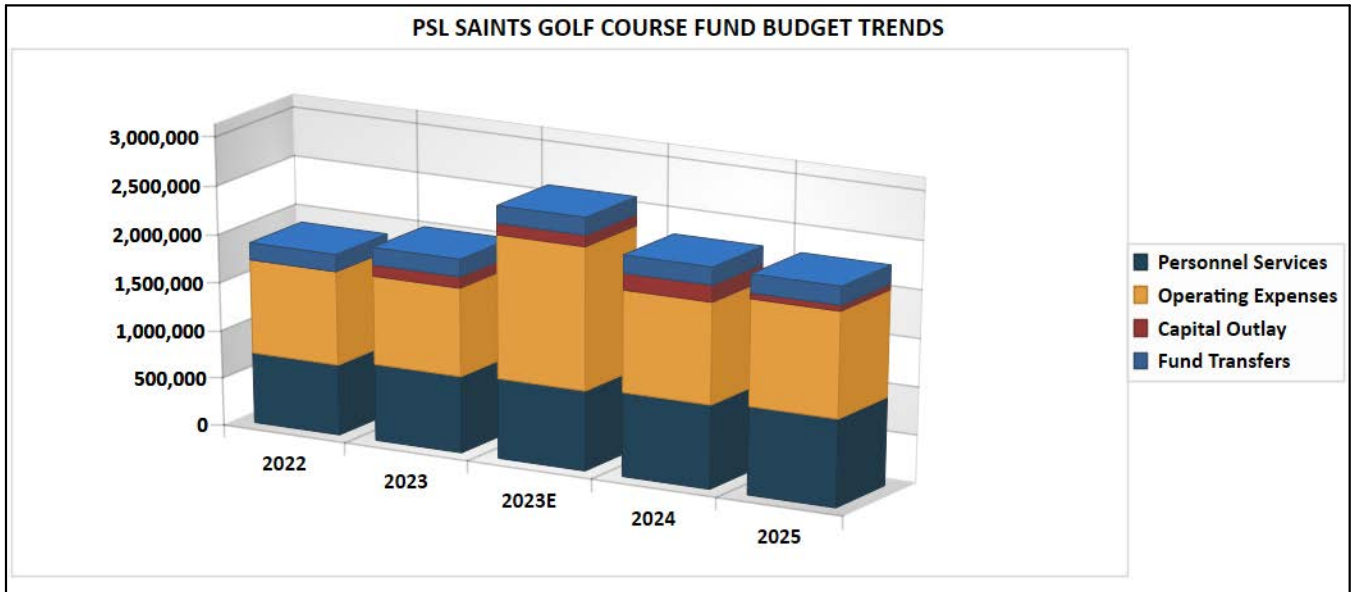
CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND REVENUES - # 421
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
OPERATING REVENUES:							
Intergovernmental	\$ -	\$ -	\$ 14,244	\$ -	\$ -	-	\$ -
Charges for Services	2,152,660	1,554,220	1,629,416	1,973,362	419,142	26.97 %	2,270,093
Total	2,152,660	1,554,220	1,643,660	1,973,362	419,142	26.97 %	2,270,093
NON-OPERATING REVENUES:							
Miscellaneous Revenues	110,879	94,000	69,381	115,000	21,000	22.34 %	118,262
Interest Income	(18,536)	2,946	5,856	6,746	3,800	128.99 %	6,881
Total	92,343	96,946	75,237	121,746	24,800	25.58 %	125,143
NON-REVENUES:							
Fund Transfers	199,000	199,000	199,000	199,000	-	-	%
Use of Reserves	-	167,650	-	-	(167,650)	(100.00)%	-
Total	199,000	366,650	199,000	199,000	(167,650)	(45.72)%	-
Fund Totals	<u>\$ 2,444,003</u>	<u>\$ 2,017,816</u>	<u>\$ 1,917,897</u>	<u>\$ 2,294,108</u>	<u>\$ 276,292</u>	<u>13.69 %</u>	<u>\$ 2,395,236</u>

CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND EXPENDITURE SUMMARY
PROPOSED BUDGET - FY 2024

	2022 AUDITED	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	VARIANCE		2025 PROJECTED
					\$	%	
GOLF COURSE-MAINTENANCE							
Personnel Services	\$ 417,570	\$ 456,145	\$ 453,641	\$ 515,960	\$ 59,815	13.11 %	\$ 542,128
Operating Expenses	506,269	515,660	1,033,608	581,399	65,739	12.75 %	604,246
Capital Outlay	-	101,074	101,074	145,000	43,926	43.46 %	45,000
Total	923,839	1,072,879	1,588,323	1,242,359	169,480	15.80 %	1,191,374
GOLF COURSE-OPERATIONS							
Personnel Services	321,508	347,190	385,486	364,724	17,534	5.05 %	382,013
Operating Expenses	469,369	403,177	451,751	476,244	73,067	18.12 %	500,133
Leases	1,326	-	-	-	-	- %	-
Capital Outlay	-	16,050	16,050	28,000	11,950	74.45 %	15,000
Total	792,203	766,417	853,287	868,968	102,551	13.38 %	897,146
Total	1,716,042	1,839,296	2,441,610	2,111,327	272,031	14.79 %	2,088,520
NON-DEPARTMENTAL							
Contingencies	-	-	-	-	-	-	115,663
Fund Transfers	361,380	178,520	178,520	182,781	4,261	2.39	191,053
Total	361,380	178,520	178,520	182,781	4,261	2.39 %	306,716
Personnel Services	739,077	803,335	839,127	880,684	77,349	9.63 %	924,141
Operating Expenses	975,638	918,837	1,485,359	1,057,643	138,806	15.11 %	1,104,379
Capital Outlay	-	117,124	117,124	173,000	55,876	47.71 %	60,000
Debt	594	-	-	-	-	- %	-
Contingencies	-	-	-	-	-	- %	115,663
Fund Transfers	175,020	178,520	178,520	182,781	4,261	2.39 %	191,053
	-	-	-	-	-	- %	-
PSL SAINTS GOLF COURSE FUND TOTAL	\$ 1,890,329	\$ 2,017,816	\$ 2,620,130	\$ 2,294,108	\$ 276,292	13.69 %	\$ 2,395,236

**CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND - 421
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 739,077	\$ 803,335	\$ 839,127	\$ 880,684	77,349	9.63 %	\$ 924,141
Operating Expenses	975,638	918,837	1,485,359	1,057,643	138,806	15.11 %	1,104,379
Capital Outlay	-	117,124	117,124	173,000	55,876	47.71 %	60,000
Debt	594	-	-	-	-	- %	-
Contingencies	-	-	-	-	-	- %	115,663
Fund Transfers	175,020	178,520	178,520	182,781	4,261	2.39 %	191,053
Total	\$ 1,890,329	\$ 2,017,816	\$ 2,620,130	\$2,294,108	276,292	13.69 %	\$ 2,395,236

STAFFING SUMMARY:

Full Time Equivalents	9.90	10.18	10.18	10.18
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**CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND - # 421**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025	
					\$	%			
PERSONNEL SERVICES:									
Salaries And Wages	\$ 525,991	\$ 536,887	\$ 584,310	\$ 566,288	\$ 29,401	5.48 %	1	\$ 592,317	
Overtime	15,965	17,000	22,092	17,000	-	- %	-	17,510	
F.I.C.A	32,268	31,434	36,234	32,896	1,462	4.65 %	-	34,212	
Mandatory Medicare	7,505	7,351	8,474	7,702	351	4.77 %	-	8,058	
Retirement									
Contributions	46,632	50,741	50,645	56,348	5,607	11.05 %	1	58,602	
Life & Health									
Insurance	107,255	137,407	129,064	177,180	39,773	28.95 %	2	188,658	
Other Post									
Employment									
Benefits	(1,289)	14,207	-	14,207	-	- %	-	14,634	
Workmen's									
Compensation	4,749	8,308	8,308	9,063	755	9.09 %	-	10,150	
Total Personnel									
Services	739,076	803,335	839,127	880,684	77,349	9.63 %		924,141	
OPERATING EXPENSES:									
Other Contractual									
Services	212,063	294,282	258,382	352,610	58,328	19.82 %	3	363,189	
Gas & Oil	18,886	15,750	18,443	18,507	2,757	17.50 %	4	19,063	
Repairs &									
Maintenance-									
Vehicle	-	-	-	232	232	- %	-	244	
Fleet Maintenance-									
Non Contract	254	-	-	-	-	- %	-	-	
Communications									
Service	5,604	6,012	3,164	5,820	(192)	(3.19)%	-	5,995	
Electricity (Fpl)	58,640	63,748	61,827	60,402	(3,346)	(5.25)%	-	62,214	
Water	8,315	8,400	6,116	8,563	163	1.94 %	-	8,820	
Sewer	13,136	12,848	9,721	13,534	686	5.34 %	-	13,940	
Gas (Gdu)	3,021	6,132	8,772	3,120	(3,012)	(49.12)%	5	3,214	
Cable	1,135	-	2,147	1,980	1,980	- %	-	2,039	
Rentals & Leases-									
Equipment	1,065	1,800	5,695	2,500	700	38.90 %	5	2,575	
Rentals & Leases-									
Office Equipm	33,600	41,107	58,240	35,604	(5,503)	(13.39)%	6	36,672	
Insurance	23,587	40,953	40,953	33,477	(7,476)	(18.26)%	7	36,679	
Repair &									
Maintenance-									
Building	29,414	15,990	44,503	16,500	510	3.19 %	-	16,995	
Repair &									
Maintenance-									
Equipment	132,493	50,750	114,673	77,000	26,250	51.72 %	5	79,310	
Printing & Binding	681	1,000	113	1,000	-	- %	-	1,030	

**CITY OF PORT ST. LUCIE
PSL SAINTS GOLF COURSE FUND - # 421**

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Promotional Activities	12,109	7,000	18,087	7,000	-	- %	-	7,210
Other Current Charges & Obliga	125,580	84,169	124,921	134,574	50,405	59.89 %	5	138,612
Office Supplies	5,323	6,080	386,367	4,185	(1,895)	(31.17)%	5	17,111
Operating Supplies	288,394	260,556	319,194	275,125	14,569	5.59 %	5	283,379
Books,Subs,Member ships	2,064	1,050	1,519	2,225	1,175	111.90 %	8	2,292
Training And Education	275	1,210	2,522	3,685	2,475	204.55 %	9	3,796
Total Operating Expenses	975,638	918,837	1,485,359	1,057,643	138,806	15.11 %		1,104,379
CAPITAL OUTLAY:								
Other Machinery & Equipment	-	117,124	117,124	173,000	55,876	47.71 %	10	60,000
Total Capital Outlay	-	117,124	117,124	173,000	55,876	47.71 %		60,000
DEBT SERVICE:								
Interest	594	-	-	-	-	- %	-	-
NON-OPERATING:								
Contingency Fund	-	-	-	-	-	- %	-	115,663
Transfers	175,020	178,520	178,520	182,781	4,261	2.39 %	-	191,053
Total Non-Operating	175,020	178,520	178,520	182,781	4,261	2.39 %		306,716
Fund Totals	\$ 1,890,329	\$ 2,017,816	\$ 2,620,130	\$ 2,294,108	\$ 276,292	13.69 %		\$ 2,395,236

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023.
- 2 Health Insurance varies based on employee elections.
- 3 6 Contract crew members, \$1/hr. increase over 2023, and \$20K in Overtime.
- 4 Fuel cost increases.
- 5 Based on usage.
- 6 Golf Cart GPS and Xerox lease charges.
- 7 Changes in liability insurance (general, auto, property).
- 8 Membership increases based on additional staffing and certifications, Golf Course Superintendents Association of America (GCSAA) and Florida Turf Grass Association (FTGA) Memberships.
- 9 Classes/seminars for agronomy and certifications for three staff employees.
- 10 Capital Outlay list provided.

**CITY OF PORT ST. LUCIE
 GOLF COURSE FUND #421 - CAPITAL OUTLAY
 PROPOSED BUDGET - FY 2023-24**

** PROPOSED **
 FY 2023-24

7250	<u>MAINTENANCE</u>	
	Sand Pro	30,000
	Greens Mower Triplex	50,000
	ProCore 648 Aerifier	50,000
	Medium duty Toro workman	<u>15,000</u>
	Subtotal	\$ 145,000
7251	<u>OPERATIONS</u>	
	Walk-in Freezer Condenser	7,000
	New Outside Ice Machine	7,000
	New Kitchen Ice Machine	<u>14,000</u>
	Subtotal	\$ 28,000
	GOLF COURSE FUND TOTAL REQUESTS	Total
		<u>\$ 173,000</u>

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



GOLF COURSE FUND - 421 SAINTS GOLF COURSE - COST CENTERS #7250, 7251

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
7250/Saints Golf Course Maintenance (1 FTE)				
mechanic - to provide mechanical support to maintenance equipment and electric golf cart fleet				
repairs	80,365	2	-	-
Operating Expense (Uniforms)	500		-	-
Computer Expense	-		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	80,865		-	-
Total FTE Enhancement Requests	80,865		-	-
 7250/Saints Golf Course Maintenance (Operating)				
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
 7250/Saints Golf Course Maintenance (Capital Outlay)				
Sand Pro	30,000		30,000	-
Green Mowqer Triplex	50,000		50,000	-
ProCore 648 Aerifier	50,000	1	50,000	-
Medium duty Toro Workman	15,000		15,000	-
7250 Capital Outlay Subtotal	145,000		145,000	-
 7251/Saints Golf Course Operations (Capital Outlay)				
New Walk-in Freezer Condenser	7,000		7,000	-
New Outside Ice Machine	7,000		7,000	-
New Kitchen Ice Machine	14,000	1	14,000	-
7251 Capital Outlay Subtotal	28,000		28,000	-
Total Capital Outlay	173,000		173,000	-
Grand Total Requested	253,865		173,000	-



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Mechanic - The Saints Golf Course Proposed Start Date: 10/1/2023

Hiring Department/Division: Saints Golf Course 421-7250 Reports to: Mark Gerstung

Base Annual Salary: \$ 49,823.53 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%: 3,089.06

Medicare - 1.45%: 722.44

Retirement - 11.4%: 5,679.88

(12% or 11.70%, depending on bargaining group)

Medical: \$ 21,050.00

Total Salary & Benefits: \$ 80,364.91

Total Number of Positions Requested: 1

Software Licensing \$1,096.22 (IT Budget)

Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade 10] No [Preliminary HR Grade _____]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Diagnosis and repair of mechanical problems associated with golf course maintenance	30
2) Performs preventative maintenance routines and procedures on golf course maintenance	30
3) Assist in on-course repair of irrigation system equipment	25
4) Assist with non-warranty repair of course golf carts	15

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
Operating:	Uniforms	\$ 500.00
Capital Outlay:		0.00
Software & Hardware IT Budget		0.00
Total:		\$ 500.00

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Golf Course Mechanic position requested for The Saints Golf Course. This employee will function as an apprentice under the existing mechanic. Salary includes 15% increase.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 80,364.91 Related Expenses Total: \$ 500.00 Grand Total: \$ 80,864.91

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Sherman Conrad Date: 04/04/2023

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: _____ Approved (will be processed by OMB Department) _____ Not Approved (Department will be notified)
_____ Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.



“A City for All Ages”

Special Revenue Funds

Mobility Fee Fund

The City imposes a mobility fee based on a plan that specifies improvements to expand and improve roads and intersections while also providing improvements to sidewalks, crosswalks, and trails.

Mobility fees replaced both City and County Road impact fees. This fund tracks the revenue and allowed expenses.

Solid Waste Operating Fund

The fund is used to manage operations to address the increasing demands for services

relating to garbage and waste collections resulting from the Solid Waste contract.

Governmental Finance Corporation Fund

This fund is used to account for lease payments from the City. This fund has been established by Ordinance 06-64 (as amended by Ordinance 13-24) which is used to pay principal and interest on

the Southern Grove Special Assessment District Bonds, taxes and operational costs for the City's jobs corridor.

Police Impact Fee Fund

The City imposes an impact fee on new development to help fund the equipment costs associated with new officers. This fund tracks

the revenue and allowed expenses. This fund pays for enhancing the Police Department's services and generally spend on capital.

Street Lighting Fund

This is a special revenue fund that tracks the financial activity of this unique revenue that is dedicated toward a specific function. Citizens that elect to form a Street Lighting District to provide streetlights in a residential neighborhood will pay an annual fee of \$26 next year, per the

proposed budget. This is the same annual fee as the current year. The other streetlights are located along the main thoroughfares in the City are funded within the Road & Bridge Fund using Gasoline taxes.

National Pollution Discharge Elimination System Fund (NPDES)

This fund separately tracks the cost of this federally required program to control any

potential pollution discharge from construction sites. A separate permit fee is being charged and funds the cost of this program.

SW Annexation SAD Debt Service Fund

This fund is for the payment of the annual debt service on the bonds used for the infrastructure improvements made in this special assessment district. The annual assessment revenue collected from the property owners is the source of funds. The bonds have a 33-year

payback schedule and are dependent on the landowners paying their assessments as their property is developed in the future and gains value.

Neighborhood Stabilization #3 Fund (NSP)

This is a federal grant fund that is being used to account for the financial activity of the Neighborhood Stabilization Program. This grant is used to reduce blight by allowing the City to purchase and renovate homes that are in poor condition and are in the foreclosure process.

The high number of foreclosures in the past contributed to a large number of neglected homes. This grant operates on a reimbursement basis, thus causing an operating deficit in any single year.

Community Development Block Grant (C.D.B.G.) Fund

The CDBG federal entitlement block grant is allocated to cities with a population over 50,000. This funding may be used for projects such as community service, infrastructure improvements and housing for low-income

residents. Typical projects funded in the past include infrastructure improvements in low-income areas and construction of public facilities.

State Housing Initiative Partnership (S.H.I.P.) Fund

The state SHIP grant that the City receives is accounted for in this fund and is used to assist low-income households with down payment and housing rehabilitation costs. The applicants must qualify according to an income level based on family size. Any request for repair funding

must deal with a health and/or safety issue on their existing home. For down payment assistance, the applicants must meet the low-income standard to qualify but then also qualify with a financial institution for their home mortgage.

N.I.C.E. Fund

The City's N.I.C.E. Fund is used to manage Neighborhood Improvement and Community Engagement (N.I.C.E.) activities specifically in support of the City's Strategic Plan Goal 2: Vibrant Neighborhoods. The N.I.C.E. program is funded from a combination of approximately 18% of the City's total recycling revenue rebate

via the St. Lucie County Landfill Interlocal Agreement (\$216,000 of the \$1,200,000 total annual rebate) and the solid waste contractor recycling disavoidance fee (approximately \$121,000 annually) for a total of \$337,000 annually.

Housing Annexation Fee Fund

The City's Housing Annexation Fee Fund accumulates voluntary fees contributed by developers who chose to make this payment to contribute towards the advancement of City housing initiatives. Other special grants received in correlation to housing are managed from this fund as well. These fees and grants

can be used for housing initiatives as outlined in the City's Local Housing Assistance Plan, Housing Element, and Chapter 100: Local Housing Assistance of the City's Code of Ordinances.

Water & Sewer Special Assessment Funds

These funds are for payment of the annual debt service on the bonds used for financing the water and sewer improvements in each of the special assessment districts. The annual assessment revenue collected from the

residents is the source of funds. Each district has its own individual fund in order to match the actual costs of the district with the assessment to its residents. The bonds have a 20-year payback schedule.

River Point SAD Fund

This special assessment fund covers the annual assessment collections and payment of the annual debt service associated with the PUD. Bonds were issued to fund the capital

improvements (roads, drainage and utility lines) and now the property owners pay annually an assessment to cover the debt payment. As cash flow allows, debt may be retired early.

Tesoro SAD Fund

This special assessment fund covers the annual assessment collections and payment of the annual debt service associated with the PUD. Bonds were issued to fund the capital improvements and now the property owners pay

annually an assessment to cover the debt payment. Any contingency generated will remain in this fund and will help accelerate debt retirement.

Glassman SAD Fund

This special assessment fund covers the annual assessment collections and payment of SAD Funds of the annual debt service associated with the PUD. Bonds were issued to fund the capital

improvements and now the property owners pay annually an assessment to cover the debt payments.

East Lake Village SAD Fund

This special assessment fund covers the annual assessment collections and payment of the annual debt service associated with the PUD. Bonds were issued to fund the capital

Improvements and now the property owners pay annually an assessment to cover the debt payments.

City Center SAD, 2006 Series

This special assessment fund will track the collections and then the debt payments associated with the public infrastructure improvements in the City Center project. The property owners in the district will either make a contribution for their share of the cost or they can make payments according to the

financing plan. These improvements were for the public areas of what is called City Center, an area of redevelopment along US 1 that is planned to have a combination of residential, retail, office and public uses including the City's Civic Center.

Combined Road SAD, Series 2006

This special assessment fund will track the collections and then the debt payments associated with the three-small road / intersection improvements. The property owners in the three districts will either make a

contribution for their share of the cost or they can make payments according to the financing plan. These funds will be used to retire debt associated with making the improvements.

Community Redevelopment Agency Fund

The financial activity of the Community Redevelopment Agency (CRA) is tracked in this special revenue fund. The budget schedule for this fund is presented in a format to show the projected growth in revenue into the future. The CRA earns revenues based on the increase in taxable values within the established district. There are actually four separate districts that make up this financial data. Due to the falling

property tax value and the associated revenue, the CRA is unable to fund the debt service originally designated for this fund. Debt was issued to fund half of the cost of the City's Civic Center and the revenues of the CRA was the funding source. The CRA fund is funding the CRA Manager.

Conservation Trust Fund

The City's Conservation Trust Fund accumulates mitigation fees paid by developers who chose to make this payment in place of preserving a portion of their sites as

required under the City's Land Development Code. These fees can be used for preservation of conservation land.

Solid Waste Collection Fund

This fund is to account for the revenues and expenditures associated with the collection of solid waste in the City. The assessment is placed on the property owner's tax bill and passes through the County Tax Collector to the City who will then pay the vendor providing the service.

Handling this service through the tax bills provides a reduced fee to the citizens of our community. The reduction of uncollectible accounts and the cost reduction for billing and collecting will generate a savings that can pass on to the citizen.

**CITY OF PORT ST. LUCIE
MOBILITY FEE FUND - # 105
PROPOSED BUDGET - FY 2024**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 7,329,721	\$ 14,664,424	\$ 14,664,424	\$ 14,664,424			\$ 8,384,409
REVENUES & SOURCES:							
Licenses & Permits	11,727,832	4,983,000	4,983,000	7,450,000	2,467,000	49.51 %	5,186,465
Interest Income	(193,198)	-	-	100,000	100,000	- %	100,000
Fund Transfers	6,017	-	-	-	-	- %	-
Use of Reserves	-	-	-	6,280,015	6,280,015	- %	6,070,419
Total	11,540,651	4,983,000	4,983,000	13,830,015	8,847,015	177.54 %	11,356,884
EXPENDITURES:							
Fund Transfers	4,205,948	4,983,000	4,983,000	13,830,015	8,847,015	177.54 %	11,356,884
Total	4,205,948	4,983,000	4,983,000	13,830,015	8,847,015	177.54 %	11,356,884
SURPLUS (DEFICIT)	\$ 7,334,703	\$ -	\$ -	\$ -			\$ -
Undesignated Reserve	\$ 14,664,424	\$ 14,664,424	\$ 14,664,424	\$ 8,384,409			\$ 2,313,990



“A City for All Ages”

SOLID WASTE DIRECTOR
Mariana Feldpausch

10 FTES

CUSTOMER SERVICE

3 FTES

- COORDINATION WITH FCC
- INITIATE ADDITIONAL PICKUPS
- SERVICE GUIDELINES
- COMMUNITY OUTREACH
- CALL CENTER

FIELD

4 FTES

- INSPECTIONS
- EDUCATION
- VERIFICATION OF MISSED COLLECTION
- CITATIONS

DROP-OFF SITE

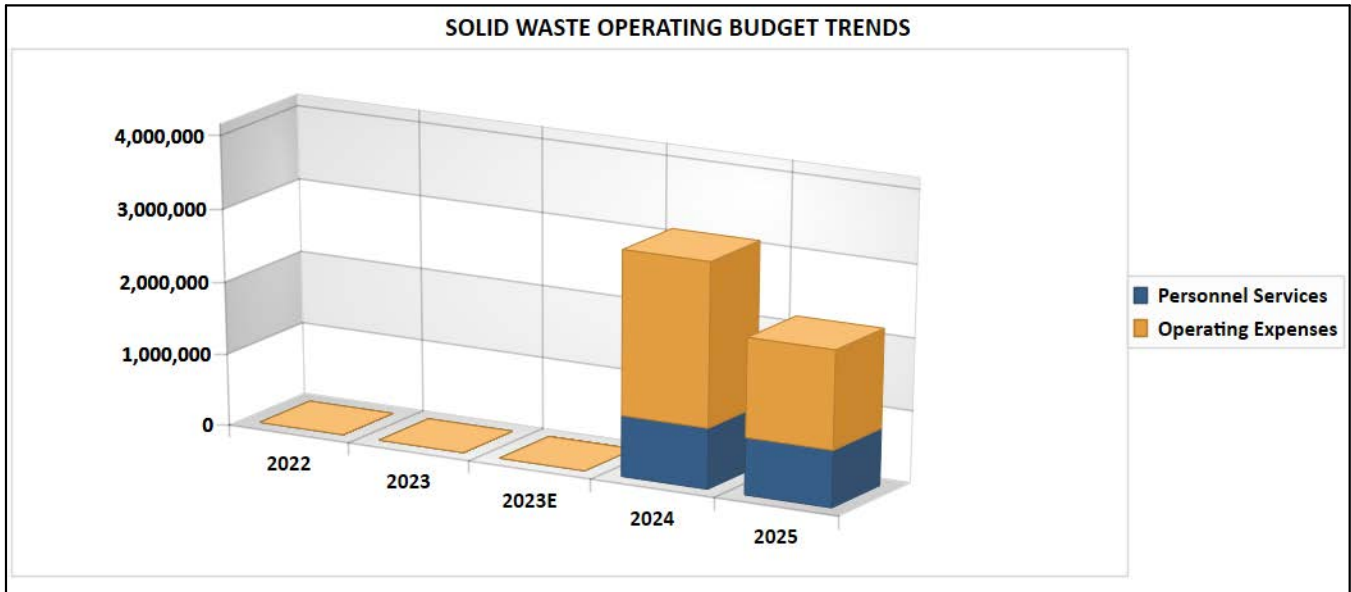
2 FTES

- VEGETATION AND BULK RESIDENTIAL DISPOSAL
- SITE MAINTENANCE
- SITE SECURITY

CITY OF PORT ST. LUCIE
SOLID WASTE OPERATING - # 106
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
REVENUES & SOURCES:							
Franchise Fees	\$ -	\$ -	\$ -	\$ 1,077,860	\$ 1,077,860	-	% \$ 1,099,417
Intergovernmental	-	-	-	1,023,360	1,023,360	-	% 1,064,295
Interest Income	-	-	-	5,000	5,000	-	% 5,000
Fund Transfers	-	-	-	1,012,252	1,012,252	-	% -
Total	-	-	-	3,118,472	3,118,472	-	% 2,168,712
EXPENDITURES:							
Personnel Services	-	-	-	849,072	849,072	-	% 796,907
Operating Expenses	-	-	-	2,269,400	2,269,400	-	% 1,371,805
Total	-	-	-	3,118,472	3,118,472	-	% 2,168,712
SURPLUS (DEFICIT)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>

**CITY OF PORT ST. LUCIE
SOLID WASTE OPERATING - 106
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ -	\$ -	\$ -	\$ 849,072	849,072	- %	\$ 796,907
Operating Expenses	-	-	-	2,269,400	2,269,400	- %	1,371,805
Total	\$ -	\$ -	\$ -	\$3,118,472	3,118,472	- %	\$ 2,168,712

STAFFING SUMMARY:

Full Time Equivalents	-	-	-	10.00	10.00		10.00
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**CITY OF PORT ST. LUCIE
SOLID WASTE OPERATING - # 106**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ -	\$ -	\$ -	\$ 584,773	\$ 584,773	-	% 1	\$ 552,624
Overtime	-	-	-	30,000	30,000	-	% 2	31,500
F.I.C.A	-	-	-	35,320	35,320	-	% 1	32,964
Mandatory Medicare	-	-	-	8,259	8,259	-	% -	7,783
Retirement								
Contributions	-	-	-	62,584	62,584	-	% 1	58,157
Life & Health								
Insurance	-	-	-	118,907	118,907	-	% 1	103,728
Other Post								
Employment								
Benefits	-	-	-	1,548	1,548	-	% -	1,548
Workmen's								
Compensation	-	-	-	7,681	7,681	-	% -	8,603
Total Personnel Services	-	-	-	849,072	849,072	-	% -	796,907
OPERATING EXPENSES:								
Professional Services	-	-	-	25,000	25,000	-	% 3	25,750
Other Contractual								
Services	-	-	-	1,834,000	1,834,000	-	% 4	870,437
Gas & Oil	-	-	-	15,000	15,000	-	% 1	15,450
Fleet Maintenance-								
Non Contract	-	-	-	1,000	1,000	-	% -	1,030
Communications								
Service	-	-	-	10,000	10,000	-	% -	10,300
Transportation	-	-	-	15,000	15,000	-	% 1	15,450
Rentals & Leases-								
Equipment	-	-	-	3,600	3,600	-	% -	3,708
Printing & Binding	-	-	-	100,000	100,000	-	% 1	103,000
Promotional								
Activities	-	-	-	65,000	65,000	-	% 5	65,000
Other Current								
Charges & Obliga	-	-	-	133,000	133,000	-	% 6	188,490
Office Supplies	-	-	-	44,800	44,800	-	% 7	44,800
Operating Supplies	-	-	-	10,000	10,000	-	% -	10,300
Books,Subs,Member								
ships	-	-	-	3,000	3,000	-	% -	3,090
Training And								
Education	-	-	-	10,000	10,000	-	% 8	15,000
Total Operating Expenses	-	-	-	2,269,400	2,269,400	-	% -	1,371,805
Fund Totals	\$ -	\$ -	\$ -	\$ 3,118,472	\$ 3,118,472	-	% -	\$ 2,168,712

CITY OF PORT ST. LUCIE
SOLID WASTE OPERATING - # 106

Notes:

- 1 A new Office of Solid Waste was created to oversee the management of the new solid waste franchise agreement, management, and operations of the Cameo Convenience Drop Off site, customer service and enforcement of the City's solid waste ordinance, and education programs for solid waste and recycling. Ten positions are budgeted in this fund.
- 2 Cameo Site, Holiday Coverage, Events, Etc.
- 3 Consulting Services - Kessler & Ratilus - Process for collection study with recycling and Cameo.
- 4 This is for Cameo Bulk Site collection and disposal at \$1.4M and additional \$217K for contractual positions; also includes \$217K for contract employees.
- 5 Community meetings to educate the public - banners, games, and prizes. This funding is also for robocalls.
- 6 FCC waste management disposal fee, new citations for residential default program. This can be offset by revenue.
- 7 Citation Handling per updated City Ordinance.
- 8 Conferences, Waste Expo, FEMA - Federal Emergency Management Agency, SWANA - Solid Waste Association of North America, WasteCon Governors Conference.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



SOLID WASTE FUND #106 OFFICE OF SOLID WASTE - COST CENTER #3410

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
3410/Solid Waste (1 FTE)		1		
Solid Waste Code Compliance Specialist	83,331		-	-
Operating Expense	4,000		-	-
Computer Expense (IT Budget)	1,096		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	88,427		-	-
3410/Solid Waste (1 FTE)		3		
Solid Waste Code Compliance Specialist	83,331		-	-
Operating Expense	4,000		-	-
Computer Expense (IT Budget)	1,096		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	88,427		-	-
3410/Solid Waste (1 FTE)		2		
Cameo Crew Leader	86,609		-	-
Operating Expense	4,500		-	-
Computer Expense (IT Budget)	1,096		-	-
Capital Outlay Expense	-		-	-
Personnel Subtotal	92,206		-	-
Total FTE Enhancement Requests	269,059		-	-
3410/Solid Waste (Operating)	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
Total Operating	-		-	-
3410/Solid Waste (Capital Outlay)				
Sienna Hybrid Van	36,000	3	-	-
F-150 Hybrid w/ 8' bed	40,392	1	-	-
Gator HPX615E - Cameo Site	16,134	2	-	-
	-		-	-
	-		-	-
Capital Outlay Subtotal	92,526		-	-
Total Capital Outlay	92,526		-	-
Grand Total Requested	361,585		-	-

CITY OF PORT ST. LUCIE
GOVERNMENTAL FINANCE FUND - # 108
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 19,914,745	\$ 21,801,955	\$ 21,801,955	\$ 12,734,806			\$ 1,453,226
REVENUES & SOURCES:							
Miscellaneous Revenues	16,129,892	2,852,650	2,852,650	2,852,650	-	- %	3,026,376
Interest Income	(372,796)	54,862	54,862	54,862	-	- %	58,203
Fund Transfers	3,689,828	3,632,539	3,632,539	3,479,037	(153,502)	(4.23)%	3,200,000
Use of Reserves	-	8,753,902	8,753,902	11,281,580	2,527,678	28.87 %	1,453,226
Total	19,446,924	15,293,953	15,293,953	17,668,129	2,374,176	15.52 %	7,737,805
EXPENDITURES:							
Operating Expenses	16,063,614	3,932,539	4,245,786	3,779,037	(153,502)	(3.90)%	3,509,000
Capital Outlay	96,100	-	-	-	-	- %	-
Fund Transfers	1,400,000	11,361,414	11,361,414	13,889,092	2,527,678	22.25 %	4,228,805
Total	17,559,714	15,293,953	15,607,200	17,668,129	2,374,176	15.52 %	7,737,805
SURPLUS (DEFICIT)	\$ 1,887,210	\$ -	\$ (313,247)	\$ -			\$ -
Undesignated Reserve	\$ 21,801,955	\$ 13,048,053	\$ 12,734,806	\$ 1,453,226			\$ -

CITY OF PORT ST. LUCIE
LAW ENFORCEMENT IMPACT FEE FUND - # 109
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 1,344,050	\$ 1,980,395	\$ 1,980,395	\$ 1,447,810			\$ 298,501
REVENUES & SOURCES:							
Licenses & Permits	1,452,483	1,221,000	1,221,000	1,569,556	348,556	28.55 %	1,568,457
Interest Income	(53,099)	22,849	22,849	22,849	-	- %	24,241
Other Sources	271,546	-	-	-	-	- %	-
Use of Reserves	-	22,231	22,231	1,149,309	1,127,078	5,069.85 %	442,760
Total	1,670,930	1,266,080	1,266,080	2,741,714	1,475,634	116.55 %	2,035,458
EXPENDITURES:							
Operating Expenses	650,568	571,236	721,462	1,340,714	769,478	134.70 %	1,135,338
Capital Outlay	111,566	554,000	1,054,972	1,401,000	847,000	152.89 %	900,120
Debt	272,451	-	-	-	-	- %	-
Contingencies	-	140,844	-	-	(140,844)	(100.00)%	-
Total	1,034,585	1,266,080	1,776,434	2,741,714	1,475,634	116.55 %	2,035,458
SURPLUS (DEFICIT)	\$ 636,345	\$ -	\$ (510,354)	\$ -			\$ -
Undesignated Reserve	\$ 1,980,395	\$ 1,980,395	\$ 1,447,810	\$ 298,501			\$ (144,259)

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



LAW ENFORCEMENT IMPACT FUND FEE - FUND # 109 POLICE - COST CENTERS #2105, 2111, 2112, 2115, 2130, 2131, 2134, 2139, 6200

	2022-23 Department Request	2022-23 Prioritization by Depart.	2022-23 City Mgr. Proposed	2022-23 Tentatively Approved
Enhancement Requests:				
2105 / Police - Support Services (Personnel/FTE)				
Administrative Assistant - Oper & Admin (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop.	10,480	14	10,480	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	10,480		10,480	-
2105 / Police - Support Services (Personnel/FTE)				
Assistant Operations & Administration Manager (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms, leather, related office supplies, vehicle equipment	16,480	13	16,480	-
Capital Outlay Expense (Fund 109) - Admin Vehicle (\$38,000) Mobile Radio (\$6,000)	44,000		44,000	-
Personnel Subtotal	60,480		60,480	-
2105 / Police - Support Services (Personnel/FTE)				
Police Asset & Inventory Specialist (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop.	10,480	16	10,480	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	10,480		10,480	-
2111 / Police - Professional Stds (Personnel/FTE)				
Administrative Assistant - Accountability & Analysis (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop.	10,480	27	-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	10,480		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Civilian Accreditation Specialist(1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop.	10,480	17	-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	10,480		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Evidence Technician (2 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop.	20,960	20	-	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	20,960		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Internal Affairs Detective (1 FTE) -	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop and Vehicle equipment	40,844	26	-	-
Capital Outlay Expense (Fund 109) - Admin Vehicle (\$38,000) mobile radio equipment (\$6,000)	44,000		-	-
Personnel Subtotal	84,844		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Special Projects Officer (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop and Vehicle equipment	40,844	12	-	-
Capital Outlay Expense (Fund 109) - Admin Vehicle (\$38,000) mobile radio equipment (\$6,000)	44,000		-	-
Personnel Subtotal	84,844		-	-
2111 / Police - Professional Stds (Personnel/FTE)				
Training Coordinator (2 FTE) - CM approved (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop and Vehicle equipment	81,688	8	40,844	-
Capital Outlay Expense (Fund 109) - Admin Vehicle and mobile radio equipment (x2)	88,000		44,000	-
Personnel Subtotal	169,688		84,844	-
2111 / Police - Professional Stds (Personnel/FTE)				
Staff Inspector Officer (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop and Vehicle equipment	40,844	25	-	-
Capital Outlay Expense (Fund 109) - Admin Vehicle (\$38,000) mobile radio equipment (\$6,000)	44,000		-	-
Personnel Subtotal	84,844		-	-

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



LAW ENFORCEMENT IMPACT FUND FEE - FUND # 109 POLICE - COST CENTERS #2105, 2111, 2112, 2115, 2130, 2131, 2134, 2139, 6200

	2022-23 Department Request	2022-23 Prioritization by Depart.	2022-23 City Mgr. Proposed	2022-23 Tentatively Approved
2112 - Special Investigation Division (SID)				
Special Investigations Detective (2 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	81,688	7	81,688	-
Capital Outlay Expense (Fund 109) - SID Vehicle (\$35,000) and mobile radio equipment (\$6,000)	82,000		82,000	-
Personnel Subtotal	163,688		163,688	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Civilian Computer Forensic Technician(2 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop.	20,960	15	-	-
Capital Outlay Expense (Fund 109) - workstation computer	30,000		-	-
Personnel Subtotal	50,960		-	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Crime Scene Investigator (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$15,480) vehicle equipmer	18,480	18	-	-
Capital Outlay Expense (Fund 109) - CSI Vehicle, Transit Van (\$41,000) mobile radio equipment (\$6,000)	47,000		-	-
Personnel Subtotal	65,480		-	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Detective - District 5 (step 3, incl. 5% inv. Unit pay) (2 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	81,688	4	81,688	-
Capital Outlay Expense (Fund 109) - CID Vehicle (\$47,000) mobile radio equipment (\$6,000)	106,000		106,000	-
Personnel Subtotal	187,688		187,688	-
2115 / Police - Criminal Investigations (Personnel/FTE)				
Detective Sergeant - District 5 (Step 1, incl. \$2/hr inv. Unit pay) (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	40,844	5	40,844	-
Capital Outlay Expense (Fund 109) - CID Vehicle (\$47,000) mobile radio equipment (\$6,000)	53,000		53,000	-
Personnel Subtotal	93,844		93,844	-
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
Civilian Traffic Crash Investigator (2 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$15,480) Vehicle equipmer	36,960	19	-	-
Capital Outlay Expense (Fund 109) - Vehicle (\$41,000) Mobile Radio (\$6,000)	94,000		-	-
Personnel Subtotal	130,960		-	-
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
K9 Officer - NPB (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	56,844	9	-	-
Capital Outlay Expense (Fund 109) - Patrol K9 SUV Vehicle (\$47,000) mobile radio equipment (\$6,000)	53,000		-	-
Personnel Subtotal	109,844		-	-
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
Police Officer - NPB (incl District 5, based on 1.35 ratio) (13 FTE) CM approved (12 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	673,972	1	622,128	-
Capital Outlay Expense (Fund 109) - Patrol SUV Vehicle (\$47,000) mobile radio equipment (\$6,000)	689,000		636,000	-
Personnel Subtotal	1,362,972		1,258,128	-
2130 / Police - Neighborhood Patrol Bureau (Personnel/FTE)				
Police Sergeant - NPB (includes District 5) (6 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	311,064	2	311,064	-
Capital Outlay Expense (Fund 109) - Patrol SUV Vehicle (\$47,000) mobile radio equipment (\$6,000)	318,000		318,000	-
Personnel Subtotal	629,064		629,064	-
2131 / Police - NPB District Support (Personnel/FTE)				
Police Sergeant - Parks Supervisor (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	51,844	10	-	-
Capital Outlay Expense (Fund 109) - Patrol Vehicle SUV (\$47,000) mobile radio equipment (\$6,000)	53,000		-	-
Personnel Subtotal	104,844		-	-
2131 / Police - NPB District Support (Personnel/FTE)				
School Resource Officer (step 3) (1 FTE)	-		-	-
Operating Expense (Fund 109) - Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipmer	51,844	11	-	-
Capital Outlay Expense (Fund 109) - Patrol Vehicle SUV (\$47,000) mobile radio equipment (\$6,000)	53,000		-	-
Personnel Subtotal	104,844		-	-

**CITY OF PORT ST. LUCIE
ENHANCEMENT REQUEST FORM**



**LAW ENFORCEMENT IMPACT FUND FEE - FUND # 109
POLICE - COST CENTERS #2105, 2111, 2112, 2115, 2130, 2131, 2134, 2139, 6200**

	2022-23 Department Request	2022-23 Prioritization by Depart.	2022-23 City Mgr. Proposed	2022-23 Tentatively Approved
2134 - School Crossing Guards (SCG) (Personnel/FTE)				
School Crossing Guard (1.83 FTE)	-			
Operating Expense (Fund 109) - Uniforms, supplies & pre-employment costs	13,330	24	13,330	-
Capital Outlay Expense (Fund 109)	-		-	-
Personnel Subtotal	<u>13,330</u>		<u>13,330</u>	-
2139 - NPB Traffic Unit (SCG) (Personnel/FTE)				
Traffic Officer (step 3) (2 FTE)	-			
Operating Expense (Fund 109) - Uniforms, supplies	103,688	6	103,688	-
Capital Outlay Expense (Fund 109)	126,000		126,000	-
Personnel Subtotal	<u>229,688</u>		<u>229,688</u>	-
6200 - Animal Control (Personnel/FTE)				
Animal Control Officer (2 FTE)	-			
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop (\$15,480) Vehicle equipme	36,960	21		
Capital Outlay Expense (Fund 109) - Animal Control Vehicle Ford F-150 (\$35,000) Mobile Radio (\$6,000)	82,000			
Personnel Subtotal	<u>118,960</u>			
6200 - Animal Control (Personnel/FTE)				
Community Outreach Coordinator (1 FTE)	-			
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop (\$15,480) Vehicle equipme	18,480	22		
Capital Outlay Expense (Fund 109) - Animal Control Vehicle Ford F-150 (\$35,000) Mobile Radio (\$6,000)	41,000			
Personnel Subtotal	<u>59,480</u>			
6200 - Animal Control (Personnel/FTE)				
Customer Service Specialist (1 FTE)	-			
Operating Expense (Fund 109) - Uniforms & related supplies, pre-employment costs, furniture, laptop.	10,480	23		
Capital Outlay Expense (Fund 109)	-			
Personnel Subtotal	<u>10,480</u>			
6200 - Animal Control (Personnel/FTE)				
Kennel Technician (0.5FTE)	-			
Operating Expense (Fund 109) -Uniforms & related supplies (\$1,000) preemployment costs (\$330)	1,330	28		
Capital Outlay Expense (Fund 109)	-			
Personnel Subtotal	<u>1,330</u>			
Total FTE Enhancement Requests	3,985,036		2,741,714	-
2131 / Police - NPB District Support (Personnel/FTE)				
Parks Officer (2 FTE)				
Operating Expense (Fund 109) -Uniforms & related supplies, preemployment costs, furniture, laptop (\$34,844) Vehicle equipment (\$17,000)	103,688			
Operating Subtotal	103,688			
Total Operating	103,688			
2131 / Police - NPB District Support (Personnel/FTE)				
Crime Prevention Specialist (vehicle only) (0 FTE) (Fund 109)	38,000			
Parks Officer (2 FTE) - Patrol SUV Vehicle (\$47,000) mobile radio equipment (\$6,000)	106,000			
Capital Outlay Subtotal	<u>144,000</u>			
2131 / Police - NPB District Support (Personnel/FTE)				
Model Traffic Stop Coordinator (vehicle only) (0 FTE) (Fund 109)	-			
Capital Outlay Subtotal	38,000			
Total Capital Outlay	182,000			
Grand Total Requested	<u>4,270,724</u>		<u>2,741,714</u>	<u>-</u>

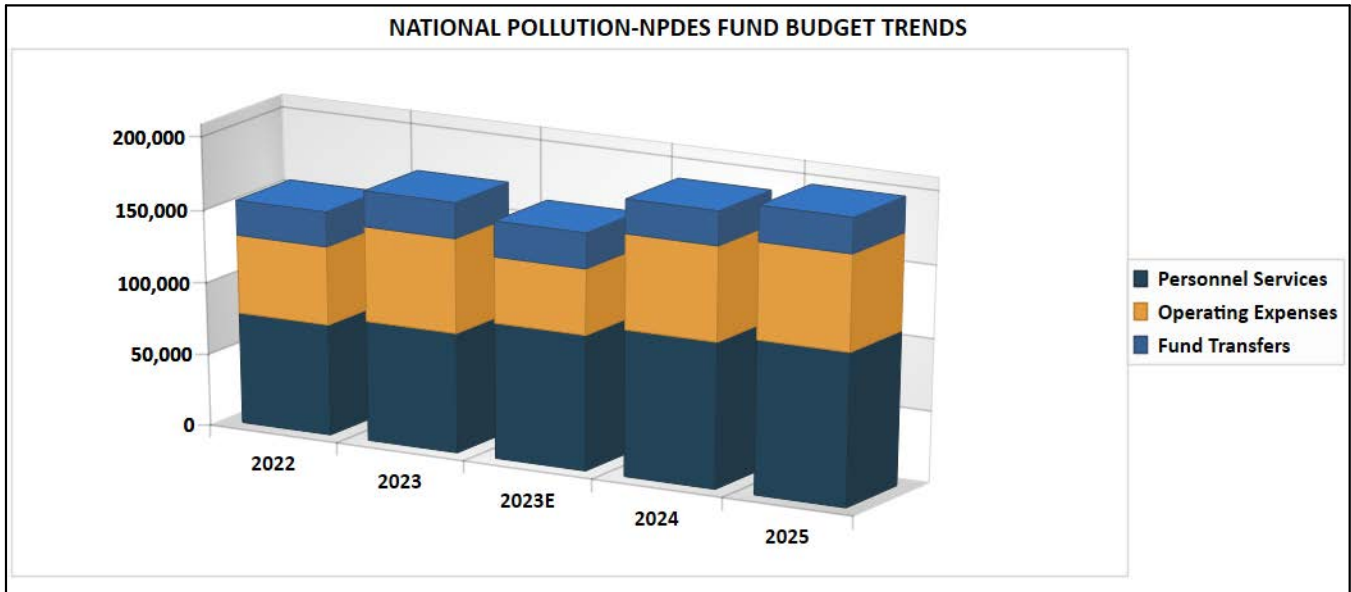
**CITY OF PORT ST. LUCIE
LIGHTING DISTRICT FUND - # 111
PROPOSED BUDGET - FY 2024**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 97,448	\$ 48,953	\$ 48,953	\$ 48,953			\$ 8,953
REVENUES & SOURCES:							
Miscellaneous Revenues	465,309	470,000	470,000	489,908	19,908	4.24 %	570,614
Interest Income	(314)	-	-	3,000	3,000	-	3,000
Use of Reserves	-	-	-	40,000	40,000	-	-
Total	464,995	470,000	470,000	532,908	62,908	13.38 %	573,614
EXPENDITURES:							
Operating Expenses	463,490	470,000	470,000	508,450	38,450	8.18 %	523,614
Fund Transfers	50,000	-	-	24,458	24,458	-	50,000
Total	513,490	470,000	470,000	532,908	62,908	13.38 %	573,614
SURPLUS (DEFICIT)	\$ (48,495)	\$ -	\$ -	\$ -			\$ -
Undesignated Reserve	\$ 48,953	\$ 48,953	\$ 48,953	\$ 8,953			\$ 8,953

CITY OF PORT ST. LUCIE
NATIONAL POLLUTION-NPDES FUND - # 112
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
	\$	\$	\$	\$	\$	%	\$
Beginning Undesignated Reserves	\$ 251,006	\$ 301,710	\$ 301,710	\$ 305,706			\$ 269,196
REVENUES & SOURCES:							
Charges for Services	212,678	208,345	164,538	149,886	(58,459)	(28.06)%	153,867
Interest Income	(6,842)	4,267	3,684	4,267	-	-	4,527
Use of Reserves	-	-	-	36,510	36,510	-	39,640
Total	<u>205,836</u>	<u>212,612</u>	<u>168,222</u>	<u>190,663</u>	<u>(21,949)</u>	<u>(10.32)%</u>	<u>198,034</u>
EXPENDITURES:							
Personnel Services	77,300	83,519	94,470	101,975	18,456	22.10 %	107,284
Operating Expenses	54,030	65,240	45,478	65,381	141	0.22 %	66,472
Contingencies	-	39,575	-	-	(39,575)	(100.00)%	-
Fund Transfers	23,802	24,278	24,278	23,307	(971)	(4.00)%	24,278
Total	<u>155,132</u>	<u>212,612</u>	<u>164,226</u>	<u>190,663</u>	<u>(21,949)</u>	<u>(10.32)%</u>	<u>198,034</u>
SURPLUS (DEFICIT)	<u>\$ 50,704</u>	<u>\$ -</u>	<u>\$ 3,996</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 301,710</u>	<u>\$ 301,710</u>	<u>\$ 305,706</u>	<u>\$ 269,196</u>			<u>\$ 229,556</u>

**CITY OF PORT ST. LUCIE
NATIONAL POLLUTION-NPDES FUND - 112
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 77,300	\$ 83,519	\$ 94,470	\$ 101,975	18,456	22.10 %	\$ 107,284
Operating Expenses	54,030	65,240	45,478	65,381	141	0.22 %	66,472
Contingencies	-	39,575	-	-	(39,575)	(100.00)%	-
Fund Transfers	23,802	24,278	24,278	23,307	(971)	(4.00)%	24,278
Total	\$ 155,132	\$ 212,612	\$ 164,226	\$ 190,663	(21,949)	(10.32)%	\$ 198,034

STAFFING SUMMARY:

Full Time Equivalents	1.00	1.00	1.00	1.00
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CITY OF PORT ST. LUCIE
NATIONAL POLLUTION-NPDES FUND - # 112

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONAL SERVICES:								
Salaries And Wages	\$ 57,019	\$ 60,382	\$ 61,883	\$ 65,874	\$ 5,492	9.10 %	-	\$ 69,168
F.I.C.A	3,479	3,677	3,575	3,772	95	2.58 %	-	3,923
Mandatory Medicare	814	860	836	882	22	2.56 %	-	926
Retirement								
Contributions	6,524	6,884	7,218	7,707	823	11.96 %	1	8,015
Life & Health								
Insurance	8,217	8,841	19,631	22,293	13,452	152.15 %	2	23,631
Other Post								
Employment								
Benefits	-	1,548	-	-	(1,548)	(100.00)%	2	-
Workmen's								
Compensation	1,248	1,327	1,327	1,447	120	9.04 %	-	1,621
Total Personal								
Services	77,301	83,519	94,470	101,975	18,456	22.10 %		107,284
OPERATING EXPENSES:								
Professional Services	16,474	30,000	11,248	30,000	-	- %	-	30,900
Gas & Oil	-	2,500	-	2,500	-	- %	-	2,575
Communications								
Service	1,142	1,056	754	1,056	-	- %	-	1,088
Transportation	-	100	-	100	-	- %	-	103
Gas (Gdu)	-	50	-	50	-	- %	-	52
Insurance	1,887	1,259	1,259	-	(1,259)	(100.00)%	3	-
Repair &								
Maintenance-								
Equipment	-	100	-	100	-	- %	-	103
Printing & Binding	-	1,500	-	1,500	-	- %	-	1,545
Promotional								
Activities	20,041	20,000	30,030	20,000	-	- %	-	20,600
Other Current								
Charges & Obliga	11,700	750	-	750	-	- %	-	773
Office Supplies	199	2,500	1,000	3,900	1,400	56.00 %	4	3,145
Operating Supplies	1,650	1,500	501	1,500	-	- %	-	1,545
Books,Subs,Member								
ships	-	200	-	200	-	- %	-	206
Training And								
Education	938	3,725	686	3,725	-	- %	-	3,837
Total Operating								
Expenses	54,031	65,240	45,478	65,381	141	0.22 %		66,472

CAPITAL OUTLAY:

DEBT SERVICE:

NON-OPERATING:

**CITY OF PORT ST. LUCIE
NATIONAL POLLUTION-NPDES FUND - # 112**

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Contingency Fund	-	39,575	-	-	(39,575)	(100.00)%	-	-
Transfers	23,802	24,278	24,278	23,307	(971)	(4.00)%	-	24,278
Total Non-Operating	23,802	63,853	24,278	23,307	(40,546)	(63.50)%		24,278
Fund Totals	\$ 155,134	\$ 212,612	\$ 164,226	\$ 190,663	\$ (21,949)	(10.32)%		\$ 198,034

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023.
- 2 Health Insurance varies based on employee elections.
- 3 Changes in liability insurance (general, auto, property).
- 4 IT recommended computer replacements.

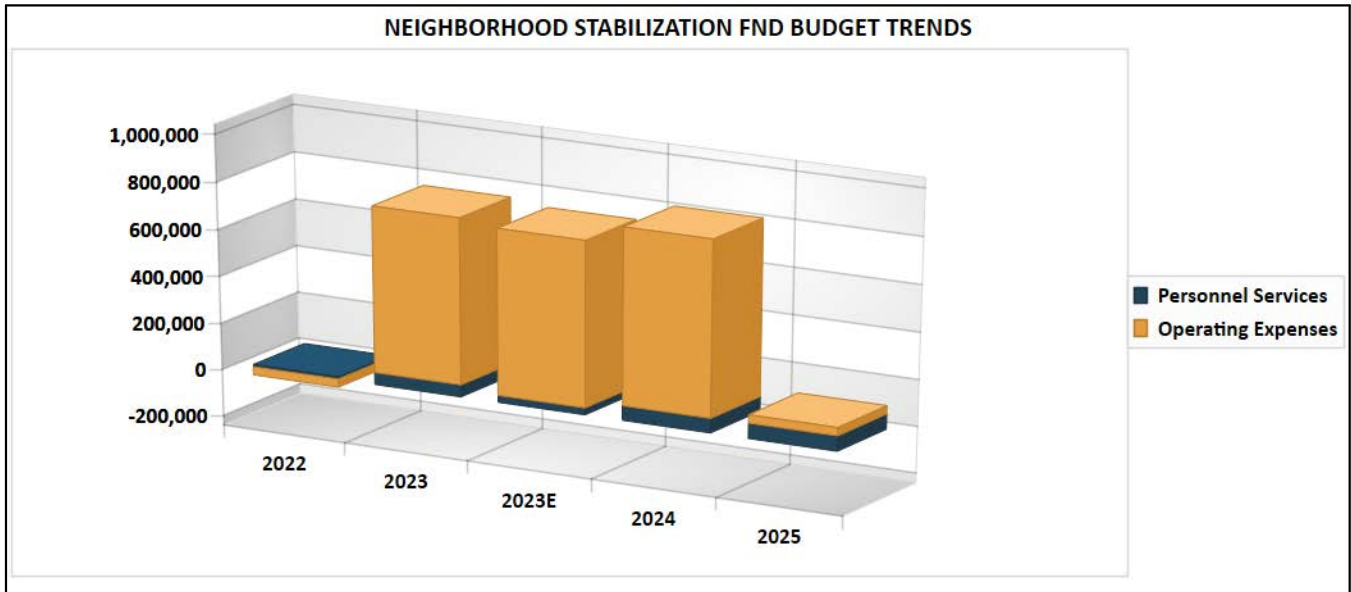
CITY OF PORT ST. LUCIE
SW ANNEXATION COLLECTION FUND - # 115
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 6,795,113	\$ 6,462,884	\$ 6,462,884	\$ 6,462,884			\$ 6,462,884
REVENUES & SOURCES:							
Licenses & Permits	6,864,854	6,837,532	6,837,532	6,900,000	62,468	0.91 %	6,950,000
Interest Income	(289,718)	87,868	87,868	108,604	20,736	23.60 %	111,320
Total	6,575,136	6,925,400	6,925,400	7,008,604	83,204	1.20 %	7,061,320
EXPENDITURES:							
Operating Expenses	115,702	135,000	135,000	139,050	4,050	3.00 %	143,222
Debt	6,791,663	6,790,400	6,790,400	6,795,000	4,600	0.07 %	6,843,200
Contingencies	-	-	-	74,554	74,554	- %	74,898
Total	6,907,365	6,925,400	6,925,400	7,008,604	83,204	1.20 %	7,061,320
SURPLUS (DEFICIT)	\$ (332,229)	\$ -	\$ -	\$ -			\$ -
Undesignated Reserve	\$ 6,462,884	\$ 6,462,884	\$ 6,462,884	\$ 6,462,884			\$ 6,462,884

CITY OF PORT ST. LUCIE
NEIGHBORHOOD STABILIZATION FUND - # 116
PROPOSED BUDGET - FY 2024

	AUDITED		BUDGET		ESTIMATED		PROPOSED		VARIANCE		PROJECTED
	2022	2023	2023	2023	2023	2024	\$	%	2025		
Beginning Undesignated Reserves	\$ 1,677,343	\$ 1,876,875	\$ 1,876,875	\$ 1,876,875	\$ 1,116,585					\$ 300,585	
REVENUES & SOURCES:											
Intergovernmental	280,950	-	-	-	-	-	-	-	%	-	
Miscellaneous Revenues	(58,739)	-	-	-	-	-	-	-	%	-	
Interest Income	(7,821)	-	-	-	-	-	-	-	%	-	
Fund Transfers	(40,237)	-	-	-	-	-	-	-	%	-	
Use of Reserves	-	760,290	760,290	816,000	55,710	7.33	%	101,053			
Total	174,153	760,290	760,290	816,000	55,710	7.33	%	101,053			
EXPENDITURES:											
Personnel Services	9,484	51,748	29,672	62,451	10,703	20.68	%	65,575			
Operating Expenses	(34,863)	708,542	708,542	753,549	45,007	6.35	%	35,478			
Total	(25,379)	760,290	738,214	816,000	55,710	7.33	%	101,053			
SURPLUS (DEFICIT)	\$ 199,532	\$ -	\$ 22,076	\$ -				\$ -			
Undesignated Reserve	\$ 1,876,875	\$ 1,116,585	\$ 1,116,585	\$ 300,585				\$ 199,532			

**CITY OF PORT ST. LUCIE
NEIGHBORHOOD STABILIZATION FND - 116
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 9,484	\$ 51,748	\$ 29,672	\$ 62,451	10,703	20.68 %	\$ 65,575
Operating Expenses	(34,863)	708,542	708,542	753,549	45,007	6.35 %	35,478
Total	\$ (25,379)	\$ 760,290	\$ 738,214	\$ 816,000	55,710	7.33 %	\$ 101,053

STAFFING SUMMARY:

Full Time Equivalents	0.05	0.05	0.05	0.20
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CITY OF PORT ST. LUCIE
NEIGHBORHOOD STABILIZATION FND - # 116

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025	
					\$	%			
PERSONNEL SERVICES:									
Salaries And Wages	\$ 6,853	\$ 36,392	\$ 14,316	\$ 55,485	19,093	52.46 %	1	\$ 58,259	
Overtime	8	-	-	-	-	-	-	-	
F.I.C.A	411	2,144	2,144	1,538	(606)	(28.26)%	2	1,600	
Mandatory Medicare	96	504	504	360	(144)	(28.57)%	2	378	
Retirement									
Contributions	796	4,368	4,368	1,825	(2,543)	(58.22)%	1	1,898	
Life & Health									
Insurance	1,321	8,261	8,261	3,157	(5,104)	(61.78)%	3	3,346	
Workmen's									
Compensation	-	79	79	86	7	8.86 %	-	94	
Total Personnel Services	9,485	51,748	29,672	62,451	10,703	20.68 %		65,575	
OPERATING EXPENSES:									
Accounting And Auditing	400	944	944	944	-	-	%	-	972
Communications Service	-	100	100	100	-	-	%	-	103
Transportation	30	350	350	350	-	-	%	-	361
Electricity (Fpl)	360	-	-	-	-	-	%	-	-
Water	212	-	-	-	-	-	%	-	-
Sewer	367	-	-	-	-	-	%	-	-
Insurance	1,885	556	556	-	(556)	(100.00)%	4	-	
Printing & Binding	-	100	100	100	-	-	%	-	103
Other Current									
Charges & Obliga	(39,392)	705,107	705,107	750,270	45,163	6.41 %	5	32,100	
Office Supplies	254	385	385	385	-	-	%	-	397
Operating Supplies	611	400	400	400	-	-	%	-	412
Training And Education	410	600	600	1,000	400	66.67 %	6	1,030	
Total Operating Expenses	(34,863)	708,542	708,542	753,549	45,007	6.35 %		35,478	
NON-OPERATING:									
Fund Totals	\$ (25,378)	\$ 760,290	\$ 738,214	\$ 816,000	\$ 55,710	7.33 %		\$ 101,053	

CITY OF PORT ST. LUCIE
NEIGHBORHOOD STABILIZATION FND - # 116

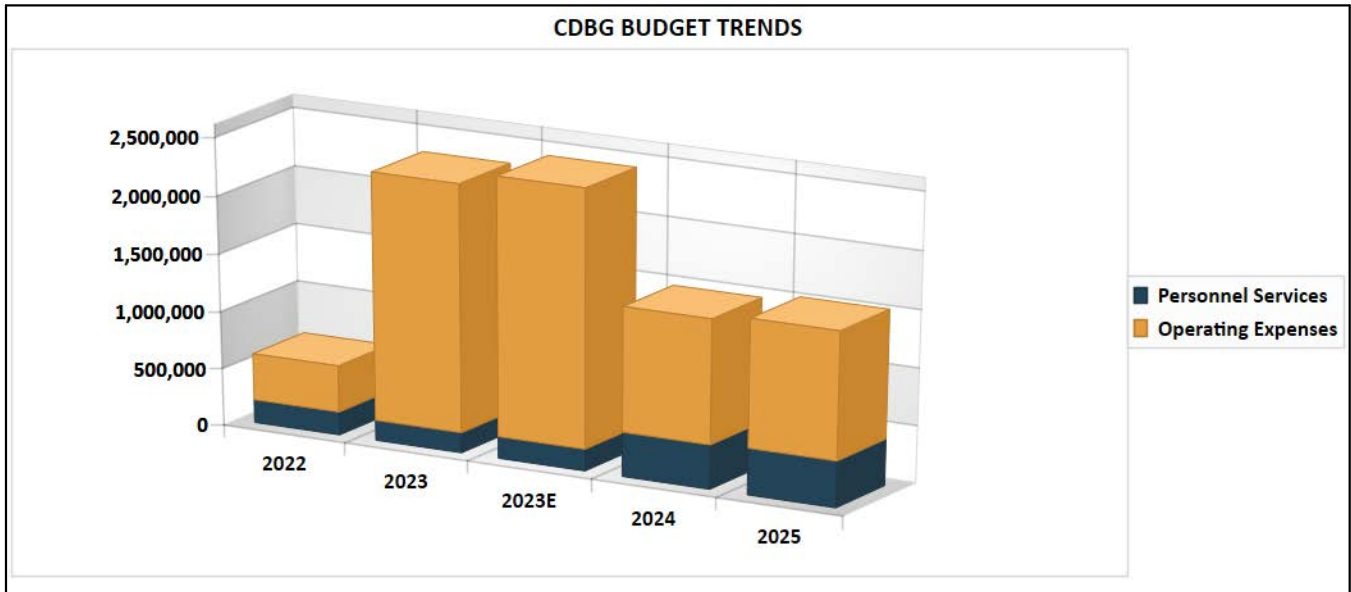
Notes:

- 1 Salary adjustments - grant positions are reallocated annually based on workload.
- 2 FICA calculated pre-tax benefits may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in liability insurance (general, auto, property).
- 5 The budget is updated with Program income from sale of constructed Neighborhood Stabilization Projects Community Land Trust (CLT) homes. Department also budgets for a maximum of 10% administration per the grant (Advertisement and other costs for Community Land Trust program consulting fees, and miscellaneous administrative expenses.)
- 6 Training and education needed for the upcoming closeout to finalize the grant activities over the next 2 years.

CITY OF PORT ST. LUCIE
CDBG - # 118
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 2,101,323	\$ 1,385,044	\$ 1,385,044	\$ -			\$ -
REVENUES & SOURCES:							
Intergovernmental	828,044	1,368,900	1,368,900	1,409,967	41,067	3.00 %	1,460,392
Miscellaneous Revenues	21,567	273	273	281	8	2.93 %	290
Fund Transfers	(612,833)	-	-	-	-	-	-
Use of Reserves	-	957,725	957,725	65,683	(892,042)	(93.14)%	65,954
Total	<u>236,778</u>	<u>2,326,898</u>	<u>2,326,898</u>	<u>1,475,931</u>	<u>(850,967)</u>	<u>(36.57)%</u>	<u>1,526,636</u>
EXPENDITURES:							
Personnel Services	202,497	177,485	191,219	388,797	211,312	119.06 %	408,436
Operating Expenses	406,429	2,149,413	2,244,580	1,087,134	(1,062,279)	(49.42)%	1,118,200
Capital Outlay	344,131	-	318,418	-	-	-	-
Total	<u>953,057</u>	<u>2,326,898</u>	<u>2,754,217</u>	<u>1,475,931</u>	<u>(850,967)</u>	<u>(36.57)%</u>	<u>1,526,636</u>
SURPLUS (DEFICIT)	<u>\$ (716,279)</u>	<u>\$ -</u>	<u>\$ (427,319)</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 1,385,044</u>	<u>\$ 131,637</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>

CITY OF PORT ST. LUCIE
CDBG - 118
DEPARTMENTAL BUDGET SUMMARY



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 202,497	\$ 177,485	\$ 191,219	\$ 388,797	211,312	119.06 %	\$ 408,436
Operating Expenses	406,429	2,149,413	2,244,580	1,087,134	(1,062,279)	(49.42)%	1,118,200
Capital Outlay	344,131	-	318,418	-	-	- %	-
Total	\$ 953,057	\$ 2,326,898	\$ 2,754,217	\$1,475,931	(850,967)	(36.57)%	\$ 1,526,636

STAFFING SUMMARY:

Full Time Equivalents	2.20	2.20	2.20	3.00
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CITY OF PORT ST. LUCIE

CDBG - # 118

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		2025
PERSONAL SERVICES:								
Salaries And Wages	\$ 150,825	\$ 126,101	\$ 139,835	\$ 295,237	\$ 169,136	134.13 %	1	\$ 309,999
Overtime	219	-	-	-	-	- %	-	-
F.I.C.A	9,064	7,513	7,513	12,579	5,066	67.43 %	2	13,082
Mandatory Medicare	2,120	1,756	1,756	2,941	1,185	67.48 %	2	3,088
Retirement								
Contributions	12,574	14,660	14,660	22,318	7,658	52.24 %	1	23,211
Life & Health								
Insurance	27,561	27,182	27,182	55,424	28,242	103.90 %	3	58,749
Workmen's								
Compensation	136	273	273	298	25	9.16 %	-	307
Total Personal Services	202,499	177,485	191,219	388,797	211,312	119.06 %		408,436
OPERATING EXPENSES:								
Professional Services	5,355	20,000	39,153	20,000	-	- %	-	20,600
Accounting And Auditing	561	860	860	860	-	- %	-	886
Other Contractual Services	110,519	1,534,466	1,602,805	784,000	(750,466)	(48.91)%	4	810,981
Communications Service	-	100	100	100	-	- %	-	103
Transportation	46	200	200	200	-	- %	-	206
Insurance	2,258	1,926	1,926	-	(1,926)	(100.00)%	5	-
Printing & Binding	40	100	100	100	-	- %	-	103
Other Current Charges & Obliga	285,026	585,621	593,296	274,924	(310,697)	(53.05)%	6	278,100
Office Supplies	1,488	3,150	3,150	3,150	-	- %	-	3,307
Operating Supplies	300	1,000	1,000	1,000	-	- %	-	1,030
Books,Subs,Member ships	384	300	300	300	-	- %	-	309
Training And Education	452	1,690	1,690	2,500	810	47.93 %	7	2,575
Total Operating Expenses	406,429	2,149,413	2,244,580	1,087,134	(1,062,279)	(49.42)%		1,118,200
CAPITAL OUTLAY:								
Improvements O/T Buildings	296,739	-	318,418	-	-	- %	-	-
Parks Equipment & Fixtures	47,392	-	-	-	-	- %	-	-
Total Capital Outlay	344,131	-	318,418	-	-	- %		-
Fund Totals	\$ 953,059	\$ 2,326,898	\$ 2,754,217	\$ 1,475,931	\$ (850,967)	(36.57)%		\$ 1,526,636

CITY OF PORT ST. LUCIE

CDBG - # 118

Notes:

- 1 Salary adjustment - grant positions are reallocated annually based on workload and Includes new positions for (2) Code Compliance Officers.
- 2 FICA calculated pre-tax benefits expenses fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 All Community Development Block Grant (CDBG) project activity is entered under 5340 until Council approves the projects for upcoming fiscal year.
- 5 Changes in liability insurance (general, auto, property).
- 6 Budget request based on new Housing and Urban Development (HUD) ruling not allowing administrative funding carry forward. In addition to the repair and rehabilitation activities budget.
- 7 Increased the budget for the annual conference in Washington DC.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



COMMUNITY DEVELOPMENT BLOCK GRANT FUND #118 COMMUNITY DEVELOPMENT BLOCK GRANT - ADMINISTRATION - COST CENTERS #5910

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
5910 CDBG Administration (1 FTE)				
Code Compliance Officer (Senior Officer III Position, Commercial Properties)	100,537		100,537	-
Operating Expense	2,850		2,850	-
Computer Expense (IT Budget)	1,096		1,096	-
Capital Outlay Expense (1 New Vehicle)	46,000		46,000	-
Personnel Subtotal	150,483		150,483	-
5910 CDBG Administration (1 FTE)				
Code Compliance Officer, Commercial Properties	100,537	3	100,537	-
Operating Expense	2,850		2,850	-
Computer Expense (IT Budget)	1,096		1,096	-
Capital Outlay Expense (1 New Vehicle)	46,000		46,000	-
Personnel Subtotal	150,483		150,483	-
Total FTE Enhancement Requests	300,966		300,966	-
5910 CDBG Administration (Operating)				
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	-		-	-
	-		-	-
Total Request	-		-	-
Grand Total Requested	300,966		300,966	-



CITY OF PORT ST. LUCIE

NEW POSITION REQUEST FORM

FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Code Compliance Specialist, Commercial Properties (Senior Officer III) Proposed Start Date: 10/01/2023 118

Hiring Department/Division: Neighborhood Services / Code Compliance Reports to: Code Manager

Base Annual Salary: \$ 66,768.06 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>4,139.62</u>	Total Number of Positions Requested: <u>21</u> Software Licensing \$1,096.22 (IT Budget) <input checked="" type="checkbox"/> Hardware \$587.50 (IT Budget) <input type="checkbox"/> (Network Port Desk Phone & UPS)
Medicare - 1.45%:	<u>968.14</u>	
Retirement - 11.4%:	<u>7,611.56</u>	
Medical:	<u>\$ 21,050.00</u>	
(12% or 11.70%, depending on bargaining group) Total Salary & Benefits: <u>\$ 100,537.38</u>		

Existing Classification: Yes [Grade TBD] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Field Investigations and follow up on open cases, customer service duties	90%
2) Special Magistrate Hearing & County Court	5%
3) Writing Parking Tickets and Code Citations	5%
4) Tier III experience	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.	Total
Operating: Office Supplies, iPhone, Dell Rugged Latitude	\$ 2,850.00
Capital Outlay: Ford F150s or equivalent	46,000.00
Software & Hardware IT Budget Software Licensing (IT Budget)	1,096.22
Total:	\$ 49,946.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Last FY during extenuating circumstances NSD Code Compliance field staff reached over \$120,000 in overtime (OT) expenditures. On average Code spends anywhere from \$30-60,000 (regularly budgeted) in OT (see chart). Approximately one (1) Code Inspector has been added to the roster every other year. It is imminent that the Code field staff receive at least two (2) Tier III specialty Code Compliance Senior Inspectors, to specifically handle commercial properties in order to be more proactive in this specialty field duty and make each Inspectors' workload sustainable and manageable. At the current level (14 Inspectors, 2 Supervisors, 1 Manager) the increased workload due to residential and commercial growth, increase in population, changes in Codes and the updated Solid Waste Ordinance and citation process has become unsustainable. Code cannot guarantee the City's proactive strategic goals in this sector without these additional FTE's. The Code Inspector to residential dwellings ratio is 14:86,000 or 1:6,142, which contributes to the inability to monitor commercial areas proactively. As of April 6, 2023 there are 9,714 active businesses within the City and of those 4,112 are on commercial properties. The number of registered businesses has continued to grow steadily for the last couple of decades but, in the last 3 years it has grown exponentially with more than 2,000 businesses opening in years 2021 and 2022 alone. As a result of not having enough Code field staff for residential properties only 1 field staff person has been able to monitor commercial properties on a regular basis across the whole City in addition to working on the vacant lot program management. This is unsustainable based on the recent business statistics and in order to maintain Code's policy and strategic goal of being proactive.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 100,537.38 Related Expenses Total: \$ 49,946.22 **Grand Total:** \$ 150,483.60

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council; please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Carmen A. Capezzuto Digital signed by Carmen A. Capezzuto Date: 2023/04/24 10:43:57 -04:00 Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

Total number approved

City Manager Signature: _____ Date: _____

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

J. Acunys
5/19/23



CITY OF PORT ST. LUCIE NEW POSITION REQUEST FORM FOPE

FY: 23/24

SECTION I: COMPLETED BY THE HIRING DEPARTMENT

Proposed Title: Code Compliance Specialist, Commercial Properties (Senior Officer III) Proposed Start Date: 10/01/2023 118

Hiring Department/Division: Neighborhood Services / Code Compliance Reports to: Code Manager

Base Annual Salary: \$ 66,768.06 Number of hours per week: 40

(No more than 15% can be added to base salary)

FICA - 6.20%:	<u>4,139.62</u>
Medicare - 1.45%:	<u>968.14</u>
Retirement - 11.4%:	<u>7,611.56</u>
(12% or 11.70%, depending on bargaining group)	
Medical:	<u>\$ 21,050.00</u>
Total Salary & Benefits:	<u>\$ 100,537.38</u>

Total Number of Positions Requested: 2 |

Software Licensing \$1,096.22 (IT Budget)
 Hardware \$587.50 (IT Budget) (Network Port Desk Phone & UPS)

Existing Classification: Yes [Grade TBD] No [Preliminary HR Grade]

Program: New Existing

SECTION II: JOB FUNCTION/RESPONSIBILITIES

Responsibilities by Priority	% of Time
1) Field Investigations and follow up on open cases, customer service duties	90%
2) Special Magistrate Hearing & County Court	5%
3) Writing Parking Tickets and Code Citations	5%
4) Tier III experience	

SECTION III: RELATED EXPENSES

Supplies, Training, Equipment, IT costs and licensing, Etc.		Total
Operating:	Office Supplies, iPhone, Dell Rugged Latitude	\$ 2,850.00
Capital Outlay:	Ford F150s or equivalent	46,000.00
Software & Hardware IT Budget	Software Licensing \$1,096.22	1,096.22
Total:		\$ 49,946.22

SECTION IV: JUSTIFICATION/JOB DESCRIPTION

Last FY during extenuating circumstances NSD Code Compliance field staff reached over \$120,000 in overtime (OT) expenditures. On average Code spends anywhere from \$30-60,000 (regularly budgeted) in OT (see chart). Approximately one (1) Code Inspector has been added to the roster every other year. It is imminent that the Code field staff receive at least two (2) Tier III specialty Code Compliance Senior Inspectors, to specifically handle commercial properties in order to be more proactive in this specialty field duty and make each Inspectors workload sustainable and manageable. At the current level (14 Inspectors, 2 Supervisors, 1 Manager) the increased workload due to residential and commercial growth, increase in population, changes in Codes and the updated Solid Waste Ordinance and citation process has become unsustainable. Code cannot guarantee the City's proactive strategic goals in this sector without these additional FTE's. The Code Inspector to residential dwellings ratio is 14:86,000 or 1:6,142, which contributes to the inability to monitor commercial areas proactively. As of April 6, 2023 there are 9,714 active businesses within the City and of those 4,112 are on commercial properties. The number of registered businesses has continued to grow steadily for the last couple of decades but in the last 3 years it has grown exponentially with more than 2,000 businesses opening in years 2021 and 2022 alone. As a result of not having enough Code field staff for residential properties only 1 field staff person has been able to monitor commercial properties on a regular basis across the whole City in addition to working on the vacant lot program management. This is unsustainable based on the recent business statistics and in order to maintain Code's policy and strategic goal of being proactive.

SECTION V: TOTAL COST

Estimated Salary with Benefits: \$ 100,537.38 Related Expenses Total: \$ 49,946.22 **Grand Total: \$ 150,483.60**

Note: Please check with Human Resources for position pay so that OMB can accurately calculate all benefits. This form will be submitted to Council, please make sure spelling is correct and operating requests are accurately included.

Department Head Signature: Carmen A. Capezzuto Digitally signed by Carmen A. Capezzuto
Date: 2023.04.24 10:43:19 -0400 Date: _____

SECTION VI: TO BE COMPLETED AT OPERATING BUDGET MEETING

FTE Request is: Approved (will be processed by OMB Department) Not Approved (Department will be notified)

Total number approved

City Manager Signature: _____ Date: _____

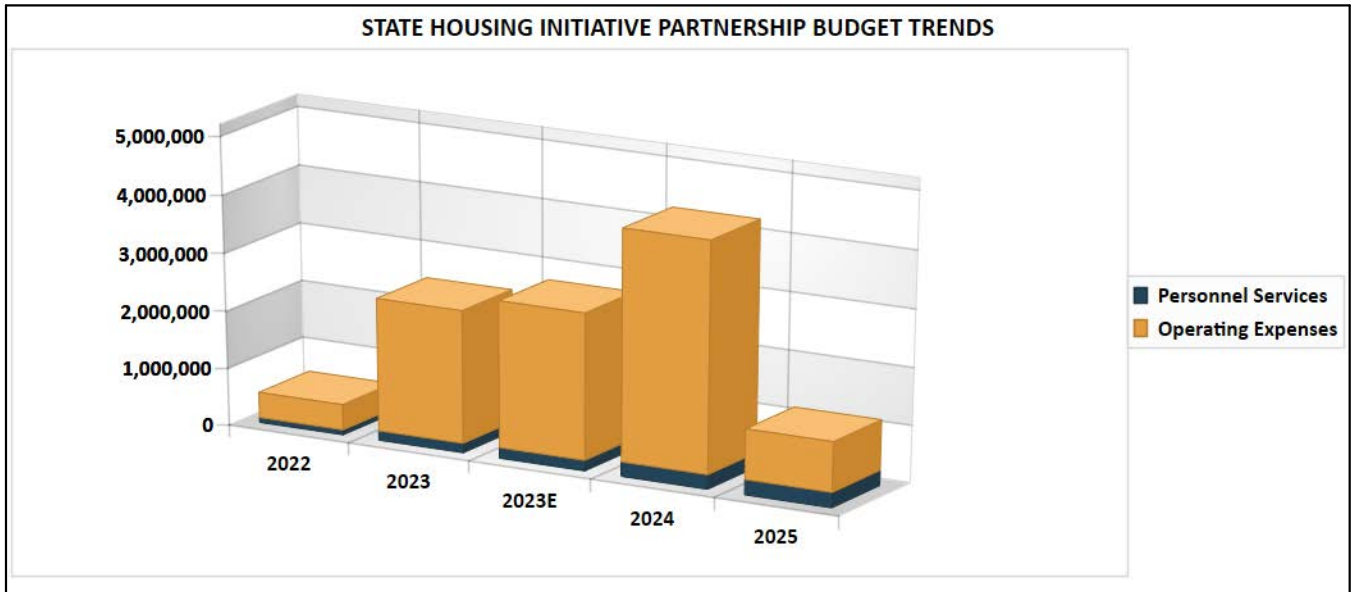
J. [Signature]
01/19/23

Disclaimer: This form is used for budgeting purposes only and does not represent a guaranteed salary.

CITY OF PORT ST. LUCIE
STATE HOUSING INITIATIVE PARTNERSHIP - # 119
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 4,556,695	\$ 4,977,661	\$ 4,977,661	\$ 3,318,119			\$ 159,033
REVENUES & SOURCES:							
Intergovernmental	531,833	1,070,000	1,070,000	1,102,100	32,100	3.00 %	1,137,157
Miscellaneous Revenues	510,905	-	-	-	-	- %	-
Interest Income	(89,939)	10,700	10,700	11,021	321	3.00 %	11,352
Use of Reserves	-	1,397,609	1,397,609	3,159,086	-	- %	-
Total	952,799	2,478,309	2,478,309	4,272,207	1,793,898	72.38 %	1,148,509
EXPENDITURES:							
Personnel Services	87,333	166,578	186,181	255,470	88,892	53.36 %	268,240
Operating Expenses	444,500	2,311,731	2,554,061	4,016,737	1,705,006	73.75 %	880,269
Total	531,833	2,478,309	2,740,242	4,272,207	1,793,898	72.38 %	1,148,509
SURPLUS (DEFICIT)	\$ 420,966	\$ -	\$ (261,933)	\$ -			\$ -
Undesignated Reserve	\$ 4,977,661	\$ 3,580,052	\$ 3,318,119	\$ 159,033			\$ 159,033

**CITY OF PORT ST. LUCIE
STATE HOUSING INITIATIVE PARTNERSHIP - 119
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 87,333	\$ 166,578	\$ 186,181	\$ 255,470	88,892	53.36 %	\$ 268,240
Operating Expenses	444,500	2,311,731	2,554,061	4,016,737	1,705,006	73.75 %	880,269
Total	\$ 531,833	\$ 2,478,309	\$ 2,740,242	\$ 4,272,207	1,793,898	72.38 %	\$ 1,148,509

STAFFING SUMMARY:

Full Time Equivalents	1.20	1.20	1.20	1.60
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CITY OF PORT ST. LUCIE
STATE HOUSING INITIATIVE PARTNERSHIP - # 119

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		2025
PERSONAL SERVICES:								
Salaries And Wages	\$ 63,063	\$ 122,048	\$ 141,651	\$ 215,585	\$ 93,537	76.64 %	1	\$ 226,364
Overtime	446	-	-	-	-	- %	-	-
F.I.C.A	3,816	7,346	7,346	7,003	(343)	(4.67)%	-	7,283
Mandatory Medicare	892	1,718	1,718	1,638	(80)	(4.66)%	-	1,720
Retirement								
Contributions	7,226	13,914	13,914	13,177	(737)	(5.30)%	-	13,704
Life & Health								
Insurance	11,811	21,276	21,276	17,779	(3,497)	(16.44)%	2	18,846
Workmen's								
Compensation	78	276	276	288	12	4.35 %	-	323
Total Personal Services	87,332	166,578	186,181	255,470	88,892	53.36 %		268,240
OPERATING EXPENSES:								
Professional Services	-	10,000	10,000	10,000	-	- %	-	10,300
Accounting And								
Auditing	633	700	700	700	-	- %	-	721
Transportation	277	500	500	500	-	- %	-	515
Insurance	752	1,943	1,943	-	(1,943)	(100.00)%	3	-
Printing & Binding	-	2,000	2,000	2,000	-	- %	-	2,060
Other Current								
Charges & Obliga	439,709	2,288,788	2,531,118	3,995,737	1,706,949	74.58 %	4	858,599
Office Supplies	351	1,800	1,800	1,800	-	- %	-	1,894
Operating Supplies	123	500	500	500	-	- %	-	515
Books,Subs,Member								
ships	200	-	-	-	-	- %	-	-
Training And								
Education	2,454	5,500	5,500	5,500	-	- %	-	5,665
Total Operating Expenses	444,499	2,311,731	2,554,061	4,016,737	1,705,006	73.75 %		880,269
Fund Totals	<u>\$ 531,831</u>	<u>\$ 2,478,309</u>	<u>\$ 2,740,242</u>	<u>\$ 4,272,207</u>	<u>\$ 1,793,898</u>	<u>72.38 %</u>		<u>\$ 1,148,509</u>

Notes:

- 1 Salary adjustment - grant positions are reallocated annually based on workload.
- 2 Health Insurance varies based on employee elections.
- 3 Changes in liability insurance (general, auto, property).
- 4 Designated line item for future support of the Housing Needs Analysis and Implementation Plan, contingent on Council approval and final plans. As well as the annual allocation of grant funding and carry forward for the Repair and Rehabilitation Program.

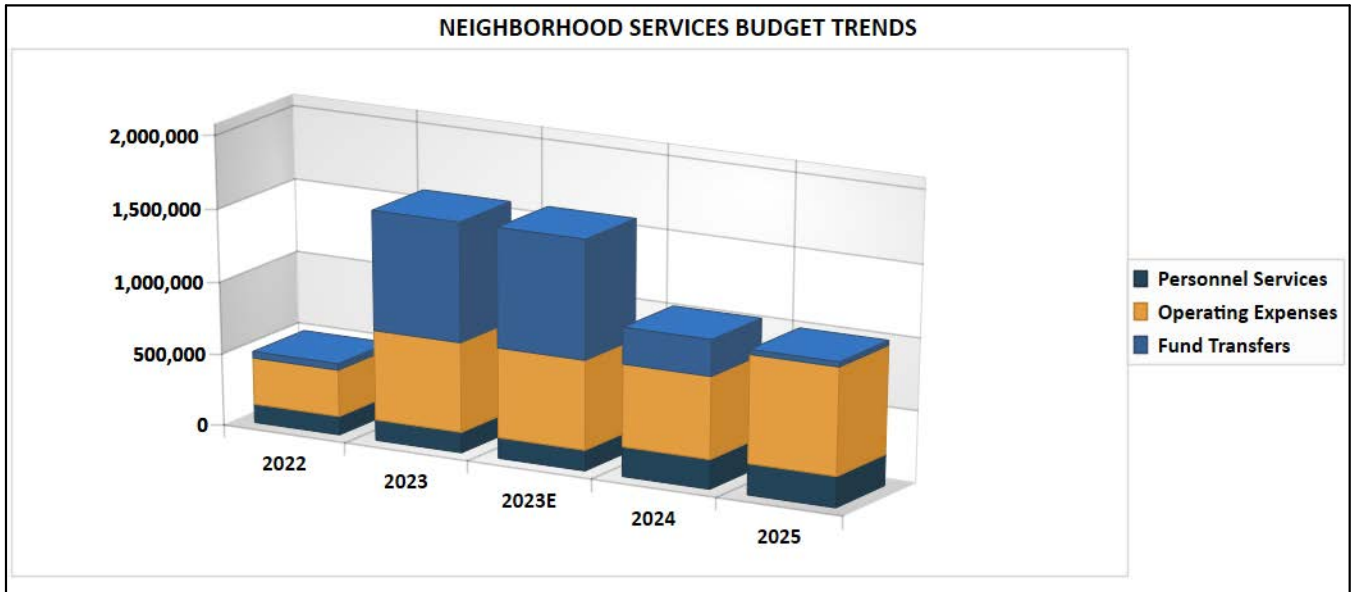
CITY OF PORT ST. LUCIE
USA 5-6-7A COLLECTION FUND - # 124
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 6,519,847	\$ 6,339,709	\$ 6,339,709	\$ 5,945,625			\$ 745,625
REVENUES & SOURCES:							
Licenses & Permits	2,748	-	-	-	-	-	-
Interest Income	(168,512)	110,837	110,837	-	(110,837)	(100.00)%	-
Use of Reserves	-	394,084	394,084	5,200,000	4,805,916	1,219.52 %	-
Total	<u>(165,764)</u>	<u>504,921</u>	<u>504,921</u>	<u>5,200,000</u>	<u>4,695,079</u>	<u>929.86 %</u>	<u>-</u>
EXPENDITURES:							
Operating Expenses	795	1,070	1,070	-	(1,070)	(100.00)%	-
Fund Transfers	13,579	503,851	503,851	5,200,000	4,696,149	932.05 %	-
Total	<u>14,374</u>	<u>504,921</u>	<u>504,921</u>	<u>5,200,000</u>	<u>4,695,079</u>	<u>929.86 %</u>	<u>-</u>
SURPLUS (DEFICIT)	<u>\$ (180,138)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 6,339,709</u>	<u>\$ 6,339,709</u>	<u>\$ 6,339,709</u>	<u>\$ 745,625</u>			<u>\$ 745,625</u>

CITY OF PORT ST. LUCIE
NEIGHBORHOOD SERVICES - # 127
PROPOSED BUDGET - FY 2024

	AUDITED		BUDGET		ESTIMATED		PROPOSED		VARIANCE		PROJECTED
	2022	2023	2023	2023	2023	2024	\$	%	2025		
Beginning Undesignated Reserves	\$ 1,962,848	\$ 2,065,220	\$ 2,065,220	\$ 2,065,220	\$ 1,143,764					\$ 802,686	
REVENUES & SOURCES:											
Intergovernmental	216,000	231,120	231,120	231,120	238,054	6,934	3.00 %			246,624	
Charges for Services	121,000	123,022	123,022	123,022	126,713	3,691	3.00 %			130,514	
Miscellaneous Revenues	317,504	283,550	283,550	283,550	292,057	8,507	3.00 %			300,818	
Interest Income	(52,940)	33,218	33,218	33,218	34,215	997	3.00 %			35,241	
Use of Reserves	-	920,145	920,145	920,145	341,078	(579,067)	(62.93)%			289,331	
Total	601,564	1,591,055	1,591,055	1,591,055	1,032,117	(558,938)	(35.13)%			1,002,528	
EXPENDITURES:											
Personnel Services	129,339	143,416	144,727	144,727	207,176	63,760	44.46 %			217,513	
Operating Expenses	325,851	624,442	624,442	624,442	573,813	(50,629)	(8.11)%			751,818	
Fund Transfers	44,002	823,197	823,197	823,197	251,128	(572,069)	(69.49)%			33,197	
Total	499,192	1,591,055	1,592,366	1,592,366	1,032,117	(558,938)	(35.10)%			1,002,528	
SURPLUS (DEFICIT)	\$ 102,372	\$ -	\$ (1,311)	\$ -						\$ -	
Undesignated Reserve	\$ 2,065,220	\$ 1,145,075	\$ 1,143,764	\$ 802,686						\$ 513,355	

**CITY OF PORT ST. LUCIE
NEIGHBORHOOD SERVICES - 127
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 129,339	\$ 143,416	\$ 144,727	\$ 207,176	63,760	44.46 %	\$ 217,513
Operating Expenses	325,851	624,442	624,442	573,813	(50,629)	(8.11)%	751,818
Fund Transfers	44,002	823,197	823,197	251,128	(572,069)	(69.49)%	33,197
Total	\$ 499,192	\$ 1,591,055	\$ 1,592,366	\$ 1,032,117	(558,938)	(35.13)%	\$ 1,002,528

STAFFING SUMMARY:

Full Time Equivalents	1.25	1.25	1.25	1.80
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CITY OF PORT ST. LUCIE
NEIGHBORHOOD SERVICES - # 127

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		2025
PERSONNEL SERVICES:								
Salaries And Wages	\$ 96,601	\$ 102,560	\$ 103,871	\$ 162,196	\$ 59,636	58.15 %	1	\$ 170,306
Overtime	-	4,000	4,000	-	(4,000)	(100.00)%	2	-
F.I.C.A	5,860	6,195	6,195	7,167	972	15.69 %	3	7,454
Mandatory Medicare	1,370	1,448	1,448	1,676	228	15.75 %	3	1,760
Retirement								
Contributions	11,206	11,861	11,861	13,998	2,137	18.02 %	1	14,558
Life & Health								
Insurance	14,301	15,804	15,804	20,349	4,545	28.76 %	4	21,570
Other Post								
Employment								
Benefits	-	1,548	1,548	1,548	-	- %	-	1,594
Workmen's								
Compensation	-	-	-	242	242	- %	-	271
Total Personnel								
Services	129,338	143,416	144,727	207,176	63,760	44.46 %		217,513
OPERATING EXPENSES:								
Professional Services	42,200	90,000	90,000	90,000	-	- %	-	92,700
Other Contractual								
Services	76,271	217,200	217,200	92,700	(124,500)	(57.32)%	5	254,616
Gas & Oil	268	600	600	600	-	- %	-	618
Repairs &								
Maintenance-								
Vehicle	-	-	-	313	313	- %	-	322
Communications								
Service	1,789	1,200	1,200	1,200	-	- %	-	1,236
Transportation	295	4,000	4,000	4,000	-	- %	-	4,120
Printing & Binding	1,532	3,000	3,000	4,500	1,500	50.00 %	6	4,635
Promotional								
Activities	27,391	31,000	31,000	40,000	9,000	29.03 %	7	41,200
Other Current								
Charges & Obliga	169,719	262,942	262,942	325,000	62,058	23.60 %	8	334,750
Office Supplies	1,749	4,500	4,500	4,500	-	- %	-	6,290
Operating Supplies	1,459	2,500	2,500	2,750	250	10.00 %	-	2,833
Books,Subs,Member								
ships	295	500	500	750	250	50.00 %	9	773
Training And								
Education	2,884	7,000	7,000	7,500	500	7.14 %	-	7,725
Total Operating								
Expenses	325,852	624,442	624,442	573,813	(50,629)	(8.11)%		751,818
NON-OPERATING:								
Transfers	44,002	823,197	823,197	251,128	(572,069)	(69.49)%	10	33,197
	-	-	-	-	-	- %	-	-

**CITY OF PORT ST. LUCIE
NEIGHBORHOOD SERVICES - # 127**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
Total Non-Operating	44,002	823,197	823,197	251,128	(572,069)	(69.49)%		33,197
Fund Totals	\$ 499,192	\$ 1,591,055	\$ 1,592,366	\$ 1,032,117	\$ (558,938)	(35.13)%		\$ 1,002,528

Notes:

- 1 Salary adjustment - grant positions are reallocated annually based on workload. A portion of the Directors position is no longer covered by solid waste.
- 2 Based on usage.
- 3 FICA calculated pre-tax benefits and may fluctuate.
- 4 Health Insurance varies based on employee elections.
- 5 Project completed and therefore not budgeted in FY24.
- 6 Event signage & printing needs, including NICE material for NSD and additional City Communications collateral for NICE events. - General inflation increase and increase based on projected increase in NICE events and activities in collaboration with the Communications Outreach Coordinator and Engagers Team.
- 7 Promo costs for City U & Neighborhoods requests - General inflation increase and increase based on projected increase in NICE events and activities in collaboration with the Communications Outreach Coordinator and Engagers Team.
- 8 Neighborhood Improvement projects and management of requests, maintenance of past projects - General inflation increase, reallocation of funding that was temporary placed in object code for decorative poles and funding for "NICE to Meet You" gathering places.
- 9 International City/County Management Association (ICMA), Council of Social Agencies & Neighborhoods, USA ("NUSA") membership fees, books for training and development. - Increase in fees not paid previous years.
- 10 FY24 Transfer to Capital Improvement Program Fund #301 for Duck Court Phase #2. FY23 transfer was to the 305 CIP fund for O.L. Peacock SR Park.

CITY OF PORT ST. LUCIE
SW ANNEX AFFORDABLE HOUSING - # 128
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ -	\$ 4,090,935	\$ 4,090,935	\$ 3,381,585			\$ 2,522,235
REVENUES & SOURCES:							
Licenses & Permits	193,000	160,000	160,000	160,000	-	-	169,744
Intergovernmental	1,716,085	-	-	-	-	-	-
Interest Income	(101,934)	80,650	80,650	80,650	-	-	85,562
Fund Transfers	2,386,037	-	-	-	-	-	-
Use of Reserves	-	709,350	709,350	859,350	150,000	21.15 %	877,694
Total	<u>4,193,188</u>	<u>950,000</u>	<u>950,000</u>	<u>1,100,000</u>	<u>150,000</u>	<u>15.79 %</u>	<u>1,133,000</u>
EXPENDITURES:							
Personnel Services	47,306	-	-	-	-	-	-
Operating Expenses	1,744,008	950,000	950,000	1,100,000	150,000	15.79 %	1,133,000
Grant Pass Through	1,689,061	-	-	-	-	-	-
Total	<u>3,480,375</u>	<u>950,000</u>	<u>950,000</u>	<u>1,100,000</u>	<u>150,000</u>	<u>15.79 %</u>	<u>1,133,000</u>
SURPLUS (DEFICIT)	<u>\$ 4,090,935</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 4,090,935</u>	<u>\$ 3,381,585</u>	<u>\$ 3,381,585</u>	<u>\$ 2,522,235</u>			<u>\$ 1,644,541</u>

CITY OF PORT ST. LUCIE
RIVERPOINT SAD COLLECTION FUND - # 151
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 2,500,981	\$ 1,732,157	\$ 1,732,157	\$ 567,827			\$ 284,827
REVENUES & SOURCES:							
Licenses & Permits	647,197	-	-	-	-	- %	-
Interest Income	(38,573)	42,517	42,517	25,000	(17,517)	(41.20)%	16,240
Use of Reserves	-	1,164,330	1,164,330	283,000	(881,330)	(75.69)%	492,000
Total	608,624	1,206,847	1,206,847	308,000	(898,847)	(74.48)%	508,240
EXPENDITURES:							
Operating Expenses	10,735	-	-	8,000	8,000	- %	8,240
Fund Transfers	1,366,713	1,206,847	1,206,847	300,000	(906,847)	(75.14)%	500,000
Total	1,377,448	1,206,847	1,206,847	308,000	(898,847)	(74.48)%	508,240
SURPLUS (DEFICIT)	\$ (768,824)	\$ -	\$ -	\$ -			\$ -
Undesignated Reserve	\$ 1,732,157	\$ 567,827	\$ 567,827	\$ 284,827			\$ (207,173)

CITY OF PORT ST. LUCIE
TESORO SAD COLLECTION FUND - # 152
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 6,171,094	\$ 1,445,765	\$ 1,445,765	\$ 1,445,765			\$ 1,445,765
REVENUES & SOURCES:							
Licenses & Permits	1,531,969	50,714	50,714	-	(50,714)	(100.00)%	-
Interest Income	33,527	-	-	-	-	- %	-
Use of Reserves	-	-	-	-	-	- %	151,000
Total	<u>1,565,496</u>	<u>50,714</u>	<u>50,714</u>	<u>-</u>	<u>(50,714)</u>	<u>(100.00)%</u>	<u>151,000</u>
EXPENDITURES:							
Operating Expenses	25,419	35,000	35,000	-	(35,000)	(100.00)%	1,000
Fund Transfers	6,265,406	15,714	15,714	-	(15,714)	(100.00)%	150,000
Total	<u>6,290,825</u>	<u>50,714</u>	<u>50,714</u>	<u>-</u>	<u>(50,714)</u>	<u>(100.00)%</u>	<u>151,000</u>
SURPLUS (DEFICIT)	<u>\$ (4,725,329)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 1,445,765</u>	<u>\$ 1,445,765</u>	<u>\$ 1,445,765</u>	<u>\$ 1,445,765</u>			<u>\$ 1,445,765</u>

CITY OF PORT ST. LUCIE
GLASSMAN SAD COLLECTION FUND - # 153
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 1,834,863	\$ 1,911,212	\$ 1,911,212	\$ 597,501			\$ 597,501
REVENUES & SOURCES:							
Licenses & Permits	1,324,579	860,060	860,060	-	(860,060)	(100.00)%	-
Interest Income	(46,543)	31,193	31,193	15,000	(16,193)	(51.91)%	15,450
Use of Reserves	-	1,313,711	1,313,711	-	(1,313,711)	(100.00)%	350,000
Total	1,278,036	2,204,964	2,204,964	15,000	(2,189,964)	(99.32)%	365,450
EXPENDITURES:							
Operating Expenses	21,928	16,050	16,050	15,000	(1,050)	(6.54)%	15,450
Fund Transfers	1,179,759	2,188,914	2,188,914	-	(2,188,914)	(100.00)%	350,000
Total	1,201,687	2,204,964	2,204,964	15,000	(2,189,964)	(99.32)%	365,450
SURPLUS (DEFICIT)	\$ 76,349	\$ -	\$ -	\$ -			\$ -
Undesignated Reserve	\$ 1,911,212	\$ 597,501	\$ 597,501	\$ 597,501			\$ 247,501

CITY OF PORT ST. LUCIE
E.LAKE VILLAGE SAD COLLECT.FND - # 154
PROPOSED BUDGET - FY 2024

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		PROJECTED
	2022	2023	2023	2024	\$	%	2025
Beginning Undesignated Reserves	\$ 606,402	\$ 1,301,824	\$ 1,301,824	\$ 1,301,824			\$ 1,301,824
REVENUES & SOURCES:							
Licenses & Permits	773,045	549,406	549,406	4,000	(545,406)	(99.27)%	3,980
Interest Income	(35,643)	10,308	10,308	12,000	1,692	16.41 %	12,500
Total	737,402	559,714	559,714	16,000	(543,714)	(97.14)%	16,480
EXPENDITURES:							
Operating Expenses	13,363	16,000	16,000	16,000	-	- %	16,480
Debt	23,819	538,820	538,820	-	(538,820)	(100.00)%	-
Fund Transfers	4,798	4,894	4,894	-	(4,894)	(100.00)%	-
Total	41,980	559,714	559,714	16,000	(543,714)	(97.14)%	16,480
SURPLUS (DEFICIT)	\$ 695,422	\$ -	\$ -	\$ -			\$ -
Undesignated Reserve	\$ 1,301,824	\$ 1,301,824	\$ 1,301,824	\$ 1,301,824			\$ 1,301,824

CITY OF PORT ST. LUCIE
CITY CENTER SAD COLLECTION FUND - # 156
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 97,353	\$ 100,614	\$ 100,614	\$ 100,614			\$ 74,614
REVENUES & SOURCES:							
Licenses & Permits	18,656	1,813,362	1,813,362	1,698,834	(114,528)	(6.32)%	1,699,340
Interest Income	(3,490)	-	-	-	-	- %	-
Fund Transfers	1,742,104	-	-	-	-	- %	-
Use of Reserves	-	-	-	26,000	26,000	- %	26,002
Total	1,757,270	1,813,362	1,813,362	1,724,834	(88,528)	(4.88)%	1,725,342
EXPENDITURES:							
Operating Expenses	907	500	500	38,000	37,500	7,500.00 %	38,000
Debt	1,685,794	1,744,208	1,744,208	1,686,834	(57,374)	(3.29)%	1,687,342
Fund Transfers	67,308	68,654	68,654	-	(68,654)	(100.00)%	-
Total	1,754,009	1,813,362	1,813,362	1,724,834	(88,528)	(4.88)%	1,725,342
SURPLUS (DEFICIT)	\$ 3,261	\$ -	\$ -	\$ -			\$ -
Undesignated Reserve	\$ 100,614	\$ 100,614	\$ 100,614	\$ 74,614			\$ 48,612

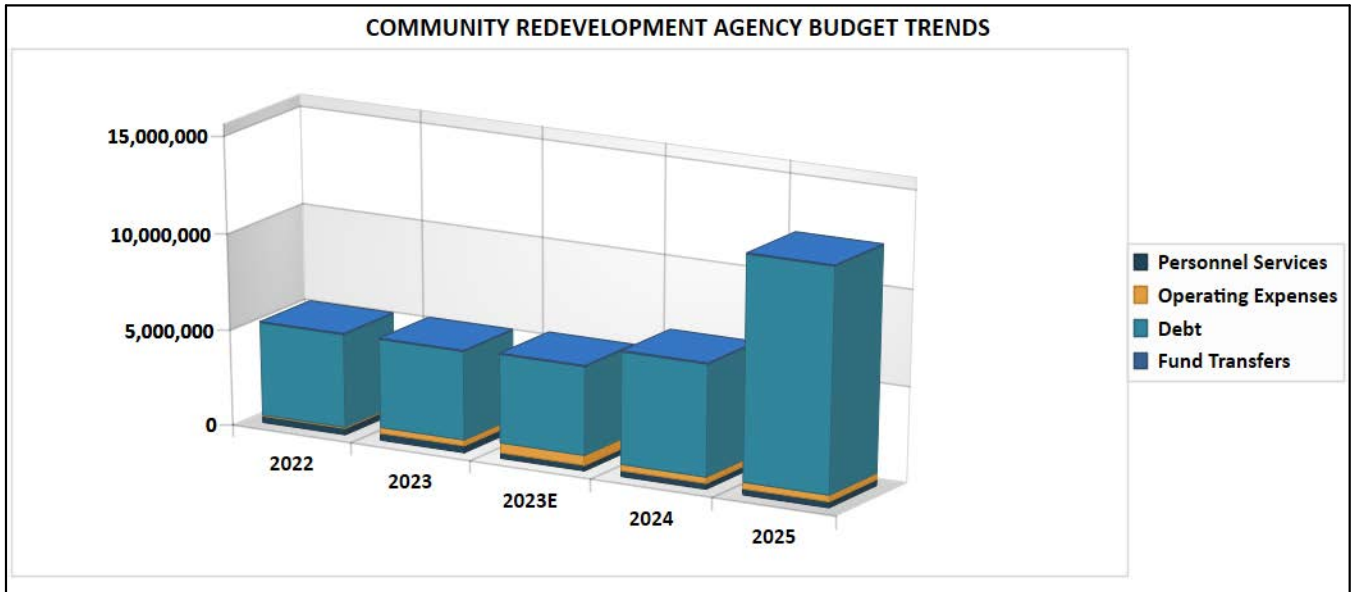
CITY OF PORT ST. LUCIE
2007A COMB.LOWRY/PEACOCK FUND - # 158
PROPOSED BUDGET - FY 2024

	<u>AUDITED</u> <u>2022</u>	<u>BUDGET</u> <u>2023</u>	<u>ESTIMATED</u> <u>2023</u>	<u>PROPOSED</u> <u>2024</u>	<u>VARIANCE</u>		<u>PROJECTED</u> <u>2025</u>
					\$	%	
Beginning Undesignated Reserves	\$ 1,413,229	\$ 1,018,916	\$ 1,018,916	\$ 669,968			\$ 669,968
REVENUES & SOURCES:							
Licenses & Permits	363,825	200,000	200,000	225,000	25,000	12.50 %	-
Interest Income	(12,419)	16,584	16,584	-	(16,584)	(100.00)%	-
Use of Reserves	-	348,948	348,948	-	(348,948)	(100.00)%	312,487
Total	<u>351,406</u>	<u>565,532</u>	<u>565,532</u>	<u>225,000</u>	<u>(340,532)</u>	<u>(60.20)%</u>	<u>312,487</u>
EXPENDITURES:							
Operating Expenses	6,731	11,770	11,770	12,123	353	3.00 %	12,487
Contingencies	-	-	-	212,877	212,877	-	-
Fund Transfers	738,988	553,762	553,762	-	553,762	100.00 %	300,000
Total	<u>745,719</u>	<u>565,532</u>	<u>565,532</u>	<u>225,000</u>	<u>(340,532)</u>	<u>(60.20)%</u>	<u>312,487</u>
SURPLUS (DEFICIT)	<u>\$ (394,313)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 1,018,916</u>	<u>\$ 669,968</u>	<u>\$ 669,968</u>	<u>\$ 669,968</u>			<u>\$ 357,000</u>

**CITY OF PORT ST. LUCIE
PROPOSED BUDGET - FY 2024**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
	\$	\$	\$	\$	\$	%	\$
Beginning Undesignated Reserves	\$ 202,793	\$ 319,824	\$ 319,824	\$ 182,385			\$ 182,385
REVENUES & SOURCES:							
Intergovernmental	2,112,593	2,343,413	2,343,413	2,834,352	490,939	20.90 %	3,061,120
Miscellaneous Revenues	1,857,893	381,726	381,726	-	(381,726)	(100.00)%	-
Interest Income	(8,715)	1,000	1,000	15,254	14,254	1,425.40 %	16,061
Fund Transfers	1,952,101	2,639,881	2,639,881	3,707,705	1,067,824	40.40 %	9,358,626
Total	<u>5,913,872</u>	<u>5,366,020</u>	<u>5,366,020</u>	<u>6,557,311</u>	<u>1,191,291</u>	<u>22.20 %</u>	<u>12,435,807</u>
EXPENDITURES:							
Personnel Services	343,532	363,928	292,342	304,656	(59,272)	(16.30)%	318,021
Operating Expenses	56,412	310,777	519,802	329,737	18,960	6.10 %	339,630
Capital Outlay	469,912	-	-	-	-	- %	-
Debt	4,879,250	4,642,625	4,642,625	5,872,625	1,230,000	26.50 %	11,724,750
Fund Transfers	47,735	48,690	48,690	50,293	1,603	3.30 %	53,406
Total	<u>5,796,841</u>	<u>5,366,020</u>	<u>5,503,459</u>	<u>6,557,311</u>	<u>1,191,291</u>	<u>22.20 %</u>	<u>12,435,807</u>
SURPLUS (DEFICIT)	<u>\$ 117,031</u>	<u>\$ -</u>	<u>\$ (137,439)</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 319,824</u>	<u>\$ 319,824</u>	<u>\$ 182,385</u>	<u>\$ 182,385</u>			<u>\$ 182,385</u>

**CITY OF PORT ST. LUCIE
COMMUNITY REDEVELOPMENT AGENCY - 175
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 343,532	\$ 363,928	\$ 292,342	\$ 304,656	(59,272)	(16.29)%	\$ 318,021
Operating Expenses	56,412	310,777	519,802	329,737	18,960	6.10 %	339,630
Capital Outlay	469,912	-	-	-	-	- %	-
Debt	4,879,250	4,642,625	4,642,625	5,872,625	1,230,000	26.49 %	11,724,750
Fund Transfers	47,735	48,690	48,690	50,293	1,603	3.29 %	53,406
Total	\$ 5,796,841	\$ 5,366,020	\$ 5,503,459	\$6,557,311	1,191,291	22.20 %	\$ 12,435,807

STAFFING SUMMARY:

Full Time Equivalents	2.00	2.00	2.00	2.00
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**CITY OF PORT ST. LUCIE
COMMUNITY REDEVELOPMENT AGENCY - # 175**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONEL SERVICES:								
Salaries And Wages	\$ 241,927	\$ 253,864	\$ 182,278	\$ 212,000	\$ (41,864)	(16.50)%	1	\$ 220,600
F.I.C.A	14,299	14,909	14,909	10,146	(4,763)	(31.90)%	2	10,552
Mandatory Medicare Retirement	3,344	3,487	3,487	2,871	(616)	(17.70)%	2	3,015
Contributions	28,557	29,824	29,824	26,903	(2,921)	(9.80)%	-	27,979
Life & Health Insurance	55,093	59,264	59,264	50,106	(9,158)	(15.50)%	3	53,112
Other Post Employment Benefits	-	2,030	2,030	2,030	-	- %	-	2,091
Workmen's Compensation	311	550	550	600	50	9.10 %	-	672
Total Personel Services	343,531	363,928	292,342	304,656	(59,272)	(16.30)%		318,021
OPERATING EXPENSES:								
Professional Services	19,200	125,000	222,425	135,000	10,000	8.00 %	-	139,050
Accounting And Auditing	4,284	-	-	-	-	- %	-	-
Other Contractual Services	15,650	150,000	261,600	160,000	10,000	6.70 %	-	164,800
Travel And Per Diem Communications Service	758	-	-	-	-	- %	-	-
Transportation	1,190	1,200	1,200	1,200	-	- %	-	1,236
Insurance	54	1,000	1,000	1,000	-	- %	-	1,030
Other Current Charges & Obliga	1,816	3,877	3,877	-	(3,877)	(100.00)%	4	-
Office Supplies	10,364	14,462	14,462	15,287	825	5.70 %	-	15,746
Operating Supplies	-	500	500	500	-	- %	-	515
Books,Subs,Member ships	412	2,000	2,000	3,000	1,000	50.00 %	5	3,090
Training And Education	1,850	3,500	3,500	3,750	250	7.10 %	-	3,863
Total Operating Expenses	834	9,238	9,238	10,000	762	8.20 %	-	10,300
Land	469,912	-	-	-	-	- %	-	-
Total Capital Outlay	469,912	-	-	-	-	- %		-
DEBT SERVICE:								
Principal	3,770,000	3,955,000	3,955,000	5,185,000	1,230,000	31.10 %	1	11,160,000
Interest	1,109,250	687,625	687,625	687,625	-	- %	-	564,750
Total Debt Service	4,879,250	4,642,625	4,642,625	5,872,625	1,230,000	26.50 %		11,724,750

**CITY OF PORT ST. LUCIE
COMMUNITY REDEVELOPMENT AGENCY - # 175**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
NON-OPERATING:								
Transfers	47,735	48,690	48,690	50,293	1,603	3.30 %	-	53,406
	-	-	-	-	-	-	%	-
Total Non-Operating	47,735	48,690	48,690	50,293	1,603	3.30 %		53,406
Fund Totals	<u>\$ 5,796,840</u>	<u>\$ 5,366,020</u>	<u>\$ 5,503,459</u>	<u>\$ 6,557,311</u>	<u>\$ 1,191,291</u>	<u>22.20 %</u>		<u>\$ 12,435,807</u>

Notes:

- 1 Salary Adjustment and cost of living adjustment effective October 1, 2023.
- 2 FICA calculated pre-tax benefits may fluctuate.
- 3 Health Insurance varies based on employee elections.
- 4 Changes in liability insurance (general, auto, property).
- 5 Computer, Software needed for CRA Project Manager position.

**CITY OF PORT ST. LUCIE
SOUTHERN GROVE CRA - # 178
PROPOSED BUDGET - FY 2024**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 33,221	\$ 88,678	\$ 88,678	\$ 88,678			\$ 88,678
REVENUES & SOURCES:							
Intergovernmental	563,841	489,866	489,866	1,227,045	737,179	150.50 %	1,325,209
Interest Income	-	1,578	1,578	1,578	-	-	1,674
Fund Transfers	564,878	621,366	621,366	1,101,257	479,891	77.20 %	1,179,187
Total	<u>1,128,719</u>	<u>1,112,810</u>	<u>1,112,810</u>	<u>2,329,880</u>	<u>1,217,070</u>	<u>109.40 %</u>	<u>2,506,070</u>
EXPENDITURES:							
Operating Expenses	1,072,283	1,111,811	1,111,811	2,328,053	1,216,242	109.40 %	2,504,189
Fund Transfers	979	999	999	1,827	828	82.90 %	1,881
Total	<u>1,073,262</u>	<u>1,112,810</u>	<u>1,112,810</u>	<u>2,329,880</u>	<u>1,217,070</u>	<u>109.40 %</u>	<u>2,506,070</u>
SURPLUS (DEFICIT)	<u>\$ 55,457</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 88,678</u>	<u>\$ 88,678</u>	<u>\$ 88,678</u>	<u>\$ 88,678</u>			<u>\$ 88,678</u>

CITY OF PORT ST. LUCIE
CONSERVATION TRUST FUND - # 608
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 1,411,330	\$ 895,547	\$ 810,920	\$ 726,293			\$ 641,503
REVENUES & SOURCES:							
Charges for Services	132,166	66,000	66,000	67,980	1,980	3.00 %	70,019
Interest Income	(20,304)	19,373	19,373	19,673	300	1.50 %	20,553
Use of Reserves	-	84,627	84,627	84,790	163	0.20 %	87,020
Total	<u>111,862</u>	<u>170,000</u>	<u>170,000</u>	<u>172,443</u>	<u>2,443</u>	<u>1.40 %</u>	<u>177,592</u>
EXPENDITURES:							
Operating Expenses	52,645	170,000	170,000	170,000	-	- %	175,100
Fund Transfers	575,000	-	-	2,443	2,443	- %	2,492
Total	<u>627,645</u>	<u>170,000</u>	<u>170,000</u>	<u>172,443</u>	<u>2,443</u>	<u>1.40 %</u>	<u>177,592</u>
SURPLUS (DEFICIT)	<u>\$ (515,783)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 895,547</u>	<u>\$ 810,920</u>	<u>\$ 726,293</u>	<u>\$ 641,503</u>			<u>\$ 554,483</u>

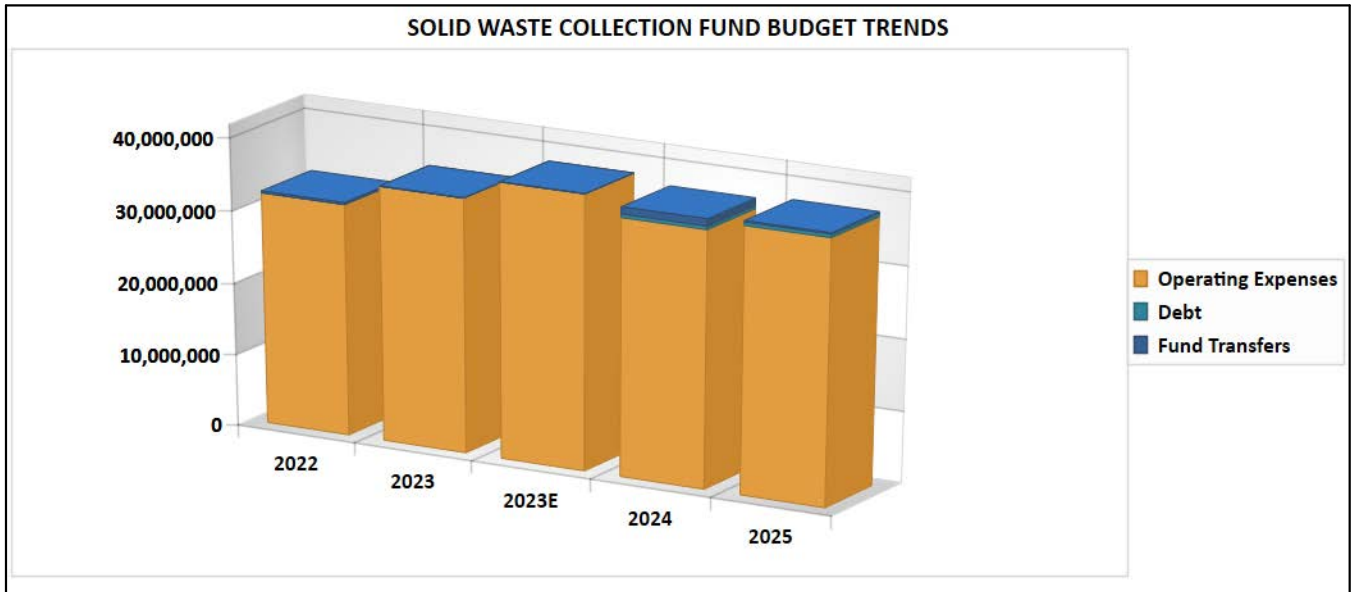
CITY OF PORT ST. LUCIE
SOLID WASTE COLLECTION FUND - # 620
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 13,939,600	\$ 7,271,219	\$ 7,271,219	\$ 4,094,611			\$ 2,199,823
REVENUES & SOURCES:							
Franchise Fees	-	948,889	948,889	-	(948,889)	(100.00)%	-
Intergovernmental	158,000	129,470	129,470	-	(129,470)	(100.00)%	-
Charges for Services	21,482,041	31,766,526	31,766,526	35,136,642	3,370,116	10.60 %	36,542,108
Fines & Forfeitures	4,764,200	50,000	50,000	-	(50,000)	(100.00)%	-
Miscellaneous Revenues	9	-	-	-	-	-	-
Interest Income	(220,942)	39,221	39,221	212,000	172,779	440.50 %	210,200
Other Sources	6,275	-	-	-	-	-	-
Fund Transfers	-	3,000,000	3,000,000	-	(3,000,000)	(100.00)%	1 -
Use of Reserves	-	-	-	1,894,788	1,894,788	-	957,765
Total	<u>26,189,583</u>	<u>35,934,106</u>	<u>35,934,106</u>	<u>37,243,430</u>	<u>1,309,324</u>	<u>3.60 %</u>	<u>37,710,073</u>
EXPENDITURES:							
Personnel Services	399,576	475,389	696,054	-	(475,389)	(100.00)%	-
Operating Expenses	32,203,545	35,398,681	38,278,080	35,790,226	391,545	1.10 %	37,056,969
Capital Outlay	-	24,800	101,344	-	(24,800)	(100.00)%	-
Debt	8,307	-	-	487,157	487,157	-	487,057
Fund Transfers	246,536	35,236	35,236	966,047	930,811	2,641.60 %	166,047
Total	<u>32,857,964</u>	<u>35,934,106</u>	<u>39,110,714</u>	<u>37,243,430</u>	<u>1,309,324</u>	<u>3.60 %</u>	<u>37,710,073</u>
SURPLUS (DEFICIT)	<u>\$ (6,668,381)</u>	<u>\$ -</u>	<u>\$ (3,176,608)</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 7,271,219</u>	<u>\$ 7,271,219</u>	<u>\$ 4,094,611</u>	<u>\$ 2,199,823</u>			<u>\$ 1,242,058</u>

Notes:

- 1 Elimination of a one-time credit rate adjustment for homeowners.

**CITY OF PORT ST. LUCIE
SOLID WASTE COLLECTION FUND - 620
DEPARTMENTAL BUDGET SUMMARY**



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURE SUMMARY:							
Personnel Services	\$ 399,576	\$ 475,389	\$ 696,054	\$ -	(475,389)	(100.00)%	\$ -
Operating Expenses	32,203,545	35,398,681	38,278,080	35,790,226	391,545	1.11 %	37,056,969
Capital Outlay	-	24,800	101,344	-	(24,800)	(100.00)%	-
Debt	8,318	-	-	487,157	487,157	- %	487,057
Fund Transfers	246,536	35,236	35,236	966,407	931,171	2,642.67 %	166,047
Total	\$ 32,857,975	\$ 35,934,106	\$ 39,110,714	37,243,790	1,309,684	3.64 %	\$ 37,710,073

**CITY OF PORT ST. LUCIE
SOLID WASTE COLLECTION FUND - # 620**

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		NOTES	PROJECTED 2025
					\$	%		
PERSONNEL SERVICES:								
Salaries And Wages	\$ 314,691	\$ 320,459	\$ 541,124	\$ -	\$ (320,459)	(100.00)%	\$ -	-
Overtime	17,203	-	-	-	-	% -		-
F.I.C.A	20,346	19,761	19,761	-	(19,761)	(100.00)%		-
Mandatory Medicare	4,758	4,621	4,621	-	(4,621)	(100.00)%		-
Retirement								
Contributions	11,293	37,195	37,195	-	(37,195)	(100.00)%		-
Life & Health								
Insurance	31,284	91,805	91,805	-	(91,805)	(100.00)%		-
Other Post								
Employment								
Benefits	-	1,548	1,548	-	(1,548)	(100.00)%		-
Total Personnel								
Services	399,576	475,389	696,054	-	(475,389)	(100.00)%		-
OPERATING EXPENSES:								
Professional Services	55,801	25,000	25,000	-	(25,000)	(100.00)%		-
Other Contractual							1	
Services	4,193,693	554,125	554,125	600,084	45,959	8.30 %		415,047
Gas & Oil	25,287	4,800	4,800	-	(4,800)	(100.00)%		-
Repairs &								
Maintenance-								
Vehicle	-	839	839	-	(839)	(100.00)%		-
Fleet Maintenance-								
Non Contract	15,183	500	500	-	(500)	(100.00)%		-
Communications								
Service	3,069	3,200	3,200	-	(3,200)	(100.00)%		-
Transportation	65,774	3,000	3,000	53,500	50,500	,683.30 %	2	53,500
Rentals & Leases-								
Equipment	(360)	-	-	-	-	- %	-	-
Printing & Binding	6,694	5,000	5,000	-	(5,000)	(100.00)%		-
Promotional								
Activities	88,020	30,000	30,000	-	(30,000)	(100.00)%		-
Other Current								
Charges & Obliga	22,923,918	34,735,827	37,615,226	35,136,642	400,815	1.20 %	3	36,588,422
Office Supplies	13,236	21,390	21,390	-	(21,390)	(100.00)%		-
Operating Supplies	4,806,964	3,000	3,000	-	(3,000)	(100.00)%		-
Books,Subs,Member								
ships	646	2,000	2,000	-	(2,000)	(100.00)%		-
Training And								
Education	5,620	10,000	10,000	-	(10,000)	(100.00)%		-
Total Operating								
Expenses	32,203,545	35,398,681	38,278,080	35,790,226	391,545	1.10 %		37,056,969
Vehicles	-	-	76,544	-	-	- %	-	-

**CITY OF PORT ST. LUCIE
SOLID WASTE COLLECTION FUND - # 620**

	AUDITED	BUDGET	ESTIMATED	PROPOSED	VARIANCE		NOTES	PROJECTED
	2022	2023	2023	2024	\$	%		
Computers & Computer Hardware	-	4,800	4,800	-	(4,800)	(100.00)%		-
Other Machinery & Equipment	-	20,000	20,000	-	(20,000)	(100.00)%		-
Total Capital Outlay	-	24,800	101,344	-	(24,800)	(100.00)%		-
Principal	348	-	-	477,507	477,507	- %	4	477,507
Interest	7,970	-	-	9,650	9,650	- %	-	9,550
Total Debt Service	8,318	-	-	487,157	487,157	- %		487,057
NON-OPERATING:								
Transfers	246,536	35,236	35,236	966,047	930,811	641.60%	5	166,047
Fund Totals	\$ 32,857,974	\$ 35,934,106	\$ 39,110,714	\$ 37,243,430	\$ 1,309,324	3.60 %		\$ 37,710,073

Notes:

- 1 Estimated St. Lucie County Tax fee & other contractual services.
- 2 Postage - Solid Waste Assessment Notices.
- 3 Annual fee and miscellaneous solid waste needs.
- 4 Repayment of debt for the solid waste carts.
- 5 Transfer funding for internal charges for the General Fund, a Financial Specialist in Finance and \$800K to 301 General Fund CIP for the Cameo Drop-off-Site Improvements.



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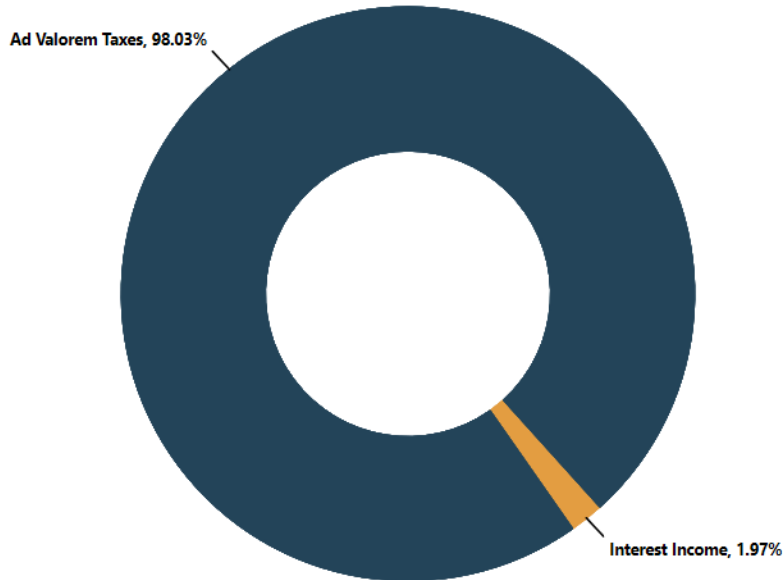
General Obligation Debt Service 2005 Series Fund (Crosstown Pkwy)

This is a debt service fund used to account for the activities related to paying for the General Obligation Debt for Crosstown Parkway. It receives dedicated Ad Valorem Property Tax revenue associated with the millage rate designed for the debt payments for the

Crosstown Parkway road project. The voter referendum allowed the City to issue \$165 million in bond debt to fund this project and use Ad Valorem Property Tax to retire that debt. The City sets the millage rate to ensure that the debt payment each year is met.

CITY OF PORT ST. LUCIE
2005 GO BONDS DEBT SERV FUND SOURCES - # 214
PROPOSED BUDGET - FY 2024

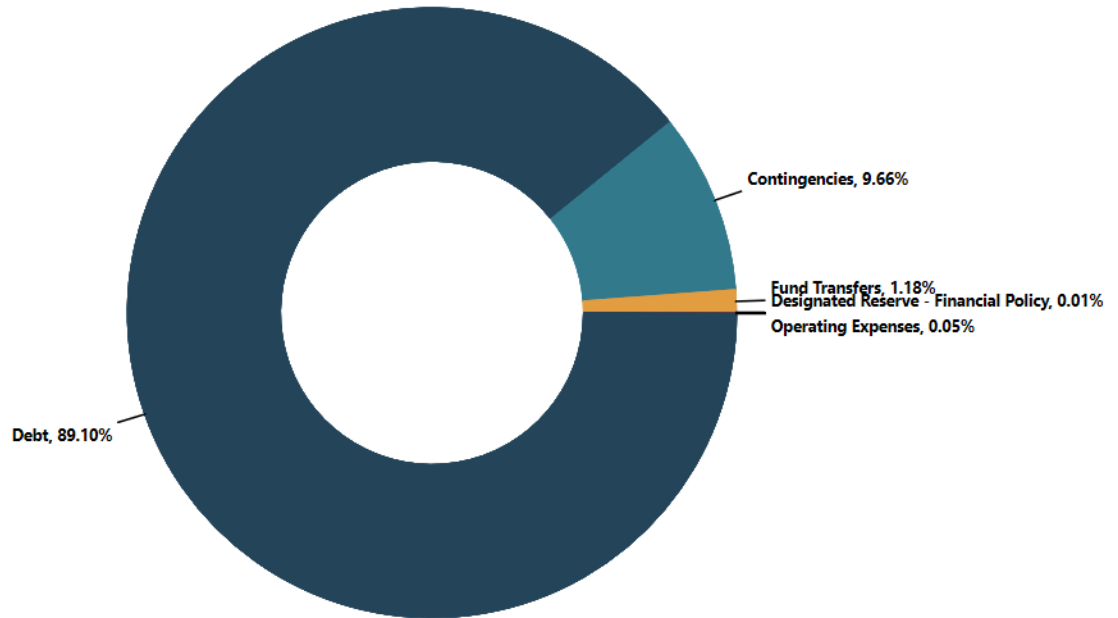
PROPOSED 2024 REVENUES



	<u>AUDITED</u> <u>2022</u>	<u>BUDGET</u> <u>2023</u>	<u>ESTIMATED</u> <u>2023</u>	<u>PROPOSED</u> <u>2024</u>	<u>VARIANCE</u>		<u>PROJECTED</u> <u>2025</u>
					\$	%	
Beginning Undesignated Reserves	\$ 8,327,581	\$ 8,674,402	\$ 8,674,402	\$ 8,967,783	\$ 293,381	3.38 %	\$ 8,967,783
REVENUES & SOURCES:							
Other Fees & Taxes	6,381	-	-	-	-	-	-
Ad Valorem Taxes	9,224,003	8,927,432	8,927,432	9,419,996	492,564	5.52 %	10,079,396
Interest Income	(215,952)	189,527	189,527	189,527	-	-	201,069
Total	<u>\$ 9,014,432</u>	<u>\$ 9,116,959</u>	<u>\$ 9,116,959</u>	<u>\$ 9,609,523</u>	<u>\$ 492,564</u>	<u>5.40 %</u>	<u>\$ 10,280,465</u>

CITY OF PORT ST. LUCIE
2005 GO BONDS DEBT SERV FUND USES - # 214
PROPOSED BUDGET - FY 2024

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURES BY FUNCTION:							
Operating Expenses	\$ 1,786	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	- %	\$ 5,150
Debt	8,562,156	8,712,836	8,712,836	8,562,908	(149,928)	(1.72)%	8,132,152
Contingencies	-	293,381	-	928,262	634,881	216.40 %	2,015,037
Fund Transfers	103,669	105,742	105,742	113,353	7,611	7.20 %	128,126
Total	8,667,611	9,116,959	8,823,578	9,609,523	492,564	5.40 %	(5,983,839)
Undesignated	\$ 6,488,413	\$ 6,487,867	\$ 6,781,248	\$ 6,781,248			\$ 23,045,526

CITY OF PORT ST. LUCIE
2005 GO BONDS DEBT SERV FUND - # 214
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 8,674,402	\$ 9,021,223	\$ 9,021,223	\$ 9,314,604			\$ 10,242,866
REVENUES & SOURCES:							
Other Fees & Taxes	6,381	-	-	-	-	-	-
Ad Valorem Taxes	9,224,003	8,927,432	8,927,432	9,419,996	492,564	5.52 %	10,079,396
Interest Income	(215,952)	189,527	189,527	189,527	-	-	201,069
Total	<u>9,014,432</u>	<u>9,116,959</u>	<u>9,116,959</u>	<u>9,609,523</u>	<u>492,564</u>	<u>5.40 %</u>	<u>10,280,465</u>
EXPENDITURES:							
Operating Expenses	1,786	5,000	5,000	5,000	-	-	5,150
Debt	8,562,156	8,712,836	8,712,836	8,562,908	(149,928)	(1.72)%	8,132,152
Contingencies	-	293,381	-	928,262	634,881	216.40 %	2,015,037
Fund Transfers	103,669	105,742	105,742	113,353	7,611	7.20 %	128,126
Total	<u>8,667,611</u>	<u>9,116,959</u>	<u>8,823,578</u>	<u>9,609,523</u>	<u>492,564</u>	<u>5.40 %</u>	<u>10,280,465</u>
SURPLUS (DEFICIT)	<u>\$ 346,821</u>	<u>\$ -</u>	<u>\$ 293,381</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 9,021,223</u>	<u>\$ 9,021,223</u>	<u>\$ 9,314,604</u>	<u>\$ 10,242,866</u>			<u>\$ 12,257,903</u>

Medical Insurance Fund

This fund tracks the accumulation of employee and employer contributions that fund the total cost of the Health Insurance Program for city staff. The City is self-insured for Health Insurance and directly benefits from any period of lower claims. A system of internal rates is used to charge the various department budgets based on the number of participants and their type of coverage. Included in this fund's budget is the cost of the City Clinic, which is available for covered employees and dependents.

Major Revenue Source

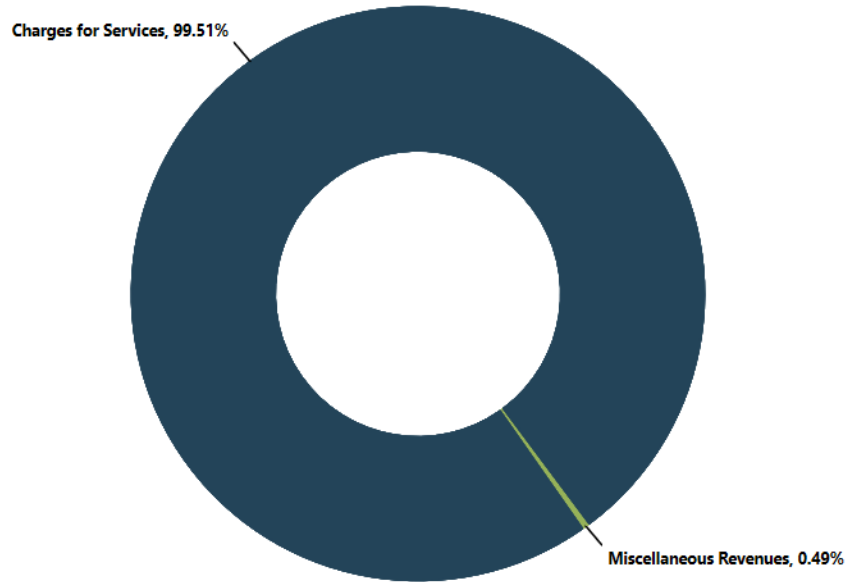
The largest source of revenue for this fund is employer contributions toward employee health insurance. This figure is charged as an expense to the operating departments and processed as revenue for this fund. Employees also contribute to their health insurance based on the type of coverage desired. The Employees have been increasing their share of the cost of health insurance. The City Council directed senior management to negotiate with the unions to achieve a funding rate for which the employee contributes 20% while the City contributes 80% of the full cost of insurance.

Expenditure Trends

Because the City is self-insured for its health insurance program, the number of claims paid is an ever-changing cost and the largest single cost to this program. The City maintains stop-loss insurance to protect against catastrophic claims. Actual claims costs have trended well below the national average due in part to an employee clinic, so the projections have experienced only moderate increases. The budget for this fund does contain the required two-month (17%) contingency reserve for the City's self-insured plan to be certified by the state.

**CITY OF PORT ST. LUCIE
 MEDICAL TRUST FUND SOURCES - # 605
 PROPOSED BUDGET - FY 2024**

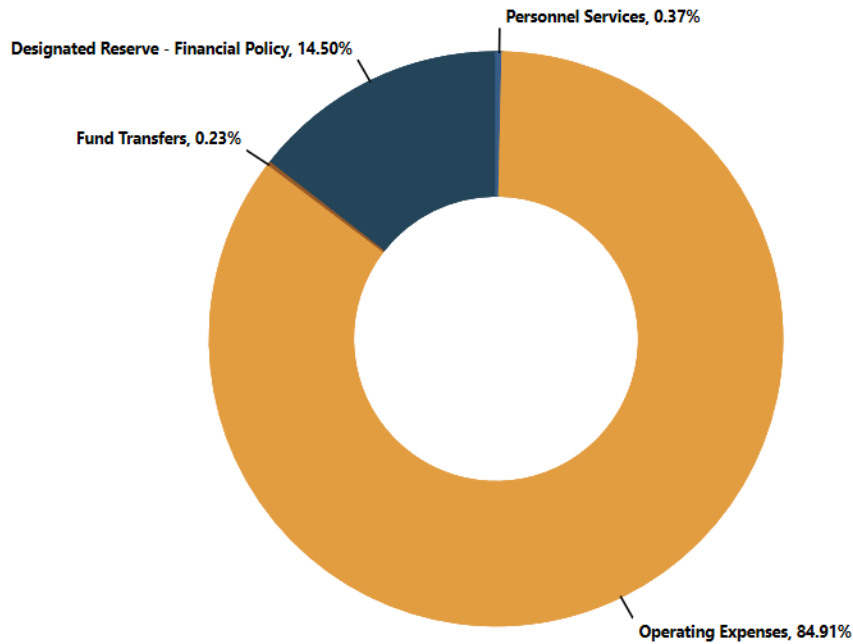
PROPOSED 2024 REVENUES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
	\$	\$	\$	\$	\$	%	\$
Beginning Undesignated Reserves	\$ 5,248,727	\$ 2,226,380	\$ 2,226,380	\$ 2,226,380	\$ -	-	% \$ 2,226,380
REVENUES & SOURCES:							
Charges for Services	22,450,220	25,383,718	25,383,718	31,354,606	5,970,888	23.52 %	33,529,590
Miscellaneous Revenues	258,201	75,000	75,000	155,000	80,000	106.67 %	75,000
Interest Income	(242,331)	180,000	180,000	-	(180,000)	(100.00)%	85,000
Total	<u>\$ 22,466,090</u>	<u>\$ 25,638,718</u>	<u>\$ 25,638,718</u>	<u>\$ 31,509,606</u>	<u>\$ 5,870,888</u>	<u>22.90 %</u>	<u>\$ 33,689,590</u>

**CITY OF PORT ST. LUCIE
 MEDICAL TRUST FUND USES - # 605
 PROPOSED BUDGET - FY 2024**

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURES BY FUNCTION:							
Personnel Services	\$ 29,526	\$ -	\$ -	\$ 134,768	\$ 134,768	- %	\$ 141,499
Operating Expenses	25,384,452	25,570,299	25,570,299	31,290,608	5,720,309	22.37 %	33,433,169
Fund Transfers	74,459	68,419	68,419	84,230	15,811	23.11 %	114,922
Total	25,488,437	25,638,718	25,638,718	31,509,606	5,870,888	22.90 %	33,689,590
Designated Reserve - Financial Policy							
	\$ 4,320,376	\$ 4,346,951	\$ -	\$ 5,342,314			\$ 5,707,694
Total	\$ 9,364,977	\$ 9,364,977	\$ 9,364,977	\$ 9,364,977			\$ 9,364,977

CITY OF PORT ST. LUCIE
MEDICAL TRUST FUND - # 605
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 5,248,727	\$ 2,226,380	\$ 2,226,380	\$ 2,226,380	\$ -	-	\$ 2,226,380
REVENUES & SOURCES:							
Charges for Services	22,450,220	25,383,718	25,383,718	31,354,606	5,970,888	23.52 %	33,529,590
Miscellaneous Revenues	258,201	75,000	75,000	75,000	-	-	75,000
Interest Income	(242,331)	180,000	180,000	80,000	(100,000)	(55.56)%	85,000
Total	<u>22,466,090</u>	<u>25,638,718</u>	<u>25,638,718</u>	<u>31,509,606</u>	<u>5,870,888</u>	<u>22.90 %</u>	<u>33,689,590</u>
EXPENDITURES:							
Personnel Services	29,526	-	-	134,768	134,768	-	141,499
Operating Expenses	25,384,452	25,570,299	25,570,299	31,290,608	5,720,309	22.37 %	33,433,169
Fund Transfers	74,459	68,419	68,419	84,230	15,811	23.11 %	114,922
Total	<u>25,488,437</u>	<u>25,638,718</u>	<u>25,638,718</u>	<u>31,509,606</u>	<u>5,870,888</u>	<u>22.90 %</u>	<u>33,689,590</u>
SURPLUS (DEFICIT)	<u>\$ (3,022,347)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			<u>\$ -</u>
Designated Reserve - Financial Policy - 17%	<u>\$ 4,320,376</u>	<u>\$ 4,346,951</u>	<u>\$ -</u>	<u>\$ 5,342,314</u>			<u>\$ 5,707,694</u>
PROJECTED FUND BALANCE:							
Designated	\$ 4,320,376	\$ 4,346,951	\$ 4,346,951	\$ 5,342,314			\$ 5,707,694
Undesignated	(2,093,996)	(2,120,571)	(2,120,571)	(3,115,934)			(3,481,314)
Total	<u>\$ 2,226,380</u>	<u>\$ 2,226,380</u>	<u>\$ 2,226,380</u>	<u>\$ 2,226,380</u>			<u>\$ 2,226,380</u>

Note:

1. Human Resources Manager position was shifted to the Medical Insurance Fund in Budget Amendment #1 in FY23.

CITY OF PORT ST. LUCIE ENHANCEMENT REQUEST FORM



MEDICAL TRUST FUND #605 GENERAL GOVERNMENT COST CENTER #1900

	2023-24 Department Request	2023-24 Prioritization by Depart.	2023-24 City Mgr. Proposed	2023-24 Tentatively Approved
Enhancement Requests:				
1900 / General Government (Personnel/FTE)				
Position Title & Description				
Operating Expense			-	-
Computer Expense			-	-
Capital Outlay Expense			-	-
Personnel Subtotal	-		-	-
			-	-
1900 / General Government (Personnel/FTE)				
Position Title & Description			-	-
Operating Expense			-	-
Computer Expense			-	-
Capital Outlay Expense			-	-
Personnel Subtotal	-		-	-
Total FTE Enhancement Requests				
	-		-	-
1900 / General Government (Operating)				
531000 - Professional Services				
Empathy - Comprehensive support for navigating grief and settling the estate, Empathy is designed to help bereaved families find balance during one of life's most challenging moments.	50,000	1	50,000	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
	-		-	-
Operating Subtotal	50,000		50,000	-
Total Operating	50,000		50,000	-
1900 / General Government (Capital Outlay)				
Total Capital Outlay	-		-	-
Grand Total Requested	50,000		50,000	-



“A City for All Ages”

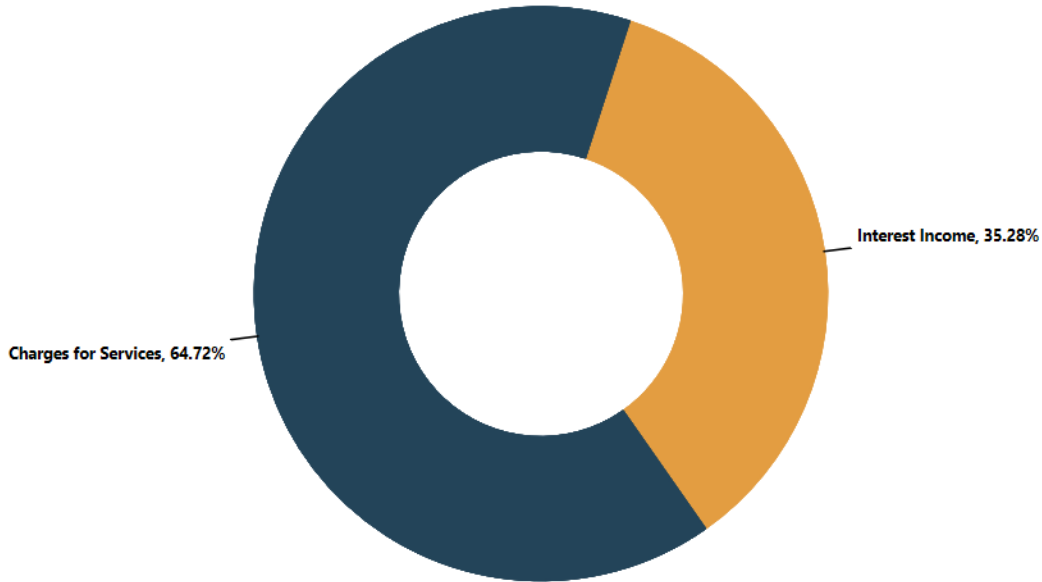
Other Post Employee Benefits (OPEB) Trust Fund

The City's OPEB Trust Fund accounts for the funding of benefits for retirees which for the City of Port St. Lucie is the Health Insurance Program available to retirees. City Council prudently established this fund to address a growing liability. Florida statutes require that the City offer group rate health insurance to employees who have or will retired from the City. The various operating funds are charged an annual

amount that has been actuarially determined to generate the money needed to provide the health insurance benefit for the group of retirees. The revenue in this fund is the transfer from the operating funds, which is an expense to the various departments. The City makes annual payments to this fund to offset the cost of future insurance.

**CITY OF PORT ST. LUCIE
OPEB TRUST FUND SOURCES - # 609
PROPOSED BUDGET - FY 2024**

PROPOSED 2024 REVENUES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 28,573,630	\$ 23,938,976	\$ 23,938,976	\$ 26,802,677	\$ 2,863,701	11.96 %	\$ 29,636,821
REVENUES & SOURCES:							
Charges for Services	2,330,486	1,863,701	1,863,701	1,834,144	(29,557)	(1.59)%	1,889,971
Interest Income	(4,634,654)	1,000,000	1,000,000	1,000,000	-	-	1,060,900
Total	<u>\$ (2,304,168)</u>	<u>\$ 2,863,701</u>	<u>\$ 2,863,701</u>	<u>\$ 2,834,144</u>	<u>\$ (29,557)</u>	<u>(1.03)%</u>	<u>\$ 2,950,871</u>

**CITY OF PORT ST. LUCIE
OPEB TRUST FUND USES - # 609
PROPOSED BUDGET - FY 2024**

2024 PROPOSED EXPENDITURES



	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
EXPENDITURES BY FUNCTION:							
Contingencies	\$ -	\$ 2,863,701	\$ -	\$ 2,834,144	\$ (29,557)	(1.00)%	\$ 2,950,871
Fund Transfers	2,330,486	-	-	-	-	-	-
Total	<u>2,330,486</u>	<u>2,863,701</u>	<u>-</u>	<u>2,834,144</u>	<u>(29,557)</u>	<u>(1.00)%</u>	<u>2,950,871</u>
 Undesignated	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>			 <u>\$ -</u>

CITY OF PORT ST. LUCIE
OPEB TRUST FUND - # 609
PROPOSED BUDGET - FY 2024

	AUDITED 2022	BUDGET 2023	ESTIMATED 2023	PROPOSED 2024	VARIANCE		PROJECTED 2025
					\$	%	
Beginning Undesignated Reserves	\$ 28,573,630	\$ 23,938,976	\$ 23,938,976	\$ 26,802,677			\$ 29,636,821
REVENUES & SOURCES:							
Charges for Services	2,330,486	1,863,701	1,863,701	1,834,144	(29,557)	(1.59)%	1,889,971
Interest Income	(4,634,654)	1,000,000	1,000,000	1,000,000	-	-	1,060,900
Total	<u>(2,304,168)</u>	<u>2,863,701</u>	<u>2,863,701</u>	<u>2,834,144</u>	<u>(29,557)</u>	<u>(1.03)%</u>	<u>2,950,871</u>
EXPENDITURES:							
Contingencies	-	2,863,701	-	2,834,144	(29,557)	(1.03)%	2,950,871
Fund Transfers	2,330,486	-	-	-	-	-	-
Total	<u>2,330,486</u>	<u>2,863,701</u>	<u>-</u>	<u>2,834,144</u>	<u>(29,557)</u>	<u>(1.03)%</u>	<u>2,950,871</u>
SURPLUS (DEFICIT)	<u>\$ (4,634,654)</u>	<u>\$ -</u>	<u>\$ 2,863,701</u>	<u>\$ -</u>			<u>\$ -</u>
Undesignated Reserve	<u>\$ 23,938,976</u>	<u>\$ 23,938,976</u>	<u>\$ 26,802,677</u>	<u>\$ 29,636,821</u>			<u>\$ 32,587,692</u>

Capital Improvement Program (C.I.P.) Fund

The purpose of the Capital Improvement Program (CIP) is to promote advanced planning by City department heads and managers for long-term investment, typically in facilities or infrastructure, such as roads, public buildings, or parks improvements. As part of the City's planning process, the City prepares and submits to the City Council a five-year proposed Capital Improvement Plan. The Capital Improvement Plan is reviewed and updated annually, and includes the following:

- (1) A clear general summary of its contents;
- (2) A list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;
- (3) Cost estimates, methods of financing and recommended time schedules for such improvements; and
- (4) The estimated annual cost of operating and maintaining the facilities to be constructed and acquired.

The budget for capital improvements includes the infrastructure that all cities need to have in place to provide essential and quality of life services to current and future residents, businesses, and to support tourism. They are also designed to prevent the deterioration of the City's existing infrastructure for the benefit of our citizens. The capital budget includes funding for purchase and renovations of public buildings, construction of major projects and equipment purchases.

Examples of project that are consider capital improvements include.

- Parks, trails, pools, recreation centers, playground equipment, sports fields, tennis and pickleball courts.
- Police stations.
- Storm water drainage and flood control projects.
- Office buildings.
- Streets, traffic lights, and sidewalks.
- Landscape beautification projects.
- Water treatment plants, transmission pipes, storage facilities, and pump stations.

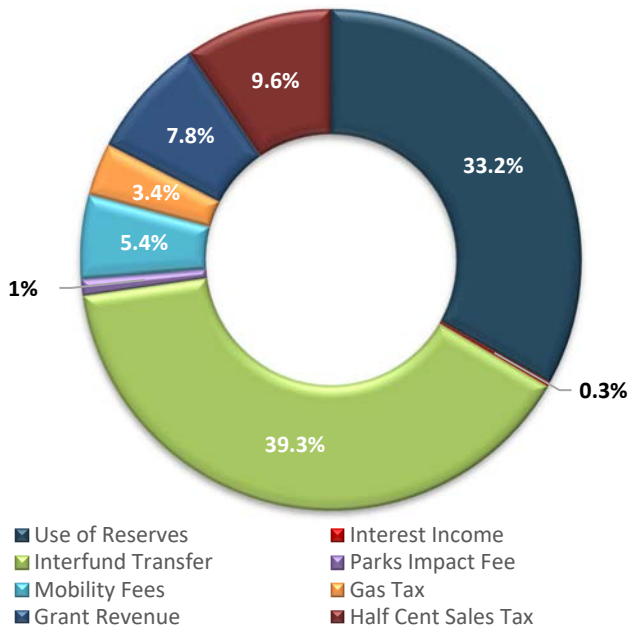
The Capital Improvement Plan is informed by the City Council's annual updates to the Strategic Plan. The City's Strategic Plan identifies goals, initiatives and projects that are programmed into departmental budgets and included in the Capital Improvement Plan. At the start of the budget preparation process, project request forms are completed by the departments separately from their operating budget requests. These forms provide the Office of Management and Budget capital projects that are scheduled for the next fiscal year and any changes that are requested from the previous five-year plan. These changes include requests for new projects or modifications to projects already forecasted in the plan, and they incorporate any new amendments to the City's Strategic Plan. Departments are required to give a description of the project, estimated costs and justification, funding resources and impact on the City's annual operating budget.

The operating budget and Capital Improvement Plan are closely linked. The obvious connection is that the operating budget assumes the cost of maintaining and operating new facilities or equipment that are procured under the Capital Improvement Plan.

The total capital expenditures requested for fiscal year 2023-24 though fiscal year 2027-28 is \$ 328,642,031 **(excluding Stormwater, interfund transfers or reserves).**

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT FUNDS PROPOSED BUDGET - FY 2023-24

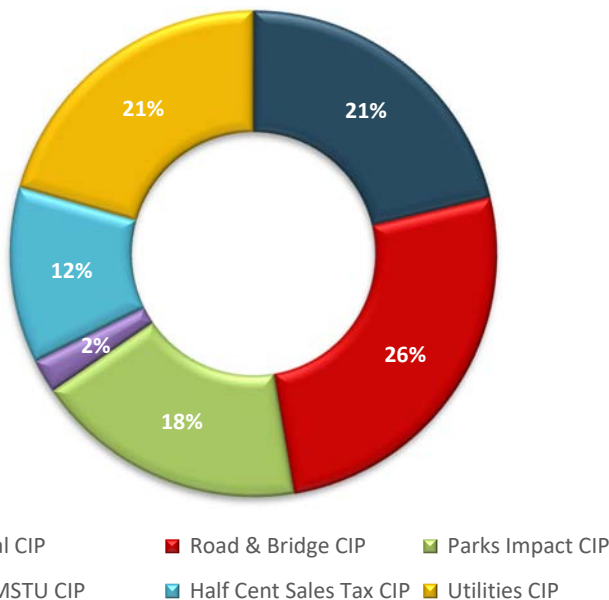
FY 23-24 SOURCES



Revenue Sources	Amount
Use of Reserves	\$44,566,201
Interest Income	350,000
Interfund Transfer	52,851,296
Parks Impact Fee	1,414,233
Mobility Fee	7,249,580
Gas Tax	4,582,311
Grant Revenue	10,550,000
Half Cent Sales Tax	12,854,400
Total	\$134,418,021

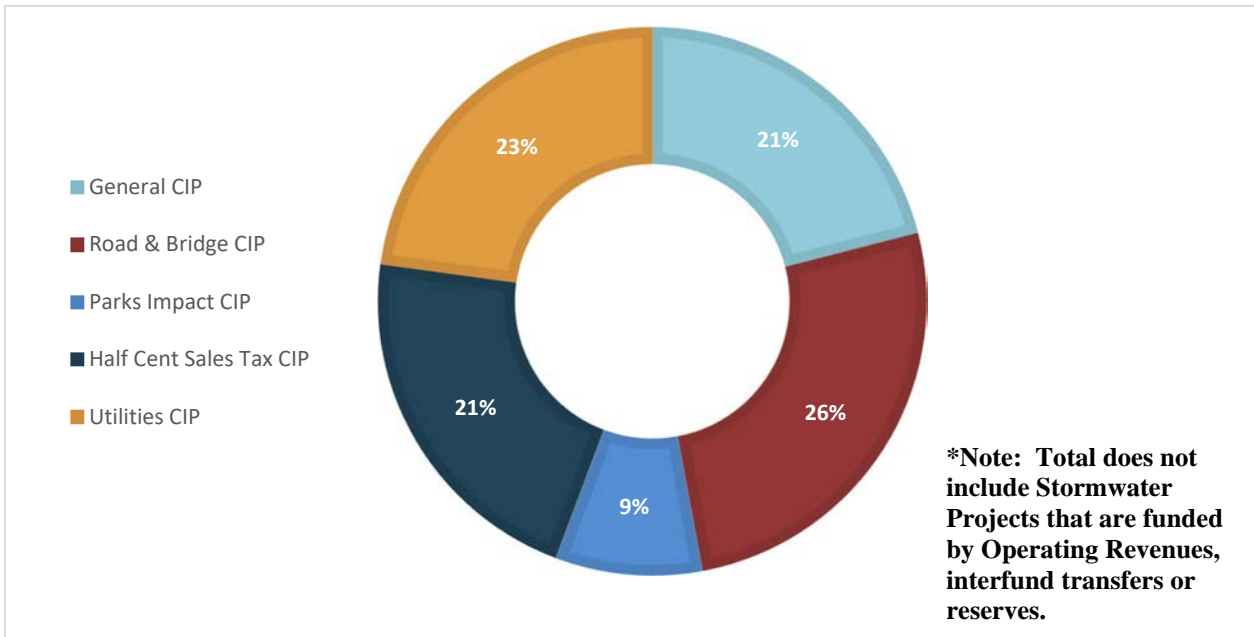
FY 23-24 USES

Note: This Graph does not include the Stormwater CIP.



Expenditures by Function	Amount
General CIP	\$28,595,617
Road & Bridge CIP	35,007,513
Parks Impact CIP	24,390,263
Parks MSTU CIP	3,000,000
Half Cent Sales Tax CIP	15,766,441
Utilities CIP	27,658,187
Total	\$134,418,021

Recommended Five-Year Capital Expenditure Plan \$328,642,031*



General Fund CIP Fund

This fund is the capital improvement projects related to those departments of the General Fund. Projects being funded by fund transfers, grants and use of reserves are:

- Phase 4 Tom Mackie Blvd. Extension
- Body Worn Cameras
- Cameo Dropoff Site Improvements
- Main Parking Garage
- River Place Park Inclusive Playground
- Whispering Pines Security and Fiber Optic Upgrade
- Sports Lighting (various parks)
- Botanical Gardens Event Lawn Restrooms
- McCarty Ranch Campsite Electric and Water Service
- City Hall Expansion Design
- City Hall Complex Parking Garage
- Other projects aligned with various goals outlined in the City's Strategic Plan.

Road & Bridge CIP Fund

This Capital Improvement Fund has two significant revenues. Two levels of gas tax totaling five cents per gallon sold is expected to generate \$4.6 million in FY 2023-24. Mobility Fees are projected to generate \$7.2 million, funding projects in their district. Grants and a transfer from the General Fund totaling \$9.8 million for next year plus nearly \$5.3 million is projected as a cash carryforward balance.

One of the projects in this plan is the annual resurfacing program, which is requested at \$4.35 million in fiscal year 2023-24. The City plans to spend \$20.85 million on resurfacing over the five-year plan. Sidewalk projects total \$1 million for 2023-24 and \$6.7 million over five years. There are other smaller projects that are budgeted such as landscape beautification, traffic calming, signal improvements, on street parking, widening roadways, and intersection improvements. Projects align with the City's Strategic Plan goal of High Quality-Infrastructure.

Parks Impact Fee CIP Fund

The Parks Impact Fees is projected to generate \$23.35 million in FY 2023-24. This revenue is projected to decrease because of developer credits and activity in the construction industry. A carryforward balance of \$15.87 million (includes bonds from 2021-22), St. Lucie interlocal agreement impact fees and transfers are projected to create a total of \$8.52 million. Projects requested in this plan are:

- O.L. Peacock Sr. Park
- Torino Regional Park
- Tradition Regional Park

This fund is fueled by the economy and as the economy grows, projects on the unfunded list may move up or be funded in years which go beyond this plan. Projects align with the City's Parks & Recreation 10-Year Master Plan and the City's Strategic Plan and strategic goal of Culture, Nature, and Fun Activities.

Parks MSTU CIP Fund

This CIP Fund tracks financial activity associated with the 0.25 countywide property tax rate that passed with a voter referendum. This dedicated Millage Rate was later reduced to 0.1813 due to tax reform requirements from the State of Florida. St. Lucie County will not be renewing this revenue in FY24. A transfer of \$1 million to the General CIP Fund will be made to fund projects for The Port. \$2M will transfer to the Parks Impact Fee Fund to help fund Torino Regional Park.

Half-Cent Sales Tax CIP Fund

The half-cent sales tax, which was approved by voters in November 2018, improves roads and rivers and builds more sidewalks. The half-cent sales tax increase will expire in 2028-29 and is estimated to generate \$68.2 million in the five-year plan, with 15 to 20 percent of the revenue generated by visitors from outside of St. Lucie County. The estimated revenue generated for City funded projects in FY 2023-24 is \$12.9 million.

Stormwater CIP Projects

The Stormwater CIP is not a standalone fund. Projects are included in the Stormwater Fund with operating expenses that balance against the Stormwater Fee. Projects in the five-year plan include large culvert replacements for failed culverts under roadways, property acquisition for access to water control structures, the side lot ditch program, and water quality projects. Projects in the plan align with the city's stormwater master plan and the city's strategic plan and strategic goal of high-quality infrastructure and facilities.

Utilities CIP Fund

The Utilities CIP Funds main purpose is to set aside designated reserves to plan for future upgrades of the Utilities System. This fund is projected to generate funding sources of \$27,658,187 in FY 2023-24. The funding sources include reserves and transfers from the Utility Operating, SAD 5,6, 7a and Water and Sewer Capital Facility Funds. Some projects in this plan consist of Water Quality Restoration for water storage impoundments, upgrade of Westport Wastewater Plant and connection of wells to the JEA Water Plant to maintain permitted capacity. The Utilities Department has provided a list of future projects beyond the five-year plan. Projects in the plan align with the City's Strategic Plan and strategic goal of High-Quality Infrastructure and Facilities.

**CITY OF PORT ST. LUCIE
CAPITAL IMPROVEMENT PROJECTS
FIVE-YEAR PROJECTION**

Project/Description	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
301 - General Fund CIP					
Green Light - Fiber Improvement	\$ 1,201,614	-	-	-	-
NICE - Duck Ct. Phase 2	220,000	-	-	-	-
Southern Grove Infrastructure Phase 4 Tom Mackie Blvd.	11,127,913	-	-	-	-
Southern Grove Infrastructure Phase 3 & 4 Anthony F. Sansone Sr. Blvd.	2,761,179	6,228,805	-	-	-
Police Body Worn Cameras	972,911	972,911	972,911	975,000	975,000
Police Main Building Renovations- Floors 2 & 3	250,000	250,000	-	-	-
Police Evidence Building Renovations	200,000	-	-	-	-
Police Mobile Command Post	-	350,000	-	-	-
Police Building @ Animal Control	150,000	1,350,000	-	-	-
Evidence Storage Facility/Evidence Storage Facility	225,000	-	-	-	-
Cameo Dropoff Site Improvements	800,000	-	-	-	-
Standby Chiller Replacement for Building B	-	-	200,000	-	-
LED Lighting Upgrade M.F.E.C. Parking Garage	100,000	100,000	-	-	-
Structural Repairs and Sealing M.F.E.C. Parking Garage	500,000	500,000	500,000	500,000	500,000
Police Building Impact Glass Installation (2 Phases)	-	1,000,000	1,000,000	-	-
Police Department Standby Chiller Replacement	-	-	150,000	-	-
HVAC Controls and Upgrades for M.F.E.C.	-	-	120,000	-	-
Air Handler Replacements at City Hall	-	130,000	130,000	195,000	-
Roof Coating on Membrane Roofing at M.F.E.C.	-	-	225,000	-	-
Standby Chiller Replacement - City Hall	-	-	200,000	-	-
LED Lighting Upgrade (Interior City Hall)	-	150,000	-	-	-
Police Department LED Lighting Upgrade	-	-	-	380,000	-
Main Parking Garage - City Hall Complex Parking Enhancement	1,350,000	-	12,150,000	-	-
City Hall Expansion Project	1,250,000	-	-	-	-
**The Port - Historic Homes - Change in Project Costs	650,000	-	-	-	-
The Port Master Plan New Projects Master- Boardwalk under PSL	200,000	-	-	-	-
The Port Playground Placemaker & Construction	100,000	-	-	-	-
The Port Middle parcel improvements	450,000	-	-	-	-
The Port Conservation Tract Improvements	100,000	-	-	-	-
Citywide Trails Master- Wilderness Trail	500,000	-	-	-	-
Citywide Trails Master- Volucia Trail	150,000	-	-	-	500,000
Citywide Trails Master- Peacock Trail	-	150,000	-	-	500,000
10 Year Parks Master Plan Update	-	150,000	-	-	-
Parks & Recreation - Belvedere Mobile Office	410,000	-	-	-	-
Oak Hammock Inclusive Playground	-	-	485,000	-	-
Turtle Run Park Inclusive Playground	-	-	-	718,000	-
River Place Park Inclusive Playground	415,000	-	-	-	-
Paseo Park Security Camera	-	492,000	-	-	-
Whispering Pines Security and Fiber Optic	745,000	-	-	-	-
Lyngate Park Lighting Improvements	-	-	187,000	-	-
Whispering Pines Back Lot Renovations	-	40,000	-	305,000	-
Sports Lighting at McChesney	782,000	370,000	-	-	-
Storage/Education Office Space	-	-	65,000	370,000	-
Veterans Memorial Park Expansion	-	-	120,000	250,000	2,380,000
Botanical Gardens Restroom	325,000	-	-	-	-
McCarty Ranch Campsite Preserve Electric Service	500,000	-	-	-	-
McCarty Ranch Campsite Water	700,000	-	-	-	-
The Saints Driving Range	300,000	285,000	200,000	100,000	-
The Saints Cart Path & Practice Area Repairs	-	250,000	-	-	-
McCarty Ranch Parking	-	-	-	1,500,000	-
The Saints Irrigation System Replacement Phase	-	-	200,000	1,500,000	-
The Saints Overflow Parking Lot Replacement	250,000	-	-	-	-
Total General CIP	\$ 27,685,617	\$ 12,768,716	\$ 16,904,911	\$ 6,793,000	\$ 4,855,000

**CITY OF PORT ST. LUCIE
CAPITAL IMPROVEMENT PROJECTS
FIVE-YEAR PROJECTION**

Project/Description	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
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304 - ROAD & BRIDGE CIP

Public Works Project Management Costs for Capital Improvements	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
New Sidewalks- Citywide	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Traffic Calming	600,000	250,000	250,000	250,000	250,000
FDOT- New Sidewalk Kestor Drive		850,000	-	-	-
FDOT- New Sidewalk Volucia Drive		-	850,000	-	-
Peacock Improvements with Interchange	3,000,000	-	-	-	-
ADA Improvements- Signals Various Locations	50,000	50,000	50,000	50,000	50,000
Traffic Signal Conversion	200,000	200,000	200,000	200,000	200,000
Port St. Lucie Boulevard South Improvements Seg. 2.2 (Paar Dr. to Alcantarra Blvd)	6,150,000	-	-	-	-
Port St. Lucie Boulevard South Improvements Seg. Segment 1 (Becker to Paar)	200,000	-	20,000,000	-	-
Cameo Blvd. & PSL Blvd. Intersection Improvements	1,200,000	-	-	-	-
Savona Blvd. & Paar Dr. Intersection Improvements- Analysis & Design	150,000	1,200,000	-	-	-
Village Parkway Replacement Lights	1,900,000				
Southbend Blvd Widening Improvements Conceptual Design	50,000				
Savona & Alcantarra Intersection Improvements		1,500,000			
New Sidewalk/Trail -Peacock Trail			650,000		
NW Cashmere Widening & Mobility Improvements				350,000	
NW Bayshore Blvd Widening & Mobility Improvements				350,000	
SLW Blvd Widening Improvements Conceptual Design New Project	3,500,000				
Airosa Thornhill Rehab	50,000				
Darwin Blvd. & Paar Dr. Intersection Improvements- Analysis & Design		-	200,000	1,200,000	-
Del Rio Blvd. & California Blvd. Intersection Improvements		-	250,000	1,750,000	-
Gatlin/Savona Intersection Improvements- Analysis & Design	650,000	-	-	-	-
N Macedo Blvd. & Selvitz Rd. Raised Intersection		-	-	100,000	-
Tradition & Village Pkwy. Mobility Improvements-	400,000	-	-	-	-
Commerce Centre/Glades Cut Off Intersection Improvements	1,200,000				
Pavement Condition and Asset Inventory Survey		500,000			
Annual Resurfacing Program	4,350,000	4,000,000	4,000,000	4,000,000	4,500,000
Contract Repair/Improvements of Sidewalks	750,000	500,000	500,000	500,000	500,000
Glenwood Drive - Roadway Reconstruction		600,000	-	-	-
Gatlin Pines - Roadway Reconstruction		-	1,500,000	-	-
SW Import Drive Reconstruction		-	-	-	1,200,000
U.S. Submarine Veterans Park On-Street Parking		-	-	250,000	-
Road and Gateway Landscape Beautification		-	50,000	400,000	400,000
PSL Blvd. Landscape - Turnpike Bridge to Gatlin Blvd		-	60,000	675,000	-
Replace 4160 2016 Pothole Patch Truck		-	400,000	-	-
Total Road & Bridge CIP	\$ 25,500,000	\$ 10,750,000	\$ 30,060,000	\$ 11,175,000	\$ 8,200,000

305 - PARKS IMPACT FEE

O.L. Peacock Sr. Park Phase 1 Construction	\$ 750,000	\$ 700,000	1,000,000	-	1,163,005
Torino Regional Park Phase 1 Construction	20,500,000	875,000	-	1,280,000	-
Tradition Regional Park	2,100,000	-	-	-	-
Total - Parks Impact Fee CIP	\$ 23,350,000	\$ 1,575,000	\$ 1,000,000	\$ 1,280,000	\$ 1,163,005

310 - HALF CENT SALES TAX CIP

Paving Program	\$ 2,600,000	\$ 3,200,000	\$ 3,200,000	\$ 6,050,000	\$ 4,600,000
Sidewalk Improvements	1,100,000	1,100,000	1,100,000	1,100,000	960,000
Floresta Improvements	10,000,000	9,000,000	9,000,000	-	-
Project Manager Position (1 FTE)	86,979	89,588	92,276	95,044	97,895
California Intersection Improvements		-	220,000	1,780,000	-
California Widening		-	1,050,000	5,000,000	9,000,000
Total Half Cent Sales Tax CIP	\$ 13,786,979	\$ 13,389,588	\$ 14,662,276	\$ 14,025,044	\$ 14,657,895

**CITY OF PORT ST. LUCIE
CAPITAL IMPROVEMENT PROJECTS
FIVE-YEAR PROJECTION**

Project/Description FY 2023-24 FY 2024-25 FY 2025-26 FY 2026-27 FY 2027-28

448 - UTILITY CIP

Lime Plant Rehabs	500,000		500,000		500,000
Water Quality Restoration Area 7A		5,200,000	-	-	-
Range Line Road Reverse Osmosis Water Plant					11,400,000
Range Line Road Raw Water Main					600,000
Village Green Pkwy-Huffman to Tiffany					3,000,000
PSL Blvd Segment 1 & 2.2		2,000,000	2,000,000		
Floresta - Crosstown to Prima Vista		3,000,000			
Midway-Jenkins to Glades Cutoff			1,300,000		
Pipe Replacement		500,000		500,000	
Glades Cutoff Road Parallel Water Main Phase 1	2,000,000				
Lift Station Replacements (1 per year for first 4 years, 2 per year after)	700,000		700,000	700,000	1,470,000
4 Million Gallon Upset Tanks 1 & 2- Design	12,000,000				-
Village Green Septic to Sewer	150,000	150,000	150,000		
Northport Booster Pump Force Main to Glades Phase 1-6	450,000	1,800,000	3,700,000	4,094,000	
Inflow and Infiltration of Gravity Mains			500,000	500,000	500,000
Mariposa Force Main	800,000				
Becker Road Water & Wastewater Improvements Phases 1-7	4,800,000			1,896,000	
Westport South 16" Force Main Becker Road	500,000	6,500,000			
Total Utilities CIP	\$ 21,900,000	\$ 19,150,000	\$ 8,850,000	\$ 7,690,000	\$ 17,470,000

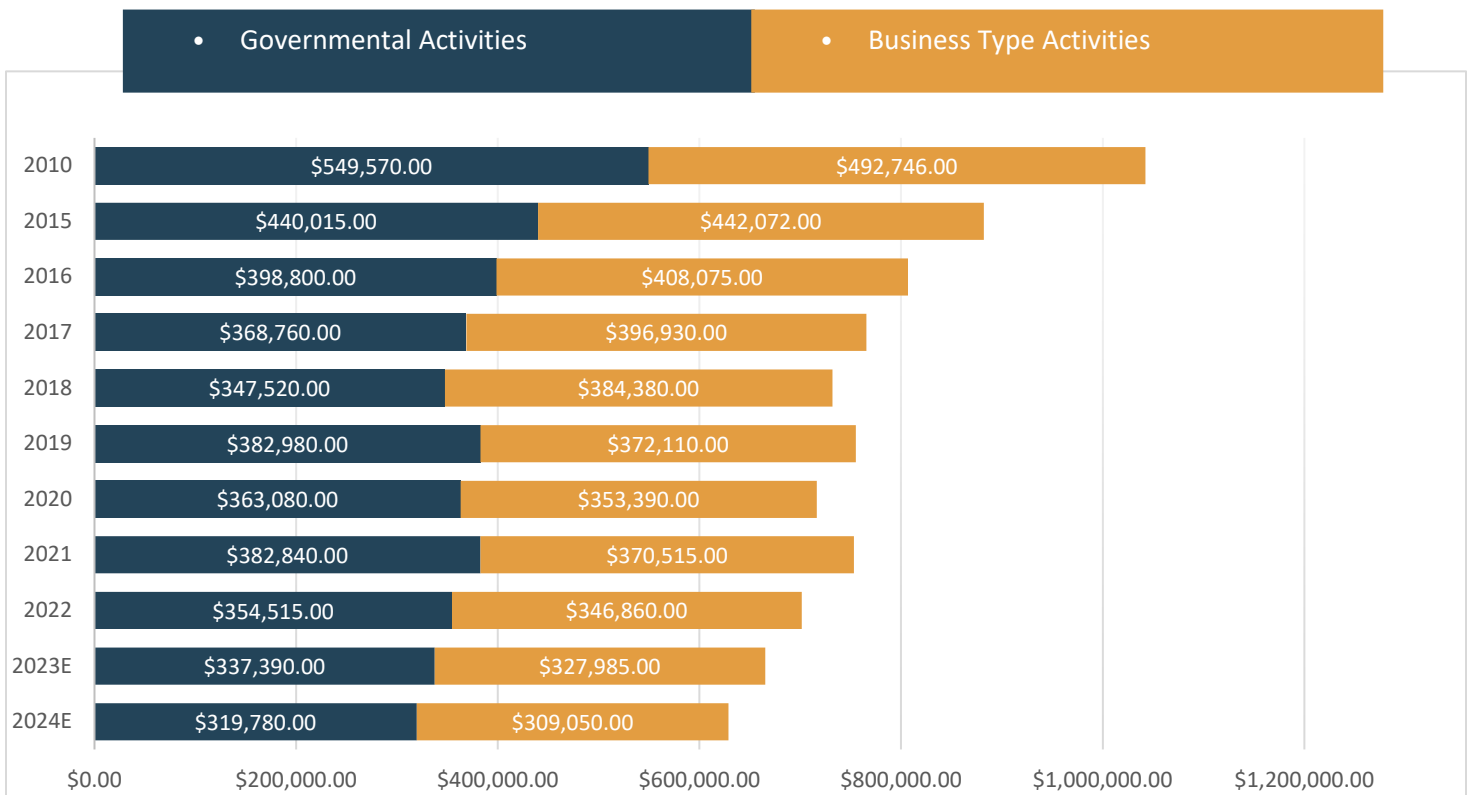
Total CIP \$ 112,222,596 \$ 57,633,304 \$ 71,477,187 \$ 40,963,044 \$ 46,345,900

401 - STORMWATER CIP - Funded by Operating Revenue

Design of Grant Eligible Water Quality Projects	\$ 250,000	\$ 335,000	\$ 370,000	\$ 400,000	\$ 400,000
E-3 Canal Improvements Phase III		-	240,000	-	-
D-11 Canal Improvements	2,100,000				
E-8 Downstream Repair of B-15		-	-	226,000	-
A-14 Water Control Structure	795,000	-	-	-	-
Emerson Street Water Quality Dry Pond		-	-	-	150,000
Property Acquisition for access to Water Control Structures		160,000	-	100,000	-
Watershed A & B Improvements	3,058,691	941,309			
Water Quality Projects (Vet Mem Phases IV and V)		-	154,000	-	-
Veteran's Memorial Water Quality Phase III		120,000	1,200,000	-	-
Hogpen Slough Water Quality		1,500,000	1,500,000	-	-
Whitmore Baffle Box	915,500	-	-	-	-
Hog Pen Slough HPS-60 Replacement			130,000		1,300,000
Elkcam Basin Improvements		-	-	767,436	-
Kingsway/Oakridge Basin Improvements		-	-	737,477	-
Airoso Conflict Structure & Piping		-	-	114,600	600,000
C-24/Monterrey/Cameo Watershed Ponds (3)					420,000
C-24/Monterrey/Cameo Watershed Baffles Boxes (12)					300,000
Total Stormwater CIP	\$ 7,119,191	\$ 3,056,309	\$ 3,594,000	\$ 2,345,513	\$ 3,170,000

CIP Debt Overview

Presently, a significant number of projects are funded through a pay-as-you-go approach, and there are no existing legal restrictions on the City's borrowing capacity. To align with the City Council's Strategic Goals of debt reduction, concerted efforts have been made to diminish long-term debt through timely principal payments and appropriate refinancing. Over the years, substantial progress has been achieved, with the City's outstanding debt decreasing from over \$1.042 billion in FY 2009-10 to a projected \$629 million for FY 2023-24, based on budgeted principal payments. As we approach the end of FY 2023-24, the outstanding debt balance is anticipated to reach \$629 million, demonstrating a significant reduction of \$413 million, or 40% reduction in debt principal, compared to the peak debt recorded in FY 2009-10.





CITY OF PORT ST. LUCIE
GENERAL FUND CAPITAL IMPROVEMENT BUDGET - #301
FIVE YEAR PROJECTIONS
FY 2023-24 PROPOSED BUDGET

2023-2024 2024-2025 2025-2026 2026-2027 2027-2028

REVENUES:

Prior Year CIP Reserve	\$ 5,644,321	\$ 910,000	\$ 175,000	\$ 80,000	\$ 10,000
Interfund Transfer from the GFC Fund #108	13,889,092	4,228,805	-	-	-
TPO Grant Awarded (Volucia Trail)	150,000				
Grant - DEO (applied)	-	2,000,000	-	-	-
Grant - C.D.B.G. Funding (Riverplace)	250,000	-	-	-	-
Fund Transfer from General Fund - ARPA Funding	400,000	-	-	-	
Fund Transfer - G.F. 001/Bond Proceeds	5,892,204	4,479,911	16,604,911	6,718,000	4,850,000
Fund Transfer - Neighborhood Planning Fund #127	220,000	-	-	-	-
Fund Transfer - SAD Fund #151	300,000	500,000	-	-	-
Fund Transfer - SAD Fund #152	-	150,000	-	-	-
Fund Transfer - Glassman SAD #153	-	350,000	-	-	-
Fund Transfer - Combined SAD #158	-	300,000	-	-	-
Fund Transfer - Building Department Fund #110	-	-	200,000	-	-
Fund Transfer - Parks Impact Fee Fund #307	1,000,000	-			
Fund Transfer - Solid Waste Fund #620	800,000				
Interest Income	50,000	25,000	5,000	5,000	5,000
	\$ 28,595,617	\$ 12,943,716	\$ 16,984,911	\$ 6,803,000	\$ 4,865,000

EXPENDITURES:

INFORMATION SERVICES - #1320

Green Light - Fiber Improvement

\$ 1,201,614	\$ -	\$ -	\$ -	\$ -
\$ 1,201,614	\$ -	\$ -	\$ -	\$ -

COMPREHENSIVE PLANNING - #1520

NEW PROJECT - NICE - Duck Ct. Phase 2

\$ 220,000	\$ -	\$ -	\$ -	\$ -
\$ 220,000	\$ -	\$ -	\$ -	\$ -



CITY OF PORT ST. LUCIE
GENERAL FUND CAPITAL IMPROVEMENT BUDGET - #301
FIVE YEAR PROJECTIONS
FY 2023-24 PROPOSED BUDGET

2023-2024 2024-2025 2025-2026 2026-2027 2027-2028

GENERAL GOVERNMENT - #1900

Southern Grove Infrastructure Phase 4 Tom Mackie Blvd. Extension (include E/W 2 & Marshall Pkwy) (Final Design/Build) FY 24 Transfer from #108
 Southern Grove Infrastructure Phase 3 & 4 Anthony F. Sansone Sr. Blvd. extension (Design, Construction, CEI, Contingency)FY 25 \$2,000,000 Grant

\$ 11,127,913	\$ -	\$ -	\$ -	\$ -
2,761,179	6,228,805	-	-	-
\$ 13,889,092	\$ 6,228,805	\$ -	\$ -	\$ -

POLICE DEPARTMENT - COMMUNITY SVCS. 301-2105

Body Worn Cameras
 Police Department Renovation - Floors 2 & 3
 Evidence Building - Finish
 P.D. Mobile Command Post
 PD Building @ Animal Control
 Evidence Storage Facility/Evidence Storage Facility

\$ 972,911	\$ 972,911	\$ 972,911	\$ 975,000	\$ 975,000
250,000	250,000	-	-	-
200,000	-	-	-	-
-	350,000	-	-	-
150,000	1,350,000	-	-	-
225,000	-	-	-	-
\$ 1,797,911	\$ 2,922,911	\$ 972,911	\$ 975,000	\$ 975,000

SOLID WASTE - #3410

Cameo Dropoff-Site Improvements

\$ 800,000	\$ -	\$ -	\$ -	\$ -
\$ 800,000	\$ -	\$ -	\$ -	\$ -



CITY OF PORT ST. LUCIE
GENERAL FUND CAPITAL IMPROVEMENT BUDGET - #301
FIVE YEAR PROJECTIONS
FY 2023-24 PROPOSED BUDGET

2023-2024 2024-2025 2025-2026 2026-2027 2027-2028

FACILITIES MAINTENANCE #4135

Standby Chiller Replacement for Building B	-	-	200,000	-	-
LED Lighting Upgrade M.F.E.C. Parking Garage	100,000	100,000	-	-	-
Structural Repairs and Sealing M.F.E.C. Parking Garage	500,000	500,000	500,000	500,000	500,000
Police Building Impact Glass Installation (2 Phases)	-	1,000,000	1,000,000	-	-
Police Department Standby Chiller Replacement	-	-	150,000	-	-
HVAC Controls and Upgrades for M.F.E.C.	-	-	120,000	-	-
Air Handler Replacements at City Hall	-	130,000	130,000	195,000	-
Roof Coating on Membrane Roofing at M.F.E.C.	-	-	225,000	-	-
Standby Chiller Replacement - City Hall	-	-	200,000	-	-
LED Lighting Upgrade (Interior City Hall)	-	150,000	-	-	-
Police Department LED Lighting Upgrade	-	-	-	380,000	-
Main Parking Garage - City Hall	1,350,000	-	12,150,000	-	-
City Hall Expansion Project	1,250,000	-	-	-	-
	\$ 3,200,000	\$ 1,880,000	\$ 14,675,000	\$ 1,075,000	\$ 500,000

THE PORT PROJECT - 301-7210

**The Port - Historic Homes - Change in Project Costs	\$ 650,000	\$ -	\$ -	\$ -	\$ -
**The Port - Boardwalk under PSL	200,000	-	-	-	-
The Port - Playground Placemaker & Construction	100,000	-	-	-	-
**The Port - Middle parcel improvements	450,000	-	-	-	-
**The Port - Conservation Tract Improvements	100,000	-	-	-	-
Midport/Lyngate Phase (Unfunded)	-	-	-	-	-
Veteran's Memorial Improvements Phase	-	-	-	-	-
**The Port - Boardwalk under PSL	-	-	-	-	-
Streetscape & Tom Hooper Phase	-	-	-	-	-
	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -



CITY OF PORT ST. LUCIE
GENERAL FUND CAPITAL IMPROVEMENT BUDGET - #301
FIVE YEAR PROJECTIONS
FY 2023-24 PROPOSED BUDGET

	2023-2024 -----	2024-2025 -----	2025-2026 -----	2026-2027 -----	2027-2028 -----
<u>PARK & RECREATION 301-7210</u>					
Wilderness Trail	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Volucia Trail	150,000	-	-	-	500,000
Peacock Trail	-	150,000	-	-	500,000
10 Year Parks Master Plan Update	-	150,000	-	-	-
Minsky Gym Expansion	-	-	-	-	-
Belvedere Mobile Office	410,000	-	-	-	-
Oak Hammock Playground	-	-	485,000	-	-
Turtle Run	-	-	-	718,000	-
River Place Park Playground	415,000	-	-	-	-
Paseo Park Security Camera	-	492,000	-	-	-
Sandhill Crane Drainage	-	-	-	-	-
McChesney Playground	-	-	-	-	-
C-24 Canal Security	-	-	-	-	-
Winterlakes Security and Lights	-	-	-	-	-
Lyngate Security Upgrade	-	-	-	-	-
Whispering Pines Security and Fiber Optic Upgrade	745,000	-	-	-	-
Lyngate Park Interior & Exterior Lighting Improvements	-	-	187,000	-	-
Whispering Pines Park Back Lot Renovation	-	40,000	-	305,000	-
Sports Lighting - Various Parks	782,000	370,000	-	-	-
Veterans Memorial Park Expansion	-	-	120,000	250,000	2,380,000
Jessica Clinton Park Softball Concession Bldg	-	-	-	-	-
Jessica Clinton Park Football Concession Bldg	-	-	-	-	-
Jessica Clinton Park Baseball Field Drainage Impr.	-	-	-	-	-
	\$ 3,002,000	\$ 1,202,000	\$ 792,000	\$ 1,273,000	\$ 3,380,000



CITY OF PORT ST. LUCIE
GENERAL FUND CAPITAL IMPROVEMENT BUDGET - #301
FIVE YEAR PROJECTIONS
FY 2023-24 PROPOSED BUDGET

2023-2024 2024-2025 2025-2026 2026-2027 2027-2028

PARK & RECREATION 301-7215

Storage/Education Office Space	\$ -	\$ -	\$ 65,000	\$ 370,000	\$ -
Botanical Gardens Event Lawn Restrooms	325,000	-	-	-	-
	\$ 325,000	\$ -	\$ 65,000	\$ 370,000	\$ -

PARK & RECREATION 301-7216

McCarty Ranch Electric	500,000	-	-	-	-
McCarty Ranch Campsite Water	700,000	-	-	-	-
McCarty Ranch Parking	-	-	-	1,500,000	-
McCarty Ranch Preserve Mobile Home for P.D.	-	-	-	-	-
McCarty Ranch Preserve Maintenance Building	-	-	-	-	-
	\$ 1,200,000	\$ -	\$ -	\$ 1,500,000	\$ -

GOLF COURSE - #7250 - MAINTENANCE

Saints Driving Range	\$ 300,000	\$ 285,000	\$ 200,000	\$ 100,000	-
Cart Path and Practice Area Repairs	-	250,000	-	-	-
Saints Pump House Structure	-	-	-	-	-
Irrigation System Rebuild	-	-	200,000	1,500,000	-
Overflow Parking Lot Repavement	250,000	-	-	-	-
Maintenance Facility & Overflow Parking	-	-	-	-	-
	\$ 550,000	\$ 535,000	\$ 400,000	\$ 1,600,000	\$ -

\$ 27,685,617 \$ 12,768,716 \$ 16,904,911 \$ 6,793,000 \$ 4,855,000

Designated CIP Reserve for Future Projects	\$ 910,000	\$ 175,000	\$ 80,000	\$ 10,000	\$ 10,000
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	\$ (0)	\$ -	\$ -	\$ -	\$ -
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CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE:

NEW PROJECT

PROJECT CHANGE/UPDATE

Department/Division: IT / 1320
Contact Person: Megan Maguire
Phone #/Extension: 772-344-4214
Fund Number: 301
Project Title: Green Light - Fiber Improvement
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: 1.A To install 3.65miles of two x2” conduits with fiber on US-1, Running from Crosstown parkway – West Moreland. (\$ 375,324.36)
Purpose: Best Practices

This technology can provide numerous benefits, including improving traffic signalization controls, utility plant controls, security infrastructure, parks and recreation services, storm water control and emergency management communications.
 In terms of traffic signalization controls, fiber optic cables are used to link intelligent traffic control systems for synchronization.
 Similarly, expanding fiber can improve utility plant controls by providing real-time monitoring and control of utility infrastructure. This can help utility companies respond more quickly to outages, reduce downtime, and increase efficiency.
 In terms of security, fiber optic networks can provide reliable, high-speed connectivity for security cameras, access control systems, and other security devices. This can help increase public safety and reduce crime rates.
 Expanding fiber can also benefit parks and recreation areas by providing Wi-Fi connectivity, allowing visitors to stay connected. This can help increase park usage and improve visitor experiences.
 Finally, fiber optic networks can provide a communication pathway for future technologies and Smart City initiatives. As the City continues to implement new technologies, such as autonomous vehicles and smart infrastructure, high-speed internet connectivity will be essential. Expanding fiber can lay the foundation for these technologies and ensure that cities are ready for the future.

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life and/or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from the G.F.	\$ 1,201,614	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,201,614	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Conduit Install	\$ 1,201,614	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,201,614	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - Duck Court Phase 2 CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Neighborhood Services
Contact Person: Alessandra Tasca and/or Bolivar Gomez
Phone #/Extension: x7395
Fund Number: 301-1520



Project Title: NICE - Duck Ct. Phase 2

Amount Spent-to-Date: \$ -

Project Justification

Project Description & Scope:

Building off of the previous years' NICE CIP funding for the creation of small neighborhood common passive spaces or gathering areas in the south-eastern and central-western NICE neighborhoods of the City (OL Peacock Sr. Park and Duck Ct.). The targeted areas serve the Rosser Reserve/Newport Isles/Gatlin Pines neighborhoods as well as the Becker Ridge neighborhood. Targeted areas have been identified in the 10 year Parks Master Plan as lacking park amenities. This project is focused on creating more vibrant communities by providing funding for the continuation of improvements in the Duck Ct. common space thru the NICE program. The improvements that will be funded this FY are on street parking and pedestrian amenities including elements from the "NICE to meet you" proposal (Winter Workshop 2023) and High Performing Public Spaces initiatives. The addition of these elements to the Duck Ct. project labelled as Phase 2 will serve as a pilot initiative to be rolled out to other areas identified as City owned land and neighborhoods that have scarce neighborhood park or pedestrian amenities. Note: the continued development of the OL Peacock Sr. property has been transferred to the PRD CIP plan to be managed by PRD.

Purpose: Policy Directives

City Council Goal: Vibrant neighborhoods

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

ROI: Project will enhance the quality of life or quality of governmental services for our citizens. This project will help further the goals of the Parks and Recreation 10 year Master Plan as well as the NICE program's mission and resident communication initiatives. Our research and collaboration with the City of Miami and other developed areas has suggested that the City take steps now to preserve land and/or City owned common spaces by improving and beautifying them so that they may be used in the future. The previous project planned during the last two budget years was completed as Phase 1. This project spear-headed the creation of the "High Performing Public Spaces" or HPPS interdepartmental work group which was another by-product of the Parks Master Plan. City staff, via the HPPS team, strategic plan updates with Council, and together with consultants, did an in-depth analysis of City owned land and environmental land ranking criteria creation. After bringing together the teams and doing the exercises OL Peacock Sr. Park and Duck Ct. were confirmed as the ideal locations for focused efforts of improvement. Conceptual designs are on file for future continued development, if opportunities to do so are available. The areas' initial improvements leave way for a continued phased approach to adding more improvements if funding is available. Additional grant funding will also be pursued for this project. Approval for the funding of Duck Ct. Phase 2 came from the NSD-NICE discussion at the Feb. 2023 Winter Workshop. Maintenance costs are not included because they were already including in the execution of Phase 1. Potential Phase 3 would include a sidewalk/path for approximately \$50,000. If there are any budgetary savings or additional funding is identified in Phase 2 the sidewalk/path would be funded as a continuation of the project. The Grants & Advocacy Team will explore grant opportunities for that using this funding as a potential match.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
FY24 NICE contingency / CIP	220,000	-	-	-	-
Totals	\$ 220,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design, Survey, Permitting, Site Development	\$ 90,000				
On-street parking	\$ 100,000				
Pedestrian amenities	\$ 10,000	\$ -	\$ -	\$ -	\$ -
"NICE to meet you" HPPS elements	20,000	-	-	-	-
Totals	\$ 220,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Increase in maintenance costs	\$ -			\$ 10,000	\$ -
Totals	\$ -			\$ -	\$ -

Side Note:
 In recent years, considerable interest has been stimulated by the experiment, in some of the larger American cities, with vest pocket parks. Although limited both in scope and size, these parks represent a serious effort to improve the quality of the environment in the more crowded urban areas.
 Vest pocket parks can have broad application. Their impact, however, is likely to be greatest in those low-income, densely populated neighborhoods where outdoor public space is severely limited. In these neighborhoods, the development of parks which meet traditional size standards is difficult to realize. A system of vest pocket parks, on the other hand, may substantially improve recreational facilities for children and may provide needed services for other groups including older people. These parks may also improve the physical appearance of the neighborhood and contribute to upgrading the environment. (Retrieved from Vest Pocket Parks Information Report No. 229 December 1967
<https://www.planning.org/pas/reports/report229/>

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: PSL Governmental Finance Corporation
Contact Person: Jennifer Davis
Phone #/Extension: 772-344-4342
Fund Number: 301-1900

Project Title: Southern Grove Infrastructure (Planning, Design & Construction)

Project Number: n/a
Amount Spent-to-date: \$ 135,000



Project Justification

Project Description & Scope: Planning, design and construction of approximately 15,830 LF of roadway and utilities with stormwater ponds. Tom Mackie Blvd Phase 2 and 3 design complete. Tom Mackie Blvd Phase 4 shall include initial 40% design of facilities with construction occurring in phases under a final design/build approach. Anthony F. Sansone Sr Blvd Phase 3 and 4 extend from Hegener (fka Paar) Dr to Marshall Pkwy.

Purpose: To support continued sale and development of PSLGFC owned lands in Southern Grove

City Council Goal: High-quality infrastructure and facilities & Diverse local economy and employment opportunities

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Fund Transfer from the GFC Fund #108 (Land Sale Revenue, projected based on contracts)	\$ 13,889,092	\$ 4,228,805	\$ -		\$ -
Grant - DEO (potential award)	-	2,000,000	-		-
Totals	\$ 13,889,092	\$ 6,228,805	\$ -		\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Paar/I-95 Watermain	\$ -	\$ -	\$ -		\$ -
Phase 4 Tom Mackie Blvd extension (incl E/W 2 & Marshall Pkwy) (Final Design/Build)	11,127,913	-	-		-
Phase 3 Anthony F. Sansone Sr Blvd extension (Design, Construction, CEI, Contingency)	2,761,179	-	-		-
Phase 4 Anthony F. Sansone Sr Blvd extension (Design, Construction, CEI, Contingency)	-	6,228,805	-		-
Totals	\$ 13,889,092	\$ 6,228,805	\$ -		\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	-	-	-		-
Totals	\$ -	\$ -	\$ -		\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Police/2105
Contact Person: John Bolduc
Phone #/Extension: Extn 4278
Fund Number: 301-2105-5644



Project Title: PD Body Worn Cameras

Amount Spent-to-Date:

Project Justification

Project Description & Scope:

The Port St. Lucie Police Dept desires to utilize body worn cameras to document law enforcement interactions with the public by providing recorded evidence of actions, conditions, and statements. Officers have a legal right to capture and record footage during all official interactions. Body worn camera recordings have been demonstrated to be of value in the prosecution of traffic and criminal offenses, gathering of evidence, protecting officers from false accusations, training, and ensuring transparency of policy activity while fostering positive relationships within the community. The Department recognizes that the body worn camera will not capture exactly what an officer sees and/or hears, or what an officer senses of experiences. Footage captured is only a portion of the encounter between law enforcement and individuals. The Department acknowledges that an officer's recollection of specific details may be different from what is captured by the body worn camera. Although body worn cameras do not capture an officer's full knowledge of any particular situation, they are a valuable law enforcement tool to capture and preserve data. The CIP budget was updated to reflect the current approved vendor contract. Balance of remaining 3 years includes a 20% increase resulting from growth as original contract was for 300 BWCs.

Purpose: Life Safety

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer #001	\$ 972,911	\$ 972,911	\$ 972,911	\$ 975,000	\$ 975,000
Use of Reserves	-	-	-	-	-
Totals	\$ 972,911	\$ 972,911	\$ 972,911	\$ 975,000	\$ 975,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Body Worn Cameras (Annual Costs)	\$ 972,911	\$ 972,911	\$ 972,911	\$ 975,000	\$ 975,000
Totals	\$ 972,911	\$ 972,911	\$ 972,911	\$ 975,000	\$ 975,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Hire: Training Officer, Records, Fleet	252,180	259,745	267,537	\$ -	\$ -
Totals	\$ 252,180	\$ 259,745	\$ 267,537	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Police Dept/2105
Contact Person: John Bolduc
Phone #/Extension: Extn 4278
Fund Number: 301-2105

Project Title: PD Main Building Renovations - Floors 2 & 3

Amount Spent-to-Date: \$250,000



Project Justification

Project Description & Scope: Renovation of the 2nd Floor (FY 2023-24) and the 3rd Floor (FY 2024-25) of the Main Police Building. It will consist of the following: replacement of the flooring (similar to the 1st Floor), painting, upgrading the elevator walls, lighting, possible construction for additional rooms/offices (to address space issues), and the Lobby areas of each floor. This is a quality of life issue for our employees and citizens who work or visit our department on a daily basis. In addition, to complying with ADA guidelines. Note the building is approximately 30 yrs. old. Major renovations to these floors have not been done in the past.

Purpose: Life Safety

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from G.F.	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -
Totals	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction Costs	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -
Totals	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: **PROJECT TYPE:** NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Police Dept/2105
Contact Person: John Bolduc
Phone #/Extension: Extn 4278
Fund Number: 301-2105

Picture

Project Title: PD Evidence Building Renovations
 (until finished)

Amount Spent-to-Date:

Project Justification

Project Description & Scope: This project continues with installing proper drywall, sealing off all the unfinished areas throughout the entire building, placing proper insulation, completing the unfinished ceiling, moving the fire suppressions system, sealing off areas that were left unfinished, separating the storage and office areas with proper installation of walls/barriers, and painting of the entire area. It also the Evidence Building Driveway and Parking Lot on Thanksgiving Avenue and need for an evidence impound lot with overhang to replace existing areas. This is a quality of life issue for our employees and citizens who work or visit our department on a daily basis.

Purpose: Best Practices/Industry Standards

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 200,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction Costs	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 200,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Police Dept/2130
Contact Person: John Bolduc
Phone #/Extension: Ext. 4278
Fund Number: 301-2105
Project Title: PD Mobile Command Post
Amount Spent-to-Date:



Project Justification

Project Description & Scope: The Port Saint Lucie Police Department intends to purchase a Mobile Command Post to handle a multitude of special operations and critical incidents to include, but not limited to: Hostage Incidents, Armed Barricaded Suspects, Crowd Containment and Riot Control, Active Shooter Incidents, City Special Events, Natural Disasters, Emergency Situations, and Public Demonstrations. It is to be operated by NPB. PD does not currently have a command post.

Purpose: Life Safety
City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from #001	\$ -	\$ 350,000	\$ -	\$ -	
Totals	\$ -	\$ 350,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
PD Mobile Command Post	\$ -	\$ 350,000	\$ -	\$ -	
Totals	\$ -	\$ 350,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: PROJECT TYPE:

NEW PROJECT

PROJECT CHANGE/UPDATE

Department/Division: Police Dept/2105
Contact Person: John Bolduc
Phone #/Extension: Ext. 4278
Fund Number: 301-2105-5620

N/A

Project Title: Animal Control Annex

Amount Spent-to-Date: \$ -

Project Justification

Project Description & Scope: The purpose of this project is to construct a Police Building to comfortably accommodate 25 to 30 employees to perform various Police duties.

Purpose: Life Safety

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from #001	\$ 150,000	\$ 1,350,000	\$ -	\$ -	
Totals	\$ 150,000	\$ 1,350,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 150,000	\$ -	\$ -	\$ -	
Construct	\$ -	\$ 1,350,000	\$ -	\$ -	
Totals	\$ 150,000	\$ 1,350,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: PROJECT TYPE:

NEW PROJECT

PROJECT CHANGE/UPDATE

Department/Division: Police Dept/2105
Contact Person: John Bolduc
Phone #/Extension: Ext. 4278
Fund Number: 301-2105-5620

N/A

Project Title: PD Evidence Storage Facility (Offsite)

Amount Spent-to-Date: \$ -

Project Justification

Project Description & Scope: The purpose of the project is to construct an inside Evidence storage facility (offsite) capable of storing and preserving

Purpose: Life Safety

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from #001	\$ 225,000	\$ -	\$ -	\$ -	
Totals	\$ 225,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
PD Mobile Command Post	\$ 225,000	\$ -	\$ -	\$ -	
Totals	\$ 225,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: PROJECT TYPE:

NEW PROJECT

PROJECT CHANGE/UPDATE



Department/Division: Office of Solid Waste
Contact Person: Mariana Feldpausch
Phone #/Extension: 772-871-5258
Fund Number: 301-3410
Project Title: Cameo Drop-off Site Improvements
Amount Spent-to-Date: \$

Project Justification

Project Description & Scope: Provide electricity, water, and sewer to Cameo drop-off site and installing a concrete pavement location for a debris staging area.
Purpose: Life Safety
City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer/Solid Waste Fund	\$ 800,000	\$ -	\$ -	\$ -	
Totals	\$ 800,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 800,000	\$ -	\$ -	\$ -	
Totals	\$ 800,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Water, Sewer and Electric	\$ -	\$ 500	\$ 500	\$ 500	\$ 500
Totals	\$ -	\$ 500	\$ 500	\$ 500	\$ 500

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301

Project Title: Building B Standby Chiller Replacement

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: The standby chiller is reaching the end of its useful service life and is used to provide air conditioning if the chiller plant shuts down for any reason.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 200,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Standby Chiller Replacement	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 200,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Energy Savings	\$ -	\$ -	\$ (2,000)	\$ (2,000)	\$ (2,000)
Totals	\$ -	\$ -	\$ (2,000)	\$ (2,000)	\$ (2,000)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE:

NEW PROJECT

PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301



Project Title: LED Lighting Upgrade for M.F.E.C. Parking Garage

Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: LED lighting upgrades will be energy efficient. This shall be coordinated with the structural repair work.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -
Totals	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Parking Garage LED Lighting Upgrades	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -
Totals	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Maintenance & Energy Savings	\$ (5,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)
Totals	\$ (5,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301



Project Title: Structural Repairs and Sealing for M.F.E.C.
 Parking Garage
Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: Repair structural deficiencies include sealing and waterproofing to extend service life of parking garage.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer	500,000	500,000	500,000	500,000	500,000
Totals	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Structural Repairs	500,000	500,000	500,000	500,000	500,000
Totals	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301

Project Title: Police Building Impact Glass Installation

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Impact glass installation will extend the life of the building and will eliminate the need and maintenance of hurricane shutters.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ -	\$ 1,000,000	\$ 1,000,000		\$ -
Totals	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Impact Glass Installation	\$ -	\$ 360,000	\$ 360,000		\$ -
Totals	\$ -	\$ 360,000	\$ 360,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Energy Savings	\$ -	\$ (5,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)
Totals	\$ -	\$ (5,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301

Project Title: Police Building Standby Chiller Replacement

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: The standby chiller is reaching the end of its useful service life and is used to provide air conditioning if the chiller plant shuts down for any reason.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ -	\$ -	\$ 150,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 150,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Standby Chiller Replacement	\$ -	\$ -	\$ 150,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 150,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Energy Savings	\$ -	\$ -	\$ -	\$ (2,000)	\$ (2,000)
Totals	\$ -	\$ -	\$ -	\$ (2,000)	\$ (2,000)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301



Project Title: HVAC Controls and Upgrades for M.F.E.C.

Amount Spent-to-Date:

Project Justification

Project Description & Scope: Upgrading the HVAC systems controls will allow the building to work more effectively and efficiently.
Purpose: Best Practices/Industry Standards
City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 120,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
HVAC Controls Upgrades & Integration	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 120,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Energy Savings	\$ -	\$ -	\$ -	\$ (10,000)	\$ (10,000)
Totals	\$ -	\$ -	\$ -	\$ (10,000)	\$ (10,000)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301

Project Title: Air Handler Replacements at City Hall

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: The units will have reached the end of their useful service life.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ -	\$ 130,000	\$ 130,000	\$ 195,000	\$ -
Totals	\$ -	\$ 130,000	\$ 130,000	\$ 195,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Chilled Water Air Handler Unit Replacement (6EA.) \$50,000 each.	\$ -	\$ 130,000	\$ 130,000	\$ 195,000	\$ -
Totals	\$ -	\$ 130,000	\$ 130,000	\$ 195,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Energy Efficiency	\$ -	\$ -	\$ (5,000)	\$ (10,000)	\$ (18,000)
Totals	\$ -	\$ -	\$ (5,000)	\$ (10,000)	\$ (18,000)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301

Project Title: Roof Coating on Membrane Roofing at M.F.E.C.

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: The membrane roofing and joints will have reached the end of their service life and need to be coated. The non-functional solar panels need to be removed to facilitate the re-coating.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from G.F.	\$ -	\$ -	\$ 225,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 225,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Remove Solar Panels & Install Roof Coating on all membrane roofing	\$ -	\$ -	\$ 225,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 225,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301

Project Title: City Hall Standby Chiller Replacement

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: The standby chiller is reaching the end of its useful service life and is used to provide air conditioning if the chiller plant shuts down for any reason.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 200,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Standby Chiller Replacement	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 200,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Energy Savings	\$ -	\$ -	\$ (2,000)	\$ (2,000)	\$ (2,000)
Totals	\$ -	\$ -	\$ (2,000)	\$ (2,000)	\$ (2,000)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301

Project Title: LED Lighting Upgrade (Interior City Hall)

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: LED Lighting will provide more energy efficiency.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from G.F.	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 150,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
LED Lighting Upgrades	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 150,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Energy Savings	\$ -	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)
Totals	\$ -	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301-4135

Project Title: Police Department LED Lighting Upgrade

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: LED Lighting will provide more energy efficiency.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ 380,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 380,000	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
LED Lighting Upgrades	\$ -	\$ -	\$ -	\$ 380,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 380,000	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Estimated Energy Savings	\$ -	\$ -	\$ -	\$ -	\$ (12,000)
Totals	\$ -	\$ -	\$ -	\$ -	\$ (12,000)

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301



EXISTING CAMPUS PLAN

Project Title: Main Parking Garage - City Hall Complex
Parking Enhancement

Amount Spent-to-Date: \$ -

Project Justification

Project Description & Scope: Design a five-level precast concrete parking garage within the City Complex for 525 parking spaces.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Bond Proceeds	\$ 1,350,000	\$ -	\$ 12,150,000	\$ -	\$ -
Totals	\$ 1,350,000	\$ -	\$ 12,150,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 1,350,000	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ 12,150,000	\$ -	\$ -
Totals	\$ 1,350,000	\$ -	\$ 12,150,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Facilities Maintenance / 4135
Contact Person: Roger Jacob
Phone #/Extension: 772-281-9252
Fund Number: 301



Project Title: City Hall Expansion Project

Amount Spent-to-Date: \$ -

Project Justification

Project Description & Scope: Design and Construct three story addition to City Hall (31,212 square feet). Design in FY 27/28 & Construction in FY 28/29.

Purpose: Best Practices

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer - General Fund	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation /CRA 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 301-7210

Project Title: The Port South Project - Master Sheet
Project Number: N/A
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope:

The Port South Project is comprised of several individual project elements that stretch from the Westmoreland property heading north to the City-owned Veterans Park at Rivergate. The City previously relocated and has begun the refurbishment of two historic structures. The construction of a pedestrian boardwalk with daytime boat docking slips is currently underway. Ultimately, the boardwalk will pass underneath the PSL Blvd bridge and connect to the existing boardwalk at Tom Hooper Park. Future phases of the project include design and construction of a destination playground, as well as upland park improvements, including a pad- ready site for a future restaurant. The project will also include public access improvements to the Conservation Tract to include a wetland crossing, walking trails and additional boardwalk connections. Future phases also identify construction of a dock along both sides of the Rivergate Canal that will provide pedestrian access to the Port, the Promenade, and allow for temporary mooring of vessels so that visitors can travel by boat to access the Port and neighboring restaurants.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Interfund Transfer from General Fund	300,000	-	-	-	-
Transfer from 307	1,000,000				
Totals	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
The Port- Historic Homes	\$ 650,000		\$ -	\$ -	\$ -
Boardwalk under PSL	200,000				
Playground	100,000				
Middle Parcel Improvements	450,000				
Conservation Tract Improvements	100,000				
Totals	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance	\$ 60,500	\$ 16,000	\$ 11,000	\$ 1,000	\$ 1,000
Operating and New Staff	120,000	124,800	128,544	132,400	136,372
Totals	\$ 180,500	\$ 140,800	\$ 139,544	\$ 133,400	\$ 137,372

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation /CRA 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number:



Project Title: The Port - Historic Homes Sub Sheets
Project Number:
Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: Continued refurbishment of historic structures.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Interfund Transfer#307	\$ 150,000				
Interfund Transfer #151	300,000	-	-	-	-
Totals	\$ 650,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Construction	600,000	-	-	-	-
Totals	\$ 650,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -
Totals	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

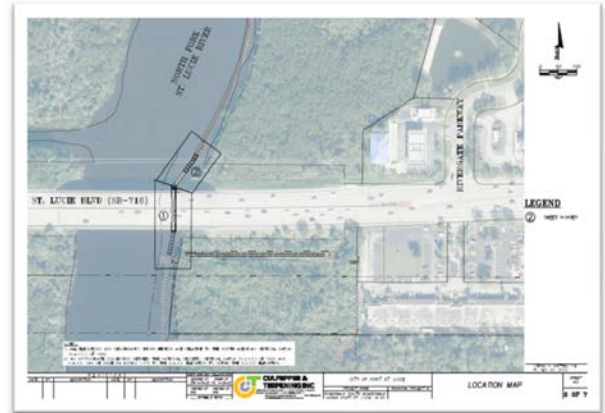


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation /CRA 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number:

Project Title: The Port - Boardwalk Construction under
 PSL Blvd Bridge Sub-Sheet

Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Construction of The Port Boardwalk adjacent to City-owned Westmoreland properties. Boardwalk Connection from Bridge Plaza to Tom Hooper Park.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer 307	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 200,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 200,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -
Totals	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation /CRA 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number:

Project Title: The Port - Playground & Placemaker

Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: A Placemaker will provide concepts for destination location park playground design/amenities.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Grants	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfer #307	100,000	-	-	-	-
Totals	\$ 100,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	100,000	-	-	-	-
Totals	\$ 100,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance	1,000	1,000	1,000	1,000	\$ -
001-7210 Staff 2 FT	120,000	120,000	120,000	120,000	120,000
Totals	\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation /CRA 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number:



Project Title: The Port - Middle Parcel Improvements
Project Number:
Amount Spent-to-date: N/A

Project Justification

Project Description & Scope: To provide park infrastructure improvements, parking & roundabout, restroom facility, site grade & development, boardwalk stage, sea wall, terrace seating and restaurant pad-ready site.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Grants	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfer #307	450,000	-	-	-	-
Totals	\$ 450,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design		\$ -	\$ -	\$ -	\$ -
Construction	450,000	-	-	-	-
Totals	\$ 450,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance			\$ -	\$ -	\$ -
Totals			\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation /CRA 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number:

Project Title: The Port - Conservation Tract
Project Number: Improvements - Sub-Sheet
Amount Spent-to-date: N/A



Project Justification

Project Description & Scope: Property purchased through grant from FCT in 2002. Management plan requires property be opened to public with trails and wetland crossing. This component of the Port Project will include boardwalk from the limits of the conservation tract to the stage, walking trails and wetland crossing trail connection.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
(Potential FIND Grant)	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfer #307	100,000	-	-	-	-
Totals	\$ 100,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	100,000	-	-	-	-
Totals	\$ 100,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -
Totals	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 301-7210

Project Title: Citywide Trails Master
Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Trails were ranked number one in the 10-Year Master Plan Needs Assessment Summary for facilities in the City. As one of the most-needed amenities, this requires a plan that will serve as a guiding document that will provide a vision for long-term trail development and an action plan for accomplishing immediate trail opportunities that can be used for recreation experiences. Working in partnership with Goal #5 Strategic Planning Initiative - Implement a Multimodal Plan, P&R was able to combine resources & use the Multimodal Plan's Suggested Projects List as the guiding document for the Trails Plan. As such, it was determined, in sequence with the newly adopted High Performance Public Spaces concept for the City, to prioritize potential trails using an approved ranking criteria to begin design and construction of the top-ranked Trails. **The three top-ranked trail corridors are Wilderness, Volucia and Peacock Trails.**

Purpose: Policy Directives
City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer #153	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfer #151	-	-	-	-	-
Interfund Transfer G.F. #001	500,000	150,000			1,000,000
TPO GRANT (Awarded)	150,000	-	-	-	-
Totals	\$ 650,000	\$ 150,000	\$ -	\$ -	\$ 1,000,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction (Wilderness Trail)	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Design Volucia Trail	150,000	-	-	-	500,000
Design Peacock Trail	-	150,000	-	-	500,000
Totals	\$ 650,000	\$ 150,000	\$ -	\$ -	\$ 1,000,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 301-7210

Project Title: Wilderness Trail
Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Trails were ranked number one in the 10-Year Master Plan Needs Assessment Summary for facilities in the City. As one of the most-needed amenities, this requires a plan that serves as a guiding document that will provide a vision for long-term trail development and an action plan for accomplishing immediate trail opportunities that can be used for recreation experiences. Working in partnership with Goal #5 Strategic Planning Initiative - Implement a Multimodal Plan, P&R was able to combine resources & use the Multimodal Plan's Suggested Projects List as the guiding document for the Trails Plan. As such, it was determined, in sequence with the newly adopted High Performance Public Spaces concept for the City, to prioritize potential trails using an approved ranking criteria to begin design and construction of the top-ranked Trails. The three top-ranked trail corridors are Wilderness, Volucia and Peacock Trails.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
(TPO Applied)	\$ -		\$ -	\$ -	\$ -
Interfund Transfer from G.F.	500,000	-	-	-	-
Totals	\$ 500,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construct Wilderness Trail	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 500,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 301-7210

Project Title: Volucia Trail
Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Trails were ranked number one in the 10-Year Master Plan Needs Assessment Summary for facilities in the City. As one of the most-needed amenities, this requires a plan that will serve as a guiding document that will provide a vision for long-term trail development and an action plan for accomplishing immediate trail opportunities that can be used for recreation experiences. Working in partnership with Goal #5 Strategic Planning Initiative - Implement a Multimodal Plan, P&R was able to combine resources & use the Multimodal Plan's Suggested Projects List as the guiding document for the Trails Plan. As such, it was determined, in sequence with the newly adopted High Performance Public Spaces concept for the City, to prioritize potential trails using an approved ranking criteria to begin design and construction of the top-ranked Trails. The three top-ranked trail corridors are Wilderness, Volucia and Peacock Trails.

Purpose: Policy Directives
City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
TPO GRANT (Awarded)	\$ 150,000	\$ -	\$ -	\$ -	\$ 500,000
Totals	\$ 150,000	\$ -	\$ -	\$ -	\$ 500,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Construct Volucia Trail	-	-	-	-	\$ 500,000
Totals	\$ 150,000	\$ -	\$ -	\$ -	\$ 500,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	-	\$ -	-	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 301-7210



Project Title: Peacock Trail
Project Number:
Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: Trails were ranked number one in the 10-Year Master Plan Needs Assessment Summary for facilities in the City. As one of the most-needed amenities, this requires a plan that will serve as a guiding document that will provide a vision for long-term trail development and an action plan for accomplishing immediate trail opportunities that can be used for recreation experiences. Working in partnership with Goal #5 Strategic Planning Initiative - Implement a Multimodal Plan, P&R was able to combine resources & use the Multimodal Plan's Suggested Projects List as the guiding document for the Trails Plan. As such, it was determined, in sequence with the newly adopted High Performance Public Spaces concept for the city, to prioritize potential trails using an approved ranking criteria to begin design and construction of the top-ranked Trails. The three top-ranked trail corridors are Wilderness, Volucia and Peacock Trails.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer	\$ -	\$ 150,000	\$ -	\$ -	\$ 500,000
Totals	\$ -	\$ 150,000	\$ -	\$ -	\$ 500,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Construct Peacock Trail	-	-	-	-	500,000
Totals	\$ -	\$ 150,000	\$ -	\$ -	\$ 500,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7210
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 301

Project Title: 10-Year PSLPRD Master Plan Update
Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope:

The Commission for Accreditation of Park and Recreation Agencies (CAPRA) Standards for National Accreditation provide an authoritative assessment tool for park and recreation agencies. Through compliance with these national standards of excellence, CAPRA accreditation assures policy makers, department staff, the general public and taxpayers that an accredited park and recreation agency has been independently evaluated against established benchmarks as delivering a high level of quality. As a CAPRA Accredited department, the agency shall have a comprehensive park and recreation system plan that provides recommendations for provision of facilities, programs and services; parkland acquisition and development; maintenance and operations; and administration and management. The plan shall be officially adopted by the policy-making body, **updated periodically** and linked with a capital improvement budget and a phased development program. The system master plan shall implement policies adopted in the comprehensive plan for the jurisdiction.

Purpose: Policy Directives
City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 150,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
10 Year Master Plan Consulting fees	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 150,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation 7210
Contact Person: Tim Roth
Phone #/Extension: Ex- 5389
Fund Number: 301

Project Title: Belvedere Mobile Office

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Due to the ever increasing size of the PSLPRD staff and lack of available office space at any of the current PSLPRD facilities, we would like to place a mobile office on the vacant lot on the corner of SE Deacon Ave and SE Belvedere St to house our Special Events Team. In the event the Community Center is approved for expansion in the future, the mobile office could be relocated to McCarty Ranch or another area of the city where it is needed.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2026-27
Interfund Transfer	\$ 410,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 410,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2026-27
Design and Permitting	\$ 10,000	\$ -	\$ -		
Construction	400,000	-	-	-	-
Totals	\$ 410,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2026-27
Increase in Operational Costs	\$ 15,000	\$ 1,600	\$ 1,700	\$ 1,800	\$ 1,900
	-	-	-	-	-
Totals	\$ 15,000	\$ 1,600	\$ 1,700	\$ 1,800	\$ 1,900

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

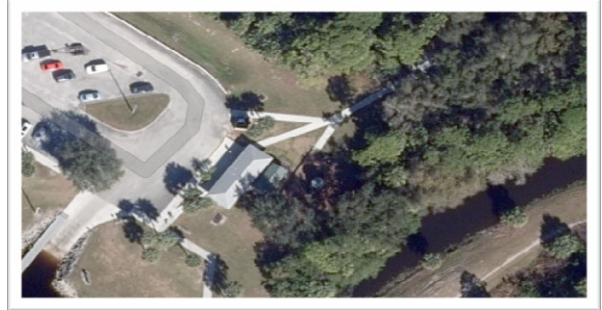


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation 7210
Contact Person: Mike Kendrick
Phone #/Extension: x5260
Fund Number: 301

Project Title: Oak Hammock Inclusive Playground

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Playground has exceeded life cycle by six years and was built in 2002. This playground will include inclusive play elements and meet ADA requirements for all patrons who enjoy outdoor activities and enhance the life or quality for all citizens.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from the GF	\$ -	\$ -	\$ 485,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 485,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design and Construction	\$ -	\$ -	\$ 485,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 485,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
001-7210-563000 Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 4,200
Totals	\$ -	\$ -	\$ -	\$ -	\$ 4,200

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

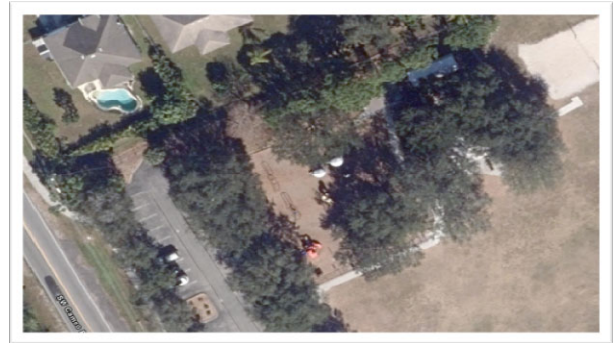


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation7210
Contact Person: Mike Kendrick
Phone #/Extension: x5260
Fund Number: 301

Project Title: Turtle Run Park Inclusive Playground

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Playground has exceeded its life cycle by five years as it was constructed in 2011. This playground will include inclusive play elements and will meet ADA requirements for all patrons who enjoy outdoor activities and enhance the quality of life for all citizens.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from the GF	\$ -	\$ -	\$ -	\$ 718,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 718,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design and Construction	\$ -	\$ -	\$ -	\$ 718,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 718,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
001-7210-563000 Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 5,600
Totals	\$ -	\$ -	\$ -	\$ -	\$ 5,600

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Mike Kendrick
Phone #/Extension: x5260
Fund Number: 301-7210

Project Title: River Place Park Inclusive Playground

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Playground has exceeded its life cycle by seven years as it was constructed in 2002. This playground will include inclusive play elements and will meet ADA requirements for all patrons who enjoy outdoor activities and will enhance the quality of life for all citizens.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from the GF	\$ 165,000	\$ -	\$ -	\$ -	\$ -
CDBG Grant	250,000				
Totals	\$ 415,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design and Construction	\$ 415,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 415,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
001-7210-563000 Repairs and Maintenance	\$ -	\$ -	\$ -	\$ 3,200	\$ 3,200
Totals	\$ -	\$ -	\$ -	\$ 3,200	\$ 3,200

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation 7210
Contact Person: Mike Kendrick
Phone #/Extension: x5260
Fund Number: 301

Project Title: Whispering Pines Security and Fiber Optic Upgrade

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: In FY 2013-2014, the Parks & Recreation Department installed the second security cameras system to aid and reduce the amount of 911 calls to PSLPD and reduce vandalism and domestic violence. This system has provided needed relief and this system is well past the end of life. Per the recommendation from the City's I.T. Department, they are recommending the upgrade to install fiber optic as well as to upgrade the cameras so that this system will be in line to incorporate into the new Enterprise Network system. This upgrade will enhance our ability to provide safer parks and work in conjunction with the Parks Safety Program. Operations service agreement commences in FY25/26.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from the GF	\$ 466,818	\$ -	\$ -	\$ -	\$ -
Use of Reserves	278,182	-	-	-	-
Totals	\$ 745,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction and Design	\$ 745,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 745,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
001-7210-534000 Contractual Services					
Maintenance Contract Per I.T. (Bill Jones)	\$ -	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000
Totals	\$ -	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7210
Contact Person: Billy Henson/Mike Kendrick
Phone #/Extension: 772-344-4021
Fund Number: 301

Project Title: Lyngate Park Lighting Improvements

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Replace inadequate lighting for coverage during night operation at Lyngate Park. Replacement of existing lights and additional lighting will help to promote site security, safety and improve playability.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer #001	\$ -	\$ -	\$ 187,000	\$ -	
Totals	\$ -	\$ -	\$ 187,000	\$ -	

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Lighting	\$ -	\$ -	\$ 187,000	\$ -	
Totals	\$ -	\$ -	\$ 187,000	\$ -	

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Increase in Maintenance Costs	\$ -	\$ -	\$ -	\$ 3,800	\$ 3,800
Totals	\$ -	\$ -	\$ -	\$ 3,800	\$ 3,800

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7210
Contact Person: Billy Henson
Phone #/Extension: 772-344-4021
Fund Number: 301

Project Title: Whispering Pines Back Lot Renovation

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Area formerly known as Skate City will be removed and renovated to a multisport field to accommodate for additional field space that will allow staff to relocate the current T-Ball fields and hitting stations behind field #2 that have posed safety issues to patrons entering this area. Currently, this facility is already lighted by sports lighting. Project will move up if C.D.B.G. approves project.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from General Fund	\$ -	\$ 40,000	\$ -	\$ 305,000	\$ -
Totals	\$ -	\$ 40,000	\$ -	\$ 305,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Whispering Pines Park Back Lot Renovation	\$ -	\$ 40,000	\$ -	\$ 305,000	\$ -
Totals	\$ -	\$ 40,000	\$ -	\$ 305,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ 7,625	\$ 7,625	\$ 7,625	\$ -
Totals	\$ -	\$ 7,625	\$ 7,625	\$ 7,625	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7210
Contact Person: Mike Kendrick/Billy Henson
Phone #/Extension: x5260/4021
Fund Number: 301

Project Title: Sports Lighting at McChesney East/West and Sportsman's West Parks



Amount Spent-to-date:

Project Justification

Project Description & Scope: Replace sports lighting at McChesney Park East-West & Sportsman's West Park that are inadequate in coverage during night operations. Replacement of existing lights and additional lighting will help to promote site security, safety and improve playability.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from G.F. #001	\$ 782,000	\$ 370,000	\$ -	\$ -	\$ -
Totals	\$ 782,000	\$ 370,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Install and/or replace lighting	\$ 782,000	\$ 370,000	\$ -	\$ -	\$ -
Totals	\$ 782,000	\$ 370,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Electrical Savings	\$ -	\$ (5,000)	\$ (7,500)	\$ -	\$ -
Totals	\$ -	\$ (5,000)	\$ (7,500)	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Dan Muschweck/Kelly Boatwright
Phone #/Extension: X4005
Fund Number: 301-7210
Project Type:

Project Title: Veterans Memorial Park Expansion
Project Number:
Amount Spent-to-date:



Project Justification

Project Description & Scope: Veterans Memorial Park was constructed in 1995 on 2.5 acres of City of Port St Lucie property along SE Veterans Pkwy. Development of various memorials and monuments now leave the park critically short of space. Approximately 2.83 additional acres are available for expansion of the park for future memorials, sidewalks, displays and special events.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from G.F. #001	\$ -	\$ -	\$ 120,000	\$ 250,000	\$ 2,380,000
Totals	\$ -	\$ -	\$ 120,000	\$ 250,000	\$ 2,380,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Environmental Phase I & Survey	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Construction Design	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,380,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 2,380,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
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CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation 7215
Contact Person: Mike Kendrick
Phone #/Extension: x5260
Fund Number: 301

Project Title: Office Space

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Per the Capital Request Projects list presented to P&R staff from the Friends of the Botanical Gardens, additional storage space is needed for storing tables, chairs, and event amenities and fixtures. As part of the design, educational space/office space will be incorporated into the design to allow for educational programs to be conducted to allow programs to expand for future growth.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from #001	\$ -	\$ -	\$ 65,000	\$ 370,000	\$ -
Totals	\$ -	\$ -	\$ 65,000	\$ 370,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design and Permitting	\$ -	\$ -	\$ 65,000	\$ -	\$ -
Construction	-	-	-	370,000	-
Totals	\$ -	\$ -	\$ 65,000	\$ 370,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Increase in Operational Costs	\$ -	\$ -	\$ -	\$ 5,800	\$ -
Totals	\$ -	\$ -	\$ -	\$ 5,800	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

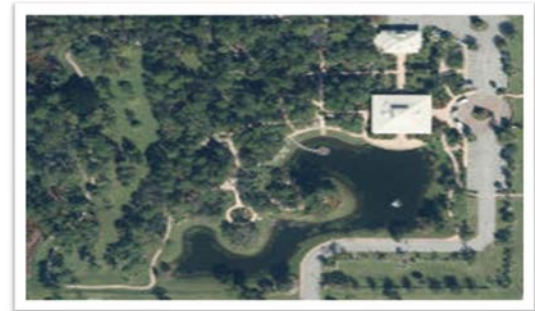


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation/ 7215
Contact Person: Mike Kendrick
Phone #/Extension: x5260
Fund Number: 301

Project Title: Botanical Gardens Event Restroom

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: With The Port being constructed during FY 21-22, staff is requesting to accelerate this project to install an event restroom to help offset the usage at The Port and assist with existing events at the Botanical Gardens. This enhancement will also assist with the Main Pavilion restroom from continuing to be overused and reduce the damage to the plumbing systems that have already occurred. In addition, measures have already been taken into account to install water and sewer within the Port Project to offset the overall cost of the project.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves	\$ 325,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 325,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 325,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 325,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
001-7210-563000 Repairs and Maintenance	\$ -	\$ 2,200	\$ 2,200	\$ 2,200	\$ 2,200
Totals	\$ -	\$ 2,200	\$ 2,200	\$ 2,200	\$ 2,200

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7216
Contact Person: Dan Muschweck/Brad Keen
Phone #/Extension: x4102
Fund Number: 301

Project Title: McCarty Ranch Preserve Campsite Electric Service
Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: To enhance camping opportunities at McCarty Ranch Preserve.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer #001	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 500,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Electric Service Installation to RV Sites	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 500,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
001-7216-54100 Electric	\$ -	\$ 7,800	\$ 7,800	\$ 7,800	\$ 7,800
Totals	\$ -	\$ 7,800	\$ 7,800	\$ 7,800	\$ 7,800

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7216
Contact Person: Dan Muschweck/Brad Keen
Phone #/Extension: x4102
Fund Number: 301

Project Title: McCarty Ranch Preserve Campsite Water Service
Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: To enhance camping opportunities at McCarty Ranch Preserve.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer	\$ 300,000	\$ -	\$ -	\$ -	\$ -
ARPA 6.1 Revenue Replacement/Fiber	\$ 100,000				
ARPA 6.1 Revenue Replacement/Water	\$ 300,000				
		-			
Totals	\$ 700,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Water Service Installation to RV Sites	\$ 700,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 700,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
001-7216-5432 Water	\$ -		\$ 9,600	\$ 9,600	\$ 9,600
Totals	\$ -	\$ -	\$ 9,600	\$ 9,600	\$ 9,600

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation / 7216
Contact Person: Dan Muschweck
Phone #/Extension: x4005
Fund Number: 301-7216

Project Title: McCarty Ranch Parking

Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: This proposed parking project seeks to add approximately 490 parking spaces for future events held at the City's McCarty Ranch Preserve property. An area 2400 ft long and 95 ft wide will be dimensioned into the City's parking requirements to accommodate a standard vehicle. Two entrances will be built at each end of the proposed project with sufficient sized culverts to allow uninterrupted flow during stormwater events.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from G.F. #001	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Parking Lot Construction	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: The Saints Golf Course / 7250
Contact Person: Keith Bradshaw
Phone #/Extension: Extn 4454
Fund Number: 301



Project Title: Overflow Parking Lot Replacement

Amount Spent-to-Date:

Project Justification

Project Description & Scope: This project will provide civil engineering, permitting, and construction to improve the overflow parking lot. Project will also correct asphalt damage created over time and patrons from parking in the planter beds. Project requested by the City Manager to make the improvements and reduce safety issues.

Purpose: Policy Directives

City Council Goal: Vibrant neighborhoods.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will provide a new cart path to the practice area.

ROI: With a new and more aesthetically--pleasing parking lot, the golf course will continue to provide the best golfing experience possible and help rounds of play increase to 50,000-55,000 rounds per year.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 250,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Overflow Parking Lot	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 250,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
No Increase in Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Saints Golf Course 7250
Contact Person: Keith Bradshaw
Phone #/Extension: x4454
Fund Number: 301

Project Title: Saints Driving Range Improvements

Amount Spent-to-date: \$0



Project Justification

Project Description & Scope: This project is to provide for additional enhancements to the Saints Driving Range. This is supported by the National Golf Foundation and the City's Budget Advisory Committee, per City Management direction given to review all Operations and Capital Improvement project requests. In an effort to increase revenue and tap into the "range only" customer market, we have separated this project into five phases to complete and reduce the impact on CIP requests. Phase 2 – Shade System/Safety Netting/Electric. Phase 3 – Range and Practice Area Renovations/New target areas and greens/Improve Lesson Area with new facility adding new Top Tracer Technology. Phase 4 – Pave Parking Roundabout for golf carts behind right side of driving range. Phase 5 – Landscaping Safety Barrier on left side of range.

Purpose: Policy Directives
City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will provide for additional revenue opportunities for the Saints Golf Course.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from G.F.	\$ -	\$ 278,490	\$ 200,000	\$ 100,000	\$ -
Interest	-	6,510			
Interfund Transfer from #151	300,000	-	-	-	-
Totals	\$ 300,000	\$ 285,000	\$ 200,000	\$ 100,000	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Phase II- Shade System/Safety Netting/Electrical	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Phase III- Bunker and Fairway Renovation (In-house)	-	285,000	-	-	-
Phase IV- Paver Parking Roundabout	-	-	-	100,000	-
Phase V- Landscaping Safety Barrier Around Range and Roundabout	-	-	200,000	-	-
Totals	\$ 300,000	\$ 285,000	\$ 200,000	\$ 100,000	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Ball Flight Sensor Leasing	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Totals	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: The Saints Golf Course / 7250
Contact Person: Keith Bradshaw
Phone #/Extension: Ext 4454
Fund Number: 301



Project Title: Cart Path & Practice Area Repairs

Amount Spent-to-Date:

Project Justification

Project Description & Scope: This project will be for the repair and re-build of the golf course cart paths. The existing asphalt pathways will be repaired and/or re-built to provide smoother surfaces, more aesthetic-contouring, and enhanced playability of the course. This project will also include a new asphalt cart path to the existing chipping practice area, for cart staging. This will enhance the practice area for increased customer traffic.

Purpose: Policy Directives

City Council Goal: Vibrant neighborhoods.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

ROI: Re-built and repaired cart paths throughout the golf course will help the overall golfing experience for guests and increase rounds played and remove all safety related issues.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Transfer from G.F.	-	55,000	-	-	-
Interfund Transfer from #151	-	45,000	-	-	-
Totals	\$ -	\$ 250,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Cart Path Asphalt Repairs	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 250,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
No increase in maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

Note: Cart paths were last overlaid when the course was purchased in 2001. The natural deterioration of asphalt along with encroachment of tree roots necessitate repair. Approximately 4.3 miles of Cart Path needs to be addressed.

CITY OF PORT ST. LUCIE - CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE



Department/Division: Saints Golf Course 7250
Contact Person: Keith Bradshaw
Phone #/Extension: x4454
Fund Number: 301
Project Title: Saints Irrigation System Replacement
Amount Spent-to-date: \$0

Project Justification

Project Description & Scope: In FY 26-27, The Saints irrigation system will have reached its end of life per the National Golf Foundation Report and Analysis of the Saints assets conducted in FY 21-22. Based upon these recommendations and support from the Budget Advisory Committee, we are recommending full replacement of the current 20 year-old- irrigation system in FY 26-27. Replacement of this antiquated system will also aid by reducing repairs and maintenance to equipment and will offer sufficient irrigation coverage throughout the entire golf course and clubhouse landscaping.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfer from the G.F.	\$ -	\$ -	\$ 193,360	\$ 1,500,000	\$ -
Use of Reserves	-	-	6,640	-	-
Totals	\$ -	\$ -	\$ 200,000	\$ 1,500,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Phase I -Irrigation Design	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Phase II-Construction	-	-	-	1,200,000	-
Phase III- Pump House Building Replacement	-	-	-	300,000	\$ -
Totals	\$ -	\$ -	\$ 200,000	\$ 1,500,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -



CITY OF PORT ST. LUCIE
ROAD & BRIDGE CAPITAL IMPROVEMENT BUDGET - #304
FIVE YEAR PROJECTION
FY 2023-24 PROPOSED BUDGET

	2023-2024 -----	2024-2025 -----	2025-2026 -----	2026-2027 -----	2027-2028 -----
REVENUES (Mobility Fees):					
Glades Benefit District Prior Year CIP Reserve	512,771	32,804	140,833	243,461	340,957
Glades Benefit District	120,033	108,029	102,628	97,496	92,622
Total Glades Benefit District	632,804	140,833	243,461	340,957	433,579
Tradition Benefit District Prior Year CIP Reserve	989,480	95,600	686,108	1,247,090	780,024
Tradition Benefit District	656,120	590,508	560,982	532,933	506,287
Total Tradition Benefit District	1,645,600	686,108	1,247,090	1,780,024	1,286,310
Southwest Benefit District Prior Year CIP Reserve	3,848,957	3,238,957	4,686,957	6,962,557	7,871,877
Southwest Benefit District	2,720,000	2,448,000	2,325,600	2,209,320	2,098,854
Total Southwest Benefit District	6,568,957	5,686,957	7,012,557	9,171,877	9,970,731
Northwest Benefit District Prior Year CIP Reserve	59,185	9,185	9,185	9,185	9,185
Northwest Benefit District Fund	50,000	45,000	40,500	36,450	32,805
Total Northwest Benefit District	109,185	54,185	49,685	45,635	41,990
Southeast Benefit District Prior Year CIP Reserve	1,000,000	1,450,000	800,000	2,541,250	1,699,938
Southeast Benefit District	2,750,000	2,475,000	2,351,250	2,233,688	2,122,003
Total Southeast Benefit District	3,750,000	3,925,000	3,151,250	4,774,938	3,821,941
Northeast Benefit District Prior Year CIP Reserve	22,290	5,717	738,802	303,982	28,403
Northeast Benefit District	953,427	858,084	815,180	774,421	735,700
Total Northeast Benefit District	975,717	863,802	1,553,982	1,078,403	764,103
Mobility Fee Revenues	\$ 13,682,263	\$ 11,356,884	\$ 13,258,025	\$ 17,191,833	\$ 16,318,654

Glades Benefit District Project

Commerce Centre Drive & Glades Cut Off Improvements - Northwest/ Glades/ Tradition Mobility	\$ 600,000	\$ -	\$ -	\$ -	\$ -
Glades Benefit District Project Total Expenses	\$ 600,000	\$ -	\$ -	\$ -	\$ -

Tradition Benefit District Project

Commerce Centre Drive & Glades Cut Off Improvements - Northwest/ Glades/ Tradition Mobility	\$ 550,000	\$ -	\$ -	\$ -	\$ -
Village Parkway replacement of lights - Tradition Mobility / Southwest Mobility	1,000,000	-	-	-	-
Darwin Blvd and Paar Drive Intersection Improvements - Tradition Mobility / Southeast Mobility	-	-	-	1,000,000	-
Tradition Benefit District Project Total Expenses	\$ 1,550,000	\$ -	\$ -	\$ 1,000,000	\$ -



CITY OF PORT ST. LUCIE
 ROAD & BRIDGE CAPITAL IMPROVEMENT BUDGET - #304
 FIVE YEAR PROJECTION
 FY 2023-24 PROPOSED BUDGET

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Southwest Benefit District Project					
New Sidewalks (563000) - Citywide (local funds) (Y1420) - Southwest / Southeast / Northeast Mobility	\$ 1,000,000	\$ 1,000,000	\$ -	\$ 900,000	\$ -
Peacock Improvements with Interchange - Northeast Mobility/ Southwest Mobility /SLC Contribution	1,030,000	-	-	-	-
Village Parkway replacement of lights - Tradition Mobility / Southwest Mobility	900,000	-	-	-	-
Tradition & Village Pkwy Mobility Improvements	400,000	-	-	-	-
Road and Gateway Landscape Beautification	-	-	50,000	400,000	400,000
Southwest Benefit District Project Total Expenses	3,330,000	1,000,000	50,000	1,300,000	400,000
Northwest Benefit District Project					
Commerce Centre Drive & Glades Cut Off Improvements - Northwest/ Glades/ Tradition Mobility	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Northwest Benefit District Project Total Expenses	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Southeast Benefit District Project					
New Sidewalks (563000) - Citywide (local funds) (Y1420) - Southwest / Southeast / Northeast Mobility	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000
Project Management Costs for Capital Improvements (563005)	100,000	100,000	100,000	100,000	100,000
Traffic Calming (563000) - Southeast / Northeast Mobility	600,000	125,000	250,000	250,000	250,000
New Sidewalk Kestor Dr - PRICE INCREASE (Southeast Mobility / FDOT LAP Agreement Approved Grant)	-	200,000	-	-	-
Cameo Blvd & PSL Blvd Intersection Upgrades	1,200,000	-	-	-	-
Savona & Paar Intersection Improvements	150,000	1,200,000	-	-	-
Southbend Blvd Widening Improvements Conceptual Design	50,000	-	-	-	-
Savona & Alcantarra Intersection Improvements	-	1,500,000	-	-	-
PSL Blvd Landscaping - Turnpike Bridge to Gatlin Blvd	-	-	60,000	675,000	-
Darwin Blvd and Paar Drive Intersection Improvements - Tradition Mobility / Southeast Mobility	-	-	200,000	200,000	-
U.S. Submarine Veterans Park On-street Parking	-	-	-	250,000	-
PSL Blvd South Segment 1 (Becker to Paar)	200,000	-	-	-	-
Del Rio/California Intersection Improvements - Southeast Mobility / Southeast Mobility	-	-	-	1,500,000	-
Southeast Benefit District Project Total Expenses	\$ 2,300,000	\$ 3,125,000	\$ 610,000	\$ 3,075,000	\$ 1,350,000



CITY OF PORT ST. LUCIE
ROAD & BRIDGE CAPITAL IMPROVEMENT BUDGET - #304
FIVE YEAR PROJECTION
FY 2023-24 PROPOSED BUDGET

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Northeast Benefit District Project					
Peacock Improvements with Interchange - Northeast Mobility/ Southwest Mobility /SLC Contribution	\$ 470,000	\$ -	\$ -	\$ -	\$ -
New Sidewalks (563000) - Citywide (local funds) (Y1420) - Southwest / Southeast / Northeast Mobility	-	-	1,000,000	-	-
Traffic Calming (563000) - Southeast / Northeast Mobility	-	125,000	-	-	-
NW Torino Pkwy Widening & Mobility Improvements	-	-	-	-	-
N Macedo Blvd and Selvitz Road - (North East Benefit)	-	-	-	100,000	-
NW Cashmere Blvd Widening & Mobility Improvements	-	-	-	350,000	-
St. Lucie West Blvd Mobility Improvements	-	-	-	-	-
NW Bayshore Blvd Widening & Mobility Improvements	-	-	-	350,000	-
Del Rio/California Intersection Improvements - Southeast Mobility / Southeast Mobility	-	-	250,000	250,000	-
SLW Blvd Widening Improvements Conceptual Design	500,000	-	-	-	-
Northeast Benefit District Project Total Expenses	\$ 970,000	\$ 125,000	\$ 1,250,000	\$ 1,050,000	\$ -
Mobility Fee Surplus/Deficit	\$ 4,882,263	\$ 7,106,884	\$ 11,348,025	\$ 10,766,833	\$ 14,568,654
Revenues(continued)					
Prior Year CIP Reserve	\$ 5,342,939	\$ 4,572,073	\$ 3,609,315	\$ 1,902,653	\$ 2,186,044
Local Option Gas Tax - 2 cents/gal. - renewed	1,832,925	1,944,550	1,983,441	2,023,110	2,063,572
Local Option Gas Tax - 3 cents/gal. - renewed	2,749,386	2,916,824	2,975,160	3,034,664	3,095,357
Interest Income & Other	100,000	80,108	40,062	32,050	32,370
St. Lucie County Contribution for Peacock Improvement Project - Northeast Mobility/ Southwest	1,500,000	-	-	-	-
Interfund transfer from GF PSL Blvd Segment 1	-	-	6,650,000	-	-
Funds from Line of Credit -PSL Blvd Segment 1	-	-	11,350,000	-	-
Grant (applied)	-	-	2,000,000	-	-
PSL Blvd South Segment 2.2 (Paar to Alcantarra) transfer from GF	6,150,000	-	-	-	-
Peacock Trail - Recreation Trail Program Grant	-	-	650,000	-	-
SLW Blvd Widening Improvements Conceptual Design & Construction - NEW PROJECT TPO Grant	3,000,000	-	-	-	-
New Sidewalk Kestor Dr - PRICE INCREASE (Southeast Mobility / FDOT LAP Agreement Approved Grant)	-	650,000	-	-	-
Sidewalk-Volucia Dr - PRICE INCREASE (FDOT LAP Agreement Approved Grant)	-	-	650,000	-	-
Sidewalk-Volucia Dr - PRICE INCREASE (Recreation Trail Program Grant)	-	-	200,000	-	-
Gatlin/Savona Intersection Improvements - Applied for FDOT Grant	650,000	-	-	-	-
Other Revenues - Subtotal	\$ 21,325,250	\$ 10,163,555	\$ 30,107,978	\$ 6,992,476	\$ 7,377,343
Total Revenues - Mobility and Other Revenues	\$ 35,007,513	\$ 21,520,439	\$ 43,366,003	\$ 24,184,309	\$ 23,695,997



CITY OF PORT ST. LUCIE
ROAD & BRIDGE CAPITAL IMPROVEMENT BUDGET - #304
FIVE YEAR PROJECTION
FY 2023-24 PROPOSED BUDGET

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
EXPENDITURES:					
<u>OPERATIONS/ADMINISTRATION - PUBLIC WORKS - #304-4105</u>					
Sidewalk Kestor Dr - PRICE INCREASE (Southeast Mobility / FDOT LAP Agreement Approved Grant)	\$ -	\$ 650,000	\$ -	\$ -	\$ -
Sidewalk-Volucia Dr - PRICE INCREASE (FDOT LAP Agreement Approved Grant)	-	-	650,000	-	-
Sidewalk-Volucia Dr - NEW PROJECT (Recreation Trail Program Grant)	-	-	200,000	-	-
Peacock Trail - NEW PROJECT (Recreation Trail Program Grant)	-	-	650,000	-	-
Peacock Improvements with Interchange - Northeast Mobility/ Southwest Mobility / SLC Contribution	1,500,000	-	-	-	-
Sub-Totals	\$ 1,500,000	\$ 650,000	\$ 1,500,000	\$ -	\$ -
<u>TRAFFIC CONTROL DIVISION - PUBLIC WORKS - #304-4121</u>					
ADA Improvements - signals various locations (568813)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Signal Conversion (YELLOW FLASHING ARROW)	200,000	200,000	200,000	200,000	200,000
PSL Blvd South Segment 2.1 (Alcantarra to Darwin) (FDOT funded)	-	-	-	-	-
PSL Blvd South Segment 2.2 (Paar to Alcantarra) (Grant Match) moved up to FY 23/24- Transfer from GF	6,150,000	-	-	-	-
PSL Blvd South Segment 1 (Becker to Paar)	-	-	20,000,000	-	-
Airoso Thornhill Rehab	50,000	-	-	-	-
Pavement Condition and Asset inventory project cost	-	500,000	-	-	-
Gatlin/Savona Intersection Improvements - Applied for FDOT Grant	650,000	-	-	-	-
SLW Blvd Widening Improvements Construction portion TPO	3,000,000	-	-	-	-
Sub-Totals	\$ 10,100,000	\$ 750,000	\$ 20,250,000	\$ 250,000	\$ 250,000
<u>STREETS DIVISION - PUBLIC WORKS - #304-4125</u>					
Annual Resurfacing Program (534132) - PRICE INCREASE	\$4,350,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,500,000
Contract Repair / Improvements of Sidewalks (534133)	750,000	500,000	500,000	500,000	500,000
SW Glenwood Drive - Roadway Reconstruction	-	600,000	-	-	-
Gatlin Pines – Roadway Reconstruction	-	-	1,500,000	-	-
SW Import Drive - Roadway Reconstruction	-	-	-	-	1,200,000
Replace PW-4160 2016 Pothole Patch Truck	-	-	400,000	-	-
Sub-Totals	\$5,100,000	\$ 5,100,000	\$ 6,400,000	\$ 4,500,000	\$ 6,200,000
Internal Charges- transfer to the General Fund	\$ 53,177	\$ 54,240	\$ 55,325	\$ 56,432	\$ 57,560
Fund Transfer to General Fund - Debt Payment	-	-	-	-	-
Sub-Totals	\$ 53,177	\$ 54,240	\$ 55,325	\$ 56,432	\$ 57,560
TOTAL EXPENDITURES (Non-Mobility Fee Projects)	\$ 16,753,177	\$ 6,554,240	\$ 28,205,325	\$ 4,806,432	\$ 6,507,560



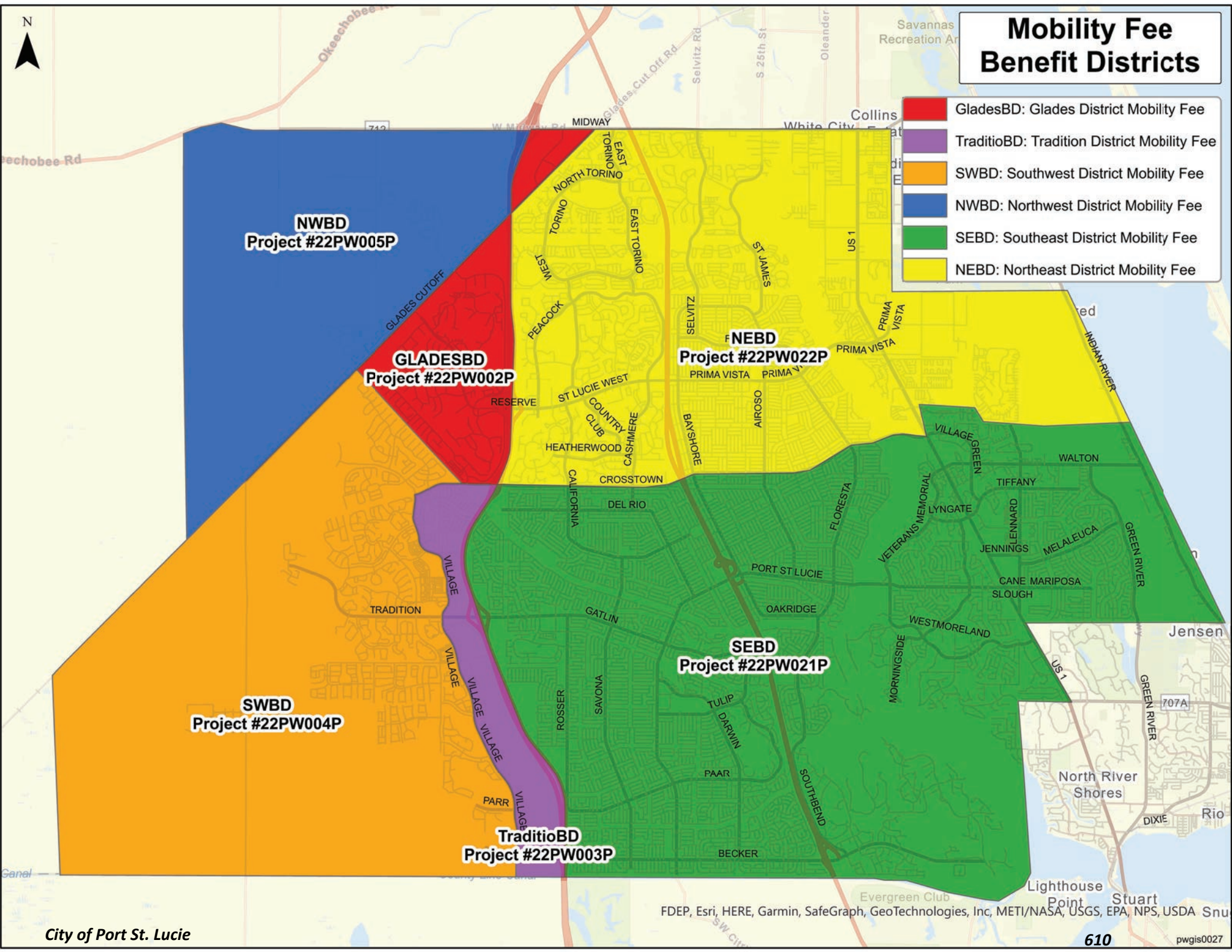
CITY OF PORT ST. LUCIE
 ROAD & BRIDGE CAPITAL IMPROVEMENT BUDGET - #304
 FIVE YEAR PROJECTION
 FY 2023-24 PROPOSED BUDGET

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
TOTAL EXPENDITURES (Non-Mobility Fee Projects & Mobility Fees)	\$ 25,553,177	\$ 10,804,240	\$ 30,115,325	\$ 11,231,432	\$ 8,257,560
Designated CIP Reserve Mobility Fee Projects	\$ 4,882,263	\$ 7,106,884	\$ 11,348,025	\$ 10,766,833	\$ 14,568,654
Designated CIP Reserve Future Projects	\$ 4,572,073	\$ 3,609,315	\$ 1,902,653	\$ 2,186,044	\$ 869,783
Designated CIP Reserves (Mobility Fee Projects & Future Projects)	\$ 9,454,336	\$ 10,716,199	\$ 13,250,678	\$ 12,952,877	\$ 15,438,437
SURPLUS/DEFICIT	\$ -	\$ -	\$ -	\$ -	\$ -



Mobility Fee Benefit Districts

- GladesBD: Glades District Mobility Fee
- TraditioBD: Tradition District Mobility Fee
- SWBD: Southwest District Mobility Fee
- NWBD: Northwest District Mobility Fee
- SEBD: Southeast District Mobility Fee
- NEBD: Northeast District Mobility Fee



CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Heath Stocton, P.E.
Phone #/Extension: x4239
Fund Number: 304-4105

Project Title: Project Management Costs for Capital Improvements

Amount Spent-to-date: Ongoing



Project Justification

Project Description & Scope: Management of unanticipated studies, reports, design, survey, geotechnical testing, & construction services for all Capital and Public Works Projects.

Purpose: Policy Directives

City Council Goal: Diverse economy and employment opportunities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Totals	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Admin Oversight	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Totals	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Totals	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

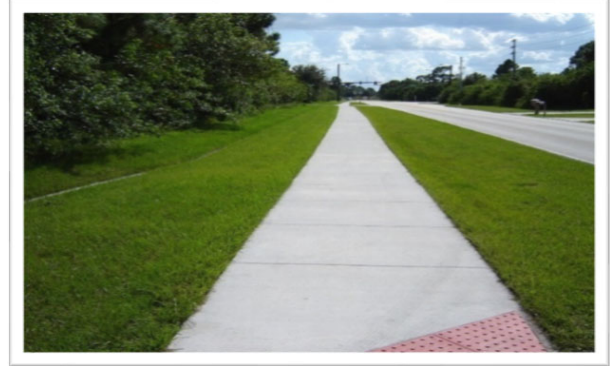


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Frank Knott
Phone #/Extension: X4290
Fund Number: 304-4105

Project Title: New Sidewalks-Citywide

Amount Spent-to-date: Ongoing



Project Justification

Project Description & Scope: Design and Construct Sidewalks throughout the City in accordance with the approved 10 year sidewalk program list. Additional projects may be added to take advantage of grant opportunities. This item funds the City's 10-year approved sidewalk plan (available on the City's website) and is supplemented by funds provided by the half-cent sales tax. The sales tax contributions are secured through FY 28/29 and amounts vary annually. Please refer to fund 310 for actual sales tax expenditures.

Purpose: Life Safety

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000
Southwest Benefit Mobility Fees	\$ 1,000,000	\$ 1,000,000	-	900,000	-
Northeast Benefit Mobility Fees			\$ 1,000,000		
Totals	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Totals	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Totals	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

CITY OF PORT ST. LUCIE- **PRICE INCREASE** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Frank Knott
Phone #/Extension: X4290
Fund Number: 304-4105

Project Title: Traffic Calming

Amount Spent-to-date: Ongoing



Project Justification

Project Description & Scope: This item is allocated for either development of traffic calming plans or implementation of traffic calming measures.

Purpose: Policy Directives

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ 600,000	\$ 125,000	\$ 250,000	\$ 250,000	\$ 250,000
Northeast Benefit Mobility Fees	\$ -	\$ 125,000	\$ -	\$ -	\$ -
Totals	\$ 600,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Analysis, Construction	\$ 600,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Totals	\$ 600,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Totals	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Frank Knott
Phone #/Extension: X4290
Fund Number 304-4105

Project Title: New Sidewalk Kestor Drive

Amount Spent-to-date:



Project Justification

Project Description & Scope: Provide a safe, clean, and beautiful environment for the citizens by constructing a 6-foot wide sidewalk on the north and east side of Kestor Drive between Darwin Boulevard and Becker Road. Citywide local funds for the new sidewalk will fund the design of the sidewalk in fiscal year 22/23 and partially fund the construction in fiscal year 24/25. A LAP Agreement for approximately \$650,000 will supplement construction costs.

Purpose: Policy Directives

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
FDOT LAP Agreement (approved)	\$ -	\$ 650,000	\$ -	\$ -	\$ -
Southeast Benefit Mobility fees	-	200,000	-	-	-
Totals	\$ -	\$ 850,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ 850,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 850,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Maintenance	\$ -	\$ 1,500	\$ -	\$ -	\$ -
Totals	\$ -	\$ 1,500	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Frank Knott
Phone #/Extension: X4290
Fund Number: 304-4105

Project Title: New Sidewalk Volucia Drive

Amount Spent-to-date:



Project Justification

Project Description & Scope: Provide a safe, clean, and beautiful environment for the citizens by constructing an 8-foot to 10-foot wide sidewalk on the east side of Volucia Drive between East Torino Parkway and Blanton Blvd. Citywide local funds for the new sidewalk will fund the design and construction of the sidewalk in fiscal year 25/26. A LAP Agreement for approximately \$650,000 will supplement construction costs. Connects to Regional Park and Master Plan.

Purpose: Policy Directives

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
FDOT LAP Agreement (approved)	\$ -		\$ 650,000	\$ -	\$ -
Recreation Trail Program Grant	-	-	200,000	-	-
Totals	\$ -	\$ -	\$ 850,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -		\$ 850,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 850,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Maintenance	\$ -		\$ 1,500		
Totals	\$ -	\$ -	\$ 1,500	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Frank Knott
Phone #/Extension: X4290
Fund Number: 304-4105

Project Title: Peacock Improvements with Interchange

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: City Council has directed Staff to implement improvements to the Peacock/SLW intersection identified in FDOT's 195 Master Plan. The goal is to implement the improvements in a timeline to coincide with FDOT's bridge and interchange improvements. Due to budgetary constraints, project will be phased with a completion in 23/24. Applied for contribution, waiting for approval.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Northeast Benefit Mobility Fees	\$ 470,000	\$ -	\$ -	\$ -	\$ -
Southwest Benefit Mobility Fees	\$ 1,030,000				
St. Lucie County Contribution (applied)	1,500,000	-	-	-	-
Totals	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	3,000,000	-	-	-	-
Totals	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 5,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 5,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Paul Johnson
Phone #/Extension: X5182
Fund Number: 304-4121

Project Title: ADA Improvements-Signals
 Various Locations

Amount Spent-to-date: Ongoing



Project Justification

Project Description & Scope: This project consists of citywide traffic signal improvements to comply with FDOT and American Disability Act (ADA) Standards.

Purpose: Regulatory/Contractual

City Council Goal: Safe, clean and beautiful.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Gas Tax	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Totals	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
ADA Improvements-Signals Various Locations	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Totals	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Maintenance	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Totals	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000

CITY OF PORT ST. LUCIE - **NO CHANGE** CAPITAL IMPROVEMENT PROJECT REQUEST FORM

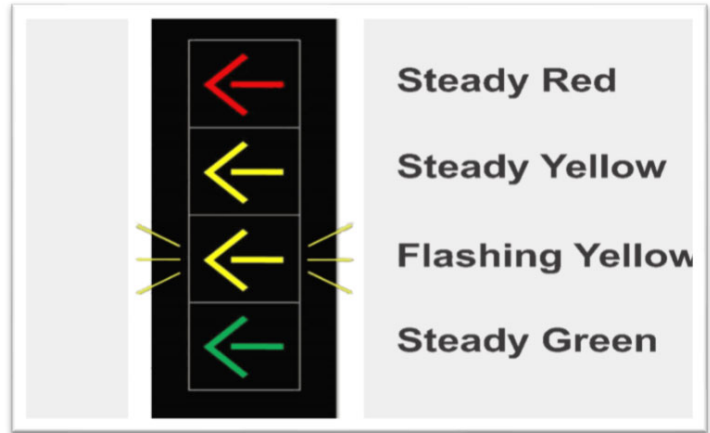


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Paul Johnson
Phone #/Extension: X5182
Fund Number: 304-4121

Project Title: Signal Conversion

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Conversion of citywide traffic signals to enhance driver awareness of the protective/permissive allowable movements. This may assist in reducing traffic congestion and enhance safety for these movements. Possible FEMA Emergency Management dollars.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Gas Tax	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Totals	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Signal Conversion	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Totals	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Totals	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Clyde Cuffy, P.E.
Phone #/Extension: X7643
Fund Number: 304-4121

Project Title: Port St. Lucie Boulevard South
 Improvements Seg. 2.2
 (Paar Dr to Alcantarra Blvd)



Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: Provide local funds to match grant funds for reconstruction of PSL Blvd from Paar Dr. to Alcantarra Blvd. Project includes widening of roadway from 2 lanes to 4 lanes, install new drainage, curb & gutter, multi-modal sidewalks, lighting, landscaping, and signalization. Project administration by FDOT. Construction scheduled in FY24 (Oct 2023) of FDOT 5-Year Work Plan. FDOT will require matching funds by April 2024. TRIP Grant

Purpose: Life Safety

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Transfer from General Fund	\$ 6,150,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 6,150,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Local Match - Construction	\$ 5,800,798	\$ -	\$ -	\$ -	\$ -
Contingency	349,202	-	-	-	-
Totals	\$ 6,150,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Maintenance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Totals	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Clyde Cuffy, P.E.
Phone #/Extension: X7643
Fund Number: 304-4121

Project Title: PSL Blvd South Segment 1
 (Becker to Paar)



Amount Spent-to-date:

Project Justification

Project Description & Scope: Project includes widening of roadway from 2 lanes to 4 lanes, install new drainage, curb & gutter, multi-modal sidewalks, lighting, landscaping, bridge, and signalization. Project administration by FDOT. Budget for possible property acquisition to add 4th approach to PSL Blvd and Gig Pl intersection.

Purpose: Life Safety

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Interfund Transfer from GF	-	-	6,650,000		
Grant (applied)	-		2,000,000		
Funds from Line of Credit		-	11,350,000		
Totals	\$ 200,000	\$ -	\$ 20,000,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Property Acquisition	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Construction	-	-	20,000,000	-	-
Totals	\$ 200,000	\$ -	\$ 20,000,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Landscape Operating Expenses	\$ -	\$ -	\$ 5,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 5,000	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NO CHANGE** CAPITAL IMPROVEMENT PROJECT REQUEST FORM

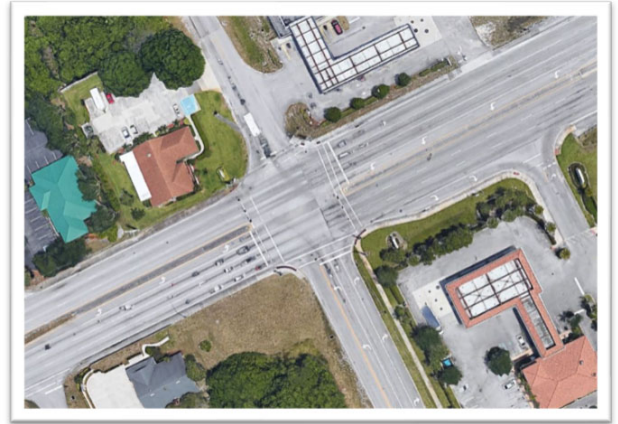


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number: 304-4121

Project Title: Cameo Blvd. & PSL Blvd. Intersection Improvements

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Intersection sees high volumes and subsequent delays, especially during the morning and afternoon peak hours. Additionally, the existing traffic signals are mounted on outdated strain poles and span wires. New mast arms will be installed with new signal heads and detection cameras. Improvements will also be made to southbound Cameo Boulevard.

Purpose: Improve Traffic Flow

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	1,200,000	-	-	-	-
Totals	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Maintenance	\$ 17,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Totals	\$ 17,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000

CITY OF PORT ST. LUCIE - **NO CHANGE** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number 304-4121

Project Title: Savona Blvd. & Paar Drive
Intersection Improvements

Amount Spent-to-date \$ -



Project Justification

Project Description & Scope: Intersection sees high volumes and subsequent delays, especially during the morning and afternoon peak hours. Temporary improvements were recently completed to add signalization, a northbound left turn lane, and an eastbound right turn lane. This project will analyze the intersection, recommend a permanent improvement, and then design and construct said improvements.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ 150,000	\$ 1,200,000	\$ -	\$ -	\$ -
Totals	\$ 150,000	\$ 1,200,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Analysis & Design	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Construction and CEI	-	1,200,000	-	-	-
Totals	\$ 150,000	\$ 1,200,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs / Maint.	\$ 7,500	\$ 17,000	\$ 1,000	\$ 1,000	\$ 1,000
Totals	\$ 7,500	\$ 17,000	\$ 1,000	\$ 1,000	\$ 1,000

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Paul Johnson
Phone #/Extension: X 5182
Fund Number: 304-4121

Project Title: Village Parkway - Replacement Lights

Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Replacement of the fixtures and rehab (replacing conductor underground and in the poles) streetlighting from Becker Road to Tradition Pkwy.

Purpose: Best Practices

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Tradition Benefit Mobility Fees	\$ 1,000,000		\$ -		
Southwest Benefit Mobility Fees	900,000		-		
Totals	\$ 1,900,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design / Construction	\$ 1,900,000		\$ -		
Totals	\$ 1,900,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expenses-Staff Costs	5,000				
Totals	\$ 5,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number: 304-4121

Project Title: Southbend Blvd Widening Improvements
 Conceptual Design New Project

Project Number:
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Widening from Becker Road to Floresta/Oakridge Roundabout with new bridge, drainage, curb & gutter, trails, lighting, and landscaping.

Purpose: Best Practices

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ 50,000		\$ -		
Totals	\$ 50,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Conceptual Design	\$ 50,000		\$ -		
Totals	\$ 50,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expenses-Staff Costs	1,000				
Totals	\$ 1,000	\$ -	\$ -	\$ -	\$ -

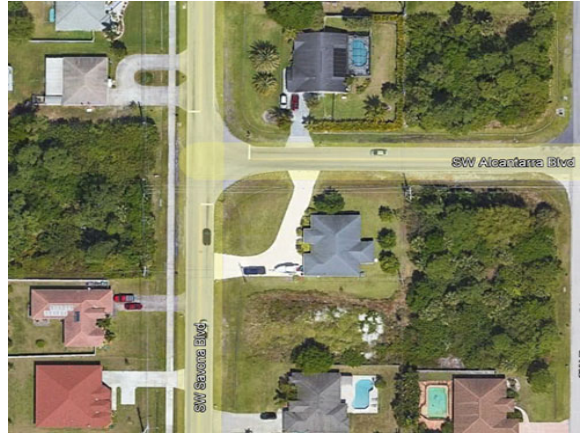
CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number: 304-4121

Project Title: Savona & Alcantarra Intersection Improvements



Amount Spent-to-date:

Project Justification

Project Description & Scope: Construct roundabout
Purpose: Life Safety
City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Maintenance	\$ -	\$ 5,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 5,000	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Frank Knott
Phone #/Extension: X4290
Fund Number: 304-4121



Project Title: Peacock Trail

Amount Spent-to-date:

Project Justification

Project Description & Scope: Construct Peacock Trail from Gatlin Park & Ride to O.L. Peacock Sr. Park

Purpose: Best Practices/Industry Standards

City Council Goal: High-performing city government organization.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Recreation Trail Program Grant	\$ -	\$ -	\$ 650,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 650,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ -	\$ 650,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 650,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

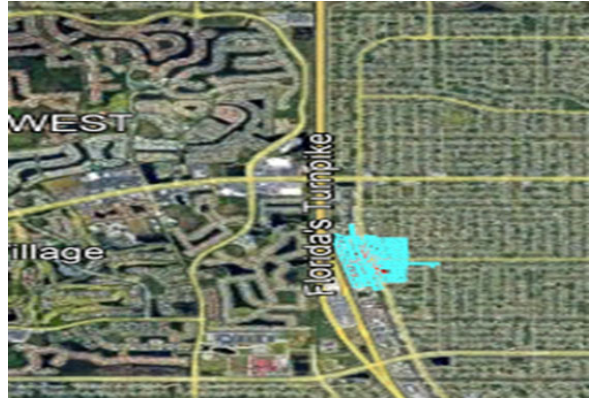
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo
Phone #/Extension: X5111
Fund Number: 304-4121



Project Title: NW Cashmere Widening & Mobility Improvements

Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: Widening from Crosstown Pkwy to Peacock Drive with new drainage, curb & gutter, multiuse paths, lighting, and landscaping.

Purpose: Best Practices/Industry Standards

City Council Goal: High-performing city government organization.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Northeast Benefit Mobility fees	\$ -	\$ -	\$ -	\$ 350,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 350,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ 350,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 350,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM

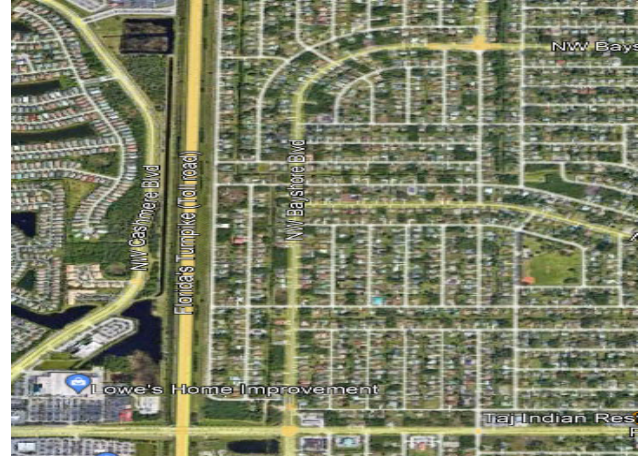


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo
Phone #/Extension: X5111
Fund Number: 304-4121

Project Title: NW Bayshore Blvd Widening & Mobility Improvements

Amount Spent-to-date:



Project Justification

Project Description & Scope: Widening from Prima Vista Blvd to Selvitz Road with new drainage, curb & gutter, multiuse paths, lighting, and landscaping.

Purpose: Best Practices/Industry Standards

City Council Goal: High-performing city government organization.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Northeast Benefit Mobility fees	\$ -	\$ -	\$ -	\$ 350,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 350,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ 350,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 350,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM

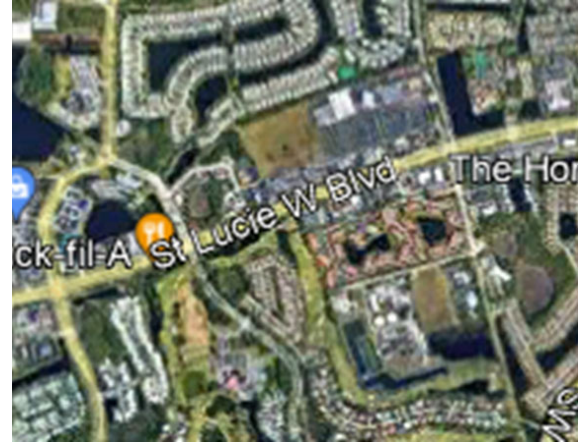


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFranzo
Phone #/Extension: X5111
Fund Number: 304-4121

Project Title: SLW Blvd Widening Improvements
 Conceptual Design New Project

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Widening from Peacock Blvd to Cashmere Blvd with new drainage, curb & gutter, multiuse paths, lighting, and landscaping.

Purpose: Best Practices/Industry Standards

City Council Goal: High-performing city government organization.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Northeast Benefit Mobility fees	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Transportation Planning Organization (TPO)	\$ 3,000,000				
Totals	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Conceptual Design	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Construction	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 25,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works/Traffic Operations
Contact Person: Nick DiBenedetto
Phone #/Extension: X5015
Fund Number: 304-4121

Project Title: Airoso Thornhill Rehab

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: This project will consist of signal rehabilitation work including upgrades for equipment, cable, conduit, pedestrian and traffic signal assemblies, detectors, etc.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Gas Tax	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 50,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 50,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NO CHANGE** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number 304-4121

Project Title: Darwin Blvd. & Paar Drive
 Intersection Improvements

Amount Spent-to-date \$ -



Project Justification

Project Description & Scope: Intersection sees high volumes and subsequent delays, especially during the morning and afternoon peak hours. Temporary improvements were completed to add signalization. This project will analyze the intersection, recommend a permanent improvement, and then design and construct said improvements. The favored and most likely treatment will be installation of a modern roundabout.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility fees	\$ -		\$ 200,000	\$ 200,000	\$ -
Tradition Benefit Mobility Fees				1,000,000	
Totals	\$ -	\$ -	\$ 200,000	\$ 1,200,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Analysis & Design	\$ -		\$ 200,000		\$ -
Construction and CEI		-	-	1,200,000	-
Totals	\$ -	\$ -	\$ 200,000	\$ 1,200,000	\$ -

Impact on Operational Expenditures/Expenses

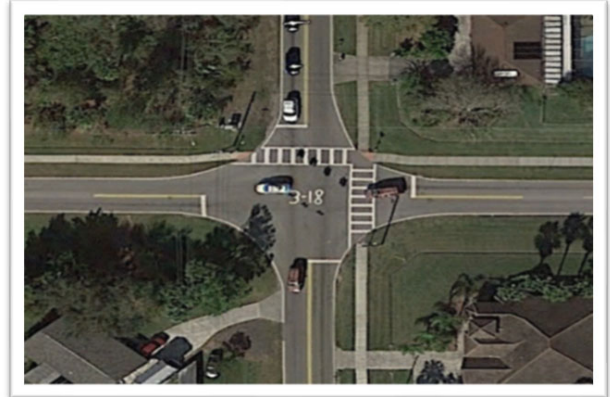
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -		\$ 15,000	\$ 15,000	\$ -
Totals	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -

CITY OF PORT ST. LUCIE - **NO CHANGE** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number: 304-4121



Project Title: Del Rio Blvd. & California Blvd.
Intersection Improvements

Amount Spent-to-date:

Project Justification

Project Description & Scope: Intersection sees high volumes and subsequent delays, especially during the morning and afternoon peak hours. Temporary improvements were completed to add signalization and coordination with Crosstown Parkway. This project will analyze the intersection, recommend a permanent improvement, and then design and construct said improvements. The favored and most likely treatment will be installation of a modern roundabout.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility Fees	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
Northeast Benefit Mobility Fees	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -
Totals	\$ -	\$ -	\$ 250,000	\$ 1,750,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ 250,000	\$ -	\$ -
Construction	-	-	-	1,750,000	-
Totals	\$ -	\$ -	\$ 250,000	\$ 1,750,000	\$ -

Impact on Operational Expenditures/Expenses

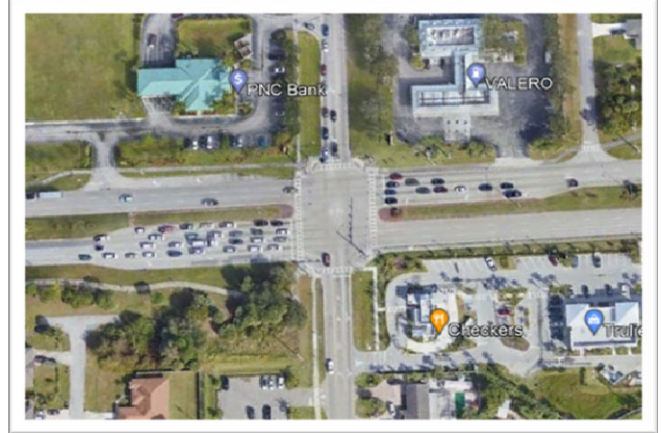
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ 5,000	\$ 17,000	\$ -
Totals	\$ -	\$ -	\$ 5,000	\$ 17,000	\$ -

CITY OF PORT ST. LUCIE - PROJECT UPDATE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Tom Salvador
Phone #/Extension: X5187
Fund Number: 304-4121



Project Title: Gatlin/Savona Intersection Improvements

Amount Spent-to-date: \$ 750,000

Project Justification

Project Description & Scope:

Intersection sees high volumes and subsequent delays, especially during the morning and afternoon peak hours. Proposed improvements to extend eastbound and westbound left turn lanes and install dedicated northbound and southbound right turn lanes. Currently ranked #5 of the St. Lucie TPO Congestion Management Process (CMP) projects included in the FY 2021/22 List of Priority Projects.

Purpose: Life Safety

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
FDOT Grant - (Applied)	\$ 650,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 650,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Analysis/ Design/Construction	\$ 650,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 650,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 1,500	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,500	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number: 304-4121



Project Title: N Macedo Blvd & Selvitz Rd
 Raised Intersection

Amount Spent-to-date:

Project Justification

Project Description & Scope: Existing intersection is two-way stop controlled with pedestrian crossings at the north and east approaches. This project will construct a raised intersection to enhance pedestrian safety and provide speed management on Selvitz Road with traffic calming elements.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Northeast Benefit Mobility Fees	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 100,000	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design, Construction & CEI	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 100,000	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ -	\$ 8,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 8,000	\$ -

CITY OF PORT ST. LUCIE - **NO CHANGE** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number: 304-4121

Project Title: Tradition & Village Pkwy
 Mobility Improvements

Amount Spent-to-date:



Project Justification

Project Description & Scope: Existing intersection has six lane divided arterials in each direction with expanded approaches to accommodate dual/triple left turn lanes and right turn lanes. This produces pedestrian crossing distances from 115 to 130 feet. Proposed improvements will shorten crossing distances with curb bulouts, and refuges in the medians and protected shared-use paths for enhanced bicycle safety. Part of the Southern Grove Master Plan.

Purpose: Life Safety

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southwest Benefit Mobility Fees	\$ 400,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 400,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	\$ -
Construction/CEI	400,000	-	-	-	-
Totals	\$ 400,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 10,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PROJECT UPDATE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Joseph DeFronzo, P.E., RSP1
Phone #/Extension: x5111
Fund Number: 304-4121

Project Title: Commerce Centre/Glades Cut Off Intersection Improvements

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope:

This intersection is currently stop controlled for WB Commerce Centre Drive only. Future development west of Glades Cut-Off will provide a new road connecting on the west side. Proposed improvements to extend westbound left turn and right turn lanes and northbound right turn and southbound left turn lanes.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Glades Benefit Mobility Fees	\$ 600,000	\$ -	\$ -	\$ -	\$ -
Tradition Benefit Mobility Fees	550,000				
Northwest Benefit Mobility Fees	50,000				
Totals	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	\$ -
Construction - CEI	1,200,000	-	-	-	-
Totals	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense -Staff Costs+Mntc	\$ 20,000				
Totals	\$ 20,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Thomas Salvador, CPII
Phone #/Extension: 871-5187
Fund Number: 304-4121

Project Title: Pavement Condition and Asset Inventory Survey

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Survey to provide an update to the existing citywide Pavement Management Plan and pavement condition indexes (PCI) which guide the 10-Year Master Paving Plan. Survey also to include update

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserve	\$ -	\$ 500,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 500,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Professional Services	\$ -	\$ 500,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 500,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Totals	\$ -		\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Thomas Salvador
Phone #/Extension: X5187
Fund Number: 304-4125



Project Title: Annual Resurfacing Program

Amount Spent-to-date: Ongoing

Project Justification

Project Description & Scope: The City is responsible for the maintenance of approximately 915 centerline miles of streets and roadways throughout the City. Repairs and maintenance activities include but are not limited to milling, resurfacing, and asphalt rejuvenation. This item funds the City's 10-year approved repaving plan

Purpose: Best Practices/Industry Standards

Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Gas Tax	\$ 4,350,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,500,000
Totals	\$ 4,350,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,500,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 4,350,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,500,000
Totals	\$ 4,350,000	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 4,500,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Totals	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Thomas Salvador
Phone #/Extension: X5187
Fund Number: 304-4125



Project Title: Contract Repair / Improvements of Sidewalks
Amount Spent-to-date: Ongoing

Project Justification

Project Description & Scope: These funds are intended for repairs to correct deficiencies as documented in the city wide sidewalk inventory. Continuing services contractor to undertake the repairs which vary from year to year and includes curb ramp replacement, trip hazard grinding and cracked sidewalk replacement.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Gas Tax	\$ 750,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Totals	\$ 750,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 750,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Totals	\$ 750,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Totals	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Thomas Salvador
Phone #/Extension: 871-5187
Fund Number: 304-4125

Project Title: Glenwood Drive - Roadway Reconstruction

Amount Spent-to-Date:



Project Justification

Project Description & Scope: Project includes reconstruction of SW Glenwood Drive through the use of full depth reclamation (FDR).
Purpose: Best Practices/Industry Standards
City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves / Gas Tax	\$ -	\$ 600,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 600,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ 600,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 600,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ 5,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 5,000	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - NO CHANGE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Thomas Salvador
Phone #/Extension: X5187
Fund Number: 304-4125

Project Title: Gatlin Pines - Roadway Reconstruction

Amount Spent-to-Date:



Project Justification

Project Description & Scope: Project consists of the Design for Rehabilitation and/or Reconstruction of the roadways in a portion of the Gatlin Pines Neighborhood east of SW Savona Blvd. between SW Melrose Ave. and SW Emerald Ave. which are currently experiencing accelerated pavement and road base failures.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves / Gas Tax	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ 90,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 90,000	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM

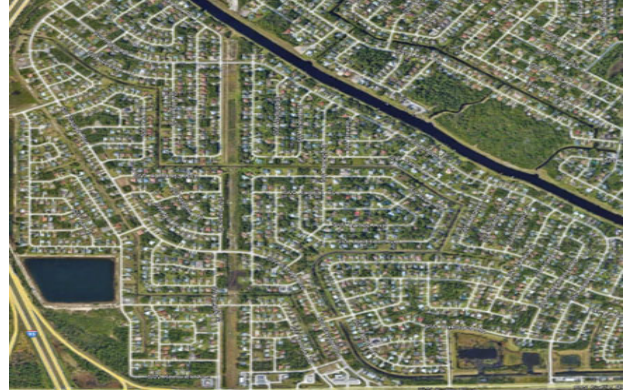


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Thomas Salvador
Phone #/Extension: 871-5187
Fund Number: 304-4125

Project Title: SW Import Drive - Roadway Reconstruction

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Full depth reclamation.
Purpose: Best Practices/Industry Standards
City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - NO CHANGE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Thomas Salvador
Phone #/Extension: X5187
Fund Number: 304-4125

Project Title: U.S. Submarine Veterans Park
On-street Parking



Amount Spent-to-Date:

Project Justification

Project Description & Scope: Design and Construction of on-street parking on SE Bayharbor St. and SE Atlantus Ave. adjacent to the U.S. Submarine Veterans Park. Improvements will include asphalt parking, curb and gutter, striping, sidewalk and drainage.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility Fees	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 250,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Professional Services	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 250,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PROJECT UPDATE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Jennifer Perkey
Phone #/Extension: X5105
Fund Number: 304-4125

Project Title: Road and Gateway Landscape Beautification

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: City Council directive to develop a beautification master plan to include city gateways, sidewalks, ponds, utility facilities, cul-de-sacs and roadway tree and plant amenities.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southwest Benefit Mobility Fees	\$ -	\$ -	\$ 50,000	\$ 400,000	\$ 400,000
Totals	\$ -	\$ -	\$ 50,000	\$ 400,000	\$ 400,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ 50,000	\$ 400,000	\$ 400,000
Construction	-	-	-	-	-
Totals	\$ -	\$ -	\$ 50,000	\$ 400,000	\$ 400,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Totals	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000

CITY OF PORT ST. LUCIE - NO CHANGE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dunton
Phone #/Extension: X4035
Fund Number: 304-4125

Project Title: PSL Blvd Landscape - Turnpike Bridge to Gatlin Blvd



Amount Spent-to-date:

Project Justification

Project Description & Scope: Continuation of landscape west of the Turnpike to Gatlin Boulevard.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Southeast Benefit Mobility Fees	\$ -	\$ -	\$ 60,000	\$ 675,000	\$ -
Totals	\$ -	\$ -	\$ 60,000	\$ 675,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ 60,000	\$ -	\$ -
Construction	-	-	-	675,000	-
Totals	\$ -	\$ -	\$ 60,000	\$ 675,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs / Maint.	\$ -	\$ -	\$ 5,000	\$ 10,000	\$ 10,000
Totals	\$ -	\$ -	\$ 5,000	\$ 10,000	\$ 10,000

CITY OF PORT ST. LUCIE - NO CHANGE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Kirk McCosh
Phone #/Extension: X4263
Fund Number: 304-4125



Project Title: Replace 4160 2016 Pothole Patch Truck

Amount Spent-to-date:

Project Justification

Project Description & Scope:

This piece of equipment is used to repair roadways and pot holes throughout the city. The Asphalt Patcher truck currently has 28,420 miles. Life time expense for this unit is \$8,115. and 4,522 hours of down time. Upon replacement, the Asphalt truck will be eight years old with 65,000+ miles. The mechanical parts of the asphalt patch truck are deteriorating and will reach the end of its useful life prior to the vehicle mileage indication. This vehicle has exceeded its life cycle. Replacing the vehicle would significantly reduce maintenance cost and down time. The replacement cost for this vehicle plus the 6% cost increase will be \$283,968. The cost savings for purchasing this vehicle over 5 years would be approximately \$7,500.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of Reserves / Gas Tax	\$ -	\$ -	\$ 400,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 400,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Equipment Purchase	\$ -	\$ -	\$ 400,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 400,000	\$ -	\$ -

On Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ 1,500	\$ -	\$ -
Totals	\$ -	\$ -	\$ 1,500	\$ -	\$ -



**CITY OF PORT ST. LUCIE
PARKS IMPACT FEE CAPITAL IMPROVEMENT BUDGET - #305
FIVE YEAR PROJECTIONS
FY 2023-2024 PROPOSED BUDGET**

	2023-2024 -----	2024-2025 -----	2025-2026 -----	2026-2027 -----	2027-2028 -----
REVENUES					
Prior Year CIP Reserves (includes bond proceeds from prior year transfer)	\$ 15,866,030	\$ 48,381	\$ 28,874	\$ 549,428	\$ 659,463
Parks Impact Fee (Note: 1)	1,414,233	2,445,852	2,421,393	2,300,324	2,185,071
Grant (Anticipated)	-	-	-	-	-
Interfund Transfer from the General Fund #001 (revenue recovery)	-	-	-	-	-
SLC Interlocal Agreement Impact Fees	5,000,000	-	-	-	-
Fund Transfer from General Fund	-	-	-	-	-
Fund Transfer from the 307 MSTU Fund	2,000,000	-	-	-	-
Interest Income	110,000	101,809	91,628	82,465	74,219
TOTAL REVENUES	\$ 24,390,263	\$ 2,596,042	\$ 2,541,896	\$ 2,932,217	\$ 2,918,752
EXPENDITURES					
<u>PARKS & RECREATION DEPARTMENT - #305-7210 & 7202</u>					
O.L. Peacock Sr. Park (HPPS) Note: 2	\$ 750,000	\$ 700,000	\$ 1,000,000	\$ -	\$ 1,163,005
Torino Regional Park Note: 4 (District 1 Community Center FY28/29)	20,500,000	875,000	-	1,280,000	-
Land Acquisition	-	-	-	-	-
Tradition Regional Park Note: 4 & 5 (District 3 Community Center FY28/29)	2,100,000	-	-	-	-
NEW PROJECT -District 4 Community Center Note: 4	-	-	-	-	-
TOTAL EXPENDITURES	\$ 23,350,000	\$ 1,575,000	\$ 1,000,000	\$ 1,280,000	\$ 1,163,005
Interfund Transfer to the General Operating Fund #001	\$ 14,242	\$ 14,527	\$ 14,817	\$ 15,113	\$ 15,416
Interfund Transfer to the General Operating Fund #001 (Debt) Note: 3	977,640	977,640	977,640	977,640	977,640
Designated CIP Reserve for Future Projects	48,381	28,874	549,428	659,463	762,691
TOTAL EXPENDITURES AND TRANSFERS	\$ 1,040,263	\$ 1,021,041	\$ 1,541,885	\$ 1,652,216	\$ 1,755,747
PARKS IMPACT CIP TOTAL	\$ 24,390,263	\$ 2,596,041	\$ 2,541,885	\$ 2,932,216	\$ 2,918,752
SURPLUS/<DEFICIT>	\$ -	\$ -	\$ 9	\$ -	\$ -

Note: 1 Parks Impact estimates have decreased due to developer credits for Paseo Park.
Note: 2 New Project Funding (phase 1 NSD 301 funding = \$650K & \$305 total = \$1.75 million/Combined total = \$2.4 million). May require a budget amendment if FRDAP grant delays construction.
Note 3: Debt Services payment.
Note 4: District Community Centers Programmed in FY 28/29 for discussion
Note 5: Mattamy Impact Fee Credits captured in FY22/23 & FY23/24

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Kelly Boatwright/Bolivar Gomez
Phone #/Extension: X5099/X7332
Fund Number: 305-7210
Project Type:

Project Title: O.L. Peacock Sr. Park
Project Number:
Amount Spent-to-date:



Project Justification

Project Description & Scope: This site has been designated as the High Performance Public Space Initiative Park Pilot Project. Targeted areas of the City have also been identified in the Parks 10-Year Master Plan as lacking parks amenities. \$650,000 Funding transferred from NSD is for the creation of small neighborhood common spaces in the south-eastern and central-western NICE neighborhoods of the City. The Conceptual Design for O.L. Peacock Sr. Park was presented and approved by City Council, June 13, 2022. Total costs estimated for the three phased development recommendation was \$12.6 million dollars. Phase I estimated cost = \$2,450,018 and includes upland trail loops, landscaping and irrigation, a new entryway into the park, 10 spaces of on street parking, trash cans, benches, and multipurpose open fields. A Florida Recreation Development Assistance Program (FRDAP) Grant has been submitted and notification of awarded projects is anticipated. If a FRDAP grant is awarded, additional \$200,000 will be allocated to the project for additional Phase I amenities to include a small playground and two (2) small pavilions. Phase 1 with grant awarded amenities total = 3,070,518. FY22/23 funding \$1,650,000 + FY23/24 funding \$750,000 + FY23/24 FRDAP grant \$200,000 + FY24/25 funding 700,000 = \$3,100,000 If all phase I amenities are completed with FRDAP grant assistance, Phase II amenities will include a restroom, one (1) large pavilion, bike racks and fencing. Phase II estimated total cost = \$900,000 and funding is allocated in FY25/26. Phase III of the O.L. Peacock Sr. Park Development includes a nature trail around the lake, additional landscaping, additional on-street parking, wetland boardwalk trail, a fitness area, five (5) additional small pavilions, a nonmotorized boat ramp and kayak launch with required bank restoration, additional trash cans/benches/signage, fishing overlooks, and focal point overlook. Phase III cost estimate is \$8,500,000 Phase III funding appears in the FY27/28-FY31/32 outlook and totals.

Purpose: Policy Directives
City Council Goal: Culture, nature and fun activities/Vibrant Neighborhoods

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Parks Impact Fee	\$ 750,000	\$ 700,000	\$ 1,000,000	\$ -	\$ 1,163,005
Totals	\$ 750,000	\$ 700,000	\$ 1,000,000	\$ -	\$ 1,163,005

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Phase 1 Construction	\$ 750,000	\$ -	\$ -	\$ -	\$ -
Phase 2 Construction		700,000			
Phase 3 Construction			1,000,000		1,163,005
Totals	\$ 750,000	\$ 700,000	\$ 1,000,000	\$ -	\$ 1,163,005

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

Notes: Impact on operational expenditures/expenses have been calculated for the Maintenance Operations/Capital purchases needed to independently operate this facility as a stand alone from other Parks. Included, starting FY 2025-2026, is also the cost to operate a new Community Center when constructed to include FTEs needed and operational costs and capital purchases of equipment. Fitness and Events staffing or operational costs are not included.

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE:

NEW PROJECT

PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 305-7210
Project Type:

Project Title: Torino Regional Park
Project Number:
Amount Spent-to-date:



Project Justification

Project Description & Scope: FY 2021-2022 - Conceptually design a park, in alignment with the approved Parks & Recreation 10-Year Master Plan and additionally to meet the public's request for a park that provides skate facilities, off-road cycling or other adventure sports as directed by City Council on March 21, 2022 . FY 2023/2024 - Construct Phase 1 amenities which will be determined in the design process. FY 2024/2025 is for Design and FY25/26 is to Construct Phase II amenities.

Purpose: Policy Directives

City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Use of reserves	\$ 15,500,000	\$ 875,000	\$ -	\$ -	\$ -
Parks Impact Fees	-	-	-	1,280,000	-
SLC Interlocal Agreement Impact Fees	5,000,000	-	-	-	-
Totals	\$ 20,500,000	\$ 875,000	\$ -	\$ 1,280,000	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Phase I Construction	20,500,000	\$ -	\$ -	\$ -	\$ -
Phase II Design	-	875,000	-	-	-
Phase II Construction	-	-	-	1,280,000	-
Totals	\$ 20,500,000	\$ 875,000	\$ -	\$ 1,280,000	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance FTE's 17.075 W/Benefits	\$ -	\$ 1,041,895	\$ 1,041,895	\$ 1,905,793	\$ -
Facility Operating Costs	-	390,450	390,450	785,580	-
Capital Equipment Cost	-	815,000	-	123,800	-
Totals	\$ -	\$ 2,247,345	\$ 1,432,345	\$ 2,815,173	\$ -

Notes: Impact on operational expenditures/expenses have been calculated for the Maintenance Operations/Capital purchases needed to independently operate this facility as a stand alone from other Parks. Included starting FY 2025-2026 is also the cost to operate a new Community Center when constructed to include FTE's needed and operational costs and capital purchases of equipment. Fitness and Events staffing or operational costs are not included.

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Parks & Recreation
Contact Person: Kelly Boatwright
Phone #/Extension: X5099
Fund Number: 305-7210
Project Type:

Project Title: Tradition Regional Park - Phase II
Project Number:
Amount Spent-to-date:



Project Justification

Project Description & Scope: Mattamy Homes is currently working with the City to design and construct Phase I of Tradition Regional Park to include a potential USA BMX Design and Constructed facility consistent with the approved Parks & Recreation 10-Year Master Plan, and additionally, to meet the public's request for a park that provides skate facilities, off-road cycling or other adventure sports, as directed by City Council on March 21, 2022 . FY 2027/2028 - Construct the Phase II amenities to be determined in the design process.

Purpose: Policy Directives
City Council Goal: Culture, nature and fun activities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Transfer from MSTU	\$ 2,100,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 2,100,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Phase III Design	2,100,000		-	-	
Totals	\$ 2,100,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintenance FTE's 17.075 W/Benefits					\$ -
Facility Operating Costs					-
Capital Equipment Cost					-
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

Notes: Impact on operational expenditures/expenses have been calculated for the Maintenance Operations/Capital purchases needed to independently operate this facility as a stand alone from other Park. Included starting FY2024-2025 is also the cost to operate a new Community Center when constructed to include FTE's needed and operational cost and capital purchases of equipment. Fitness and Events staffing or operational costs are not included.



**CITY OF PORT ST. LUCIE
PARKS MSTU CAPITAL IMPROVEMENT BUDGET - #307
FIVE YEAR PROJECTIONS
FY 2023-24 PROPOSED BUDGET**

0.2313 Millage

	2023-2024 -----	2024-2025 -----	2025-2026 -----	2026-2027 -----	2027-2028 -----
REVENUES	Sunsets				
Prior Year CIP Reserves	\$ 3,000,000		\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
TRANSFER TO PARKS IMPACT FEE #305	\$ 2,000,000	\$ -	\$ -	\$ -	-
TRANSFER TO GENERAL CIP FUND #301	1,000,000	-	-	-	-
MSTU CIP Total	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
SURPLUS/<DEFICIT>	\$ -	\$ -	\$ -	\$ -	\$ -



**CITY OF PORT ST. LUCIE
 HALF CENT SALES TAX PROJECTS BUDGET - #310
 FIVE YEAR PROJECTIONS
 FY 2023-24 PROPOSED BUDGET**

	2023-2024 -----	2024-2025 -----	2025-2026 -----	2026-2027 -----	2027-2028 -----
REVENUES					
Prior Year CIP Reserves	\$ 2,822,041	\$ 1,979,462	\$ 1,910,906	\$ 958,763	\$ 1,045,678
Half Cent Sales Tax Revenue	12,854,400	13,240,032	13,637,233	14,046,350	14,467,740
Other(Miscellaneous & Interest)	90,000	81,000	72,900	65,610	59,049
Total Revenues	\$ 15,766,441	\$ 15,300,494	\$ 15,621,039	\$ 15,070,723	\$ 15,572,468
EXPENDITURE					
OPERATIONS/ADMINISTRATION - PUBLIC WORKS - #310-4105					
Paving Program	\$ 2,600,000	\$ 3,200,000	\$ 3,200,000	\$ 6,050,000	\$ 4,600,000
Sidewalk Improvements	1,100,000	1,100,000	1,100,000	1,100,000	960,000
Floresta	10,000,000	9,000,000	9,000,000	-	-
Project Manager Position (1 FTE)	86,979	89,588	92,276	95,044	97,895
California Intersection	-	-	220,000	1,780,000	-
California Widening	-	-	1,050,000	5,000,000	9,000,000
SUB-TOTALS	\$ 13,786,979	\$ 13,389,588	\$ 14,662,276	\$ 14,025,044	\$ 14,657,895
TOTAL EXPENDITURES	\$ 13,786,979	\$ 13,389,588	\$ 14,662,276	\$ 14,025,044	\$ 14,657,895
*Unused Half Cent Sales Tax fund balance after the fund expires in FY2029 will be utilized on other projects.					
Designated Reserves for future Projects	\$ 1,979,462	\$ 1,910,906	\$ 958,763	\$ 1,045,678	\$ 914,573
Sub-Totals	\$ 1,979,462	\$ 1,910,906	\$ 958,763	\$ 1,045,678	\$ 914,573
SURPLUS/<DEFICIT>	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PROJECT UPDATE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Heath Stocton
Phone #/Extension: X4239
Fund Number: 310

Project Title: Paving Program

Amount Spent-to-date:



Project Justification

Project Description & Scope: Providing a safe, comfortable, and economical road surface is a high priority for the City of Port St. Lucie. Timely and effective maintenance can extend the pavement's life thus reducing costly replacement in the future. See the City's Repaving Master Plan.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Half Cent Sales Tax Revenue	\$ 931,160	\$ 3,200,000	\$ 3,200,000	\$ 6,050,000	\$ 4,600,000
Prior Year CIP Reserves	1,668,840		-	-	-
Totals	\$ 2,600,000	\$ 3,200,000	\$ 3,200,000	\$ 6,050,000	\$ 4,600,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 2,600,000	\$ 3,200,000	\$ 3,200,000	\$ 6,050,000	\$ 4,600,000
Totals	\$ 2,600,000	\$ 3,200,000	\$ 3,200,000	\$ 6,050,000	\$ 4,600,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Cost	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Totals	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000

CITY OF PORT ST. LUCIE - PROJECT UPDATE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Frank Knott
Phone #/Extension: X4290
Fund Number: 310

Project Title: Sidewalk Improvements

Amount Spent-to-date:



Project Justification

Project Description & Scope: In 2017, the City Council approved the City’s Ten-Year Sidewalk Master Plan. Over the next ten years, the City anticipates the completion of only 17 miles or 47% of the sidewalks listed in the Plan as allowed by the proposed budget. Additional funding provided by the sales tax would allow the construction of 35 miles or 100% of the sidewalks listed in the Plan over the next ten years.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Half Cent Sales Tax Revenue	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 960,000
Totals	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 960,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 960,000
Totals	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 960,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Cost	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Totals	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000

CITY OF PORT ST. LUCIE - PROJECT UPDATE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Heath Stocton
Phone #/Extension: X4239
Fund Number: 310

Project Title: Floresta

Amount Spent-to-date: Ph1 \$415,032



Project Justification

Project Description & Scope: The proposed roadway configuration is 4.1 miles of two lane roadway improvements (Southbend to Prima Vista Blvd) including four signalized intersections and six roundabouts. The corridor will include enhanced sidewalks and bike lanes, street and pedestrian lighting and provide for street trees and landscaping where possible.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Half Cent Sales Tax Revenue	\$ 10,000,000	\$ 8,212,407	\$ 7,550,000	\$ -	\$ -
Prior Year CIP Reserves	-	787,593	-	-	-
Internal Borrowing	-	-	1,450,000	-	-
Totals	\$ 10,000,000	\$ 9,000,000	\$ 9,000,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction Ph 2	\$ 5,000,000	-	-	\$ -	\$ -
Construction Ph 3	5,000,000	\$ 9,000,000	\$ 9,000,000	-	-
Totals	\$ 10,000,000	\$ 9,000,000	\$ 9,000,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -
Totals	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

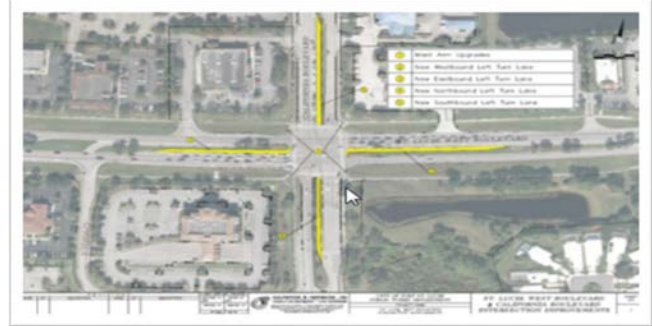


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Heath Stocton
Phone #/Extension: X4239
Fund Number: 310

Project Title: California Intersection Improvements

Amount Spent-to-date:



Project Justification

Project Description & Scope: At St. Lucie West and California Boulevard, all four legs of the intersection are in need of an additional (dual) left turn lane. Funds will be utilized for completion of the intersection improvements.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Half Cent Sales Tax Revenue	\$ -	\$ -	\$ 112,903	\$ 1,290,000	\$ -
Prior Year CIP Reserves	-	-	107,097	-	-
Internal Borrowing	-	-	-	490,000	-
Totals	\$ -	\$ -	\$ 220,000	\$ 1,780,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ 220,000	\$ -	\$ -
CEI	-	-	-	300,000	-
Construction	-	-	-	1,480,000	-
Totals	\$ -	\$ -	\$ 220,000	\$ 1,780,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ 5,000	\$ 10,000	\$ -	\$ -
Totals	\$ -	\$ 5,000	\$ 10,000	\$ -	\$ -

CITY OF PORT ST. LUCIE - PROJECT UPDATE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Heath Stocton
Phone #/Extension: X4239
Fund Number: 310
Project Title: California Widening
Amount Spent-to-date:



Project Justification

Project Description & Scope: California Boulevard south of St. Lucie West Boulevard, is also in need of widening from two to four lanes as the corridor is failing at peak hour travel times. To increase capacity, California Boulevard requires widening from St. Lucie West Boulevard to Crosstown Parkway.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Half Cent Sales Tax Revenue	\$ -	\$ -	\$ 1,050,000	\$ 5,000,000	\$ 9,000,000
Prior Year CIP Reserves	-	-	-	-	-
Totals	\$ -	\$ -	\$ 1,050,000	\$ 5,000,000	\$ 9,000,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ 1,050,000	\$ -	\$ -
CEI	-	-	-	1,000,000	-
Construction	-	-	-	4,000,000	9,000,000
Totals	\$ -	\$ -	\$ 1,050,000	\$ 5,000,000	\$ 9,000,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense - Staff Costs	\$ -	\$ -	\$ 10,000	\$ 20,000	\$ -
Totals	\$ -	\$ -	\$ 10,000	\$ 20,000	\$ -



CITY OF PORT ST. LUCIE
STORMWATER UTILITY FUND - #401 - CAPITAL PROJECTS
FIVE YEAR PROJECTION
FY 2023-24 PROPOSED BUDGET

2023-2024 2024-2025 2025-2026 2026-2027 2027-2028

 Reduced Reduced Reduced

REVENUES:

Stormwater Fee - EWIP	\$ 1,045,000	\$ 2,115,000	\$ 3,594,000	\$ 2,345,513	\$ 1,870,000
Whitmore Baffle Box Stormwater Management FDEP SWAG Grant	457,750				
Watershed A & B Stormwater management FDEP Grant (Resilient Florida)	2,000,000				
Water Quality Grant applied Hog Pen Slough HPS-60 Replacement					1,300,000
ARPA -Water & Sewer Infrastructure - D-11 Canal improvements	1,123,309				
ARPA - Whitmore Baffle Boxes	457,750				
ARPA - Watershed A&B	1,058,691				
Transfer from GF - D-11 Canal Improvements	976,691				
Transfer from GF Watershed A&B Grant match		941,309			
Total Revenues	\$ 7,119,191	\$ 3,056,309	\$ 3,594,000	\$ 2,345,513	\$ 3,170,000

EXPENDITURES:

DRAINAGE DIVISION - PUBLIC WORKS - #401-4126

Design of Grant Eligible Water Quality Projects	\$ 250,000	\$ 335,000	\$ 370,000	\$ 400,000	\$ 400,000
E-3 Canal Improvements Phase III	-	-	240,000	-	-
D-11 Canal Improvements - PROJECT CHANGE	2,100,000	-	-	-	-
E-8 Downstream repair of B-15	-	-	-	226,000	-
A-14 Water Control Structure	795,000	-	-	-	-
NEW PROJECT - Emerson Street Water Quality Dry Pond					150,000
Property Acquisition for access to Water Control Structures	-	160,000	-	100,000	-
NEW PROJECT - Watershed A & B	3,058,691	941,309			
Water Quality Projects (Vet Mem Phases IV and V)	-	-	154,000	-	-
Veteran's Memorial Water Quality Phase III	-	120,000	1,200,000	-	-
Hog Pen Slough Water Quality -Council Approved Interlocal for Design of Hog Pen Slough		1,500,000	1,500,000	-	-
NEW PROJECT - Whitmore Baffle Box	915,500				
PROJECT UPDATE - Hog Pen Slough HPS-60 Replacement	-	-	130,000	-	1,300,000
Elkcam Basin Improvements - HMGP LMS Grant (applied)	-	-	-	767,436	-
Kingsway/Oakridge Basin Improvements - HMGP LMS Grant FY 26/27 (applied)	-	-	-	737,477	-



CITY OF PORT ST. LUCIE
STORMWATER UTILITY FUND - #401 - CAPITAL PROJECTS
FIVE YEAR PROJECTION
FY 2023-24 PROPOSED BUDGET

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	-----	-----	-----	-----	-----
Airoso Conflict Structure & Piping	-	-	-	114,600	600,000
C-24/Monterrey/Cameo Watershed Ponds (3) - NEW PROJECT	-	-	-	-	420,000
C-24/Monterrey/Cameo Watershed Baffles Boxes (6) ¹ - NEW PROJECT	-	-	-	-	300,000
Central Watershed Pond (27) ²	-	-	-	-	-
Central Watershed Structures and Pipes ³	-	-	-	-	-
Total Expenditures	\$ 7,119,191	\$ 3,056,309	\$ 3,594,000	\$ 2,345,513	\$ 3,170,000
Designated CIP Reserve Future Projects	\$ -	\$ -	\$ -	\$ -	\$ -
SURPLUS/<DEFICIT>	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

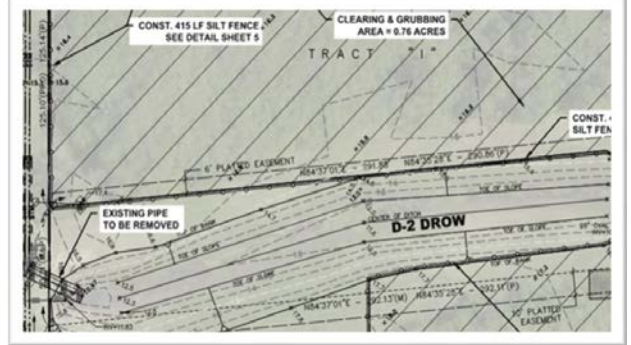


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Design of Grant Eligible Water Quality Projects

Amount Spent-to-date:



Project Justification

Project Description & Scope: Provide Funds needed to identify and develop designs for various future Water Quality projects that are needed throughout the City. Completed designs are necessary when applying for grants. This will provide greater opportunity for grant funding in the future.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ 250,000	\$ 335,000	\$ 370,000	\$ 400,000	\$ 400,000
Totals	\$ 250,000	\$ 335,000	\$ 370,000	\$ 400,000	\$ 400,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 250,000	\$ 335,000	\$ 370,000	\$ 400,000	\$ 400,000
Totals	\$ 250,000	\$ 335,000	\$ 370,000	\$ 400,000	\$ 400,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ 7,500	\$ 8,200	\$ 8,500	\$ 12,000	\$ 12,000
Totals	\$ 7,500	\$ 8,200	\$ 8,500	\$ 12,000	\$ 12,000

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Louis Johnson / Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: E-3 Canal Improvements Phase III

Amount Spent-to-Date:



Project Justification

Project Description & Scope: Design project to stabilize the E-3 Canal to improve drainage, reduce the risk of flooding of properties, reduce further loss of private property, and protect lives. This project will replace the existing open waterway canal system with a dual culvert system.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ 240,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 240,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design/Permitting	\$ -	\$ -	\$ 240,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 240,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ 12,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 12,000	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton / Tom Salvador
Phone #/Extension: X4158
Fund Number: 401-4126



Project Title: D-11 Canal Improvements

Amount Spent-to-Date:

Project Justification

Project Description & Scope: Piping of existing open channel conveyance system to piped underground system due to sluffing of the slide slopes that encroached onto private residency.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
ARPA - Water and Sewer Infrastructure	\$ 1,123,309	\$ -	\$ -	\$ -	\$ -
Grant Match-GF Transfer	\$ 976,691	\$ -	\$ -	\$ -	\$ -
Totals	\$ 2,100,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,900,000	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 2,100,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	15,000	-	-	-	-
Totals	\$ 15,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: E-8 Downstream repair of B-15

Amount Spent-to-Date: \$4,861,966



Project Justification

Project Description & Scope: Existing ditch slopes are to be reworked and stabilized to eliminate the presence of visible erodible slopes on either side of the existing open conveyance system.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ -	\$ 226,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 226,000	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ 226,000	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ 226,000	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ 5,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 5,000	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

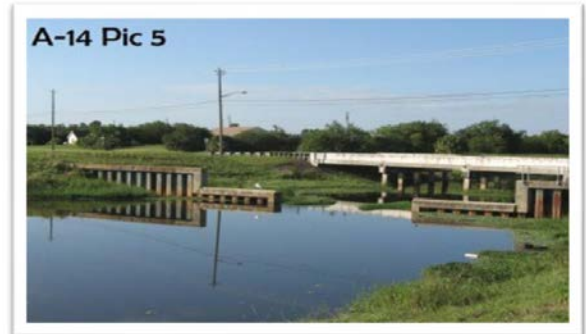


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: A-14 Water Control Structure

Amount Spent-to-date:



Project Justification

Project Description & Scope: Existing water control located adjacent to SW Darwin Boulevard at the E-84 Canal to be reconstructed due to its condition and remaining useful life expectancy. Project includes additional water quality enhancements.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ 795,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 795,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 95,000	\$ -	\$ -	\$ -	\$ -
Construction	700,000	-	-	-	-
Totals	\$ 795,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ 5,000				
Totals	\$ 5,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Emerson Street Water Quality Dry Pond

Amount Spent-to-Date:



Project Justification

Project Description & Scope: Project No. 8 in the Stormwater Master Plan, this project includes the design, permitting, and construction of the Emerson Street Water Quality Dry Pond. This pond will provide water quality treatment to approximately 55 acres will be treated. This project will coordinate with the NICE program and parks and recreation for a HPPS site.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Analysis / Design	\$ -	\$ -	\$ -		\$ 150,000
Construction	-	-	-		
Totals	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	-	-	-	-	
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Property Acquisition for access to Water Control Structures



Amount Spent-to-date:

Project Justification

Project Description & Scope: The Drainage Division of the Public Works Department’s periodically acquires certain vacant residential lots that are along and adjacent to canals, waterways and drainage rights-of-way. The acquisition of these properties will provide City staff and City contractors access for maintenance activities. The acquisition of certain properties for maintenance access will enhance the City’s storm water maintenance and management activities.

Purpose: Past/Current Practices

City Council Goal: High-performing city government organization.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ 160,000	\$ -	\$ 100,000	\$ -
Totals	\$ -	\$ 160,000	\$ -	\$ 100,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Property Purchase	\$ -	\$ 160,000	\$ -	\$ 100,000	\$ -
Totals	\$ -	\$ 160,000	\$ -	\$ 100,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ 1,000		\$ 1,500	\$ -
Totals	\$ -	\$ 1,000	\$ -	\$ 1,500	\$ -

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton
Phone #/Extension: X4158
Fund Number: 401-4126
Project Title: Watershed A&B Improvements
Amount Spent-to-Date:



Project Justification

Project Description & Scope: As a continuation of a past project, the City will implement Water Control Structure Upgrades in Watersheds A and B. The City will complete the construction of critical control structure improvements, including upgrading culverts and risers, replacing gates, ancillary grading, and installing fiber optic connections. Work will occur along the E-5, E-8, and E-84 canals.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Resilient Florida (Awarded)	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -
ARPA	1,058,691				
General Fund	-	941,309	-		
	-	-	-		
Totals	\$ 3,058,691	\$ 941,309	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design/Permitting	\$ 521,739		\$ -	\$ -	\$ -
Construction	1,478,261	2,000,000	-	-	-
Totals	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ 20,000	\$ 20,000			
Totals	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Water Quality Projects (Vet Mem Phases IV and V)

Amount Spent-to-date:



Project Justification

Project Description & Scope: Design Stormwater Storage and Treatment Areas to attenuate and treat stormwater prior to discharge to the North Fork.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ 154,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 154,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ 154,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 154,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ 5,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 5,000	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Veteran's Memorial Water Quality Phase III



Amount Spent-to-Date:

Project Justification

Project Description & Scope: Design and Construct a Stormwater Treatment Area and new control structure to detain and treat stormwater prior to discharge to the North Fork.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ 120,000	\$ 1,200,000	\$ -	\$ -
Totals	\$ -	\$ 120,000	\$ 1,200,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ 120,000	\$ -	\$ -	\$ -
Construction	-	-	1,200,000	-	-
Totals	\$ -	\$ 120,000	\$ 1,200,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ 5,000	\$ 20,000		
Totals	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Hogpen Slough Water Quality

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Design a Stormwater Treatment Area in City ROW to help remove high nutrients and bacteria in stormwater entering from north of City Limits into the Hogpen Drainage Basin as called out in Microbial Source Tracking Study. Will Be seeking grants for Construction
 Resolution 22-R41 :Interlocal Agreement with St. Lucie County approved for design.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -
Totals	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	-	1,500,000	1,500,000	-	-
Totals	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	-	\$ 30,000	\$ 6,000	-	-
Totals	\$ -	\$ 30,000	\$ 6,000	\$ -	\$ -

CITY OF PORT ST. LUCIE - **NEW PROJECT** CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126
Project Title: SE Whitmore Drive Baffle Box
Amount Spent-to-Date:



Project Justification

Project Description & Scope: With State Water-quality Assistance Grant (SWAG) funding, the City will install one baffle box along SE Whitmore Drive at the D-19 outfall. The baffle box will treat a 119-acre area.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
FDEP SWAG	\$ 457,750	\$ -	\$ -	\$ -	\$ -
ARPA	\$ 457,750	-	-	-	-
Totals	\$ 915,500	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design/Permitting	\$ 83,227	\$ -	\$ -	\$ -	\$ -
Construction	832,273	-	-	-	-
Totals	\$ 915,500	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ 10,000	-	-	-	-
Totals	\$ 10,000	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton
Phone #/Extension: X4158
Fund Number: 401-4126
Project Title: Hogpen Slough HPS-60 Replacement
Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Design and construction of the replacement of the Hog Pen Slough (HPS-60) structure due to age. This project will replace the existing structure and evaluate the potential for adding water quality treatment to the basin.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ 130,000	\$ -	\$ 1,300,000
Totals	\$ -	\$ -	\$ 130,000	\$ -	\$ 1,300,000

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ 130,000	\$ -	\$ -
Construction	-	-	-	-	1,300,000
Totals	\$ -	\$ -	\$ 130,000	\$ -	\$ 1,300,000

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ 5,000	\$ -	\$ 20,000
Totals	\$ -	\$ -	\$ 5,000	\$ -	\$ 20,000

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dunton / Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Elkcam Basin Improvements

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Basin study to determine the excavation limits needed throughout the entire waterway upstream of the outfall along with adjustments to existing control structures.
 \$5,755,768.90 HMGP LMS Grant Requested

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ -	\$ 767,436	\$ -
Totals	\$ -	\$ -	\$ -	\$ 767,436	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ 767,436	\$ -
Totals	\$ -	\$ -	\$ -	\$ 767,436	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ 5,000	\$ -
Totals	\$ -	\$ -	\$ -	\$ 5,000	\$ -

CITY OF PORT ST. LUCIE - CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton / Bret Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: Kingsway/Oakridge Basin Improvements

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Basin study to determine the excavation limits needed throughout the entire waterway upstream of the outfall.
 \$5,531,074.70 HMGP LMS Grant Requested

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ -	\$ 737,477	\$ -
Totals	\$ -	\$ -	\$ -	\$ 737,477	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ 737,477	\$ -
Totals	\$ -	\$ -	\$ -	\$ 737,477	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
Totals	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: John Dutton
Phone #/Extension: X4158
Fund Number: 401-4126
Project Title: Airoso Conflict Structure & Piping
Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Utility structure needs to be adjusted so it does not interfere with stormwater conveyance of a primary outfall.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ -	\$ 114,600	\$ 600,000
Totals	\$ -	\$ -	\$ -	\$ 114,600	\$ 600,000

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ 114,600	\$ -
Construction	-	-	-	-	600,000
Totals	\$ -	\$ -	\$ -	\$ 114,600	\$ 600,000

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	\$ -	\$ -	\$ -	\$ 5,000	\$ 20,000
Totals	\$ -	\$ -	\$ -	\$ 5,000	\$ 20,000

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM

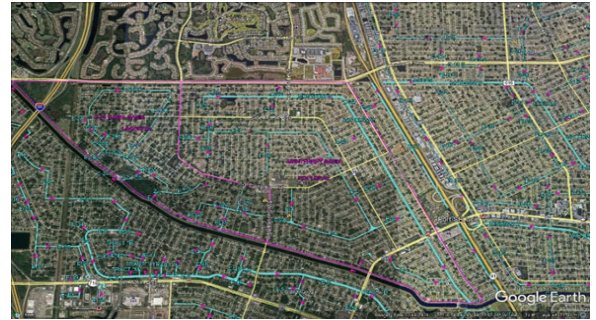


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Brett Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: C-24/Monterrey/Cameo Watershed Ponds (3)

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Based on the 2015 study, this project consists of the design, permitting, and construction of the Lennox Street Pond, the California Boulevard Pond, and the Oxford Pond within the C-24/Monterrey and Cameo Watersheds.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ -	\$ -	\$ 420,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 420,000

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Analysis / Design	\$ -	\$ -	\$ -		\$ 420,000
Construction	-	-	-		
Totals	\$ -	\$ -	\$ -	\$ -	\$ 420,000

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	-	-	-	-	10,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 10,000

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Public Works
Contact Person: Brett Kaiser
Phone #/Extension: X4158
Fund Number: 401-4126

Project Title: C-24/Monterrey/Cameo Watershed Baffle Boxes (12)

Amount Spent-to-Date: \$ -



Project Justification

Project Description & Scope: Based on the 2015 study, this project consists of the design, permitting, and construction of twelve (12) baffle boxes on the outfalls within the C-24/Monterrey and Cameo Watersheds.

Purpose: Best Practices/Industry Standards

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Stormwater Fees	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 300,000

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Analysis / Design	\$ -	\$ -	\$ -		\$ 300,000
Construction	-	-	-		
Totals	\$ -	\$ -	\$ -	\$ -	\$ 300,000

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expense-Staff Costs	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ -	\$ -



CITY OF PORT ST. LUCIE UTILITY SYSTEMS
UTILITY SYSTEMS CAPITAL IMPROVEMENT PROJECTS FUND - FUND #448
FIVE YEAR PROJECTION
PROPOSED BUDGET FY 2023-24

	2023-2024 -----	2024-2025 -----	2025-2026 -----	2026-2027 -----	2027-2028 -----
<u>WASTE WATER COLLECTIONS - PM - 3516</u>					
Village Green Septic to Sewer	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -
Phase 2A - 16" CDM Modifications	450,000	-	-	-	-
Phase 4A - 12" FM St. James to Northport WWBPS	-	1,800,000	-	-	-
Phase 4B - 16" FM HDD River Crossing	-	-	310,000	4,094,000	-
Phase 5A - River Park 16" FM Southport to Northport 12" FM	-	-	3,390,000	-	-
I&I Southport Area /Eastport Area/Step Systems	-	-	500,000	500,000	500,000
Mariposa (WW-02)	800,000	-	-	-	-
Becker Road W & WW Improvements Phase 1	2,100,000	-	-	-	-
Becker Road W & WW Improvements Phase 2	2,700,000	-	-	-	-
Becker Road W & WW Improvements Phase 3	-	-	-	990,000	-
Becker Road W & WW Improvements Phase 3	-	-	-	906,000	-
Westport South 16" Force Main (WW-11) Becker Road	400,000	5,000,000	-	-	-
Westport South 16" Force Main (WW-11) Becker Road	100,000	1,500,000	-	-	-
Sub-Totals	\$ 6,700,000	\$ 8,450,000	\$ 4,350,000	\$ 6,490,000	\$ 500,000
Total of Capital Projects & Payments	\$ 21,900,000	\$ 19,150,000	\$ 8,850,000	\$ 7,690,000	\$ 17,470,000
Designated Reserve for Future Projects	5,758,187	5,629,187	8,779,187	11,089,187	9,619,187
SURPLUS <DEFICIT>	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - Price Increase CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3310



Project Title: Lime Plant Rehab

Amount Spent-to-date: \$ 132,000

Project Justification

Project Description & Scope: Lime plant rehabilitation. Due to aging. Facility needs to rehab to maintain current capacity.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000
Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000
Totals	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ 500,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - Price Increase CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3314

Project Title: Water Quality Restoration
 Areas 7A

Amount Spent-to-date: \$ 9,000



Project Justification

Project Description & Scope: Water Quality Restoration Area 7A - 528 acre water storage impoundment.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Potential Grant - Area 7A	\$ -	\$ 4,221,000	\$ -	\$ -	\$ -
Reserves	\$ -	979,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 5,200,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Maintain Infrastructure 7A	\$ -	\$ 5,200,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 5,200,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Mowing	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Totals	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000

CITY OF PORT ST. LUCIE - Price Increase CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3314

Project Title: Range Line Road Reverse Osmosis Water
 Plant
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Design of a 10 MGD Reverse Osmosis Water Treatment Facility - the addition of this new RO Plant will increase capacity of the Utility's water supply system needed to accommodate new development and future growth within the Utility's service area.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ -	\$ -	\$ -	\$ -	\$400,000
Reserves - 441	\$ -	\$ -	\$ -	\$ -	\$11,000,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 11,400,000

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	11,400,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 11,400,000

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

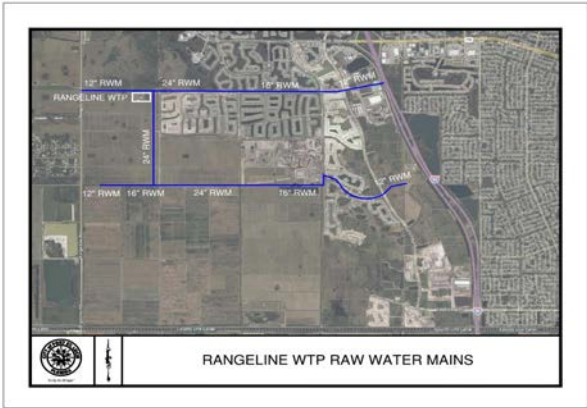
CITY OF PORT ST. LUCIE - Price Increase CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3314

Project Title: Range Line Road Raw Water Main
Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: With the addition of the Range Line Road Reverse Osmosis Water Treatment Facility, several Floridan Wells will be needed to provide the water needed for treatment. The proposed raw water main will connect the Floridan Wells to the Range Line Road RO Water Treatment Facility in order to meet the 10 MGD capacity.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources					
Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ -	\$ -	\$ -	\$ -	600,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 600,000

Capital Project Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ -	\$ -	\$ -	\$ -	600,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 600,000

Impact on Operational Expenditures/Expenses					
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - Price Increase CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3316

Village Green Drive

Three (3) Distinct Segments:

Segment 1 (Northern Gateway):
Between US 1 and Industrial Boulevard

Segment 2 (Trail Connection):
Between Industrial Boulevard and Walton Road

Segment 3 (Recreational Way):
Between Walton Road and Tiffany Avenue



Project Title: Village Green Parkway, Huffman - Tiffany
Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: The Village Green Drive Corridor Revitalization project to relocate utility lines.
Purpose: Policy Directives
City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
Totals	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - Price Increase CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3316

Project Title: PSL Blvd Segment 1 & 2.2

Amount Spent-to-date: \$ 815,009



Project Justification

Project Description & Scope: PSL Blvd Segment 1 & 2.2 - Segment 1 is Paar Drive to Becker Road and Segment 2.2 is Paar Drive to Alcantarra Blvd. This is due to road widening which requires relocation of low pressure main, force main and water main.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves - Segment 2.2	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -
Reserves - 441 - Segment 1	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -
Totals	\$ -	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction Segment 2.2	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -
Construction Segment 1	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -
Totals	\$ -	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - Project Delayed CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3316

Project Title: Floresta Widening from Crosstown to
 Prima Vista

Amount Spent-to-date \$ 65,000



Project Justification

Project Description & Scope: Floresta Widening from Southbend to Prima Vista. Relocation of Utility lines due to widening of roadway. This will be done in 3 phases. (Southbend to Elkcarn Waterway, Elkcarn Waterway to Crosstown Pkwy, Crosstown Pkwy to Prima Vista Blvd.)

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves - 441	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -
Totals	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - Project Delayed CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3316



Project Title: Midway -Jenkins to Glades Cutoff

Amount Spent-to-date: \$ 108,000

Project Justification

Project Description & Scope: Midway - Jenkins to Glades Cutoff. This is due to FDOT/county road widening needing relocation of 16" and 12" water main.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves - 441	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -
Totals	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM

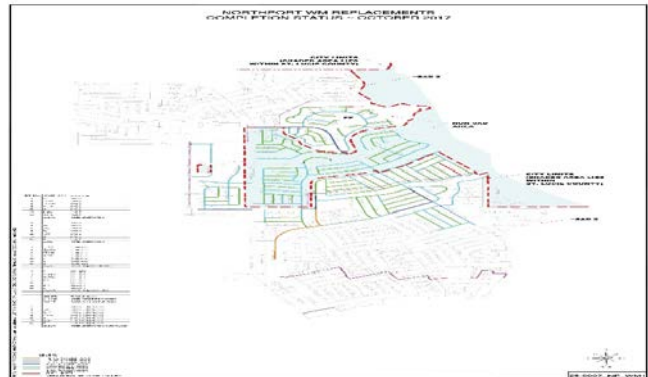


PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3316

Project Title: Pipe Replacement

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: Pipe replacement to eliminate aging and fragile water mains.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -
Totals	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Infrastructure Construction	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -
Totals	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3316

Project Title: Glades Cutoff Road Parallel Water Main
 Phase 1

Amount Spent-to-date: \$ 55,150



Project Justification

Project Description & Scope: Glades Cutoff Road Parallel Water Main Phase 1 to install a 16 inch parallel water main under I-95 along Glades Cutoff Road per the 2012 Water Master Plan

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Other Financing Sources 441	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Infrastructure Construction	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

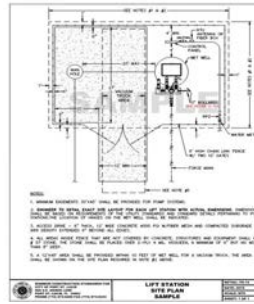
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3380



Project Title: Lift Station Replacements

Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope:

Replacement of Lift Station SP-15 will help prevent raw sewage spills and overflows which could have serious negative impacts on the environment and could also jeopardize the City's compliance with its existing regulatory agency permits. This will include replacement of the wetwell, electrical panel, pumps, and pertinent piping. There are approximately 18 lift stations due for replacement that were installed by General Development and are approaching their end of useful life.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ 700,000	\$ -	\$ 700,000	\$ 700,000	\$ 1,470,000
Totals	\$ 700,000	\$ -	\$ 700,000	\$ 700,000	\$ 1,470,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 700,000	\$ -	\$ 700,000	\$ 700,000	\$ 1,470,000
Totals	\$ 700,000	\$ -	\$ 700,000	\$ 700,000	\$ 1,470,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE - PRICE INCREASE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3512

Project Title: 4 Million Gallon Upset Tanks 1 and 2

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: 4 million gallon upset tanks 1 and 2. FDEP will be mandating that only high level disinfected water will be allowed to go down the Westport injection well. These tanks are needed to store out of spec effluent until it can be processed through the treatment system again.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ 7,000,000	\$ -	\$ -	\$ -	\$ -
Reserves - 441	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 12,000,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	12,000,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 12,000,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Electricity	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Totals	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000

CITY OF PORT ST. LUCIE - NEW PROJECT CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3516



Project Title: Village Green Septic to Sewer

Amount Spent-to-date: \$ -

Project Justification

Project Description & Scope: This program is to provide funding to convert seven commercial owners within the Hog Pen Hot Spot area that are currently on septic systems to the City's wastewater system. This program would reimburse up to 50%, not to exceed \$75,000 of the commercial owner's costs associated with abandoning septic systems and connection to the City's wastewater system.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -
Totals	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -
Totals	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -

Impact on Operational Expenditures/Expenses

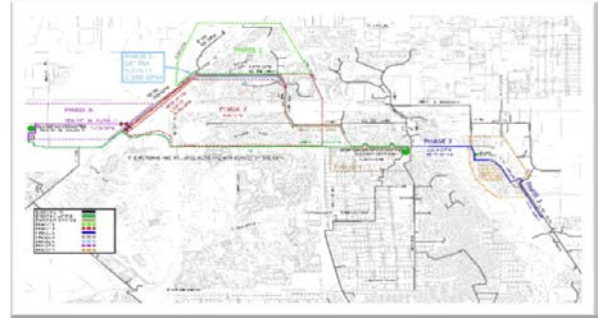
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Electricity	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Totals	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000

CITY OF PORT ST. LUCIE - Price Increase CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3516



Project Title: Northport Booster Pump Force Main to
 Glades Phase 1-6

Amount Spent-to-date: \$ 3,802,835

Project Justification

Project Description & Scope: Northport Booster Pump Force Main to Glades Wastewater Treatment Plant - Phase 1-6. Allows more flow to be diverted from the Northport service area to be directed to Glades wastewater plant.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Reserves	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Reserves - 441	\$ -	\$ 1,800,000	\$ 3,700,000	\$ 4,094,000	\$ -
Totals	\$ 450,000	\$ 1,800,000	\$ 3,700,000	\$ 4,094,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction 2A	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Construction 4A	\$ -	\$ 1,800,000	\$ -	\$ -	\$ -
Design 4B	\$ -	\$ -	\$ 310,000	\$ -	\$ -
Construction 4B	\$ -	\$ -	\$ -	\$ 4,094,000	\$ -
Construction 5A	\$ -	\$ -	\$ 3,390,000	\$ -	\$ -
Totals	\$ 450,000	\$ 1,800,000	\$ 3,700,000	\$ 4,094,000	\$ -

Impact on Operational Expenditures/Expenses

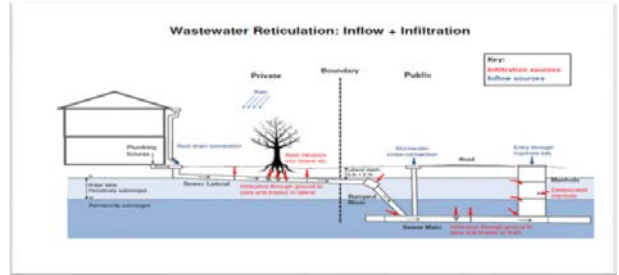
Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3516



Project Title: Inflow and Infiltration of Gravity Mains

Amount Spent-to-date: \$ 1,428,118

Project Justification

Project Description & Scope: Inflow and Infiltration of Gravity Mains. Reducing ground water infiltration into sewer system in Southport area due to the age of the system which was originally installed by General Development.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Grant - I & I (anticipated)	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
Totals	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Infrastructure Construction	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
Totals	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ (2,500)	\$ (2,500)	\$ (2,500)
Totals	\$ -	\$ -	\$ (2,500)	\$ (2,500)	\$ (2,500)

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3516

Project Title: Mariposa Force Main

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: SP-27 & SP-50 sewer lift stations were recently upgraded to pump higher flows. This force main project will keep the pressures in the collection system to acceptable level as these flows are increased.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Revenues	\$ 800,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 800,000	\$ -	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction	\$ 800,000	\$ -	\$ -	\$ -	\$ -
Totals	\$ 800,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3516

Project Title: Becker Road Water & Wastewater
 Improvements Phases 1-7

Amount Spent-to-date: \$ 523,710



Project Justification

Project Description & Scope: To provide water and wastewater service to residents along Becker Road between the Florida Turnpike and I-95. The project also includes upgrading existing low-pressure system to meeting build-out demands.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfers - SAD - Phases 1 & 2	\$ 4,800,000	\$ -	\$ -	\$ -	\$ -
Reserves - Phase 3	\$ -	\$ -	\$ -	\$ 990,000	\$ -
Reserves - 441 - Phase 3	\$ -	\$ -	\$ -	\$ 906,000	\$ -
Totals	\$ 4,800,000	\$ -	\$ -	\$ 1,896,000	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Construction Phases 1 & 2	\$ 4,800,000	\$ -	\$ -	\$ -	\$ -
Design & Construction Phase 3	\$ -	\$ -	\$ -	\$ 1,896,000	\$ -
Totals	\$ 4,800,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF PORT ST. LUCIE CAPITAL IMPROVEMENT PROJECT REQUEST FORM



PROJECT TYPE: NEW PROJECT PROJECT CHANGE/UPDATE

Department/Division: Utility
Contact Person: Kevin Matyjaszek
Phone #/Extension: x6400
Fund Number: 448-3516

Project Title: Westport South 16" Force Main Becker Road

Amount Spent-to-date: \$ -



Project Justification

Project Description & Scope: To install a parallel force main along Becker Road and Darwin Boulevard, The force main was identified in the City's Wastewater Master Plan as being needed as developments continue to grow in the southeast service area.

Purpose: Policy Directives

City Council Goal: High-quality infrastructure and facilities.

Return on Investment (ROI) Considerations

Payback Period (ROI): Project will enhance the quality of life or quality of governmental services for our citizens.

Financial Information

Funding Sources

Funding Type	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Interfund Transfers - SAD	\$ 400,000	\$ -	\$ -	\$ -	\$ -
Reserves	\$ 100,000	\$ 1,500,000	\$ -	\$ -	\$ -
Reserves - 441	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -
Totals	\$ 500,000	\$ 6,500,000	\$ -	\$ -	\$ -

Capital Project Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Design	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 6,500,000	\$ -	\$ -	\$ -
Totals	\$ 500,000	\$ -	\$ -	\$ -	\$ -

Impact on Operational Expenditures/Expenses

Activity	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -	\$ -

Glossary

A

Abatement: A partial or complete waiver of taxes, service charges or fees imposed by the City for purposes of economic development incentives.

Abbreviations/Acronyms: A list of Abbreviations and acronyms follow the Glossary.

Account: A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.

Accounting System: A total structure or records and procedures which discover, record, classify, summarize and report information on the financial position and results of operations of a government or any of its funds, account groups, or organizational components.

Accrual Basis of Accounting: A method of accounting where revenues are recorded when service is given and expenses are recognized when the benefit is received.

Activity Fees: Recreation: Revenues from fees collected for various programs and activities, including trips, lessons and sports leagues.

Activity Fees: Recreation Center: Fees collected for all programs held at Recreation Center, including classes, special events and rentals to tax exempt organizations.

Actual VS. Budgeted: Difference between the amounts projected (budgeted) in revenues or expenditures at the beginning of the fiscal year and the actual receipts or expenses which are incurred by the end of the fiscal year.

Actuarial: A person or methodology that makes determinations of required contributions to achieve future funding levels that address risk and time.

Administrative Charge: Allocation of charges in the general fund for administrative support to other funds.

Administrative Credit: Opposite of administrative charge. Credits in the general fund for administrative overhead charged to another fund.

Adopted Budget: The proposed budget as initially formally approved by the City Council.

Ad Valorem Tax: A tax levied in proportion to the value of the property which it is levied.

Ad Valorem Taxes: Delinquent: Net collection received from the Tax Collector for real property ad valorem taxes levied for the current year.

Advertising: Provides for advertising and legal notices of various City activities.

Agency Funds: Agency funds are used to account for the assets held as an agent for individuals, private organizations, other governments and/or other funds or accounts. Agency funds are purely custodial in nature.

Alcoholic Beverage Licenses: Revenue collected by the state from all alcoholic beverages dispensing establishments within the City and reallocated to the City.

Allocate: To set apart portions of budgeted expenditures that are specifically designated to organizations for special activities or purposes.

Amended Budget: The adopted budget as formally adjusted by the City Council.

Amendment: A change to an adopted budget, which may increase or decrease a fund total. The City Council must approve the change.

Americans With Disabilities Act (ADA): Federal legislation that prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities and transportation.

Amortization: The reduction of debt through regular payments of principal and interest sufficient to retire the debt instrument at a predetermined date known as maturity.

Animal Control: Citations: Revenue derived from citations to citizens violating the City's Animal Control Ordinances.

Animal Control: Dog Licenses: Revenue derived from issuance of pet licenses by the City.

Animal Control: Pet Retrieval Fee: Revenue collected for retrieving an animal apprehended by the Animal Control Department.

Animal Control: PSL Animal Education: That portion of the revenues from animal control citations that is dedicated toward education of the Animal Control Division staff.

Annexation: The process by which a municipality, upon meeting certain requirements, expands its incorporated limits.

Annual Comprehensive Financial Report (ACFR):

This official annual report presents the status of the City's finances in a standardized format. The ACFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures.

Appraised Value: To make an estimate of value for the purpose of taxation.

Appropriation: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Approved Positions: Employee positions which are approved in the adopted budget. Positions are to be filled during the year.

Arbitrage: In government finance, the most common occurrence of arbitrage involves the investment of the proceeds from the sale of tax, exempt securities in a taxable money market instrument that yields a higher rate, resulting in interest revenue in excess of interest costs.

Assessed Property Valuation: A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assets: Resources owned or held by a government, which have monetary value.

Assessment: The process for determining values of real and personal property for taxation purposes.

Attrition: A method of achieving a reduction in personnel by either not filling a position that is open, redeveloping a position, transferring, retirement or means other than laying off.

Audit: A methodical examination of utilization of resources. It is concluded in a written report of its findings, an audit is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being used.

B

Balanced Budget: A balanced budget occurs when the total sum of money a government collects in a year is equal to the amount it spends on goods, services and debt interest.

Basis of Accounting: The methodology and timing of when revenues and expenditures are recognized in the accounts and reported in the financial statements.

Benefits: Payments to which participants may be entitled under a pension plan, including pension benefits, death benefits and benefits due on termination of employment.

Board of Adjustment and Appeal: Revenues collected as a result of a fine imposed by the Contractor Licensing Board.

Bond: A written promise, generally under seal, to pay a specified sum of money called the face value, at a fixed time in the future called the date of maturity and carrying interest at a fixed rate, usually payable periodically.

Bond Indenture: The formal agreement between a group of bond holders, acting through a trustee and the issuer as to the term and security for the debt.

Bond Rating: In rating municipalities for the issuance of general obligation debt, credit rating agencies (Standard & Poor's, Moody's and Fitch) consider factors that are regarded as especially relevant to a government's 'capacity and willingness' to repay its debt. (a.) the local economic base, including local employment, taxes and demographics (for example: age, education, income level and skills of the local population); (b.) the financial performance and flexibility, including accounting and reporting methods, revenue and expenditure structure and patterns, annual operating and budgetary performance, financial leverage and equity positions. Budget and financial planning and contingency financial obligations, such as pension liability funding; (c.) debt burden; and (d.) administration, including local autonomy and discretion regarding financial affairs, background and experience of key administrative officials and frequency of elections.

Bond ratings impact the interest rate and the cost of debt service in the operating budget. It is a grade given to bonds that indicates their credit quality.

Private independent rating services provide these evaluations of a bond issuer's financial strength, or its ability to pay a bond's principal and interest in a timely fashion. Also see CREDIT RATING.

Bond Refinancing: The issuance of bonds to obtain better interest rates and / or bond conditions by paying off older bonds.

Budget: A plan of financial operation for a specified time embodying an estimate of proposed expenditures and the proposed means of financing them. The term "budget" is used in two senses in practice: the financial operational plan presented to the appropriating body for final adoption or the plan that has received final approval by that body. It is usually necessary to specify whether the budget referred to is preliminary and tentative or whether it is the plan finally approved by the governing body.

Budget Amendment: The process, by which unanticipated changes in revenue or expenditures are made a part of the budget, thereby amends the budget. These changes require City Council approval.

Budget Calendar: The schedule of essential dates or milestones, which the City follows in the preparation, adoption and administration of the budget.

Budget Deficit: Amount by which the government's budget outlays exceed its budget receipts for a given period, usually a fiscal year.

Budget Document: The official written statement prepared in order to present a comprehensive financial program of an organization. A budget document serves as 1.) a policy document; 2.0 an operation guide; 3.) a financial plan; and 4.) a communications device.

Budget Hearing: A public hearing conducted by City Council to consider and adopt the annual budget.

Budget Message: A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

Budget Ordinance: The official enactment, by City Council to legally authorize City staff to obligate and expend resources.

Budget Transfer: The process by which approved budget dollars may be reallocated between line: item expenditures within the same fund and department to cover unforeseen expenses.

Budgetary Control: The control or management of a government in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

Building Department Fund: To account for the revenues and expenditures associated with the protective inspections provided by the building department.

Building Permits: Revenues derived from issuance of building permits prior to construction with the City of Port St. Lucie.

C

Cable TV Franchise: Franchise Tax levied on Cable Television Company.

Capital Asset: A capital asset is real or personal property that has a cost equal to or greater than the cost noted by each asset threshold and has an estimated useful life of at least two years. The majority of the City's assets have a capitalization threshold of \$100,000 except machinery and equipment which has a capitalization threshold of \$5,000. When federal or state grant funds are used to purchase capital assets each individual item purchased that has a cost equal to or greater than \$5,000 shall be capitalized.

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually part of the current budget but may also be a multi-year plan.

Capital Improvement Fund: A fund used to account for the acquisition of major capital equipment and facilities. To be accounted for in such funds, expenditure must be a capital asset in nature requiring a useful life of at least two years. The funding resources include general tax revenue, interest income, bond proceeds and transfers from other funds.

Capital Improvement Project(s): A five-year plan for those expenditures anticipated within the City's capital improvement funds. It sets forth each project and its contemplated cost and proposes the financing of the listed projects. The plan gives the City a look into the future and allows for long range financial planning.

Capital Improvement Road and Bridge Fund: To account for revenues and expenditures associated with major road and culvert improvements, including the annual street-resurfacing program. The funding resources include general tax revenues, interest income, bond proceeds and transfers from other funds.

Capital Outlay: Expenditures made within an operating fund that result in the acquisition of a capital asset.

Capital Project: Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase the useful life.

Capitalized Interest: When interest cost is added to the cost of an asset and expensed over the useful life of the assets.

Cash Carry-forward: Fund balance to be used as a funding source.

Certificate of Participation: Financing in which an individual buys a share of the lease revenues of an agreement made by a municipal or governmental entity, rather than the bond being secured by those revenues.

Certification, Copy, Research: Revenue from collection of fees for certification and copies for public's use and for researching items for the public.

Charrette: A public input and design workshop used by planners in project design and formulations. The charrette provides a forum for ideas and offers the unique advantage of giving immediate feedback to the planners while giving mutual authorship to the plan by all who participate.

Charter: A written instrument that creates and defines powers, rights and privileges for a specific jurisdiction or organization: a city's constitution.

City Center Special Assessment District Collection Fund: To account for revenues and expenditures associated with City's program of assessing benefiting properties for the cost of financing roadways, drainage facilities and water and sewer extensions and improvements within the City Center Special Assessment District.

Cigarette Tax: Revenue from cigarette sales received by the state and proportionately shared with the City.

City Center Capital Improvement Fund: To account for the financial resources and expenditures associated with the construction of the infrastructure, water and sewer expansion of the City Center Project

Commissions: Vending Machine: Commissions collected from vending machine sales.

Communications: Provides funds for communication expenses, such as mobile radios and airtime for City vehicles.

Communications Service Tax Simplification Law:

Law created by Florida Legislature to combine communications services revenues with a two: tiered tax composed of State and local-option tax.

Community Development Block Grant (C.D.B.G.)
Fund: A fund established for tracking the financial activities of this federal entitlement block grant. Cities with population over 50,000 receive the entitlement money, which can be used for a number of municipal projects such as community service, infrastructure improvements and housing for low-income residents.

Community Redevelopment Agency: To account for revenues and expenditures of the Community Redevelopment Agency established for the purpose of improving the economic and social conditions within a specific boundary.

Community Redevelopment Area (CRA): Under Florida Law (Chapter 163, Part III), local governments are able to designate areas as Community Redevelopment Areas when certain conditions exist.

Since all the monies used in financing CRA activities are locally generated, CRA's are not overseen by the state, but redevelopment plans must be consistent with local government comprehensive plans. Examples of conditions that can support the creation of a Community Redevelopment Area include but are not limited to: the presence of substandard or inadequate structures, a shortage of affordable housing, inadequate infrastructure, insufficient roadways and inadequate parking.

Competency Cards: Revenue derived from annual renewal of city issued certificates of competency.

Confiscated Property: Revenues collected from the sale of merchandise confiscated by the Police Department.

Conservation Trust Fund: To account for revenues and expenditures from developers and interest income for conservation issues of the City.

Contingency: A budgeted reserve set-aside for possible emergencies, revenue shortfalls, or unforeseen expenditures not otherwise budgeted for.

Contractual Services: Services provided by outside vendors that have contractual agreements with the City of Port St. Lucie.

Contributions and Donations: Contributions for the general use of the City.

Contributions: Recreation: Contributions to be used for Recreation Programs.

Cost-of-Living Adjustment (COLA): An increase in salaries to offset the adverse effect of inflation on compensation.

Computer Aided Design and Drafting (CADD) System: A computer system with input-tools for the purpose of streamlining drafting, documentation and design processes.

Contractual Services: Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include maintenance agreements, courier services and temporary help.

Cost-of-living Adjustment (COLA): An increase in salaries to offset the adverse effect of inflation on compensation.

County Occupational Licenses: Share of revenue derived from issuance of business licenses by the County.

Court Fees: Jury duty payments to City employees, which are assigned to the City due to the policy of paying the employee's regular salary.

Court Fines: Fines collected from traffic offenses and misdemeanors.

Credit Ratings: A credit rating is the opinion of the rating agencies regarding the general creditworthiness of the government in question. The rating is a function of risk factors to which the government is subject. A rating in of itself does not imply any form of a recommendation by the ratings agency. It is simply an objective evaluation of the government and its ability to meet the obligations of the security as well as its ability to repay the debt. The credit rating process involves a legal, quantitative and qualitative analysis. The assigned ratings influence the cost of borrowing for the government.

Crosstown Parkway Capital Improvement Fund: To account for the financial resources and expenditures for land acquisition, design and construction of the river crossing project.

Culture and Recreation: Cost incurred in providing and maintaining cultural and recreational facilities and activities for citizens.

Culverts: Fees charged to residential and commercial developers for the inspection of grading and culvert pipe placement to ensure the integrity of the drainage system.

D

Debt: Money or other property lent or borrowed and that must be repaid or returned. Debt may be outstanding for a short term (one year or less) or for a long term (one year or more).

Debt Millage: The portion of the millage required to pay principal and interest on voter approved bonds. This millage fluctuates annually based on the property values and debt payable.

Debt Proceeds: Bonds: Funds available from the issuance of Bonds.

Debt Service: The City's obligation of principal and interest payments required to retire bonds and other debt instruments used as a financing source.

Debt Service Funds: To account for the accumulation of resources for and the retirement of, general long-term debt principal and interest.

Deficit: The excess of liabilities over assets, or expenditures over revenues, in a fund over an accounting period.

Department: The basic organizational unit of the City, which is functionally unique in its services.

Depreciation: The decrease in value of physical assets due to use and the passage of time.

Derivative: A derivative is a financial contract which derives its value from the performance of another entity such as an asset, index, or interest rate, called the "underlying".

Designations: A portion of fund balance earmarked for specific appropriations.

Distinguished Budget Presentation Program: A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

Division: A unit of organization that is comprised of a specific operation within a functional area. Departments may contain one or more divisions.

Donations: Fireworks: Donations toward the annual July 4th Fireworks display.

E

East Lake Village Special Assessment District

Collection Fund: To account for revenues and expenditures associated with City program of assessing benefiting properties for the cost of financing roadways, drainage facilities and water and sewer extensions and improvements within the East Lake Village Special Assessment District project.

Economic Development Fund: To account for revenues and Expenditures associated with development that stimulates the economy.

Education Impact Fee: Fees paid to the City by the School Board for collecting the School Board's impact fee.

Effectiveness: The degree to which goals, objectives and outcomes are achieved.

Efficiency: A measurement of an organization's performance based on operational outputs as measured by comparison of production with cost.

Elections: Fees paid to the City by political candidates to register themselves for upcoming elections.

Electric Franchise: Franchise Tax levied on Florida Power and Light.

Electricity: Provides for electrical services.

Encumbrances: The commitment of appropriated funds to purchase an item or service. Purchase orders are used to encumber which commits funds for future expenditures. Encumbrances outstanding at year-end are reported as reservations of fund balance and will not constitute expenditures or liabilities in the upcoming fiscal year.

Enterprise Fund: A fund established to finance and account for operations (1) that are financed and operated in a manner similar to private business enterprises: where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Evaluation and Appraisal Report (EAR): The EAR is a required part of the State growth management process and could be generally defined as a mechanism for determining whether the goals, objectives and policies of the City's Comprehensive Management Plan are being met and if not, what changes are in order. State Statute requires each local government to evaluate its Comprehensive Plan. This requirement is found in Local Government Comprehensive Planning and Land Development Regulations Act, often referred to as the "Growth Management Act." The EAR is required every seven years but must be adopted according to a schedule determined by the Florida Department of Community Affairs.

Exemption: A reduction to the assessed value of property. The most common exemption is the \$25,000 homestead exemption allowed if the owner uses the property as the principal residence. There are other exemptions for disability, government owned and non-profit owned property.

Expanded Services: That portion of a department expenditure budget that provides funding for new programs and services, which is associated with increasing the level of service to the citizens.

Expenditures: Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets and/or debt service.

Expenses: Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

F

Federal Grant: D.A.R.E.: Revenue from the Federal Government's program funding part of the City's D.A.R.E. school resource officers.

Financial Policy: The City's policy with respect to taxes, spending and debt management as they relate to government services programs and capital investments.

Fines & Forfeitures: Consists of a variety of fees, fines and forfeitures collected by the State Court System, including bail forfeitures, garnishments, legal defender's recoupment and juror/witness fees.

Fiscal Year: The twelve: (12) months starting October 1st through September 30th to which its annual operating budget applies. At the end of each fiscal year, the City determines its financial position and the results of its operations.

Five-Year Capital Plan: A plan for capital expenditures to be incurred each year over a five-year period to meet capital needs arising from the long-term work program or other capital needs. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the resources estimated to be available to finance the projected expenditures.

Fixed Assets: Term is now referred to as capital assets. Also see CAPITAL ASSET.

Fleet: The vehicles owned and operated by the City.

Forfeiture: The automatic loss of property, including cash, as a penalty for breaking the law, or as compensation for losses resulting from illegal activities. Once property has been forfeited, the City may claim it, resulting in confiscation of the property.

Franchise Fee: Charges to utilities for exclusive/nonexclusive rights to operate within municipal boundaries. Examples are electricity, telephone, cable television and solid waste.

Full-Time Equivalent (FTE): Number of positions calculated on the basis that one FTE equates to a 40hour workweek for twelve months. For example, two part-time positions working 20 hours for twelve months also equals one FTE.

Fund: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes within, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance: The fund equity of government funds and trust funds.

Fund Transfer: A budgeted transfer of funds to another fund. The three in the account code designates the fund number.

G

General Fund: The general operating fund of the City. It is used to account for most of the financial resources as well as most of the operating services of the General Government.

General Obligation Bonds: Bonds of which the full faith and credit of the issuing government are pledged.

Generally Accepted Accounting Principles (GAAP):

Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

Geographic Information System (GIS): A system used to capture, manage, analyze and display all forms of geographically referenced information. Displayed information include street, neighborhood and planning district levels.

Glassman Special Assessment District Collection Fund: to account for revenues and expenditures associated with City program of assessing benefiting properties for the cost of financing roadways, drainage facilities and water and sewer extensions and improvements within the Glassman Special Assessment District project.

Goal: A statement of broad direction, purpose, or intent based on the needs of the community.

Government Finance Officers Association (GFOA): An association of public finance professionals that was founded to support the advancement of governmental accounting, auditing and financial reporting. The GFOA has played a major role in the development and promotion of GAAP for state and

local governments since its inception and sponsors the Certificate of Achievement for Excellence in Financial Reporting Program and the Distinguished Budget Presentation Awards Program.

Golf Course Fund: To account for the operation of the Saints at Port St. Lucie Golf Course.

Governmental Accounting: The composite of analyzing, recording, summarizing, reporting and interpreting the financial transactions of governmental units and agencies.

Governmental Accounting Standards Board (GASB): The ultimate authoritative accounting and financial reporting standard setting body for State and Local Governments.

Governmental Finance Corporation Fund: To account for specific revenues and expenditures associated with the not-for-profit corporation established to assist the City in acquiring and constructing various governmental projects consisting of real and/or personal property.

Governmental Funds: General, Special Revenue, Debt Service and Capital Project funds.

Granicus: Streaming media for Government.

Grant: A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function.

H

Health & Life Insurance: Provide for benefits for health, accidental death, dismemberment, life insurance and long-term disability for full-time employees.

Homestead Exemption: Pursuant to the Florida State Constitution, the first \$25,000 of assessed value of a home which the owner occupies as principal residence is exempt from the property tax.

I

I.R.S.C. Services: Fees paid to the City from Indian River State College for the use of the City's facility and/or equipment for the purpose of police training.

Impact Fees: Set aside fees collected from citizens and developers for infrastructure adjustments to the community. Monies to be used as the development further impacts the municipality.

Improvements other than Buildings: Provide for any capital improvements for the City.

Inflation: A rise in price levels caused by an increase in available funds beyond the proportion of available goods.

Infrastructure: Public domain capital assets including roads, bridges, curbs, gutters, sidewalks, drainage systems, lighting systems and other items that have value only to the City.

Insurance: Provides for City insurance protection for general liability, auto and property.

Interfund Transfers: Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

Intergovernmental Revenue: Revenue received from or through the Federal, State, or County Government. These include Cigarette Tax, State Revenue Sharing, Alcoholic Beverage Tax and Sales Tax.

Interlocal: School Resource Officer: Revenues collected from St. Lucie County for reimbursement of half the salary cost of the City's School Resource Officers.

Interlocal Agreement: A contractual agreement between two or more governmental agencies.

Interest: Ad Valorem Taxes: Interest collected on delinquent Ad Valorem Taxes.

Interest: Checking: Interest collected on a checking account.

Interest: Investments: Interest collected on invested funds.

Interest: Police Building Reserve Fund: Interest collected on the required reserve fund on the Police/ Administration Building debt.

Interest: Tax Collections: Interest collected on late assessment payments.

Interest: State Board of Administration: Interest collected on invested funds.

Internal Service Fund: A fund established to account for an entity which provides goods and services to other City entities and charges those entities for the goods and services provided.

Investments: Most commonly, securities are held for the production of revenues in the form of interest and dividends. The term does not include capital assets used in government operations.

L

Law Enforcement Impact Fee Fund: To account for the proceeds and expenditures associated with law enforcement impact fees charged against new construction and used to fund the equipment and capital needs of new police officers required as a result of community growth.

Lease: Sportsman Park: Revenue resulting from the annual lease of a City park to St. Lucie County.

Liabilities: Debt or other obligations arising in the past, which must be liquidated, renewed or refunded at some future date.

Lighting District Fund: To account for the revenues and expenditures of residential street lighting districts.

Licenses and Permits: Revenues derived from the issuance of local licenses and permits.

Local Option Gas Tax: Revenues resulting from an additional six cents local tax on gasoline sales in St. Lucie County. These collected revenues are shared with the County and the City of Fort Pierce.

M

Machinery & Equipment: Provides for purchase of machinery and equipment for City or Government use.

Mandate: A requirement from a higher level of government that a lower level of government perform a task in a particular way or standard.

Maps and Publications: Revenue collected through the sale of maps and publications.

Memberships, Dues, Subscriptions, Books:

Provides for memberships fees, dues, subscriptions and publications of professional organizations.

Mill: A taxation unit equal to one dollar of tax obligations for every \$1,000 of assessed valuation of property.

Millage: The tax rate on real property based on \$1.00 per \$1,000 of assessed property value.

Miscellaneous Revenue: Those revenues that are small in value and not individually categorized.

Miscellaneous Revenue: Workman's Compensation: Reimbursements from the Workman's compensation program for salaries which the City expended.

Mission Statement: The statement that identifies the particular purpose and function of a department.

Mobile Home Licenses: Revenue collected by the state from all mobile home licenses in the City and reallocated to the City.

Modified Accrual Basis: The basis of accounting under which revenues are recognized when measurable and available to pay liabilities and expenditures are recognized when the liability is incurred except for interest on long-term debt which is recognized when due and the non-current portion of accrued vacation and sick leave which is recorded in general long-term debt. The General Fund and Debt Service Fund budgets are prepared on the modified accrual basis of accounting except that encumbrances are treated like expenditures.

Municipal Code: A collection of laws, rules and regulations that apply to the City and its Citizens.

Municipal Services Taxing Unit (MSTU): An MSTU is a special taxing district authorized by the State Constitution Article VII and the Florida Statutes 125.01. The MSTU is a legal and financial mechanism for providing specific services and/or improvements to a defined geographical area. An MSTU may levy ad valorem taxes without a referendum. An MSTU may also use assessments, service charges or other revenue to provide resources.

N

National Pollution NPDES Fund: To account for the revenues and expenditures to comply with the state and federal regulations placed upon the City by EPA with the clean water act.

Neighborhood Stabilization Program Grant Fund: To account for revenues and expenditures provided by the Federal Grant program which are used to acquire, rehabilitate, demolish and redevelop foreclosed and abandoned residential properties in order to help stabilize neighborhoods.

Nondepartmental Expenses: Fund expenses which are not directly related to an individual department.

O

Object Code: Unique identification number and title for an expenditure category. It represents the most detailed level of budgeting and recording of expenditures; often referred to as "line item".

Objective: Something to be accomplished in specific well-defined and measurable terms and that is achievable within a specific time frame.

Occupational Licenses: Delinquent: Delinquency Fee collected from the issuance of late business licenses by the City.

Office Supplies: Provide for the purchase of office supplies.

Operating Budget: A budget for general revenues and expenditures such as salaries, utilities and supplies.

Operating Expenses: Fund expenses that are ordinary, are reoccurring in nature and that are directly related to the fund's primary service activities.

Ordinance: A formal legislative enactment by the City that carries the full force and effect of the law within corporate boundaries of the City unless in conflict with any higher form of law, such as state or federal.

Other Financing Source: Road Bonds: Funds available from the issuance of a bond series backed by the pledge of Local Option Gas Tax revenue.

Other Land Sales: Savannas: Proceeds from the sale of a land parcel adjacent to the Savannas.

Other Post: Employment Benefits (OPEB): Legal trust fund having been established to account for the collection of assets to be expended for medical coverage for retired employees up to the age of Medicare eligibility.

Outcomes: Quality performance measures of effectiveness and of achieving goals (e.g., customer satisfaction, awareness level, etc.).

Outputs: Process performance measures of efficiency and productivity. (e.g., per capita, expenditures, transactions per day, etc.).

Overtime: Provide for compensation for any overtime throughout the year, at one and one-half times the regular salary.

P

Parks Capital Improvement Fund: To account for specific revenues and expenditures associated with the acquisition of parks and construction of major capital parks improvements.

Parks and Recreation User Fees: Fees collected for reserving specific areas of a park for a specified time and use.

Parks MSTU Capital Improvement Fund: To account for specific ad-valorem revenues and expenditures associated with the Parks and Recreation improvement projects.

Paving and Drainage Permit: Revenue derived from issuance of permits allowing for “on site” paving and/or drainage systems for commercial developments.

Peacock and Lowry Combined Special Assessment District Collection Fund: To Account for revenues and expenditures associated with the City’s program of assessing benefiting properties for the cost of roadways, drainage facilities and water and sewer extensions and improvements within the special assessment district.

Pension Fund: The Pension fund accounts for the accumulation of resources to be used for retirement benefit payments to the City’s employees.

Per Capita: A measurement of the proportion of some statistic to an individual resident determined by dividing the statistic by the current population.

Performance Indicators: Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

Performance Measures: Data collected to determine how effective and/or efficient a program is in achieving its objectives.

Permit Revenue: Fees imposed on construction related activities and for the acquisition of other nonbusiness permits.

Personal Services: A general category of operating expenses that includes salaries, wages, pensions, health insurance and other fringe benefits.

Plans Review Fee: Fees earned by the City for the review of construction plans.

Police Education: Portion of traffic violation fines collected and reserved by the state law for police education, placed in escrow until educational needs are identified, then transferred to this account.

Police Impact Fee: Fees retained by the City’s General Fund as a charge for collecting the Impact Fee from contractors.

Police Services: Revenue from charges derived from the employment of off-duty police officers by private agencies for crowd or traffic control.

Professional and Occupational Licenses: Revenues derived from issuance of business licenses by the City.

Professional Services: Provides for professional services/retainers.

Program Budget: A budget with expenditures that are based primarily on programs of work. Each individual program is established as a separate cost center.

Property Appraiser: The elected county official responsible for setting property valuations for tax purposes and for preparing the annual tax roll.

Property Taxes: Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties and interest on delinquent taxes. Property taxes are levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Fund: Enterprise and internal service funds that are similar to corporate funds, in that they are related to assets, liabilities, equities, revenues, expenses and transfers determined by business or quasi-business activities.

Public Hearing: A noticed meeting (per statute and/or ordinance) relating to legal action by a government; usually requires that the public must be heard before action is taken.

Q

Quality: Excellence, as defined by the customer.

R

Radon Surcharge: Administrative Fees earned by the City for the collection of the county's Radon Gas testing fee.

Real Estate Revolving Fund: To account for revenues and expenditures associated with the purchase and resale of land for the cities immediate and future needs.

Recreation Center Rentals: Fees collected for rental of Recreation Center to any non-tax-exempt group/person, for their personal use.

Referendum: Presenting an issue to the voters of the City where a majority of voters decide on the issue.

Refund of Prior Year Expenditures: Revenue as a result of prior year expenditure being refunded.

Regular Salaries: Provide for compensation for full-time, permanent employees.

Reserve: (1) An account used to earmark a portion of a fund balance to indicate that it is not appropriate for expenditure and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.

Resolution: A legislative act by the City with less legal formality than an ordinance.

Restitution: Revenues collected in payment for damage to City property.

Retained Earnings: An equity account reflecting the accumulated earnings of an Enterprise Fund.

Revenues: (1) Increase in governmental fund type net current assets from other than expenditure refunds and Governmental Accounting (NCGA) Statement 1, general long-term debt proceeds and operating transfers-in are classified as "other financing sources" rather than revenues. (2) Increases in propriety fund type net total assets from other than expense refunds, capital contributions and residual equity transfer. Under NCGA statement 1, operating transfers-in is classified separately from revenues.

River Point Special Assessment District Collection

Fund: To account for revenues and expenditures associated with City program of assessing benefiting properties for the cost of financing roadways and water and sewer extensions and improvements within the River Point Special Assessment District Project.

Road and Bridge Fund: To account for specific revenues such as gasoline tax and state-shared revenues and expenditures associated with the maintenance and repair of the City's roads and bridges.

Rolled-Back Rate: The operating millage rate required to raise the same ad valorem tax revenues as were levied in the prior year, exclusive of new construction, additions to structures, deletions and property added, i.e. annexations.

S

Sales Tax: Tax imposed on the taxable sales of all final goods.

Scrap and Surplus sales: Revenues resulting from the sale of Scrap and/or surplus assets of the City.

Service Charge: NSF Checks: Service charges collected as allowed by City ordinance due to NSF checks passed to the City.

Sign Permits: Revenue derived from issuance of sign permits for new signs being erected on business properties.

Solicitor Permits: Revenue derived from issuance of solicitation permits.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Event Permits: Revenue derived from issuance of permits for special events held within the City.

Special Revenue Funds: Funds used to account for revenue derived from specific external sources to be used for specific restricted types of activities.

St. Lucie Land Holding Special Assessment District Collection Fund: To account for revenues and expenditures associated with City's program of assessing benefiting properties for the cost of financing roadways, drainage facilities and water and sewer extensions and improvements within the St. Lucie Land Holding Special Assessment District Project.

State Housing Initiative Partnership (S.H.I.P.) Fund: A fund established for the purpose of tracking the financial activities of a state grant used for assisting low-income households with down payment and rehabilitation costs.

State Revenue Sharing: Revenue received by the state and proportionately shared with the City.

State Sales Tax (1/2 cent): One-half of the one: cent sales tax increase (from 4 cents to 5 cents) effective May 1, 1982. Tax collected by the counties is divided between that county and the cities within the county based on population ratio.

Stormwater Utility Fees: Revenues earned from the annual fee charged to property owners for stormwater management.

South Lennard Road Special Assessment District Collection Fund: To account for revenues and expenditures associated with City program of assessing benefiting properties for the cost of financing roadway and water and sewer extensions and improvements within the South Lennard Road project.

Southwest Annexation Special Assessment District No. 1: To account for revenues and expenditures associated with the City's program of assessing benefiting properties for the cost of financing roadways, drainage facilities and water and sewer extensions and improvements within the Southwest Annexation special assessment district.

Street Lighting Fund: To account for the revenues and expenditures of residential street lighting districts.

T

Tax Incremental Finance District (TIF): An economic development tool used to provide improvements such as demolition of buildings, infrastructure improvements, or infrastructure extensions to businesses. The district captures the added tax value of all taxing jurisdictions and uses the added value to pay for improvements.

Tax Levy: The total amount to be raised by general property taxes for purposed specified in the Tax Levy Ordinance.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property.

Telephone Franchise: Franchise Tax levied on Southern Bell Telephone and Telegraph Company.

Tennis, Basketball, Shuffleboard Lights: Revenues collected for light usage.

Tesoro Capital Improvement Fund: To account for the financial resources and expenditures associated with the construction of the project.

Tesoro Special Assessment District Collection Fund: To account for revenues and expenditures associated with the City's program of assessing benefiting properties for the cost of financing roadways, drainage facilities, communications, public safety, re-use irrigation and water and sewer extensions and improvements within the Tesoro Assessment District project.

Trial Balance: A list of the balances and the accounts in a ledger kept by double entry with the debit and credit balances shown in separate columns. If the totals of the debit and credit columns are equal or their net balance agrees with a control account, the ledger from which uses total expenditures and transfers to other funds that decreases net financial resources.

Trim Notice: “True rate in Millage,” a tentative tax notice sent to all property owners in August to provide information reflecting tentatively adopted millage rates.

Trust Fund: Return of pension contributions from the insurance company for those employees who terminate before becoming fully vested.

Truth in Millage: The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements and advertisement specifications prior to the adoption of a budget tax rate.

The effect of TRIM is to inform taxpayers that their property taxes are changing (up or down), the cause (a change in the assessed value of their property and/or an increase in the proposed spending level) and how the proposed new tax rate compares to the rate that would generate the same property tax dollars as the current year (the “rolled back” rate).

U

Unemployment Insurance: Provides for City-paid employee benefits for unemployment insurance.

User Fees: Charges for expenses incurred when services are provided to an individual or group and not the community at large. The key to effective utilization of user fees is being able to identify specific beneficiaries of services and then determine the full cost of the service they are consuming.

Uses: Total expenditures and transfers to other funds that decrease net financial resources.

Utility Service Tax: Taxes levied on consumer consumption of utility services provided in the City. The tax is levied as a percentage of gross receipts.

V

Valuation: The dollar value of property assigned by the County Property Appraiser.

Variable Rate: A rate of interest subject to adjustment.

Violation Alarm Permit: Revenues collected as a result of violation of the local alarm ordinance.

Violation of Local Code: Revenues collected from violators of local codes.

W

Water: Provides for water service.

Water & Sewer Assessment Collection Fund: SAD 1, Phase I: To account for the revenues and expenditures associated with City’s program of assessing benefiting properties for the cost of financing water and sewer extensions and improvements in Special Assessment District I, Phase I.

Water & Sewer Assessment Collection Fund: SAD 1, Phase II: To account for revenues and expenditures associated with City’s program of assessing benefiting properties for the cost of financing water and sewer extensions and improvements in Special Assessment District I, Phase II.

Water & Sewer Assessment Collection Fund: USA 3 & 4: To account for revenues and expenditures associated with City’s program of assessing benefiting properties for the cost of financing water and sewer extensions and improvements in Utility Service Areas 3 & 4.

Water & Sewer Assessment Collection Fund: USA 5, 6 & 7A: To account for revenues and expenditures associated with City’s program of assessing benefiting properties for the cost of financing water and sewer extensions and improvements in Utility Service Areas 5, 6 & 7A.

Water and Sewer Capital Improvement Fund USA 9: To account for the financial resources and expenditures for the design, acquisition and construction of water and sewer lines throughout the community.

Water & Sewer Capital Improvement Funds: To account for the financial resources and expenditures for the design, acquisition and construction of water and sewer lines throughout the community.

Water & Sewer Fund: An enterprise Fund established to account for the resources and uses of the Utilities function of the City and is prepared on the full accrual basis of accounting. The Utilities function consists of the provision of a clean water source and the proper disposal of wastewater. The Water and Sewer Fund is an enterprise fund and as such receives its revenues from charges levied for the provision of services to users.

Water and Sewer Permit: Revenue derived from issuance of permits allowing the installation of water and/or sewer systems. These revenues fund the inspections provided by the City staff.

Wetlands Mitigation: Any action required to reduce the impact of development on a wetland. Mitigation actions might include creation of new wetlands or improvement of existing wetlands.

Mitigation may occur on the site of the development or at some other site.

Worker's Compensation: Provide for City-paid benefits for Worker's Compensation pursuant to State Law.

Wyndcrest (WDDF) Capital Improvement Fund: To account for the financial resources and expenditures associated with the construction and equipping of a building to be used in the operation of a digital production studio.

Z

Zoning Fees: Fees paid to Planning Department when applying for variances, subdivision approvals, planned Unit Development approvals and zoning changes.



“A City for All Ages”

Abbreviations & Acronyms

AC Air Conditioning

ACD Automatic Call Distributor

ACFR Annual Comprehensive Financial Report

ACH Automated Clearing House

ACP Asbestos Cement Pipe

ADA Americans with Disabilities Act

ADMIN Administration

AHAC Affordable Housing Advisory Committee

ALS Alternative Light Source

APA American Planning Association

APWA American Public Works Association

ARRA American Recovery & Reinvestment Act

ASST Assistant

AUTO Automobile

AVE Avenue

AWD All-Wheel Driving

AWWA American Water Works Association

BCAIB Building Code Administrators Inspection Board

BLDG Building

BLVD Boulevard

BOCC Board of County Commissioners

BWC Body Worn Cameras

CADD Computer Aided Drafting & Design

CAEFR Certificate of Award for Excellence in

CALEA Commission on Accreditation for Law Enforcement Agencies

CAPRA Commission for Accreditation of Park and Recreation Agencies

CARES Coronavirus Aid, Relief, and Economic Security

CART Child Abduction Response Team

CAT Category

CBS Concrete Block Structure

CCTI Corporate and Community Training Institute

CDBG Community Development Block Grant

CEB Code Enforcement Board

CEI Construction Engineering Inspection

CERT Community Emergency Response Team

CEU Continuing Education Unit

CFA Commission for Florida Enforcement Accreditation

CGFO Certified Government Financial Officer

GFOA Certified Government Finance Officers Association

CHGS Charges

CID Criminal Investigation Division

CIP Capital Improvement Project

CIS Computer Information Service

CMP Congestion Management Process

CO Certificate of Occupancy

COAR Collaborative Operational Analysis and Response

COBRA Consolidated Omnibus Budget Reconciliation Act

COG Continuity of Government

COLA Cost of Living Adjustment

COMPSTAT Computerized Statistics

COOP Continuity of Operations Plan

COORD Coordinator	DROW Drainage Right of Way	FDR Full Depth Reclamation
COP Certificate of Participation	DUI Driving Under the Influence	FEMA Federal Emergency Management Agency
COPS Community Oriented Policing Services	EAR Evaluation and Appraisal Report	FGFOA Florida Government Financial Officers Association
CORE Comprehensive Offender Rehabilitation & Education	EB East Bound	FHC Florida Housing Coalition
CPI Consumer Price Index	EMOC Emergency Management Operations Center	FHWA Federal Highway Administration
CPO Cart Path Only	EMS Emergency Medical Services	FICA Federal Insurance Contributions Act Financial Reporting
CRA Community Redevelopment Agency	ENR Engineering News Record	FIND Florida Inland Navigational District
CRF Coronavirus Relief Fund	ENV Environment	FIU Florida International University
CRS Community Rating Services	EOC Emergency Operations Center	FM Force Main
CSI Crime Scene Investigator	EQ Equalization	FMD Financial Management Department
CSI Collection System Integrity	ERA Emergency Rental Assistance	FMLA Family Medical Leave Act
CTC Community Tax Certificate	ERP Enterprise Resource Planning	FPL Florida Power & Light
DARE Drug Awareness Resistance Education	ERU Equivalent Residential Unit	FRDAP Florida Recreation Development Assistance Program
DCA Department of Community Affairs	EWIP Eastern Watershed Improvement Project	FRPA Florida Recreation & Park Association
DEO Department of Economic Opportunity	EXP Expenses	FRRI Forums on Race Relations & Inclusion
DEP Department of Environmental Protection	FAC Facilities	FT Full Time
DEV Development	FAPPO Florida Association of Public Procurement Officials	FTBA Florida Transportation Builders Association
DIS District Integration System	FB Facebook	FTE Full Time Equivalent
DIV Division	FCB Florida Center for Business	FTO Field Training Office
DR Drive	FCT Florida Community Trust	
DRI Development of Regional Impact	FDEP Florida Department of Environmental Protection	
	FDOT Florida Department of Transportation	

FVS First Vehicle Services	LED Light-Emitting Diode	HVAC Heating Ventilation & Air Conditioning I&I Inflow and Infiltration
FY Fiscal Year	LF Linear Feet	
GAAP Generally Accepted Accounting Principals	LHAP Local Housing Assistance Plan	IBNR Incurred but Not Reported
GDU General Development Principles	LIC License	ICMA International City/County Managers Association
GFC Government Finance Corporation	LLC Limited Liability Company	IG Instagram
GFOA Government Finance Officers Association	LLEBG Local Law Enforcement Block Grant	IJR Interchange Justification Report Improv Improvement
GIS Geographic Information System	LMS Local Mitigation Strategy	MAC Major Activity Center
GL Glades	LOGT Local Option Gas Tax	MAIN Maintenance
GO General Obligation	LPM Low Pressure Main	MED Medical
GOVMT Government	LT Lieutenant	MFEC MidFlorida Event Center
INV Investigation	LWCF Land and Water Conservation Fund	MGD Million Gallons Per Day
IRSC Indian River State College	GPS Global Positioning System	MGR Manager
ISDN Integrated Services Digital Network	GREAT Gang Resistance Education & Training	MIS Management Information Services
ISO Insurance Service Office	HHR Hurricane Housing Recovery	MISC Miscellaneous
IT Information Technology	HIPPA Health Insurance Portability & Accountability Act	MOU Memorandum of Understanding
ITS Intelligent Transportation System IW Injection Well	HMGP Hazard Mitigation Grant Program	MPO Metropolitan Planning Organization
JEA James E. Anderson	HOA Homeowner's Association	MSA Metropolitan Statistical Area
KPSLB Keep Port St. Lucie Beautiful	HOF Hall of Fame	MSTU Municipal Services Taxing Unit Administration
LAP Local Agency Program	HPPS High-Performance Public Space	MUTCD Manual on Uniform Traffic Control Devices
LEAP Litter Eradication Action Plan	HR Human Resources Program	N/A Not Applicable
	HUD Housing and Urban Development	NACSLB National Advisory on State and Local Government

NCS National Community Survey	P&Z Planning and Zoning	PRGM Program
NEAT Neighborhood Engagement Action Team	P/T Part Time	PSA Police Service Aide
NES National Employee Survey	PAC Partners Against Crime	PSL Port St. Lucie
NHTSA National Highway Traffic Safety Administration	PAL Police Athletic League	PSLPRD Port St. Lucie Parks & Recreation
NICE Neighborhood Improvement & Community Services	PANDA Permits and Airst	PSLUSD Port St. Lucie Utility Service System
NIGP National Institute of Governmental Purchasing	PBA Police Benevolent Association	PT Part Time
NIOSH National Institute for Occupational Safety & Health	PC Personal Computer	PUD Planned Unit Development
NOPC Notice of Proposed Change	PCI Pavement Condition Indexes	PUMA Parks Ultimate Management Application
NPB Neighborhood Patrol	PD Police Department	PW Public Works
NPD Neighborhood Patrol Division	PGA Professional Golfers' Association	PWD Public Works Department
NPDES National Pollution Discharge Elimination System	PIO Public Information Officer	R&B Road and Bridges
NPI National Purchasing Institute	PKWY Parkway	R&R Renewal & Replacement
NRA National Rifle Association	PL Plant	RE Regarding
NRPA National Recreation and Park Association	PD&E Plan, Design & Engineering Study	Reg Regulation
NRS National Research Center	PDF Portable Document Format	RFP Request for Proposal
NSD Neighborhood Services Department	PE Professional Engineer	RM Risk Management
OMB Office of Management & Budget Division	PEA Public Employee Association	RMLO Records Management Liaison Officer
OPEB Other Post-Employment Benefits	PED Pedestrian	RO Reverse Osmosis
OSHA Occupational Safety and Health	PM Preventive Maintenance	ROD Record of Decision
P&R Parks and Recreation	PO Purchase Order	ROI Return on Investment
	PPO Preferred Provider Organization	ROW Right-of-Way
	PR Public Relations	ROWTP Reverse Osmosis Water Treatment Plant
	PRE Preventive	SAD Special Assessment District

SCADA Supervisory Control & Data Acquisition	SWAT Special Weapons and Tactics	USD Utilities Systems Department
SERV Services	SWMPP Stormwater Management Program Plans	VAV Variable Air Volume
SFWM South Florida Water Management District	SYS System	VET MEM Veterans Memorial
SG Southern Grove	TBD To be determined	VGTI Vaccine and Gene Therapy
Sgt Sargent	TBRA Tenant-Based Rental Assistance Program	VOCA Victims of Crime Act
SHIP State Housing Initiative Partnership	TCBA Treasure Coast Builders Association	VPN Virtual Private Network W&S Water & Sewer
SID Special Investigation Division	TCI Tradition Center for Innovation	WAN Wide Area Network
SLC Saint Lucie County	TCRPC Treasure Coast Regional Planning Council	WAP Wireless Application Protocol
SLCTPO Saint Lucie County Transportation Planning Organization	TIF Tax Increment Financing	WB West Bound
SLW Saint Lucie West	TPMS Temperature and Pressure Monitoring System	WP Wastewater Plant
SMART Specific Measurable Attainable Realistic Timely	TPO Transportation Planning Organization	WPPS Westport Pump Station
SPC Specialist	TRICO Treasure Coast Risk Management Program	WQR Water Quality Restoration
SR Senior	TRIM Truth in Millage	WTP Water Treatment Plant
SRO School Resource Officer	TRIP Transportation Regional Incentive Program	WW Wastewater
STA Stormwater Treatment Areas	TRNG Training	WWBPS Wastewater Booster Pump Station
STARCOM Statistical Tracking Accountability & Response through Computer Oriented Mapping	UCR Uniform Crime Report	WWTF Wastewater Treatment Facility
STDS Standards	UHP Uniformed Hiring Program	WWTP Wastewater Treatment Plant
SUV Sports Utility Vehicles	ULI Urban Land Institute	YR Year
SVCS Services	US United States	YTD Year to Date
SW Annexation Southwest	USA Utilities Service Area	



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