FINAL REPORT

PASCO COUNTY GOVERNMENT FACILITIES MASTER PLAN

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PREPARED FOR

Pasco County

PREPARED BY

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Executive Summary

INTRODUCTION

CGL, in association with Moss Construction, was retained by Pasco County to prepare a 20-year master space and facilities plan for various government departments and offices located in facilities throughout the County. As a result of County growth and the various locations of facilities, Pasco County is confronted with the need to review and update facility space allocations to adequately house and perform county government functions. Many departments and offices are operating in overcrowded conditions and there is no additional space in existing locations for future service and staff growth. The County desires to develop a comprehensive plan to avoid a "piece meal" space expansion. The scope of services consists of four phases: Needs Assessment; Facilities Evaluation; Development Options; and Space Master Plan.

PROJECT GOALS AND OBJECTIVES

The project goal is to prepare a 20-year space utilization study for Pasco County government agencies provided space by the County based on a sound forecast methodology and space standards. To achieve this goal, the following objectives are incorporated:

1. Retain the history and character of Pasco County
2. Address all known and existing deficiencies
3. Improve quality of work space for staff and public
4. Equity in space for functions based on standards
5. Strategic location of functions to foster communication and provide public services
6. Maximize use of owned facilities and sites
7. Develop a phased implementation plan
8. Incorporation of plan with the County's comprehensive long-range planning efforts

The plan is to support the *Pasco County 2013-17 Strategic Plan* and vision as "Florida's Premier County" by helping to achieve the four strategic objectives: create a thriving community; enhance quality of life; stimulate economic growth; and improve organizational growth.

The "Improving Organizational Performance" goal is the link at the center that impacts quality of life, economic growth and a thriving community. The primary objective of this goal is to "Provide the processes, procedures, and necessary resources (physical, human, and financial) to efficiently and effectively deliver services in a culture of continual improvement". The *Pasco County Facilities Master Plan* is specifically intended to address the physical resources that are required to effectively carry out the County's vision of being a Premier County.

LIST OF DEPARTMENTS

The general government functions included in the plan are listed below.

- **Board of County Commissioners**
  - Board of County Commissioners
  - County Administrator
  - County Attorney
  - Development Services Branch
  - Internal Services Branch
  - Public Safety & Administration Branch
  - Public Services Branch
  - Utilities Branch
- **Health Department**
- **Clerk & Comptroller**
- **Property Appraiser**
- **Supervisor of Elections**
- **Tax Collector**

The criminal justice functions included in the plan are listed below.

- **Sheriff's Office**
  - Headquarters
  - Management Services Bureau
  - Law Enforcement Bureau
  - Operational Logistics Bureau
  - Court Services Bureau
- **Judicial**
  - Administrative Office of the Courts
  - Clerk & Comptroller
  - Guardian Ad Litem
  - Judiciary
  - Misdemeanor Probation
  - Public Defender
  - State Attorney

NEEDS ASSESSMENT

The following process was used to identify and project future space needs:

1) Interview County officials and staff to compare and observe work and operating conditions;
2) Collect historical data/workload indicators (court filings, caseloads, average daily population.);
3) Calculate the amount of existing floor area occupied by each department;
4) Profile each department to include mission/function, personnel needs, current space deficiencies, and space and location needs;
5) Project future workload indicators related to the number of staff needed;
6) Recommend County space use standards based on industry standards and the Consultant's experience to estimate the amount of office and support spaces needed in net useable square footage and department gross square footage; and
7) Use official County population projections showing 804,460 residents in 2035, project future workload indicators, and recommend space use standards to project future space needs in five year increments through 2034.

A summary of total projected department gross space need for all County functions is provided in Table ES-1. The total *department gross square footage* (DGSF) is the sum of the various personnel, support, public, storage, and equipment net assignable spaces multiplied times a grossing factor to

account for non-assignable floor area required to enclose, access, and mechanically support the net assignable spaces. Note: to calculate total building size, or *building gross square feet* (BGSF), a building grossing factor is applied to account for non-assignable spaces to account for exterior wall thickness, common public circulation area, public restrooms, stairwells, elevators, and mechanical spaces.

Table ES-1
Summary of Projected Space Need

Category	DGSF Existing	DGSF 2024	DGSF 2034	% Chg
Board of County Commissioners	635,281	911,609	1,059,004	67%
Executive	22,094	26,280	28,480	29%
Development Services	110,767	127,457	153,427	39%
Internal Services	105,912	132,800	153,520	45%
Public Safety & Administration	173,537	292,610	364,500	110%
Public Services	188,846	274,462	290,377	54%
Utilities	34,125	58,000	68,700	101%
Constitutional Offices	663,933	1,100,159	1,428,564	115%
Clerk & Comptroller	114,716	127,408	142,208	24%
Property Appraiser	18,511	20,650	25,100	36%
Supervisor of Elections	24,012	33,400	39,950	66%
Tax Collector	50,456	57,650	69,000	37%
Sheriff	456,238	861,051	1,152,306	153%
6th Judicial Circuit Court	114,047	185,343	232,590	104%
Judiciary	49,885	89,353	117,090	135%
Administrative Office of Courts	15,193	25,900	31,600	108%
Guardian ad Litem	5,329	11,750	14,200	166%
Public Defender	17,212	22,300	26,000	51%
State Attorney	26,428	36,040	43,700	65%
Health	66,702	93,500	105,800	59%
Storage	20,530	18,800	18,800	-8%
Grand Total	1,500,493	2,309,411	2,844,758	90%

Source: CGL; September 2014 and updated October 2014 and January 2015.

FACILITIES EVALUATION

CGL toured and assessed 129 buildings totaling 1,970,639 building gross square feet in Pasco County. The following process was used to inventory and evaluate the facilities identified by the County:

1) Conduct a walk-through assessment of the facility's exterior, interior, and technical systems;
2) Rate general condition of the facilities/sites on a facility condition index scale of Very Good, Good, Fair, Poor, and Very Poor; and
3) Profile each facility/site to include basic information (address, pictures, floor and site plans, etc.) and the results of the general assessment.

A summary table of the facility and existing conditions is presented in Table ES-2.

Table ES-2
Summary of Facility Evaluations

CONDITION		# OF BLDGS.	% OF BLDGS.	TOTAL BGSF	% OF BGSF
VERY GOOD		38	29%	672,024	34%
GOOD		26	20%	678,664	34%
FAIR		27	21%	345,560	18%
POOR		18	15%	98,897	5%
VERY POOR		13	10%	111,958	6%
NOT EVALUATED		7	5%	63,536	3%
TOTALS		129	100%	1,970,639	100%

Source: CGL, June 2014 and updated October 2014 and January 2015.

Approximately 68% of the buildings are rated in Very Good, Good, or Fair conditions. These facilities should be considered long term assets for Pasco County and with proper maintenance can be useable for an additional 20 years. The Poor and Very Poor rated facilities should be considered for replacement. One challenge that all facilities face is the constant crowding of facilities with no room for growth. Development options were created to address the current and projected space needs while considering the conditions of each facility.

DEVELOPMENT OPTIONS PROCESS/GOALS

The preferred develop option, and resulting recommendations and strategic plan, must focus on the delivery of effective and convenient services to the citizens of Pasco County while providing spaces that are flexible, technologically advanced, and planned to consistent standards for more efficient staff operations. All options included the following operational criteria:

- Physical proximity/relationship or separation of functions,
- Consolidation of like functions,
- Required levels of security, and
- Enhancing public/staff access, convenience, and safety.

The process and goals applied in developing the preferred option and recommended projects include:

- Compare existing facilities to ideal groupings and
  - Replace Very Poor/Poor facilities short to mid-term,
  - Replace or renovate Fair facilities mid to long-term, and

  - Replace existing facilities requiring public access housed in non-permanent and warehouse type pre-engineered buildings with permanent purpose-built construction;
- Address projected needs through 2034;
- Incorporate current projects to include
  - Utilities Headquarters at Land O'Lakes Campus, and
  - IT Data Center/SOE Storage in Dade City;
- Develop a phased implementation plan;
- Sell or dispose appropriate properties; and
- Demolish appropriate properties and keep site.

The recommendations from the *Criminal Justice Special Report* were presented to the Project Steering Committee on June 25, 2014 and July 30, 2014 and presented to the Board of County Commissioners on August 12th, 2014. The options development process for General Government functions was presented to the Project Steering Committee on August 27th, 2014. A county working session with County leadership and branch representatives was conducted on September 8th, 2014, and with Constitutional Offices was conducted on September 22nd, 2014.

High level direction received from multiple working sessions included:

- Develop phased approach for complete consolidation of County government offices in central and south central;
- Develop phased approach for development of a Public Safety Headquarters on the Land O' Lakes Campus;
- Consolidate field operations for Utilities, Public Works, Fleet, Facilities Management, Public Transportation, and Parks & Recreation at locations to potentially include Northwest, Southwest, Central, and East;
- Demolish three facilities at the West Pasco Government Center (WPGC) Campus once functions relocated to include Sheriff's Administration, Jail, Fleet (maintain fuel island), and Purchasing;
- Continue to use or lease Sterling and Building Inspectors Buildings near the WPGC Campus;
- Provide space for Board of County Commissioners at each government campus;
- Provide space for Constitutional Offices at each government campus;
- Consolidate records/storage at East location and West location in interim with eventual consolidation of records/storage in a central location;
- Improve Animal Services through replacing Buildings B, C, and D with one facility ;
- Implement strategy for Fire Rescue Stations based on review of previous plans, department recommendation, and projected county growth;
- Implement strategy for Libraries based on review of previous plans, department recommendation and projected county growth; and
- Implement strategy for Florida Department of Health to include consolidating two Health Clinics and Administration in New Port Richey and consolidating Health Clinics in Land O' Lakes and Zephyrhills in new south central location.

The following implications of future decisions for the location of a new Government Campus for Constitutional Offices were identified.

- Clerk & Comptroller – A majority of the main office in Dade City could move to a new South Central or Central Government Campus to provide BCC support.
- Supervisor of Elections – The office in Happ Clark could relocate to a new South Central or Central Government Campus.
- Tax Collector – If the new Government Campus is in a south central versus central location, the office in Happ Clark could relocate to new campus. If the new Government Campus is in a central location, the office in Hap Clark would remain and not relocate. The preference is for the lease in Wesley Chapel to continue regardless of the Government Campus location.

A Phased Option was developed based on the comments received and the consultant's recommendations. The recommendations provide a long-term vision for the County to guide short-term decisions, while recognizing the County will adapt the strategy based on changing priorities, funding opportunities, and the rate and location of development/growth.

STRATEGIC PLAN

The recommendations combine the *Government Facilities Master Plan* and the *Criminal Justice Special Report* recommendations and outline a strategic plan for Pasco County to meet the 20-year projected need. The purpose of the plan is to provide a combined list of recommended projects, a prioritization of the projects, a project cost estimate in June 2015 dollars, and a phased implementation plan for the County to correlate to the annual Capital Improvement Plan (CIP). Annual preventative maintenance cost estimates for the facilities recommended in the plan are provided in the final report. To guide the County in implementation of the plan, recommendations are provided in the final report for strategic plan maintenance, property inventory management, and space management.

Recommendations

Following is a list of the resulting recommendations for Pasco County to address the 20 year projected need for General Government and Criminal Justice functions.

- Expand Land O' Lakes (LOL) Campus for Detention, Criminal Courthouse, and Sheriff Administration to provide connection between existing Detention Center and Criminal Court, consolidate Sheriff administration/support functions, and locate in central geographic area on county-owned land
  - Expand Detention support and 1,000 beds minimum
    - Implement measures to reduce/control population
    - If no measures, add an additional 1,000 beds over 20 years
  - Construct new Criminal Courthouse for 12 courtrooms initially, plan for expansion of 4 additional courtrooms
    - If Dependency with Criminal, consolidate Guardian ad Litem, State Attorney and Public Defender
    - If Dependency with Civil, provide space for Guardian ad Litem with an office for State Attorney and Public Defender in New Port Richey (NPR) and Dade City (DC)
  - Move Sheriff Administration from NPR and construct new, expand Forensics, and replace Vehicle Maintenance

- Expand LOL Campus for Public Safety Headquarters (Fire Rescue / 911 / Emergency Management / Customer Service) to consolidate like functions in a central geographic area on county-owned land and to potentially share training functions with Sheriff
  - Consolidate locations of Administrative & Billing functions in Hap Clark, EOC & 911 at the WPGC Campus, Central Supply in Odessa, and Training in Shady Hills

- Reuse NPR and DC Courthouses for Civil Court functions to maximize existing facilities, minimize risks with in-custody movements, and move Civil Court support functions into existing courthouses
  - Cap DC Courthouse at 6 judges
  - Cap NPR Courthouse at 12 judges
  - Move leased Misdemeanor Probation to NPR Courthouse
  - If Dependency with Civil, move Guardian ad Litem and provide offices for State Attorney and Public Defender in DC and NPR Courthouses

- Address Sheriff District Operations Centers and identify locations within geographic service cones and move non-district functions to new Sheriff Administration
  - Construct new District 1 operations center and identify 5 acre site in geographic center of district on an arterial road
  - Construct new District 3 operations center and identify 5 acre site in geographic center of district on an arterial road
  - Plan and construct new District 4 operations center once established and identify 5 acre site location in geographic center of district on an arterial road

- Continue to provide and expand as necessary discreet leased locations for Sheriff Vice & Narcotics Section (not included in study).

- Establish a phased New South Central Campus as Board Headquarters to move operations in area central to projected county growth, improve customer services to all county residents, and establish a permanent government headquarter location
  - Identify new 30 acre site along SR 54 between Suncoast Parkway and I-75
  - Phase One - Development Services One-Stop from WPGC, Property Appraiser from Hap Clark, Supervisor of Elections from Hap Clark and Tax Collector from Hap Clark
  - Phase Two -BCC, Administration, & Internal Services from WPGC, Public Services from Hap Clark, and Clerk & Comptroller BCC support from East Pasco Government Center (EPGC)

- Maintain existing government campuses in NPR and DC to maximize existing facilities during phased implementation and provide public services for the east and west sides of Pasco County
  - Provide space for BCC as required, Constitutional Offices, and Public Services/Community Services/ Human & Veterans Services
  - Improve WPGC Campus by demolishing Sheriff's Administration, Jail, Fleet (maintain fuel island), and Purchasing Central Stores and developing green spaces /civic presence, while creating a walkable campus.

- Consolidate field operations from 22 to 4 locations to separate field/storage functions from public services and maximize existing county sites

- Consolidate/co-locate BCC storage and field support spaces to include Utilities, Public Works, Fleet, Facilities Management, Public Transportation, and Parks & Recreation
- Identify three locations for BCC functions
  - West 50 acres minimum, off Highway 54
  - Central 30 acres minimum, Shady Hills
  - East 40 acres minimum, McKendree Road
- Maintain Sheriff Vehicle Maintenance at LOL campus

- Implement strategy for Fire Rescue Stations to replace outdated facilities with new design prototype, add facilities in projected growth areas, and continue to assess the strategy annually based on future development and service call volume
  - Replace 2 Very Poor facilities (in progress and funded) for #12 and #13
  - Replace 1 Poor facility for #34
  - Add up to 10 new facilities based on projected growth and call volume, next 7 identified to include #38, #42, #40, #45, #44, #43, and #41
  - Replace up to 6 existing Fair facilities to include #17, #19, #20,#24, #18, and #22
  - Continue to evaluate status of volunteer stations

- Implement strategy for Libraries to add facilities in projected growth areas and continue to assess annually based on service population and emerging trends
  - Replace/expand Hugh Embry in DC and relocate to Jackson Building site near Public School, Health Center, and Senior Center
  - Construct new East Central Library and identify 4 acres on 301 between Dade City and Zephyrhills
  - Construct new Wesley Chapel Library and use Seven Oaks Library site
  - Construct new Central Connerton Library at County's exiting Connerton site

- Implement strategy for Health to consolidate 6 locations to 4 and locate clinics in population service areas
  - Maintain clinics at the Hurricane Shelter(Hudson) and in Dade City
  - Consolidate two Clinics in New Port Richey and identify 10 acres in southwest area
  - Locate Administration with Clinic or centrally
  - Consolidate Clinics in Land O' Lakes and Zephyrhills in a new south central location and identify 10 acres in Wesley Chapel/southeast area

- Implement phased strategy for Records/Storage to maximize existing facilities for Clerk & Comptroller, include active storage at new Criminal Courthouse, maximize existing facilities for BCC storage for Phase 1, and consolidate centrally BCC records/storage in Phase 2
  - Continue Clerk & Comptroller locations in NPR and DC
  - Include active evidence/ records storage at new Criminal Courthouse
  - Reuse existing locations and consolidate West and East BCC locations for Phase 1 by maintaining Trouble Creek for West and consolidating in Supervisor of Elections Warehouse and East County Storage for East
  - Consolidate and construct new central BCC records/storage facility for Phase 2
  - Conduct detailed study to evaluate conversion to digital records

- Address miscellaneous needs for Public Services to improve the quality of services or provide expansion
  - Relocate Cooperative Extension from Fairgrounds to new site in North Central or North East closer to agricultural areas
  - Improve Animal Services at current location by replacing and merging Buildings B, C, and D
  - Expand Public Transportation at Galen Wilson by reusing space vacated by Public Services Divisions once moved to WPGC Campus

Based on the recommendations, a summary of the recommended buildings to sell/dispose and demolish/keep site is provided in Table ES-3.

Table ES-3
Summary of Buildings

Buildings to Sell/Dispose	Buildings to Demolish/Keep Site
W-306/306.01 Fire & Rescue Warehouse ODE	W-501 Sunset Building NPR
W-507 Traffic Storage NPR	W-517 Fleet at WPGC campus NPR
W-508 Parks and Rec West NPR	W-524 PCSO Admin and Jail NPR
W-520 Missouri Building NPR	W-530 Purchasing, Central Stores NPR
W-573/574 Health Department Clinic/Admin NPR	C-297/299/301, Animal Services Building B, C, D LOL
W-595 Fire and Rescue Station 29 NPR	C-602 Fire and Rescue Station 20
W-599 Main Street Building PR	C-602.01 Fire Burn Building
W-711 Denton Warehouse HUD	C-603 Fire Training
C-356 Hap Clark Building LOL	E-4 Veterans Services / GAL DC
E-2 Data Center / Deal Building DC	E-7 Facilities Management DC
E-199/E-201 Fleet, Road & Bridge C Barn SAN	E-16 County East Storage DC
E-205 Trailer O, Darby Park Civic	E-17 Jackson Building DC
Various Fire Rescue Replacement Stations TBD	E-24 SOE Warehouse DC
	E-153 Health Department ZPH*
	*Site not owned by County
Present Value of $7,375,000 / 49 acres	**Demolition of 174,266 GSF**

Phased Implementation Schedule

The Phased Implementation Schedule divides the recommended capital projects into five year increments for years 1-5, years 6-10 and years 11-15. Each project is sized to meet the estimated 2034 need for space. The Phased Implementation Schedule lists each capital project, its recommended priority order, the building number where applicable for renovations or expansions, a general schedule as well as its total estimated project cost in 2015 dollars using a low and high range for cost.

Figure ES-1
Phased Implementation Schedule - Years 1- 5

	Priority	Bldg. #	Project	Years 1-5					Low Cost	High Cost
			Years	1	2	3	4	5		
Years 1-5	A	C-TBD	Detention Center -1000 beds						$106,562,500	$116,875,000
	A	C-TBD	Criminal Courthouse - 12 courtrooms						$99,677,825	$110,170,228
	B	TBD	Fire Rescue Stations (2 per year, 8 total)						$14,927,040	$16,468,800
	C	C-TBD	New South Central - *Phase 1*						$21,940,339	$24,260,952
	D	W-525	PW & Utilities Bldg Renovation						$3,237,212	$3,566,420
	E	W-555	WPGC Renovation						$7,728,882	$8,514,870
	E	C-356	Hap Clark Renovation						$3,307,186	$3,643,510
Sub-Total cost									**$257,380,984**	**$283,499,780**

Figure ES-1 (continued)
Phased Implementation Schedule - Years 6- 10

	Priority	Bldg. #	Project	Years 6-10					Low Cost	High Cost
				6	7	8	9	10		
Years 6 - 10	A	C-TBD	Sheriff's Administration						$17,625,600	$22,325,760
	A	W-TBD	District 1 Substation						$2,781,000	$3,522,600
	A	W-TBD	District 3 Substation						$2,632,500	$3,334,500
	A	C-329	PCSO Support Services (Forensics) Expansion						$5,508,300	$6,609,960
	B	TBD	Fire Rescue Stations (2 per year, 8 total)						$14,927,040	$16,468,800
	C	C-TBD	Detention Center - 500 beds						$38,750,000	$42,500,000
	D	C-TBD	New SC Health Clinic						$6,785,400	$7,507,800
	D	W-TBD	New Health Admin & Clinic						$14,952,960	$16,536,960
	E	E-TBD	New Hugh Embry Library						$3,921,502	$4,315,442
	E	E-TBD	New Wesley Chapel Library						$5,361,120	$5,899,680
	E	E-TBD	New East Central Library						$2,233,800	$2,458,200
	F	W-TBD	New Consolidated Field Operations						$23,700,799	$26,116,167
	F	C-TBD	New Consolidated Field Operations						$4,683,467	$5,160,763
	F	E-TBD	New Consolidated Field Operations						$9,663,036	$10,647,804
	G	W-586	Galen Wilson Public Transportation Renovation						$1,732,476	$1,908,660
	G	E-TBD	New Cooperative Extension						$648,960	$717,600
	G	E-67	Hugh Embry Library Reuse						$757,796	$834,860
Sub-Total cost (not including 500 bed detention expansions)									**$117,915,756**	**$134,365,556**
Sub-Total cost (including 500 bed detention expansions)									**$156,665,756**	**$176,865,556**

Figure ES-1 (continued)
Phased Implementation Schedule - Years 11- 15

	Priority	Bldg. #	Project	Years 11-15					Low Cost	High Cost
				11	12	13	14	15		
Years 11 - 15	A	C-TBD	New PS LOL Campus						$14,389,440	$15,911,400
	A	C-TBD	PCSO Vehicle Maintenance						$3,214,104	$3,541,656
	A	TBD	Fire Rescue Stations (3 stations)						$5,597,640	$6,175,800
	A	C-TBD	Criminal Courthouse - 4 courtrooms expansion						$8,045,968	$8,892,912
	B	C-TBD	New South Central - *Phase 2*						$24,486,509	$27,076,428
	C	C-TBD	Detention Center - 500 beds						$38,750,000	$42,500,000
	C	E-TBD	District 4 Substation						$2,781,000	$3,522,600
	D	C-TBD	Animal Services Replacement						$3,556,835	$3,919,315
	E	C-TBD	New Central Connerton Library						$2,233,800	$2,458,200
	E	C-TBD	New Consolidated Records Storage						$5,591,040	$6,205,440
	F	E-34	EPGC Renovation						$6,755,854	$7,442,890
Sub-Total cost (not including 500 bed detention expansions)									**$76,652,190**	**$85,146,641**
Sub-Total cost (including 500 bed detention expansions)									**$115,402,190**	**$127,646,641**
Total Cost (not including 500 bed detention expansions)									**$451,948,930**	**$503,011,977**
Total Cost (including 500 bed detention expansions)									**$529,448,930**	**$588,011,977**

Source: CGL; September 2014 and updated October 2014 and January 2015.

The total phasing plan includes 35 projects with a total project cost range in June 2015 dollars of $452 to $588 million, depending on the need for the two additional 500 detention bed expansions.

CHAPTER 1

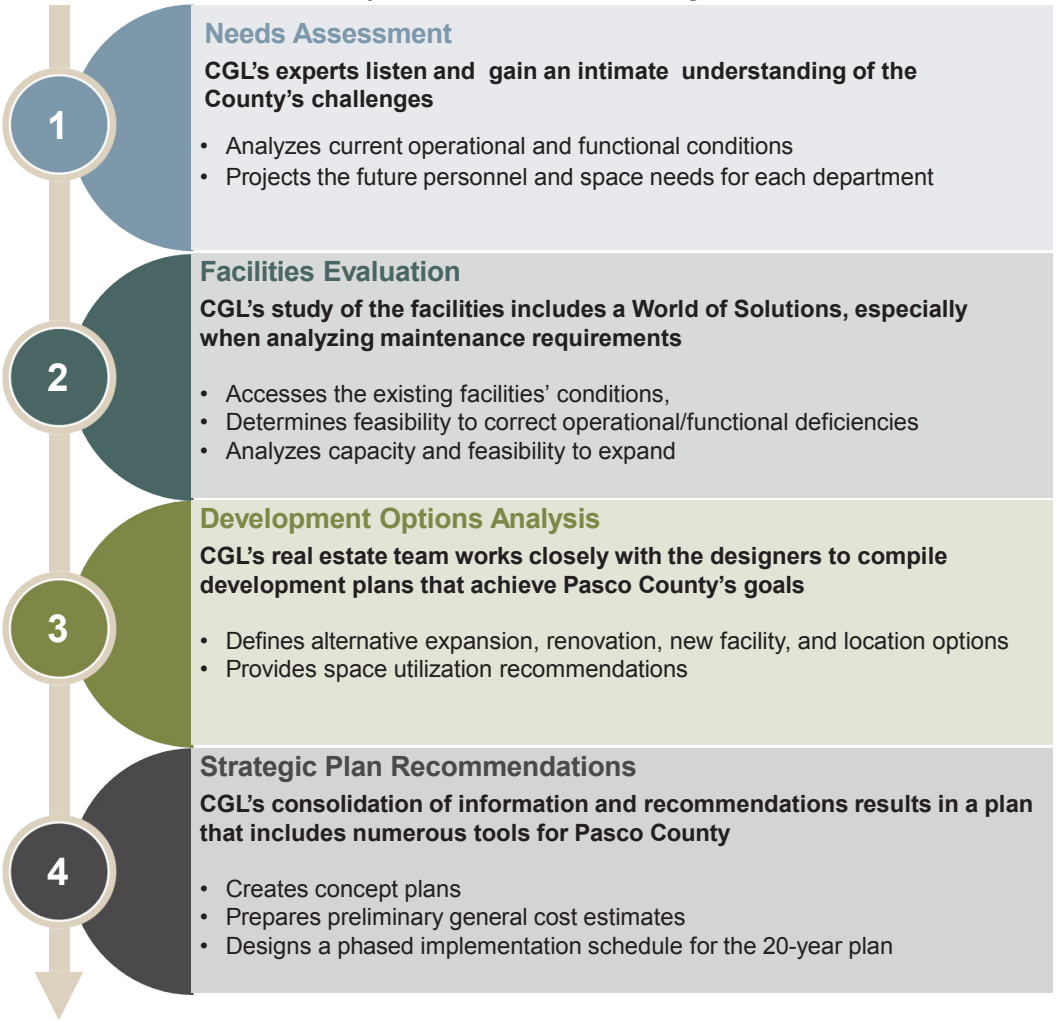
Introduction

INTRODUCTION

CGL in association with Moss Construction was retained by Pasco County to prepare a 20-year master space and facilities plan for various government departments and offices located in facilities throughout the County. As a result of County growth and the various locations of facilities, Pasco County is confronted with the need to review and update facility space allocations to adequately house and perform county government functions. Many departments and offices are operating in overcrowded conditions and there is no additional space in existing locations for future service and staff growth. The County desires to develop a comprehensive plan and to avoid a "piece meal" space expansion. The purpose of this report is to create a facilities master plan for the government components in Pasco County.

The scope of services consists of four phases: Needs Assessment, Facilities Evaluation, Development Options, and Space Master Plan, presented in Figure 1-1.

Figure 1-1
Master Space and Facilities Planning Process



PROJECT GOALS AND OBJECTIVES

The project goal is to prepare a 20-year space utilization study for government agencies provided space by the County based on a sound forecast methodology and space standards. To achieve this goal, the following objectives are to be incorporated:

1. Retain the history and character of Pasco County
2. Address all known and existing deficiencies
3. Improve quality of work space for staff and public
4. Equity in space for functions based on standards
5. Strategic location of functions to foster communication and provide public services
6. Maximize use of owned facilities and sites
7. Develop a phased implementation plan
8. Incorporation of plan with the County's comprehensive long-range planning efforts.

OVERVIEW OF PASCO COUNTY

Pasco County is located on the Gulf of Mexico in central Florida, approximately 20 miles north of Tampa/St. Petersburg. Pasco County is part of the Tampa-St. Petersburg-Clearwater Metropolitan Statistical Area. Pasco County consists of approximately 870 square miles. Currently, Pasco County is experiencing an influx of growth and development along the southern border of Pinellas and Hillsborough County. Much of the development is directed in the unincorporated areas of the County.

Pasco County Population

Historic. Pasco County has experienced a steady increase in population during the past 10 years, increasing from 383,238 in 2003 to 473,566 in 2013. This is an increase of 23.6%, an average annual growth rate of 2.4%. Note: Years 2011-2013 were estimated by the U.S. Census Bureau. Historic population for the County is provided in Table 1-1.

Projected. Future population trends are a main indicator of the need for government services and thereby space. Table 1-2 provides the population projections in 5 year planning intervals through 2034. The projections indicate a population increase to approximately 804,460 residents in 2035, an average annual increase of 3.3% over the next 20 years. Note these figures include full-time resident population and do not include about 40,000 annual seasonal/ part-time residents in the County. An illustration of the projected population growth pattern by 2040 is provided in Figure 1-2. The project steering committee directed the consultant to use the BEBR High Projections for planning purposes.

Table 1-1
Historic County Population

Year	Population	# Change	% Chg/Yr
2003	383,238	-	-
2004	401,648	18,410	4.8%
2005	421,844	20,196	5.0%
2006	439,529	17,685	4.2%
2007	453,579	14,050	3.2%
2008	461,313	7,734	1.7%
2009	462,607	1,294	0.3%
2010	464,697	2,090	0.5%
2011*	466,533	1,836	0.4%
2012*	468,502	1,969	0.4%
2013*	473,566	5,064	1.1%
Total % Change (03-13) =		23.6%	
Avg Annual % Change =		2.4%	

Source: US Census Bureau, Bureau of Economic and Business Development Research at University of Florida, May 2014

Note: *2011-2013 numbers are US Census Bureau estimates.

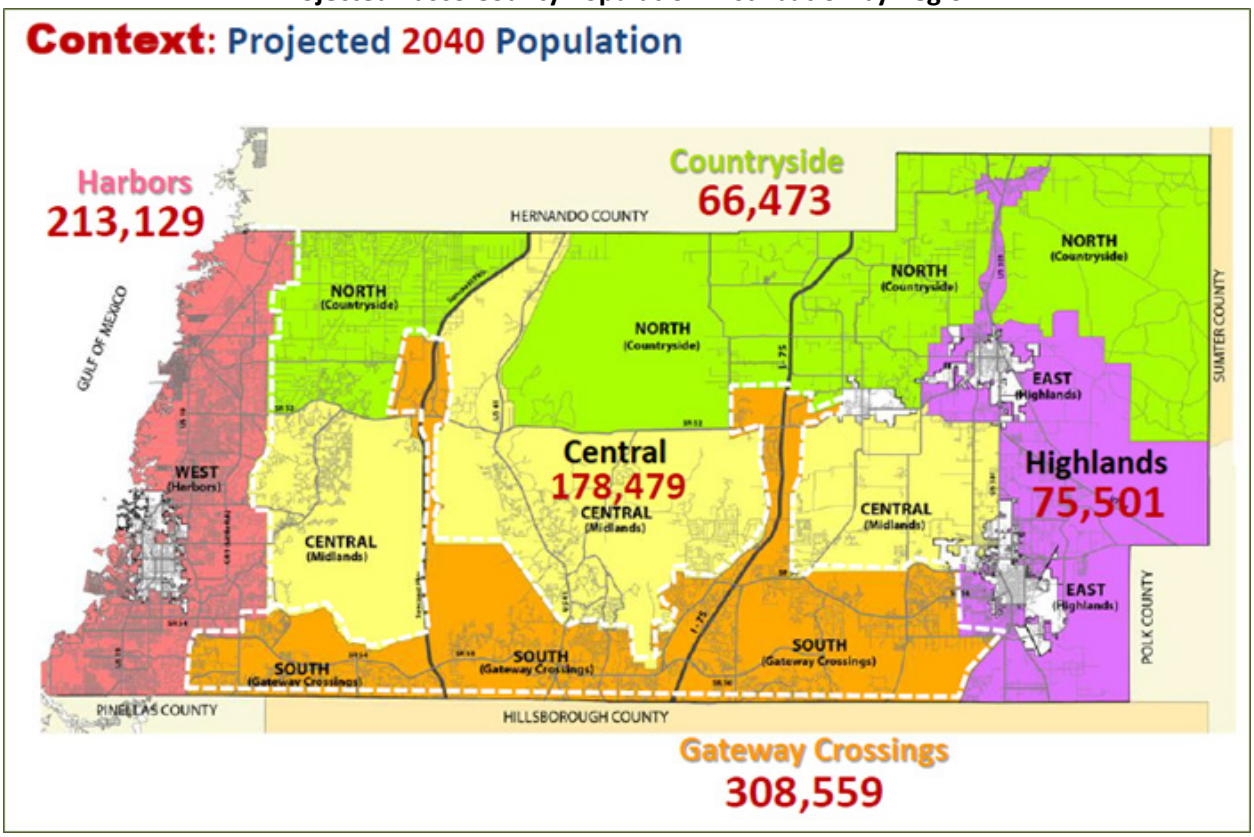
Table 1-2
Projected County Population

Year	Population	# Change	% Chg/Yr
2019	577,440	103874	21.9%
2024	651,500	74,060	12.8%
2029	727,440	75,940	11.7%
2034	804,460	728,520	10.6%
Total % Change (13-34) =		69.9%	
Avg Annual % Change =		3.3%	

Source: Bureau of Economic and Business Development Research at University of Florida, May 2014

The projected population growth pattern by 2040 is illustrated in Figure 1-2.

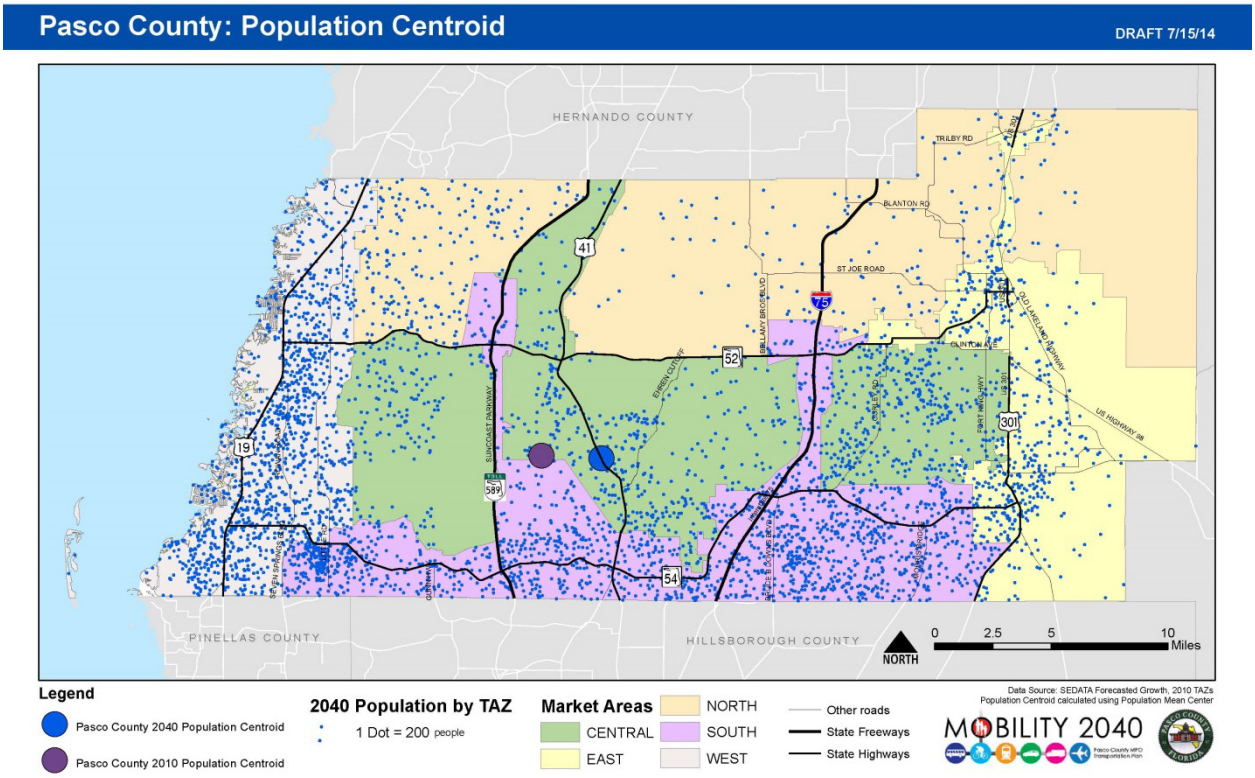
Figure 1-2
Projected Pasco County Population Distribution by Region



Source: Pasco County; June 2014.

Figure 1-3 illustrates where the projected relative population density for 2040 will be located and the how the County's overall centroid has shifted from 2010 to 2040.

Figure 1-3
Projected Pasco County Population Centroid



Source: Pasco County; July 2014.

Government

Pasco County operates under an elected Board of County Commissioners. The five members of the Board of County Commissioner appoint the County Administrator and County Attorney. The members of the Commission are elected and serve four-year terms representing the five districts of the County. The Commissioners' responsibilities include governing and providing leadership through policies (ordinances and resolutions) for the County. The Commission adopts an annual budget that outlines how revenues will be raised and spent. The County Commission is responsible for determining the elected official's budgets but does not administer the budgets. There are five other officials elected by the voters in the County: Sheriff; Clerk and Comptroller; Tax Collector; Property Appraiser; and Supervisor of Elections.

List of Departments

The general government functions included in this report is listed below.

- **Board of County Commissioners**
  - Board of County Commissioners
  - County Administrator
  - County Attorney
  - Development Services Branch
  - Internal Services Branch
  - Public Safety & Administration Branch
  - Public Services Branch
  - Utilities Branch
- **Health Department**
- **Clerk & Comptroller**
- **Property Appraiser**
- **Supervisor of Elections**
- **Tax Collector**

The following criminal justice functions are included in the study. A separate report summarizes the findings and recommendations for these functions.

- **Sheriff's Office**
  - Headquarters
  - Management Services Bureau
  - Law Enforcement Bureau
  - Operational Logistics Bureau
  - Court Services Bureau
- **Judicial**
  - Administrative Office of the Courts
  - Clerk & Comptroller
  - Guardian Ad Litem
  - Judiciary
  - Misdemeanor Probation
  - Public Defender
  - State Attorney

PREVIOUS STUDIES

CGL reviewed the following studies previously completed by Pasco County.

General Government:

- FY 2014 to 2018 Pasco County Capital Improvement Plan
- 2013-2015 Pasco County Economic Development Plan
- 2013-2017 Strategic Plan
- 2013 Pasco County Public Transportation 10-Year Transit Development Plan
- 2010-2014 Tourism Development Report
- 2013 Urban Land Institute Report
- 2008 Urban Land Institute Report
- 2007 Pasco County Fire/Emergency Services Facility Master Plan Update
- 2007 Pasco County Library System Master Plan Update (and 2013 Library Standards update)
- 2005 Pasco County Comprehensive Plan
- 2001 Pasco County Parks and Recreation Master Plan

Criminal Justice:

- 2012 Courts Master Plan Design Guidelines Draft
- 2012 Courts Master Plan
- 2011 Criminal Courts Spatial Program
- 2006 Sheriff's Master Plan
- 1992 Courts Master Plan Summary

Relevant data from existing studies is noted in Chapter 3 Needs Assessment.

REPORT OUTLINE

This Master Plan presents the results of all phases. The chapters correspond to the project's phases as outlined in Figure 1-1 and include: Chapter 2 - Space Standards; Chapter 3 - Needs Assessment; Chapter 4 - Facilities Evaluation; Chapter 5 - Options Development; and Chapter 6 – Strategic Plan.

CHAPTER 2

Space Standards

INTRODUCTION

Space standards are regular measurements of space per person or per unit that are used to plan for future space needs. Standards are required to:

- Make the most efficient use of county-owned and leased space;
- Establish uniformity and consistency among personnel in all departments and agencies;
- Establish uniformity and consistency in the allocation of space for equipment throughout a county;
- Provide a uniform basis for projecting space needs for personnel and equipment in order to logically plan for the acquisition of future space; and
- Determine the probable cost of needed space.

The intent of this chapter is to show the progression from net space to department occupied area to total building size for master space planning purposes. The chapter: presents net space standards for functional components/ individual spaces; summarizes the existing space occupied by each department and recommends a standard per staff/unit for each department to use as a variable in forecasting space needs; and explains the use of grossing factors to calculate total building size.

NET SPACE STANDARDS

Estimating the amount of useable area or floor space needed to provide an appropriate environment capable of supporting any type of function or accommodation, involves the application of space allocations. These standards, guidelines, and specific space allocations are expressed as "net useable square feet." *Net Square Feet (NSF)* is a term used to describe the inside dimensions of a space that does not include the wall thickness, corridors, and any other area, simply the inside dimensions of a particular space. A conference room, for example, could be a 400 SF room that is 20' X 20' or 16' X 25'.

The origins of the guidelines and standards presented in this section vary. For some types of construction, commonly used space standards exist. In office environments, for example, manufacturers of office furniture systems use recommended space standards for cubicle and office sizes. The size of public toilets can usually be derived from building codes and ADA accessibility requirements. Though standards for a conference room, a cafeteria, a queuing area, etc., do not exist formally, a combination of "best practice" guidelines and common sense can yield estimates from which a total office, agency, and ultimately an entire building space need estimate or a detailed architectural space program can be developed. Many large urban counties and cities in the United States have developed and adopted their own local space planning standards to create uniform conditions for comparable office spaces.

Note that the space planning standards for the Pasco County master plan are for projecting overall need and general order of magnitude for each department/office and are a base for preparing a more detailed room-by-room architectural space program. The former provides the County an estimate of total need, whereas an architectural space program gives very specific size requirements for the actual design of rooms, spaces, and specific floor plans. If and when the County decides to proceed with the

actual design and construction of a specific building, an architectural space program will need to be developed for the architectural/ engineering design team.

The net useable space standards and guidelines have been grouped as follows: Administrative; General Support; and Parking.

Administrative Space Standards

Typically, a jurisdiction develops general space guidelines for administrative functions such as office or workstation sizes for various classifications of personnel. These guidelines or standards are applied across all departments and vary based only on the number of staff by position description. Administrative spaces standards based on General Services Administration standards, similar standards from other counties, and the Consultant's professional planning experience are presented in Table 2-1.

Table 2-1
Administrative Space Standards

SPACE DESIGNATION OR TITLE	AREA (NSF)
Administrative Spaces	
Elected	200-225
Director	180-200
Manager/Professional	120-150
Technical	80
Para-Professional/Clerical	65
Service Counter w/ Work Area	80/ Station
Public Counter	25/ Station
Rear Counter Work area	15/ Station
Public Queuing Area	10/ Person
Office Waiting Area	15/ Person
Conference Room	25/ Person
Interview Room/Classroom	20/ Person
Meeting Room	15-18/ Person

Source: Compiled from various public and private standards by CGL, June 2014.

General Support Space Standards

County facilities house a variety of support functions that are essential for the efficient operation of the tenants. While definitive space standards are helpful, in many instances precise standards are not available and may not be appropriate for support spaces. For example, the choice of a filing system is dependent upon the types and volume of files, thus a uniform standard for filing space is inappropriate. Table 2-2 provides "guidelines" for general support space standards. The guidelines are drawn more from typical institutional and private sector examples, but are commonly used in the planning of county facilities. At this stage of planning, final decisions on equipment are unnecessary, but the information offered through the questionnaires was used in the suggestion of the space guidelines. Space guidelines

are shown in the categories of Support Spaces, Public Areas, and Equipment and Storage Unit Sizes. The net space standards below are provided for assistance in future operational or architectural space planning.

Table 2-2
General Support Space Standards

SPACE DESIGNATION OR TITLE	AREA (NSF)
General Support Spaces	
Support Spaces	
Private Toilets (H/C Accessible)	50
Multiple Person Toilet	40/ Person
Janitor's Closet	35
Open Files Area	15/ Unit
Beverage Station	30
Work/ Copy Room	120 – 200
Staff Break Room	120 – 150
Office Supply Storage	50 – 100
General Storage	100 – 150
File Storage Room	Varies
Vending Machine	15/ Machine
Public Areas & Circulation	
Lobby	12/ Person
Public Toilets	80 – 200/ Codes
Elevator Lobby	80/ Elevator/ Floor
Public Elevator	80/ Elevator/ Floor
Telephone Bank	15/ Telephone
Public Information Kiosk	160
Equipment & Storage Unit Sizes	
Copy Machine – Floor	60 *
Computer and Printer Stand	25 *
Storage File Box (stacked 5 high)	3
Shelf Storage (15 LF – 5 shelves @ 3 LF)	3
Storage Cabinet	5
Vault	200
Vertical File (assume average 4 drawers high for required	7
Lateral File (assume average 4 drawers high for required	10
Drawing Flat File	12
Drawing Vertical File	7
Plan Holder Rack	6
Deed Books (may be stacked 8 or higher in flat racks)	3

Source: Compiled from various public and private standards by CGL; June 2014.
* Includes floor area required for operator.

Parking Space Standards

Parking requirements for a building type are determined by the land development code of the local municipality. The Pasco County Development Code under *Section 907* requires the following:

- *Government buildings shall provide 1 space for each 300 square feet of gross floor area.*

Based on American Institute of Architects and CGL's planning experience, parking space size standards that allow for proper turning radius and landscaping are presented in Table 2-3. These space standards are applied to the number of parking spaces required by code to determine the amount of parking lot or structure square feet.

Table 2-3
Parking Space Standards

SPACE DESIGNATION OR TITLE	AREA (NSF)
Parking Spaces	
Surface	350
Structure/Deck	400

Source: Compiled from various public and private standards by CGL; June 2014

DEPARTMENT GROSS SQUARE FEET

In a master space plan, the size of individual offices/work stations is not as important as the total allocation of space for each staff position. For example, an office may be 100 square feet (SF), but the total space to support that office requires corridors, public counters, etc. The total *department gross square footage* (DGSF) is the sum of the various personnel, support, public, storage, and equipment net assignable spaces multiplied times a Grossing Factor to account for non-assignable floor area required to enclose, access, and mechanically support the net assignable spaces. For the conference room example, 400 NSF times a Grossing Factor of 35% yields a non-assignable area of 140 square feet. This is the amount of floor area required to enclose, access, and mechanically support the 400 NSF conference room.

Using data provided by Pasco County, CGL calculated the amount of existing DGSF currently occupied by each department and/or division to include "office" (staff driven) and "other" (non-staff driven) spaces. Based on national research and planning experience, CGL adopted an "office" DGSF per personnel allocation and/or a "non-office" DGSF per unit allocation (Emergency Operating Center, warehouse, large training room, etc.) for each department/office function based on:

- Department's function;
- Present space deficiencies;
- Projected personnel growth derived from the alternative projection models;
- Planned or anticipated functional or operational changes; and

- Space standards based on generally accepted planning and design guidelines and/or the Consultant's experience in similar projects.

The department profiles in the following chapter provide the following for each department/office: type of spaces included in "Office" (staff driven) and "Other" (not staff driven) space; and recommended ratio of "Office" DGSF to staff or unit and "Other" space for the years 2019, 2024, 2029, and 2034.

Office/Staff-Driven Department Block Space Planning Standards

For typical office/staff-driven environments, the Consultant determined an average DGSF per staff by reviewing the function of the department to determine: (1) the mix of private offices versus open workstations; (2) the types and sizes of support spaces (conference rooms, library, storage, etc.); and (3) the extent of shared spaces. Table 2-4 presents general space allocation based on the personnel type and/or function of staff.

Table 2-4
Block Space Standards by Staff Type

SPACE TYPE	DGSF/UNIT
Primarily Private Elected Officials	250-300
Primarily Private General Government Offices	230-250
Combo Private Offices/ Workstations	200
Primarily Workstations	150
Combo In-House & Field Staff	120
Primarily Field Staff	50

Source: CGL; July 2014.

Other Department Space Planning Standards

The recommended space requirements for "other" non-office spaces not driven by staff (i.e., Fire Stations, Libraries, equipment storage, etc.) are detailed in the following chapter by department/function. For these spaces, CGL determined an appropriate future number based on the space type, insights gathered from the department interviews/surveys, established County prototype, and/or relevant industry standards.

Existing Space and Recommended Standards

A summary of the existing allocation of "office" (staff driven) and/or "other" (non-staff driven) space by category is provided in Table 2-5. For functions with "other" space, a brief comment is provided in the table with a more detailed description in the following chapter. The following abbreviations are used in department/division location titles:

- DC = Dade City,
- ELF = Elfers,

- GH = Gulf Harbors,
- HOL = Holiday,
- HUD = Hudson,
- LOL = Land O' Lakes,
- NPR = New Port Richey,
- ODE = Odessa,
- PR = Port Richey,
- SAN = San Antonio,
- SH = Shady Hills,
- TRB = Trilby,
- WES = Wesley Chapel, and
- ZPH = Zephyrhills.

Note: The recommended master space standards are a planning tool for projecting blocks of future space needs based on the function and industry standards. This process does not reflect the current facility conditions, such as the use of an historic building or the use of a building built for another purpose. For some departments, the recommended DGSF/staff may be lower than the existing ratio. This does not imply that the current space allocation is inappropriate or should be reduced, as the existing space may not have been purpose-built but rather adapted (i.e. renovation of a historic or existing structure) for the department's needs.

The recommended standards will be applied against the estimated number of space units/personnel for each department/function (Chapter 3) to estimate total space needs in projection intervals. This approach to master space planning is often called "block space planning" and is intended to allow a jurisdiction to test a variety of development options prior to developing a detailed architectural space program. Stressing again the methodology; the estimated requirements in the master plan are based upon assigning an aggregate amount of space per unit/personnel and is not based upon the development of a room-by-room identification of spaces. In the programming phase, a room-by-room identification of spaces will be prepared for each function/department based on the forecast year selected and the NSF standards proposed in this chapter.

Table 2-5
Existing Allocation of Space and Recommended Office Standard

Department/Division	Current Building	Owned/ Leased	DGSF Office	DGSF Other	DGSF Total	Existing Staff	DGSF Office/Staff	Proposed DGSF Office/Staff	Comment on Other Space
Board of County Commissioners - NPR	WPGC, 1st Floor, NPR	O	3,135	3,678	6,813	7	448	300	Board Conference Room & Meeting Room
Board of County Commissioners - DC	Historic Courthouse DC	O	700	7,777	8,477	2	350	300	Board Conference Room & Meeting Room
County Administrator NPR	WPGC, 3rd Floor, NPR	O	1,650	775	2,425	6	275	250	WPGC File Room #3 (Basement)
County Attorney NPR	WPGC, 3rd Floor, NPR	O	3,262	1,117	4,379	21	155	250	492 SQFT (WPGC Basement File Room #2), 625 SQFT DC
Executive - Subtotal			**8,747**	**13,347**	**22,094**	**36**			
Development Services - Admin NPR	WPGC, Suite 320, NPR	O	476		476	2	238	250	
Development Services - Accounting NPR	4458 Grand Blvd, NPR	L	850	1,087	1,937	7	121	150	ERP Space (WPGC Basement File Room 1)
Development Services - Bldg Const - Bldg Inspections/Contractor Licensing NPR	7508 Little Road, NPR	O	1,992	2,000	3,992	27	74	50	Storage
Development Services - Bldg Const - Bldg Inspections/Central Permitting DC	EPGC, 2nd Floor, DC	O	4,114		4,114	6	686	120	
Development Services - Bldg Const - Bldg Inspections/Central Permitting LOL	Hap Clark Building, 2nd Floor, LOL	O	2,522	200	2,722	8	315	120	Break Room
Development Services - Bldg Const - Central Permitting NPR	WPGC, 2nd Floor, NPR	O	4,713		4,713	31	152	150	
Development Services - Bldg Const - Warehouse DC	38301 McDonald St., DC	O	84	6,416	6,500	1	84	150	Warehouse "County East Storage"
Development Services - Engineering - Admin NPR	WPGC, Suite 320, NPR	O	696		696	3	232	200	
Development Services - Engineering - Env Lands LOL	Hap Clark Building, Suite 310, LOL	O	1,126		1,126	7	161	150	
Development Services - Engineering - Env Lands UC	17135 Minneola Dr., Spring Hill	O	500		500	2	250	150	
Development Services - Engineering - Project Mgmt NPR	5418 Sunset Rd, NPR	O	7,150	7,147	14,297	33	217	150	Storage
Development Services - Engineering - Real Estate NPR	WPGC, Suite 230, NPR	O	1,157		1,157	7	165	200	
Development Services - Engineering - Survey NPR	WPGC, 2nd Floor, NPR	O	2,047	144	2,191	15	136	120	Stakes/Monuments Storage
Development Services - Engineering - Traffic Operations Center NPR	7536 State St., NPR	O	1,987	240	2,227	18	110	120	Traffic Signal Shop
Development Services - Engineering - Traffic Operations Warehouse NPR	5415 Dove Dr., NPR	O	500	3,200	3,700	4	125	120	Warehouse and Conference Room
Development Services - Engineering - Traffic Operations SAN	30906 Warder Rd, SAN	O		250	250				Inside Storage (excludes 10,000sf outside storage)
Development Services - Metropolitan Planning Organization NPR	WPGC, 3rd Floor, NPR	O	668	277	945	5	134	200	Office Open Area
Development Services - Planning - Code Enforcement NPR	WPGC, Suite 140, NPR	O	1,776	205	1,981	21	85	150	Storage WPGC Basement File Room 2
Development Services - Planning - Current Planning NPR	WPGC, Suite 210, NPR	O	3,230		3,230	25	129	200	
Development Services - Planning - Long Range Planning NPR	WPGC, 3rd Floor, NPR	O	2,707		2,707	12	226	200	
Development Services - Planning - Zoning and Intake NPR	WPGC, Suites 210 and 230, NPR	O	1,570		1,570	12	131	200	
Development Services - Planning - Zoning and Intake Central Files NPR	WPGC, Basement, NPR	O	287	1,597	1,884	2	144	150	File Unit, Viewing Room, Print Room
Development Services - Public Works - Road & Bridge Office & Sign Shop NPR	7536 State St. Suite 140, NPR	O	2,000	1,336	3,336	20	100	150	Sign shop
Development Services - Public Works - Road & Bridge Pole Barn NPR	7578 State St., NPR	O		7,200	7,200				Pole Barn Storage
Development Services - Public Works - Road & Bridge Field SAN	30908 Warder Rd., SAN	O	3,960	6,900	10,860	56	71	50	Pole Barn and 2 unused vehicle bays
Development Services - Public Works - Road & Bridge Field SH	15413 Shady Hills, SH	O	1,306	6,000	7,306	70	19	50	Storage
Development Services - Public Works - Storm Water Management NPR	4458 Grand Blvd, NPR	L	10,150	9,000	19,150	33	308	200	Storage
Development Services - Subtotal			**57,568**	**53,199**	**110,767**	**427**			
Internal Services - Administration NPR	WPGC, Suite 340, NPR	O	485		485	3	162	250	
Internal Services - Facilities Management NPR	7220 Osteen Rd., NPR	O	10,398	12,819	23,217	35	297	200	Warehouse, Shed, & Equipment Building
Internal Services - Facilities Management LOL	9330 LOL Blvd., LOL	O	1,150	774	1,924	11	105	120	Storage at Hap Clark
Internal Services - Facilities Management DC	37301 Florida Ave., DC	O	1,176	1,500	2,676	10	118	120	3 Vehicle Bays used for Storage/Work Bench/Repair Shop
Internal Services - Fiscal Services NPR	WPGC, 3rd Floor, NPR	O	1,041		1,041	8	130	200	
Internal Services - Fleet Management West Heavy Mntce NPR	7578 State St., NPR	O	2,178	12,500	14,678	13	168	150	10 Vehicle Bays (3 large vehicle, 7 standard), Storage
Internal Services - Fleet Management East Mntce SAN	30906 Warder Road, SAN	O	2,040	8,240	10,280	11	185	150	9 Vehicle Bays (6 large, 3 standard/small)
Internal Services - Fleet Management West Light Mntce PR	6911 Fox Hollow Drive, PR	O	2,330	14,410	16,740	12	194	150	9 Vehicle Bays (front), 2 Vehicle Bays (back), 5 Bays Unused, Parts Storage, Paint Shop, Detailing, Car Wash
Internal Services - IT Admin NPR	8744 Government Drive, NPR	O	3,157	501	3,658	22	144	200	Server Room (Communications/ EOC Bldg + WPGC)
Internal Services - IT Office DC	Deal, 13931 7th St, DC	O	4,946		4,946	28	177	200	
Internal Services - IT Data Center DC	13921 7th St., DC	O		5,261	5,261				Server Room
Internal Services - IT Radio Shop NPR	WPGC, Utilities Admin Bldg, 1st Fl, NPR	O	1,379	1,125	2,504	3	460	50	1 Small Vehicle Bay at WPGC
Internal Services - IT GIS Mapping NPR	WPGC, 3rd Floor, NPR	O	858		858	6	143	200	
Internal Services - IT Office LOL	Hap Clark, 2nd and 3rd Floors, LOL	O		2,188	2,188				Server Room on 3rd Floor
Internal Services - Office of Management & Budget NPR	WPGC, Suite 340, NPR	O	2,084		2,084	10	208	200	
Internal Services - Human Resources NPR	WPGC, Suite 330, NPR	O	2,946	826	3,772	16	190	200	Training Room - Personnel (Basement WPGC)
Internal Services - Purchasing & Central Stores NPR	8919 Government Dr., NPR	O	1,200	8,400	9,600	14	86	150	Storage
Internal Services - Subtotal			**37,368**	**68,544**	**105,912**	**202**			

Table 2-5 (continued)
Existing Allocation of Space and Recommended Office Standard

Department/Division	Current Building	Owned/ Leased	DGSF Office	DGSF Other	DGSF Total	Existing Staff	DGSF Office/Staff	Proposed DGSF Office/Staff	Comment on Other Space
Public Safety & Administration - Administration - Customer Service Call Center NPR	WPGC Campus, 8750 Government Dr, NPR	O	2,781		2,781	9	309	150	
Public Safety & Administration - Administration - Customer Service Lobby NPR	WPGC, Lobby, NPR	O		343	343	2	0		Public Information Booth
Public Safety & Administration - Administration - Customer Service Lobby DC	EPGC, Lobby, DC	O		235	235	2	0		Public Information Booth
Public Safety & Administration - Administration - Strategy & Performance Development NPR	WPGC, 3rd Floor, NPR	O	285		285	3	95	200	
Public Safety & Administration - Administration - Public Communications/Information NPR	WPGC, 3rd Floor, NPR	O	143		143	1	143	200	
Public Safety & Administration - Administration - Tourism Development NPR	WPGC, 1st Floor, NPR	O	443	123	566	4	111	200	Storage WPGC Basement File Room 2
Public Safety & Administration - Public Safety - Communications Primary NPR	WPGC Campus, 8750 Government Dr, NPR	O		9,472	9,472	83			Communications Stations
Public Safety & Administration - Public Safety - Emergency Management NPR	WPGC Campus, 8750 Government Dr, NPR	O		5,120	5,120	7	0	200	Emergency Operating Center, Storage
Public Safety & Administration - Public Safety - Fire Rescue Admin LOL	Hap Clark, 4111 Land O' Lakes Blvd, Suite 208, LOL	O	3,402	1,080	4,482	18	189	250	Storage
Public Safety & Administration - Public Safety - Fire Rescue Ambulance Billing LOL	Hap Clark, 4111 Land O' Lakes Blvd, Suite 312, LOL	O	1,790		1,790	13	138	150	
Public Safety & Administration - Public Safety - Fire Rescue Combat/Rescue Admin LOL	Hap Clark, 4111 Land O' Lakes Blvd, Suite 208, LOL	O	200		200	7	29	50	
Public Safety & Administration - Fire Rescue Combat/Rescue County Stations	Various	O		139,964	139,964	429			27 Fire Stations
Public Safety & Administration - Public Safety - Fire Rescue Supply ODE	2036 Chesapeake Dr, ODE	O	300	2,996	3,296	3	100	150	Storage
Public Safety & Administration - Public Safety - Fire Rescue Training SH	15910 Little Ranch Rd, SH	O	500	4,360	4,860	3	167	200	Training Center
Public Safety & Administration - Subtotal			**9,844**	**163,693**	**173,537**	**584**			
Public Services - Community Services - Admin PR	8620 Galen Wilson Blvd., PR	O	2,333		2,333	10	233	250	ACA and Asst. ACA in Eld. Nutrition Building
Public Services - Community Services - Animal Services LOL	19640 Dogpatch Lane, LOL	O	2,080	14,032	16,112	28	74	150	Adoption Center, Auxiliary and Intake Reclaim
Public Services - Community Services - Community Development NPR	5640 Main Street, Suite 200, NPR	O	4,300	602	4,902	22	195	200	4 Offices in Stallings Bldg, Dade City
Public Services - Community Services - Cooperative Extension Main Office DC	Fairgrounds, 36702 St Rd 52, DC	L	2,273		2,273	10	227	200	
Public Services - Community Services - Cooperative Extension Office LOL	Hap Clark, 3rd Floor, LOL	O	1,651		1,651	4	413	200	
Public Services - Community Services - Elderly Nutrition DC	13853 15th Street, DC	O		3,989	3,989	4	0	200	Congregate Dining Site
Public Services - Community Services - Elderly Nutrition & Admin PR	8600 Galen Wilson Boulevard, PR	O	1,262	2,231	3,493	4	316	200	Congregate Dining Site
Public Services - Community Services - Elderly Nutrition LOL	6801 Wisteria Loop, LOL	O		5,374	5,374				Congregate Dining Site
Public Services - Community Services - Elderly Nutrition SH	15925 Greenglen Lane, SH	L		3,710	3,710				Shady Hills United Methodist Church Dining Site
Public Services - Community Services - Elderly Nutrition Southgate NPR	5352 Charlotte Avenue, NPR	L		2,900	2,900				Southgate Apartments - Dining Site
Public Services - Community Services - Elderly Nutrition Summer Lakes NPR	4331 Fiji Drive, NPR	L		2,020	2,020				Summer Lake Hills Villas - Dining Site
Public Services - Community Services - Elderly Nutrition TRB	37504 Trilby Road, TRB	L		3,371	3,371				Trilby United Methodist Church - Dining Site
Public Services - Community Services - Elderly Nutrition ZPH	5855 16th Street, ZPH	L		2,820	2,820				St. Elizabeth Episcopal Church - Dining Site
Public Services - Community Services - Human Services PR	8620 Galen Wilson Blvd., PR	O	1,148		1,148	8	144	200	
Public Services - Community Services - Human Services DC	13853 15th Street, DC	O	1,890		1,890	8	236	200	
Public Services - Community Services - Human Services LOL	Hap Clark, 3rd Floor	O		600	600			200	Floating/Part Time Office
Public Services - Community Services - Public Transportation SAN	30904 Warder Rd., SAN	O	2,196		2,196	18	125	120	
Public Services - Community Services - Public Transportation PR	8620 Galen Wilson Blvd., PR	O	4,010	6,115	10,125	54	75	120	Bus Wash, Count Room, Fueling Depot
Public Services - Community Services - Veterans Services PR	8620 Galen Wilson Blvd., PR	O	1,076		1,076	3	359	200	
Public Services - Community Services - Veterans Services LOL	Hap Clark, 3rd Floor, LOL	O	374		374	1	374	200	
Public Services - Community Services - Veterans Services DC	13920 17th St., DC	O	605		605	2	303	200	
Public Services - Library Centennial Park HOL	5740 Moog Road, HOL	O	0	9,463	9,463	9			Library Space
Public Services - Library Hudson HUD	8012 Library Road, HUD	O	0	26,281	26,281	39			Library Space , Renovation Not Included
Public Services - Library Hugh Embry DC	14215 4th Street, DC	O	0	6,422	6,422	9			Library Space
Public Services - Library Land O' Lakes LOL	2818 Collier Parkway, LOL	O	0	16,752	16,752	14			Library Space
Public Services - Library New River ZPH	34043 State Road 54, ZPH	O	0	10,980	10,980	9			Library Space
Public Services - Library Regency Park NPR	9701 Little Road, NPR	O	0	16,752	16,752	13			Library Space
Public Services - Library South Holiday HOL	4649 Mile Stretch Drive, HOL	O	0	7,662	7,662	9			Library Space
Public Services - Parks & Recreation Admin LOL	Hap Clark, Suite 202, LOL	O	4,398		4,398	10	440	250	
Public Services - Parks & Recreation East Office DC	Fairgrounds, 36620 State Road 52, DC	O	400	3,985	4,385	3	160	150	Storage, Shops
Public Services - Parks & Recreation West Office NPR	7750 Congress St., NPR	O	2,724	6,041	8,765	15	182	120	Storage, Shops
Public Services - Subtotal			**32,720**	**152,102**	**184,822**	**303**			

Table 2-5 (continued)
Existing Allocation of Space and Recommended Office Standard

Department/Division	Current Building	Owned/ Leased	DGSF Office	DGSF Other	DGSF Total	Existing Staff	DGSF Office/Staff	Proposed DGSF Office/Staff	Comment on Other Space
Utilities Services - Headquarters LOL	7536 State St, NPR	O	17,376	1,828	19,204	108	161	250	Storage + Conference Room + Training Room 2nd Floor
Utilities Services - Headquarters/Customer Service DC	EPGC, DC	O	387		387	2	194	200	To be relocated to new Utilities Building
Utilities Services - Environmental Lab NPR	8864 Government Dr, NPR	O		3,329	3,329	7	0		
Utilities Services - O&M Warehouse West PR	9512 Crabtree Ln, PR	O	3,405		3,405	91	37	50	
Utilities Services - O&M Warehouse Central SH	14230 Hays Rd, SH	O	1,800		1,800	89	20	50	
Utilities Services - O&M Warehouse East WES	7325 Boyette Rd, WES	O	6,000		6,000	90	67	50	
Utilities Services - Subtotal			**28,968**	**5,157**	**34,125**	**387**			
Health Department - Administration	10841 Little Rd, NPR	O	11,131		11,131	40	278	300	
Health Department - Clinc NPR (Little Rd)	10841 Little Rd, NPR	O	8,355	2,100	10,455	35	239	500	Tobacco Education
Health Department - Clinic NPR	5640 Main St, NPR	O	8,836		8,836	16	552	500	
Health Department - Clinic HUD	11611 Denton Ave, HUD	O	7,525		7,525	18	418	500	
Health Department - Clinic LOL	4135 Land O' Lakes Blvd, LOL	O	8,261		8,261	20	413	500	
Health Department - Clinic DC	13941 15th St, DC	O	16,910		16,910	29	583	500	
Health Department - Clinic ZPH	4717 Airport Road, ZPH	O	3,584		3,584	12	299	500	Trailer
Health Department - Subtotal			**64,602**	**2,100**	**66,702**	**170**			
Clerk & Comptroller - WPGC	WPGC, 2nd Floor, NPR	O	2,838	3,286	6,124	12	237	200	Records, Customer Waiting, Ceremony Room, & Viewing
Clerk & Comptroller - LOL	Hap Clark Building, 3rd Floor, LOL	O		440	440	0	0	0	Clerk of Court IT Server Room
Clerk & Comptroller - EPGC	EPGC, 1st and 2nd Floors, DC	O	20,487	4,369	24,856	102	201	200	Records, Conference Rooms, Break Room, IT, Training
Clerk of Court & Comptroller - Subtotal			**23,325**	**8,095**	**31,420**	**114**			
Property Appraiser - Main Offie DC	EPGC, 1st Floor, DC	O	11,041		11,041	34	325	300	
Property Appraiser - Information Services DC	Deal Building, 13931 7th St., DC	O	220		220	2	110	200	
Property Appraiser - Office LOL	Hap Clark Building, 1st Floor, LOL	O	1,650		1,650	5	330	250	
Property Appraiser - Office NPR	WPGC, 1st Floor, NPR	O	5,600		5,600	15	373	250	
Property Appraiser - Subtotal			**18,511**	**0**	**18,511**	**56**			
Supervisor of Elections - Main Office DC	EPGC, DC	O	4,999		4,999	14	357	300	
Supervisor of Elections - Election Service Center DC	38245 McDonald St, DC	O		11,682	11,682	3	0	200	Elections Warehouse
Supervisor of Elections - Records Storage DC	Jackson Bldg,37312 Howard Ave., DC	O		3,000	3,000				
Supervisor of Elections - Office LOL	Hap Clark Building, 1st Floor, LOL	O	951		951	3	317	250	
Supervisor of Elections - Office NPR	WPGC, NPR	O	2,618	762	3,380	4	655	250	Meeting Room
Supervisor of Elections - Subtotal			**8,568**	**15,444**	**24,012**	**24**			
Tax Collector - Office NPR	WPGC, NPR	O	5,648		5,648	25	226	250	
Tax Collector - Office GH	4720 US Highway 19, NPR	O	17,086	500	17,586	45	380	250	Storage
Tax Collector - Office LOL	4111 Land O' Lakes Blvd, LOL	O	4,717		4,717	26	181	250	
Tax Collector - Future Office WES	4610 Pet Land, Lutz	L	9,170		9,170	25	367	250	
Tax Collector - Office & Administrative DC	EPGC, DC	O	13,335		13,335	50	267	300	
Tax Collector - Subtotal			**49,956**	**500**	**50,456**	**171**			
Storage - Mr C's, DC	14811 North 7th St., DC	L		9,700	9,700				
Storage - Trouble Creek, NPR	4454 Grand Blvd., NPR	L		9,100	9,100				Records Storage and Miscellaneous Storage
Storage - Old Jail, NPR	8700 Citizens Dr., NPR	O		400	400				
Storage - McDonald St, DC	38301 McDonald St., DC	O		1,330	1,330				
Storage - Subtotal				**20,530**	**20,530**				
GRAND TOTAL			**340,177**	**502,711**	**842,888**				

Source: CGL, August 2014 and updated October 2014 and January 2015.

BUILDING GROSS SQUARE FEET

Building gross square feet (BGSF) is the sum of all assignable (DGSF) spaces and non-assignable spaces to include exterior wall thickness, common public circulation area, public restrooms, stairwells, elevators, and mechanical spaces. A BGSF factor is applied after the addition of all the DGSF components to yield a final estimate of the full spatial impact of each component of the building. Building grossing factors can range from 15% to 60%+ depending on the building's purpose. In general, the more subdivisions (rooms) or public spaces required within a building, the higher the grossing factor. As such, a building with predominately individual rooms will require a higher grossing factor than a building with predominately large open spaces.

SUMMARY

This chapter explains the progression from net space to department occupied area to total building size for master space planning purposes. Net space standards for functional components/individual spaces are presented to assist Pasco County with the future programming and assigning of space. The definition of department gross square feet and its application per staff/unit to serve as a factor in preparing space projections is provided. Finally, the use of grossing factors to calculate a total building size is explained.

CHAPTER 3

Needs Assessment

INTRODUCTION

To gain substantial information on each Pasco County department/office included in the study, space planning surveys were completed. The surveys provided information regarding department function, service area, visitors, location, historical personnel, growth indicators and future staff, equipment and technology needs/implications, types of spaces, space deficiencies, interaction with other departments, and parking. In addition to the survey, the Consultant conducted personal interviews with key representative(s) from each department to review the contents of the survey(s) and discuss specific concerns. Through these site visits, the Consultant was able to observe the existing physical conditions of each department and how the space impacted operations.

DEPARTMENT PROFILES

A profile was prepared for each physical department location (or address). Each profile represents an analytical description of the department and is a culmination of the data gathered through surveys and interviews with key staff. Also included in the profile is the Consultant's recommended future personnel and space needs.

A description of the main categories presented in each department profile is provided below.

- **Location** – Provides the department's physical address.
- **Mission/Function** – Documents a clear understanding of the department's purpose and function.
- **Level of Service** - Measure used to relate goals for the quality and/or quantity of service provided, space utilized, or geographic location for a function.
- **Personnel Data** – Presents full-time employees or equivalents per year from 2003 to 2013 and identifies any non-department staff (i.e. interns, seasonal help, etc.) requiring space.
- **Workload Indicators** – Lists the factors (i.e. growth in population, funding, caseload, etc.) that have the greatest impact on personnel growth (or reduction) in the department over the next 20 years.
- **Personnel Projection** – Presents the results from the personnel projection models using all or a combination of historic staff for 2003 to 2013, past and projected County population, and data gathered through department surveys. The Consultant's future personnel recommendation are presented in five year intervals through 2034 based on a comparison of the model outcomes to the department's historic staff growth and insights revealed in the survey and/or personal interviews. Examples of factors that may impact future personnel growth include constrained historical growth, change in management philosophy, future grant funding, planned department and/or staff changes due to the impact of technologies or change in workflow. *Note that a comprehensive staffing analysis was not completed and that the staff projections are for space planning purposes only.*

A description of the forecast models used are as follows:

- Model 1 Historical Percent Change - estimates future growth based on a percentage change of available historical personnel data for 2003 to 2013.
- Model 2 Historical Number Change - estimates future growth based on an actual number change of available historical personnel data for 2003 to 2013.
- Model 3 Linear Regression - is the process of fitting the best possible straight line through a series of data points to determine future outcomes. In this model the slope and intercept are calculated from historical personnel data to forecast the future number of employees along a regression line.
- Model 4 Staff to Projected Population - applies the current or average ratio of departmental staff to population projections.
- Model 5 Department's Recommendation - shows the department's recommendation for future staff.
- Model 6 Staff/Workload Ratio – projects staff based on workload data (# of permits, transactions, clients served, filings, etc.) specific to that department.

- **Space Deficiencies** – Lists specific spaces needed that are not provided at the current location for the department to complete regular tasks. Also, lists general condition problems or needs observed or noted by the Consultant while touring the space.

- **Space Projection** – Presents the existing departmental gross square feet (DGSF) and DGSF per staff and shows future personnel needs applied toward the recommended DGSF per staff to arrive at future space needs in five year intervals through the year 2034.

- **Critical Adjacencies** – Identifies the other departments with which the functional area has frequent face-to-face interaction and thus requires a close proximity to in regards to physical location.

- **Current Visitors** – Shows the department's estimate of total daily visitors and the largest number of visitors at one time.

- **Current Parking** – Documents the number of staff requiring a parking space and the number of assigned parking spaces.

- **Miscellaneous** – Lists any additional information that impacts the department's space needs or ideal location.

The profiles are presented in the following sections by group: Executive, Development Services Branch, Internal Service Branch, Public Safety & Administration Branch, Public Services Branch, Utilities Services Branch, Health Department, Clerk of Court & Comptroller, Property Appraiser, Tax Collector, and Supervisor of Elections.

Executive Branch Profiles

The category of Executive includes the executive management functions of the Board of County Commissioners (BCC), County Administration, and County Attorney. A list of Executive departments/offices by location is below.

Department/Office	Location
Board of County Commissioners, New Port Richey	WPGC, 8731 Citizens Drive, Suite 340, New Port Richey
Board of County Commissioners, Dade City	Historic Courthouse, 37918 Meridian Avenue, Dade City
County Administration, New Port Richey	WPGC, 8731 Citizens Drive, Suite 340, New Port Richey
County Attorney, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey

Currently, BCC functions are located between the West Pasco Government Center (WPGC) Campus in New Port Richey and the Historic Courthouse in Dade City. Public BCC meetings rotate between these locations. Though the number of Commissioners is not projected to change in the future, County Administration and County Attorney functions are projected to increase with the increase in population and associated increase in government.

Board of County Commissioners, New Port Richey

Location

WPGC, 8731 Citizens Drive, Suite 340, New Port Richey.

Mission/ Function

- Serve as elected representatives for the citizens of Pasco County, 5 members elected countywide from all districts.
- Serve as legislative and policy-making body of County government.
- Appoint County Administrator and County Attorney and confirm the appointment of department heads.
- Establish policy and make all budget decisions with regard to appropriations to County Departments and some Constitutional Officers.

Level of Service

- Provide access to County services within a 30 minute drive from anywhere in the County.
- Maximize quality, timeliness and customer service for overall performance goal on annual survey of 3.8 out of 5.0.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Growth in population and associated increase in County services.
- Use of technology to provide services.
- Legislation and funding for programs.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.0	7.0	7.0	7.0
Model 2 Historical Number Change	7.0	7.0	7.0	7.0
Model 3 Linear Regression	7.0	7.0	7.0	7.0
Model 4 Constant Staff/Population	8.5	9.6	10.8	11.9
Model 5 Department's Recommendation	7.0	7.0	7.0	7.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1-5)	**7.0**	**8.0**	**8.0**	**8.0**

% Change (13-34) = 14%

% Change /Year = 1%

Space Deficiencies

- No room for temporary staff or expansion.
- Need larger conference room.
- Inadequate file storage space.
- No controlled separation from waiting area to offices.

Board of County Commissioners, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,135				
FTE Staff Projection	7	7	8	8	8
Existing Office DGSF/Staff	448				
Average Office DGSF/Staff[1]	300	300	300	300	300
DGSF Office Projection	*2,100*	*2,100*	*2,400*	*2,400*	*2,400*
Existing Other DGSF[2]	3,678				
DGSF Other Projection	*3,678*	*3,678*	*3,678*	*3,678*	*3,678*
DGSF Total Existing Space	6,813				
DGSF Space Projection[3]	**5,778**	**5,778**	**6,078**	**6,078**	**6,078**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Board Room and meeting room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Central to County Departments.
- County Administration.

Current Visitors	Daily Average	20	Daily Peak	6	
Current Parking	Employee Vehicle	6	County Vehicle		

Miscellaneous

- Need additional security in building; armed Sheriff's Deputy at board meetings and other meetings as needed.
- Need video conference capability in conference and board rooms.
- Need updated sound system in Commission offices and board and conference room.

Board of County Commissioners, Dade City

Location

Historic Courthouse, 37918 Meridian Avenue, Dade City.

Mission/ Function

- Serve as elected representatives for the citizens of Pasco County, 5 members elected countywide from all districts.
- Serve as legislative and policy-making body of County government.
- Appoint County Administrator and County Attorney and confirm the appointment of department heads.
- Establish policy and make all budget decisions with regard to appropriations to County Departments and some Constitutional Officers.

Level of Service

- Provide access to County services within a 30 minute drive from anywhere in the County.
- Maximize quality, timeliness and customer service for overall performance goal on annual survey of 3.8 out of 5.0.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Growth in population and associated increase in County services.
- Use of technology to provide services.
- Legislation and funding for programs.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.0	2.0	2.0	2.0
Model 2 Historical Number Change	2.0	2.0	2.0	2.0
Model 3 Linear Regression	2.0	2.0	2.0	2.0
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 1-4)	**2.0**	**2.0**	**2.0**	**2.0**

% Change (13-34) = 0%

% Change /Year = 0%

Space Deficiencies

- None identified.

Board of County Commissioners, Dade City *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	700				
FTE Staff Projection	2	2	2	2	2
Existing Office DGSF/Staff	350				
Average Office DGSF/Staff[1]	300	300	300	300	300
DGSF Office Projection	*600*	*600*	*600*	*600*	*600*
Existing Other DGSF[2]	7,777				
DGSF Other Projection	*7,777*	*7,777*	*7,777*	*7,777*	*7,777*
DGSF Total Existing Space	8,477				
DGSF Space Projection[3]	**8,377**	**8,377**	**8,377**	**8,377**	**8,377**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Board Room and meeting room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- County seat location.

Current Visitors	Daily Average		Daily Peak		
Current Parking	Employee Vehicle	2	County Vehicle		

Miscellaneous

- Armed Sheriff's Deputy at board and other public meetings Panic buttons, video surveillance and other passive security devices desirable.
- Need skyping capability in conference and board rooms.
- Maintain a shared office for County Administrator in Historic Dade City Courthouse.

County Administration, New Port Richey

Location

WPGC, 8731 Citizens Drive, Suite 340, New Port Richey.

Mission/ Function

- Provide leadership in the administration and execution of County policies and responsible for the daily operations of County government including budget.
- Oversee the County's Branches: Administration, Development Services, Internal Services, Public Services, and Utilities.
- Coordinate with Constitutional Officers.

Level of Service

- Provide access to County services within a 30 minute drive from anywhere in the County.
- Maximize quality, timeliness and customer service for overall performance goal on annual survey of 3.8 out of 5.0.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	6.0

% Change (03-13) 20% % Change / Year : 1.8%

Note: Total includes County Administrator, Administration & Public Safety Assistant County Administrator, Strategic Policy Administrator, 2 assistants, and 1 project coordinator.

Workload Indicator

- Growth in population and associated increase in County services.
- Use of technology to provide services.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	6.7	7.3	8.0	8.8
Model 2 Historical Number Change	6.6	7.1	7.6	8.1
Model 3 Linear Regression	5.6	5.8	6.0	6.3
Model 4 Constant Staff/Population	7.3	8.3	9.2	10.2
Model 5 Department's Recommendation	6.0	6.0	7.0	7.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1-5)	**6.0**	**7.0**	**8.0**	**8.0**

% Change (13-34) = 33%

% Change /Year = 2%

Space Deficiencies

- No room for temporary staff or expansion.
- Overall inefficient design of current space.
- Access to multiple meeting rooms, one sized for 15 people.
- Inadequate file storage space.
- Need assigned area for copier.
- No controlled separation from waiting area to offices.

County Administration, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,650				
FTE Staff Projection	6	6	7	8	8
Existing Office DGSF/Staff	275				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*1,500*	*1,500*	*1,750*	*2,000*	*2,000*
Existing Other DGSF[2]	775				
DGSF Other Projection	*975*	*975*	*975*	*975*	*975*
DGSF Total Existing Space	2,425				
DGSF Space Projection[3]	**2,475**	**2,475**	**2,725**	**2,975**	**2,975**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes file room in basement (775sf) and flex space for 5 staff (200sf).

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Board of County Commissioners.
- County Attorney.
- Public Information Officer.
- Office Management & Budget.

Current Visitors	Daily Average	25	Daily Peak	20	
Current Parking	Employee Vehicle	6	County Vehicle	1	Sedan, shared with BCC

Miscellaneous

- Inactive files maintained at old jail in WPGC campus; moving to electronic files.
- Need panic button or gated entrance at reception desk.
- Use a shared office for County Administrator in Historic Dade City Courthouse.
- House Assistant County Administrators (ACA) except for Public Safety & Administration with respective functions.
- Need touchdown space for visiting ACAs in suite.

County Attorney, New Port Richey

Location

WPGC, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Provide legal advice and representation to the Board of County Commissioners (BCC) and all operating departments, divisions, committees and boards under the BCC and Constitutional Officers upon request.
- Represent the BCC during all public hearings.
- Prosecute and defend all lawsuits brought by and against the County.
- Represent the County at administrative hearings.
- Draft and review ordinances and resolutions requested by the BCC.
- Approve all contracts, bonds and written instruments and render legal opinions upon request of BCC, County Administrator and various County departments.

Level of Service

- 1 attorney to every 30,000 persons and 1 support staff for every 2 attorneys.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
17.0	17.0	20.0	20.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0

% Change (03-13) 24% % Change / Year : 2.1%

- New attorney to be hired and housed by the County Attorney in October 2014 for the Unlicensed Contractor Pilot Program.

Workload Indicator

- Growth in population and associated increase in caseload especially related to new construction and personal injury.
- Legislative changes.

Data/Ratios	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	383,238	401,648	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
County Attorney Staff	17.0	17.0	20.0	20.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0
Caseload	552	501	489	452	610	822	1,047	995	1,192	1,124	1,009
Caseload per 1,000 Population	1.4	1.2	1.2	1.0	1.3	1.8	2.3	2.1	2.6	2.4	2.1
Caseload per Staff	32.5	29.5	24.5	22.6	29.0	39.1	49.9	47.4	56.8	53.5	48.0

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	23.8	26.5	29.4	32.7
Model 2 Historical Number Change	23.4	25.4	27.4	29.4
Model 3 Linear Regression	24.2	26.1	27.9	29.8
Model 4 Constant Staff/Population	25.6	28.9	32.3	35.7
Model 5 Department's Recommendation	30.0	35.0	38.0	42.0
Model 6 Workload Indicators	28.0	31.0	35.0	39.0
FTE Staff Projection (Model 3-6)	**27.0**	**30.0**	**33.0**	**37.0**

% Change (13-34) = 76%

% Change /Year = 4%

County Attorney, New Port Richey *(continued)*

Space Deficiencies

- Inadequate waiting area, only room for 2 persons.
- Need controlled access between waiting and offices.
- Need access to another meeting room, especially for mediations.
- Assigned copier/production room (currently in break room) and printer area (scattered on top of supply cabinets).
- Need additional office space for attorneys located in another building.
- Existing Attorney offices not large enough for 2 visitors for confidential discussions.
- Need private office for Legal Administrative Assistant for confidential discussions.
- Inadequate active file storage.
- Assigned supply storage.
- Needs secure equipment storage.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,262				
FTE Staff Projection	21	27	30	33	37
Existing Office DGSF/Staff	155				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*5,250*	*6,750*	*7,500*	*8,250*	*9,250*
Existing Other DGSF[2]	1,117				
DGSF Other Projection	*1,117*	*1,500*	*1,600*	*1,700*	*1,800*
DGSF Total Existing Space	4,379				
DGSF Space Projection[3]	**6,367**	**8,250**	**9,100**	**9,950**	**11,050**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes file room in basement and Dade City storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Board of County Commissioners.
- County Administrator.

Current Visitors	Daily Average	45	Daily Peak	20	
Current Parking	Employee Vehicle	21	County Vehicle		

Miscellaneous

- Need to move from a reactive level of service to being proactive in providing advice.
- Inactive files stored in basement of WPGC (approximately 450 banker's boxes) and at 38301 McDonald Street, Dade City (approximately 1,650 banker's boxes).
- Records kept permanently, could digitize and dispose of paper if County initiative.
- Need secure area for computer port system.
- Need sound proofing of all offices for confidential discussions.
- Desire a level of building/office security similar to State Attorney.
- Need a meeting room with a panic button.

Development Services Branch Profiles

The category of Development Services includes County departments under the BCC that provide service to the public, development community and other government agencies. Development Services administers building inspections, contractor licensing, permitting, engineering, planning and public works for the county. A list of Development Services departments/offices by location is below.

Department/Office	Location
Development Services - Administration, New Port Richey	WPGC, Suite 320, New Port Richey
Development Services - Accounting, New Port Richey	4454 Grand Blvd., New Port Richey
Building Construction - Building Inspections/Contractor Licensing, New Port Richey	7508 Little Road, New Port Richey
Building Construction - Building Inspections/Central Permitting, Dade City	EPGC, 14236 6th St., Dade City
Building Construction - Building Inspections/Contractor Licensing, Land O' Lakes	Hap Clark Building, 4111 Land O' Lakes Blvd, Land O' Lakes
Building Construction - Central Permitting, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey
Building Construction - Central Permitting Warehouse, Dade City	38301 McDonald St., Dade City
Engineering – Administration, New Port Richey	WPGC, 8731 Citizens Drive, Suite 320, New Port Richey
Engineering - Environmental Lands, Land O' Lakes	4111 Land O' Lakes Blvd. Suite 301, Land O' Lakes.
Engineering - Environmental Lands, Upper Cotee Preserve	Upper Cotee Preserve/ Minneola Drive
Engineering - Project Management, New Port Richey	5418 Sunset Road, New Port Richey
Engineering - Real Estate, New Port Richey	WPGC, Suite 230, 8731 Citizens Dr., New Port Richey
Engineering Services - Survey, New Port Richey	WPGC, 2nd Floor. 8731 Citizens Drive, New Port Richey
Engineering - Traffic Operations, Dove Drive New Port Richey	5415 Dove Drive, New Port Richey
Engineering - Traffic Operations, State Street New Port Richey	7536 State Street New Port Richey
Planning and Development - Metropolitan Planning Organization, New Port Richey	WPGC, 3rd Floor, 8731 Citizens Dr., New Port Richey
Planning and Development - Code Enforcement, New Port Richey	WPGC, Suite 140, 8731 Citizens Dr., New Port Richey
Planning and Development - Current Planning, New Port Richey	WPGC, Suite 210, 8731 Citizens Dr., New Port Richey
Planning and Development - Long Range Planning, New Port Richey	WPGC, 8731 Citizens Dr., New Port Richey
Planning and Development - Zoning and Intake, New Port Richey	WPGC, Suites 210 and 230, 8731 Citizens Dr., New Port Richey
Planning and Development - Zoning and Intake Central Files, New Port Richey	WPGC, Basement, 8731 Citizens Dr., New Port Richey
Public Works - Road & Bridge, New Port Richey	Utilities Building, 7536 State St. Suite 140, New Port Richey

Department/Office	Location
Public Works - Road & Bridge, San Antonio	30908 Warder Street, San Antonio
Public Works - Road & Bridge, Shady Hills	15413 Shady Hills Rd., Spring Hill
Public Works - Stormwater Management, New Port Richey	4454 Grand Blvd., New Port Richey

Currently, Development Services are concentrated in New Port Richey with a concentration of services at the WPGC Campus. Customer functions are provided at the East Pasco Government Center (EPGC) in Dade City and the Hap Clark Building in Land O' Lakes. Public Works has field offices to serve west, central, and east County. The main workload indicator for Development Services functions is population growth and the associated increase in development and enforcement/support services.

Development Services - Administration, New Port Richey

Location

WPGC, 3rd Floor, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Serve as administrative head of the Development Services Branch, including the Assistant County Administrator (ACA) office.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	8.0	6.0	5.0	1.0	2.0

% Change (09-13) -75% % Change / Year : -29.3%

Note: Adding 1 new staff in October 2014 for the Unlicensed Contractor Program

Workload Indicator

- Population growth and associated increase in construction activity and customer demand.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	0.3	0.0	0.0	0.0
Model 2 Historical Number Change	-7.0	-14.5	-22.0	-29.5
Model 3 Linear Regression	-9.2	-17.7	-26.2	-34.7
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 4)	**2.0**	**3.0**	**3.0**	**3.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- Access to meeting space.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	476				
FTE Staff Projection	2	2	3	3	3
Existing Office DGSF/Staff	238				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*500*	*500*	*750*	*750*	*750*
DGSF Total Existing Space	476				
DGSF Space Projection	**500**	**500**	**750**	**750**	**750**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Development Services - Administration, New Port Richey *(continued)*

Critical Adjacencies	▪ Central to Development Services departments.				
Current Visitors	Daily Average		Daily Peak		
Current Parking	Employee Vehicle	2	County Vehicle		
Miscellaneous	▪ Implementing Accela, vehicle cameras/tracking, iPads, and various Accela apps for other sections of the department to improve customer service. ▪ Automating functions for easier access.				

Development Services – Accounting, New Port Richey

Location

4454 Grand Boulevard, New Port Richey.

Mission/ Function

- Provide accounting functions for the Development Services Branch.
- Process payments to vendors, travel requests, purchasing cards.
- Provide financial analysis and budgeting.
- Bill customers for paving assessments and collect same.
- Monitor grant activities.
- Provide various financial analysis as needed.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	7.0

Workload Indicator

- Population growth and associated increase in Branch services.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	8.5	9.6	10.8	11.9
Model 5 Department's Recommendation	10.0	12.0	14.0	16.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**9.0**	**11.0**	**12.0**	**14.0**

% Change (13-34) = 100%

% Change /Year = 5%

Space Deficiencies

- Storage of hard copies scattered around the building; older file storage boxes in Central Files.
- Spacious cubicles but no file room or area solely for the Accounting section to keep files and printers.
- Share printers with other sections in building,
- No kitchen sinks for breaks.

Development Services – Accounting, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	850				
FTE Staff Projection	7	9	11	12	14
Existing Office DGSF/Staff	121				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*1,050*	*1,350*	*1,650*	*1,800*	*2,100*
Existing Other DGSF[2]	1,087				
DGSF Other Projection	*1,087*	*1,087*	*1,087*	*1,087*	*1,087*
DGSF Total Existing Space	1,937				
DGSF Space Projection[3]	**2,137**	**2,437**	**2,737**	**2,887**	**3,187**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes ERP Training Space.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Stormwater.
- Road and Bridge.
- Paving Assessment Program (PVAS).

Current Visitors	Daily Average	3-5	Daily Peak		
Current Parking	Employee Vehicle	7	County Vehicle		

Miscellaneous

- Accounting staff recently consolidated in one location, previously housed with their department
- Activities in parking lot a concern after 5:00pm with bar/pub at the opposite end of the parking lot and various other businesses in same strip mall.
- Department faces scheduling difficulties primarily due to heavier workload during budget preparation time and audit.
- Space includes ERP training space in the basement of the West Pasco Government Center.

Building Construction - Building Inspections/Contractor Licensing, New Port Richey

Location

7508 Little Road, New Port Richey.

Mission/ Function

- Provide day-to-day trade inspections, building, electrical, mechanical and plumbing.
- Issue notices of violations, investigate complaints, and renew contractor licenses.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
44.0	54.0	65.0	72.0	35.0	35.0	35.0	27.0	27.0	27.0	27.0

% Change (03-13) -39% % Change / Year : -4.8%

Note: Current total includes 22 field staff.

Workload Indicator

- Utilization of technology.
- Growth in population and associated increase in inspections.

Data/Ratios	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	383,238	401,648	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Little Road Staff	44.0	54.0	65.0	72.0	35.0	35.0	35.0	27.0	27.0	27.0	27.0
Inspections	82,320	90,838	95,335	80,484	57,073	48,091	44,736	44,226	45,569	47,345	62,991
Inspections per 1,000 Population	214.8	226.2	226.0	183.1	125.8	104.2	96.7	95.2	97.7	101.1	133.0
Inspections per Staff	1,871	1,682	1,467	1,118	1,631	1,374	1,278	1,638	1,688	1,754	2,333

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	20.1	15.8	12.4	9.7
Model 2 Historical Number Change	16.8	8.3	-0.2	-8.7
Model 3 Linear Regression	1.0	-17.0	-35.1	-53.1
Model 4 Constant Staff/Population	32.9	37.1	41.5	45.9
Model 5 Department's Recommendation	36.0	47.0	61.0	103.0
Model 6 Workload Indicators	51.9	58.6	65.4	72.3
FTE Staff Projection (Model 4-6)	**40.0**	**48.0**	**56.0**	**74.0**

% Change (13-34) = 174%

% Change /Year = 8%

Space Deficiencies

- Running out of space to store permits.
- Need to increase area to store active permits before the Accela program and electronic storage begins.
- Lack of room for all Building and Inspection staff meetings.
- Lack of room for IT staff when the Accela program goes live.

Building Construction – Building Inspections/Contractor Licensing, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,992				
FTE Staff Projection	27	40	48	56	74
Existing Office DGSF/Staff	74				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*1,350*	*2,000*	*2,400*	*2,800*	*3,700*
Existing Other DGSF[2]	2,000				
DGSF Other Projection	*2,000*	*2,000*	*2,000*	*2,000*	*2,000*
DGSF Total Existing Space	3,992				
DGSF Space Projection[3]	**3,350**	**4,000**	**4,400**	**4,800**	**5,700**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Central Permitting, Zoning/Site, Code Compliance.
- Clerk and Comptroller's Office.
- Human Resources.
- Risk Management.

Current Visitors	Daily Average	8	Daily Peak	3	
Current Parking	Employee Vehicle	8	County Vehicle*	20	*6 Rangers, 10 Trucks, 4 Cars

Miscellaneous

- Active permits filed in this location, closed permits transported to the warehouse in Dade City.
- Storage media used include CD, paper and optical discs.
- Commercial projects stored in Dade City warehouse indefinitely, residential permits kept for 10 years.
- At present location since 2010, moved from Public Works Building to Council Square for one year.
- New Accela Program to launch in 2014, will impact workload.
- Interaction with Property Appraiser and Fire Marshall.

Building Construction -Building Inspections/Central Permitting, Dade City

Location

East Pasco Government Center, 14236 6th Street, Dade City.

Mission/ Function

- Process permit applications
- Provide day-to-day trade inspections, building, electrical, mechanical and plumbing.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
8.0	8.0	8.0	8.0	8.0	8.0	8.0	6.0	6.0	6.0	6.0

% Change (03-13) -25% % Change / Year -2.8%

Note: Current total includes 5 field staff. Adding 1 new staff in October 2014 for the Unlicensed Contractor Program.

Workload Indicator

- Utilization of technology.
- Growth in population and associated increase in inspections.

Data/Ratios	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	383,238	401,648	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Dade City Staff	8.0	8.0	8.0	8.0	8.0	8.0	8.0	6.0	6.0	6.0	6.0
Inspections	17,549	19,364	20,323	17,157	12,167	10,252	9,486	9,501	9,749	10,032	13,428
Inspections per 1,000 Population	45.8	48.2	48.2	39.0	26.8	22.2	20.5	20.4	20.9	21.4	28.4
Inspections per Staff	2,194	2,421	2,540	2,145	1,521	1,282	1,186	1,584	1,625	1,672	2,238

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	5.0	4.4	3.8	3.3
Model 2 Historical Number Change	4.8	3.8	2.8	1.8
Model 3 Linear Regression	4.5	3.2	1.9	0.7
Model 4 Constant Staff/Population	7.3	8.3	9.2	10.2
Model 5 Department's Recommendation	9.0	12.0	15.0	20.0
Model 6 Workload Indicators	9.7	10.9	12.2	13.5
FTE Staff Projection (Model 4-6)	**9.0**	**10.0**	**12.0**	**15.0**

% Change (13-34) = 150%

% Change /Year = 7%

Space Deficiencies

- No assigned space for IT staff when Accela goes live.

Building Construction – Building Inspections/Central Permitting, Dade City *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,114				
FTE Staff Projection	6	9	10	12	15
Existing Office DGSF/Staff	686				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*720*	*1,080*	*1,200*	*1,440*	*1,800*
DGSF Total Existing Space	4,114				
DGSF Space Projection	**720**	**1,080**	**1,200**	**1,440**	**1,800**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Clerk and Comptroller's Office.

Current Visitors	Daily Average	25	Daily Peak	8	
Current Parking	Employee Vehicle	3	County Vehicle*	3	*2 Trucks, 1 Ranger

Miscellaneous

- Active permits filed in this location, closed permits transported to the warehouse in Dade City.
- Storage media used include CD, paper and optical discs.
- Commercial projects stored in Dade City warehouse indefinitely, residential permits kept for 10 years.
- Three Central Permitting staff relocated to the New Port Richey office.
- New Accela program to launch in 2014.
- Need to limit public access to front counter for security.

Building Construction -Building Inspections/Central Permitting, Land O' Lakes

Location

Hap Clark Building, 4111 Land O' Lakes Blvd, Land O' Lakes.

Mission/ Function

- Processes permit applications.
- Provide day-to-day inspections, building, electrical, mechanical and plumbing.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	8.0	8.0

% Change (03-13) -11% % Change / Year : -1.2%

Note: Current total includes 6 field staff.

Workload Indicator

- Utilization of technology.
- Growth in population and associated increase in inspections and permits issued.

Data/Ratios	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	383,238	401,648	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Land O' Lakes Staff	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	8.0	8.0
Inspections	45,837	50,580	53,084	44,815	31,779	26,778	25,008	24,388	25,343	26,545	35,075
Permits	8,790	9,699	10,179	8,594	6,094	5,135	4,401	4,916	4,998	5,156	6,726
Inspections/Permits per 1,000 Pop	142.5	150.1	150.0	121.5	83.5	69.2	63.6	63.1	65.0	67.7	88.3
Inspections and Permits per Staff	6,070	6,698	7,029	5,934	4,208	3,546	3,268	3,256	3,371	3,963	5,225

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.5	7.0	6.6	6.2
Model 2 Historical Number Change	7.4	6.9	6.4	5.9
Model 3 Linear Regression	7.9	7.5	7.1	6.7
Model 4 Constant Staff/Population	9.8	11.0	12.3	13.6
Model 5 Department's Recommendation	9.0	12.0	15.0	20.0
Model 6 Workload Indicators	11.7	13.2	14.7	16.3
FTE Staff Projection (Model 4-6)	**10.0**	**12.0**	**14.0**	**17.0**

% Change (13-34) = 113%

% Change /Year = 5%

Space Deficiencies

- None identified.

Building Construction – Building Inspections/Central Permitting, Land O' Lakes *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,522				
FTE Staff Projection	8	10	12	14	17
Existing Office DGSF/Staff	315				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*960*	*1,200*	*1,440*	*1,680*	*2,040*
Existing Other DGSF[2]	200				
DGSF Other Projection	*200*	*200*	*200*	*400*	*400*
DGSF Total Existing Space	2,722				
DGSF Space Projection[3]	**1,160**	**1,400**	**1,640**	**2,080**	**2,440**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes break room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Fire Marshall.
- Property Appraiser.

Current Visitors	Daily Average	30	Daily Peak	10	
Current Parking	Employee Vehicle	2	County Vehicle*	6	*4 Rangers, 2 Trucks

Miscellaneous

- Active permits filed in this location, closed permits transported to the warehouse in Dade City.
- Storage media used include CD, paper and optical discs.
- Commercial projects stored in Dade City warehouse indefinitely, residential permits kept for 10 years.
- New Accela program to launch in 2014.
- Need to limit public access to front counter for security.

Building Construction -Central Permitting, New Port Richey

Location

West Pasco Government Center. 8731 Citizens Drive, New Port Richey

Mission/ Function

- Process permit applications.
- Conduct plan reviews for all trades, building, electrical, mechanical and plumbing.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
18.0	38.0	38.0	40.0	47.0	45.0	36.0	21.0	24.0	25.0	31.0

% Change (03-13) 72% % Change / Year : 5.6%

Note: Current total includes 13 field staff.

Workload Indicator

- Utilization of technology.
- Growth in population and associated increase in permits issued.

Data/Ratios	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	383,238	401,648	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
WPGC Staff	18.0	38.0	38.0	40.0	47.0	45.0	36.0	21.0	24.0	25.0	31.0
Permits	32,368	35,718	37,486	31,647	22,441	18,910	16,206	18,105	18,407	18,986	24,769
Permits per 1,000 Population	84.5	88.9	88.9	72.0	49.5	41.0	35.0	39.0	39.5	40.5	52.3
Permits per Staff	1,798	940	986	791	477	420	450	862	767	759	799

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	43.0	56.4	74.0	97.1
Model 2 Historical Number Change	38.8	45.3	51.8	58.3
Model 3 Linear Regression	25.2	21.7	18.1	14.6
Model 4 Constant Staff/Population	37.8	42.6	47.6	52.7
Model 5 Department's Recommendation	33.0	43.0	58.0	75.0
Model 6 Workload Indicators	40.3	45.4	50.7	56.1
FTE Staff Projection (Model 4-6)	**37.0**	**44.0**	**52.0**	**61.0**

% Change (13-34) = 97%

% Change /Year = 5%

Space Deficiencies

- Inadequate space for existing staff.
- No room for expansion.
- No assigned area for IT staff when Accela goes live.

Building Construction – Central Permitting, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,713				
FTE Staff Projection	31	37	44	52	61
Existing Office DGSF/Staff	152				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*4,650*	*5,550*	*6,600*	*7,800*	*9,150*
DGSF Total Existing Space	4,713				
DGSF Space Projection	**4,650**	**5,550**	**6,600**	**7,800**	**9,150**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Property Appraiser
- Tax Collector
- Zoning/Site
- Flood

Current Visitors	Daily Average	80	Daily Peak	12	
Current Parking	Employee Vehicle	13	County Vehicle*	3	*2 Trucks, 1 Ranger

Miscellaneous

- Active permits filed in this location, closed permits transported to the warehouse in Dade City.
- Storage media used include CD, paper and optical discs.
- Commercial projects stored in Dade City warehouse indefinitely, residential permits kept for 10 years.
- New Accela program to launch in 2014.

Building Construction - Central Permitting Warehouse, Dade City

Location

38301 McDonald Street, Dade City.

Mission/ Function

- Provide storage and management of building permits.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
1.0	1.0	1.0	2.0	2.0	1.0	1.0	1.0	1.0	1.0	1.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Utilization of technology.
- Growth in population and associated increase in stored permits.

Data/Ratios	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	383,238	401,648	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
WPGC Staff	1.0	1.0	1.0	2.0	2.0	1.0	1.0	1.0	1.0	1.0	1.0
Stored Permits	46,688	51,519	54,070	45,647	32,369	27,275	23,376	26,114	26,550	27,385	35,726
Permits per 1,000 Population	121.8	128.3	128.2	103.9	71.4	59.1	50.5	56.2	56.9	58.5	75.4
Permits per Staff	46,688	51,519	54,070	22,824	16,185	27,275	23,376	26,114	26,550	27,385	35,726

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	1.0	1.0	1.0	1.0
Model 2 Historical Number Change	1.0	1.0	1.0	1.0
Model 3 Linear Regression	0.9	0.7	0.6	0.5
Model 4 Constant Staff/Population	1.2	1.4	1.5	1.7
Model 5 Department's Recommendation	1.0	2.0	2.0	2.0
Model 6 Workload Indicators	1.5	1.7	1.9	2.0
FTE Staff Projection (Model 4-6)	**1.0**	**2.0**	**2.0**	**2.0**

% Change (13-34) = 100%

% Change /Year = 5%

Space Deficiencies

- None identified.

Building Construction – Central Permitting Warehouse, Dade City *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	84				
FTE Staff Projection	1	1	2	2	2
Existing Office DGSF/Staff	84				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*150*	*150*	*300*	*300*	*300*
Existing Other DGSF[2]	6,416				
DGSF Other Projection	*6,500*	*6,500*	*6,500*	*6,500*	*6,500*
DGSF Total Existing Space	6,500				
DGSF Space Projection[3]	**6,650**	**6,650**	**6,800**	**6,800**	**6,800**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Storage at 38301 McDonald.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- None.

Current Visitors	Daily Average	0	Daily Peak	1	
Current Parking	Employee Vehicle	1	County Vehicle	0	

Miscellaneous

- Housing boom in the mid-2000s caused a tremendous need for additional employees and space.
- Paper copies stored in cardboard boxes on metal shelves arranged in labeled rows.
- Follow Florida State general records Schedule GS1-SL.
- Store commercial permits indefinitely and residential permits for 10 years.
- Upgrading from a mainframe to a web based system.
- Require Ansel fire suppression system and alarm.

Engineering – Administration, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, Suite 320, New Port Richey

Mission/ Function

- Develop, program and provide the engineering services necessary to implement and manage the County's Transportation Capital Improvement Plan.
- Provide technical and engineering support to other Departments, stakeholders and customers.
- Manage and provide administrative oversight to Project Management/ Engineering Inspections, Survey, Environmental Lands, Real Estate and Traffic Operations.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Growth in population and associated increase in construction starts.

Data/Ratios	2008	2009	2010	2011	2012	2013
Pasco County Population	461,313	462,607	464,697	466,533	468,502	473,566
Admin Staff	3.0	3.0	3.0	3.0	3.0	3.0
Construction Starts	n/a	n/a	26	31	19	27
Projects (Cont. or New)	59	34	41	41	25	38
Construction and Projects per 1,000	0.1	0.1	0.1	0.2	0.1	0.1
Construction and Projects per Staff	19.7	11.3	22.3	24.0	14.7	21.7

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	3.0	3.0	3.0	3.0
Model 2 Historical Number Change	3.0	3.0	3.0	3.0
Model 3 Linear Regression	3.0	3.0	3.0	3.0
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	3.0	3.0	3.0	3.0
Model 6 Workload Indicators	3.7	4.2	4.7	5.2
FTE Staff Projection (Model 1-6)	**3.0**	**3.0**	**4.0**	**4.0**

% Change (13-34) = 33%

% Change /Year = 2%

Space Deficiencies

- None identified.

Engineering – Administration, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	696				
FTE Staff Projection	3	3	3	4	4
Existing Office DGSF/Staff	232				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*600*	*600*	*600*	*800*	*800*
DGSF Total Existing Space	696				
DGSF Space Projection	**600**	**600**	**600**	**800**	**800**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Survey.
- Real Estate.
- Traffic Operations.
- Metropolitan Planning Organization.
- Administration.
- Planning & Development.

Current Visitors	Daily Average	10-12	Daily Peak	3	
Current Parking	Employee Vehicle	3	County Vehicle*	1	*1 Explorer

Miscellaneous

- Workload volume affected by staffing levels in Project Management.
- Increased support requests by others past 3 years.
- Store files in work area; data kept on paper, CD's and electronically on the County network.

Engineering - Environmental Lands, Land O' Lakes

Location

4111 Land O' Lakes Boulevard, Suite 301, Land O' Lakes.

Mission/ Function

- Administer objectives listed under the Conservation Element of the County's Comprehensive Plan.
- Manage properties and review properties for development purposes.
- Objectives include critical linkages for wildlife corridors, ecological planning, elimination of exotic nuisance and plant species, Environmental Lands Acquisition and Management Program (ELAMP), groundwater and surface water protection, natural resources protection, and wetlands protections.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	2.0	2.0	5.0	5.0	6.0	6.0	6.0	6.0	7.0

% Change (05-13) 250% % Change / Year : 17.0%

Workload Indicator

- Growth in poulation and associated increase in development.
- Increase in land inventory by 250 acres per year to 2017.

Data/Ratios	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Env Lands LOL Staff	2.0	2.0	5.0	5.0	6.0	6.0	6.0	6.0	7.0
Land	100	350	600	850	1,100	1,350	n/a	n/a	2,400
Land per 1,000 Population	0.2	0.8	1.3	1.8	2.4	2.9	n/a	n/a	5.1
Land per Staff	50.0	175.0	120.0	170.0	183.3	225.0	n/a	n/a	342.9

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	17.9	39.2	85.8	187.6
Model 2 Historical Number Change	10.8	13.9	17.0	20.1
Model 3 Linear Regression	12.1	15.7	19.4	23.0
Model 4 Constant Staff/Population	8.5	9.6	10.8	11.9
Model 5 Department's Recommendation	10.0	10.0	12.0	15.0
Model 6 Workload Indicators	11.0	12.4	13.9	15.3
FTE Staff Projection (Model 2-6)	**10.0**	**12.0**	**15.0**	**17.0**

% Change (13-34) = 143%

% Change /Year = 7%

Space Deficiencies

- None identified; expansion space for staff available.

Engineering - Environmental Lands, Land O' Lakes *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,126				
FTE Staff Projection	7	10	12	15	17
Existing Office DGSF/Staff	161				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*1,050*	*1,500*	*1,800*	*2,250*	*2,550*
DGSF Total Existing Space	1,126				
DGSF Space Projection	**1,050**	**1,500**	**1,800**	**2,250**	**2,550**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Central County Location.

Current Visitors	Daily Average	1	Daily Peak	1	
Current Parking	Employee Vehicle	7	County Vehicle*	3	*2 SUVs, 1 Truck

Miscellaneous

- Recently moved from basement of WPGC.
- Maintain a cubicle at WPGC on 3rd floor in engineering section.
- Increase in land inventory and development reviews/inspections to increase staff.
- Current central location allows for greater accessibility to properties managed and reviewed for development purposes.
- Store paper, discs, maps, etc. at location; no anticipated record storage need in the future.
- Store some field gear at location.
- Keep all records on all acquisitions to include multiple copies of appraisals, surveys, phase I, title reports, etc.
- Current site satisfies department needs.

Engineering - Environmental Lands, Upper Cotee Preserve

Location

Minneola Drive, Upper Cotee Preserve.

Mission/ Function

- Administer objectives listed under the Conservation Element of the County's Comprehensive Plan.
- Serve as remote field office to store tools and host workshops.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	2.0

% Change (05-13) 100% % Change / Year : 9.1%

Workload Indicator

- Increase in land inventory.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	3.4	5.2	8.0	12.3
Model 2 Historical Number Change	3.5	4.8	6.0	7.3
Model 3 Linear Regression	2.3	2.9	3.6	4.2
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation	2.0	2.0	2.0	2.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**2.0**	**3.0**	**3.0**	**3.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- No facility (barn) for equipment/vehicle storage.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	500				
FTE Staff Projection	2	2	3	3	3
Existing Office DGSF/Staff	250				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*300*	*300*	*450*	*450*	*450*
Existing Other DGSF[2]	0				
DGSF Other Projection					
DGSF Total Existing Space	500				
DGSF Space Projection	**300**	**300**	**450**	**450**	**450**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Florida Forest Service.

Engineering - Environmental Lands, Upper Cotee Preserve *(continued)*

Current Visitors	Daily Average	1	Daily Peak	1	
Current Parking	Employee Vehicle	7	County Vehicle*	3	*2 SUVs, 1 Truck
Miscellaneous	▪ Current location house included in land acquisition. ▪ Staffing intermittent and as needed throughout the week. ▪ Need a central location to stow field equipment as land management staff and responsibilities increase; possibility at Jumping Gully project site, may involve construction of another barn. ▪ Store paper, discs, maps, etc. at location. ▪ Store all educational materials at location. ▪ Interest from St. Leo University in developing a stream lab; potential to remodel current kitchen into a lab for this partnership and other educational activities promoted in the ELAMP. ▪ Need site security if equipment/vehicles stored onsite.				

Engineering - Project Management, New Port Richey

Location

5418 Sunset Road, New Port Richey.

Mission/ Function

- Provide project management and inspection related activities associated with road and stormwater CIP projects and development projects (sub divisions, commercial, etc.).

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	37.0	36.0	33.0

% Change (11-13) -11% % Change / Year : -5.6%

Note: Current total includes 17 field staff. 2 additional project managers approved in 2014 and added to current staff and projections

Workload Indicator

- Growth in population and associated increase in development and projects.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	23.4	17.6	13.2	9.9
Model 2 Historical Number Change	21.0	11.0	1.0	-9.0
Model 3 Linear Regression	21.3	11.3	1.3	-8.7
Model 4 Constant Staff/Population	40.2	45.4	50.7	56.1
Model 5 Department's Recommendation	37.0	42.0	44.0	47.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**39.0**	**44.0**	**47.0**	**52.0**

% Change (13-34) = 58%

% Change /Year = 3%

Space Deficiencies

- None identified.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	7,150				
FTE Staff Projection	33	39	44	47	52
Existing Office DGSF/Staff	217				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*4,950*	*5,850*	*6,600*	*7,050*	*7,800*
Existing Other DGSF[2]	7,147				
DGSF Other Projection	*7,100*	*7,100*	*7,100*	*7,100*	*7,100*
DGSF Total Existing Space	14,297				
DGSF Space Projection[3]	**12,050**	**12,950**	**13,700**	**14,150**	**14,900**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Engineering - Project Management, New Port Richey *(continued)*

Critical Adjacencies	▪ Departments in Engineering Services.				
Current Visitors	Daily Average	5	Daily Peak	25	
Current Parking	Employee Vehicle	12-20	County Vehicle*	24	*21 Trucks, 3 SUVs
Miscellaneous	▪ Store active records on-site, inactive in central files.				

Engineering – Real Estate, New Port Richey

Location

West Pasco Government Center, 8731Citizens Drive, Suite 230, New Port Richey.

Mission/ Function

- Acquire property in fee simple interest or easement for roadway, stormwater, utility projects.
- Manage and oversee the real estate portion of projects, review legal descriptions, property sketches, r/w maps, construction plans for accuracy.
- Prepare contracts and task orders for appraisal, acquisition and right of way services.
- Prepare purchase agreements, right of entry agreements, conveyance documents, and Board of County Commission (BCC) memorandums.
- Process agreements, contracts, task orders, invoices for services rendered, budget preparation, research on many different parcels, title research, and vacation processing.
- Provide following for Vacation of Right of Ways and Easements: process request; receive and review applications and fees; prepare a recommendations and a BCC memo, resolution, and notice of hearing; and publish hearing in newspaper.
- Receive and review License agreements and Hold Harmless agreements.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
7.0	7.0	7.0	7.0	7.0	7.0	6.0	6.0	6.0	6.0	7.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Growth in population and associated increase in development.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.0	7.0	7.0	7.0
Model 2 Historical Number Change	7.0	7.0	7.0	7.0
Model 3 Linear Regression	5.6	5.2	4.7	4.3
Model 4 Constant Staff/Population	8.5	9.6	10.8	11.9
Model 5 Department's Recommendation	8.0	8.0	9.0	10.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**8.0**	**9.0**	**10.0**	**11.0**

% Change (13-34) = 57%

% Change /Year = 3%

Engineering – Real Estate, New Port Richey *(continued)*

Space Deficiencies

- Inadequate active storage space for active and inactive files.
- Need work area to spread out maps and surveys.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,157				
FTE Staff Projection	7	8	9	10	11
Existing Office DGSF/Staff	165				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*1,400*	*1,600*	*1,800*	*2,000*	*2,200*
DGSF Total Existing Space	1,157				
DGSF Space Projection	**1,400**	**1,600**	**1,800**	**2,000**	**2,200**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Survey (daily).
- County Attorney's Office.
- Project Management.
- Utilities.
- Stormwater.

Current Visitors	Daily Average	3	Daily Peak	6	
Current Parking	Employee Vehicle	6	County Vehicle*	2	*1 Jeep, 1 Car

Miscellaneous

- Like to replace a lost position (Review Appraiser) from the economic downturn.
- Anticipate need to increase staff for CIP projects and increase in population.
- Anticipate two (2) staff retirements within two years.
- Store old files in the WPGC basement, no room for growth.
- Currently store 25 to 30 boxes in area under tables.
- Maintain records 7 to 10 years; if request made during past year by a person involved with condemnation, years added to maintain records.
- Need a large scanner.
- Work with Survey Division daily, the County Attorney and Project Management next and then Utilities and Stormwater.
- Also work with MPO, PCPT, and ELAMP; conduct research and record documents in Clerk and Comptroller's Office.

Engineering – Survey, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, 2nd Floor, New Port Richey.

Mission/ Function

- Prepare maps, legal descriptions for the benefit of numerous County agencies.
- Provide survey assistance and data to the general public as well as professional survey firms.
- Prepare and review of survey maps, plan and plat map review.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
16.0	16.0	16.0	17.0	17.0	17.0	17.0	15.0	15.0	15.0	15.0

% Change (03-13) -6% % Change / Year : -0.6%

Note: Current total includes 7 field staff.

Workload Indicator

- Growth in population and associated increase in CIP projects and development.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	14.4	14.0	13.5	13.1
Model 2 Historical Number Change	14.4	13.9	13.4	12.9
Model 3 Linear Regression	14.4	13.7	12.9	12.2
Model 4 Constant Staff/Population	18.3	20.6	23.0	25.5
Model 5 Department's Recommendation	18.0	21.0	24.0	24.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**18.0**	**21.0**	**24.0**	**25.0**

% Change (13-34) = 67%

% Change /Year = 3%

Space Deficiencies

- Inadequate storage for historical and current mapping records.

Engineering - Survey, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,047				
FTE Staff Projection	15	18	21	24	25
Existing Office DGSF/Staff	136				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*1,800*	*2,160*	*2,520*	*2,880*	*3,000*
Existing Other DGSF[2]	144				
DGSF Other Projection	*144*	*335*	*335*	*335*	*335*
DGSF Total Existing Space	2,191				
DGSF Space Projection[3]	**1,944**	**2,495**	**2,855**	**3,215**	**3,335**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes stakes/monuments storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Real Estate.
- Development Review.
- Engineering/Survey firms.
- Interact with: ELAPP, Code Enforcement, Project Management, Stormwater, Public Works, Commissioners, and County Engineer.

Current Visitors	Daily Average	8	Daily Peak	6	
Current Parking	Employee Vehicle	15	County Vehicle*	3	*3 Trucks

Miscellaneous

- Storage in area includes 4-48”by 48” flat drawing files, 20-4 drawer legal file cabinets, 16’ of hanging drawing files, office supply cabinet and field supplies and instruments.
- Storage off-site of field supplies as well as paper records.
- Use hard copy and electronic storage.
- Off-site storage of 130 boxes of files soon to end.
- Store all maps and work products electronically.
- Historical data invaluable to boundary surveying.
- Many historical records only available in hard copy, scanned images of old maps and plats often lose too much definition and clarity.
- Unique space requirements for plotter, large size flat and hanging files.
- Need security for expensive instruments stored on site.

Engineering – Traffic Operations Center, New Port Richey

Location

7536 State Street, New Port Richey.

Mission/ Function

- Oversee advanced traffic management systems and signal systems operations.
- Provide traffic signal and lighting trouble call dispatching.
- Provide traffic signal maintenance operations including electronic bench repairs.
- Provide traffic engineering, traffic studies and inspections.
- Provide office and management functions to support Traffic Operations.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	18.0	19.0	19.0	20.0	18.0	18.0	19.0	18.0	18.0

% Change (05-13) 0% % Change / Year : 0.0%

Note: Current total includes 12 field staff.

Workload Indicator

- Growth in population and associated increase in street lighting systems and road miles maintained.

Data/Ratios	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Traffic Operations State St Staff	18.0	19.0	19.0	20.0	18.0	18.0	19.0	18.0	18.0
Traffic Signals/ Devices	233	240	290	302	317	332	336	353	370
Street Lights	988	1,519	1,519	1,596	1,762	1,765	1,765	1,894	2,102
Devices per 1,000 Population	2.9	4.0	4.0	4.1	4.5	4.5	4.5	4.8	5.2
Devices per Staff	67.8	92.6	95.2	94.9	115.5	116.5	110.6	124.8	137.3

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	18.0	18.0	18.0	18.0
Model 2 Historical Number Change	18.0	18.0	18.0	18.0
Model 3 Linear Regression	17.7	17.3	16.9	16.5
Model 4 Constant Staff/Population	21.9	24.8	27.6	30.6
Model 5 Department's Recommendation	20.0	23.0	26.0	29.0
Model 6 Workload Indicators	23.3	26.3	29.3	32.4
FTE Staff Projection (Model 4-6)	**22.0**	**25.0**	**28.0**	**31.0**

% Change (13-34) = 72%

% Change /Year = 3%

Engineering – Traffic Operations Center, New Port Richey *(continued)*

Space Deficiencies

- Overall, small and cramped space at Traffic Management Center (TMC).
- Need a separate server room to reduce background noise.
- Inadequate number of offices, one supervisor shares office with two technicians.
- Inadequate file storage for records.
- Inadequate signal shop space for two bench techs and the field techs.
- Access to meeting room.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,987				
FTE Staff Projection	18	22	25	28	31
Existing Office DGSF/Staff	110				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*2,160*	*2,640*	*3,000*	*3,360*	*3,720*
Existing Other DGSF[2]	240				
DGSF Other Projection	*300*	*350*	*375*	*400*	*425*
DGSF Total Existing Space	2,227				
DGSF Space Projection[3]	**2,460**	**2,990**	**3,375**	**3,760**	**4,145**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes file storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Engineering.
- Public Works Sign Shop.
- Florida Department of Transportation.

Current Visitors	Daily Average	1	Daily Peak	6	
Current Parking	Employee Vehicle	19	County Vehicle*	17	*6 Vehicles, 11 Bucket/Utility Trucks

Engineering – Traffic Operations Center, New Port Richey *(continued)*

Miscellaneous	▪ Traffic management center (TMC) constructed in 2003/2004 by Florida Department of Transportation to facilitate the operation of the advanced traffic management systems and other signal systems. ▪ Location includes the advanced traffic management system (ATMS) and all other signal systems; plan for systems to double in size over the next 5-10 years. ▪ Must locate TMC along the main fiber optic trunk line for the ATMS. ▪ Location requires a large UPS and backup propane air conditioner for backup. ▪ Location contains all servers, workstations, and CCTV system and fiber optic communications equipment. ▪ Need addition space as the signal systems grows. ▪ Store every day files in office area to include traffic signal and lighting maintenance records, traffic studies and all general division operational files. ▪ Park larger vehicles, bucket trucks and utility trucks in fenced yard at Fleet Management D&E. ▪ Cost effective to remain in building since TMC here; need to relocate other departments from building for expansion.

Engineering – Traffic Operations Warehouse, New Port Richey

Location

5415 Dove Drive, New Port Richey.

Mission/ Function

- Serve as warehouse for all traffic signal, roadway lighting, and traffic count materials and archive file storage.
- Provide secondary shop location for traffic signals due to lack of space at main location.
- Use outside area for pole and other storage.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	4.0

% Change (03-13) n/a % Change / Year : n/a

Note: Current total includes 3 field staff.

Workload Indicator

- Growth in population and associated increase in street lighting system.

Data/Ratios	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Traffic Operations Dove Dr Staff	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	4.0
Traffic Signals/ Devices	233	240	290	302	317	332	336	353	370
Street Lights	988	1,519	1,519	1,596	1,762	1,765	1,765	1,894	2,102
Devices per 1,000 Population	2.9	4.0	4.0	4.1	4.5	4.5	4.5	4.8	5.2
Devices per Staff	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	618.0

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	4.9	5.5	6.1	6.8
Model 5 Department's Recommendation	5.0	5.0	7.0	7.0
Model 6 Workload Indicators	4.0	4.5	5.0	5.6
FTE Staff Projection (Model 4-6)	**5.0**	**5.0**	**6.0**	**6.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- Inadequate expansion space for future staff and equipment.

Engineering – Traffic Operations Warehouse, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	500				
FTE Staff Projection	4	5	5	6	6
Existing Office DGSF/Staff	125				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*480*	*600*	*600*	*720*	*720*
Existing Other DGSF[2]	3,200				
DGSF Other Projection	*4,000*	*4,200*	*4,400*	*4,600*	*4,800*
DGSF Total Existing Space	3,700				
DGSF Space Projection[3]	**4,480**	**4,800**	**5,000**	**5,320**	**5,520**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Warehouse and Conference Room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- None

Current Visitors	Daily Average	0	Daily Peak	0	
Current Parking	Employee Vehicle	4	County Vehicle	5	

Miscellaneous

- Store all archived paper files in a 250 SF room at location.
- Need major renovation of current building, old metal building.
- Need to repave rear lot, in very bad condition.
- Need an alarm and/or CCTV system to protect the building, concern with security of building and back lot.
- Need fence and security for two trailers parked on-site.
- Need a covered area over the concrete apron on rear of building.
- Need a covered parking and storage area for bucket truck and digger derrick.
- Located in a hurricane evacuation zone, all materials at risk in a storm.

Engineering – Traffic Operations Storage, San Antonio

Location	30906 Warder Road, San Antonio.
Mission/ Function	▪ Serve as inside storage for traffic signal and roadway lighting parts. ▪ Serve as outside storage for traffic signal and streetlight poles.
Level of Service	▪
Personnel Data	Full-time employees or equivalents per year: None associated with the warehouse full time.
Workload Indicator	▪ Growth in population and associated increase in street lighting system.
Personnel Projection	None associated with the warehouse full time.
Space Deficiencies	▪ None identified.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	0				
FTE Staff Projection	0	0	0	0	0
Existing Office DGSF/Staff	N/A				
Average Office DGSF/Staff[1]	0	0	0	0	0
DGSF Office Projection	*0*	*0*	*0*	*0*	*0*
Existing Other DGSF[2]	250				
DGSF Other Projection	*250*	*250*	*350*	*350*	*450*
DGSF Total Existing Space	250				
DGSF Space Projection[3]	**250**	**250**	**350**	**350**	**450**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes inside storage room for traffic signal, roadway lighting parts.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies	▪ None				
Current Visitors	Daily Average	0	Daily Peak	0	
Current Parking	Employee Vehicle	0	County Vehicle	0	
Miscellaneous	▪ Outside storage of 10,000sf for traffic signals and streetlight poles. ▪ Need to pave with gravel outside storage to allow access in very wet conditions.				

Planning and Development – Metropolitan Planning Organization, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, 3rd Floor, New Port Richey.

Mission/ Function

- Responsible for transportation planning for the county
- Primarily funded by two federal grants channeled through FDOT
- Conduct transportation studies

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	5.0

Workload Indicator

- Growth in population.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	6.1	6.9	7.7	8.5
Model 5 Department's Recommendation	6.0	6.0	7.0	7.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**6.0**	**6.0**	**7.0**	**8.0**

% Change (13-34) = 60%

% Change /Year = 3%

Space Deficiencies

-

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	668				
FTE Staff Projection	5	6	6	7	8
Existing Office DGSF/Staff	134				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*1,000*	*1,200*	*1,200*	*1,400*	*1,600*
Existing Other DGSF[2]	277				
DGSF Other Projection	*277*	*400*	*400*	*400*	*400*
DGSF Total Existing Space	945				
DGSF Space Projection[3]	**1,277**	**1,600**	**1,600**	**1,800**	**2,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Open Area/Conference Room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Planning and Development – Metropolitan Planning Organization, New Port Richey *(continued)*

Critical Adjacencies	▪ Engineering Administration ▪ Development Services – Long Range Planning ▪ Project Management				
Current Visitors	Daily Average	NA	Daily Peak	NA	
Current Parking	Employee Vehicle	NA	County Vehicle*	NA	
Miscellaneous	▪				

Planning and Development – Code Enforcement, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, Suite 140, New Port Richey.

Mission/ Function

- Enforce County codes and ordinances pertaining to zoning, business tax receipts, and environmental subjects.
- Interface with citizens seeking information.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	24.0	20.0	19.0	19.0	20.0	21.0

% Change (08-13) -13% % Change / Year : -2.6%

Note: Current total includes 14 field staff. Adding 1 new staff in October 2014 for the Unlicensed Contractor Program.

Workload Indicator

- Growth in population and associated increase in enforcement.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	17.9	15.7	13.7	12.0
Model 2 Historical Number Change	17.4	14.4	11.4	8.4
Model 3 Linear Regression	16.9	14.7	12.6	10.4
Model 4 Constant Staff/Population	25.6	28.9	32.3	35.7
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 4)	**26.0**	**29.0**	**32.0**	**36.0**

% Change (13-34) = 71%

% Change /Year = 3%

Space Deficiencies

- Inadequate storage space.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,776				
FTE Staff Projection	21	26	29	32	36
Existing Office DGSF/Staff	85				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*3,150*	*3,900*	*4,350*	*4,800*	*5,400*
Existing Other DGSF[2]	205				
DGSF Other Projection	*205*	*205*	*300*	*400*	*500*
DGSF Total Existing Space	1,981				
DGSF Space Projection[3]	**3,355**	**4,105**	**4,650**	**5,200**	**5,900**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Storage WPGC Basement File Room 2.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Planning and Development – Code Enforcement, New Port Richey*(continued)*

Critical Adjacencies	▪ County Attorney. ▪ Zoning. ▪ Animal Control. ▪ Sheriff Department.				
Current Visitors	Daily Average	10	Daily Peak	3	
Current Parking	Employee Vehicle	4	County Vehicle*	19	*19 Trucks
Miscellaneous	▪ Current business initiative to add 4 more Code Officers. ▪ Hold monthly and bi-monthly meetings in common area with Field Staff, Senior County Attorney, and Zoning Administrator to discuss legal cases and obtain rulings on specific case issues. ▪ Officers park off-site and go investigate complaints without coming into office. ▪ Have paper files with retention schedules rates dictated by the State of Florida, requiring 3 to 5 years for most paperwork. ▪ Need to have someone at information Kiosk window for the public. ▪ Need security given the volatile nature of the work, as citations issued can result in jail time or significant fines.				

Planning and Development – Current Planning, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, Suite 210, New Port Richey.

Mission/ Function

- Oversee site development and the review and processing of Developments of Regional Impact (DRIs) and Master Planned Unit Developments (MPUDs).
- Regularly review large plan sets and conduct various size meetings.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	25.0

% Change (03-13) n/a % Change / Year : n/a

Workload Indicator

- Growth in population and associated increase in development activity and permits.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	30.5	34.4	38.4	42.5
Model 5 Department's Recommendation	30.0	32.0	34.0	36.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**30.0**	**33.0**	**36.0**	**39.0**

% Change (13-34) = 56%

% Change /Year = 3%

Space Deficiencies

- No expansion room for additional staff, all need to be collocated.
- Access to meeting rooms.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,230				
FTE Staff Projection	25	30	33	36	39
Existing Office DGSF/Staff	129				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*5,000*	*6,000*	*6,600*	*7,200*	*7,800*
DGSF Total Existing Space	3,230				
DGSF Space Projection	**5,000**	**6,000**	**6,600**	**7,200**	**7,800**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Planning and Development – Current Planning, New Port Richey *(continued)*

Critical Adjacencies	▪ All Planning and Development Divisions. ▪ County Attorney's Office. ▪ Survey. ▪ ELAMP.				
Current Visitors	Daily Average	15	Daily Peak	5	
Current Parking	Employee Vehicle	25	County Vehicle*	1	*Car
Miscellaneous	▪ Increase in staff for FY14 of 5 positions due to increase in development activity; for FY15 proposing an increase of 5 positions. ▪ Anticipate development to continue trending upwards. ▪ Need to locate existing and future staff in the same work area. ▪ Request for secure access to office via keypad entry; no "gatekeeper" to monitor public access.				

Planning and Development – Long Range Planning, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Oversee County's Comprehensive Plan and the associated goals, objectives, and policies that guide Pasco's future growth.
- Implement the Comprehensive Plan
- Provide the study/analysis, development, publication and implementation of special plans to include Market Area Plans, Economic Development Plan, Post Disaster Redevelopment Plan, Neighborhood Plans, etc.
- Provide urban design and project review.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
2.0	2.0	2.0	2.0	5.0	5.0	8.0	8.0	8.0	8.0	12.0

% Change (03-13) 500% % Change / Year : 19.6%

Note: Totals do not include 2 temporary/volunteer staff.

Workload Indicator

- Growth in population.
- Administrative and elected leadership and overall County policy direction.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	35.2	86.1	211.0	516.8
Model 2 Historical Number Change	18.0	23.0	28.0	33.0
Model 3 Linear Regression	16.3	21.2	26.1	30.9
Model 4 Constant Staff/Population	14.6	16.5	18.4	20.4
Model 5 Department's Recommendation	15.0	17.0	18.0	19.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**15.0**	**17.0**	**18.0**	**20.0**

% Change (13-34) = 67%

% Change /Year = 3%

Space Deficiencies

- Need for all Planning and Development divisions to be collocated on same floor with better public interface – One Stop Shop concept.
- Access to collaboration spaces.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,707				
FTE Staff Projection	12	15	17	18	20
Existing Office DGSF/Staff	226				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*2,400*	*3,000*	*3,400*	*3,600*	*4,000*
DGSF Total Existing Space	2,707				
DGSF Space Projection[2]	**2,400**	**3,000**	**3,400**	**3,600**	**4,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Planning and Development – Long Range Planning, New Port Richey *(continued)*

Critical Adjacencies	▪ All Planning and Development Divisions. ▪ County Administration. ▪ County Attorney ▪ Development Services Administration. ▪ Community Development.				
Current Visitors	Daily Average	3	Daily Peak	15	
Current Parking	Employee Vehicle	7	County Vehicle	1	
Miscellaneous	▪ Current Planning and Development functions fractured on difference floors, all groups need to be together with better public interface. ▪ Current building very open, need more of security presence while remaining a welcoming environment for public. ▪ Implementing and developing more detailed and sophisticated plans, programs and projects with Market Areas, Market Area Districts and Market Area District Neighborhoods. ▪ Continued commitment to developing and maintaining local, in-house professional capacity while limiting outside consulting to very specific needs. ▪ Store files in Central Stores (basement) and off-site warehousing. ▪ Need for collaboration space with large SMART Board interactive displays for visual communication and scenario illustration.				

Planning and Development – Zoning and Intake, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, Suite 230, New Port Richey.

Mission/ Function

- Assist customers (walk-in, call, and e-mail) with questions
- Provide customer follow up through WebQA.
- Process public records requests (copies, electronic records creation, etc.).
- Serve as custodian of records for Development Services and destroy records per retention guidelines.
- Review applications for content.
- Process right-of-way use and driveway connection modifications.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year (includes Central Stores FTEs):

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	7.0	7.0	12.0

% Change (11-13) 71% % Change / Year : 30.9%

Note: FTEs will increase to 15 in 2014.

Workload Indicator

- Growth in population and associated increase in development.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change				
Model 2 Historical Number Change	27.0	39.5	52.0	64.5
Model 3 Linear Regression	13.3	18.2	23.2	28.1
Model 4 Constant Staff/Population	14.6	16.5	18.4	20.4
Model 5 Department's Recommendation	20.0	21.0	22.0	23.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**17.0**	**19.0**	**20.0**	**22.0**

% Change (13-34) = 83%

% Change /Year = 4%

Space Deficiencies

- Insufficient work spaces for reviewing plans.
- Cramped work areas, also not ergonomic or suitable for disabled individuals.
- No space for additional staff.
- Need assigned area to complete content review with applicants.
- Need general area to assist walk-in customers with zoning questions.
- Inadequate storage for inactive files, space at Trouble Creek Road over capacity.

Planning and Development – Zoning and Intake, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,570				
FTE Staff Projection	12	17	19	20	22
Existing Office DGSF/Staff	131				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*2,400*	*3,400*	*3,800*	*4,000*	*4,400*
DGSF Total Existing Space	1,570				
DGSF Space Projection[2]	**2,400**	**3,400**	**3,800**	**4,000**	**4,400**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- All Planning and Development Divisions.
- Central Permitting.
- Engineering Inspections.
- Project Management.
- Building Inspections.
- Contractor Licensing.

Current Visitors	Daily Average	30	Daily Peak	10	
Current Parking	Employee Vehicle	17	County Vehicle*	1	*Explorer

Miscellaneous

- Experiencing increase in development since end of calendar year 2013.
- Need to access files stored with Central Files and at Trouble Creek Road.
- Current storage at Trouble Creek over capacity, most boxes and rolled plans being stored outside the approved storage area; leak in building's roof damaged several boxes of files in northeastern section of facility.
- Need new storage facility, 99 year retention period; minimum need of 20,000 square foot for current and future needs.

Planning and Development – Zoning and Intake Central Files, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, Basement, New Port Richey.

Mission/ Function

- Storage of files for most of Development Services Branch departments.
- Respond to public records requests including copying, scanning, providing access to public records, special projects, etc.
- Record retrieval for internal county customers.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year (includes Central Stores FTEs):

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
3.0	3.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0

% Change (11-13) -33% % Change / Year : -4.0%

Workload Indicator

- Growth in population and associated increase in development.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.0	2.0	2.0	2.0
Model 2 Historical Number Change	2.0	2.0	2.0	2.0
Model 3 Linear Regression	1.3	0.9	0.5	0.1
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation	NA	NA	NA	NA
Model 6 Workload Indicators				
FTE Staff Projection (Model 4)	**2.0**	**3.0**	**3.0**	**3.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- Inadequate storage for inactive files, space at Trouble Creek Road over capacity.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	287				
FTE Staff Projection	2	2	3	3	3
Existing Office DGSF/Staff	144				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*400*	*400*	*600*	*600*	*600*
Existing Other DGSF[2]	1,597				
DGSF Other Projection	*1,600*	*1,700*	*1,800*	*1,900*	*2,000*
DGSF Total Existing Space	1,884				
DGSF Space Projection[3]	**2,000**	**2,100**	**2,400**	**2,500**	**2,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Central Files Storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Planning and Development – Zoning and Intake Central Files, New Port Richey *(continued)*

Critical Adjacencies	▪ Planning and Development – Current Planning ▪ Planning and Development – Long Range Planning ▪ Planning and Development – Code Enforcement ▪ Planning and Development – Zoning and Intake ▪ Engineering Inspections ▪ Project Management ▪ Stormwater ▪ Real Estate ▪ Survey				
Current Visitors	Daily Average	0	Daily Peak	2	
Current Parking	Employee Vehicle	2	County Vehicle*	1	*Explorer
Miscellaneous	▪ Current storage at Trouble Creek over capacity, most boxes and rolled plans being stored outside the approved storage area; leak in building's roof damaged several boxes of files in northeastern section of facility. ▪ Need new storage facility, 99 year retention period; minimum need of 20,000 square foot for current and future needs. ▪ Central Files Section certified through State of Florida Department of State as the Records Management Liaison Office to retain files; proper storage conditions required to include security, location, and environmental controls (65-70% Fahrenheit and 40-50% humidity).				

Public Works – Road & Bridge, New Port Richey

Location

Utilities Building, 7536 State St. Suite 140, New Port Richey.

Mission/ Function

- Provide administration for Public Works divisions.
- Provide and maintain a safe roadway network to include roadway, bridges, and traffic signs.
- Operate Public Works emergency operations center at location.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	20.0

Note: Current total includes 10 field staff.

Workload Indicator

- Growth in population and associated increase in roadway and changing of road character from rural to urban.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	24.4	27.5	30.7	34.0
Model 5 Department's Recommendation	24.0	26.0	28.0	30.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**24.0**	**27.0**	**29.0**	**32.0**

% Change (13-34) = 60%

% Change /Year = 3%

Space Deficiencies

- Inadequate storage, 20-30 file cabinets on-site and several moved off site due to lack of room.
- No conference area.
- No cafeteria/break area.
- Need locker room, showers for field staff.
- Need Category 5 facility for staff and some equipment; main Public Works emergency operations center on-site.
- Need inside storage for sand bags etc., currently stored under an awning.

Public Works – Road & Bridge, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,000				
FTE Staff Projection	20	24	27	29	32
Existing Office DGSF/Staff	100				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*3,000*	*3,600*	*4,050*	*4,350*	*4,800*
Existing Other DGSF[2]	1,336				
DGSF Other Projection	*1,400*	*1,600*	*1,800*	*2,000*	*2,200*
DGSF Total Existing Space	3,336				
DGSF Space Projection[3]	**4,400**	**5,200**	**5,850**	**6,350**	**7,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes sign shop and storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Utilities.
- Paving Assessment Program (PVAS).
- County Attorney.

Current Visitors	Daily Average	1	Daily Peak	1	
Current Parking	Employee Vehicle	18	County Vehicle*	9	*2 SUVs, 7 Trucks

Miscellaneous

- Need to combine offices at Little Road, Trouble Creek and San Antonio.
- Need to address decline in infrastructure condition due to inadequate funding over years.

Public Works – Road & Bridge, San Antonio

Location

30908 Warder Street, San Antonio.

Mission/ Function

- Provide east side operations for Road & Bridge and Stormwater management.
- Serve as east side Public Works emergency operations center.
- Provide right of way maintenance to include mowing, shoulder repair, tree trimming/removal, ditches and swales, ponds, drainage structures, traffic control signage, litter control, and large dead animal removal.
- Provide roadway maintenance to include asphalt patching/overlaying, grading, stripping and pavement markings, bridges, and median landscaping.
- Provide construction to include resurfacing, sub-base construction/reconstruction, paving, culvert installation, and drainage structure installation.
- Oversee contracted services to include mowing, guardrail installation, fence installation, pest control/fertilization, sweeping, and striping.
- Respond to reported road, rights of way and flooding emergencies.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	56.0

Note: Current total includes 49 field staff.

Workload Indicator

- Growth in population and associated increase in roadway and changing of road character from rural to urban.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	68.3	77.0	86.0	95.1
Model 5 Department's Recommendation	78.0	100.0	125.0	150.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**73.0**	**89.0**	**106.0**	**123.0**

% Change (13-34) = 120%

% Change /Year = 6%

Space Deficiencies

- Inadequate parking.
- Poor/no storage other than in conex boxes or outside.
- Drain field does not work.
- Building is not hurricane resistant and this is the east side emergency operations area for Public Works.
- Equipment stored outside.

Public Works – Road & Bridge, San Antonio *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,960				
FTE Staff Projection	56	73	89	106	123
Existing Office DGSF/Staff	71				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*2,800*	*3,650*	*4,450*	*5,300*	*6,150*
Existing Other DGSF[2]	6,900				
DGSF Other Projection	*6,500*	*7,000*	*7,500*	*8,000*	*8,500*
DGSF Total Existing Space	10,860				
DGSF Space Projection[3]	**9,300**	**10,650**	**11,950**	**13,300**	**14,650**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes pole barn and 2 bays.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- None.

Current Visitors	Daily Average		Daily Peak		
Current Parking	Employee Vehicle		County Vehicle	14	

Miscellaneous

- County-Owned Vehicles assigned to the location: 14 pickups, 83 pieces of heavy equipment, 29 heavy trucks, and 103 pieces of small equipment.

Public Works – Road & Bridge, Shady Hills

Location

15413 Shady Hills Rd., Spring Hill

Mission/ Function

- Right Of Way maintenance: Mowing, shoulder repair, tree trimming/removal, ditches and swales, ponds, drainage structures, traffic control signage, litter control, large dead animal removal.
- Roadway maintenance: Asphalt patching/overlaying, grading, stripping and pavement markings, bridges, median landscaping.
- Construction: Resurfacing, sub-base construction/reconstruction, paving, culvert installation, drainage structure installation.
- Contracted services: Mowing, guardrail installation, fence installation, pest control/fertilization, sweeping, striping.
- Emergency Response: Respond to road, rights of way and flooding emergencies reported that are under Public Works jurisdiction. Supports Pasco County Agencies during incidents of significant impact.

Level of Service

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	70.0

Workload Indicator

- This location is on borrowed land. It is a double wide trailer and the environment is negatively affecting morale. There is no fuel at this site so daily dozens of vehicles travel to Little Road to fuel.
- As the population grows the demand for service will increase.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	85.4	96.3	107.5	118.9
Model 5 Department's Recommendation	90.0	110.0	130.0	150.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**88.0**	**103.0**	**119.0**	**134.0**

% Change (13-34) = 91%

% Change /Year = 4%

Space Deficiencies

- There is no storage for small tools, barricades etc. so we use conex boxes outside.
- Parking is maxed out
- Inadequate stockpile areas
- Equipment is left outside as there is no equipment storage, not even a roof
- Storing millings at a fire station off seven springs

Public Works – Road & Bridge, Shady Hills *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,306				
FTE Staff Projection	70	88	103	119	134
Existing Office DGSF/Staff	19				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*3,500*	*4,400*	*5,150*	*5,950*	*6,700*
Existing Other DGSF[2]	6,000				
DGSF Other Projection	*6,500*	*7,000*	*7,500*	*8,000*	*8,500*
DGSF Total Existing Space	7,306				
DGSF Space Projection[3]	**10,000**	**11,400**	**12,650**	**13,950**	**15,200**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Needs to be close to Administration and the Trouble Creek office

Current Visitors	Daily Average	2	Daily Peak	1	
Current Parking	Employee Vehicle	60	County Vehicle	29	

Miscellaneous

- Need to be west of US41
- Equipment needs to be secured and the site is currently unsafe to leave a single clerk there alone.
- County-Owned Vehicles assigned to the location: 29 pickups, 89 pieces of heavy equipment, 179 pieces of small equipment, and 35 heavy trucks.

Public Works –Stormwater Management, New Port Richey

Location

4454 Grand Blvd., New Port Richey

Mission/ Function

- Manage Pasco County's stormwater management programs and maintain the County's stormwater drainage system
- Reducing the potential loss of life or property due to flooding.
- Protecting the County's waters from stormwater pollution.
- Improving the County's storm drainage system.
- Responsible for meeting requirements mandated by the National Pollutant Discharge Elimination System (NPDES) for reducing stormwater pollutants in water bodies.

Level of Service

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	30.0	33.0

% Change (03-13) 560% % Change / Year : 20.8%

Note: No data available for 2004-2011

Workload Indicator

- As the county grows so does the need for inspections, flood projects, enforcement.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	102.4	263.0	675.7	1736.0
Model 2 Historical Number Change	49.8	63.8	77.8	91.8
Model 3 Linear Regression	32.2	44.0	55.8	67.6
Model 4 Constant Staff/Population	40.2	45.4	50.7	56.1
Model 5 Department's Recommendation	40.0	50.0	60.0	70.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**37.0**	**46.0**	**56.0**	**65.0**

% Change (13-34) = 97%

% Change /Year = 5%

Space Deficiencies

- Maxed out in office and cube space.
- No storage for drawings.
- No storage for payroll records.
- Need room for a large format plotter

Public Works – Stormwater Management, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	10,150				
FTE Staff Projection	33	37	46	56	65
Existing Office DGSF/Staff	308				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*6,600*	*7,400*	*9,200*	*11,200*	*13,000*
Existing Other DGSF[2]	9,000				
DGSF Other Projection	*2,200*	*2,400*	*2,600*	*2,800*	*3,000*
DGSF Total Existing Space	19,150				
DGSF Space Projection[3]	**8,800**	**9,800**	**11,800**	**14,000**	**16,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- None

Current Visitors	Daily Average	15	Daily Peak	4	
Current Parking	Employee Vehicle	34	County Vehicle	13*	12 Pickups and 1 boat

Miscellaneous

- Pasco County holds a NPDES permit issued by the Florida Department of Environmental Protection.
- Bar next door and several armed robberies in the center several years ago prompted a buzzer entrance system.
- Boat/trailer parking on site.
- This is a remote site that needs to be consolidated with Little Road and San Antonio.
- This area houses all engineering, NPDES, enforcement, GIS inventory, inspections, flood mapping, and Paving Assessment Program (PVAS).

Internal Services Branch Profiles

The Internal Services Branch includes County departments under the Board of County Commissioners that provide general management, administrative, and financial services to all departments. The Internal Services Branch responsibilities include the research, preparation and management of county budgets. A list of General Government departments/offices by location is below.

Department/Office	Location
Administration	WPGC, 8731 Citizens Dr., Suite 340, New Port Richey
Facilities Management - West Office and Administration	7220 Osteen Rd., New Port Richey
Facilities Management - Central Office	9930 Land O'Lakes Blvd, Land O' Lakes
Facilities Management - East Office	37301 Florida Ave, Dade City
Internal Services – Fiscal Services	WPGC, 8731 Citizens Drive, Suite 321, New Port Richey
Fleet Management – Fleet West Heavy Maintenance	7578 State Street, New Port Richey
Fleet Management – Fleet East Maintenance	30906 Warder Road, San Antonio
Fleet Management – Fleet West Light Maintenance	6911 Fox Hollow Drive, Port Richey
Information Technology - Administration	8744 Government Dr., New Port Richey
Information Technology – Data Center	4111 Land O' Lakes Blvd., Land O' Lakes 13921 7th Street, Dade City 13931 7th Street, Dade City *Under Construction* 38245 McDonald Street, Dade City
Information Technology – GIS Mapping	WPGC, 8731 Citizens Dr., Suite 320, New Port Richey
Information Technology – Radio Shop	WPGC, Utilities Administration Building, 1st Floor, New Port Richey
Office of Management and Budget	WPGC, 8731 Citizens Dr., Suite 340, New Port Richey
Human Resources	WPGC, 8731 Citizens Dr., Suite 330, New Port Richey
Purchasing and Central Stores	8919 Government Dr., New Port Richey

Currently, Internal Services Branch offices are located primarily in New Port Richey, with additional office presence in Land O' Lakes and Dade City. Facilities Management offices are located in the west, central and east portions of the county. Fleet Management has two field locations in the western part of the county and one in San Antonio in the eastern half of the county.

A new data center is nearing completion in Dade City and will house the Information Technology offices that currently are in the Hap Clark Building in Land O' Lakes and two locations in Dade City, the current Data Center and the Deal Building. Overall, growth is projected for these departments due to growth in the County population and associated increase in county government and support services.

Internal Services - Administration

Location

WPGC, 8731 Citizens Dr., Suite 340, New Port Richey.

Mission/ Function

- Serve as administrative and clerical offices.
- Oversee the management of the day to day operations and services of the Internal Services Branch to include Facilities Management, Fiscal Services, Fleet Management, Information Technology, Office of Management & Budget, Human Resources, and Purchasing Departments.
- Activities include meetings on a regular basis with all County departments, constitutionals, and external customers.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	3.0

% Change (12-13) = 50% % Change / Year = 50.0%

Workload Indicator

- Growth in population and associated increase in County government.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	9.0	14.0	19.0	24.0
Model 3 Linear Regression	2.8	3.8	4.8	5.9
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	5.0	6.0	6.0	7.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**4.0**	**5.0**	**5.0**	**6.0**

% Change (13-34) = 100%

% Change /Year = 5%

Space Deficiencies

- Lack of meeting rooms.
- Need flexible space for temporary/intern staff.

Internal Services –Administration *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	485				
FTE Staff Projection	3	4	5	5	6
Existing Office DGSF/Staff	162				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*750*	*1,000*	*1,250*	*1,250*	*1,500*
Existing Other DGSF	0				
DGSF Other Projection[2]	*0*	*250*	*250*	*500*	*500*
DGSF Total Existing Space	485				
DGSF Space Projection[3]	**750**	**1,250**	**1,500**	**1,750**	**2,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Conference Room and Flex Space

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- County Administration.
- OMB.
- Fiscal Services.

Current Visitors	Daily Average	3-20	Daily Peak		
Current Parking	Employee Vehicle	3	County Vehicle	1	

Miscellaneous

- Human Resources and Purchasing a “nice to have” adjacency.
- No anticipated increases in this department other than space for 1 or 2 Performance Development Analysts; ideal to have flex space for interns and/or temp help during certain times of the year to help work on projects.
- Access to meeting space huge issue; need more of it in varying sizes; only one medium size conference room which is shared.
- Constantly on the hunt for “flex space” when bring someone in for a short period of time and need them in the area.
- Attempting to keep more files on the shared network drives instead of file cabinets; essentially no extra space for file cabinets.
- Often work after hours and on weekends and need to be secure.

Internal Services – Facilities Management - West Office and Administration

Location

7220 Osteen Rd., New Port Richey.

Mission/ Function

- Provide for construction and renovation of County facilities, infrastructure management and maintenance to Pasco County buildings in the most cost effective manner possible.
- Meet the County space requirements through space planning, construction, expansion and renovation projects.
- Ensure functionality of the built environment.
- Maintaining, repairing or building new to work best for the people, place and services needed.

Level of Service

- Within 20 to 30 minutes of locations served.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
44.0	44.0	44.0	44.0	44.0	32.0	32.0	32.0	32.0	33.0	35.0

% Change (03-13) = -20% % Change / Year = -2.3%

Note: Includes 7 field staff

Workload Indicator

- Growth in number of facilities to maintain and number of work orders.

Data/Ratios	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Facilities NPR Staff	44.0	44.0	44.0	32.0	32.0	32.0	32.0	33.0	35.0
Work Order Totals	312	320	352	342	439	698	804	447	330
Work Order Costs	$13,836	$16,175	$20,239	$14,336	$15,909	$33,121	$32,254	$20,882	$24,620
Work Orders per 1,000 Population	0.7	0.7	0.8	0.7	0.9	1.5	1.7	1.0	0.7
Work Orders per Staff	7.1	7.3	8.0	10.7	13.7	21.8	25.1	13.5	9.4

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	30.5	27.2	24.3	21.6
Model 2 Historical Number Change	29.6	25.1	20.6	16.1
Model 3 Linear Regression	21.7	14.4	7.1	-0.2
Model 4 Constant Staff/Population	42.7	48.2	53.8	59.5
Model 5 Department's Recommendation	38.0	41.0	43.0	44.0
Model 6 Workload Indicators	43.6	49.2	54.9	60.7
FTE Staff Projection (Model 4-6)	**41.0**	**46.0**	**51.0**	**55.0**

% Change (13-34) = 57%

% Change /Year = 3%

Space Deficiencies

- None identified.

Internal Services – Facilities Management - West Office and Administration *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	10,398				
FTE Staff Projection	35	41	46	51	55
Existing Office DGSF/Staff	297				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*7,000*	*8,200*	*9,200*	*10,200*	*11,000*
Existing Other DGSF[2]	12,819				
DGSF Other Projection	*13,500*	*13,750*	*14,000*	*14,250*	*14,500*
DGSF Total Existing Space	23,217				
DGSF Space Projection[3]	**20,500**	**21,950**	**23,200**	**24,450**	**25,500**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes warehouse, shed, and equipment building.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Central location to west sites.

Current Visitors	Daily Average	NA	Daily Peak	NA	
Current Parking	Employee Vehicle	All	County Vehicle	29*	*3 Sedans 13 Trucks 10 Vans 3 Trailers

Miscellaneous

- Currently 3 locations – West, Central and East for proximity to all county locations, within a 20-30 minute drive for emergencies.
- If centralization of government center occurs, location could house the Admin portion of this department and its growth expectancy.
- File room houses file boxes at Osteen Rd.; digital files of building plans in process; electronic files kept throughout the department.
- Additional programs include Master Plan management for all Pasco County-Wide Facilities, Project Management for other departments, and a Draftsman to keep plans current and assist with small office interior non-structural renovations.
- Unique space requirements include warehouse, vehicle and equipment storage; warehouse needs to be covered and secure; vehicle and equipment storage need to be secure and ideally covered to extend life of equipment.

Internal Services – Facilities Management - Central Office

Location

9930 Land O'Lakes Blvd, Land O' Lakes.

Mission/ Function

- Provide for construction and renovation of County facilities, infrastructure management and maintenance to Pasco County buildings in the most cost effective manner possible.
- Meet the County space requirements through space planning, construction, expansion and renovation projects.
- Ensure functionality of the built environment.
- Maintaining, repairing or building new to work best for the people, place and services needed.

Level of Service

- Within 20 to 30 minutes of locations served.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
9.0	10.0	10.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0

% Change (03-13) = 22% % Change / Year = 2.0%

Note: Includes 9 field staff

Workload Indicator

- Growth in facilities to maintain and associated number of work orders.

Data/Ratios	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Facilities LOL Staff	10.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0
Work Order Totals	165	149	156	193	186	343	471	502	763
Word Order Costs	$5,816	$4,865	$3,659	$11,866	$9,278	$11,469	$14,496	$28,219	$38,690
Work Orders per 1,000 Population	0.4	0.3	0.3	0.4	0.4	0.7	1.0	1.1	1.6
Work Orders per Staff	16.5	13.5	14.2	17.5	16.9	31.2	42.8	45.6	69.4

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	12.4	13.7	15.2	16.8
Model 2 Historical Number Change	12.2	13.2	14.2	15.2
Model 3 Linear Regression	12.3	13.1	13.9	14.7
Model 4 Constant Staff/Population	13.4	15.1	16.9	18.7
Model 5 Department's Recommendation	13.0	26.0	28.0	28.0
Model 6 Workload Indicators	13.6	15.4	17.2	19.0
FTE Staff Projection (Model 4-6)	**13.0**	**19.0**	**21.0**	**22.0**

% Change (13-34) = 100%

% Change /Year = 5%

Space Deficiencies

- Inadequate storage.
- Inadequate workshop areas.

Internal Services – Facilities Management - Central Office *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,150				
FTE Staff Projection	11	13	19	21	22
Existing Office DGSF/Staff	105				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*1,320*	*1,560*	*2,280*	*2,520*	*2,640*
Existing Other DGSF[2]	774				
DGSF Other Projection	*774*	*800*	*1,000*	*1,100*	*1,200*
DGSF Total Existing Space	1,924				
DGSF Space Projection[3]	**2,094**	**2,360**	**3,280**	**3,620**	**3,840**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Central county location.

Current Visitors	Daily Average	0	Daily Peak	1	
Current Parking	Employee Vehicle	All	County Vehicle	10*	*3 trucks 7 vans

Miscellaneous

- Office located with Fire Rescue #22; as subdivision Connerton grows, this station to be rebuilt with a 3 bay on land donated by Connerton; therefore requiring this office to rebuilt/relocated.
- Necessity for porter service at the Hap Clark Building.
- Unique space requirements include warehouse, vehicle and equipment storage; warehouse to be covered and secure; vehicle and equipment storage require locked area and ideally covered to extend life of equipment.

Internal Services – Facilities Management - East Office

Location

37301 Florida Ave, Dade City.

Mission/ Function

- Provide for construction and renovation of County facilities, infrastructure management and maintenance to Pasco County buildings in the most cost effective manner possible.
- Meet the County space requirements through space planning, construction, expansion and renovation projects.
- Ensure functionality of the built environment.
- Maintaining, repairing or building new to work best for the people, place and services needed.

Level of Service

- Within 20 to 30 minutes of locations served.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
17.0	17.0	17.0	17.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0

% Change (03-13) = -41% % Change / Year = -5.2%

Note: Includes 8 field staff

Workload Indicator

- Growth in facilities to maintain and associated number of work orders.

Data/Ratios	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Facilities DC Staff	17.0	17.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0
Work Order Totals	217	220	206	209	225	338	637	470	429
Word Order Costs	$9,890	$13,395	$7,041	$7,761	$7,523	$20,481	$30,973	$22,502	$47,668
Work Orders per 1,000 Population	0.5	0.5	0.5	0.5	0.5	0.7	1.4	1.0	0.9
Work Orders per Staff	12.8	12.9	20.6	20.9	22.5	33.8	63.7	47.0	42.9

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.3	5.6	4.3	3.3
Model 2 Historical Number Change	5.8	2.3	-1.2	-4.7
Model 3 Linear Regression	2.7	-1.7	-6.2	-10.6
Model 4 Constant Staff/Population	12.2	13.8	15.4	17.0
Model 5 Department's Recommendation	12.0	14.0	15.0	16.0
Model 6 Workload Indicators	13.4	15.1	16.8	18.6
FTE Staff Projection (Model 4-6)	**13.0**	**14.0**	**16.0**	**17.0**

% Change (13-34) = 70%

% Change /Year = 3%

Space Deficiencies

- None identified.

Internal Services – Facilities Management - East Office *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,176				
FTE Staff Projection	10	13	14	16	17
Existing Office DGSF/Staff	118				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*1,200*	*1,560*	*1,680*	*1,920*	*2,040*
Existing Other DGSF[2]	1,500				
DGSF Other Projection	*1,500*	*1,600*	*1,700*	*1,800*	*1,900*
DGSF Total Existing Space	2,676				
DGSF Space Projection[3]	**2,700**	**3,160**	**3,380**	**3,720**	**3,940**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes 3 vehicle bays for storage, work bench, repair shop.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Central to east locations served.

Current Visitors	Daily Average	0	Daily Peak	1	
Current Parking	Employee Vehicle	All	County Vehicle	11*	*4 trucks 5 vans 2 trailers

Miscellaneous

- Increase ground maintenance and additional maintenance staff for buildings
- Unique space requirements include warehouse, vehicle and equipment storage; warehouse to be covered and secure; vehicle and equipment storage require locked area and ideally covered to extend life of equipment.

Internal Services – Fiscal Services

Location

WPGC, 8731 Citizens Drive, Suite 321, New Port Richey.

Mission/ Function

- Provide fiscal (accounting) support to all Internal Services departments and in some functions, all of the BCC.
- Functions include Accounts Payable, Accounts Receivable, Purchase Order Requisition entry, Budget Analysis, Expense to Budget Analysis, Capital Project fiscal support, Auditing, Agenda Review for proper account and amount.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.0

% Change (03-13) = NA % Change / Year = NA

Workload Indicator

- Fluctuations in other Internal Services departments.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	12.8	16.8	20.8	24.8
Model 3 Linear Regression	4.7	6.5	8.4	10.2
Model 4 Constant Staff/Population	9.8	11.0	12.3	13.6
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 4)	**10.0**	**11.0**	**12.0**	**14.0**

Space Deficiencies

- Currently space sufficient.
- No room for expansion.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,041				
FTE Staff Projection	8	10	11	12	14
Existing Office DGSF/Staff	130				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*1,600*	*2,000*	*2,200*	*2,400*	*2,800*
DGSF Total Existing Space	1,041				
DGSF Space Projection[2]	**1,600**	**2,000**	**2,200**	**2,400**	**2,800**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Internal Services – Fiscal Services *(continued)*

Critical Adjacencies	▪ Internal Services Admin. ▪ County Administration. ▪ Facilities. ▪ Fleet. ▪ IT. ▪ Purchasing. ▪ Human Resources. ▪ Performance Development. ▪ Tourism. ▪ Public Information Officer. ▪ OMB.				
Current Visitors	Daily Average	NA	Daily Peak	NA	
Current Parking	Employee Vehicle	8	County Vehicle	NA	
Miscellaneous	▪ New department as of October of 2013. ▪ Possible personnel growth due to a consolidation of staff from other Branches. ▪ Records stored on-site and in the old jail facility; storage mainly paper. ▪ ERP project may have impact on future space needs depending on how data is to be entered in the system; may need desktop scanners and a department only copy machine with scan to email capabilities.				

Internal Services – Fleet Management – West Heavy Maintenance

Location

7578 State Street, New Port Richey

Mission/ Function

- Provide, monitor, track and schedule all aspects of vehicle and equipment, preventative, general and vendor maintenance.
- Ensure all Pasco County vehicles and equipment functional, safe and dependable.
- Serve as the West Pasco maintenance for larger vehicles (ambulances and buses).

Level of Service

- Current: 95 vehicles/tech with 1,908 sf per tech. Goal: 65 vehicles/tech with 2,700 sf per tech (National Association of Fleet Administrators, NAFA)

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	13.0	13.0	13.0

% Change (11-13) = 0% % Change / Year = 0.0%

Note: Includes 11 technical staff

Workload Indicator

- Growth in population and associated increase in County functions/infrastructure and the need to provide maintenance.
- Currently 11 vehicle bays, with 3 able to handle larger vehicles.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	13.0	13.0	13.0	13.0
Model 2 Historical Number Change	13.0	13.0	13.0	13.0
Model 3 Linear Regression	13.0	13.0	13.0	13.0
Model 4 Constant Staff/Population	15.9	17.9	20.0	22.1
Model 5 Department's Recommendation	13.0	14.0	16.0	17.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**14.0**	**16.0**	**18.0**	**20.0**

% Change (13-34) = 54%

% Change /Year = 3%

Space Deficiencies

- Not enough space to add an adequate number of Automotive Technicians.
- Insufficient back lot (down/ready line) spacing needs.
- Busses maintained at facility, new busses increasing in length resulting in only one bay able to accommodate.

Internal Services – Fleet Management – West Heavy Maintenance *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,178				
FTE Staff Projection	13	14	16	18	20
Existing Office DGSF/Staff	168				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*1,950*	*2,100*	*2,400*	*2,700*	*3,000*
Existing Other DGSF[2]	12,500				
DGSF Other Projection	*15,000*	*16,100*	*17,200*	*19,400*	*21,600*
DGSF Total Existing Space	14,678				
DGSF Space Projection[3]	**16,950**	**18,200**	**19,600**	**22,100**	**24,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes 11 Vehicle bays (3 large vehicle, 8 standard), office storage.

[3] Includes DGSF Office Projection + DGSF Other Projection (6 additional bays).

Critical Adjacencies

- Accessible to all departments served.

Current Visitors	Daily Average	Varies	Daily Peak	Varies	
Current Parking	Employee Vehicle	13	County Vehicle	Varies	

Miscellaneous

- Also known as D&E; provide maintenance services east and west side.
- File storage currently vehicle work order files as well as some file retention (inactive) files, kept upstairs above the parts room of facility.
- Technicians utilize diagnostic tools in the repair of V/E as well as tire machinery, overhead cranes, vehicle and bus that require ample space for operation.
- Services all west side heavy equipment in County's fleet, emergency rescues, fire engines, public transportation busses, and in-servicing all new V/E received.
- "Down line" where V/E parked waiting for repair and "ready line" where V/E completed and awaiting pick-up barely adequate for site given size and type of equipment serviced and the fact there is a biological car wash facility located in middle of the lot.
- Auction vehicles awaiting disposal/auction stored on back of lot, also shared with other departments who park/secure their vehicles/equipment there each night.
- Maintenance building houses the EOC Departmental Operations Center (DOC) for Emergency Support Function #7 (Resources) as well as a tire room, battery room, parts room, oil room, electrical room, radio room, library, and upstairs storage over the parts room.
- Gated facility, no functional security system in place on site (the system/cameras currently inoperable and obsolete - VHS system); site accessible by all County departments/divisions; equipment laden with tools, etc., parked on site.
- Number of visitors varies greatly depending on repairs/vehicles being dropped off, employees requiring fuel cards, vendors delivering parts, etc.

Internal Services – Fleet Management – East Maintenance

Location

30906 Warder Road, San Antonio.

Mission/ Function

- Provide, monitor, track and schedule all aspects of vehicle and equipment, preventative, general and vendor maintenance.
- Ensure all Pasco County vehicles and equipment functional, safe and dependable.

Level of Service

- Current: 95 vehicles/tech with 1,908 sf per tech. Goal: 65 vehicles/tech with 2,700 sf per tech (National Association of Fleet Administrators, NAFA)

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0	10.0	11.0

% Change (03-13) = 10% % Change / Year = 4.9%

Workload Indicator

- Growth in population and associated increase in County functions and the need to provide maintenance.
- Current space includes 9 vehicle bays, with 6 able to handle larger vehicles.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	14.6	18.6	23.6	29.9
Model 2 Historical Number Change	14.0	16.5	19.0	21.5
Model 3 Linear Regression	13.8	16.3	18.8	21.3
Model 4 Constant Staff/Population	13.4	15.1	16.9	18.7
Model 5 Department's Recommendation	13.0	14.0	16.0	17.0
Model 6 Workload Indicators				.
FTE Staff Projection (Model 4-5)	**13.0**	**15.0**	**16.0**	**18.0**

% Change (13-34) = 64%

% Change /Year = 3%

Space Deficiencies

- At maximum capacity, no room for expansion.
- Need more garage facilities to accommodate additional Automotive Technicians and vehicles/equipment.
- Insufficient maintenance and back lot (down/ready line) spacing needs.
- Busses maintained at facility, new busses increasing in length resulting in more maintenance issues.

Internal Services – Fleet Management – East Maintenance *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,040				
FTE Staff Projection	11	13	15	16	18
Existing Office DGSF/Staff	185				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*1,650*	*1,950*	*2,250*	*2,400*	*2,700*
Existing Other DGSF[2]	8,240				
DGSF Other Projection	*9,440*	*11,440*	*12,440*	*14,440*	*15,440*
DGSF Total Existing Space	10,280				
DGSF Space Projection[3]	**11,090**	**13,390**	**14,690**	**16,840**	**18,140**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes 9 vehicle bays.

[3] Includes DGSF Office Projection + DGSF Other Projection. (6 additional bays)

Critical Adjacencies

- Accessible to all departments served.

Current Visitors	Daily Average		Daily Peak		
Current Parking	Employee Vehicle	13	County Vehicle	Varies	

Miscellaneous

- Also known as C-Barn; expanded operation by all major departments on east side of the County about 10 years ago creating a backlog of needed repairs.
- Fuel site located at front of the facility for all County V/E to utilize as well as constitutional office vehicles and Sheriff's units in area.
- Working with Public Transportation (PCPT) to build a new facility on east side.
- Provide maintenance services to all departments on east and west side of County.
- Technicians utilize many diagnostic tools in the repair/maintenance of V/E as well as tire machinery, vehicle and bus lifts that require ample space for operation.
- Site very old and overall inadequate to service equipment (only 5.5 bays).
- Service all east side heavy equipment in the County's fleet as well as emergency rescues, fire engines and public transportation busses.
- "Down line" where V/E parked for repair and "ready line" where V/E completed and awaiting pick-up barely adequate given size and type of equipment serviced.
- Auction vehicles awaiting disposal/auction stored on back of lot, also shared with other departments who park/secure their vehicles/equipment there each night.
- Maintenance building houses a tire room, parts room, oil room, electrical room, and library and supervisors office.
- Gated facility with no functional security system in place (the system/cameras currently inoperable and obsolete - VHS system); site accessible by all County departments/divisions; equipment laden with tools, etc., parked on site.
- Number of visitors varies greatly depending on repairs/vehicles being dropped off, employees requiring fuel cards, vendors delivering parts, etc.

Internal Services – Fleet Management – West Light Maintenance

Location

6911 Fox Hollow Drive, Port Richey.

Mission/ Function

- Provide, monitor, track and schedule all aspects of vehicle and equipment, preventative, general and vendor maintenance.
- Ensure all Pasco County vehicles and equipment functional, safe and dependable.
- Administratively provide necessary management, accounting, and clerical support for all of Fleet Management's functions to include adhering to all County directives, providing guidance and oversight for all Fleet functions, ensuring compliance with all Federal, State and Local standards and regulations, and maintaining required documentation and record keeping.

Level of Service

- Current: 95 vehicles/tech with 1,908 sf per tech. Goal: 65 vehicles/tech with 2,700 sf per tech (National Association of Fleet Administrators, NAFA)

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.0	12.0	12.0

% Change (13-13) = 0% % Change / Year = 0.0%

Note: Includes 8 technical staff

Workload Indicator

- Growth in population and associated increase in County functions and the need to provide maintenance.
- Current space includes 9 vehicle bays, 2 bays in the back for paint shop/detailing.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	12.0	12.0	12.0	12.0
Model 2 Historical Number Change	12.0	12.0	12.0	12.0
Model 3 Linear Regression	12.0	12.0	12.0	12.0
Model 4 Constant Staff/Population	14.6	16.5	18.4	20.4
Model 5 Department's Recommendation	12.0	12.0	12.0	14.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**13.0**	**14.0**	**15.0**	**17.0**

% Change (13-34) = 42%

% Change /Year = 2%

Space Deficiencies

- None identified, sufficient space for servicing "light" fleet.

Internal Services – Fleet Management – West Light Maintenance *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,330				
FTE Staff Projection	12	13	14	15	17
Existing Office DGSF/Staff	194				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*1,800*	*1,950*	*2,100*	*2,250*	*2,550*
Existing Other DGSF[2]	14,410				
DGSF Other Projection	*15,500*	*16,500*	*17,500*	*18,500*	*19,500*
DGSF Total Existing Space	16,740				
DGSF Space Projection[3]	**17,300**	**18,450**	**19,600**	**20,750**	**22,050**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes 9 vehicle bays and parts storage.

[3] Includes DGSF Office Projection + DGSF Other Projection. (5 additional bays)

Critical Adjacencies

- Central to all departments served.

Current Visitors	Daily Average	Varies	Daily Peak	Varies	
Current Parking	Employee Vehicle	16	County Vehicle	Varies	

Miscellaneous

- Need to modernize facilities and use adjacent land for parking.
- Vehicle historical records and file retention (inactive files) kept in a caged area off the parts supply room of site.
- Technicians utilize many diagnostic tools in the repair/maintenance of V/E as well as tire machinery and vehicle lifts requiring ample space for operation.
- "Down line" where V/E parked waiting for repair and "ready line" where V/E completed and awaiting pick-up adequate for site.
- General visitor/employee parking areas on site also adequate.
- Unique space requirements include tire room, battery room, parts room, oil room (used and new), and wheel alignment bay.
- Gated facility; no site security system in place.
- Cell tower located on property; access must be granted to cell tower companies after hours and weekends as needed.
- Number of visitors varies greatly depending on repairs/vehicles being dropped off, employees requiring fuel cards, vendors delivering parts, etc.

Internal Services – Information Technology - Administration

Location

8744 Government Dr., New Port Richey.

Mission/ Function

- Supply, maintain, and recommend technology as it relates to business process and improving services to citizens.
- Work closely with all county departments and constitutional officers to ensure successful implementations and services.

Level of Service

- Reduce the number of unplanned service outages by 10% per year for Critical and Urgent incidents (Goal is 1.73 outage hours per Production Support Element per year).

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
24.0	24.0	24.0	24.0	24.0	24.0	24.0	18.0	18.0	18.0	22.0

% Change (03-13) = -8% % Change / Year = -0.9%

Note: Includes 6 field staff.

Workload Indicator

- Growth in population and associated increase in county personnel.
- Additional programs to maintain.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	20.9	20.0	19.1	18.3
Model 2 Historical Number Change	20.8	19.8	18.8	17.8
Model 3 Linear Regression	15.8	12.9	10.0	7.1
Model 4 Constant Staff/Population	26.8	30.3	33.8	37.4
Model 5 Department's Recommendation	24.0	26.0	26.0	28.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**25.0**	**28.0**	**30.0**	**33.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- Inadequate number of offices; multiple employees share offices designed to house one person; IT Admin Office has 6 offices housing 2 or more employees.
- Team room housed with the Data Center equipment crowded.
- Need a larger conference room/meeting room; current conference room only holds 8 employees comfortably.

Internal Services –Information Technology - Administration *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,157				
FTE Staff Projection	22	25	28	30	33
Existing Office DGSF/Staff	144				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*4,400*	*5,000*	*5,600*	*6,000*	*6,600*
Existing Other DGSF[2]	501				
DGSF Other Projection	*400*	*400*	*400*	*500*	*500*
DGSF Total Existing Space	3,658				
DGSF Space Projection[3]	**4,800**	**5,400**	**6,000**	**6,500**	**7,100**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Server Room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- All county departments.
- All county constitutional offices.

Current Visitors	Daily Average	10-15	Daily Peak	15	
Current Parking	Employee Vehicle	22	County Vehicle	6	4 Vans 2 Cars

Miscellaneous

- New Data Center to open in Dade City in 2014; personnel from West Pasco can potentially move to new space; presence in West Pasco needed for troubleshooting.
- IT storage all electronic; store data files in large storage networks hosted in this facility and in Dade City.
- Use hybrid cloud architecture for county.
- Future needs require the IT server room in Building A to be expanded another 40-80 square feet.
- IT has office on the 3rd Floor of the WPGC in addition to offices in the main building on Government Drive.

Internal Services – Information Technology – Data Center

Locations

Currently: Hap Clark, Suite 301, 4111 Land O' Lakes Blvd., Land O' Lakes.
Data Center, 13921 7th Street, Dade City.
Deal Building, 13931 7th Street, Dade City.
Under Construction: New Data Center, 38245 McDonald Street, Dade City.

Mission/ Function

- Supply, maintain, and recommend technology as it relates to business process and improving services to citizens.
- Work closely with all county departments and constitutional officers to ensure successful implementations and services.

Level of Service

- Reduce the number of unplanned service outages by 10% per year for Critical and Urgent incidents (Goal is 1.73 outage hours per Production Support Element per year).

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
25.0	25.0	25.0	25.0	25.0	25.0	25.0	28.0	28.0	28.0	28.0

% Change (03-13) = 12% % Change / Year = 1.1%

Note: Includes 7 field staff.

Workload Indicator

- Growth in population and associated increase in county personnel.
- Additional programs to maintain.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	30.0	31.7	33.6	35.5
Model 2 Historical Number Change	29.8	31.3	32.8	34.3
Model 3 Linear Regression	30.3	32.2	34.1	36.0
Model 4 Constant Staff/Population	34.1	38.5	43.0	47.6
Model 5 Department's Recommendation	45.0	45.0	50.0	50.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**40.0**	**42.0**	**47.0**	**49.0**

% Change (13-34) = 75%

% Change /Year = 4%

Space Deficiencies

- None identified; new IT Data Center to open in 2014.

Internal Services – Information Technology – Data Center *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,946				
FTE Staff Projection	28	40	42	47	49
Existing Office DGSF/Staff	177				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*5,600*	*8,000*	*8,400*	*9,400*	*9,800*
Existing Other DGSF[2]	7,449				
DGSF Other Projection[3]	*6,500*	*6,500*	*6,500*	*6,500*	*6,500*
DGSF Total Existing Space	12,395				
DGSF Space Projection[4]	**12,100**	**14,500**	**14,900**	**15,900**	**16,300**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[3] Includes current space occupied in Hap Clark LOL and Deal DC to be consolidated and relocated to the New Technology Center.

[3] Includes consolidated server room, video conf, data room, storage, confernce room.

[4] Includes DGSF Office Projection + DGSF of New Data Center opening in 2014.

Critical Adjacencies

- All county departments
- All county constitutional offices

Current Visitors	Daily Average	10-15	Daily Peak	15	
Current Parking	Employee Vehicle	40	County Vehicle	7	4 vans 3 cars

Miscellaneous

- New Data Center opening August 2014 and IT staff from Hap Clark and the old Data Center and Deal Building in Dade city will move to the new building. Projected space for IT in the new data center is 6,500 sf.
- Primary data center in most eastern part of county on high ground.
- IT storage all electronic; store data files in large storage networks hosted in this facility and in Dade City.
- Use hybrid cloud architecture for county.
- IT area restricted to protect the data center and the intellectual property contained within; data closets also restricted areas due to the critical nature of the equipment and the network routers contained within.

Internal Services – Information Technology – GIS Mapping

Location

WPGC, 8731 Citizens Dr., Suite 320, New Port Richey.

Mission/ Function

- Develop the County's digital spatial databases.
- Provide state-of-the-art mapping and data services to County departments, citizens, local governments, and businesses.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0

Workload Indicator

- Growth in population and increased development.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	7.3	8.3	9.2	10.2
Model 5 Department's Recommendation				

% Change (13-34) = 67%

% Change /Year = 3%

Space Deficiencies

- None identified.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	858				
FTE Staff Projection	6	7	8	9	10
Existing Office DGSF/Staff	143				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*1,200*	*1,400*	*1,600*	*1,800*	*2,000*
DGSF Total Existing Space	858				
DGSF Space Projection[2]	**1,200**	**1,400**	**1,600**	**1,800**	**2,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Internal Services –Information Technology – GIS Mapping *(continued)*

Critical Adjacencies	▪ County Administration. ▪ Development Services.				
Current Visitors	Daily Average	N/A	Daily Peak	N/A	
Current Parking	Employee Vehicle	N/A	County Vehicle	N/A	
Miscellaneous	▪				

Internal Services – Information Technology – Radio Shop

Location

WPGC, Utilities Administration Building, 1st Floor, New Port Richey.

Mission/ Function

- Supply, maintain, and recommend communications technology (radios, phones, towers, antennas) as it relates to business process and improving services to citizens.
- Work closely with all county departments and constitutional offices to ensure successful implementations and services.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	4.0	4.0	3.0

% Change (03-13) = 0% % Change / Year = 0.0%

Note: Includes 2 field staff.

Workload Indicator

- Growth in population and associated increase in county government and equipment.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	3.0	3.0	3.0	3.0
Model 2 Historical Number Change	3.0	3.0	3.0	3.0
Model 3 Linear Regression	3.9	4.2	4.5	4.8
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	4.0	4.0	4.0	4.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**4.0**	**4.0**	**4.0**	**5.0**

% Change (13-34) = 67%

% Change /Year = 3%

Space Deficiencies

- Inadequate number and size of vehicle bays; currently one small bay only sized for a small truck/car.
- Need 2 to 3 bays to house County Communications trailer and two fire trucks or buses.
- Need a large storage area to accompany the bays for radio and antenna storage.

Internal Services –Information Technology – Radio Shop *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,379				
FTE Staff Projection	3	4	4	4	5
Existing Office DGSF/Staff	50				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*150*	*200*	*200*	*200*	*250*
Existing Other DGSF[2]	1,125				
DGSF Other Projection	*1,800*	*2,100*	*2,600*	*3,100*	*3,100*
DGSF Total Existing Space	2,504				
DGSF Space Projection[3]	**1,950**	**2,300**	**2,800**	**3,300**	**3,350**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes 1 vehicle bay.

[3] Includes DGSF Office Projection + DGSF Other Projection + 3 bays + storage.

Critical Adjacencies

- Fleet Management (for installation of equipment in county vehicles).

Current Visitors	Daily Average	10-15	Daily Peak	15	
Current Parking	Employee Vehicle	3	County Vehicle	2	

Miscellaneous

- Restricted access to radio shop lab and storage to protect inventory, radio emissions, and radio test equipment.
- Currently housed in back of Utilities Admin Building with one small bay door not accessible by fire trucks and busses; limits work performed on vehicles to outside work only (weather permitting).

Internal Services - Office of Management and Budget

Location

WPGC, 8731 Citizens Dr., Suite 340, New Port Richey.

Mission/ Function

- Provide management and policy support to the Board of County Commissioners, County Administrator and operating business units through the preparation, review, and monitoring of County budgets.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
10.0	10.0	11.0	11.0	12.0	12.0	12.0	11.0	11.0	11.0	10.0

% Change (03-13) = 0% % Change / Year = 0.0%

Workload Indicator

- Growth of population and associated increase in county government.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	10.0	10.0	10.0	10.0
Model 2 Historical Number Change	10.0	10.0	10.0	10.0
Model 3 Linear Regression	11.4	11.6	11.8	11.9
Model 4 Constant Staff/Population	12.2	13.8	15.4	17.0
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-4)	**12.0**	**13.0**	**14.0**	**14.0**

% Change (13-34) = 40%

% Change /Year = 2%

Space Deficiencies

- Anticipate more office space when Tourism moves.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,084				
FTE Staff Projection	10	12	13	14	14
Existing Office DGSF/Staff	208				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*2,000*	*2,400*	*2,600*	*2,800*	*2,800*
DGSF Total Existing Space	2,084				
DGSF Space Projection[2]	**2,000**	**2,400**	**2,600**	**2,800**	**2,800**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Internal Services - Office of Management and Budget *(continued)*

Critical Adjacencies	▪ County Administration. ▪ Fiscal Services. ▪ Internal Services Administration.				
Current Visitors	Daily Average	1	Daily Peak	3	
Current Parking	Employee Vehicle	9	County Vehicle	0	
Miscellaneous	▪ Official storage outside of building; adequate space to house current files; moving to electronic file storage.				

Internal Services – Human Resources

Location

WPGC, 8731 Citizens Dr., Suite 330, New Port Richey.

Mission/ Function

- Provide full spectrum of Human Resources services to County employees and citizens.
- Provide risk management, safety, and training.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	16.0	16.0	16.0	16.0	16.0	13.0	13.0	13.5	15.5

% Change (05-13) = -3% % Change / Year = -0.4%

Workload Indicator

- Growth in population and associated increase in county government.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	15.1	14.8	14.5	14.3
Model 2 Historical Number Change	15.1	14.8	14.5	14.2
Model 3 Linear Regression	11.9	10.4	8.8	7.3
Model 4 Constant Staff/Population	18.9	21.3	23.8	26.3
Model 5 Department's Recommendation	18.0	18.0	18.0	18.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**18.0**	**20.0**	**21.0**	**22.0**

% Change (13-34) = 42%

% Change /Year = 2%

Space Deficiencies

- Need more access to shared conference room.
- Lobby area adequate but no space for private conversations; need one small consultation room adjacent to the lobby.
- No private space for staff to consult with employees.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,946				
FTE Staff Projection	16	18	20	21	22
Existing Office DGSF/Staff	190				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*3,100*	*3,600*	*4,000*	*4,200*	*4,400*
Existing Other DGSF[2]	826				
DGSF Other Projection	*1,000*	*1,100*	*1,200*	*1,400*	*1,600*
DGSF Total Existing Space	3,772				
DGSF Space Projection[3]	**4,100**	**4,700**	**5,200**	**5,600**	**6,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Training Room in basement.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Internal Services – Human Resources *(continued)*

Critical Adjacencies	▪ County Administration.				
Current Visitors	Daily Average	80	Daily Peak	5	
Current Parking	Employee Vehicle	16	County Vehicle	0	
Miscellaneous	▪ Active files maintained in office, but amount and type of storage not optimal. ▪ Files located in basement not accessible, room shared with IT; Trouble Creek storage at capacity and type and condition of space not optimal; due to retention requirement, no way to avoid storage unless funds budgeted for more conversion of the paper files to electronic media. ▪ Ideally need an area conducive to assisting customers without bringing them to staff area; currently must walk though office area to access conference room. ▪ Future additional wellness centers desirable; additionally, if wellness center model successful, incorporate fitness and possibly day care into campuses. ▪ Need conference room space and state of the art training facilities/equipment. ▪ Need a dedicated room for a "Technology Training Lab", hard-wired with computer stations ▪ Need a larger "multi-use room" with movable wall dividers for large events and two or three smaller classrooms. ▪ Need two, smaller, "satellite" training rooms in Land O' Lakes and Dade City. ▪ Could use state of the art training center as a testing/assessment center with pc's to test future applicants, firefighter promotional exams, etc.				

Internal Services – Purchasing and Central Stores

Location

8919 Government Dr., New Port Richey.

Mission/ Function

- Provide county-wide procurement services including informal and formal solicitations, establishment of contracts, and issuance of purchase orders.
- Provide small item storage services and supply delivery services.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
14.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0

% Change (03-13) = 0% % Change / Year = 0.0%

Workload Indicator

- Growth in population and associated increase in county government.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	14.0	14.0	14.0	14.0
Model 2 Historical Number Change	14.0	14.0	14.0	14.0
Model 3 Linear Regression	14.0	14.0	14.0	14.0
Model 4 Constant Staff/Population	17.1	19.3	21.5	23.8
Model 5 Department's Recommendation	18.0	18.0	20.0	20.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**18.0**	**19.0**	**21.0**	**22.0**

% Change (13-34) = 57%

% Change /Year = 3%

Space Deficiencies

- Inadequate meeting space to accommodate large numbers of the public for bid openings; space barely holds a full staff meeting (Purchasing and Stores); need to be 3 times larger.
- Currently short 2 office spaces; staff working at other location due to lack of space.
- No room for expansion.
- Warehouse space currently maximized; need additional room and expansion area.

Internal Services – Purchasing and Central Stores *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,200				
FTE Staff Projection	14	18	19	21	22
Existing Office DGSF/Staff	150				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*2,100*	*2,700*	*2,850*	*3,150*	*3,300*
Existing Other DGSF[2]	8,400				
DGSF Other Projection	*9,000*	*9,200*	*9,400*	*9,600*	*9,800*
DGSF Total Existing Space	9,600				
DGSF Space Projection[3]	**11,100**	**11,900**	**12,250**	**12,750**	**13,100**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes central stores warehouse.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- County Administration.
- Internal Services Administration.

Current Visitors	Daily Average	10	Daily Peak	30	
Current Parking	Employee Vehicle	16	County Vehicle	4	2 vans 1 truck 1 sedan

Miscellaneous

- Files primarily paper and stored initially in lobby spaces and ultimately in the warehouse (where humidity levels not ideal); per statute and policy retain records up to 10 plus years.
- Need for either off-site storage or a larger storage area on-site, must be climate controlled and fire proof.
- Concern with security given that the public frequently present for a variety of activities including bid openings; no security check-in required; security and staff protection need to be part of any future facilities upgrades or expansions.

Public Safety & Administration Branch Profiles

The category of Public Safety & Administration includes functions under the BCC that provide general administrative and/or strategic support and provide emergency management and fire rescue services. A list of Public Safety & Administration departments/offices by location is below.

Department/Office	Location
Public Safety & Administration - Customer Service Call Center, New Port Richey	WPGC Campus, 8744 Citizens Drive, Building A, New Port Richey
Public Safety & Administration – Customer Service Lobby, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey
Public Safety & Administration – Customer Service Lobby, Dade City	EPGC, 14236 6th Street, Dade City
Public Safety & Administration - Strategy and Performance Development, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey
Public Safety & Administration - Public Communications/Information, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey
Public Safety & Administration - Tourism Development, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey
Public Safety & Administration – Communications Primary, New Port Richey	WPGC Campus, 8750 Government Drive, New Port Richey.
Public Safety & Administration – Emergency Management, New Port Richey	WPGC Campus, 8744 Citizens Drive, Building A, New Port Richey.
Public Safety & Administration – Fire Rescue Administration, Land O' Lakes	Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 208, Land O' Lakes.
Public Safety & Administration – Fire Rescue Ambulance Billing, Land O' Lakes	Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 312, Land O' Lakes.
Public Safety & Administration – Fire Rescue Combat/Rescue Administration, Land O' Lakes	Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 208, Land O' Lakes.
Public Safety & Administration – Fire Rescue Combat/Rescue, County Stations	Various (27 County locations)
Public Safety & Administration – Fire Rescue Supply, Odessa	2036 Chesapeake Drive, Odessa (old Fire Station 15)
Public Safety & Administration – Fire Rescue Training, Shady Hills	Training Center, 15910 Little Ranch Road, Shady Hills Burn Building, 15900 Little Ranch Road, Shady Hills

Currently, Administration functions and Public Safety Communications Primary and Emergency Management functions are located at the WPGC Campus. Public Safety Fire Rescue office functions are located in the Hap Clark Building in Land O' Lakes, with supply storage in Odessa and a training facility in Shady Hills. Fire Rescue stations are located throughout the County to provide proper response to calls for service. The main workload indicator for Public Safety and Administration functions is population growth and the associated increase in public support.

Public Safety & Administration - Customer Service Call Center, New Port Richey

Location

WPGC Campus, 8744 Citizens Drive, Building A, New Port Richey.

Mission/ Function

- Answer phones for main Board of County Commissioner's (BCC) line regarding inquiries, complaints, and service requests.
- Forward calls to appropriate departments and/or enter service requests into GovQA for various departments (Animal Control, Code Enforcement, Road & Bridge, etc.).

Level of Service

- Have an Average Call Answer time <=30 seconds and a Call Abandonment Rate <3%.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	8.0	8.0	8.0	9.0	9.0

% Change (09-13) 13% % Change / Year : 3.0%

Workload Indicator

- Growth in population and associated volume of calls for main BCC line; 240,000 calls tracked in 2013.
- Use of technology to answer and process calls.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	10.7	12.4	14.4	16.7
Model 2 Historical Number Change	10.5	11.8	13.0	14.3
Model 3 Linear Regression	10.8	12.3	13.8	15.3
Model 4 Constant Staff/Population	11.0	12.4	13.8	15.3
Model 5 Department's Recommendation	11.0	14.0	17.0	21.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**11.0**	**13.0**	**15.0**	**17.0**

% Change (13-34) = 89%

% Change /Year = 4%

Space Deficiencies

- No room for expansion.
- Inadequate space during activation of the RIC for emergencies.
- Access to break area.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,781				
FTE Staff Projection	9	11	13	15	17
Existing Office DGSF/Staff	309				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*1,350*	*1,650*	*1,950*	*2,250*	*2,550*
DGSF Total Existing Space	2,781				
DGSF Space Projection	**1,350**	**1,650**	**1,950**	**2,250**	**2,550**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Public Safety & Administration - Customer Service Call Center, New Port Richey *(continued)*

Critical Adjacencies	▪ Emergency Operations Center (EOC).				
Current Visitors	Daily Average	0	Daily Peak	0	
Current Parking	Employee Vehicle	9	County Vehicle	0	
Miscellaneous	▪ Most storage electronic data. ▪ All GovQA records public records. ▪ Call center looking at implementing dual-monitors. ▪ Concern that EOC remodel reducing current space and access to coffee maker and small refrigerator.				

Public Safety & Administration - Customer Service Lobby, New Port Richey

Location

WPGC, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Provide excellent Customer Service to Pasco County Citizens and visitors either by phone or in-person.
- Greet citizens at WPGC and EPGC and provide information and directions.

Level of Service

- Respond to call within 30 seconds.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	2.0	2.0	2.0	2.0	2.0

% Change (09-13) 0% % Change / Year : 0.0%

Workload Indicator

- Number of County government centers, currently 2, for greeting.
- Potential use of technology for way finding.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.0	2.0	2.0	2.0
Model 2 Historical Number Change	2.0	2.0	2.0	2.0
Model 3 Linear Regression	2.0	2.0	2.0	2.0
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 2-4)	**2.0**	**2.0**	**2.0**	**2.0**

% Change (13-34) = 0%

% Change /Year = 0%

Space Deficiencies

- Desire for window at desk.

Space Projection

Part of Lobby/common area.

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	0				
FTE Staff Projection	2	2	2	2	2
Existing Office DGSF/Staff	0				
Average Office DGSF/Staff[1]	0	0	0	0	0
DGSF Office Projection	*0*	*0*	*0*	*0*	*0*
Existing Other DGSF[2]	343				
DGSF Other Projection	*250*	*250*	*250*	*250*	*250*
DGSF Total Existing Space	343				
DGSF Space Projection[3]	**250**	**250**	**250**	**250**	**250**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Public Information Booth and is comprised of both spaces on

[3] Includes DGSF Office Projection + DGSF Other Projection.

Public Safety & Administration - Customer Service Lobby, New Port Richey *(continued)*

Critical Adjacencies	▪ Easy public access in lobby.				
Current Visitors	Daily Average	150	Daily Peak	200	
Current Parking	Employee Vehicle	2	County Vehicle	0	
Miscellaneous	▪ Greeter in lobby serves mainly walk-up customers. ▪ Major events like elections increase walk-up traffic. ▪ Potential use of technology to drive self-service (i.e. self-service kiosk with map of building and directory) may reduce need to staff. ▪ Lobby desk must be visible to the public, desire for a window for security.				

Public Safety & Administration - Customer Service Lobby, Dade City

Location

EPGC, 14236 6th Street, Dade City.

Mission/ Function

- Provide excellent Customer Service to Pasco County Citizens and visitors either by phone or in-person.
- Greet citizens at WPGC and EPGC and provide information and directions.

Level of Service

- Respond to call within 30 seconds.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	2.0	2.0	2.0	2.0	2.0

% Change (09-13) 0% % Change / Year : 0.0%

Workload Indicator

- Number of County government centers, currently 2.
- Use of technology.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.0	2.0	2.0	2.0
Model 2 Historical Number Change	2.0	2.0	2.0	2.0
Model 3 Linear Regression	2.0	2.0	2.0	2.0
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 2-4)	**2.0**	**2.0**	**2.0**	**2.0**

% Change (13-34) = 0%

% Change /Year = 0%

Space Deficiencies

- None noted.

Space Projection

Part of Lobby/common area.

Item	Existing	2019	2024	2029	2034
Existing Office DGSF					
FTE Staff Projection	2	2	2	2	2
Existing Office DGSF/Staff	0				
Average Office DGSF/Staff[1]		0	0	0	0
DGSF Office Projection	*0*	*0*	*0*	*0*	*0*
Existing Other DGSF[2]	235				
DGSF Other Projection	*250*	*250*	*250*	*250*	*250*
DGSF Total Existing Space	235				
DGSF Space Projection[3]	**250**	**250**	**250**	**250**	**250**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Public Information Booth.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Public Safety & Administration - Customer Service Lobby, Dade City *(continued)*

Critical Adjacencies	▪ Public access in lobby.				
Current Visitors	Daily Average	80	Daily Peak	100	
Current Parking	Employee Vehicle	2	County Vehicle	0	
Miscellaneous	▪ Serve mainly walk-up customers. ▪ Major events like elections increase walk-up traffic. ▪ Potential use of technology to drive self-service (i.e. self-service kiosk with map of building and directory) may reduce need to staff. ▪ Desk must be visible to the public, desire for a window for security.				

Public Safety & Administration - Strategy & Performance Development, New Port Richey

Location

WPGC, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Serve as process and performance management experts and advisers to the entire organization, enabling County to adopt a performance excellence culture.
- Accomplish work through two programs: Strategic Consulting and Operational Consulting.

Level of Service

- Provide quantitative and qualitative improvements to organizational processes that result in positive societal impact.
- Validate organizational improvement against Sterling criteria (overarching goal).

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	3.0

Note: New department created in 2014.

Workload Indicator

- Goals and standards of County government.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change				
Model 2 Historical Number Change				
Model 3 Linear Regression				
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	6.0	6.0	6.0	6.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**5.0**	**5.0**	**5.0**	**6.0**

% Change (13-34) = 100%

% Change /Year = 5%

Space Deficiencies

- None noted with new space.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	285				
FTE Staff Projection	3	5	5	5	6
Existing Office DGSF/Staff	95				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*600*	*1,000*	*1,000*	*1,000*	*1,200*
Existing Other DGSF[2]	0				
DGSF Other Projection					
DGSF Total Existing Space	285				
DGSF Space Projection	**600**	**1,000**	**1,000**	**1,000**	**1,200**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Public Safety & Administration - Strategy & Performance Development, New Port Richey *(continued)*

Critical Adjacencies	▪ County Administration.				
Current Visitors	Daily Average	10	Daily Peak		
Current Parking	Employee Vehicle	3	County Vehicle		
Miscellaneous	▪ New office in process with Tourism by splitting Property Appraiser space on 1st floor. New space plan at WPGC puts the Strategy and Performance Development office at 1,140 sf in the next year. ▪ Need touchdown spaces for additional/future staff, as future staff to work directly with/at other government Branch offices.				

Public Safety & Administration - Public Communications/Information, New Port Richey

Location

WPGC, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Provide timely, accurate information to an internal and external audience.
- Manage the Pasco County Television Channel and produce video productions for the show.
- Coordinate special projects and events as assigned.
- Work closely with the Public Safety Assistant County Administrator and the County Administrator in providing internal and external communications.
- Review all press releases with County Attorney.

Level of Service

- Respond to reporters within 30 minutes of a phone call/email.
- Provide timely response to reporters prior to their deadlines.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	0.5	0.5	0.5	1.0

% Change (10-13) 100% % Change / Year : 26.0%

Workload Indicator

- Growth in population and level of communications to citizens.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	4.0	12.7	40.3	128.0
Model 2 Historical Number Change	2.0	2.8	3.7	4.5
Model 3 Linear Regression	1.8	2.5	3.3	4.0
Model 4 Constant Staff/Population	1.2	1.4	1.5	1.7
Model 5 Department's Recommendation	2.0	4.0	6.0	6.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**2.0**	**3.0**	**4.0**	**4.0**

% Change (13-34) = 300%

% Change /Year = 14%

Space Deficiencies

- No room for expansion.
- Need secure storage room for video/electronic equipment.
- Access to a press briefing/media room for 10 persons, currently use media room in EOC.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	143				
FTE Staff Projection	1	2	3	4	4
Existing Office DGSF/Staff	143				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*200*	*400*	*600*	*800*	*800*
DGSF Total Existing Space	143				
DGSF Space Projection	**200**	**400**	**600**	**800**	**800**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Public Safety & Administration - Public Communications/Information, New Port Richey *(continued)*

Critical Adjacencies	▪ County Administration. ▪ County Attorney.				
Current Visitors	Daily Average	1	Daily Peak	3	
Current Parking	Employee Vehicle	1	County Vehicle	1	Sedan
Miscellaneous	▪ New department; surrounding counties of Pinellas and Hillsborough with 6 to 8 staff in PIO today. ▪ Current workload supports 2-3 staff. ▪ Television station currently in basement of WPGC, can broadcast from laptop. ▪ Identify locations such as the Hudson Library to locate a temporary studio.				

Public Safety & Administration - Tourism Development, New Port Richey

Location

WPGC, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Provide administrative support to Tourism Development Council and County through Welcome Center, tourist development, grants and sponsorships, and dissemination of tourism information.
- Create a tourist experience based on promoting natural attractions, cultural programs and creating new sports business.

Level of Service

- Move office to accessible location to public on the first floor of WPGC in 2015.
- Open a Welcome Center at the Cypress Creek Outlet Mall 2017 (600 sq. ft.).
- Acquire self-help kiosks to allow tourists to build their own itineraries to explore Pasco.
- Raise Tourism Tax to meet the expanding marketing and promotional needs for Pasco County.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
1.0	2.0	2.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	4.0

% Change (03-13) 300% % Change / Year : 14.9%

Workload Indicator

- Growth in population.
- Number of visitors and tourism tax collected.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	9.2	18.4	36.8	73.5
Model 2 Historical Number Change	5.8	7.3	8.8	10.3
Model 3 Linear Regression	4.9	5.9	6.9	7.9
Model 4 Constant Staff/Population	4.9	5.5	6.1	6.8
Model 5 Department's Recommendation	6.0	8.0	12.0	20.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 2-5)	**5.0**	**7.0**	**8.0**	**11.0**

% Change (13-34) = 175%

% Change /Year = 8%

Space Deficiencies

- Inadequate office space.
- Inadequate storage space for marketing materials.
- Need secure area for equipment storage.
- Need space for public-facing wall mounted TV.
- Need space for 2 electronic information kiosks (with internet access).
- Need area for 8 to 10 foot work table to assemble marketing materials.
- Need room to display marketing materials to the public in office.
- Inadequate space for volunteers to help assemble materials.

Public Safety & Administration - Tourism Development, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	443				
FTE Staff Projection	4	5	7	8	11
Existing Office DGSF/Staff	111				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*800*	*1,000*	*1,400*	*1,600*	*2,200*
Existing Other DGSF[2]	123				
DGSF Other Projection	*150*	*150*	*150*	*200*	*300*
DGSF Total Existing Space	566				
DGSF Space Projection[3]	**950**	**1,150**	**1,550**	**1,800**	**2,500**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage in basement of WPGC

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Public access.

Current Visitors	Daily Average	35	Daily Peak	6	
Current Parking	Employee Vehicle	4	County Vehicle	1	Sedan

Miscellaneous

- Need office in a first floor location with high amount of foot traffic.
- New office in process with Strategy & Performance Development by splitting Property Appraiser space on 1st floor. New space plan at WPGC puts the Tourism office at 1,010 sf in the next year.
- Department funded by Tourism Tax collected (currently 3%).
- Ideally located on a major highway, I-75 or Highway 19 as a Welcome Center.
- Storage of materials in basement of WPGC.
- Five objectives in *Tourism Development Plan 2010-2014*: develop a multi-purpose sports facility within 3 years; utilize County television resources to enhance electronic promotions; identify key attractions, natural venues, and historical markers to promote ecotourism; conduct visitor profile every 2 years; and increase revenues to more than $1.2 million.

Public Safety – Communications Primary, New Port Richey

Location

WPGC Campus, 8750 Government Drive, New Port Richey.

Mission/ Function

- Receive and process emergency 9-1-1 and non-emergency calls for service (fire/EMS, law enforcement) 24 hours a day, 7 days a week.
- Dispatch fire/EMS and law enforcement personnel.
- Serve as after-hours contact for other County agencies (Animal Services, Road/Bridge, Utilities, Fleet, Traffic)

Level of Service

- Answer 90% of emergency calls within 10 seconds (National Emergency Number Association).
- Dispatch 90% of Fire/EMS calls within 90 seconds of call received time (NFPA 1221)
- Dispatch Law Enforcement calls within established policy set jointly between the Pasco Sheriff's Office and Public Safety Communications.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
32.0	33.0	34.0	35.0	34.0	34.0	34.0	34.0	34.0	34.0	83.0

% Change (03-13) 159% % Change / Year : 10.0%

Note: Consolidated Pasco County Fire/Rescue and Sheriff's Office Communications centers in 2013. Current total includes 72 shift staff, 18 staff per shift.

Workload Indicator

- Growth in population and associated increase in calls for service, call volume.

Data/Ratios	2010	2011	2012	2013
Pasco County Population	464,697	466,533	468,502	473,566
Communications Staff	34.0	34.0	34.0	83.0
Call Volume	199,733	207,835	208,088	214,200
Call Volume per 1,000 Population	429.8	445.5	444.2	452.3
Call Volume per Staff	5,875	6,113	6,120	2,581

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	147.0	236.8	381.4	614.2
Model 2 Historical Number Change	113.6	139.1	164.6	190.1
Model 3 Linear Regression	64.0	75.7	87.3	99.0
Model 4 Constant Staff/Population	101.2	114.2	127.5	141.0
Model 5 Department's Recommendation	85.0	87.0	89.0	91.0
Model 6 Workload Indicators/Call Volume	96.8	110.7	124.5	138.3
FTE Staff Projection (Model 4-6)	**94.0**	**104.0**	**114.0**	**123.0**

% Change (13-34) = 48%

% Change /Year = 2%

Space Deficiencies

- Inadequate training space.
- Inadequate office space.
- No dedicated space for personnel in the event of activation to include sleeping areas, showers, kitchen, and supply storage.

Public Safety – Communications Primary, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Other DGSF	9,472				
Station Projection	18	21	24	27	30
Existing DGSF/Station	526				
Average DGSF/Station[1]	340	340	340	340	340
DGSF Office Projection	*6,120*	*7,140*	*8,160*	*9,180*	*10,200*
DGSF Total Existing Space	9,472				
DGSF Space Projection	**6,120**	**7,140**	**8,160**	**9,180**	**10,200**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Secure, hardened location not in flood and evacuation zone.
- Public Safety Emergency Management.

Current Visitors	Daily Average	4	Daily Peak	6	
Current Parking	Employee Vehicle	83	County Vehicle	1	Sedan

Miscellaneous

- Increase in technical infrastructure for ESINet for E911 delivery and planning for receipt of text-to-911.
- Secure facility required to meet FDLE and CJIS requirements.
- Currently 28 stations with 18 staffed.
- Current back-up location at Land O' Lakes Detention Center sized for 10 positions; new back-up center under construction in Dade City sized for 20 positions.
- Need main location not in evacuation or flood zone; ideal location in center of County.

Public Safety – Emergency Management, New Port Richey

Location

WPGC Campus, 8744 Citizens Drive, Building A, New Port Richey.

Mission/ Function

- Provide comprehensive emergency management to develop framework to reduce vulnerability to hazards and cope with disasters.
- Coordinate and integrate all activities to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters.

Level of Service

- Maintain the capability to ensure emergency responders have the resources needed for response and recovery activities, to maintain communications with other EOCs and departmental operations centers (DOCs), and to provide critical public information.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
7.0	8.0	9.0	9.0	9.0	9.0	9.0	8.0	8.0	7.0	7.0

% Change (03-13) 0% % Change / Year : 0.0%

Note: Totals do not include 2 temp staff for special projects or 85 people during activation.

Workload Indicator

- Growth in population and associated increase in planning needs.
- Legislative changes.
- Use of technology to prepare and communicate information.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.0	7.0	7.0	7.0
Model 2 Historical Number Change	7.0	7.0	7.0	7.0
Model 3 Linear Regression	7.3	6.9	6.5	6.1
Model 4 Constant Staff/Population	8.5	9.6	10.8	11.9
Model 5 Department's Recommendation	12.0	13.0	13.0	14.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**10.0**	**11.0**	**12.0**	**13.0**

% Change (13-34) = 86%

% Change /Year = 4%

Space Deficiencies

- Access to sleeping quarters and showers.
- Access to kitchen and pantry storage.
- Inadequate climate controlled equipment and supply storage.
- Access to breakout/meeting rooms.
- Access to media room.
- Inadequate size of Incident Command Center for 85+ people and equipment.

Public Safety – Emergency Management, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	0				
FTE Staff Projection	7	10	11	12	13
Existing Office DGSF/Staff	0				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*1,400*	*2,000*	*2,200*	*2,400*	*2,600*
Existing Other DGSF[2]	5,120				
DGSF Other Projection	*6,500*	*7,500*	*8,500*	*9,500*	*10,500*
DGSF Total Existing Space	5,120				
DGSF Space Projection[3]	**7,900**	**9,500**	**10,700**	**11,900**	**13,100**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Emergency Operating Center, storage, sleeping rooms, kitchen, and meeting rooms increasing to support 189 people during activation.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Secure, hardened location not in flood and evacuation zone.
- Public Safety Communications.

Current Visitors	Daily Average	8	Daily Peak	100	
Current Parking	Employee Vehicle	6	County Vehicle	3	2 Trucks, 1 Sedan

Miscellaneous

- Current facility not able to support use of display technology.
- Currently 85 people during activation, future need to house up to 189 people during activation based on projected County growth.
- Over past 3 years, 5 full activations of Emergency Operating Center.
- Ability to share spaces with other functions except during activation.
- Store equipment and supplies in shed and building on Sunset in New Port Richey, at Trouble Creek (about 625 sf) in New Port Richey, 1 utility trailer behind Fleet at WPGC, and 1 utility trailer in Zephyrhills.
- Desire to move special needs equipment from Trouble Creek to Regional Hurricane Center (though location not convenient).
- Ideal to locate Emergency Operating Center centrally in County near Sheriff Complex in Land O' Lakes.
- Grants available to assist with EOC construction.

Public Safety – Fire Rescue Administration, Land O' Lakes

Location

Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 208, Land O' Lakes.

Mission/ Function

- Prevent fires and injuries.
- Respond quickly and effectively to natural and manmade disasters.
- Exhibit compassion and patience as care givers.
- Improve role in the public safety network.
- Serve as administration office for Fire Rescue Department at location to include: Combat, Rescue, Ambulance Billing, Training, and Fire Supply.

Level of Service

- This function is essential to the overall operation of the fire department including back office and human resource functions, fleet operations, fiscal services, crew resourcing, and other day-to-day processes. There are no specific measureable level-of-service attributes.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
18.0	21.0	23.0	24.0	27.0	27.0	27.0	19.0	19.0	19.0	18.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Growth in population and associated increase in stations and personnel.
- Legislative changes.
- Call volume, increasing 1,000 calls on average per year.
- Inspections with increased construction.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	18.0	18.0	18.0	18.0
Model 2 Historical Number Change	18.0	18.0	18.0	18.0
Model 3 Linear Regression	19.0	17.6	16.3	14.9
Model 4 Constant Staff/Population	21.9	24.8	27.6	30.6
Model 5 Department's Recommendation	24.0	28.0	28.0	28.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**23.0**	**26.0**	**28.0**	**29.0**

% Change (13-34) = 61%

% Change /Year = 3%

Space Deficiencies

- Inadequate and not functional overall.
- No break area.
- No supply or equipment storage space in office area.
- Inadequate evidence storage for Fire Marshall.
- Access to large conference room.
- Need secure separation from public lobby.

Public Safety – Fire Rescue Administration, Land O' Lakes *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,402				
FTE Staff Projection	18	23	26	28	29
Existing Office DGSF/Staff	189				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*4,500*	*5,750*	*6,500*	*7,000*	*7,250*
Existing Other DGSF[2]	1,080				
DGSF Other Projection	*1,200*	*1,300*	*1,400*	*1,500*	*1,600*
DGSF Total Existing Space	4,482				
DGSF Space Projection[3]	**5,700**	**7,050**	**7,900**	**8,500**	**8,850**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes equipment and supply storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Fire Rescue - Ambulance Billing.

Current Visitors	Daily Average	2	Daily Peak	4	
Current Parking	Employee Vehicle	11	County Vehicle	12	8 Explorers, 4 Sedans

Miscellaneous

- Active files stored in suite, inactive files stored in store room on 2nd floor.
- Required to maintain records for 7 years, some permanent.
- Prepared a *Fire/Emergency Service Facility Master Plan Update* dated July 2007 to identify needs over 10 years.

Public Safety – Fire Rescue Ambulance Billing, Land O' Lakes

Location

Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 312, Land O' Lakes.

Mission/ Function

- Provide billing for ambulance services.

Level of Service

- Maintain billing lag of seven (7) to fourteen (14) days from the date of service.
- Maintain a minimum net collection rate of 75% on ambulance bills.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
12.0	12.0	12.0	12.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0

% Change (03-13) 8% % Change / Year : 0.8%

Workload Indicator

- Growth in population and associated increase in ambulance services and billings.
- Legislation.
- Billed runs.

Data/Ratios	2011	2012	2013
Pasco County Population	466,533	468,502	473,566
Ambulance Billing Staff	13.0	13.0	13.0
Billed Runs	38,386	39,466	39,017
Billed Runs per 1,000 Population	82.3	84.2	82.4
Billed Runs per Staff	2,953	3,036	3,001

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	13.6	14.2	14.8	15.4
Model 2 Historical Number Change	13.6	14.1	14.6	15.1
Model 3 Linear Regression	14.0	14.7	15.3	15.9
Model 4 Constant Staff/Population	15.9	17.9	20.0	22.1
Model 5 Department's Recommendation	15.0	16.0	17.0	18.0
Model 6 Workload Indicators/Billed Runs	16.0	18.0	20.1	22.3
FTE Staff Projection (Model 3-6)	**15.0**	**17.0**	**18.0**	**20.0**

% Change (13-34) = 54%

% Change /Year = 3%

Space Deficiencies

- Need to control movement into office due to HIPAA/confidential telephone discussions.

Public Safety – Fire Rescue Ambulance Billing, Land O' Lakes *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,790				
FTE Staff Projection	13	15	17	18	20
Existing Office DGSF/Staff	138				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*1,950*	*2,250*	*2,550*	*2,700*	*3,000*
DGSF Total Existing Space	1,790				
DGSF Space Projection	**1,950**	**2,250**	**2,550**	**2,700**	**3,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies	▪ Fire Rescue - Administration.				
Current Visitors	Daily Average	1	Daily Peak	4	
Current Parking	Employee Vehicle	13	County Vehicle		
Miscellaneous	▪				

Public Safety – Fire Rescue Combat/Rescue Administration, Land O' Lakes

Location

Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 208, Land O' Lakes.

Mission/ Function

- Provide fire suppression and prevention for all the unincorporated areas of the County and Dade City.
- Provide first responder Emergency Medical Services.
- Serve as administration office for Combat/Rescue at location.

Level of Service

- This function is essential to the overall operation of the fire department including back office and human resource functions, fleet operations, fiscal services, crew resourcing, and other day-to-day processes. There are no specific measureable level-of-service attributes.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0

% Change (03-13) 0% % Change / Year : 0.0%

Note: Total includes 1 Manager and 6 field staff.

Workload Indicator

- Growth in population and associated increase in new stations.
- Call volume, increase average of 1,000 calls per year.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.0	7.0	7.0	7.0
Model 2 Historical Number Change	7.0	7.0	7.0	7.0
Model 3 Linear Regression	7.0	7.0	7.0	7.0
Model 4 Constant Staff/Population	8.5	9.6	10.8	11.9
Model 5 Department's Recommendation	9.0	9.0	9.0	9.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**8.0**	**9.0**	**9.0**	**9.0**

% Change (13-34) = 29%

% Change /Year = 1%

Space Deficiencies

- Inadequate storage.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	200				
FTE Staff Projection	7	8	9	9	9
Existing Office DGSF/Staff	29				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*350*	*400*	*450*	*450*	*450*
DGSF Total Existing Space	200				
DGSF Space Projection[2]	**350**	**400**	**450**	**450**	**450**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Public Safety – Fire Rescue Combat/Rescue Administration, Land O' Lakes *(continued)*

Critical Adjacencies	▪ Central location.				
Current Visitors	Daily Average	2	Daily Peak	2	
Current Parking	Employee Vehicle	7	County Vehicle		
Miscellaneous	▪ Currently 23 career and 4 volunteer stations (see following table of Fire and Rescue Stations). ▪ Require new developments to provide land and pay impact fees. ▪ Review of volunteer stations underway by PIC/Volunteer Committee as State changed standards for volunteer stations. ▪ Anticipate future need when a population center exceed 1,000 people per square mile and response time exceeds 4 minutes from an existing station. ▪ Believe need for 6 additional stations based on current growth and 2 for future growth. ▪ Battalion Chiefs meet at Station #23 for shift changes and to exchange paperwork, want to move to video conferencing and electronic data.				

Public Safety – Fire Rescue Combat/Rescue County Stations

Location

Facility	Address	City	Year	Acres	BGSF	DGSF	Bays
Station #10	7912 Rhodes Ave	HUD	2004	6.25	5,724	4,310	2
Station #11	6700 Rielly Court	PR	2006	2.02	7,074	6,674	3
Station #12	4602 Mile Stretch Dr	HOL	1972	0.46	6,916	6,224	2
Station #13	27329 Dayflower Blvd	ZPH	1979	0.65	4,216	3,794	2
Station #14	7800 River Ridge Blvd	NPR	1995	3.00	4,791	4,175	2
Station #15	11538 Trinity Blvd	TRI	2009	7.11	5,366	4,739	2
Station #16	35801 S.R. 54	ZPH	2008	2.00	7,123	6,577	3
Station #17	2951 Seven Springs Blvd	NPR	1982	8.26	4,216	3,650	2
Station #18	39731 Bay Ave	CRYS	1986/add 2007	0.56	5,203	3,875	2
Station #19	5025 Cross Bayou Blvd	NPR	1982	0.96	4,216	3,794	2
Station #20	15900 Little Ranch Rd	SH	1975	5.00	3,335	3,870	2
Station #21	10417 Frierson Lake Dr	HUD	2005	4.6	5,466	4,919	2
Station #22	9930 Land O'Lakes Blvd	LOL	1981	0.86	7,130	4,220	2
Station #23	21300 S.R. 54	LUTZ	2009	3.84	5,175	5,800	2
Station #24	14317 4th St	DC	1956	0.62	10,344	6,400	5
Station #25 (Volunteer)	34335 Chancey Rd	ZPH	1981		4,925	4,433	2
Station #26	28229 Aronwood Blvd	WES	2003	4.00	4,946	5,800	2
Station #27	12221 Curley St	San	2013	1.91	6,930	6,237	3
Station #28, (Volunteer)	21709 Hale Rd	LOL	1971	0.92	4,020	9,919	3
Station #30	7951 Massachusetts Ave	NPR	2014	7.23	8,110	7,299	3
Station #32	38223 Centennial Rd	DC	2004	10.02	6,979	6,475	3
Station #34	38316 State Road 575	LAC	1999	1.99	4,200	3,921	2
Station #35 (Volunteer)	9506 Crabtree Dr	PR	1975	0.21	3,308	3,034	2
Station #36	34516 Blanton Rd	DC	2007	5.80	7,074	6,890	3
Station #37	18015 S.R. 54	LUTZ	2009	3.01	7,223	5,850	3
Station #39	11630 County Line Rd	HUD	2008	2.40	5,139	4,310	2
Storage (old Fire Station #23)	21300 S.R. 54	LUTZ	1968		3,082	2,774	
Total					**152,231**	**139,964**	

Mission/ Function

- Provide fire suppression and prevention for all the unincorporated areas of the County and Dade City.
- Provide first responder Emergency Medical Services.

Level of Service

- Call Turnout Time – 90 seconds 90% time.
- Response Travel Time - Average travel time of 7 minutes 90% of the time.
- Location - Fire station within 5 road miles of residents (per Insurance Service Organization).
- Station Design - Fire station equipped with 3 bays and 10 staff minimal on 2 to 3 acres.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
										429.0

Note: Current total for career stations.

Workload Indicator

- Growth in population and associated increase in new stations.
- Legislation.

Public Safety – Fire Rescue Combat/Rescue County Stations *(continued)*

Space Deficiencies

- Update older stations to new design.

Personnel Projection

Item	2019	2024	2029	2034
Projected Stations	32.0	36.0	40.0	44.0
Volunteer Station	*3.0*	*3.0*	*3.0*	*3.0*
Career Station	*29.0*	*33.0*	*37.0*	*41.0*
FTE Career Staff Projection (7 per shift + 1 Jerry)	**638.0**	**726.0**	**814.0**	**902.0**

% Change (13-34) = 110%

% Change /Year = 5%

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Other DGSF[1]	139,964				
Fire Career Station Projection	27	29	33	37	41
Existing DGSF/Station	5,184				
Average DGSF/Station[2]	7,300	7,300	7,300	7,300	7,300
DGSF Other Projection	*197,100*	*211,700*	*240,900*	*270,100*	*299,300*
DGSF Total Existing Space	139,964				
DGSF Space Projection	**197,100**	**211,700**	**240,900**	**270,100**	**299,300**

[1] Includes existing Fire Stations.

[2] Includes Fire Station design prototype at 8,510 BGSF/7,300 DGSF standard.

Critical Adjacencies

- Response time in respective area.

Current Visitors	Daily Average		Daily Peak		
Current Parking	Employee Vehicle		County Vehicle		

Miscellaneous

- New station design improves the functionality of the space by adding office and storage space, Station 30 at new standard.
- Require at least 3 acres for new design.
- Added hotspot to all new stations.
- Following 7 new stations identified by department based on projected call volume:
  - Station #38, Curley Road/Overpass Road
  - Station #40, SR 52 south side Majestic Avenue
  - Station #41, US 41 2-2.5 miles County Line Road
  - Station #42, SR 52 and Suncoast Parkway
  - Station #43, SR 52 and Bellamey Brothers Boulevard
  - Station #44, SR 54 and County Crossing
  - Station #45, Connerton Town Center

Public Safety – Fire Rescue Supply, Odessa

Location

2036 Chesapeake Drive, Odessa (old Fire Station 15).

Mission/ Function

- Supply all career and volunteer fire stations with the needed supplies for daily operations to include ordering, receiving deliveries from vendors, delivering supplies to stations, and maintaining inventory of equipment and medical supplies.

Level of Service

- Receive and process internal orders for supplies as quickly and efficiently as possible on a Monday through Friday basis with an on-call emergency provision outside those hours if necessary. There are no specific measureable level-of-service attributes.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
4.0	4.0	5.0	4.0	4.0	3.0	3.0	3.0	3.0	3.0	3.0

% Change (03-13) -25% % Change / Year : -2.8%

Workload Indicator

- Growth in population and associated increase in new stations.
- Use of technology to track supplies.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.5	2.2	1.9	1.6
Model 2 Historical Number Change	2.4	1.9	1.4	0.9
Model 3 Linear Regression	1.7	0.9	0.1	-0.7
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	5.0	6.0	6.0	8.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**4.0**	**5.0**	**5.0**	**7.0**

% Change (13-34) = 133%

% Change /Year = 6%

Space Deficiencies

- Inadequate storage for adding hose repair and stretcher parts stock.
- Need additional refrigeration units for medical supplies due to protocol changes.
- Need secure storage for supplies.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	300				
FTE Staff Projection	3	4	5	5	7
Existing Office DGSF/Staff	100				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*450*	*600*	*750*	*750*	*1,050*
Existing Other DGSF[2]	2,996				
DGSF Other Projection	*3,400*	*3,800*	*4,200*	*4,600*	*5,000*
DGSF Total Existing Space	3,296				
DGSF Space Projection[3]	**3,850**	**4,400**	**4,950**	**5,350**	**6,050**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes supply and equipment storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Public Safety – Fire Rescue Supply, Odessa *(continued)*

Critical Adjacencies	▪ Central location. ▪ Internal Services – Fleet.				
Current Visitors	Daily Average	15	Daily Peak	10	
Current Parking	Employee Vehicle	3	County Vehicle	3	2 Vans, 1 Truck
Miscellaneous	▪ Serve fire stations daily. ▪ Since 2008, County has added 6 new stations. ▪ Adding hose repair and new medical protocols. ▪ Retain all narcotic files, medical log books, and distribution records for 10 years and medical supply deliveries for 7 years. ▪ Adding Bar Coding system to supply (bar scanner and record systems). ▪ Need central location to consolidate all storage. ▪ Need secure parking for vehicles.				

Public Safety – Fire Rescue Training, Shady Hills

Location

Training Center, 15910 Little Ranch Road, Shady Hills.
Burn Building, 15900 Little Ranch Road, Shady Hills.

Mission/ Function

- Perform training of all new hire employees.
- Provide continuous education training for all employees of Fire Rescue.
- Serve as a state recognized training facility.

Level of Service

- Provide a minimum of 75,000 man hours of annual company-level and special training resource packages.
- Provide state-mandated EMT, Paramedic, CPR, and ACLS annual/bi-annual refresher training
- Provide required Haz-mat and EVOC refresher training

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
7.0	7.0	7.0	6.0	5.0	5.0	4.0	3.0	3.0	3.0	3.0

% Change (03-13) -57% % Change / Year : -8.1%

Workload Indicator

- Growth in population and associated increase in Fire Rescue staff.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	1.8	1.2	0.8	0.5
Model 2 Historical Number Change	0.6	-1.4	-3.4	-5.4
Model 3 Linear Regression	-0.7	-3.2	-5.7	-8.2
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	6.0	7.0	8.0	10.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**6.0**	**7.0**	**8.0**	**10.0**

% Change (13-34) = 233%

% Change /Year = 11%

Space Deficiencies

- Additional storage for training props.
- Undersized classrooms, need additional with staff growth.
- No room for expansion of training areas or staff office spaces.

Public Safety – Fire Rescue Training, Shady Hills *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	500				
FTE Staff Projection	3	6	7	8	10
Existing Office DGSF/Staff	167				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*600*	*1,200*	*1,400*	*1,600*	*2,000*
Existing Other DGSF[2]	4,360				
DGSF Other Projection	*6,000*	*8,000*	*10,000*	*12,000*	*14,000*
DGSF Total Existing Space	4,860				
DGSF Space Projection[3]	**6,600**	**9,200**	**11,400**	**13,600**	**16,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Training Center and classroom spaces.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies	▪ Central location.				
Current Visitors	Daily Average	10-50	Daily Peak	75	
Current Parking	Employee Vehicle	3	County Vehicle	2	1 Van, 1 SUV
Miscellaneous	▪ Trying to increase staffing to the field and add more TDY personnel. ▪ Serve as backup area for the COOP Plan for Fire Rescue. ▪ Unique spaces include lab area for EMS Training, training prop area for combat training, and training tower and burn props.				

Public Services Branch Profiles

The Public Services Branch includes County departments under the Board of County Commissioners that provide general management, administrative, and financial services to all departments. A list of Public Services Branch offices by location is below.

Department/Office	Location
Community Services – Administration	8600 Galen Wilson Blvd., Port Richey
Community Services – Animal Services	19640 Dogpatch Ln., Land O' Lakes
Community Services – Community Development	5640 Main St. #200, New Port Richey
Community Services – Cooperative Extension - Main Office	Fairgrounds, 36702 St Rd 52, Dade City
Community Services – Cooperative Extension – Office LOL	4111 Land O Lakes Blvd., 3rd Floor, Land O Lakes
Community Services – Elderly Nutrition Congregate Dining Sites	▪ Dade City Congregate Dining Site, 13853 15th St., Dade City ▪ Galen Wilson Congregate Dining Site, 8600 Galen Wilson Blvd., Port Richey ▪ Land O' Lakes Congregate Dining Site, 6801 Wisteria Loop, Land O' Lakes ▪ Shady Hills Congregate Dining Site, 15925 Greenglen Ln., Shady Hills ▪ Southgate Congregate Dining Site, 5352 Charlotte Ave., New Port Richey ▪ Summer Lakes Congregate Dining Site, 4331 Fiji Dr., New Port Richey ▪ Trilby Congregate Dining Site, 37504 Trilby Rd., Trilby ▪ Zephyrhills Congregate Dining Site, 5855 16th St., Zephyrhills
Community Services – Elderly Nutrition Administration	Galen Wilson Administrative Office, 8600 Galen Wilson Blvd., Port Richey
Community Services – Human Services, Port Richey	8620 Galen Wilson Blvd., Port Richey
Community Services – Human Services, LOL	4111 Land O Lakes Blvd., 3rd Floor, Land O Lakes
Community Services – Human Services, Dade City	13853 15th St., Dade City
Community Services – Misdemeanor Probation *(Profile included in the Criminal Justice Report)*	7517 Little Rd., Suite A, New Port Richey 38053 Live Oak Ave., Suite 224, Dade City
Community Services – Public Transportation East	9928 McKendree Rd., San Antonio
Community Services – Public Transportation West	8620 Galen Wilson Blvd., Port Richey
Community Services – Veterans Services	▪ 8620 Galen Wilson Blvd., Port Richey ▪ 4111 Land O' Lakes Blvd., Land O' Lakes ▪ 13920 17th St., Dade City
Library Services	▪ Centennial Park Library, 5740 Moog Rd., Holiday ▪ Hudson Library, 8012 Library Rd., Hudson ▪ Hugh Embry Library, 14215 4th St., Dade City ▪ Land O' Lakes Library, 2818 Collier Parkway, Land O' Lakes ▪ New River Library, 34043 State Road 54, Zephyrhills ▪ Regency Park Library, 9701 Little Rd., New Port

Department/Office	Location
	Richey ▪ South Holiday Library, 4649 Mile Stretch Dr, Holiday
Parks and Recreation – Support Services and Administration	Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 202, Land O' Lakes
Parks and Recreation – Area I Administration (East Pasco)	36620 State Rd. 52, Dade City
Parks and Recreation – Area II Administration (West Pasco)	7750 Congress St., New Port Richey

The Public Services Branch administration headquarters is located at the Galen Wilson complex in Port Richey. Public Services Branch has offices in many locations throughout the county, including field offices for public transportation, parks and recreation, and library services. The main workload indicators for the Public Services Branch include population, legislation changes, and funding opportunities. Overall, growth is projected for these departments due to growth in the county population.

Public Services - Community Services – Administration and Fiscal

Location

8620 Galen Wilson Blvd., Port Richey.

Mission/ Function

- Serve citizens in need via professional and expeditious service delivery, education and outreach activities, and collaborations and partnerships.
- Coordinate and oversee of Community Services Department.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0	10.0

% Change (12-13) 0% % Change / Year : 0.0%

Note: 6-8 volunteers located at this location

Workload Indicator

- Growth in population

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	10.0	10.0	10.0	10.0
Model 2 Historical Number Change	10.0	10.0	10.0	10.0
Model 3 Linear Regression	10.0	10.0	10.0	10.0
Model 4 Constant Staff/Population	12.2	13.8	15.4	17.0
Model 5 Department's Recommendation	12.0	13.0	14.0	15.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**12.0**	**13.0**	**15.0**	**16.0**

% Change (13-34) = 60%

% Change /Year = 3%

Space Deficiencies

- Difficulties with space layout/building design.
- Staff located in 2 separate buildings at the Galen Wilson complex; not ideal.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,333				
FTE Staff Projection	10	12	13	15	16
Existing Office DGSF/Staff	233				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*2,500*	*3,000*	*3,250*	*3,750*	*4,000*
DGSF Total Existing Space	2,333				
DGSF Space Projection[2]	**2,500**	**3,000**	**3,250**	**3,750**	**4,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Public Services – Community Services – Administration and Fiscal *(continued)*

Critical Adjacencies	▪ Refer clients to community services provided in main building.				
Current Visitors	Daily Average	20	Daily Peak	50	
Current Parking	Employee Vehicle	10	County Vehicle		
Miscellaneous	▪ Keep all county and state owned vehicles assigned to department with Public Transportation.				

Public Services – Community Services – Animal Services

Location

19640 Dogpatch Lane, Land O' Lakes.

Mission/ Function

- Ensure the health and safety of the people and pets in our community by encouraging responsible pet ownership through education, legislation, and providing incentives to sterilize pets.
- Provide animal control, lost and found, adoptions, humane education, cruelty investigations, rabies prevention and reporting, bite quarantines and investigations, and animal shelter services.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
34.0	34.0	35.0	36.0	36.0	36.0	34.0	33.0	32.0	31.0	28.0

% Change (03-13) -18% % Change / Year : -1.9%

Note: 60 active volunteers located at this location

Workload Indicator

- Growth in population and assoicated increase in animals and programs.
- SAVE 90% Program increased the levels of services needed, along with staff, for new concepts and methods of doing business; program started in 2013.

Data/Ratios	2005	2006	2007	2008	2009	2010	2011	2012	2013
Pasco County Population	421,844	439,529	453,579	461,313	462,607	464,697	466,533	468,502	473,566
Animal Services Staff	35.0	36.0	36.0	36.0	34.0	33.0	32.0	31.0	28.0
Animal Impound	11,518	11,409	11,761	11,371	10,620	9,825	8,565	8,091	5,026
Citizens Serviced	10,600	10,235	10,235	8,922	9,586	9,586	10,664	10,575	8,378
Impounds + Service per 1,000 Population	52.4	49.2	48.5	44.0	43.7	41.8	41.2	39.8	28.3
Impounds + Service per Staff	631.9	601.2	611.0	563.7	594.3	588.2	600.9	602.1	478.7

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	24.9	22.6	20.5	18.6
Model 2 Historical Number Change	24.4	21.4	18.4	15.4
Model 3 Linear Regression	27.6	25.0	22.3	19.6
Model 4 Constant Staff/Population	34.1	38.5	43.0	47.6
Model 5 Department's Recommendation	37.0	39.0	42.0	46.0
Model 6 Workload Indicators	42.6	48.1	53.7	59.4
FTE Staff Projection (Model 4-6)	**38.0**	**42.0**	**46.0**	**51.0**

% Change (13-34) = 82%

% Change /Year = 4%

Public Services – Community Services – Animal Services *(continued)*

Space Deficiencies

- Inadequate dog runs in Building A for proper sanitation and extended housing of dogs; need to equip runs with guillotine doors to allow movement of dogs between runs to allow for proper cleaning and disinfection; dual space allows dogs separate areas for eating, sleeping and defecation and provides additional exercise of dogs.
- Inadequate dog runs in C-Building for housing of animals and facilitation of proper cleaning protocols.
- Need room for X-ray machine.
- Poor drainage for sally port for cleaning and disinfecting animal control vehicles at the rear of Building C.
- Need software program for digital files and data management to reduce the need for paper storage; need Wi-Fi/Wireless network boosters to allow reliable access throughout buildings and use of tablets by staff.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,080				
FTE Staff Projection	28	38	42	46	51
Existing Office DGSF/Staff	74				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*4,200*	*5,700*	*6,300*	*6,900*	*7,650*
Existing Other DGSF[2]	14,032				
DGSF Other Projection	*16,000*	*18,000*	*20,000*	*22,000*	*24,000*
DGSF Total Existing Space	16,112				
DGSF Space Projection[3]	**20,200**	**23,700**	**26,300**	**28,900**	**31,650**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Adoption Center, Auxillary and Intake Reclaim.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Central county location.

Current Visitors	Daily Average	40	Daily Peak	150	
Current Parking	Employee Vehicle	30	County Vehicle	13	10 ACO vans 2 Mini van 1 Adoption Bus

Public Services – Community Services – Animal Control *(continued)*

Miscellaneous	▪ Inadequate medical staff to meet the demand for additional medical treatments for housed animals, to keep up with spay/neuter needs, and to provide additional levels of service for medical customers. ▪ Scheduling difficulties include limiting hours open to the public due to insufficient personnel. ▪ In 2011, new 12,650 sq. ft. adoption building added without additional staff for the cleaning or maintenance of the building or the care of the animals housed within. ▪ In 2012, three Customer Service staff moved to a central county operation creating a loss of telephone and customer service support on Saturdays. ▪ Probable that SAVE 90% will continue to drive the annual need for additional resources to include infrastructure, staff time, and levels of service. ▪ Need sound abatement in kennel areas to reduce noise levels while potential adopters viewing the animals. ▪ Require access by the public during nights and weekends. ▪ No lighting in the parking lot of Building A. ▪ No PA system in any building for safety or security announcements. ▪ No video surveillance of customer service or cash handling areas or monitoring of areas housing controlled substances. ▪ No security fencing with automatic gates to prevent unwanted intrusion or escape of animals. ▪ Data storage of previous citizen service requests paper documents stored in archive locations off-site; digital citizens service requests stored in county database servers; digital files for WebQA, PetPoint Software, and PEARL System stored on servers.

Public Services - Community Services – Community Development

Location

5640 Main Street #200, New Port Richey.

Mission/ Function

- Administer federal state and local funds for housing, neighborhood redevelopment, homeless and community facilities.
- Provide assistance to homebuyers for purchase and homeowners for rehabilitation

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
13.0	14.0	15.0	16.0	16.0	21.0	26.0	25.0	26.0	21.0	22.0

% Change (03-13) 69% % Change / Year : 5.4%

Workload Indicator

- Growth in population and increase in grant funding; between 2009 and 2011 received $53 million in grant funding; expect funding level next year around $11 million.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	30.2	39.2	51.0	66.4
Model 2 Historical Number Change	27.4	31.9	36.4	40.9
Model 3 Linear Regression	32.9	39.0	45.1	51.2
Model 4 Constant Staff/Population	26.8	30.3	33.8	37.4
Model 5 Department's Recommendation	23.0	23.0	23.0	23.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 2-5)	**28.0**	**31.0**	**35.0**	**38.0**

% Change (13-34) = 73%

% Change /Year = 3%

Space Deficiencies

- Need a more functional layout/design; large open lobby space on third floor not utilized well.

Public Services – Community Services – Community Development *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,300				
FTE Staff Projection	22	28	31	35	38
Existing Office DGSF/Staff	195				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*4,400*	*5,600*	*6,200*	*7,000*	*7,600*
Existing Other DGSF[2]	602				
DGSF Other Projection	*600*	*700*	*800*	*900*	*1,000*
DGSF Total Existing Space	4,902				
DGSF Space Projection[3]	**5,000**	**6,300**	**7,000**	**7,900**	**8,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage in the Stallings Building.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Interact with Human Services and Community Services Administration.

Current Visitors	Daily Average	20	Daily Peak	10	
Current Parking	Employee Vehicle	22	County Vehicle	10	2 sedans 8 pick-up trucks

Miscellaneous

- Storage space currently 2 rooms in Stallings Building; one used for storage and one used for office space; must keep records 7 years after program delivery or the housing loan is satisfied
- Regularly host meetings for realtors, lenders, and agencies, and collect bids from contractors.
- Need to be in an urban area due to nature of operation.

Public Services - Community Services – Cooperative Extension Office Main Office

Location

Fairgrounds, 36702 St Rd 52, Dade City.

Mission/ Function

- Develop and deliver practical, educational programs to meet the needs of Pasco County residents in four areas of
  - Environmental Horticulture - plant and pest identifications, integrated pest management, pesticide applicator training and examinations, water conservation and protection of water quality through Florida-friendly landscaping.
  - Sustainable Agriculture - livestock and pasture management and youth livestock programs.
  - 4-H and Youth Development - rural and urban youth including school enrichment.
  - Family and Consumer Sciences - programs in food, nutrition, health and safety, family economic stability, housing, energy, and indoor water conservation.
- Recruit, train, and encourage volunteer participation (Master Gardeners, 4-H leaders, Florida Association of Home and Community Education volunteers, and advisory committees) to extend educational reach to the public.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
8.0	8.0	8.0	8.0	8.0	7.0	7.0	6.0	6.0	6.0	10.0

% Change (03-13) 25% % Change / Year : 2.3%

Workload Indicator

- Growth in population.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	11.4	12.8	14.3	16.0
Model 2 Historical Number Change	11.2	12.2	13.2	14.2
Model 3 Linear Regression	6.6	6.1	5.7	5.3
Model 4 Constant Staff/Population	12.2	13.8	15.4	17.0
Model 5 Department's Recommendation	12.0	12.0	12.0	12.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1- 5)	**11.0**	**11.0**	**12.0**	**13.0**

% Change (13-34) = 30%

% Change /Year = 1%

Public Services – Community Services – Cooperative Extension Office Main Office *(continued)*

Space Deficiencies

- Space not designed for current use.
- Office areas not functional; no designated storage areas, stored in office areas.
- Hallway space not utilized.
- Bathrooms not to current required standards for an office area.
- Phone/computer wiring not in a contained location (located in bathroom area).
- Require at minimum, one large classroom/meeting space that can occupy 150+ participants.
- Require a food preparation kitchen area.
- Require a small meeting room that can accommodate approximately 30 guests.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,273				
FTE Staff Projection	10	11	11	12	13
Existing Office DGSF/Staff	227				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*2,000*	*2,200*	*2,200*	*2,400*	*2,600*
DGSF Total Existing Space	2,273				
DGSF Space Projection[2]	**2,000**	**2,200**	**2,200**	**2,400**	**2,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Work closely with UF, USDA, Florida Department of Agriculture, Emergency Management, Pasco County Sheriff's Department, Division of Forestry-Wildlife Commission, Pasco County School Board, Mosquito Control and the Florida Department of Health

Current Visitors	Daily Average	25	Daily Peak	10	
Current Parking	Employee Vehicle	13	County Vehicle	2	1 van 1 truck

Miscellaneous

- Clayton Hall facility not available for our programs 12 full weeks and numerous weekends for the current year of 2014 due to fair functions.
- Excessive security issues given access to building, original windows do not latch correctly, and poor lighting.
- Up to 150 people attend programs/workshops/classes at the facility.
- Require access by the public during evenings or weekends.
- Rent a storage unit to store educational equipment and resources.
- Horticulture program use a greenhouse that belongs to the fairgrounds; one month out of the year not available as used for the fair's plant show and sale.
- Space used 4 weeks for the fair, Supervisor of Elections, and private rentals.

Public Services - Community Services – Cooperative Extension Office LOL Office

Location

4111 Land O Lakes Blvd., 3rd Floor, Land O Lakes.

Mission/ Function

- Develop and deliver practical, educational programs to meet the needs of Pasco County residents in four areas of
  - Environmental Horticulture - plant and pest identifications, integrated pest management, pesticide applicator training and examinations, water conservation and protection of water quality through Florida-friendly landscaping.
  - Sustainable Agriculture - livestock and pasture management and youth livestock programs.
  - 4-H and Youth Development - rural and urban youth including school enrichment.
  - Family and Consumer Sciences - programs in food, nutrition, health and safety, family economic stability, housing, energy, and indoor water conservation.
- House Family Nutrition Program (FNP) and 1 Florida Friendly Landscape Coordinator.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	5.0	7.0	8.0	2.0	4.0	4.0	4.0

% Change (07-13) -20% % Change / Year : -3.7%

Workload Indicator

- Growth in population.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	3.2	2.7	2.2	1.8
Model 2 Historical Number Change	3.0	2.2	1.3	0.5
Model 3 Linear Regression	0.7	-1.6	-4.0	-6.3
Model 4 Constant Staff/Population	4.9	5.5	6.1	6.8
Model 5 Department's Recommendation	22.0	22.0	27.0	27.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4- 5)	**13.0**	**14.0**	**17.0**	**17.0**

% Change (13-34) = 325%

% Change /Year = 15%

Space Deficiencies

- Current office space adequate.
- Need a food preparation area for school programs.

Public Services – Community Services – Cooperative Extension Office LOL Office *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,651				
FTE Staff Projection	4	13	14	17	17
Existing Office DGSF/Staff	413				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*800*	*2,600*	*2,800*	*3,400*	*3,400*
DGSF Total Existing Space	1,651				
DGSF Space Projection[2]	**800**	**2,600**	**2,800**	**3,400**	**3,400**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- None.

Current Visitors	Daily Average	2	Daily Peak	2	
Current Parking	Employee Vehicle	8	County Vehicle	0	

Miscellaneous

- Located in the central part of the county.

Public Services - Community Services – Elderly Nutrition Administration

Location

Galen Wilson Administrative Office, 8600 Galen Wilson Boulevard, Port Richey.

Mission/ Function

- Promote social, physical, and emotional well-being, as well as encourage maximum independence and enhance the quality of life of elders in our communities.
- Serve as main administrative office and Congregate Dining Site and distribution point for Home Delivered Meals.
- House at location the Division Manager, Assistant Elderly Nutrition Manager, Secretary, Clerk, (2) Nutrition Program Supervisors, (3) Home Delivery Drivers, (4) Relief Home Delivery Drivers, and (1) Nutrition Site Attendant and several volunteers.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	2.3	1.1	1.1	1.1	1.1	1.1

% Change (08-13) -51% % Change / Year : -13.3%

Workload Indicator

- Growth in population and associated increase in senior population; 30.7% current population over 60.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	0.5	0.2	0.1	0.1
Model 2 Historical Number Change	-0.3	-1.4	-2.6	-3.7
Model 3 Linear Regression	-0.1	-0.9	-1.7	-2.6
Model 4 Constant Staff/Population	1.3	1.5	1.7	1.9
Model 5 Department's Recommendation	3.0	4.0	5.0	6.0
Model 6 Workload Indicators	1.4	1.5	1.7	1.9
FTE Staff Projection (Model 4-6)	**2.0**	**2.0**	**3.0**	**3.0**

% Change (13-34) = 173%

% Change /Year = 8%

Space Deficiencies

- No storage space for inactive files.
- No work space for multiple volunteers.
- No conference room space for staff meetings.
- Limited storage space to keep supplies for the Galen Wilson Dining Site.
- Limited space for Congregate Dining Site participant activities.

Public Services – Community Services – Elderly Nutrition Administration *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,262				
FTE Staff Projection	1	2	2	3	3
Existing Office DGSF/Staff	1,147				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*220*	*400*	*400*	*600*	*600*
Existing Other DGSF[2]	2,231				
DGSF Other Projection	*2,231*	*2,231*	*2,231*	*2,231*	*2,231*
DGSF Total Existing Space	3,493				
DGSF Space Projection[3]	**2,451**	**2,631**	**2,631**	**2,831**	**2,831**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Congreagate Dining Area.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Public Services Branch staff.

Current Visitors	Daily Average	60-70	Daily Peak		
Current Parking	Employee Vehicle	10	County Vehicle	6	2 vans 4 pick-ups trucks

Miscellaneous

- Lost 50 % of program staff since 2010; employ a number of volunteers.
- East and central portions of the county continue to grow rapidly; New Port Richey continues to have largest senior population, with Zephyrhills second; significant increase in the elder population expected in rural areas of central and east in coming years.
- Active files kept in file cabinets in staff offices and in the hallways of the Galen Wilson Building; inactive files kept in the hallways of the building until transferred to Trouble Creek Storage facility.
- Records policy follows the State of Florida General Records Schedule GS1-L for Local Government Agencies.

Public Services - Community Services – Elderly Nutrition Congregate Dining Sites

Locations

- Dade City Congregate Dining Site, 13853 15th Street, Dade City.
- Land O' Lakes Congregate Dining Site, 6801 Wisteria Loop, Land O' Lakes.
- Shady Hills Congregate Dining Site, 15925 Greenglen Lane, Shady Hills.
- Southgate Congregate Dining Site, 5352 Charlotte Avenue, New Port Richey.
- Summer Lakes Congregate Dining Site, 4331 Fiji Drive, New Port Richey.
- Trilby Congregate Dining Site, 37504 Trilby Road, Trilby.
- Zephyrhills Congregate Dining Site, 5855 16th Street, Zephyrhills.

Note: Galen Wilson Congregate Dining Site, 8600 Galen Wilson Boulevard, Port Richey included in the Administration Profile sheet for space projections.

Mission/ Function

- Provide essential quality services to promote social, physical, and emotional well-being as well as to encourage maximum independence and enhance the quality of life of elders in our communities.
- Serve as a Congregate Dining Site and as a distribution point for Home Delivery Meals.
- House at location (1) Nutrition Program Supervisor, (1) Home Delivery Driver, (4) Relief Home Delivery Drivers, (1) Nutrition Site Attendant and several volunteers.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	8.1	9.3	6.8	6.8	6.8	6.8

% Change (08-13) = -16% % Change / Year = -3.4%

Note: Totals do not include 311 site volunteers.

Workload Indicator

- Growth in population and associated increase in senior population and number of meals and elders served; 30.7% current population over 60.

Meals Served	2009	2010	2011	2012	2013	Volunteers
Pasco County Population	462,607	464,697	466,533	468,502	473,566	
Elderly Nutrition Staff Total	9.3	6.8	6.8	6.8	6.8	
Elderly Nutrition Dade City	12,048	31,807	32,385	29,324	27,457	40
Elderly Nutrition Galen Wilson	27,936	57,162	58,906	61,406	60,733	108
Elderly Nutrition LOL	9,528	25,734	24,137	28,000	27,282	26
Elderly Nutrition Shady Hills	7,007	19,797	6,657	7,050	7,309	30
Elderly Nutrition Southgate	15,977	45,820	49,854	47,170	39,981	30
Elderly Nutrition Summer Lakes	11,393	17,533	7,453	16,356	12,529	40
Elderly Nutrition Trilby	4,091	13,062	2,746	2,136	1,288	7
Elderly Nutrition Zephyrhills	2,583	6,248	7,799	7,046	5,827	30
Elderly Nutrition Total	90,563	217,163	189,937	198,488	182,406	311

Source: Pasco County, CGL; July 2014

Public Services – Community Services – Elderly Nutrition Congregate Dining Sites *(continued)*

Workload Indicator *(continued)*

Elders Served	2009	2010	2011	2012	2013	Volunteers
Pasco County Population	462,607	464,697	466,533	468,502	473,566	
Elderly Nutrition Staff Total	9.3	6.8	6.8	6.8	6.8	
Elderly Nutrition Dade City	204	255	264	227	208	40
Elderly Nutrition Galen Wilson	361	486	487	515	496	108
Elderly Nutrition LOL	159	225	215	256	246	26
Elderly Nutrition Shady Hills	72	113	114	131	128	30
Elderly Nutrition Southgate	236	358	399	379	379	30
Elderly Nutrition Summer Lakes	224	231	223	216	201	40
Elderly Nutrition Trilby	61	94	59	27	17	7
Elderly Nutrition Zephyrhills	63	113	92	96	71	30
Elderly Nutrition Total	1,380	1,875	1,853	1,847	1,746	311

Source: Pasco County, CGL; July 2014

Personnel Projection

Dade City

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	1.2	0.8	0.5	0.3
Model 2 Historical Number Change	0.7	-0.4	-1.6	-2.7
Model 3 Linear Regression	0.9	0.1	-0.7	-1.6
Model 4 Constant Staff/Population	2.6	2.9	3.2	3.6
Model 5 Department's Recommendation	4.0	5.0	6.0	7.0
Model 6 Workload Indicators	2.6	2.9	3.3	3.6
FTE Staff Projection (Model 4-6)	**3.0**	**4.0**	**4.0**	**5.0**

% Change (13-34) = 138%

% Change /Year = 7%

Land O' Lakes

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	1.6	1.3	1.1	0.9
Model 2 Historical Number Change	1.5	1.0	0.5	0.0
Model 3 Linear Regression	1.6	1.2	0.9	0.5
Model 4 Constant Staff/Population	2.6	2.9	3.2	3.6
Model 5 Department's Recommendation	4.0	5.0	6.0	7.0
Model 6 Workload Indicators	2.6	2.9	3.3	3.6
FTE Staff Projection (Model 4-6)	**3.0**	**4.0**	**4.0**	**5.0**

% Change (13-34) = 138%

% Change /Year = 7%

Public Services – Community Services – Elderly Nutrition Congregate Dining Sites *(continued)*

Personnel Projection *(continued)*

New Port Richey –Southgate

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	0.2	0.1	0.0	0.0
Model 2 Historical Number Change	-0.3	-0.9	-1.5	-2.1
Model 3 Linear Regression	-0.2	-0.7	-1.2	-1.7
Model 4 Constant Staff/Population	0.6	0.7	0.8	0.8
Model 5 Department's Recommendation	3.0	4.0	5.0	6.0
Model 6 Workload Indicators	0.6	0.7	0.8	0.9
FTE Staff Projection (Model 4-6)	**1.0**	**2.0**	**2.0**	**3.0**

% Change (13-34) = 500%

% Change /Year = 24%

Shady Hills

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	0.5	0.5	0.5	0.5
Model 2 Historical Number Change	0.5	0.5	0.5	0.5
Model 3 Linear Regression	0.5	0.5	0.5	0.5
Model 4 Constant Staff/Population	0.6	0.7	0.8	0.8
Model 5 Department's Recommendation	2.0	3.0	4.0	5.0
Model 6 Workload Indicators	0.6	0.7	0.8	0.9
FTE Staff Projection (Model 4-6)	**1.0**	**1.0**	**2.0**	**2.0**

% Change (13-34) = 300%

% Change /Year = 14%

New Port Richey – Summer Lakes

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	0.0	0.0	0.0	0.0
Model 2 Historical Number Change	-1.5	-2.8	-4.0	-5.3
Model 3 Linear Regression	-1.4	-2.4	-3.4	-4.4
Model 4 Constant Staff/Population	0.0	0.0	0.0	0.0
Model 5 Department's Recommendation	3.0	4.0	5.0	6.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**2.0**	**2.0**	**3.0**	**3.0**

% Change (13-34) = 300%

% Change /Year = 14%

Public Services – Community Services – Elderly Nutrition Congregate Dining Sites *(continued)*

Personnel Projection *(continued)*

Trilby

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	0.0	0.0	0.0	0.0
Model 2 Historical Number Change	-0.8	-1.4	-2.0	-2.6
Model 3 Linear Regression	-0.7	-1.2	-1.7	-2.2
Model 4 Constant Staff/Population	0.0	0.0	0.0	0.0
Model 5 Department's Recommendation	2.0	3.0	4.0	5.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**1.0**	**2.0**	**2.0**	**3.0**

% Change (13-34) = 300%

% Change /Year = 14%

Zephryhills

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	0.2	0.1	0.0	0.0
Model 2 Historical Number Change	-0.3	-0.9	-1.5	-2.1
Model 3 Linear Regression	-0.2	-0.7	-1.2	-1.7
Model 4 Constant Staff/Population	0.6	0.7	0.8	0.8
Model 5 Department's Recommendation	3.0	4.0	5.0	6.0
Model 6 Workload Indicators	0.6	0.7	0.8	0.9
FTE Staff Projection (Model 4-6)	**1.0**	**2.0**	**2.0**	**3.0**

% Change (13-34) = 500%

% Change /Year = 24%

Space Projection

Dade City

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	3,989				
DGSF Space Projection	**3,989**	**3,989**	**3,989**	**3,989**	**3,989**

Land O' Lakes

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	5,374				
DGSF Space Projection	**5,374**	**5,374**	**5,374**	**5,374**	**5,374**

Shady Hills

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	3,710				
DGSF Space Projection	**3,710**	**3,710**	**3,710**	**3,710**	**3,710**

New Port Richey – Southgate

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	2,900				
DGSF Space Projection	**2,900**	**2,900**	**2,900**	**2,900**	**2,900**

Public Services – Community Services – Elderly Nutrition Congregate Dining Sites *(continued)*

Space Projection *(continued)*

New Port Richey – Summer Lakes

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	2,020				
DGSF Space Projection	**2,020**	**2,020**	**2,020**	**2,020**	**2,020**

Trilby

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	3,371				
DGSF Space Projection	**3,371**	**3,371**	**3,371**	**3,371**	**3,371**

Zephyrhills

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	2,820				
DGSF Space Projection	**2,820**	**2,820**	**2,820**	**2,820**	**2,820**

Critical Adjacencies

- Community Services' Divisions.
- Interact with Pasco County Health Department, Human Services, and Veterans Services.

Current Visitors	Daily Average	9-70	Daily Peak	70	
Current Parking	Employee Vehicle		County Vehicle	4	4 pickup trucks

Miscellaneous

- Lease facilities at Shady Hills, Southgate, Summer Lakes, Trilby, and Zephyrhills.
- Closing down the Hudson Congregate Dining site and consolidating it with Galen Wilson increased the number of elders attending the Galen Wilson site from approximately 35 to 70 elders a day; fire code indicates room can only hold 80 seated people.
- Active files kept in file cabinets in staff offices; inactive files kept in file cabinets until transfer to Trouble Creek Storage facility.
- Follow State of Florida General Records Schedule GS1-L for Local Government Agencies.
- Have HIPAA sensitive information with client files.
- Handle daily cash donations from clients; both client files and money must be secure at all times.
- Leased facilities also rental facilities, require access during evenings and weekends.
- Shady Hills and Southgate Congregate dining spaces serve rural populations, important for socialization and activities for seniors.

Public Services - Community Services – Human Services, Port Richey

Location

8620 Galen Wilson Boulevard, Port Richey.

Mission/ Function

- Provide intensive case management to citizens both in the office and in the field.
- Assess hoarding cases, homeless population, elderly who are homebound, families who lack transportation and other situations.
- Conduct intake assessments, assist with paying bills, approve cremation services, assist with hospital bills, and enter data into local and federal databases.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
7.0	7.0	7.0	7.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0

% Change (03-13) 14% % Change / Year : 1.3%

Workload Indicator

- Growth in population and associated increase in caseload.
- Downturn in economy increased caseload.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	8.7	9.3	9.9	10.6
Model 2 Historical Number Change	8.6	9.1	9.6	10.1
Model 3 Linear Regression	9.0	9.7	10.3	10.9
Model 4 Constant Staff/Population	9.8	11.0	12.3	13.6
Model 5 Department's Recommendation	12.0	12.0	12.0	15.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**10.0**	**11.0**	**12.0**	**13.0**

% Change (13-34) = 63%

% Change /Year = 3%

Space Deficiencies

- Overall space adequate.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,148				
FTE Staff Projection	8	10	11	12	13
Existing Office DGSF/Staff	144				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*1,600*	*2,000*	*2,200*	*2,400*	*2,600*
DGSF Total Existing Space	1,148				
DGSF Space Projection	**1,600**	**2,000**	**2,200**	**2,400**	**2,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Public Services – Community Services –Human Services, Port Richey *(continued)*

Critical Adjacencies	▪ Community Services Administration. ▪ Veterans Services. ▪ Fiscal Services.				
Current Visitors	Daily Average	30	Daily Peak	10	
Current Parking	Employee Vehicle	6	County Vehicle	1	1 sedan
Miscellaneous	▪ Currently two staffed offices in Pasco County, maintain an unstaffed office in the Hap Clark Building. ▪ May benefit from office consolidation at a central county location. ▪ Need private offices for intake purposes to conduct assessments by social workers; compliance with HIPAA guidelines required. ▪ Maintain client information in offices, must be secure/able to lock when staff not present. ▪ Office no longer sees the "indigent" population only, also includes working class due to layoffs, foreclosures and closing of companies; citizens need case management services to help them navigate towards stability. ▪ Increase in field work expected of division, social workers should not go into homes or encampments unaccompanied for safety reasons; staff need to go in pairs and may require other departmental support staff depending on the situation. ▪ Paper files only; maintain file room for current fiscal year and one fiscal year prior; older files boxed up, labeled and sent to Trouble Creek storage facility and after requisite time period destroyed. ▪ Need to procure laptops for field work and increasing citizen needs; many databases web-based and accessible in the field; cell phones for social workers in the field also necessary in case of an emergency and also for administration to contact. ▪ Currently share office equipment with Veterans Services, Document Processing and the Performance Development Analyst; increase in case work may require department copy machine and a larger budget for paper.				

Public Services - Community Services – Human Services, Dade City

Location

13853 15th St., Dade City.

Mission/ Function

- Provide intensive case management to citizens both in the office and in the field.
- Assess hoarding cases, homeless population, elderly who are homebound, families who lack transportation and other situations.
- Conduct intake assessments, assist with paying bills, approve cremation services, assist with hospital bills, and enter data into local and federal databases.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
7.0	7.0	7.0	7.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0

% Change (03-13) 14% % Change / Year : 1.3%

Workload Indicator

- Growth in population and associated increase in caseload.
- Downturn in economy increased caseload.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	8.7	9.3	9.9	10.6
Model 2 Historical Number Change	8.6	9.1	9.6	10.1
Model 3 Linear Regression	9.0	9.7	10.3	10.9
Model 4 Constant Staff/Population	9.8	11.0	12.3	13.6
Model 5 Department's Recommendation	12.0	12.0	12.0	15.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**10.0**	**11.0**	**12.0**	**13.0**

% Change (13-34) = 63%

% Change /Year = 3%

Space Deficiencies

- No controlled access from waiting area to staff offices.
- No controlled access from adjacent Elderly Nutrition hallway to staff area.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,890				
FTE Staff Projection	8	10	11	12	13
Existing Office DGSF/Staff	236				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*1,600*	*2,000*	*2,200*	*2,400*	*2,600*
DGSF Total Existing Space	1,890				
DGSF Space Projection	**1,600**	**2,000**	**2,200**	**2,400**	**2,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Public Services – Community Services –Human Services, Dade City *(continued)*

Critical Adjacencies	▪ Elderly Nutrition Services.				
Current Visitors	Daily Average	30	Daily Peak	10	
Current Parking	Employee Vehicle	3	County Vehicle		
Miscellaneous	▪ Currently two staffed offices in Pasco County, maintain an unstaffed office in the Hap Clark Building. ▪ May benefit from office consolidation at a central county location. ▪ Need private offices for intake purposes to conduct assessments by social workers; compliance with HIPAA guidelines required. ▪ Maintain client information in offices, must be secure/able to lock when staff not present. ▪ Office no longer sees the "indigent" population only, also includes working class due to layoffs, foreclosures and closing of companies; citizens need case management services to help them navigate towards stability. ▪ Increase in field work expected of division, social workers should not go into homes or encampments unaccompanied for safety reasons; staff need to go in pairs and may require other departmental support staff depending on the situation. ▪ Paper files only; maintain file room for current fiscal year and one fiscal year prior; older files boxed up, labeled and sent to Trouble Creek storage facility and after requisite time period destroyed. ▪ Need to procure laptops for field work and increasing citizen needs; many databases web-based and accessible in the field; cell phones for social workers in the field also necessary in case of an emergency and also for administration to contact.				

Public Services – Community Services – Public Transportation East

Location

30904 Warder Rd., San Antonio.

Mission/ Function

- Provide public transportation services to citizens and visitors in Pasco County.
- Operate Monday through Saturday from 4:00 am to 9:00 pm.

Level of Service

- Route expansion and enhancements from *10-year Transit Development Plan and Long Range Transportation Plan:*
  - Expand to Moon Lake area, Hernando County, Land O'Lakes, Wesley Chapel (Wiregrass) and SR 52 connector,
  - Enhance frequencies on SR54 and Saturday service, U.S. Highway 19, Routes 14, 21 and 25; and then all other routes,
  - Expand evening hours on Routes 14, 19 and 21 and then all other routes,
  - Implement Sunday service, and
  - Expand service on U.S. 19 and Suncoast.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
15.0	15.0	16.0	16.0	20.0	20.0	18.0	16.0	16.0	17.5	17.5

% Change (03-13) 17% % Change / Year : 1.6%

Note: Includes 15.5 Field Staff

Workload Indicator

- Growth in population and development and associated need for services.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	19.2	20.7	22.4	24.2
Model 2 Historical Number Change	19.0	20.3	21.5	22.8
Model 3 Linear Regression	19.1	20.0	20.9	21.8
Model 4 Constant Staff/Population	21.3	24.1	26.9	29.7
Model 5 Department's Recommendation	20.0	30.0	36.0	45.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**20.0**	**25.0**	**28.0**	**32.0**

% Change (13-34) = 83%

% Change /Year = 4%

Public Services – Community Services – Public Transportation East *(continued)*

Space Deficiencies

- Inadequate space overall.
- Plan underway for new facility to include bus wash rack, bus maintenance bays, refueling station and parking.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,196				
FTE Staff Projection	18	20	25	28	32
Existing Office DGSF/Staff	125				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*2,100*	*2,400*	*3,000*	*3,360*	*3,840*
DGSF Total Existing Space	2,196				
DGSF Space Projection	**2,100**	**2,400**	**3,000**	**3,360**	**3,840**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Fleet Maintenance.
- Public Services Fiscal Staff.

Current Visitors	Daily Average	10	Daily Peak	5	
Current Parking	Employee Vehicle	17	County Vehicle	18	8 buses 4 sedans

Miscellaneous

- Current staffing inadequate to cover current hours of operation; additional service expansions to necessitate increases in staffing, especially drivers and supervisors.
- Site currently under review by federal and state transportation funding agencies to assess pending design and construction of a facility to house PCPT, Fleet Maintenance, and support equipment and other infrastructure, including a bus wash rack, bus maintenance bays, refueling station and parking.
- Many boxes stored on the West Pasco premises in a store room, in the shed in the bus yard, and in the building housing the bus wash rack; also store many boxes at Trouble Creek; many items imaged and on discs.
- Technology enhancements include photo area to create reduced-fare ids, Automatic Vehicle Locator (AVL) system, security camera system (building & bus yard), fare box equipment, bus pass equipment, wash rack system, vault/equipment for farebox revenues, copier/fax/scanning equipment, and reservation and dispatch scheduling equipment.
- Substantial growth expected in east side of county necessitating proportionate growth in public transportation activity and additional space requirements.

Public Services – Community Services – Public Transportation West

Location

8620 Galen Wilson Blvd., Port Richey.

Mission/ Function

- Provide public transportation services to citizens and visitors in Pasco County.
- Operate Monday through Saturday from 4:00 am to 9:00 pm.

Level of Service

- Route expansion and enhancements from *10-year Transit Development Plan and Long Range Transportation Plan:*
  - Expand to Moon Lake area, Hernando County, Land O'Lakes, Wesley Chapel (Wiregrass) and SR 52 connector,
  - Enhance frequencies on SR54 and Saturday service, U.S. Highway 19, Routes 14, 21 and 25; and then all other routes,
  - Expand evening hours on Routes 14, 19 and 21 and then all other routes,
  - Implement Sunday service, and
  - Expand service on U.S. 19 and Suncoast.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
54.5	54.5	57.5	58.5	66.0	66.5	62.0	54.0	52.0	53.5	53.5

% Change (03-13) -2% % Change / Year : -0.2%

Workload Indicator

- Growth in population and development and associated need for public transportation services.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	52.9	52.4	51.9	51.5
Model 2 Historical Number Change	52.9	52.4	51.9	51.4
Model 3 Linear Regression	53.7	51.9	50.2	48.4
Model 4 Constant Staff/Population	65.2	73.6	82.2	90.9
Model 5 Department's Recommendation	62.0	70.0	80.0	95.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**60.0**	**65.0**	**71.0**	**78.0**

% Change (13-34) = 46%

% Change /Year = 2%

Space Deficiencies

- Need Driver's Ready Room; if split shifts occur, need area for down time.
- Inadequate Supervisors' Room – current room houses 4 supervisors and a lead driver.
- Inadequate bus yard to store bus/car fleet with expansion of service.
- Need a bus pass sales area.
- Need customer service waiting area.
- Need access to a driver training area (currently shared with building conference room).

Public Services – Community Services – Public Transportation West *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,010				
FTE Staff Projection	54	60	65	71	78
Existing Office DGSF/Staff	75				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*6,420*	*7,200*	*7,800*	*8,520*	*9,360*
Existing Other DGSF[2]	6,115				
DGSF Other Projection	*7,000*	*7,200*	*7,400*	*7,600*	*7,800*
DGSF Total Existing Space	10,125				
DGSF Space Projection[3]	**13,420**	**14,400**	**15,200**	**16,120**	**17,160**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Bus Wash, Count Room, Fueling Depot.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Fleet Maintenance.
- Public Services Fiscal Staff.

Current Visitors	Daily Average	75	Daily Peak	15	
Current Parking	Employee Vehicle	53	County Vehicle	41	32 buses 9 sedans

Miscellaneous

- Many boxes stored on the West Pasco premises in a store room, in the shed in the bus yard, and in the building housing the bus wash rack; also store many boxes at Trouble Creek; many items imaged and on discs.
- Technology enhancements include photo area to create reduced-fare ids, Automatic Vehicle Locator (AVL) system, security camera system (building & bus yard), fare box equipment, bus pass equipment, wash rack system, vault/equipment for farebox revenues, copier/fax/scanning equipment, and reservation and dispatch scheduling equipment.
- Bus and car fleet almost all purchased with Federal funds (FTA); few purchased with State (FDOT) funds; no vehicles purchased with County funds at this time.
- West Pasco bus yard locked after hours; security cameras placed around the buildings and bus yard.

Public Services – Community Services – Veterans Services

Locations

8620 Galen Wilson Blvd., Port Richey.
4111 Land O' Lakes Blvd., Land O' Lakes.
13920 17th St., Dade City.

Mission/ Function

- Advocate for Pasco Veterans and link them to services, benefits and support.
- Assist clients with paperwork to obtain all benefits entitled in the shortest amount of time, including appeals preparation

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

Dade City

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0

% Change (07-13) 0% % Change / Year : 0.0%

Land O' Lakes

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0

% Change (07-13) 0% % Change / Year : 0.0%

Port Richey

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	3.0	3.0	3.0	2.0	2.0	2.0	3.0

% Change (07-13) 0% % Change / Year : 0.0%

Workload Indicator

- Growth in population and number of veterans; veterans roughly 20% of the county.

Data/Ratios	2008	2009	2010	2011	2012	2013
Pasco County Population	461,313	462,607	464,697	466,533	468,502	473,566
Veterans Services Staff	1.0	1.0	1.0	1.0	1.0	1.0
Veterans Benefits Awarded (Dollars)	$10,532,728	$12,698,618	$13,549,027	$13,563,438	$13,563,438	$12,020,902
Awards per 1,000 Population	22832.1	27450.1	29156.7	29072.8	28950.7	25383.8
Awards per Staff	10,532,728	12,698,618	13,549,027	13,563,438	13,563,438	12,020,902

Personnel Projection

Dade City

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.0	2.0	2.0	2.0
Model 2 Historical Number Change	4.0	5.7	7.3	9.0
Model 3 Linear Regression	4.1	5.3	6.6	7.9
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation	2.0	3.0	3.0	4.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**3.0**	**4.0**	**4.0**	**5.0**

% Change (13-34) = 150%

% Change /Year = 7%

Public Services – Community Services – Veterans Services *(continued)*

Personnel Projection *(continued)*

Land O' Lakes

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	1.0	1.0	1.0	1.0
Model 2 Historical Number Change	2.0	2.8	3.7	4.5
Model 3 Linear Regression	2.0	2.7	3.3	3.9
Model 4 Constant Staff/Population	1.2	1.4	1.5	1.7
Model 5 Department's Recommendation	2.0	3.0	3.0	3.0
Model 6 Workload Indicators	1.2	1.3	1.5	1.6
FTE Staff Projection (Model 3-6)	**2.0**	**2.0**	**2.0**	**3.0**

% Change (13-34) = 200%

% Change /Year = 10%

Port Richey

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	3.0	3.0	3.0	3.0
Model 2 Historical Number Change	6.0	8.5	11.0	13.5
Model 3 Linear Regression	4.9	6.4	7.9	9.4
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	6.0	9.0	9.0	9.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**5.0**	**7.0**	**7.0**	**8.0**

% Change (13-34) = 167%

% Change /Year = 8%

Space Deficiencies

- Need more space in Port Richey office; space adequate in Dade City and LOL.
- Need training room, therapy rooms and computer labs at all locations.

Space Projection

Dade City

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	605				
FTE Staff Projection	2	3	4	4	5
Existing Office DGSF/Staff	303				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*400*	*600*	*800*	*800*	*1,000*
DGSF Total Existing Space	605				
DGSF Space Projection	**400**	**600**	**800**	**800**	**1,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Public Services – Community Services – Veterans Services *(continued)*

Space Projection *(continued)*

Land O' Lakes

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	374				
FTE Staff Projection	1	2	2	2	3
Existing Office DGSF/Staff	374				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*200*	*400*	*400*	*400*	*600*
DGSF Total Existing Space	374				
DGSF Space Projection	**200**	**400**	**400**	**400**	**600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Port Richey

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,076				
FTE Staff Projection	3	5	7	7	8
Existing Office DGSF/Staff	359				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*600*	*1,000*	*1,400*	*1,400*	*1,600*
DGSF Total Existing Space	1,076				
DGSF Space Projection	**600**	**1,000**	**1,400**	**1,400**	**1,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

-

Current Visitors	Daily Average	20-30	Daily Peak	15	
Current Parking	Employee Vehicle	10	County Vehicle	1	1 sedan

Miscellaneous

- Going digital for storage; ensuring everything scanned and saved before destroying paper.
- Office needs to provide flex hours in the evenings and weekends.
- Requesting the development of a Veteran Center focused on serving the Veteran population in a collaborative manner.

Public Services – Library Services

Locations

- Centennial Park Library, 5740 Moog Road, Holiday.
- Hudson Library, 8012 Library Road, Hudson.
- Hugh Embry Library, 14215 4th Street, Dade City.
- Land O' Lakes Library, 2818 Collier Parkway, Land O' Lakes.
- New River Library, 34043 State Road 54, Zephyrhills.
- Regency Park Library, 9701 Little Road, New Port Richey.
- South Holiday Library, 4649 Mile Stretch Drive, Holiday.

Mission/ Function

- Attract and satisfy customers through outstanding and responsive customer service, excellent selection of materials and resources, and an environment that encourages personal and community betterment.

Level of Service

- *Pasco County Library System Master Plan Update* July 2007 recommends and engages the following standards:
  - Meet the minimum standard of 0.6 square feet of library space per capita.
  - Meet the enhanced standard of 0.3 FTE's per 1,000 population
  - Meet the standard of one public access computer per 2,000 populations.
  - Meet or exceed the minimum standard of 2 items per capita.
  - Meet or exceed the core standard for "public presence budget allocation" by budgeting an amount equal to 1.5 percent of greater of the library operating budget on community relations program, including marketing library services, increasing public awareness, and public relations.

Personnel Data

Full-time employees or equivalents per year:

Centennial Park Library

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
13.0	13.0	11.0	11.0	11.0	11.0	11.0	9.0	9.0	9.0	9.0

% Change (03-13) -31% % Change / Year -3.6%

Hudson Library

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
55.5	55.5	55.5	58.5	58.5	58.5	50.0	43.5	39.5	37.5	38.5

% Change (03-13) -31% % Change / Year -3.6%

Hugh Embry Library

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
8.0	8.0	8.0	9.0	9.0	9.0	9.0	8.5	8.5	9.0	9.0

% Change (03-13) 13% % Change / Year 1.2%

Land O' Lakes Library

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
13.5	13.5	9.0	13.5	13.5	13.5	13.5	13.5	13.5	13.5	13.5

% Change (03-13) 0% % Change / Year 0.0%

New River Library

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
10.0	10.0	10.0	11.0	11.0	11.0	9.5	9.5	9.5	9.0	9.0

% Change (03-13) -10% % Change / Year -1.0%

Public Services – Library Services *(continued)*

Personnel Data *(continued)*

Regency Park Library

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
12.5	12.5	12.5	17.0	17.0	17.0	15.0	13.5	13.5	13.0	13.0

% Change (03-13) 4% % Change / Year : 0.4%

South Holiday Library

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
8.5	8.5	8.5	10.0	10.0	10.0	9.0	8.5	8.5	8.5	8.5

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Growth of county population and associated demand for library services.

Personnel Projection

Centennial Park Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.2	6.0	5.0	4.2
Model 2 Historical Number Change	6.6	4.6	2.6	0.6
Model 3 Linear Regression	6.0	3.9	1.9	-0.2
Model 4 Constant Staff/Population	11.0	12.4	13.8	15.3
Model 5 Department's Recommendation	11.0	11.0	11.0	11.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1,4,&5)	**10.0**	**10.0**	**10.0**	**10.0**

% Change (13-34) = 11%

% Change /Year = 1%

Hudson Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	30.9	25.7	21.4	17.9
Model 2 Historical Number Change	28.3	19.8	11.3	2.8
Model 3 Linear Regression	25.7	14.7	3.6	-7.5
Model 4 Constant Staff/Population	46.9	53.0	59.1	65.4
Model 5 Department's Recommendation	38.5	38.5	38.5	38.5
Model 6 Workload Indicators				
FTE Staff Projection (Model 1,4,&5)	**39.0**	**39.0**	**40.0**	**41.0**

% Change (13-34) = 6%

% Change /Year = 0%

Public Services – Library Services *(continued)*

Personnel Projection *(continued)*

Hugh Embry Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	9.7	10.2	10.9	11.5
Model 2 Historical Number Change	9.6	10.1	10.6	11.1
Model 3 Linear Regression	9.6	10.0	10.5	10.9
Model 4 Constant Staff/Population	11.0	12.4	13.8	15.3
Model 5 Department's Recommendation	9.0	9.0	9.0	9.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1,4,&5)	**10.0**	**11.0**	**11.0**	**12.0**

% Change (13-34) = 33%

% Change /Year = 2%

Land O' Lakes Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	13.5	13.5	13.5	13.5
Model 2 Historical Number Change	13.5	13.5	13.5	13.5
Model 3 Linear Regression	14.4	15.1	15.7	16.3
Model 4 Constant Staff/Population	16.5	18.6	20.7	22.9
Model 5 Department's Recommendation	20.5	20.5	20.5	20.5
Model 6 Workload Indicators				
FTE Staff Projection (Model 1,4,&5)	**17.0**	**18.0**	**18.0**	**19.0**

% Change (13-34) = 41%

% Change /Year = 2%

New River Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	8.4	8.0	7.6	7.2
Model 2 Historical Number Change	8.4	7.9	7.4	6.9
Model 3 Linear Regression	8.5	7.8	7.1	6.4
Model 4 Constant Staff/Population	11.0	12.4	13.8	15.3
Model 5 Department's Recommendation	12.0	12.0	12.0	12.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1,4,&5)	**10.0**	**11.0**	**11.0**	**12.0**

% Change (13-34) = 33%

% Change /Year = 2%

Public Services – Library Services *(continued)*

Personnel Projection *(continued)*

Regency Park Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	13.3	13.6	13.8	14.1
Model 2 Historical Number Change	13.3	13.6	13.8	14.1
Model 3 Linear Regression	14.1	14.0	13.9	13.9
Model 4 Constant Staff/Population	15.9	17.9	20.0	22.1
Model 5 Department's Recommendation	20.5	20.5	20.5	20.5
Model 6 Workload Indicators				
FTE Staff Projection (Model 1,4,&5)	**17.0**	**17.0**	**18.0**	**19.0**

% Change (13-34) = 46%

% Change /Year = 2%

South Holiday Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	8.5	8.5	8.5	8.5
Model 2 Historical Number Change	8.5	8.5	8.5	8.5
Model 3 Linear Regression	8.6	8.4	8.2	8.0
Model 4 Constant Staff/Population	10.4	11.7	13.1	14.4
Model 5 Department's Recommendation	9.0	9.0	9.0	9.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1,4,&5)	**9.0**	**10.0**	**10.0**	**11.0**

% Change (13-34) = 29%

% Change /Year = 1%

New Starkey Ranch Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	14.6	16.5	18.4	20.4
Model 5 Department's Recommendation	13.0	13.0	13.0	13.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4 & 5)	**14.0**	**15.0**	**16.0**	**17.0**

% Change (13-34) = 42%

% Change /Year = 2%

Public Services – Library Services *(continued)*

Personnel Projection *(continued)*

New Wesley Chapel Library

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	24.4	27.5	30.7	34.0
Model 5 Department's Recommendation	23.0	23.0	23.0	23.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4 & 5)	**24.0**	**25.0**	**27.0**	**28.0**

% Change (13-34) = 40%

% Change /Year = 2%

New East Central & New Central Connerton Library (2 different locations)

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	11.0	12.4	13.8	15.3
Model 5 Department's Recommendation	10.0	10.0	10.0	10.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4 & 5)	**10.0**	**11.0**	**12.0**	**13.0**

% Change (13-34) = 44%

% Change /Year = 2%

Space Deficiencies

- Inadequate in all areas.

Space Projection

Centennial Park Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	9,463				
DGSF Space Projection[1]	**9,463**	**9,463**	**9,463**	**9,463**	**9,463**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

Hudson Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	26,281				
DGSF Space Projection[1]	**26,281**	**26,281**	**26,281**	**26,281**	**26,281**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

Public Services – Library Services *(continued)*

Space Projection *(continued)*

Hugh Embry Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	6,422				
DGSF Space Projection[1]	**14,922**	**14,922**	**14,922**	**14,922**	**14,922**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

Land O' Lakes Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	16,752				
DGSF Space Projection[1]	**16,752**	**16,752**	**16,752**	**16,752**	**16,752**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

New River Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	10,980				
DGSF Space Projection[1]	**10,980**	**10,980**	**10,980**	**10,980**	**10,980**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

Regency Park Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	16,752				
DGSF Space Projection[1]	**16,752**	**16,752**	**16,752**	**16,752**	**16,752**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

South Holiday Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	7,662				
DGSF Space Projection[1]	**7,662**	**7,662**	**7,662**	**7,662**	**7,662**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

New Starkey Ranch Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	NA				
DGSF Space Projection[1]	**NA**	**16,700**	**16,700**	**16,700**	**16,700**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

Public Services – Library Services *(continued)*

Space Projection *(continued)*

New Wesley Chapel Library

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	NA				
DGSF Space Projection[1]	**NA**	**20,400**	**20,400**	**20,400**	**20,400**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

New East Central & New Central Connerton Library (2 different locations)

Item	Existing	2019	2024	2029	2034
DGSF Total Existing Space	NA				
DGSF Space Projection[1]	**NA**	**8,500**	**8,500**	**8,500**	**8,500**

[1] Per Consultant review of 2007 Library Master Plan, department recommendations, and projected population growth.

Critical Adjacencies

- Library Administration.
- Library System-Wide Services.

Current Visitors	Daily Average	Up to 777	Daily Peak	Up to 300	Varies by Branch
Current Parking	Employee Vehicle	All	County Vehicle	4	1 sedan 2 station wagons 1 van

Miscellaneous

- Needs of library system in area of technology expected to undergo a massive reexamination in the coming years; Soon Do It Yourself (DIY) systems such as 3d printers, scanners, and CAD machines to play a larger role within the traditional library space.
- While need continues for new desktops, wireless and network support in the coming years, new tablet based computing options expected to rise in importance as well.
- New ideas and ways to allow the public technological access constantly being developed; library's job to stay constant with these enhancements.
- Storage according to State of Florida General Records Schedule GS1-SL.
- Need secure place for money and bus passes.
- Use off-site storage of one jail cell at the old New Port Richey jail, about 100 sf.
- Florida's Public Library Standards first published in 1967 and revised in 1985, 1993 and 2013; core standards of governance, access, public presence, funding, staffing, continuing education, currency of materials, number of materials, type of materials, services, and facility size identified.

Public Services – Library Services *(continued)*

Miscellaneous *(continued)*	▪ For counties the size of Pasco, the 2013 standards state that the total gross square footage per capita is 0.6 SF per capita for essential quality level, total gross square footage per capita is 0.7 SF per capita for enhanced quality level, and total gross square footage per capita is 1.0 SF per capita for exemplary quality level. ▪ 2013 standards state that staff offices are 100 to 125 SF for essential quality level, staff offices are 126 to 150 SF for enhanced quality level, and Staff offices are 151 to 175 SF for exemplary quality level. ▪ Current volunteer hours by library - Centennial Park Library (1,181.3), Hudson Library (1,047.4), Hugh Embry Library (759.5), Land O' Lakes Library (6,488.3), New River Library (1,254.0), Regency Park Library (2,860.3), South Holiday Library (1,009.8); current volunteer hours total 14,600.6 hours.

Public Services – Parks and Recreation – Support Services and Administration

Location

Hap Clark Building, 4111 Land O' Lakes Blvd., Suite 202, Land O' Lakes.

Mission/ Function

- Serve as the administrative office for the Parks & Recreation department.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
15.0	15.0	15.0	13.0	12.0	11.0	11.0	11.0	11.0	11.0	10.0

% Change (03-13) -33% % Change / Year : -4.0%

Workload Indicator

- Growth in population and associated increase in number and size of parks.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	7.8	6.4	5.2	4.3
Model 2 Historical Number Change	7.0	4.5	2.0	-0.5
Model 3 Linear Regression	6.5	3.8	1.2	-1.4
Model 4 Constant Staff/Population	12.2	13.8	15.4	17.0
Model 5 Department's Recommendation	11.0	12.0	12.0	13.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4, 5)	**12.0**	**13.0**	**14.0**	**15.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- Lacking space for storage files for documents, maps and construction.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,398				
FTE Staff Projection	10	12	13	14	15
Existing Office DGSF/Staff	440				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*2,500*	*3,000*	*3,250*	*3,500*	*3,750*
Existing Other DGSF[2]	0				
DGSF Other Projection					
DGSF Total Existing Space	4,398				
DGSF Space Projection	**2,500**	**3,000**	**3,250**	**3,500**	**3,750**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Public Services – Parks and Recreation – Support Services and Administration *(continued)*

Critical Adjacencies	▪ OMB. ▪ Tourism. ▪ County Commissioners. ▪ MPO. ▪ Planning. ▪ Attorneys. ▪ ELAMP. ▪ Facilities Management. ▪ Purchasing.				
Current Visitors	Daily Average	7	Daily Peak	20	
Current Parking	Employee Vehicle	10	County Vehicle	4	2 sedans 2 pickups
Miscellaneous	▪ Economic downturn reduced staffing, however added user fees. Parks remained open thus creating added workload for remaining staff. ▪ Most active and inactive files kept in administrative office in cabinets and file boxes; some records kept at the West Pasco satellite office at 7750 Congress Street, NPR. ▪ Technology may lead to smaller devices; new fiscal and accounting software may eliminate current storage requirements. ▪ Parking often times a problem. ▪ Climate control often times a problem. ▪ Occasionally meet with groups after hours. ▪ *Parks and Recreation Master Plan* completed in April 2001 and updated concurrently with this Facilities Master Plan.				

Public Services – Parks and Recreation – Area I Administration (East Pasco)

Location

36620 State Road 52, Dade City.

Mission/ Function

- Serve as hub for operations of central and east Pasco parks.
- Distribute and record east side supplies.
- Distribute east side Summer Day Camp program supplies and equipment.
- Serve as home for the Parks & Recreation Supervisor (Area I) and the central and east Pasco Labor Supervisor; Recreation Leader II at the James Irvin Center also utilizes office approximately 20 hours per week.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
3.5	3.5	3.5	3.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5

% Change (03-13) -29% % Change / Year : -3.3%

Note: Includes 1.5 Field Staff

Workload Indicator

- Growth in population and associated increase in number and size of parks.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.0	1.7	1.5	1.2
Model 2 Historical Number Change	1.9	1.4	0.9	0.4
Model 3 Linear Regression	1.5	0.8	0.2	-0.4
Model 4 Constant Staff/Population	3.0	3.4	3.8	4.2
Model 5 Department's Recommendation	3.0	5.0	5.0	5.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4, 5)	**3.0**	**4.0**	**4.0**	**5.0**

% Change (13-34) = 100%

% Change /Year = 5%

Department Recommendation:
-Project the .5 staff member (Recreation Leader II) no longer need to utilize the office.
-Project the addition of a receptionist to handle reservations, inquiries, payments from various user groups and patrons, spreadsheets, general paperwork, etc.
-Project that an additional Labor Supervisor added to handle expansion in central and east Pasco.
-Project that an Electrician added to handle increase in central and east Pasco electrical issues in the parks.

Space Deficiencies

- Current space adequate, but no room for growth.
- Need more space for construction plans and construction documents.

Public Services – Parks and Recreation – Area I Administration (East Pasco) *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	400				
FTE Staff Projection	3	3	4	4	5
Existing Office DGSF/Staff	160				
Average Office DGSF/Staff[1]	150	150	150	150	150
DGSF Office Projection	*375*	*450*	*600*	*600*	*750*
Existing Other DGSF[2]	3,985				
DGSF Other Projection	*4,000*	*4,200*	*4,400*	*4,600*	*4,800*
DGSF Total Existing Space	4,385				
DGSF Space Projection[3]	**4,375**	**4,650**	**5,000**	**5,200**	**5,550**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Facilities Management.

Current Visitors	Daily Average	5-10	Daily Peak	10	
Current Parking	Employee Vehicle	2	County Vehicle	2	2 pickups

Miscellaneous

- In 2008 began decreasing staff due to the housing crash and overall economic downturn; lost 33% of staff over the following four years; keeping up with maintenance projects and even daily tasks increasingly difficult.
- Most files kept at Administration office in Land O' Lakes; some files kept at the East Pasco Office in Dade City and the West Pasco Office in New Port Richey.
- Office not attractive, older building that could be more esthetically pleasing.

Public Services – Parks and Recreation – Area II Administration (West Pasco)

Location

7750 Congress St., New Port Richey.

Mission/ Function

- Serve as the West Side Operations Office for the Parks and Recreation Department.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
0.0	0.0	0.0	0.0	0.0	0.0	0.0	13.0	14.0	14.0	15.0

% Change (10-13) 15% % Change / Year : 4.9%

Workload Indicator

- Growth in population and increase in number and size of parks.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	20.0	25.3	32.2	40.8
Model 2 Historical Number Change	45.0	70.0	95.0	120.0
Model 3 Linear Regression	25.0	34.0	43.1	52.1
Model 4 Constant Staff/Population	18.3	20.6	23.0	25.5
Model 5 Department's Recommendation	18.0	15.0	15.0	15.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**18.0**	**18.0**	**19.0**	**20.0**

% Change (13-34) = 33%

% Change /Year = 2%

Space Deficiencies

- Lack space to store all construction documents for all our parks and facilities.
- Need to renovate Office Trailer # 1.
- Space adequate for Office Trailer # 2, Shop, Chemical Storage and 4 Bay Maintenance Building.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,724				
FTE Staff Projection	15	18	18	19	20
Existing Office DGSF/Staff	182				
Average Office DGSF/Staff[1]	120	120	120	120	120
DGSF Office Projection	*1,800*	*2,160*	*2,160*	*2,280*	*2,400*
Existing Other DGSF[2]	6,041				
DGSF Other Projection	*7,300*	*7,500*	*7,700*	*7,900*	*8,100*
DGSF Total Existing Space	8,765				
DGSF Space Projection[3]	**9,100**	**9,660**	**9,860**	**10,180**	**10,500**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Public Services – Parks and Recreation – Area II Administration (West Pasco) *(continued)*

Critical Adjacencies	▪ Sign Shop. ▪ Fleet. ▪ Facilities. ▪ Health Department. ▪ Purchasing. ▪ Road and Bridge. ▪ Stormwater. ▪ Emergency Management. ▪ Permitting. ▪ Sheriff's Department. ▪ Utilities.				
Current Visitors	Daily Average	2-3	Daily Peak	3-15	
Current Parking	Employee Vehicle	17	County Vehicle	12	1 sedan 11 pickups
Miscellaneous	▪ Economic downturn over past 6 years reduced staffing level, hard to keep a consistent level of service. ▪ Construction of two new Parks and expanding the acreage of one park will impact workload. ▪ Active Files stored in file cabinets and boxes; inactive files stored in the shop, store inactive files for the Administrative Office and other parks. ▪ Need new fencing around compound and more surveillance cameras.				

Utilities Services Profiles

The Utilities Services Branch includes County departments under the Board of County Commissioners that provide for the safe and efficient delivery of water, wastewater, reclaim water and solid waste management services. A list of Utilities Services Branch departments by location is below.

Department/Office	Location
Headquarters	*Current* 7536 State Street, New Port Richey (Headquarters) EPGC, 14236 6th Street, Dade City (Customer Service) Clark Bldg., 4111 Land O'Lakes Blvd., Land O' Lakes (Customer Service) *Under Construction* 19420 Central Blvd., Land O'Lakes
Environmental Lab, New Port Richey	8864 Government Drive, New Port Richey
O&M Warehouse West (Embassy Hills)	9512 Crabtree Lane, Port Richey
O&M Warehouse Central (Shady Hills)	14230 Hays Road Complex, Shady Hills
O&M Warehouse East (Wesley Center)	7325 Boyette Road, Wesley Chapel

Currently, the Utilities Services Branch administration is headquartered in New Port Richey, near the West Pasco Government Center and West Pasco Judicial Center. The headquarters are moving to a new facility in Land O' Lakes, near the existing jail. The environmental lab is located near the existing Utilities headquarters in New Port Richey. There are currently no plans to move the Environmental Lab to Land O' Lakes with the headquarters.

Field support for the Utilities Services Branch is currently located in the east, central and west sections of the county. The main workload indicator for Utilities Branch functions include; development, population, legislation changes, and internal functions. Overall, growth is projected for this Branch due to growth in the County population and the development associated with the population growth.

Utilities Services – Headquarters

Location

Current 7536 State Street, New Port Richey (Headquarters)
EPGC, 14236 6th Street, Dade City (Customer Service)
Clark Bldg., 4111 Land O'Lakes Blvd., Land O' Lakes (Customer Service)
Under Construction 19420 Central Blvd., Land O'Lakes

Mission/ Function

- Provide administrative and management support for Water and Sewer Services, Reclaimed Water, Solid Waste/ Resource Recovery, Recycling, Hazardous Waste, Environmental Lab ad Residential Street Lighting services for county residents.
- Serve as new, central Headquarters location for consolidated Administration, Engineering, Customer Service, and warehousing.

Level of Service

- Centralized headquarters with dispersed locations for field services.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
73.0	79.0	82.0	92.0	97.0	109.0	113.0	113.0	106.0	108.0	110.0

% Change (03-13) 51% % Change / Year : 4.2%

Workload Indicator

- Population growth and associated demand for services.
- Use of technology, especially for customer service.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	140.7	172.7	212.0	260.2
Model 2 Historical Number Change	132.2	150.7	169.2	187.7
Model 3 Linear Regression	141.5	161.1	180.6	200.2
Model 4 Constant Staff/Population	134.1	151.3	169.0	186.9
Model 5 Department's Recommendation	120.0	130.0	140.0	150.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**127.0**	**141.0**	**154.0**	**168.0**

% Change (13-34) = 53%

% Change /Year = 3%

Space Deficiencies

- New facility to address current and future needs.

Utilities Services – Headquarters *(continued)*

Space Projection

Utilities are building a two-story, 49,080 square foot building in Land O' Lakes.

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	17,376				
FTE Staff Projection	110	127	141	154	168
Existing Office DGSF/Staff	158				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*27,500*	*31,750*	*35,250*	*38,500*	*42,000*
Existing Other DGSF[2]	1,828				
DGSF Other Projection	*1,500*	*1,500*	*1,500*	*1,500*	*1,500*
DGSF Total Existing Space	19,204				
DGSF Space Projection[3]	**29,000**	**33,250**	**36,750**	**40,000**	**43,500**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes supply and equipment storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Central county location.

Current Visitors	Daily Average	50	Daily Peak	150	
Current Parking	Employee Vehicle	110	County Vehicle	15	Cars, trucks

Miscellaneous

- Construction underway for a new 49,080 BGSF headquarters in a central LOL location.
- New facility to include Utilities Emergency Operating Center.
- Increased use of technology and e-payment for Customer Service, thus reducing on-site visitors.
- Potential to partner with other county department and/or outside agencies to accept payments and to start new account.
- Ability to add future Environmental Lab on new site, reviewing viability of continuing separate lab facility versus partnering with another agency or using existing lab sites at water/plant sites.
- Plan to consolidate from 7 to 2 wastewater plants in county, one in east and one in west.

Utilities Services – Environmental Lab, New Port Richey

Location

8864 Government Drive, New Port Richey

Mission/ Function

- Provide field sample collection, analytical services and program management services for testing water.

Level of Service

- Responsive testing and results to regulatory agencies.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
5.0	5.0	5.0	5.0	6.0	6.0	6.0	7.0	7.0	7.0	7.0

% Change (03-13) 40% % Change / Year : 3.4%

Workload Indicator

- Population growth and associated demand for services.
- Use of technology.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	8.6	10.1	12.0	14.2
Model 2 Historical Number Change	8.2	9.2	10.2	11.2
Model 3 Linear Regression	8.8	10.1	11.3	12.6
Model 4 Constant Staff/Population	8.5	9.6	10.8	11.9
Model 5 Department's Recommendation	7.0	8.0	9.0	10.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**8.0**	**9.0**	**10.0**	**11.0**

% Change (13-34) = 57%

% Change /Year = 3%

Space Deficiencies

- Inadequate working counter-top availability, unable to expand analytical services.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	0				
FTE Staff Projection	7	8	9	10	11
Existing Office DGSF/Staff	0				
Average Office DGSF/Staff[1]		0	0	0	0
DGSF Office Projection	*0*	*0*	*0*	*0*	*0*
Existing Other DGSF[2]	3,329				
DGSF Other Projection	*3,500*	*3,700*	*3,900*	*4,100*	*4,300*
DGSF Total Existing Space	3,329				
DGSF Space Projection[3]	**3,500**	**3,700**	**3,900**	**4,100**	**4,300**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes Current Lab Facility

[3] Includes DGSF Office Projection + DGSF Other Projection.

Utilities Services – Environmental Lab, New Port Richey *(continued)*

Critical Adjacencies	▪ Central County location.				
Current Visitors	Daily Average	20	Daily Peak	20	
Current Parking	Employee Vehicle	7	County Vehicle	2	
Miscellaneous	▪ Ability to add future Environmental Lab at Land O'Lakes site. ▪ Reviewing viability of continuing separate lab facility versus partnering with another agency or using existing lab sites at water/plant sites.				

Utilities Services – O&M Warehouse West (Embassy Hills)

Location

9512 Crabtree Lane, Port Richey

Mission/ Function

- Provide field service support to the county water, wastewater, and reclaimed water systems in the western portion of the county.
- Provide warehouse services to store parts and materials for the daily use by operations and maintenance staff and for in-house design and construction of projects.

Level of Service

- Accessible field locations to serve assigned portion of County within 20 to 30 minutes.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
51.0	52.0	57.0	59.0	71.0	76.0	83.0	85.0	90.0	91.0	91.0

% Change (03-13) 78% % Change / Year : 6.0%

Note: Current total includes 82 field staff.

Workload Indicator

- Population growth and associated demand for services.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	128.8	172.1	229.8	307.0
Model 2 Historical Number Change	115.0	135.0	155.0	175.0
Model 3 Linear Regression	125.2	148.8	172.4	195.9
Model 4 Constant Staff/Population	111.0	125.2	139.8	154.6
Model 5 Department's Recommendation	100.0	109.0	118.0	127.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**105.0**	**117.0**	**129.0**	**141.0**

% Change (13-34) = 55%

% Change /Year = 3%

Space Deficiencies

- Off-site storage.
- Staff showers and lockers.
- Crew ready-rooms and multi-use areas for training.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,405				
FTE Staff Projection	91	105	117	129	141
Existing Office DGSF/Staff	37				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*4,550*	*5,250*	*5,850*	*6,450*	*7,050*
DGSF Total Existing Space	3,405				
DGSF Space Projection[2]	**4,550**	**5,250**	**5,850**	**6,450**	**7,050**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Utilities Services – O&M Warehouse West (Embassy Hills) *(continued)*

Critical Adjacencies	▪ Central western location. ▪ Fleet Fueling. ▪ Fleet Maintenance.				
Current Visitors	Daily Average	5-10	Daily Peak	5-10	
Current Parking	Employee Vehicle	85	County Vehicle	50	Cars, trucks, equipment
Miscellaneous	▪ Currently using temporary trailers. ▪ Unique spaces include meter testing and calibration and fabrication shop. ▪ Need site plan for campus with perimeter security. ▪ Plan to consolidate Road & Bridge, Transportation, and Utilities field operations at sites in west, central, and east. ▪ Current site to serve as western consolidated location.				

Utilities Services – O&M Warehouse Central (Shady Hills)

Location

14230 Hays Road Complex, Shady Hills

Mission/ Function

- Provide field service support to the county water, wastewater, and reclaimed water systems in the central portion of the county.
- Provide warehouse services to store parts and materials for the daily use by operations and maintenance staff and for in-house design and construction of projects.

Level of Service

- Accessible field locations to serve assigned portion of County within 20 to 30 minutes.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
51.0	52.0	57.0	59.0	71.0	76.0	82.0	82.0	87.0	87.0	89.0

% Change (03-13) 75% % Change / Year : 5.7%

Note: Current total includes 80 field staff.

Workload Indicator

- Population growth and associated demand for services.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	124.3	164.2	216.9	286.6
Model 2 Historical Number Change	111.8	130.8	149.8	168.8
Model 3 Linear Regression	119.8	141.5	163.2	184.8
Model 4 Constant Staff/Population	108.5	122.4	136.7	151.2
Model 5 Department's Recommendation	98.0	107.0	116.0	125.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**103.0**	**115.0**	**126.0**	**138.0**

% Change (13-34) = 55%

% Change /Year = 3%

Space Deficiencies

- Off-site storage.
- Staff showers and lockers.
- Crew ready-rooms and multi-use areas for training.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,800				
FTE Staff Projection	89	103	115	126	138
Existing Office DGSF/Staff	20				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*4,450*	*5,150*	*5,750*	*6,300*	*6,900*
DGSF Total Existing Space	1,800				
DGSF Space Projection[2]	**4,450**	**5,150**	**5,750**	**6,300**	**6,900**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Utilities Services – O&M Warehouse Central (Shady Hills) *(continued)*

Critical Adjacencies	▪ Central county location. ▪ Fleet Fueling. ▪ Fleet Maintenance.				
Current Visitors	Daily Average	5-10	Daily Peak	5-10	
Current Parking	Employee Vehicle	85	County Vehicle	50	Cars, trucks, equipment
Miscellaneous	▪ Currently using temporary trailers. ▪ Unique spaces include meter testing and calibration and fabrication shop. ▪ Need site plan for campus with perimeter security. ▪ Plan to consolidate Road & Bridge, Transportation, and Utilities field operations at sites in west, central, and east. ▪ Current site to serve as central consolidated location.				

Utilities Services – O&M Warehouse East (Wesley Center)

Location

7325 Boyette Road, Wesley Chapel

Mission/ Function

- Provide field service support to the county water, wastewater, and reclaimed water systems in the eastern portion of the county.
- Provide warehouse services to store parts and materials for the daily use by operations and maintenance staff and for in-house design and construction of projects.

Level of Service

- Accessible field locations to serve assigned portion of County within 20 to 30 minutes.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
51.0	52.0	57.0	59.0	71.0	76.0	82.0	82.0	90.0	90.0	90.0

% Change (03-13) 76% % Change / Year : 5.8%

Note: Current total includes 80 field staff.

Workload Indicator

- Population growth and associated demand for services.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	126.5	168.1	223.3	296.7
Model 2 Historical Number Change	113.4	132.9	152.4	171.9
Model 3 Linear Regression	123.0	145.9	168.8	191.6
Model 4 Constant Staff/Population	109.7	123.8	138.2	152.9
Model 5 Department's Recommendation	99.0	107.0	116.0	125.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**104.0**	**115.0**	**127.0**	**139.0**

% Change (13-34) = 54%

% Change /Year = 3%

Space Deficiencies

- Off-site storage.
- Staff showers and lockers.
- Crew ready-rooms and multi-use areas for training.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	6,000				
FTE Staff Projection	90	104	115	127	139
Existing Office DGSF/Staff	67				
Average Office DGSF/Staff[1]	50	50	50	50	50
DGSF Office Projection	*4,500*	*5,200*	*5,750*	*6,350*	*6,950*
DGSF Total Existing Space	6,000				
DGSF Space Projection[2]	**4,500**	**5,200**	**5,750**	**6,350**	**6,950**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Utilities Services – O&M Warehouse East (Wesley Center) *(continued)*

Critical Adjacencies	▪ Central eastern county location. ▪ Fleet Fueling. ▪ Fleet Maintenance.				
Current Visitors	Daily Average	5-10	Daily Peak	5-10	
Current Parking	Employee Vehicle	85	County Vehicle	50	Cars, trucks, equipment
Miscellaneous	▪ Currently using temporary trailers. ▪ Unique spaces include meter testing and calibration and fabrication shop. ▪ Need site plan for campus with perimeter security. ▪ Plan to consolidate Road & Bridge, Transportation, and Utilities field operations at sites in west, central, and east. ▪ Need to identify eastern consolidated site, have 80 acres on McKendree Road in Dade City.				

Health Department Profiles

The Health Department provides a wide range of clinical, environmental and other public health services for Pasco County. A list of Health Departments by location is below.

Department/Office	Location
Administration & Clinic, New Port Richey	10841 Little Road, New Port Richey
Clinic, New Port Richey	5640 Main Street, New Port Richey
Clinic & Shelter, Hudson	11611 Denton Avenue, Hudson
Clinic, Land O' Lakes	4135 Land O' Lakes Boulevard, Land O' Lakes
Clinic, Dade City	13941 15th Street, Dade City
Clinic, Zephyrhills	4714 Airport Road, Zephyrhills

Currently, the Health Departments has administrative offices in New Port Richey and clinics in the west, central and east sections of the county. The main workload indicator for Health Department functions include; growth in population, health care legislation changes, and demand for services. Overall, constant growth is projected for the health departments due to growth in the County population.

Health Department – Administration & Clinic, New Port Richey

Location

10841 Little Road, New Port Richey.

Mission/ Function

- Protect, promote, and improve the health of all people in Pasco County through integrated state, county, and community efforts.
- Provide vital statistics, family health services, epidemiology, clinical and dental services.
- Provide a special needs shelter and other emergency functions in the event of a public health emergency.
- Provide Administration Services for Health Department at this location.

Level of Service

- Improve community and individual health behaviors.
- Address racial, ethnic and economic health disparities
- Prevent disease of environmental origin
- Improve organizational performance
- Plan for public health emergencies
- Reduce the incidence and impact of disease and injury
- Increase Access to Healthcare

Personnel Data

Full-time employees or equivalents per year:

Administration

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	40

Clinic

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	35

Workload Indicator

- Growth in population and demand for services.
- Health care legislation.

Personnel Projection

Administration

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	48.8	55.0	61.4	67.9
Model 5 Department's Recommendation	40.0	40.0	40.0	40.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**44.0**	**48.0**	**51.0**	**54.0**

% Change (13-34) = 35%

% Change /Year = 2%

Health Department – Administration & Clinic, New Port Richey *(continued)*

Personnel Projection *(continued)*

Clinic

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	42.7	48.2	53.8	59.5
Model 5 Department's Recommendation	35.0	35.0	35.0	35.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**39.0**	**42.0**	**44.0**	**47.0**

% Change (13-34) = 34%

% Change /Year = 2%

Space Deficiencies

- Consolidated equipment storage.
- Inadequate records storage.
- Inadequate child waiting areas.
- Multiple points of entry, not secure.
- Inadequate IT storage and equipment preparation space.
- No assigned staff break area.

Space Projection

Administration

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	11,131				
FTE Staff Projection	40	44	48	51	54
Existing Office DGSF/Staff	278				
Average Office DGSF/Staff[1]	300	300	300	300	300
DGSF Office Projection	*12,000*	*13,200*	*14,400*	*15,300*	*16,200*
DGSF Total Existing Space	11,131				
DGSF Space Projection	**12,000**	**13,200**	**14,400**	**15,300**	**16,200**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Health Department – Administration & Clinic, New Port Richey *(continued)*

Space Projection *(continued)*

Clinic

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	8,355				
FTE Staff Projection	35	39	42	44	47
Existing Office DGSF/Staff	239				
Average Office DGSF/Staff[1]	500	500	500	500	500
DGSF Office Projection	*17,500*	*19,500*	*21,000*	*22,000*	*23,500*
Existing Other DGSF[2]	2,100				
DGSF Other Projection	*2,100*	*2,100*	*2,100*	*2,100*	*2,100*
DGSF Total Existing Space	10,455				
DGSF Space Projection[3]	**19,600**	**21,600**	**23,100**	**24,100**	**25,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes records storage and Tobacco Education Classroom

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Public transportation and access.

Current Visitors	Daily Average	200	Daily Peak	15	
Current Parking	Employee Vehicle	75	County Vehicle	10	4 sedans, 3 SUVs, 3 vans

Miscellaneous

- Desire to consolidate services and reduce from 3 facilities in West Pasco to 1 in Hudson and another on the west side of county.
- Current location adequately sized, but desire to consolidate Main Street, Hudson and NPR locations in NPR; adjacent school has expressed interest in current site.
- Staff not projected to grow in the future but rather the composition as the direction of services evolves in the next 10 years.
- Potential with health care legislation of clinical services being reduced while other services increase (WIC and vital statistics).
- Need consolidated storage for emergency response equipment, currently dispersed at 3 locations and not feasible for a timely response.
- Privacy issues are a concern in current location.
- Currently 500 square feet of leased storage space for long term record retention.
- Location needs an automatic fire detection system and fire alarm activation system.

Health Department – Clinic, New Port Richey

Location

5640 Main Street, New Port Richey.

Mission/ Function

- Protect, promote, and improve the health of all people in Pasco County through integrated state, county, and community efforts.
- Provide vital statistics, family health services, epidemiology, clinical and dental services.
- Provide a special needs shelter and other emergency functions in the event of a public health emergency.
- Provide clinic services at this location.

Level of Service

- Improve community and individual health behaviors.
- Address racial, ethnic and economic health disparities
- Prevent disease of environmental origin
- Improve organizational performance
- Plan for public health emergencies
- Reduce the incidence and impact of disease and injury
- Increase Access to Healthcare

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	16

Workload Indicator

- Growth in population and demand for services.
- Health care legislation.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	19.5	22.0	24.6	27.2
Model 5 Department's Recommendation	16.0	16.0	16.0	16.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**18.0**	**19.0**	**20.0**	**22.0**

% Change (13-34) = 38%

% Change /Year = 2%

Space Deficiencies

- No issues noted.

Health Department – Clinic, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	8,836				
FTE Staff Projection	16	18	19	20	22
Existing Office DGSF/Staff	552				
Average Office DGSF/Staff[1]	500	500	500	500	500
DGSF Office Projection	*8,000*	*9,000*	*9,500*	*10,000*	*11,000*
Existing Other DGSF[2]	0				
DGSF Other Projection					
DGSF Total Existing Space	8,836				
DGSF Space Projection	**8,000**	**9,000**	**9,500**	**10,000**	**11,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Public transportation and access for area served.

Current Visitors	Daily Average	200	Daily Peak	15	
Current Parking	Employee Vehicle	16	County Vehicle	2	1 sedan, 1 SUV

Miscellaneous

- Desire to consolidate services and reduce from 4 facilities in West Pasco to 1.
- Desire to consolidate 2 NPR, Main Street and Hudson location into one site in West Pasco.
- Staff not projected to grow in the future but rather the composition as the direction of services evolves in the next 10 years.
- Need consolidated storage for emergency response equipment, currently dispersed at 3 locations and not feasible for a timely response.
- Location not designed for easy expansion of services.

Health Department - Clinic & Shelter, Hudson

Location

11611 Denton Avenue, Hudson.

Mission/ Function

- Protect, promote, and improve the health of all people in Pasco County through integrated state, county, and community efforts.
- Provide vital statistics, family health services, epidemiology, clinical and dental services.
- Provide a special needs shelter and other emergency functions in the event of a public health emergency.
- Provide the following functions at location: Hudson Breast and Cervical Cancer Program, Community Health Worker, Environmental Health, and Fasano Special Needs Shelter.

Level of Service

- Improve community and individual health behaviors.
- Address racial, ethnic and economic health disparities
- Prevent disease of environmental origin
- Improve organizational performance
- Plan for public health emergencies
- Reduce the incidence and impact of disease and injury
- Increase Access to Healthcare

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	18

Workload Indicator

- Growth in population and demand for services.
- Health care legislation.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	21.9	24.8	27.6	30.6
Model 5 Department's Recommendation	18.0	18.0	18.0	18.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**20.0**	**21.0**	**23.0**	**24.0**

% Change (13-34) = 33%

% Change /Year = 2%

Space Deficiencies

- Consolidated equipment storage.
- Special Needs secure storage.

Health Department – Clinic & Shelter, Hudson *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	7,525				
FTE Staff Projection	18	20	21	23	24
Existing Office DGSF/Staff	418				
Average Office DGSF/Staff[1]	500	500	500	500	500
DGSF Office Projection	*9,000*	*10,000*	*10,500*	*11,500*	*12,000*
DGSF Total Existing Space	7,525				
DGSF Space Projection[2]	**9,000**	**10,000**	**10,500**	**11,500**	**12,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Public transportation and access for area served.

Current Visitors	Daily Average	200	Daily Peak	15	
Current Parking	Employee Vehicle	18	County Vehicle	5	Trucks

Miscellaneous

- Desire to consolidate services and reduce from 4 facilities in Western Pasco to 2. Desire to consolidate 2 NPR, Main Street and Hudson location into one site.
- Staff not projected to grow in the future but rather the composition as the direction of services evolves in the next 10 years.
- Need consolidated storage for emergency response equipment, currently dispersed at 3 locations and not feasible for a timely response.
- Location part of the County's hurricane shelter, could locate emergency response equipment here.
- Need secure storage for special needs equipment.

Health Department – Clinic, Land O' Lakes

Location

4135 Land O' Lakes Boulevard, Land O' Lakes.

Mission/ Function

- Protect, promote, and improve the health of all people in Pasco County through integrated state, county, and community efforts.
- Provide vital statistics, family health services, epidemiology, clinical and dental services.
- Provide a special needs shelter and other emergency functions in the event of a public health emergency.
- Provide clinic services at this location.

Level of Service

- Improve community and individual health behaviors.
- Address racial, ethnic and economic health disparities
- Prevent disease of environmental origin
- Improve organizational performance
- Plan for public health emergencies
- Reduce the incidence and impact of disease and injury
- Increase Access to Healthcare

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	20

Workload Indicator

- Growth in population and demand for services.
- Health care legislation.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	24.4	27.5	30.7	34.0
Model 5 Department's Recommendation	20.0	20.0	20.0	20.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**22.0**	**24.0**	**25.0**	**27.0**

% Change (13-34) = 35%

% Change /Year = 2%

Space Deficiencies

- Building not designed for clinic.
- Unmonitored entry access, not secure.
- Difficult way finding in building.
- Inadequate child waiting area.

Health Department – Clinic, Land O' Lakes *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	8,261				
FTE Staff Projection	20	22	24	25	27
Existing Office DGSF/Staff	413				
Average Office DGSF/Staff[1]	500	500	500	500	500
DGSF Office Projection	*10,000*	*11,000*	*12,000*	*12,500*	*13,500*
Existing Other DGSF[2]	0				
DGSF Other Projection					
DGSF Total Existing Space	8,261				
DGSF Space Projection	**10,000**	**11,000**	**12,000**	**12,500**	**13,500**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Public transportation and access for central population served.

Current Visitors	Daily Average	200	Daily Peak	15	
Current Parking	Employee Vehicle	20	County Vehicle	4	1 sedan, 1 SUV, 2 PU

Miscellaneous

- Staff not projected to grow in the future but rather the composition as the direction of services evolves in the next 10 years.
- Need consolidated storage for emergency response equipment, currently dispersed at 3 locations and not feasible for a timely response.
- Confidentiality an issue with current set up.
- Facility repurposed, design flaws affect operational efficiencies.

Health Department – Clinic, Dade City

Location

13941 15th Street, Dade City.

Mission/ Function

- Protect, promote, and improve the health of all people in Pasco County through integrated state, county, and community efforts.
- Provide vital statistics, family health services, epidemiology, clinical and dental services.
- Provide a special needs shelter and other emergency functions in the event of a public health emergency.
- Provide following functions at location: Family Health, WIC/Nutrition Services, Vital Statistics, Epidemiology, Environmental Health, Preparedness, Cities Readiness Initiative and Medical Reserve Corps.

Level of Service

- Improve community and individual health behaviors.
- Address racial, ethnic and economic health disparities
- Prevent disease of environmental origin
- Improve organizational performance
- Plan for public health emergencies
- Reduce the incidence and impact of disease and injury

Increase Access to Healthcare

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	29

Workload Indicator

- Growth in population and demand for services.
- Health care legislation.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	35.4	39.9	44.5	49.3
Model 5 Department's Recommendation	29.0	29.0	29.0	29.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**32.0**	**34.0**	**37.0**	**39.0**

% Change (13-34) = 34%

% Change /Year = 2%

Space Deficiencies

- Unmonitored entry access, not secure.
- Inadequate child waiting area.
- No room for expansion.
- Inadequate storage.

Health Department – Clinic, Dade City *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	16,910				
FTE Staff Projection	29	32	34	37	39
Existing Office DGSF/Staff	583				
Average Office DGSF/Staff[1]	500	500	500	500	500
DGSF Office Projection	*14,500*	*16,000*	*17,000*	*18,500*	*19,500*
Existing Other DGSF[2]	0				
DGSF Other Projection					
DGSF Total Existing Space	16,910				
DGSF Space Projection	**14,500**	**16,000**	**17,000**	**18,500**	**19,500**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Public transportation and access for eastern population served.

Current Visitors	Daily Average	200	Daily Peak	15	
Current Parking	Employee Vehicle	29	County Vehicle	6	1 sedan, 2 SUVs, 3 vans

Miscellaneous

- Staff not projected to grow in the future but rather the composition as the direction of services evolves in the next 10 years.
- Need consolidated storage for emergency response equipment, currently dispersed at 3 locations and not feasible for a timely response.

Health Department – Clinic, Zephyrhills

Location

4714 Airport Road, Zephyrhills

Mission/ Function

- Protect, promote, and improve the health of all people in Pasco County through integrated state, county, and community efforts.
- Provide vital statistics, family health services, epidemiology, clinical and dental services.
- Provide a special needs shelter and other emergency functions in the event of a public health emergency.
- Provide following functions at location: Family Health, WIC/Nutrition Services, Vital Statistics, Epidemiology, Environmental Health, Preparedness, Cities Readiness Initiative and Medical Reserve Corps.

Level of Service

- Improve community and individual health behaviors.
- Address racial, ethnic and economic health disparities
- Prevent disease of environmental origin
- Improve organizational performance
- Plan for public health emergencies
- Reduce the incidence and impact of disease and injury

Increase Access to Healthcare

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	12

Workload Indicator

- Growth in population and demand for services.
- Health care legislation.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	n/a	n/a	n/a	n/a
Model 2 Historical Number Change	n/a	n/a	n/a	n/a
Model 3 Linear Regression	n/a	n/a	n/a	n/a
Model 4 Constant Staff/Population	14.6	16.5	18.4	20.4
Model 5 Department's Recommendation	12.0	12.0	12.0	12.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**13.0**	**14.0**	**15.0**	**16.0**

% Change (13-34) = 33%

% Change /Year = 2%

Space Deficiencies

- Waiting area.
- Unmonitored entry access, not secure.
- Inadequate child waiting area.
- No room for expansion.
- Inadequate storage.

Health Department – Clinic, Zephyrhills *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	3,584				
FTE Staff Projection	12	13	14	15	16
Existing Office DGSF/Staff	299				
Average Office DGSF/Staff[1]	500	500	500	500	500
DGSF Office Projection	*6,000*	*6,500*	*7,000*	*7,500*	*8,000*
Existing Other DGSF[2]	0				
DGSF Other Projection					
DGSF Total Existing Space	3,584				
DGSF Space Projection	**6,000**	**6,500**	**7,000**	**7,500**	**8,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Public transportation and access for eastern population served.

Current Visitors	Daily Average	200	Daily Peak	12	
Current Parking	Employee Vehicle	29	County Vehicle	1	1 SUV

Miscellaneous

- Current location is housed in a temporary trailer.
- No place to remain safe during tornado, or hurricane.
- Staff not projected to grow in the future but rather the composition as the direction of services evolves in the next 10 years.
- Need consolidated storage for emergency response equipment, currently dispersed at 3 locations and not feasible for a timely response.

Clerk & Comptroller Profiles

The Clerk & Comptroller's Office is an elected position created by the Florida Constitution. The Clerk & Comptroller provide information management, record keeping and financial management to the Circuit Court, County Court and County Government. The Clerk & Comptroller is not only Clerk of the Circuit Court, but also the County Treasurer, Recorder, Auditor, Finance Officer, and Ex-Officio Clerk of the County Commission. Administrative Services includes Human Resources, Information Technology, and Internal Audit. A list of Clerk & Comptroller offices by location is below.

Department/Office	Location
Office, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey
Main Office, Dade City	EPGC, 14236 Sixth Street, Dade City

Because the functions of the Clerk & Comptroller are closely aligned with the Board of County Commissioners, the offices of the Clerk & Comptroller are near the Board offices in New Port Richey and Dade City. The main workload indicator for the Clerk & Comptroller functions include official records, court records, filings, population, legislation changes, and internal functions. Overall, growth is projected for the Clerk & Comptroller due to growth in the county population.

Clerk & Comptroller – Office, New Port Richey

Location

West Pasco Government Center, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Provide fiscal oversight for Pasco County, including maintaining the accounting records for the Clerk of Court and Board of County Commissioners.
- Process payroll, process invoices for payment and handle cash, investments, and debt activity.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	12.0

Workload Indicator

- Growth in population and associated increase in official recordings and invoicing.

Indicator	2009	2010	2011	2012	2013
Official Records # Page Recorded	109,771	121,750	26,396	265,473	175,809
Court Records Checked In/Out	314,063	294,789	262,251	260,977	259,959

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	14.6	16.5	18.4	20.4
Model 5 Department's Recommendation				
Model 6 Workload Indicators				
FTE Staff Projection (Model 4)	**15.0**	**17.0**	**18.0**	**20.0**

% Change (13-34) = 67%

% Change /Year = 3%

Space Deficiencies

- Information Technology Storage.
- Marriage Ceremony Room.

Clerk & Comptroller – Office, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,838				
FTE Staff Projection	12	15	17	18	20
Existing Office DGSF/Staff	237				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*2,400*	*3,000*	*3,400*	*3,600*	*4,000*
Existing Other DGSF[2]	3,286				
DGSF Other Projection	*2,600*	*2,600*	*2,800*	*2,800*	*3,000*
DGSF Total Existing Space	6,124				
DGSF Space Projection[3]	**5,000**	**5,600**	**6,200**	**6,400**	**7,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes records, ceremony room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- County Administration.

Current Visitors	Daily Average	110	Daily Peak	10	
Current Parking	Employee Vehicle	11	County Vehicle	4	

Miscellaneous

- Store Official Records at the West Pasco Records Center.
- Need to reconfigure Official Records Office to better serve public and provide adequate and proper staff work areas.
- Need additional data closets and storage areas for IT.
- Reduction in paper storage with e-Filing and technology.
- Impact on configuration of Comptroller's space with electronic data management.
- No security in Official Records Office, need to add Plexiglas and panic buttons.

Clerk & Comptroller – Main Office, Dade City

Location

EPGC, 14236 Sixth Street, Dade City.

Mission/ Function

- Provide fiscal oversight for Pasco County, including maintaining the accounting records for the Clerk of Court and Board of County Commissioners.
- Process payroll, process invoices for payment and handle cash, investments, and debt activity.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	102.0

Workload Indicator

- Growth in population and associated increase in official recordings and invoicing.

Indicator	2009	2010	2011	2012	2013
Official Records # Page Recorded	390,779	385,109	308,863	397,926	504,506
Court Records Checked In/Out	146,495	140,771	130,690	134,827	134,888

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	124.4	140.3	156.7	173.3
Model 5 Department's Recommendation	112.0	122.0	132.0	142.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4)	**118.0**	**131.0**	**144.0**	**158.0**

% Change (13-34) = 55%

% Change /Year = 3%

Space Deficiencies

- Workspace.
- Training Room.
- Marriage ceremony room.
- Scanning room.
- Storage.

Clerk & Comptroller – Main Office, Dade City *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	20,487				
FTE Staff Projection	102	118	131	144	158
Existing Office DGSF/Staff	201				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*20,400*	*23,600*	*26,200*	*28,800*	*31,600*
Existing Other DGSF[2]	4,369				
DGSF Other Projection	*3,800*	*3,800*	*4,000*	*4,000*	*4,000*
DGSF Total Existing Space	24,856				
DGSF Space Projection[3]	**24,200**	**27,400**	**30,200**	**32,800**	**35,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes record storage, ceremony room.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- County Administration

Current Visitors	Daily Average	50	Daily Peak	10	
Current Parking	Employee Vehicle	31	County Vehicle	4	

Miscellaneous

- Need larger training room.
- No room for growth in East Pasco Government Center.
- Clerk's Information Technology division cramped, need additional data closets, work rooms, and storage.
- Increase in e-Filing and technology reducing need for paper storage.
- Impact on configuration of Comptroller's space with electronic data management.
- Store in-house files in 2 storage closets, long term storage located at County Records Center.

Property Appraiser Profiles

The Property Appraiser's Office's mission is to fairly and equitably discover, list, and value all real estate and tangible personal property in Pasco County for the purpose of creating the annual ad valorem tax roll in accordance with applicable Florida Statutes and Florida Department of Revenue Substantive Regulations. Part of that mission involves assisting citizens, cities, independent taxing authorities and county government in accessing real estate/economic data base, maps, and other associated information. A list of Property Appraiser's offices by location is below.

Department/Office	Location
Main Office, Dade City	EPGC, 14236 6th Street, Suite 101, Dade City
Information Services, Dade City	Deal Building, 13931 7th Street, Dade City
Office, Land O' Lakes	Hap Clark Building, 4111 Land O' Lakes Blvd., Land O' Lakes
Office, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey

The Property Appraiser's main administrative office is located in Dade City, with satellite offices in New Port Richey and Land O' Lakes.

The main workload indicator the Property Appraiser includes; population, construction and parcel counts, legislation changes, and internal functions. Personnel and space growth is projected for the Property Appraiser office due to growth in the County population and continued development of land, especially in the southern half of the county.

Property Appraiser – Main Office, Dade City

Location

East Pasco Government Center, 14236 6th Street, Suite 101, Dade City.

Mission/ Function

- Discover, list, and value all real estate and tangible personal property in Pasco County to create the annual ad valorem tax roll.
- Assist the public in accessing and utilizing the real estate/economic data base, maps, and other information maintained.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	34.0

Note: Current total includes 3 field staff.

Workload Indicator

- Growth in population and associated increase in construction and parcel counts impacting tax roll.
- Legislation.
- Use of technology in work process and access of information on-line.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	41.5	46.8	52.2	57.8
Model 5 Department's Recommendation	39.0	44.0	48.0	52.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**40.0**	**45.0**	**50.0**	**55.0**

% Change (13-34) = 62%

% Change /Year = 3%

Space Deficiencies

- None noted.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	11,041				
FTE Staff Projection	34	40	45	50	55
Existing Office DGSF/Staff	325				
Average Office DGSF/Staff[1]	300	300	300	300	300
DGSF Office Projection	*10,200*	*12,000*	*13,500*	*15,000*	*16,500*
DGSF Total Existing Space	11,041				
DGSF Space Projection	**10,200**	**12,000**	**13,500**	**15,000**	**16,500**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Property Appraiser – Main Office, Dade City *(continued)*

Critical Adjacencies	▪ Public access.				
Current Visitors	Daily Average	20	Daily Peak	3	
Current Parking	Employee Vehicle	28	County Vehicle	10	Trucks
Miscellaneous	▪ General increase in services available to the public from website and internet. ▪ Changes in legislation minimize the Tangible Department and spreads out the time to apply for most exemptions, but also increasing job complexity. ▪ Consolidation of office locations and tasks performed by staff and automation slowing staff growth. ▪ Store about 600sf of records at McDonald Street Data Center facility in Dade City.				

Property Appraiser – Information Services, Dade City

Location

Deal Building, 13931 7th Street, Dade City.

Mission/ Function

- Produce the tax roll.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2.0

Workload Indicator

- Growth in population and associated increase in construction and parcel counts impacting tax roll.
- Legislation.
- Use of technology in work process.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	2.4	2.8	3.1	3.4
Model 5 Department's Recommendation	2.0	2.0	2.0	2.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**2.0**	**2.0**	**3.0**	**3.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- None noted.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	220				
FTE Staff Projection	2	2	2	3	3
Existing Office DGSF/Staff	110				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*400*	*400*	*400*	*600*	*600*
DGSF Total Existing Space	220				
DGSF Space Projection	**400**	**400**	**400**	**600**	**600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Dade City Data Center.

Current Visitors	Daily Average		Daily Peak		
Current Parking	Employee Vehicle	2	County Vehicle		

Miscellaneous

- Require quiet, conditioned space.

Property Appraiser – Office, Land O' Lakes

Location

Hap Clark Building, 4111 Land O' Lakes Blvd., Land O' Lakes.

Mission/ Function

- Discover, list, and value all real estate and tangible personal property in Pasco County to create the annual ad valorem tax roll.
- Assist the public in accessing and utilizing the real estate/economic data base, maps, and other information maintained.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	5.0

Note: Current total includes 1 field staff.

Workload Indicator

- Growth in population and associated increase in construction and parcel counts impacting tax roll.
- Legislation.
- Use of technology in work process and access of information on-line.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	6.1	6.9	7.7	8.5
Model 5 Department's Recommendation	6.0	7.0	7.0	8.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**6.0**	**7.0**	**7.0**	**8.0**

% Change (13-34) = 60%

% Change /Year = 3%

Space Deficiencies

- None noted.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	1,650				
FTE Staff Projection	5	6	7	7	8
Existing Office DGSF/Staff	330				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*1,250*	*1,500*	*1,750*	*1,750*	*2,000*
DGSF Total Existing Space	1,650				
DGSF Space Projection	**1,250**	**1,500**	**1,750**	**1,750**	**2,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Property Appraiser – Office, Land O' Lakes *(continued)*

Critical Adjacencies	▪ Public access.				
Current Visitors	Daily Average	20	Daily Peak	3	
Current Parking	Employee Vehicle	5	County Vehicle	2	Trucks
Miscellaneous	▪ General increase in services available to the public from website and internet. ▪ Changes in legislation minimize the Tangible Department and spreads out the time to apply for most exemptions, but also increasing job complexity. ▪ Consolidation of office locations and tasks performed by staff and automation slowing staff growth.				

Property Appraiser – Office, New Port Richey

Location

WPGC, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Discover, list, and value all real estate and tangible personal property in Pasco County to create the annual ad valorem tax roll.
- Assist the public in accessing and utilizing the real estate/economic data base, maps, and other information maintained.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	16.0

Note: Current total includes 4 field staff.

Workload Indicator

- Growth in population and associated increase in construction and parcel counts impacting tax roll.
- Legislation.
- Use of technology in work process and access of information on-line.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	NA	NA	NA	NA
Model 2 Historical Number Change	NA	NA	NA	NA
Model 3 Linear Regression	NA	NA	NA	NA
Model 4 Constant Staff/Population	19.5	22.0	24.6	27.2
Model 5 Department's Recommendation	17.0	18.0	19.0	20.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**18.0**	**20.0**	**22.0**	**24.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- None noted.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	5,600				
FTE Staff Projection	16	18	20	22	24
Existing Office DGSF/Staff	350				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*4,000*	*4,500*	*5,000*	*5,500*	*6,000*
DGSF Total Existing Space	5,600				
DGSF Space Projection	**4,000**	**4,500**	**5,000**	**5,500**	**6,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- Public access.

Property Appraiser – Office, New Port Richey *(continued)*

Current Visitors	Daily Average	30	Daily Peak	5	
Current Parking	Employee Vehicle	15	County Vehicle	8	Trucks
Miscellaneous	▪ General increase in services available to the public from website and internet. ▪ Changes in legislation minimize the Tangible Department and spreads out the time to apply for most exemptions, but also increasing job complexity. ▪ Consolidation of office locations and tasks performed by staff and automation slowing staff growth.				

Supervisor of Elections Profiles

The Supervisor of Elections is an elected office, established by the Florida Constitution. The Supervisor of Elections office aims to provide quality election services to include transparent yet secure elections with timely and accurate results. The office maintains voter registration statistics and informs voters to ensure compliance with state law. A list of Supervisor of Elections offices by location is below.

Department/Office	Location
Main Office, Dade City	EPGC, 14236 6th Street, Dade City
Election Service Center, Dade City	38245 McDonald Street, Dade City
Records Storage, Dade City	Jackson Building, 37312 Howard Avenue, Dade City
Office, Land O' Lakes	Hap Clark, 4111 Land O' Lakes Blvd., Land O' Lakes
Office, New Port Richey	WPGC, 8731 Citizens Drive, New Port Richey

The Supervisor of Elections main administrative office, elections service center, and records storage are in Dade City, with satellite offices in Land O' Lakes and New Port Richey. The Supervisor of Elections is slated to occupy space in the Data Center currently under construction in Dade City with space dedicated to the call center, absentee tabulation, training and a warehouse. The main workload indicator for the Supervisor of Election functions includes; population, legislation changes, and increases in registered voters. Growth is projected for this office due to increases in the County population.

Supervisor of Elections – Main Office, Dade City

Location

EPGC, 14236 6th Street, Dade City.

Mission/ Function

- Provide election services to citizens of the County.
- Maintain accurate voter registration statistics.
- Ensure compliance with Florida election laws.

Level of Service

-

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
13.0	13.0	13.0	13.0	13.0	14.0	14.0	14.0	14.0	14.0	14.0

% Change (03-13) 8% % Change / Year : 0.7%

Workload Indicator

- Population growth and associated increase in number of registered voters.
- Number of elections and election cycles.
- Number of registered voters, currently about 300,100.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	14.6	15.2	15.8	16.4
Model 2 Historical Number Change	14.6	15.1	15.6	16.1
Model 3 Linear Regression	15.0	15.7	16.4	17.1
Model 4 Constant Staff/Population	17.1	19.3	21.5	23.8
Model 5 Department's Recommendation	15.0	15.0	20.0	20.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 3-5)	**16.0**	**17.0**	**19.0**	**20.0**

% Change (13-34) = 43%

% Change /Year = 2%

Space Deficiencies

- Insufficient absentee ballot storage.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,999				
FTE Staff Projection	14	16	17	19	20
Existing Office DGSF/Staff	357				
Average Office DGSF/Staff[1]	300	300	300	300	300
DGSF Office Projection	*4,200*	*4,800*	*5,100*	*5,700*	*6,000*
DGSF Total Existing Space	4,999				
DGSF Space Projection	**4,200**	**4,800**	**5,100**	**5,700**	**6,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

Critical Adjacencies

- County seat location for headquarters.
- Serve eastern portion of County.
- Accessible to public and public transportation.

Current Visitors

Daily Average	20	Daily Peak	40	

Supervisor of Elections – Main Office, Dade City *(continued)*

Current Parking	Employee Vehicle	14	County Vehicle	1	Sedan
Miscellaneous	▪ Office and storage spaces must be secure. ▪ Vote by mail increasing, resulting in additional storage needs. ▪ Headquarters in Dade City with satellite offices in New Port Richey and Land O' Lakes. ▪ Offices open on Saturdays and Sundays during election cycles. ▪ Need a better Land O' Lakes location with public access and parking. ▪ Future need for Wesley Chapel location, had space with Property Appraiser but closed office due to budget reductions.				

Supervisor of Elections – Election Service Center, Dade City

Location

38245 McDonald Street, Dade City.

Mission/ Function

- Provide election equipment and supply preparation and database management.
- Provide ballot storage and ballot tabulation.
- Serve as call center/phone bank/poll-worker training and polling place management.

Level of Service

- Number of registered voters, currently about 300,100.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	3.0	3.0

% Change (03-13) -25% % Change / Year : -2.8%

Note: Totals do not include as many as 75 temporary staff during election cycles.

Workload Indicator

- Population growth and associated increase in number of registered voters.
- Number of elections and election cycles.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	2.5	2.2	1.9	1.6
Model 2 Historical Number Change	2.4	1.9	1.4	0.9
Model 3 Linear Regression	2.9	2.5	2.1	1.7
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	4.0	5.0	6.0	6.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**4.0**	**5.0**	**5.0**	**6.0**

% Change (13-34) = 100%

% Change /Year = 5%

Space Deficiencies

- Insufficient storage for public records on-site (moved to Jackson Building).
- Inadequate space for equipment preparation and staging for delivery to polling places.

Supervisor of Elections – Election Service Center, Dade City *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	0				
FTE Staff Projection	3	4	5	5	6
Existing Office DGSF/Staff	0				
Average Office DGSF/Staff[1]	200	200	200	200	200
DGSF Office Projection	*600*	*800*	*1,000*	*1,000*	*1,200*
Existing Other DGSF[2]	11,682				
DGSF Other Projection	*15,000*	*18,000*	*20,000*	*22,000*	*24,000*
DGSF Total Existing Space	11,682				
DGSF Space Projection[3]	**15,600**	**18,800**	**21,000**	**23,000**	**25,200**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes equipment, supply, and records storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Supervisor of Elections Headquarters.

Current Visitors	Daily Average	2	Daily Peak	75	
Current Parking	Employee Vehicle	4	County Vehicle	4	3 vans, 1 box truck

Miscellaneous

- All spaces must be secure.
- ADA compliant voting equipment requires a larger storage footprint.
- Require secure storage of Voting Tabulators and Election Database Network.
- Retention period of 22 months for paper votes.
- During election cycles additional 12 temporary staff working a call center for a 3 month period.
- On Election Day additional 30 temporary staff working a phone bank.
- Week before an election additional 25 temporary staff canvassing absentee ballots.
- Week before an election and leading up to Election Day as many as 75 people's workings at ESC.
- Relocating staff and most of storage to 1st floor of Pasco County Technology Center under construction in Dade City; new space will meet needs except for storage of voted ballots of about 2,500sf to be retained at current location.

Supervisor of Elections – Records Storage, Dade City

Location	Jackson Building, 37312 Howard Avenue, Dade City.
Mission/ Function	▪ Serve as secure records storage.
Level of Service	▪ Number of registered voters, currently about 300,100.
Personnel Data	Full-time employees or equivalents per year: ▪ Not applicable.
Workload Indicator	▪ Population growth and associated increase in number of registered voters. ▪ Number of elections and election cycles. ▪ Use of technology, moving to electronic records.
Personnel Projection	▪ Not applicable.
Space Deficiencies	▪ No fire suppression system. ▪ Inadequate climate control, concern with high humidity and mold. ▪ No security.
Space Projection	See table below.
Critical Adjacencies	▪ Election Service Center Dade City.
Current Visitors	Daily Average: ; Daily Peak:
Current Parking	Employee Vehicle: ; County Vehicle:
Miscellaneous	▪ Lack of space at ESC Dade City caused move to this facility for storage. ▪ Relocating storage to Pasco County Technology Center under construction in Dade City.

Item	Existing	2019	2024	2029	2034
Existing Other DGSF[1]	3,000				
DGSF Other Projection	*3,000*	*3,500*	*4,000*	*4,500*	*5,000*
DGSF Total Existing Space	3,000				
DGSF Space Projection	**3,000**	**3,500**	**4,000**	**4,500**	**5,000**

[1] Includes Record Storage

Supervisor of Elections – Office, Land O' Lakes

Location

4111 Land O' Lakes Blvd., Land O' Lakes.

Mission/ Function

- Provide voter registration and candidate qualifying services.
- Provide absentee ballot preparation and processing.
- Receive candidate/initiative petitions.
- Serve as poll-worker training.

Level of Service

- Number of registered voters, currently about 300,100.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Population growth and associated increase in number of registered voters.
- Number of elections and election cycles.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	3.0	3.0	3.0	3.0
Model 2 Historical Number Change	3.0	3.0	3.0	3.0
Model 3 Linear Regression	3.0	3.0	3.0	3.0
Model 4 Constant Staff/Population	3.7	4.1	4.6	5.1
Model 5 Department's Recommendation	4.0	5.0	5.0	5.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**4.0**	**5.0**	**5.0**	**5.0**

% Change (13-34) = 67%

% Change /Year = 3%

Space Deficiencies

- No room for growth.
- Inadequate access to parking for public.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	951				
FTE Staff Projection	3	4	5	5	5
Existing Office DGSF/Staff	317				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*750*	*1,000*	*1,250*	*1,250*	*1,250*
Existing Other DGSF[2]	0				
DGSF Other Projection	*300*	*350*	*400*	*450*	*500*
DGSF Total Existing Space	951				
DGSF Space Projection[3]	**1,050**	**1,350**	**1,650**	**1,700**	**1,750**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes queing space for public.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Supervisor of Elections – Office, Land O' Lakes *(continued)*

Critical Adjacencies	▪ Serve central portion of County. ▪ Accessible to public and public transportation.				
Current Visitors	Daily Average	20	Daily Peak	50	
Current Parking	Employee Vehicle	3	County Vehicle		
Miscellaneous	▪ All spaces must be secure. ▪ Open on weekends during election cycles. ▪ Election cycles require additional temporary staff to meet workload. ▪ Moved Early Voting from office to Library 3 miles away due to inadequate parking and office space (800 to 1,000 people a day). ▪ Need a better LOL location.				

Supervisor of Elections – Office, New Port Richey

Location

WPGC, 8731 Citizens Drive, New Port Richey.

Mission/ Function

- Provide voter registration and candidate qualifying services.
- Provide absentee ballot preparation and processing.
- Receive candidate/initiative petitions.
- Serve as poll-worker training.

Level of Service

- Number of registered voters, currently about 300,100.

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0

% Change (03-13) 0% % Change / Year : 0.0%

Workload Indicator

- Population growth and associated increase in number of registered voters.
- Number of elections and election cycles.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	4.0	4.0	4.0	4.0
Model 2 Historical Number Change	4.0	4.0	4.0	4.0
Model 3 Linear Regression	4.0	4.0	4.0	4.0
Model 4 Constant Staff/Population	4.9	5.5	6.1	6.8
Model 5 Department's Recommendation	5.0	5.0	6.0	6.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**5.0**	**5.0**	**6.0**	**6.0**

% Change (13-34) = 50%

% Change /Year = 2%

Space Deficiencies

- None noted.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	2,618				
FTE Staff Projection	4	5	5	6	6
Existing Office DGSF/Staff	655				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*1,000*	*1,250*	*1,250*	*1,500*	*1,500*
Existing Other DGSF[2]	762				
DGSF Other Projection	*300*	*350*	*400*	*450*	*500*
DGSF Total Existing Space	3,380				
DGSF Space Projection[3]	**1,300**	**1,600**	**1,650**	**1,950**	**2,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes queing space for public.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Supervisor of Elections – Office, New Port Richey *(continued)*

Critical Adjacencies	▪ Serve western portion of County. ▪ Accessible to public and public transportation.				
Current Visitors	Daily Average	30	Daily Peak	1,200	
Current Parking	Employee Vehicle	4	County Vehicle	2	Sedans
Miscellaneous	▪ All spaces must be secure. ▪ Open on weekends during election cycles. ▪ Election cycles require additional temporary staff to meet workload. ▪ Location used as an Early Voting site where up to 1,200 voters processed per day.				

Tax Collector Profiles

The office of Tax Collector is mandated by the Florida Constitution and is an independently elected county position. The Tax Collector collects, invests and distributes monies for various state, regional and local governmental agencies and taxing authorities. The Tax Collector's office processes motor vehicle registrations, property tax, driver license, mobile home license, boat license, business licenses, hunting licenses and fishing licenses. A list of Tax Collector offices by location is below.

Department/Office	Location
Office, New Port Richey	WPGC, 8731 Citizens Drive, Suite 120, New Port Richey
Office, Gulf Harbors	4720 US Highway 19, New Port Richey
Office, Land O' Lakes	Hap Clark, 4111 Land O' Lakes Boulevard, Land O' Lakes
Office, Wesley Chapel	4610 Pet Lane, Lutz
Office & Administrative, Dade City	EPGC, 14236 6th Street, Dade City

The Tax Collector main administrative office is located in Dade City, with satellite offices in New Port Richey, Gulf Harbors, Land O' Lakes, and an office in Wesley Chapel. The main workload indicator for the Tax Collector's office functions include; population, legislation changes, and technology. Overall, growth is projected for the office due to growth in the County population coupled with efficiencies in operations and technological advances.

Tax Collector – Office, New Port Richey

Location

WPGC, 8731 Citizens Drive, Suite 120, New Port Richey.

Mission/ Function

- Perform statutorily required services of tax collection, vehicle registrations, vehicle title work, driver's license, birth certificates issuances, and hunting and fishing license.
- Location does not provide Driver License services.

Level of Service

- Tax Collector's Office Processed Transactions in 2013:

Motor Vehicle - 617,821
Property Tax - 274,649
Driver License - 116,548
Mobile Home - 17,248
Boat - 29,355
Business License - 17,021
Hunting / Fishing License - 5,127

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
30	28	25	20	20	20	20	22	22	22	25

% Change (03-13) -17% % Change / Year : -1.8%

Note: Totals do not include 2 interns/temporary staff.

Workload Indicator

- Population growth and associated increase in services.
- Legislation.
- Use of technology.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	22.4	20.5	18.7	17.0
Model 2 Historical Number Change	22.0	19.5	17.0	14.5
Model 3 Linear Regression	17.7	15.2	12.8	10.3
Model 4 Constant Staff/Population	30.5	34.4	38.4	42.5
Model 5 Department's Recommendation	30.0	30.0	35.0	35.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**30.0**	**32.0**	**37.0**	**39.0**

% Change (13-34) = 56%

% Change /Year = 3%

Space Deficiencies

- None identified.

Tax Collector – Office, New Port Richey *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	5,648				
FTE Staff Projection	25	30	32	37	39
Existing Office DGSF/Staff	226				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*6,250*	*7,500*	*8,000*	*9,250*	*9,750*
DGSF Total Existing Space	5,648				
DGSF Space Projection[2]	**6,250**	**7,500**	**8,000**	**9,250**	**9,750**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Public access.

Current Visitors	Daily Average	300	Daily Peak		
Current Parking	Employee Vehicle	25	County Vehicle	3	Sedans

Miscellaneous

- Space adequate, desire to reconfigure waiting and counter area for a more secure work environment.
- Reconfigured space to provide adequate space for next 20 years.
- Off-site records storage provided by County (currently Trouble Creek).
- Office open Tuesday and Thursday office until 6pm.

Tax Collector – Office, Gulf Harbors

Location

4720 US Highway 19, New Port Richey.

Mission/ Function

- Perform statutorily required services of tax collection, vehicle registrations, vehicle title work, driver's license, birth certificates issuances, and hunting and fishing license.

Level of Service

- Tax Collector's Office Processed Transactions in 2013:
  Motor Vehicle - 617,821
  Property Tax - 274,649
  Driver License - 116,548
  Mobile Home - 17,248
  Boat - 29,355
  Business License - 17,021
  Hunting / Fishing License - 5,127

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
20	25	30	35	35	35	40	40	40	40	45

% Change (03-13) 125% % Change / Year : 8.4%

Workload Indicator

- Population growth and associated increase in services.
- Legislation.
- Use of technology.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	73.2	109.8	164.7	247.1
Model 2 Historical Number Change	60.0	72.5	85.0	97.5
Model 3 Linear Regression	58.0	68.5	78.9	89.4
Model 4 Constant Staff/Population	54.9	61.9	69.1	76.4
Model 5 Department's Recommendation	50.0	50.0	55.0	55.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**52.0**	**56.0**	**62.0**	**66.0**

% Change (13-34) = 47%

% Change /Year = 2%

Space Deficiencies

- Need access to covered area to perform VIN number inspections.

Tax Collector – Office, Gulf Harbors *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	17,086				
FTE Staff Projection	45	52	56	62	66
Existing Office DGSF/Staff	380				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*11,250*	*13,000*	*14,000*	*15,500*	*16,500*
Existing Other DGSF[2]	500				
DGSF Other Projection	*500*	*650*	*800*	*950*	*1,100*
DGSF Total Existing Space	17,586				
DGSF Space Projection[3]	**11,750**	**13,650**	**14,800**	**16,450**	**17,600**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes storage.

[3] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Public access

Current Visitors	Daily Average	700	Daily Peak		
Current Parking	Employee Vehicle	45	County Vehicle	4	Sedans

Miscellaneous

- Off-site storage provided by County (currently at Trouble Creek).
- Office open Saturday (9am-1pm) for driver license services.
- Office open Tuesday and Thursday until 6pm.
- Space currently sized with expansion capabilities.
- Security cameras, employee and card access and armed security guard on site.

Tax Collector – Office, Land O' Lakes

Location

4111 Land O' Lakes Boulevard, Land O' Lakes.

Mission/ Function

- Perform statutorily required services of tax collection, vehicle registrations, vehicle title work, driver's license, birth certificates issuances, and hunting and fishing license.

Level of Service

- Tax Collector's Office Processed Transactions in 2013:
  Motor Vehicle - 617,821
  Property Tax - 274,649
  Driver License - 116,548
  Mobile Home - 17,248
  Boat - 29,355
  Business License - 17,021
  Hunting / Fishing License - 5,127

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
15	15	17	20	20	20	20	22	22	26	26

% Change (03-13) 73% % Change / Year : 5.7%

Workload Indicator

- Population growth and associated increase in services.
- Legislation.
- Use of technology.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	36.2	47.6	62.7	82.5
Model 2 Historical Number Change	32.6	38.1	43.6	49.1
Model 3 Linear Regression	32.1	37.4	42.8	48.2
Model 4 Constant Staff/Population	31.7	35.8	39.9	44.2
Model 5 Department's Recommendation	30.0	30.0	35.0	35.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**31.0**	**33.0**	**37.0**	**40.0**

% Change (13-34) = 54%

% Change /Year = 3%

Space Deficiencies

- Need access to covered area to perform VIN number inspections.
- Need larger customer lobby.
- Need more customer parking spaces.

Tax Collector – Office, Land O' Lakes *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	4,717				
FTE Staff Projection	26	31	33	37	40
Existing Office DGSF/Staff	181				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*6,500*	*7,750*	*8,250*	*9,250*	*10,000*
DGSF Total Existing Space	4,717				
DGSF Space Projection[2]	**6,500**	**7,750**	**8,250**	**9,250**	**10,000**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Public access.

Current Visitors	Daily Average	450	Daily Peak		
Current Parking	Employee Vehicle	26	County Vehicle	1	Sedan

Miscellaneous

- Off-site storage provided by County (currently at Trouble Creek).
- Office is open Saturday (9am-1pm) for driver license services.
- Office is open Tuesday and Thursday until 6pm.
- Location to be adequately sized when Wesley Chapel facility opens in August 2014.
- Security cameras, employee and card access and armed security guard on site.

Tax Collector – Wesley Chapel Office

Location

4610 Pet Lane, Lutz.

Mission/ Function

- Perform statutorily required services of tax collection, vehicle registrations, vehicle title work, driver's license, birth certificates issuances, and hunting and fishing license.

Level of Service

- Tax Collector's Office Processed Transactions in 2013:
  Motor Vehicle - 617,821
  Property Tax - 274,649
  Driver License - 116,548
  Mobile Home - 17,248
  Boat - 29,355
  Business License - 17,021
  Hunting / Fishing License - 5,127

Personnel Data

Full-time employees or equivalents per year:

- Opened in August 2014, with 25 employees.

Workload Indicator

- Population growth and associated increase in services.
- Legislation.
- Use of technology.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change				
Model 2 Historical Number Change				
Model 3 Linear Regression				
Model 4 Constant Staff/Population	30.5	34.4	38.4	42.5
Model 5 Department's Recommendation	30.0	30.0	35.0	35.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 4-5)	**30.0**	**32.0**	**37.0**	**39.0**

% Change (13-34) = 56%

% Change /Year = 3%

Space Deficiencies

- None identified.

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	9,170				
FTE Staff Projection	25	30	32	37	39
Existing Office DGSF/Staff	367				
Average Office DGSF/Staff[1]	250	250	250	250	250
DGSF Office Projection	*6,250*	*7,500*	*8,000*	*9,250*	*9,750*
DGSF Total Existing Space	9,170				
DGSF Space Projection[2]	**6,250**	**7,500**	**8,000**	**9,250**	**9,750**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Tax Collector –Wesley Chapel Office *(continued)*

Critical Adjacencies	▪ Public access.				
Current Visitors	Daily Average	500 (est)	Daily Peak		
Current Parking	Employee Vehicle	25	County Vehicle	1	Sedan
Miscellaneous	▪ Location leased at $120,310 annually for 10 year plus 5 year option. ▪ Location adequately sized to serve area for next 20 years. ▪ Office is open on Saturdays for driver license services. ▪ Office is open on Tuesday and Thursday until 6:00pm. ▪ Security cameras, employee and card access and armed security guard on site.				

Tax Collector – Office & Administrative, Dade City

Location

EPGC, 14236 6th Street, Dade City.

Mission/ Function

- Perform statutorily required services of tax collection, vehicle registrations, vehicle title work, driver's license, birth certificates issuances, and hunting and fishing license.
- Provide printing and mailing of all communications including tax notices/ registration renewals at location.
- Provide back office tax processing of estate/tangible/business tax, in conjunction with the Budget/Finance Department at location.

Level of Service

- Tax Collector's Office Processed Transactions in 2013:
  Motor Vehicle - 617,821
  Property Tax - 274,649
  Driver License - 116,548
  Mobile Home - 17,248
  Boat - 29,355
  Business License - 17,021
  Hunting / Fishing License - 5,127

Personnel Data

Full-time employees or equivalents per year:

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
40	40	40	42	42	45	45	45	50	50	50

% Change (03-13) 25% % Change / Year : 2.3%

Workload Indicator

- Population growth and associated increase in services.
- Legislation.
- Use of technology.
- Volume of printing and mailing services performed in-house.

Personnel Projection

Item	2019	2024	2029	2034
Model 1 Historical Percent Change	57.2	63.9	71.5	79.9
Model 2 Historical Number Change	56.0	61.0	66.0	71.0
Model 3 Linear Regression	57.4	63.2	69.1	74.9
Model 4 Constant Staff/Population	61.0	68.8	76.8	84.9
Model 5 Department's Recommendation	60.0	60.0	65.0	65.0
Model 6 Workload Indicators				
FTE Staff Projection (Model 1-3, 5)	**58.0**	**62.0**	**68.0**	**73.0**

% Change (13-34) = 46%

% Change /Year = 2%

Space Deficiencies

- None noted.

Tax Collector – Office & Administrative, Dade City *(continued)*

Space Projection

Item	Existing	2019	2024	2029	2034
Existing Office DGSF	13,335				
FTE Staff Projection	50	58	62	68	73
Existing Office DGSF/Staff	267				
Average Office DGSF/Staff[1]	300	300	300	300	300
DGSF Office Projection	*15,000*	*17,400*	*18,600*	*20,400*	*21,900*
DGSF Total Existing Space	13,335				
DGSF Space Projection[2]	**15,000**	**17,400**	**18,600**	**20,400**	**21,900**

[1] Includes an average per staff for all office, staff circulation, work/copy, and public reception spaces.

[2] Includes DGSF Office Projection + DGSF Other Projection.

Critical Adjacencies

- Budget/ Finance Department.

Current Visitors	Daily Average	400	Daily Peak		
Current Parking	Employee Vehicle	50	County Vehicle	4	2 sedans, 2 vans

Miscellaneous

- Off-site storage provided by County (currently at Trouble Creek).
- Office open Saturday (9am-1pm) for driver license services.
- Office open Tuesday and Thursday until 6pm.
- Security cameras, employee and card access and armed security guard on site.

SUMMARY

In this chapter, a profile is provided for each Board of County Commissioners department by category: Executive, Administration and Public Safety Branch, Development Services Branch, Internal Services Branch, Public Services Branch, and Utilities Branch. Additionally the Health Department and the constitutional offices of Clerk of Court and Comptroller, Property Appraiser, Supervisor of Elections, and Tax Collector are provided. Each profile represents an analytical description of the department and is a culmination of the data gathered through surveys and interviews with key staff. Also, included in the profiles are the Consultant's recommended future and personnel and space needs.

Various personnel forecast models were generated using all or a combination of historic staff, past and projected County population, specific workload indicators, and data gathered through department surveys. The Consultant then compared the model outcomes to the department's historic staff growth and insights revealed in the survey and/or personal interviews (i.e. constrained historical growth, change in management philosophy, future grant funding, planned department and/or staff changes due to impact of technologies or change in workflow, etc.) to develop a personnel projection. Note that a comprehensive staffing analysis was not completed and that the staff projections are for space planning purposes only. A summary of the personnel and space needs by category in five year intervals through 2034 is presented in Table 3-1.

Table 3-1
Personnel Projections – Department Summaries

Department/Division	Personnel					
	Existing	2019	2024	2029	2034	*% Change*
Board of County Commissioners						
Executive	36	42	47	51	55	***52.8%***
Development Services Branch	427	533	624	714	817	***91.3%***
Internal Services Branch	202	245	274	300	324	***60.8%***
Public Safety & Administration Branch	584	825	937	1,044	1,155	***97.8%***
Public Services Branch	302	429	468	505	549	***81.9%***
Utilities Services Branch	387	447	497	546	597	***54.3%***
Health Department	170	188	202	215	229	***34.7%***
Clerk & Comptroller	114	133	148	162	178	***56.1%***
Property Appraiser	57	66	74	82	90	***57.9%***
Supervisor of Elections	24	29	32	35	37	***54.2%***
Tax Collector	171	201	215	241	257	***50.3%***
GRAND TOTAL	**2,473**	**3,138**	**3,518**	**3,895**	**4,288**	***73.4%***

Source: CGL, August 2014 and updated October 2014 and January 2015.

Total personnel for the departments/offices included in the study are projected to increase 73.4% over the next 20 years from 2,473 to 4,288. The Public Safety & Administration Branch is projected to have the highest percent and number increase of the next 20 years with a projected increase of 97.8%. Personnel projections by department/office are provided in Table 3-2 on the following pages.

Table 3-2
Personnel Projections – Department/Division Totals

Department/Division	Personnel					
	Existing	2019	2024	2029	2034	% Change
Board of County Commissioners - NPR	7	7	8	8	8	14.3%
Board of County Commissioners - DC	2	2	2	2	2	0.0%
County Administrator NPR	6	6	7	8	8	33.3%
County Attorney NPR	21	27	30	33	37	76.2%
Executive - Subtotal	**36**	**42**	**47**	**51**	**55**	***52.8%***
Development Services - Admin NPR	2	2	3	3	3	50.0%
Development Services - Accounting NPR	7	9	11	12	14	100.0%
Development Services - Bldg Const - Bldg Inspections/Contractor Licensing NPR	27	40	48	56	74	174.1%
Development Services - Bldg Const - Bldg Inspections/Central Permitting DC	6	9	10	12	15	150.0%
Development Services - Bldg Const - Bldg Inspections/Central Permitting LOL	8	10	12	14	17	112.5%
Development Services - Bldg Const - Central Permitting NPR	31	37	44	52	61	96.8%
Development Services - Bldg Const - Warehouse DC	1	1	2	2	2	100.0%
Development Services - Engineering - Admin NPR	3	3	3	4	4	33.3%
Development Services - Engineering - Env Lands LOL	7	10	12	15	17	142.9%
Development Services - Engineering - Env Lands UC	2	2	3	3	3	50.0%
Development Services - Engineering - Project Mgmt NPR	33	39	44	47	52	57.6%
Development Services - Engineering - Real Estate NPR	7	8	9	10	11	57.1%
Development Services - Engineering - Survey NPR	15	18	21	24	25	66.7%
Development Services - Engineering - Traffic Operations Center NPR	18	22	25	28	31	72.2%
Development Services - Engineering - Traffic Operations Warehouse NPR	4	5	5	6	6	50.0%
Development Services - Engineering - Traffic Operations SAN	0	0	0	0	0	
Development Services - Metropolitan Planning Organization NPR	5	6	6	7	8	60.0%
Development Services - Planning - Code Enforcement NPR	21	26	29	32	36	71.4%
Development Services - Planning - Current Planning NPR	25	30	33	36	39	56.0%
Development Services - Planning - Long Range Planning NPR	12	15	17	18	20	66.7%
Development Services - Planning - Zoning and Intake NPR	12	17	19	20	22	83.3%
Development Services - Planning - Zoning and Intake Central Files NPR	2	2	3	3	3	50.0%
Development Services - Public Works - Road & Bridge Office & Sign Shop NPR	20	24	27	29	32	60.0%
Development Services - Public Works - Road & Bridge Pole Barn NPR						
Development Services - Public Works - Road & Bridge Field SAN	56	73	89	106	123	119.6%
Development Services - Public Works - Road & Bridge Field SH	70	88	103	119	134	91.4%
Development Services - Public Works - Storm Water Management NPR	33	37	46	56	65	97.0%
Development Services - Subtotal	**427**	**533**	**624**	**714**	**817**	***91.3%***
Internal Services - Administration NPR	3	4	5	5	6	100.0%
Internal Services - Facilities Management NPR	35	41	46	51	55	57.1%
Internal Services - Facilities Management LOL	11	13	19	21	22	100.0%
Internal Services - Facilities Management DC	10	13	14	16	17	70.0%
Internal Services - Fiscal Services NPR	8	10	11	12	14	75.0%
Internal Services - Fleet Management West Heavy Mntce NPR	13	14	16	18	20	53.8%
Internal Services - Fleet Management East Mntce SAN	11	13	15	16	18	63.6%
Internal Services - Fleet Management West Light Mntce PR	12	13	14	15	17	41.7%
Internal Services - IT Admin NPR	22	25	28	30	33	50.0%
Internal Services - IT Office DC	28	40	42	47	49	75.0%
Internal Services - IT Data Center DC						
Internal Services - IT Radio Shop NPR	3	4	4	4	5	66.7%
Internal Services - IT GIS Mapping NPR	6	7	8	9	10	66.7%
Internal Services - IT Office LOL						
Internal Services - Office of Management & Budget NPR	10	12	13	14	14	40.0%
Internal Services - Human Resources NPR	15.5	18	20	21	22	41.9%
Internal Services - Purchasing & Central Stores NPR	14	18	19	21	22	57.1%
Internal Services - Subtotal	**202**	**245**	**274**	**300**	**324**	***60.8%***

Table 3-2 (continued)
Personnel Projections – Department/Division Totals

Department/Division	Personnel					
	Existing	2019	2024	2029	2034	% Change
Public Safety & Administration - Administration - Customer Service Call Center NPR	9	11	13	15	17	*88.9%*
Public Safety & Administration - Administration - Customer Service Lobby NPR	2	2	2	2	2	*0.0%*
Public Safety & Administration - Administration - Customer Service Lobby DC	2	2	2	2	2	*0.0%*
Public Safety & Administration - Administration - Strategy & Performance Development NPR	3	5	5	5	6	*100.0%*
Public Safety & Administration - Administration - Public Communications/Information NPR	1	2	3	4	4	*300.0%*
Public Safety & Administration - Administration - Tourism Development NPR	4	5	7	8	11	*175.0%*
Public Safety & Administration - Public Safety - Communications Primary NPR	83	94	104	114	123	*48.2%*
Public Safety & Administration - Public Safety - Emergency Management NPR	7	10	11	12	13	*85.7%*
Public Safety & Administration - Public Safety - Fire Rescue Admin LOL	18	23	26	28	29	*61.1%*
Public Safety & Administration - Public Safety - Fire Rescue Ambulance Billing LOL	13	15	17	18	20	*53.8%*
Public Safety & Administration - Public Safety - Fire Rescue Combat/Rescue Admin LOL	7	8	9	9	9	*28.6%*
Public Safety & Administration - Fire Rescue Combat/Rescue County Stations	429	638	726	814	902	*110.3%*
Public Safety & Administration - Public Safety - Fire Rescue Supply ODE	3	4	5	5	7	*133.3%*
Public Safety & Administration - Public Safety - Fire Rescue Training SH	3	6	7	8	10	*233.3%*
Public Safety & Administration - Subtotal	**584**	**825**	**937**	**1,044**	**1,155**	***97.8%***
Public Services - Community Services - Admin PR	10	12	13	15	16	*60.0%*
Public Services - Community Services - Animal Services LOL	28	38	42	46	51	*82.1%*
Public Services - Community Services - Community Development NPR	22	28	31	35	38	*72.7%*
Public Services - Community Services - Cooperative Extension Main Office DC	10	11	11	12	13	*30.0%*
Public Services - Community Services - Cooperative Extension Office LOL	4	13	14	17	17	*325.0%*
Public Services - Community Services - Elderly Nutrition DC	2	3	4	4	5	*138.1%*
Public Services - Community Services - Elderly Nutrition & Admin PR	1	2	2	3	3	*172.7%*
Public Services - Community Services - Elderly Nutrition LOL	2	3	4	4	5	*138.1%*
Public Services - Community Services - Elderly Nutrition SH	1	1	1	2	2	*300.0%*
Public Services - Community Services - Elderly Nutrition Southgate NPR	1	1	2	2	3	*500.0%*
Public Services - Community Services - Elderly Nutrition Summer Lakes NPR	0	2	2	3	3	
Public Services - Community Services - Elderly Nutrition TRB	0	1	2	2	3	
Public Services - Community Services - Elderly Nutrition ZPH	1	1	2	2	3	*500.0%*
Public Services - Community Services - Human Services PR	8	10	11	12	13	*62.5%*
Public Services - Community Services - Human Services DC	8	10	11	12	13	*62.5%*
Public Services - Community Services - Human Services LOL	0	0	0	0	0	
Public Services - Community Services - Public Transportation SAN	18	20	25	28	32	*82.9%*
Public Services - Community Services - Public Transportation PR	54	60	65	71	78	*45.8%*
Public Services - Community Services - Veterans Services PR	3	5	7	7	8	*166.7%*
Public Services - Community Services - Veterans Services LOL	1	2	2	2	3	*200.0%*
Public Services - Community Services - Veterans Services DC	2	3	4	4	5	*150.0%*
Public Services - Library Centennial Park HOL	9	10	10	10	10	*11.1%*
Public Services - Library Hudson HUD	39	39	39	40	41	*6.5%*
Public Services - Library Hugh Embry DC	9	10	11	11	12	*33.3%*
Public Services - Library Land O' Lakes LOL	14	17	18	18	19	*40.7%*
Public Services - Library New River ZPH	9	10	11	11	12	*33.3%*
Public Services - Library Regency Park NPR	13	17	17	18	19	*46.2%*
Public Services - Library South Holiday HOL	9	9	10	10	11	*29.4%*
Public Services - Library Starkey Ranch ODE		14	15	16	17	
Public Services - Library New Wesley Chapel WES		24	25	27	28	
Public Services - Library New East Central TBD		10	11	12	13	
Public Services - Library New Central Connerton		10	11	12	13	
Public Services - Parks & Recreation Admin LOL	10	12	13	14	15	*50.0%*
Public Services - Parks & Recreation East Office DC	3	3	4	4	5	*100.0%*
Public Services - Parks & Recreation West Office NPR	15	18	18	19	20	*33.3%*
Public Services - Subtotal	**302**	**429**	**468**	**505**	**549**	***81.9%***

Table 3-2 (continued)
Personnel Projections – Department/Division Totals

Department/Division	Personnel					
	Existing	2019	2024	2029	2034	% Change
Utilities Services - Headquarters LOL	110	127	141	154	168	*52.7%*
Utilities Services - Headquarters/Customer Service DC						
Utilities Services - Environmental Lab NPR	7	8	9	10	11	*57.1%*
Utilities Services - O&M Warehouse West PR	91	105	117	129	141	*54.9%*
Utilities Services - O&M Warehouse Central SH	89	103	115	126	138	*55.1%*
Utilities Services - O&M Warehouse East WES	90	104	115	127	139	*54.4%*
Utilities Services - Subtotal	**387**	**447**	**497**	**546**	**597**	***54.3%***
Health Department - Administration	40	44	48	51	54	*35.0%*
Health Department - Clinc NPR (Little Rd)	35	39	42	44	47	*34.3%*
Health Department - Clinic NPR	16	18	19	20	22	*37.5%*
Health Department - Clinic HUD	18	20	21	23	24	*33.3%*
Health Department - Clinic LOL	20	22	24	25	27	*35.0%*
Health Department - Clinic DC	29	32	34	37	39	*34.5%*
Health Department - Clinic ZPH	12	13	14	15	16	*33.3%*
Health Department - Subtotal	**170**	**188**	**202**	**215**	**229**	***34.7%***
Clerk & Comptroller - WPGC	12	15	17	18	20	*66.7%*
Clerk & Comptroller - LOL						
Clerk & Comptroller - EPGC	102	118	131	144	158	*54.9%*
Clerk of Court & Comptroller - Subtotal	**114**	**133**	**148**	**162**	**178**	***56.1%***
Property Appraiser - Main Offie DC	34	40	45	50	55	*61.8%*
Property Appraiser - Information Services DC	2	2	2	3	3	*50.0%*
Property Appraiser - Office LOL	5	6	7	7	8	*60.0%*
Property Appraiser - Office NPR	16	18	20	22	24	*50.0%*
Property Appraiser - Subtotal	**57**	**66**	**74**	**82**	**90**	***57.9%***
Supervisor of Elections - Main Office DC	14	16	17	19	20	*42.9%*
Supervisor of Elections - Election Service Center DC	3	4	5	5	6	*100.0%*
Supervisor of Elections - Records Storage DC	0	0	0	0	0	
Supervisor of Elections - Office LOL	3	4	5	5	5	*66.7%*
Supervisor of Elections - Office NPR	4	5	5	6	6	*50.0%*
Supervisor of Elections - Subtotal	**24**	**29**	**32**	**35**	**37**	***54.2%***
Tax Collector - Office NPR	25	30	32	37	39	*56.0%*
Tax Collector - Office GH	45	52	56	62	66	*46.7%*
Tax Collector - Office LOL	26	31	33	37	40	*53.8%*
Tax Collector - Future Office WES	25	30	32	37	39	*56.0%*
Tax Collector - Office & Administrative DC	50	58	62	68	73	*46.0%*
Tax Collector - Subtotal	**171**	**201**	**215**	**241**	**257**	***50.3%***
GRAND TOTAL	**2,473**	**3,138**	**3,518**	**3,895**	**4,288**	***73.4%***

Source: CGL, August 2014 and updated October 2014 and January 2015.

Space projections were calculated for each department/function in five year intervals through 2034 by: (1) multiplying the recommended personnel projection by the recommended average department gross square feet (DGSF) per staff person to arrive at an Office DGSF; (2) assessing any Other DGSF needs and determining an appropriate plug number for future years; and (3) then adding the Office DGSF and Other DGSF to arrive at a total space needs projection. Note that the space projections are expressed as DGSF and that grossing factors must be added to determine total building size or BGSF. A summary of the space needs by department category in five year intervals through 2034 is provided in Table 3-3.

Table 3-3
Space Projections – Department/Division Summaries

Department/Division	Space						
	Existing	2014 DGSF	2019 DGSF	2024 DGSF	2029 DGSF	2034 DGSF	*% Change*
Board of County Commissioners							
Executive	22,094	22,997	24,880	26,280	27,380	28,480	*28.9%*
Development Services Branch	110,767	100,333	114,557	127,457	139,952	153,427	*38.5%*
Internal Services Branch	105,912	109,969	123,360	132,800	144,280	153,520	*45.0%*
Public Safety & Administration Branch	173,537	233,170	256,340	292,610	328,130	364,500	*110.0%*
Public Services Branch	184,822	196,442	262,287	269,287	276,787	284,177	*53.8%*
Utilities Services Branch	34,125	46,000	52,550	58,000	63,200	68,700	*101.3%*
Health Department	66,702	79,100	87,300	93,500	99,400	105,800	*58.6%*
Clerk & Comptroller	31,420	29,640	33,440	36,840	39,640	43,040	*37.0%*
Property Appraiser	18,511	15,850	18,400	20,650	22,850	25,100	*35.6%*
Supervisor of Elections	24,012	25,150	30,050	33,400	36,850	39,950	*66.4%*
Tax Collector	50,456	45,750	53,800	57,650	64,600	69,000	*36.8%*
Storage	20,530	18,800	18,800	18,800	18,800	18,800	*-8.4%*
GRAND TOTAL	**842,888**	**923,201**	**1,075,764**	**1,167,274**	**1,261,869**	**1,354,494**	***60.7%***

Source: CGL, August 2014 and updated October 2014 and January 2015.

County space needs for the functions included in the study are projected to increase 60.7% over the next 20 years from 842,888 to 1,354,494 DGSF. Space needs by department/division is provided in Table 3-4 on the following pages.

Table 3-4
Space Projections – Department/Division Totals

Department/Division	Space						
	Existing	2014 DGSF	2019 DGSF	2024 DGSF	2029 DGSF	2034 DGSF	*% Change*
Board of County Commissioners - NPR	6,813	5,778	5,778	6,078	6,078	6,078	*-10.8%*
Board of County Commissioners - DC	8,477	8,377	8,377	8,377	8,377	8,377	*-1.2%*
County Administrator NPR	2,425	2,475	2,475	2,725	2,975	2,975	*22.7%*
County Attorney NPR	4,379	6,367	8,250	9,100	9,950	11,050	*152.3%*
Executive - Subtotal	**22,094**	**22,997**	**24,880**	**26,280**	**27,380**	**28,480**	***28.9%***
Development Services - Admin NPR	476	500	500	750	750	750	*57.6%*
Development Services - Accounting NPR	1,937	2,137	2,437	2,737	2,887	3,187	*64.5%*
Development Services - Bldg Const - Bldg Inspections/Contractor Licensing NPR	3,992	3,350	4,000	4,400	4,800	5,700	*42.8%*
Development Services - Bldg Const - Bldg Inspections/Central Permitting DC	4,114	720	1,080	1,200	1,440	1,800	*-56.2%*
Development Services - Bldg Const - Bldg Inspections/Central Permitting LOL	2,722	1,160	1,400	1,640	2,080	2,440	*-10.4%*
Development Services - Bldg Const - Central Permitting NPR	4,713	4,650	5,550	6,600	7,800	9,150	*94.1%*
Development Services - Bldg Const - Warehouse DC	6,500	6,650	6,650	6,800	6,800	6,800	*4.6%*
Development Services - Engineering - Admin NPR	696	600	600	600	800	800	*14.9%*
Development Services - Engineering - Env Lands LOL	1,126	1,050	1,500	1,800	2,250	2,550	*126.5%*
Development Services - Engineering - Env Lands UC	500	300	300	450	450	450	*-10.0%*
Development Services - Engineering - Project Mgmt NPR	14,297	12,050	12,950	13,700	14,150	14,900	*4.2%*
Development Services - Engineering - Real Estate NPR	1,157	1,400	1,600	1,800	2,000	2,200	*90.1%*
Development Services - Engineering - Survey NPR	2,191	1,944	2,495	2,855	3,215	3,335	*52.2%*

Table 3-4 (continued)
Space Projections – Department/Division Totals

Department/Division	Space						
	Existing	2014 DGSF	2019 DGSF	2024 DGSF	2029 DGSF	2034 DGSF	% Change
Development Services - Engineering - Traffic Operations Center NPR	2,227	2,460	2,990	3,375	3,760	4,145	*86.1%*
Development Services - Engineering - Traffic Operations Warehouse NPR	3,700	4,480	4,800	5,000	5,320	5,520	*49.2%*
Development Services - Engineering - Traffic Operations SAN	250	250	250	350	350	450	*80.0%*
Development Services - Metropolitan Planning Organization NPR	945	1,277	1,600	1,600	1,800	2,000	*111.6%*
Development Services - Planning - Code Enforcement NPR	1,981	3,355	4,105	4,650	5,200	5,900	*197.8%*
Development Services - Planning - Current Planning NPR	3,230	5,000	6,000	6,600	7,200	7,800	*141.5%*
Development Services - Planning - Long Range Planning NPR	2,707	2,400	3,000	3,400	3,600	4,000	*47.8%*
Development Services - Planning - Zoning and Intake NPR	1,570	2,400	3,400	3,800	4,000	4,400	*180.3%*
Development Services - Planning - Zoning and Intake Central Files NPR	1,884	2,000	2,100	2,400	2,500	2,600	*38.0%*
Development Services - Public Works - Road & Bridge Office & Sign Shop NPR	3,336	4,400	5,200	5,850	6,350	7,000	*109.8%*
Development Services - Public Works - Road & Bridge Pole Barn NPR	7,200	7,700	8,200	8,700	9,200	9,700	*34.7%*
Development Services - Public Works - Road & Bridge Field SAN	10,860	9,300	10,650	11,950	13,300	14,650	*34.9%*
Development Services - Public Works - Road & Bridge Field SH	7,306	10,000	11,400	12,650	13,950	15,200	*108.0%*
Development Services - Public Works - Storm Water Management NPR	19,150	8,800	9,800	11,800	14,000	16,000	*-16.4%*
Development Services - Subtotal	**110,767**	**100,333**	**114,557**	**127,457**	**139,952**	**153,427**	***38.5%***
Internal Services - Administration NPR	485	485	1,250	1,500	1,750	2,000	*312.4%*
Internal Services - Facilities Management NPR	23,217	20,500	21,950	23,200	24,450	25,500	*9.8%*
Internal Services - Facilities Management LOL	1,924	2,094	2,360	3,280	3,620	3,840	*99.6%*
Internal Services - Facilities Management DC	2,676	2,700	3,160	3,380	3,720	3,940	*47.2%*
Internal Services - Fiscal Services NPR	1,041	1,600	2,000	2,200	2,400	2,800	*169.0%*
Internal Services - Fleet Management West Heavy Mntce NPR	14,678	16,950	18,200	19,600	22,100	24,600	*67.6%*
Internal Services - Fleet Management East Mntce SAN	10,280	11,090	13,390	14,690	16,840	18,140	*76.5%*
Internal Services - Fleet Management West Light Mntce PR	16,740	17,300	18,450	19,600	20,750	22,050	*31.7%*
Internal Services - IT Admin NPR	3,658	4,800	5,400	6,000	6,500	7,100	*94.1%*
Internal Services - IT Office DC	4,946	12,100	14,500	14,900	15,900	16,300	*229.6%*
Internal Services - IT Data Center DC	5,261						*-100.0%*
Internal Services - IT Radio Shop NPR	2,504	1,950	2,300	2,800	3,300	3,350	*33.8%*
Internal Services - IT GIS Mapping NPR	858	1,200	1,400	1,600	1,800	2,000	*133.1%*
Internal Services - IT Office LOL	2,188						*-100.0%*
Internal Services - Office of Management & Budget NPR	2,084	2,000	2,400	2,600	2,800	2,800	*34.4%*
Internal Services - Human Resources NPR	3,772	4,100	4,700	5,200	5,600	6,000	*59.1%*
Internal Services - Purchasing & Central Stores NPR	9,600	11,100	11,900	12,250	12,750	13,100	*36.5%*
Internal Services - Subtotal	**105,912**	**109,969**	**123,360**	**132,800**	**144,280**	**153,520**	***45.0%***
Public Safety & Administration - Administration - Customer Service Call Center NPR	2,781	1,350	1,650	1,950	2,250	2,550	*-8.3%*
Public Safety & Administration - Administration - Customer Service Lobby NPR	343	250	250	250	250	250	*-27.1%*
Public Safety & Administration - Administration - Customer Service Lobby DC	235	250	250	250	250	250	*6.4%*
Public Safety & Administration - Administration - Strategy & Performance Development NPR	285	600	1,000	1,000	1,000	1,200	*321.1%*
Public Safety & Administration - Administration - Public Communications/Information NPR	143	200	400	600	800	800	*459.4%*
Public Safety & Administration - Administration - Tourism Development NPR	566	950	1,150	1,550	1,800	2,500	*341.7%*
Public Safety & Administration - Public Safety - Communications Primary NPR	9,472	6,120	7,140	8,160	9,180	10,200	*7.7%*
Public Safety & Administration - Public Safety - Emergency Management NPR	5,120	7,900	9,500	10,700	11,900	13,100	*155.9%*
Public Safety & Administration - Public Safety - Fire Rescue Admin LOL	4,482	5,700	7,050	7,900	8,500	8,850	*97.5%*
Public Safety & Administration - Public Safety - Fire Rescue Ambulance Billing LOL	1,790	1,950	2,250	2,550	2,700	3,000	*67.6%*
Public Safety & Administration - Public Safety - Fire Rescue Combat/Rescue Admin LOL	200	350	400	450	450	450	*125.0%*
Public Safety & Administration - Fire Rescue Combat/Rescue County Stations	139,964	197,100	211,700	240,900	270,100	299,300	*113.8%*
Public Safety & Administration - Public Safety - Fire Rescue Supply ODE	3,296	3,850	4,400	4,950	5,350	6,050	*83.6%*
Public Safety & Administration - Public Safety - Fire Rescue Training SH	4,860	6,600	9,200	11,400	13,600	16,000	*229.2%*
Public Safety & Administration - Subtotal	**173,537**	**233,170**	**256,340**	**292,610**	**328,130**	**364,500**	***110.0%***

Table 3-4 (continued)
Space Projections – Department/Division Totals

Department/Division	Space						
	Existing	2014 DGSF	2019 DGSF	2024 DGSF	2029 DGSF	2034 DGSF	% Change
Public Services - Community Services - Admin PR	2,333	2,500	3,000	3,250	3,750	4,000	*71.5%*
Public Services - Community Services - Animal Services LOL	16,112	20,200	23,700	26,300	28,900	31,650	*96.4%*
Public Services - Community Services - Community Development NPR	4,902	5,000	6,300	7,000	7,900	8,600	*75.4%*
Public Services - Community Services - Cooperative Extension Main Office DC	2,273	2,000	2,200	2,200	2,400	2,600	*14.4%*
Public Services - Community Services - Cooperative Extension Office LOL	1,651	800	2,600	2,800	3,400	3,400	*105.9%*
Public Services - Community Services - Elderly Nutrition DC	3,989	3,989	3,989	3,989	3,989	3,989	*0.0%*
Public Services - Community Services - Elderly Nutrition & Admin PR	3,493	2,451	2,631	2,631	2,831	2,831	*-19.0%*
Public Services - Community Services - Elderly Nutrition LOL	5,374	5,374	5,374	5,374	5,374	5,374	*0.0%*
Public Services - Community Services - Elderly Nutrition SH	3,710	3,710	3,710	3,710	3,710	3,710	*0.0%*
Public Services - Community Services - Elderly Nutrition Southgate NPR	2,900	2,900	2,900	2,900	2,900	2,900	*0.0%*
Public Services - Community Services - Elderly Nutrition Summer Lakes NPR	2,020	2,020	2,020	2,020	2,020	2,020	*0.0%*
Public Services - Community Services - Elderly Nutrition TRB	3,371	3,371	3,371	3,371	3,371	3,371	*0.0%*
Public Services - Community Services - Elderly Nutrition ZPH	2,820	2,820	2,820	2,820	2,820	2,820	*0.0%*
Public Services - Community Services - Human Services PR	1,148	1,600	2,000	2,200	2,400	2,600	*126.5%*
Public Services - Community Services - Human Services DC	1,890	1,600	2,000	2,200	2,400	2,600	*37.6%*
Public Services - Community Services - Human Services LOL	600	600	650	700	750	800	*33.3%*
Public Services - Community Services - Public Transportation SAN	2,196	2,100	2,400	3,000	3,360	3,840	*74.9%*
Public Services - Community Services - Public Transportation PR	10,125	13,420	14,400	15,200	16,120	17,160	*69.5%*
Public Services - Community Services - Veterans Services PR	1,076	600	1,000	1,400	1,400	1,600	*48.7%*
Public Services - Community Services - Veterans Services LOL	374	200	400	400	400	600	*60.4%*
Public Services - Community Services - Veterans Services DC	605	400	600	800	800	1,000	*65.3%*
Public Services - Library Centennial Park HOL	9,463	9,463	9,463	9,463	9,463	9,463	*0.0%*
Public Services - Library Hudson HUD	26,281	26,281	26,281	26,281	26,281	26,281	*0.0%*
Public Services - Library Hugh Embry DC	6,422	14,922	14,922	14,922	14,922	14,922	*132.4%*
Public Services - Library Land O' Lakes LOL	16,752	16,752	16,752	16,752	16,752	16,752	*0.0%*
Public Services - Library New River ZPH	10,980	10,980	10,980	10,980	10,980	10,980	*0.0%*
Public Services - Library Regency Park NPR	16,752	16,752	16,752	16,752	16,752	16,752	*0.0%*
Public Services - Library South Holiday HOL	7,662	7,662	7,662	7,662	7,662	7,662	*0.0%*
Public Services - Library Starkey Ranch ODE			16,700	16,700	16,700	16,700	
Public Services - Library New Wesley Chapel WES			20,400	20,400	20,400	20,400	
Public Services - Library New East Central TBD			8,500	8,500	8,500	8,500	
Public Services - Library New Central Connerton			8,500	8,500	8,500	8,500	
Public Services - Parks & Recreation Admin LOL	4,398	2,500	3,000	3,250	3,500	3,750	*-14.7%*
Public Services - Parks & Recreation East Office DC	4,385	4,375	4,650	5,000	5,200	5,550	*26.6%*
Public Services - Parks & Recreation West Office NPR	8,765	9,100	9,660	9,860	10,180	10,500	*19.8%*
Public Services - Subtotal	**184,822**	**196,442**	**262,287**	**269,287**	**276,787**	**284,177**	***53.8%***
Utilities Services - Headquarters LOL	19,204	29,000	33,250	36,750	40,000	43,500	*126.5%*
Utilities Services - Headquarters/Customer Service DC	387	0	0	0	0	0	*-100.0%*
Utilities Services - Environmental Lab NPR	3,329	3,500	3,700	3,900	4,100	4,300	*29.2%*
Utilities Services - O&M Warehouse West PR	3,405	4,550	5,250	5,850	6,450	7,050	*107.0%*
Utilities Services - O&M Warehouse Central SH	1,800	4,450	5,150	5,750	6,300	6,900	*283.3%*
Utilities Services - O&M Warehouse East WES	6,000	4,500	5,200	5,750	6,350	6,950	*15.8%*
Utilities Services - Subtotal	**34,125**	**46,000**	**52,550**	**58,000**	**63,200**	**68,700**	***101.3%***
Health Department - Administration	11,131	12,000	13,200	14,400	15,300	16,200	*45.5%*
Health Department - Clinc NPR (Little Rd)	10,455	19,600	21,600	23,100	24,100	25,600	*144.9%*
Health Department - Clinic NPR	8,836	8,000	9,000	9,500	10,000	11,000	*24.5%*
Health Department - Clinic HUD	7,525	9,000	10,000	10,500	11,500	12,000	*59.5%*
Health Department - Clinic LOL	8,261	10,000	11,000	12,000	12,500	13,500	*63.4%*
Health Department - Clinic DC	16,910	14,500	16,000	17,000	18,500	19,500	*15.3%*
Health Department - Clinic ZPH	3,584	6,000	6,500	7,000	7,500	8,000	*123.2%*
Health Department - Subtotal	**66,702**	**79,100**	**87,300**	**93,500**	**99,400**	**105,800**	***58.6%***

Table 3-4 (continued)
Space Projections – Department/Division Totals

Department/Division	Space						
	Existing	2014 DGSF	2019 DGSF	2024 DGSF	2029 DGSF	2034 DGSF	% Change
Public Services - Community Services - Admin PR	2,333	2,500	3,000	3,250	3,750	4,000	*71.5%*
Public Services - Community Services - Animal Services LOL	16,112	20,200	23,700	26,300	28,900	31,650	*96.4%*
Public Services - Community Services - Community Development NPR	4,902	5,000	6,300	7,000	7,900	8,600	*75.4%*
Public Services - Community Services - Cooperative Extension Main Office DC	2,273	2,000	2,200	2,200	2,400	2,600	*14.4%*
Public Services - Community Services - Cooperative Extension Office LOL	1,651	800	2,600	2,800	3,400	3,400	*105.9%*
Public Services - Community Services - Elderly Nutrition DC	3,989	3,989	3,989	3,989	3,989	3,989	*0.0%*
Public Services - Community Services - Elderly Nutrition & Admin PR	3,493	2,451	2,631	2,631	2,831	2,831	*-19.0%*
Public Services - Community Services - Elderly Nutrition LOL	5,374	5,374	5,374	5,374	5,374	5,374	*0.0%*
Public Services - Community Services - Elderly Nutrition SH	3,710	3,710	3,710	3,710	3,710	3,710	*0.0%*
Public Services - Community Services - Elderly Nutrition Southgate NPR	2,900	2,900	2,900	2,900	2,900	2,900	*0.0%*
Public Services - Community Services - Elderly Nutrition Summer Lakes NPR	2,020	2,020	2,020	2,020	2,020	2,020	*0.0%*
Public Services - Community Services - Elderly Nutrition TRB	3,371	3,371	3,371	3,371	3,371	3,371	*0.0%*
Public Services - Community Services - Elderly Nutrition ZPH	2,820	2,820	2,820	2,820	2,820	2,820	*0.0%*
Public Services - Community Services - Human Services PR	1,148	1,600	2,000	2,200	2,400	2,600	*126.5%*
Public Services - Community Services - Human Services DC	1,890	1,600	2,000	2,200	2,400	2,600	*37.6%*
Public Services - Community Services - Human Services LOL	600	600	650	700	750	800	*33.3%*
Public Services - Community Services - Public Transportation SAN	2,196	2,100	2,400	3,000	3,360	3,840	*74.9%*
Clerk & Comptroller - WPGC	6,124	5,000	5,600	6,200	6,400	7,000	*14.3%*
Clerk & Comptroller - LOL	440	440	440	440	440	440	*0.0%*
Clerk & Comptroller - EPGC	24,856	24,200	27,400	30,200	32,800	35,600	*43.2%*
Clerk of Court & Comptroller - Subtotal	**31,420**	**29,640**	**33,440**	**36,840**	**39,640**	**43,040**	***37.0%***
Property Appraiser - Main Offie DC	11,041	10,200	12,000	13,500	15,000	16,500	*49.4%*
Property Appraiser - Information Services DC	220	400	400	400	600	600	*172.7%*
Property Appraiser - Office LOL	1,650	1,250	1,500	1,750	1,750	2,000	*21.2%*
Property Appraiser - Office NPR	5,600	4,000	4,500	5,000	5,500	6,000	*7.1%*
Property Appraiser - Subtotal	**18,511**	**15,850**	**18,400**	**20,650**	**22,850**	**25,100**	***35.6%***
Supervisor of Elections - Main Office DC	4,999	4,200	4,800	5,100	5,700	6,000	*20.0%*
Supervisor of Elections - Election Service Center DC	11,682	15,600	18,800	21,000	23,000	25,200	*115.7%*
Supervisor of Elections - Records Storage DC	3,000	3,000	3,500	4,000	4,500	5,000	*66.7%*
Supervisor of Elections - Office LOL	951	1,050	1,350	1,650	1,700	1,750	*84.0%*
Supervisor of Elections - Office NPR	3,380	1,300	1,600	1,650	1,950	2,000	*-40.8%*
Supervisor of Elections - Subtotal	**24,012**	**25,150**	**30,050**	**33,400**	**36,850**	**39,950**	***66.4%***
Tax Collector - Office NPR	5,648	6,250	7,500	8,000	9,250	9,750	*72.6%*
Tax Collector - Office GH	17,586	11,750	13,650	14,800	16,450	17,600	*0.1%*
Tax Collector - Office LOL	4,717	6,500	7,750	8,250	9,250	10,000	*112.0%*
Tax Collector - Future Office WES	9,170	6,250	7,500	8,000	9,250	9,750	*6.3%*
Tax Collector - Office & Administrative DC	13,335	15,000	17,400	18,600	20,400	21,900	*64.2%*
Tax Collector - Subtotal	**50,456**	**45,750**	**53,800**	**57,650**	**64,600**	**69,000**	***36.8%***
Storage - Mr C's, DC	9,700	9,700	9,700	9,700	9,700	9,700	*0.0%*
Storage - Trouble Creek, NPR	9,100	9,100	9,100	9,100	9,100	9,100	*0.0%*
Storage - Old Jail, NPR	400						*-100.0%*
Storage - McDonald St, DC	1,330						*-100.0%*
Storage - Subtotal	**20,530**	**18,800**	**18,800**	**18,800**	**18,800**	**18,800**	***-8.4%***
GRAND TOTAL	**842,888**	**923,201**	**1,075,764**	**1,167,274**	**1,261,869**	**1,354,494**	***60.7%***

Source: CGL, August 2014 and updated October 2014 and January 2015.

Overall, Pasco County will be experiencing nearly a doubling of current population over the next 20 years. The County's departments/functions will require an increase in space to address past deficiencies and to meet community demands.

CHAPTER 4

Facility Evaluations

INTRODUCTION

Phase 2 of the four- phase Master Planning process requires the development of Facility Evaluations for all general government and criminal justice County owned buildings located in Pasco County. Minor Parks and Recreation buildings, bus shelters, communication towers were not included in this evaluation. These building assessments, together with the results of the Needs Assessment (Phase 1), form the foundation of the subsequent Development Options Analysis (Phase 3) and the final Strategic Plan Recommendations (Phase 4).

The general goal of the Facility Evaluations phase is to determine for each County building the general condition of the facility and it's suitability for future use. The evaluations are not based on a detailed analysis, but rather are developed as a broad index of each facility's relative physical condition and viability and each sites general condition.

METHODOLOGY

For the Facility Evaluations the Consultant conducted a general "walk through" assessment of each building. These site visits were conducted by two architects from the Consultant with the support of one to two Pasco County Facilities Management maintenance supervisors or staff. The assessments occurred over a three week period from May 27, 2014 to June 13, 2014 and involved reviews of more than 130 buildings in the West, Central and East regions of Pasco County.

The walk-through evaluations consisted of visual observation of the facility's site, exterior, interior and engineering systems to the extent that these could be readily observed. Where possible these observations were supported by existing drawings or as-builts provided by Pasco County (although these are not available for all buildings that were toured).

For each building the following items were reviewed or data gathered:

- Building name and number based on Pasco County facilities numbering system, address and location, owned vs. leased and year constructed (when known or estimated)
- Building gross square foot area (BGSF) based on information provided by Pasco County (indicated first) and take-offs prepared by the Consultant (indicated second where calculated)
- General condition and ADA access of site and parking
- General condition of exterior, historical significance and known wind speed rating (based on information provided by Pasco County)
- General condition of building interior and interior finishes
- General condition of technical (engineering) systems
- General observations on any sustainable features
- Other general comments as appropriate

As these are general walk-through evaluations primarily intended to determine the general condition and whether each facility is suitable for future use detailed assessments of any of these items was not within the scope of the study. These evaluations are specifically reporting on the actual physical condition of the building and do not address any operational issues that may be occurring in the facilities.

The Consultant has prepared general recommendations on future use for each building as part of the evaluations. It is important to note that these recommendations at this point in the process are solely based on the condition of each building and do not reflect any future use recommendations that may eventually be developed in the following Phase 3 - Development Options Analysis and Phase 4 – Strategic Plan Recommendations. Final recommendations for reuse, replacement or demolition are found in Chapters 5 and Six and take into account other factors beyond the buildings physical condition.

Each buildings condition is summarized in a 3 to 6 page report for each facility that summarizes the general condition, provides several illustrative photographs of the building and includes site and floor plans when available. Conditions of each facility were rated on a five level scale as indicated below:

- Very Good – conditions exceed basic standards and potential exists long-term viability
- Good – conditions meet basic standards and potential exists for long-term viability
- Fair – conditions are favorable for improvement and/or redevelopment, potential exists for mid-term or possibly long-term viability
- Poor – conditions do meet basic standards and have little potential for improvement, generally suitable only for short-term or mid-term use
- Very Poor – conditions well below standards, generally suitable only for short-term interim use

CRIMINAL JUSTICE FACILITIES

The following facilities were evaluated:

- W-328 Fire Rescue Station 15 – PCSO Sheriff's Sub-station
- W-492 Emergency Communications Operations - 911
- W-495 Jack Albert Records Retention Center
- W-501 Sunset Building
- W-502 West Pasco Judicial Center
- W-520 Missouri Building
- W-524 PCSO Administration and Jail
- W-532 Misdemeanor Probation
- W-533 State Attorney (Word Processing)
- W-560 PCSO West Operations Building (Sterling Building)
- C-317 PCSO Maintenance Garage
- C-329 PCSO Support Services / Forensics Building
- C-353 PCSO Detention Center, Land O' Lakes
- C-353.19 PCSO K-9 Kennel
- C-358 PCSO Aviation Unit Hangar
- C-XXX Trustee Training Center
- E-4 Veterans Services – Guardian ad Litem
- E-6 Dade City property / Evidence (Old Jail)
- E-14 Robert D. Sumner Judicial Building
- E-17 Jackson Building
- E-36 Clerk & Comptroller Records Center DC
- E-38 PCSO Charles "Bo" Harrison Building

Two larger buildings, W-501 Sunset Building and E-17 Jackson Building were evaluated but the Consultant was unable to determine the specific space allocated to criminal justice uses. The Jackson Building may contain some Sheriff's storage however the Consultant was unable to determine the extent of space allocated to Sheriff functions within the building (the overall building evaluation sheet is included for reference only). The W-506 Evidence Shed at Sunset Building appears to be located behind W-501 Sunset Building and may hold Sheriff's evidence, however the Consultant was unable to determine which of several buildings housed Sheriff's Evidence (overall building evaluation sheet is included for reference only).

The Pasco County Sheriff's Office occupies 23,771 square feet of leased space at 7601 Little Road. This space does not appear on the Pasco County facilities management building list and was not evaluated.

Due to their small size or ancillary support function several secondary buildings were not evaluated. These are listed below:

- C-5 PCSO Storage for Bicycles – *Located behind C-329 PCSO Support Services / Forensics Building in Land O' lakes, Illustrated in photo on building evaluation for C-329*
- E-34.03 Clerk & Comptroller EPGC (1st FL), E-34.05 Clerk & Comptroller EPGC (2nd FL), C356.14 Clark Building Clerk & Comptroller (3rd FL), W555.22 WPGC Clerk & Comptroller (2nd FL), W-598-Trouble Creek Records Storage – *Although these are Clerk and Comptroller components they are Board functions not related to the criminal justice system and therefore were not evaluated as part of the Criminal Justice system report.*
- E-70 Lessee Records Storage (Mr. C's) – *Leased space in strip mall for miscellaneous records storage (overall building evaluation sheet is included for reference only).*
- C317.01 PCSO Special projects Shop, C320 PCSO Maintenance Building Armory, C353.04 PCSO Grounds Maintenance Garage, C353.06 PCSO Construction Maintenance Welding Shop, C-353.08 PCSO Farm Shed and Carport, C353.16 PCSO Generator Shed – *These buildings are all miscellaneous small outbuildings located behind the Detention Center, Land O' Lakes or in the agricultural area adjacent to the Detention Center, Land O' Lakes.*
- W-506 Sheriff's Evidence Shed at Sunset Building – *Appears to be located behind W-501 Sunset Building and may hold Sheriff's evidence, however Consultant was unable to determine which of several buildings housed Sheriff's Evidence (overall building evaluation sheet is included for reference only).*
- The PCSO small leased substations W-999.01 at 7309 State Road 54, New Port Richey; W-999.02 at 1204 US highway 19, Holiday; W-999.03 at 15432 US Highway 19, Hudson; and W-999.04 at 9409 US Highway 19, Port Richey – *Total estimated area is approximately 3,000 square feet.*
- W-844 PCSO Safety Town at 12010 Alric Pottberg Road in Shady Hills - *Not evaluated*

CRIMINAL JUSTICE FACILITIES EVALUATION FINDINGS

The Pasco County criminal justice system is housed in approximately 23 buildings or leased spaces (plus several smaller outbuildings and structures such as the agricultural buildings at the Detention Center, Land O' Lakes) occupying more than 800,000 gross square feet (BGSF) of total space. Ten facilities occupying approximately 275,000 BGSF (or about 34% of the total) are located in West Pasco County, six

facilities occupying approximately 400,000 BGSF (about 50% of the total) are located in Central Pasco County and seven facilities occupying approximately 130,000 BGSF (about 16% of the total) are located in East Pasco County. Table 4-1 presents an overall summary of the general conditions of the surveyed buildings:

Table 4-1
Criminal Justice Facilities

Region	Building Name	Location	Year Built	Condition	Size (SF)	Ownership
W-328.01	PCSO Sub-station (District 3), Fire& Rescue 15	TRI	2010	Very Good	3,309	O
W-492	Emergency Communications / 911	NPR	2005	Very Good	11,800	O
W-495	Jack Albert Records Retention Center	NPR	1991	Good	15,010	O
W-501/6	Sunset Building / PCSO Evidence Shed[1]	NPR	1961	Poor	16,055	O
W-502	West Pasco Judicial Center	NPR	1981 / 2006	Very Good	169,934	O
W-520	Missouri Building	NPR	Unknown	Poor	1,979	O
W-524	PCSO Administration and Jail	NPR	1981 / 1984	Fair[2] VP[3]	49,760	O
W-532	Misdemeanor Probation	NPR	Unknown	Poor	2,400	L
W-533	State Attorney (Word Processing)	NPR	Unknown	Poor	971	L
W-560	PCSO West Operations Building (District 1)	NPR	1989	Fair	19,600	O
W-XXX	PCSO CPI/ILB	NPR	Unknown	Not Evaluated	23,771	L
C-317	PCSO Maintenance Garage	LOL	Unknown	Poor	13,251	O
C-329	PCSO Support Services (Forensics Building)	LOL	2006	Very good	23,664	O
C-353	PCSO Detention Center	LOL	1991 / 2011	Good[4]	353,901	O
C-353.19	PCSO K-9 Kennel	LOL	±2011	Very good	1,176	O
C-358	PCSO Aviation Unit Hangar	LOL	±2009	Very good	10,000	O
C-XXX	PCSO Trustee Training Center[5]	LOL	2014	Very good	Unknown	O
E-4	Veterans Services / Guardian ad Litem	DC	1967	Poor	4,000	O
E-6	Dade City Property/Evidence (Old Jail)	DC	Unknown	Not Evaluated[6]	12,017	O
E-14	Robert D. Sumner Judicial Building	DC	1980's/2001	Good	92,726	O
E-17	Jackson Building	DC	1950's	Very Poor	27,700	O
E-36	Clerk Records Center	DC	2000	Good	14,558	O
E-38	PCSO Charles "Bo" Harrison Bldg. (District 2)	DC	2003	Very good	15,723	O
E-70	Records Storage Mr. C's	DC	Unknown	Not Evaluated	9,700	L

Source: CGL, October 2014 and updated January 2015.

Notes:

1-PCSO component only includes evidence shed and storage
2-Administration portion in Fair condition
3-Jail portion in Very Poor condition
4-Sprung structure in Very poor condition
5-Under construction at the time of the report
6-Demolition completed at the time of this report

Specific findings and observations are noted below:

- Approximately 88% of the County's criminal justice space is in "Good" or "Very Good" condition. This includes 12 of the 23 buildings (housing approximately 712,000 BGSF). The majority of the space rated "Very Good" is accounted for by the large West Pasco Judicial Center in New Port Richey which although portions date from the 1980's has been expanded and recently renovated to account for its "Very Good" rating. The majority of the space rated "Good" is accounted for by the PCSO Detention Center, Land O' Lakes which also dates from the 1980's but has been significantly expanded and renovated over the years. Only 6% of the total space was rated "Fair", consisting of the PCSO West Operations Building and the Administration portion of the Sheriffs Admin and Jail in New Port Richey. A very small percentage at ±3% was

rated "Poor", primarily the Sprung structure at the Detention Center, Land O' Lakes, the Missouri Building, as well as two small leased spaces and another Guardian ad Litem space in Dade City. The only space rated "Very Poor" is the mostly abandoned old jail in New Port Richey (the Sheriff's Administration portion of the building was rated "Fair"). It should be noted that although the PCSO Detention Center, Land O' Lakes is rated in "Good" physical condition the facility is facing some significant operational issues and shortfalls and the Sprung structure is rated Very Poor.

- Most of the criminal justice space in Pasco County is located in County owned buildings. Only about 27,000 SF out of just over 800,000 is housed in leased buildings (W-532 Misdemeanor Probation and W-533 State Attorney – Word Processing) located just west of the New Port Richey Government complex). Additionally the Pasco County Sherriff's Office occupies 23,771 square feet of leased space at 7601 Little Road in New Port Richey. This facility was not evaluated by the Consultant and is not identified on the buildings list maintained by Pasco County facilities Management.

- Unlike many other Pasco County buildings, most of the criminal justice components are located in purpose built buildings of generally appropriate institutional construction (not residential or pre-engineered buildings). The only exceptions are generally very small buildings housing support functions including the Missouri Building (Guardian ad Litem), Misdemeanor Probation and State Attorney Word Processing in New Port Richey and the Guardian ad Litem offices in Dade City which are in a facility that is more than 50 years old. The PCSO West Pasco Operations Center is also not a purpose built law enforcement facility.

CRIMINAL JUSTICE FACILITIES RECOMMENDATIONS

The great majority of the space assigned to criminal justice functions in Pasco County was rated "Good" or "Very Good" and can be considered appropriate long-term assets for the County. A small number of buildings (or portions of buildings) are in "Poor" or "Very Poor" condition and should not be considered long-term assets; these should ideally be replaced in the short-term or possibly mid-term depending on funding availability.

The County should continue to provide preventive and corrective maintenance to each facility as required.

The following recommendations are only based on the current physical condition of the buildings and may be impacted or modified as a result of the creation of the Development Options and final Strategic Plan Recommendations. Chapter Five will include specific recommendations taking into existing building condition as well as future needs and operational requirements for each facility.

West Pasco County

- W-328.01 West Pasco Fire Station 15 – PCSO Sub-Station, W-502 West Pasco Judicial Center, W-492 Emergency Communications / 911 are long-term assets for the County that should remain in continued use.

- W-495 Jack Albert Records Retention Center in New Port Richey and E-36 Clerk & Comptroller Records Center in Dade City can have additional internal expansion added through the introduction of high density storage and filing systems. This will require a structural analysis to confirm suitability.

- W-524 PCSO Administration and Jail should be demolished due to the age and condition of the jail portion. The Administration portion is in "Fair" condition but shares many building systems with the jail portion, utilizes a less efficient triangular layout, and is approximately 30 years old with some systems near the end of their useful life. Therefore the Administration portion is not a good candidate for continued use and the construction of a new centralized Sheriff's Administration building is recommended.

- W-532 and W-533 are both very small leased spaces in poor condition housing Misdemeanor Probation and State Attorney Word processing. These functions should be relocated to appropriate County owned space and the leases terminated.

- W-560 PCSO West Operations Building (Sterling Building) is in fair condition and could be renovated for District 3 operations depending on the final master plan recommendations.

Central Pasco County

- C-317 PCSO Maintenance Garage in Land O' Lakes is in poor condition and should be replaced in the mid-term to long-term.

- C-329 PCSO Support Services / Forensics Building, C-353 K-9 Kennel, C-358 Aviation Hangar, and the Trustee Training Center are all buildings of recent construction in "Very Good" condition and are long-term assets for the County that should remain in continued use.

- C-353 PCSO Detention Center, Land O' Lakes is a significant long term asset for Pasco County and should continue to serve as the central detention facility. The facility will require expansion of the already overcapacity support services as well as significant housing expansion short-term and long-term.

East Pasco County

- E-4 Guardian ad Litem in Dade City is in a nearly 50 year old building and should be relocated mid-term to long-term. It is recommended that the building be demolished once Guardian ad Litem and Veterans Services are relocated.

- E-6 Dade City Property Evidence had been demolished at the time of this report.

- E-14 Robert D. Sumner Judicial building is a major long-term asset for Pasco County. However due to the obsolete design with judges and prisoners sharing the same circulation it is recommended that the facility be limited to civil hearings and matters only.

- E-38 Charles "Bo" Harrison Building is of recent construction in "Very Good" condition and is a long-term asset for the County that should remain in continued use.

GENERAL GOVERNMENT FACILITIES

The following facilities were evaluated:

West Region

- W-306 Fire Rescue Administration Warehouse
- W-306.1 Fire Rescue Administration Warehouse
- W-328 Fire Rescue Station 15, PCSO Substation
- W-359.01 Community Ctr., Odessa Community Park
- W-401 Fire Rescue Station 12
- W-404 Centennial Library
- W-405 Elfers School
- W-410 South Holiday Library
- W-412.01 Community Center, J. Ben Harrill
- W-493 Environmental Lab
- W-496 Information Technology/EOC
- W-497 Road & Bridge Pole Barn
- W-501 Sunset Building/PCSO Evidence Shed
- W-505 Regency Park Library
- W-507 Storage Building – Traffic
- W-508 Parks & Recreation West
- W-511 Indiana Building
- W-517 Fleet Maintenance
- W-517.01 Vehicle Wash, Fleet Maintenance
- W-518 Pasco Arts Council (Anderson House)
- W-519 Baker House
- W-520 Missouri Building
- W-525 Public Works & Utilities Building
- W-529 Fire Rescue Station 19
- W-530 Purchasing, Central Stores
- W-549 Facilities Management Main Bldg.
- W-555 West Pasco Government Center
- W-558 Fire Rescue Station 21
- W-559 South Gate Senior Center
- W-562 Grove Park Community Center
- W-563 Senior Center DAV
- W-565 Building Inspectors Building
- W-571.01 Environmental Education Ctr.,Jay B. Starkey
- W-573 Health Department A Clinic
- W-574 Health Department B Administration
- W-579 Galen Wilson Bus Wash/Misc. Outbldgs.
- W-584 Fire Rescue Station 14
- W-586 Galen Wilson Transp./Community Svcs.
- W-587 Galen Wilson Building
- W-591 Galen Wilson Elderly Nutrition Ctr.
- W-594 Tax Collector, Gulf Harbor
- W-595 Fire Rescue Station 29
- W-598 Trouble Creek Records Storage, Storm Water
- W-599 Main Street Building
- W-614 Fire Rescue Station 17
- W-630 Fleet Maintenance Fox Hollow
- W-640 Fire Rescue Station 30
- W-701 Fire Rescue Station 10
- W-711 Denton Warehouse
- W-714 Fire Rescue Station 39
- W-715 Hurricane Shelter
- W-750 Fire Rescue Station 11
- W-752 Fire Rescue Station 35-Volunteer
- W-762.05 Recreation Bldg., Veterans Memorial Park
- W-763 Hudson Library
- W-YYY Utilities Inspection Trailer

Central Region

- C-296 Animal Svcs. Adoption Ctr. - Bldg. A
- C-297 Animal Svcs. Auxiliary - Bldg. D
- C-356 David "Hap" Clark Building
- C-361 Health Department Land O' Lakes

- C-299 Animal Svcs. Intake Reclaim - Bldg. C
- C-301 Animal Svcs. Admin. - Bldg. B
- C-302.01 Land O' Lakes Community Ctr.
- C-303 Fire Rescue Storage (Old Station 23)
- C-303.01 Fire Rescue Station 23
- C-304 Fire Rescue Station 22/Facilities Mgmt.
- C-350.02 Recreation Ctr., Land O' Lakes
- C-352 Senior Ctr., Land O' Lakes
- C-354 Land O' Lakes Library
- C-371 Fire Rescue Station 28 – Land O' Lakes
- C-372 Fire Rescue Station 37
- C-535 Trailer H – Road & Bridge
- C-602 Fire Rescue Station 20
- C-602.01 Burn Bldg. Station 20
- C-603 Amador J. Gonzalo Training Ctr.
- C-608.01 Elise Logan Community Ctr.
- C-628 Elderly Nutrition Ctr. Spring Hill

East Region

- E-1 Historic Courthouse, Dade City
- E-2 Data Ctr. Deal Bldg.
- E-4 Veterans Svcs. / Guardian ad Litem
- E-7 Facilities Management, Dade City
- E-16 County East Storage
- E-17 Jackson Building
- E-24 Supervisor of Elections Warehouse
- E-25 Fire Rescue Station 34
- E-27 Stallings Community Center
- E-33 Community Svcs., Nutrition, Health
- E-34 East Pasco Government Ctr.
- E-35 Health Department, Dade City
- E-41 Pasco Technology Center
- E-53 Fire Rescue Station 24
- E-55 Old Data Ctr., Computer Ctr.
- E-58 Cooperative Ext. Svcs./Park & Rec.
- E-67 Hugh Embry Library
- E-70 Records Storage Mr. C's
- E-90 Fire Rescue Station 32
- E-103 Fire Rescue Station 25 (Old 16)
- E-105 Fire Rescue Station 18
- E-107 Fire Rescue Station 36
- E-109 Fire Rescue Station 16
- E-152 Senior Center, Zephyr Hills
- E-153 Health Department, Zephyr Hills
- E-155 New River Branch Library
- E-163 Fire Rescue Station 26
- E-199 Road & Bridge C Barn
- E-201 Fleet Maintenance
- E-201.3 Fleet Maintenance Pole Barn
- E-205 Trailer O, Darby Park Civic Ctr.
- E-211 Fire Rescue Station 27
- E-305 Fire Rescue Station 13

W-506 Sunset Building and E-17 Jackson Building were evaluated but the Consultant was unable to determine the specific space allocated to general government or criminal justice uses.

Due to their small size, ancillary support function, or leased space function several secondary buildings were not evaluated. These are listed below:

- E-17 Storage Jackson Building – *The Jackson Building may contain some Sheriff's storage however the Consultant was unable to determine the extent of space allocated to Sheriff functions within the building (overall building evaluation sheet is included for reference only).*
- E-70 Lessee Records Storage (Mr. C's) – *Leased space in strip mall for miscellaneous records storage (overall building evaluation sheet is included for reference only).*
- W-562 Grove Park Community Center – *The Grove Park Community Center has been shut down for several years, the pool has been filled in, and parking is limited. The community center is currently not in use (overall building evaluation sheet is included for reference only).*
- W-511 Indiana Building – *The facility is leased to Bay Care Behavioral Health (overall building evaluation sheet is included for reference only).*

- W-563 Senior Center DVA – *The facility is leased space used for elderly dining (overall building evaluation sheet is included for reference only).*

GENERAL GOVERNMENT FACILITIES EVALUATION FINDINGS

The various agencies, departments and constitutional offices of Pasco County are housed in approximately 110 buildings or leased spaces (not including approximately 17 buildings exclusively dedicated to criminal justice components) occupying approximately 1,128,000 gross square feet (BGSF) of total space. The criminal justice components (addressed separately in the Criminal Justice Facilities Master Plan report) include approximately 800,000 BGSF for a total of approximately 1,928,000 BGSF of space for all Pasco County government functions.

56 facilities occupying approximately 659,000 BGSF (or about 58% of the total) are located in West Pasco County, 21 facilities occupying approximately 165,000 BGSF (about 15% of the total) are located in Central Pasco County and 33 facilities occupying approximately 304,000 BGSF (about 27% of the total) are located in East Pasco County.

Table 4-2 presents an overall summary of the general conditions of the surveyed buildings:

Table 4-2
Government Facilities - West Pasco County

Region	Building Name	Location	Year Built	Condition	Size (SF)	Ownership
W-306	Fire / Rescue Administration Warehouse	ODE	Unknown	Poor	4,216	O
W-306.1	Fire / Rescue Administration Warehouse	ODE	2006	Very Good	1,800	O
W-328	Fire and Rescue Station 15, PCSO Substation	TRI	2005	Very Good	5,366	O
W-359.01	Community Center, Odessa Community Park	ODE	Unknown	Poor	2,450	O
W-401	Fire & Rescue Station 12	HOL	1971	Very Poor	6,916	O
W-404	Centennial Library	HOL	1987/2001	Good	11,087	O
W-405	Elfers School	ELF	1914/2013	Very Good	11,087	O
W-410	South Holiday Library	HOL	1992	Good	8,808	O
W-412.01	Community Center, J. Ben Harrill	HOL	1992	Good	14,580	O
W-493	Environmental Lab	NPR	Unknown	Good	3,655	O
W-496	Information Technology / EOC	NPR	1990	Fair	14,493	O
W-497	Road and Bridge Pole Barn	NPR	Unknown	Fair	6,125	O
W-501	Sunset Building / PCSO Evidence Shed	NPR	1961	Poor	16,055	O
W-505	Regency Park Library	NPR	2006	Very Good	18,012	O
W-507	Storage Building - Traffic	NPR	Unknown	Very Poor	4,416	O
W-508	Parks and Recreation West	NPR	Unknown	Very Poor	14,541	O
W-511	Indiana Building	NPR	Unknown	Not Evaluated	6,616	O
W-517	Fleet Maintenance	NPR	Unknown	Fair	23,818	O
W-517.01	Fleet Vehicle Wash, Fleet Maintenance	NPR	Unknown	Good	3,250	O
W-518	Pasco Arts Council (Anderson House)	HOL	1938	Poor	4,981	O
W-519	Baker House	HOL	1882/1990	Very Good	1,051	O
W-520	Missouri Building	NPR	Unknown	Poor	1,979	O
W-525	Public Works and Utilities Building	NPR	±1981	Fair	31,902	O
W-529	Fire and Rescue Station 19	NPR	Unknown	Fair	4,216	O
W-530	Purchasing, Central Stores	NPR	Unknown	Very Poor	11,099	O
W-549	Facilities Management Main Building	NPR	Unknown	Fair	26,236	O
W-555	West Pasco Government Center	NPR	±1995	Very Good	87,180	O
W-558	Fire and Rescue Station 21	HUD	2003	Very Good	5,466	O
W-559	South Gate Senior Center	NPR	Unknown	Fair	2,600	L
W-562	Grove Park Community Center	ELF	Unknown	Not Evaluated	5,696	O
W-563	Senior Center DAV	NPR	Unknown	Not Evaluated	1,800	L
W-565	Building Inspectors Building	NPR	Unknown	Fair	4,313	O
W-571.01	Environmental Education Ctr., Jay B Starkey	NPR	2002	Very Good	6,815	O
W-573	Health Department A Clinic	NPR	±1991	Fair	10,655	O
W-574	Health Department B Administration	NPR	±1991	Good	15,710	O
W-579	Galen Wilson Bus Wash / Misc. Outbldgs.	NPR	Unknown	Very Good	6,115	O
W-584	Fire and Rescue Station 14	NPR	±1994	Good	4,791	O
W-586	Galen Wilson Transp. / Community Services	NPR	1996	Good	10,800	O
W-587	Galen Wilson Building	NPR	Unknown	Good	7,200	O
W-591	Galen Wilson Elderly Nutrition Center	NPR	Unknown	Poor	5,240	O
W-594	Tax Collector, Gulf Harbor	NPR	2003	Very Good	19,000	O
W-595	Fire and Rescue Station 29	NPR	Unknown	Very Poor	2,324	O
W-598	Trouble Creek Records Storage, Storm Water	NPR	Unknown	Fair	29,100	L
W-599	Main Street Building	NPR	±1995 Reno	Good	18,000	O
W-614	Fire and Rescue Station 17	NPR	1983	Fair	4,216	O
W-630	Fleet Maintenance Fox Hollow	PR	Unknown	Fair	18,684	O
W-640	Fire and Rescue Station 30	NPR	2014	Very Good	8,510	O
W-701	Fire and Rescue Station 10	HUD	2004	Very Good	5,724	O
W-711	Denton Warehouse	HUD	Unknown	Very Poor	27,000	O
W-714	Fire and Rescue Station 39	HUD	2008	Very Good	5,139	O
W-715	Hurricane Shelter	HUD	2009	Very Good	38,395	O
W-750	Fire and Rescue Station 11	PR	±2006	Very Good	7,074	O
W-752	Fire and Rescue Station 35 - Volunteer	PR	Unknown	Fair	3,308	O
W-762.05	Recreation Building, Veterans Mem. Park	HUD	1990	Good	14,580	O
W-763	Hudson Library	HUD	±1990	Very Good	32,640	O
W-YYY	Utilities Inspection Trailer	NPR	Unknown	Fair	600	L

Table 4-2 (continued)
Government Facilities - Central Pasco County

Region	Building Name	Location	Year Built	Condition	Size (SF)	Ownership
C-296	Animal Services Adoption Center - Bldg. A	LOL	2012	Very Good	12,130	O
C-297	Animal Services Auxiliary Building D	LOL	Unknown	Poor	672	O
C-299	Animal Services Intake Reclaim - Building C	LOL	Unknown	Poor	7,200	O
C-301	Animal Services Administration - Building B	LOL	1991	Good	2,366	O
C-302.01	Land O' Lakes Community Center	LOL	1961	Poor	6,893	O
C-303	Fire / Rescue Storage (Old Station 23)	LUT	Unknown	Very Poor	3,082	O
C-303.01	Fire and Rescue Station 23	LUT	2009	Very Good	5,175	O
C-304	Fire and Rescue Station 22 / Facilities Mgmt.	LOL	Unknown	Good	7,980	O
C-350.02	Recreation Center, Land O' Lakes	LOL	1992	Good	14,580	O
C-352	Senior Center, Land O' Lakes	LOL	1992	Good	5,374	O
C-354	Land O' Lakes Library	LOL	2007	Very Good	18,012	O
C-356	David "Hap" Clark Building	LOL	1973/1993	Fair	43,160	O
C-361	Health Department Land O' Lakes	LOL	1999	Very Good	9,677	O
C-371	Fire and Rescue Station 28 - LOL Volunteer	LOL	1969	Fair	4,020	O
C-372	Fire and Rescue Station 37	LUT	2009	Very Good	7,223	O
C-535	Trailer H - Road and Bridge	SH	Unknown	Very Poor	1,306	O
C-602	Fire and Rescue Station 20	SH	Unknown	Fair	3,335	O
C-602.01	Burn Building Station 20	SH	Unknown	Poor	1,334	O
C-603	Amador J. Gonzalo Training Center	SH	1992	Good	4,804	O
C-608.01	Elise Logan Community Center	SH	1970's	Fair	3,424	O
C-628	Elderly Nutrition Center Spring Hill	SH	Unknown	Good	3,710	L

Table 4-2 (continued)
Government Facilities - East Pasco County

Region	Building Name	Location	Year Built	Condition	Size (SF)	Ownership
E-1	Historic Courthouse, Dade City	DC	1909.1998	Very Good	9,950	O
E-2	Data Center - Deal Building	DC	1950's	Poor	4,756	O
E-4	Veterans Services / Guardian ad Litem	DC	1967	*Poor*	4,000	O
E-7	Facilities Management, Dade City	DC	±1980's	Fair	1,176	O
E-16	County East Storage	DC	Unknown	Poor	8,159	O
E-17	Jackson Building	DC	1950's	Very Poor	27,700	O
E-24	Supervisor of Elections Warehouse	DC	±1987	Fair	11,900	O
E-25	Fire and Rescue Station 25	LAC	Unknown	Poor	4,200	O
E-27	Stallings Community Center	DC	1991	Good	8,808	O
E-33	Community Services, Nutrition, Health	DC	1996	Good	7,200	O
E-34	East Pasco Government Center	DC	2000	Very Good	76,540	O
E-35	Health Department, Dade City	DC	1997	Good	16,910	O
E-41	Pasco Technology Center	DC	2014	Very Good	n/a	O
E-53	Fire and Rescue Station 24	DC	1957/1989	Fair	10,344	O
E-55	Old Data Center, Computer Center	DC	Unknown	Fair	5,828	O
E-58	Cooperative Extension Services / Parks & Rec.	DC	1940's	Very Poor	3,473	L
E-67	Hugh Embry Library	DC	1963/1991	Good	7,215	O
E-70	Records Storage Mr. C's	DC	Unknown	Not Evaluated	9,700	L
E-90	Fire and Rescue Station 32	DC	2013	Very Good	6,979	O
E-103	Fire and Rescue Station 25 (Old 16)	ZPH	Unknown	Very Poor	4,925	O
E-105	Fire and Rescue Station 18	CRYS	Unknown	Fair	5,203	O
E-107	Fire and Rescue Station 36	DC	2008	Very Good	7,074	O
E-109	Fire and Rescue Station 16	ZPH	±2008	Very Good	7,123	O
E-152	Senior Center, Zephyr Hills	ZPH	Unknown	Not Evaluated	3,936	L
E-153	Health Department, Zephyr Hills	ZPH	Unknown	Fair	3,584	L**
E-155	New River Branch Library	ZPH	1991	Good	11,061	O
E-163	Fire and Rescue Station 26	WES	2003	Very Good	4,946	O
E-199	Road and Bridge C barn	SAN	Unknown	Fair	3,960	O
E-201	Fleet Maintenance	SAN	Unknown	Poor	10,140	O
E-201.3	Fleet Maintenance Pole Barn	SAN	±2009	Very Good	5,285	O
E-205	Trailer O, Darby Park Civic Center	DC	1980?	Very Poor	960	O
E-211	Fire and Rescue Station 27	SAN	2013	Very Good	6,930	O
E-305	Fire and Rescue Station 13	ZPH	Unknown	Very Poor	4,216	O

Source: CGL, October 201 and updated January 2015.

Notes:

** Trailer owned by County, land leased

Specific findings and observations are noted below:

- Only 55% of the County's non-criminal justice space is in "Good" or "Very Good" condition. This includes 52 of the 110 buildings housing approximately 630,000 BGSF. 24% of the total space was rated "Fair", including 25 buildings totaling approximately 276,000 BGSF of space. 17% of the total space was rated "Poor" or "Very Poor", including 28 facilities totaling approximately 194,000 BGSF of space.

- Almost all of the government facilities space in Pasco County is located in County owned buildings. Only about 5% or 48,000 BGSF out of just over 1,128,000 BGSF is located in leased buildings. Two thirds of the leased space (29,000 BGSF) is located at building W-598 Trouble Creek Records Storage and Storm Water offices.

- The two largest buildings evaluated as part of this report, W-555 West Pasco Government Center and E-34 East Pasco Government Center are both in "Very Good" condition. These two facilities although less than 2% of the total buildings in the County (2 out of 110 total buildings) account for almost 15% of the total building area (BGSF) evaluated in this report.

- Pasco County has effectively used prototype design solutions for fire stations, libraries and recreation/community centers. The second generation fire rescue station prototype has been used to complete 13 fire facilities and the third generation is being used for Fire Rescue Station 30 currently under construction. All of these facilities have been completed since 2003, are no more than 11 years old and all are in "Very Good" condition. The County has built three large standardized recreation / community centers, all in "Good" condition and several libraries using a modular prototype for most of them. The libraries are all in either "Good" (3 facilities) or Very Good" (3 facilities) condition.

- Many Pasco County buildings are not located in purpose built buildings. These include old vehicle inspection inspections stations now used for storage (W-508 Parks & Recreation West, C-303 Fire Rescue storage – Old Station 23), former fire stations now used for storage (W-306 Fire Rescue Administration Warehouse – Old Station 15), warehouses used for office space (W-507 Storage Building Traffic, W-530 Purchasing Central Stores, W-549 Facilities Management Main Building, W-630 Fleet Maintenance Fox Hollow, C-304 Fire Rescue Station 22 – Facilities Management, E-24 Supervisor of Elections, E-199 Road & Bridge C Barn, E-201 Fleet Maintenance), commercial office buildings adapted for use as government offices (W-565 Building Inspectors Building, W-599 Main Street Building, C-356 David "Hap" Clark Building, E-2 Data Center Deal Building), a former grocery store currently being used for offices and storage (W-598 Trouble Creek Records Storage & Storm Water), and a former car dealership being used for vehicle maintenance (W-630 Fleet Maintenance Fox Hollow).

- Trailers or portable buildings are used to house several County facilities including W-509 & W-521 Parks and Recreation West Trailers, W-595 Fire Rescue Station 29, C-535 Trailer H Road and Bridge, E-7 Facilities Management Dade City and E-153 Health Department Zephyr Hills. This type of temporary or portable construction is not appropriate for long term institutional use due to the increased traffic and wear typically experienced by public buildings.

- Many Pasco County facilities are located in buildings that are basically of residential type construction. Most of these facilities consist of single story buildings of concrete block wall construction, residential aluminum windows and light wood trusses for the roof structure. Most of these facilities are older and it appears they generally do not meet any current building codes for hurricane hardening. This type of residential construction is not appropriate for long term institutional use due to the increased traffic and wear typically experienced by public buildings. These include W-359.01 Odessa Community Center, W-511 Indiana Building, W-518 Anderson House, W-520 Missouri Building, W-562 Grove Park Community Center, W-563 Senior Center DAV (leased), W-573 Health Department A, W-574 Health Department B, W-752 Volunteer Fire Station 35, C-297 Animal Services D, C-299 Animal Services C, C-301 Animal Services B, C-302 Land O' Lakes Community Center, C-608.01 Elsie Logan Community Center, C-628 Spring Hill Elderly Nutrition (leased), E-2 Data Center Deal Building, E-55 Old Data Center Computer Center,

E-58/E-011 Cooperative Extension Service – Parks and Recreation East, E-152 Senior center Zephyr Hills (leased).

- Many Pasco County buildings have small, residential type HVAC (Heating, Ventilating and Air Conditioning) systems. For example the Recreation Centers W-412.01 J. Ben Harrill, C-350.02 Land O' Lakes and W-762.05 Veterans Memorial Park each have eight separate compressors and air handlers. Other examples include the W-573 and W-574 Health Department buildings both of which again have multiple small residential HVAC systems. As can be seen in photographs for these facilities in many cases the compressors have been replaced piecemeal over the years resulting in sites where one facility will have as many as five different types of compressors for one building. Although these small residential systems are inexpensive the multiple small units of different types require much maintenance and are more difficult to balance and control.

- The grounds / landscaping for many Pasco County facilities are in poor condition. In several cases there is little to no landscaping other than some grass areas. There appears to be very little irrigation provided in many facilities leading to several cases where the grounds consist mostly of patches of dirt and grass.

- There are only two LEED certified County owned buildings out of nearly 130 total buildings (including the criminal justice buildings) resulting in less than 2% of County owned facilities being LEED certified. In the remaining facilities almost no sustainable features were observed. Only one facility was reported to have waterless urinals (installed because of septic tank plumbing problems) and only two solar hot water panels were observed (it was not clear if these were actually working).

- Although most of the older County owned buildings have older fluorescent fixtures it was observed that almost all of these had been re-lamped with new, energy efficient T8 lamps.

Humidity problems were observed in several buildings including W-591 Gale Wilson Elderly Nutrition Center, C-356 David "Hap" Clark Building, C-603 Amador J. Gonzalo Training Center and E-33 Community Services Nutrition Health. This was evident through rusting metal components such as the exterior soffits at W-591 Gale Wilson Elderly or the metal wall studs at the C-356 David "Hap" Clark Building, sagging ceiling tiles, strong musty odor within the facility as at C-603 Amador J. Gonzalo Training Center, or visible mold growth at W-401 Fire Rescue Station 21 and W-591 Galen Wilson Elderly Nutrition Center. Potential sources for the humidity problems can include roof leaks, exterior wall/window leaks or HCAV ductwork or piping condensation due to the introduction of outside moist air into ceiling plenum spaces.

GENERAL GOVERNMENT FACILITIES RECOMMENDATIONS

Just over half (56%) of the space assigned to general government functions in Pasco County was rated "Good" or "Very Good" and can be considered as appropriate long-term assets for the County. Approximately 24% of the space was found to be in "Fair" condition. Approximately 17% of the total space was rated "Poor" or "Very Poor", including 28 facilities totaling approximately 194,000 BGSF of space; these should ideally be replaced in the short-term or possibly mid-term depending on funding availability. Approximately 2% of the total space was not evaluated.

- Pasco County should replace all existing County staff offices and functions requiring public access that are housed in non-permanent building types such as trailers or modular buildings with permanent purpose-built buildings of substantial construction.

- Pasco County should replace all existing County staff offices and functions requiring public access that are housed in warehouse type pre-engineered metal buildings with permanent purpose-built buildings of substantial construction. Exceptions to this recommendation are the three recreation centers (W-412.01, W-762.05 and C-350.02) which due to the long span requirements for the gymnasium utilize pre-engineered metal construction for those areas.

- Pasco County should consider creating standard building requirements and specifications for all future County construction. These standards and specifications should be developed by experienced architecture, engineering and construction consultants. They should describe minimum acceptable quality level and design criteria for all major materials, finishes and engineering systems. These standards should be developed in conjunction with the Facilities Management department to ensure ease and efficiency of maintenance and with the Purchasing Department to allow for competitive bidding while still maintaining standardization of materials, elements and building components. Standardized specifications can result in potential cost savings, more effective long term maintenance and can also eliminate the use of residential type components and engineering systems in institutional buildings.

- The County should continue to provide preventive and corrective maintenance to each facility as required.

The following recommendations are only based on the current physical condition of the buildings and may be impacted or modified as a result of the creation of the Development Options and final Strategic Plan Recommendations. Chapter Five will include specific recommendations taking into existing building condition as well as future needs and operational requirements for each facility.

West Pasco County

The following facilities are long-term assets for the County that should remain in continued use:

- W-306.1 Fire Rescue Administration Warehouse
- W-328 Fire Rescue Station 15, PCSO Substation
- W-404 Centennial Library
- W-405 Elfers School
- W-410 South Holiday Library
- W-412.01 Community Center, J. Ben Harrill
- W-493 Environmental Lab
- W-505 Regency Park Library
- W-519 Baker House
- W-555 West Pasco Government Center
- W-558 Fire Rescue Station 21
- W-571.01 Environmental Education Ctr.,Jay B. Starkey
- W-573 Health Department A Clinic
- W-574 Health Department B Administration
- W-579 Galen Wilson Bus Wash/Misc. Outbldgs.
- W-584 Fire Rescue Station 14
- W-586 Galen Wilson Transp./Community Svcs.
- W-587 Galen Wilson Building
- W-594 Tax Collector, Gulf Harbor
- W-599 Main Street Building
- W-640 Fire Rescue Station 30
- W-701 Fire Rescue Station 10
- W-714 Fire Rescue Station 39
- W-715 Hurricane Shelter
- W-750 Fire Rescue Station 11
- W-762.05 Recreation Bldg., Veterans Memorial Park
- W-763 Hudson Library

The following facilities should be demolished or disposed of due to their age, condition or building construction:

- W-306 Fire Rescue Administration Warehouse
- W-359.01 Community Ctr., Odessa Community Park
- W-401 Fire Rescue Station 12
- W-501 Sunset Building/PCSO Evidence Shed
- W-507 Storage Building – Traffic
- W-508 Parks & Recreation West
- W-520 Missouri Building
- W-591 Galen Wilson Elderly Nutrition Center
- W-595 Fire Rescue Station 29 (trailer was returned 08/2014)
- W-711 Denton Warehouse

The following buildings are leased spaces all in generally “Fair” condition. These functions should be relocated to appropriate County owned space and the leases terminated:

- W-559 South Gate Senior Center
- W-563 Senior Center DAV
- W-598 Trouble Creek Records Storage, Storm Water
- W-YYY Utilities Inspection Trailer

The following buildings are all in generally “Fair” condition and require either replacement or significant renovation and refurbishment:

- W-496 Information Technology/EOC
- W-497 Road & Bridge Pole Barn
- W-517 Fleet Maintenance
- W-525 Public Works and Utilities Building
- W-549 Facilities Management Main Bldg.
- W-565 Building Inspectors Building
- W-573 Health Department A Clinic
- W-591 Galen Wilson Elderly Nutrition Ctr.
- W-630 Fleet Maintenance Fox Hollow
- W-752 Fire Rescue Station 35-Volunteer

The following facilities are older fire stations, generally based on the now obsolete first Pasco County prototype fire station design or are current or former volunteer fire stations that should be replaced with new buildings based on the latest prototype:

- W-529 Fire Rescue Station 19
- W-614 Fire Rescue Station 17

Building W-518 Pasco Arts Council (Anderson House) is a historically listed residence leased to the Arts Council. Due to its listed status the facility should not be demolished, however the building requires extensive renovations and upgrades.

Central Pasco County

The following facilities are long-term assets for the County that should remain in continued use:

- C-296 Animal Svcs. Adoption Ctr. - Bldg. A
- C-301 Animal Svcs. Admin. - Bldg. B
- C-303.01 Fire Rescue Station 23
- C-304 Fire Rescue Station 22/Facilities Mgmt.
- C-350.02 Recreation Ctr., Land O' Lakes
- C-352 Senior Ctr., Land O' Lakes
- C-354 Land O' Lakes Library
- C-361 Health Department Land O' Lakes
- C-372 Fire Rescue Station 37
- C-603 Amador J. Gonzalo Training Ctr.
- C-628 Elderly Nutrition Ctr. Spring Hill

The following facilities should be demolished or disposed of due to their age, condition or building construction:

- C-297 Animal Svcs. Adoption Ctr. - Bldg. D
- C-299 Animal Svcs. Admin. - Bldg. C
- C-302.01 Land O' Lakes Community Ctr.
- C-303 Fire Rescue Storage (Old Station 23)
- C-535 Trailer H – Road & Bridge
- C-602.01 Burn Bldg. Station 20

Building C-628 is a leased space in generally "Good" condition. This function should be relocated long-term to appropriate County owned space and the lease terminated.

The following buildings are all in generally "Fair" condition and require either replacement or significant renovation and refurbishment:

- C-356 David "Hap" Clark Building
- C-371 Fire Rescue Station 28 – Land O' Lakes
- C-602 Fire Rescue Station 20
- C-608.01 Elise Logan Community Ctr.

East Pasco County

The following facilities are long-term assets for the County that should remain in continued use:

- E-1 Historic Courthouse, Dade City
- E-27 Stallings Community Center
- E-33 Community Svcs., Nutrition, Health
- E-34 East Pasco Government Ctr.
- E-35 Health Department, Dade City
- E-41 Pasco Technology Center
- E-67 Hugh Embry Library
- E-90 Fire Rescue Station 32
- E-107 Fire Rescue Station 36
- E-109 Fire Rescue Station 16
- E-155 New River Branch Library
- E-163 Fire Rescue Station 26
- E-201.3 Fleet Maintenance Pole Barn
- E-211 Fire Rescue Station 27

The following facilities should be demolished or disposed of due to their age, condition or building construction:

- E-2 Data Ctr. Deal Bldg.
- E-4 Veterans Svcs. / Guardian ad Litem
- E-16 County East Storage
- E-17 Jackson Building
- E-58 Cooperative Ext. Svcs./Park & Rec.
- E-201 Fleet Maintenance
- E-205 Trailer O, Darby Park Civic Ctr.
- E-305 Fire Rescue Station 13

The following buildings are leased spaces all in generally “Fair” condition. These functions should be relocated to appropriate County owned space and the leases terminated:

- E-58 Cooperative Ext. Svcs./Park & Rec.
- E-152 Senior Center, Zephyr Hills
- E-153 Health Department, Zephyr Hills (trailer owned by County but located on leased land)

The following buildings are all in generally “Fair” condition and require either replacement or significant renovation and refurbishment:

- E-7 Facilities Management, Dade City
- E-24 Supervisor of Elections Warehouse
- E-55 Old Date Ctr., Computer Ctr.
- E-199 Road & Bridge C Barn

The following facilities are older fire stations, generally based on the now obsolete first Pasco County prototype fire station design or are current or former volunteer fire stations that should be replaced with new buildings based on the latest prototype:

- E-25 Fire Rescue Station 34
- E-53 Fire Rescue Station 24
- E-103 Fire Rescue Station 25 (Old 16)
- E-105 Fire Rescue Station 18

FACILITY EVALUATIONS
WEST

W-306	Fire Rescue Administration Warehouse – Old Station 15		
Location	2036 Chesapeake Drive, Odessa, 33556		
Description of Use	FIRE RESCUE ADMINISTRATION: Storage		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 4,216	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Approximately 9 spaces in front / 1 ADA space	
	Parking Lot:	Fair condition, rear parking is unpaved	
	Access/ADA Issues/Signage:	No ADA signage	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Stucco on CMU, painted CMU (stucco in very poor condition)	
	Roof:	Asphalt shingle, metal soffit, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, some cracking visible on exterior wall	
	Access/ADA Issues	No ADA compliant restrooms	
	Finishes:	Floors: concrete in former apparatus bay; Walls: painted CMU; Ceilings: painted gypbd/plaster ceiling (poor condition)	
	Layout:	Poor for fire station, adequate for storage	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Does not appear to use HVAC system	
	Electrical:	No issues	
	Lighting:	Older lighting re-lamped with T8's	
	Fire Protection:	No fire alarm system, no fire sprinkler system; exit signs, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-306 is a former fire station (former Station 15) that is currently used for Fire Rescue general storage. As the space does not use air conditioning the storage of sensitive items is limited or potentially problematic.		
Recommendations	Building W-306 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate purpose-built facility short-term to mid-term.		

W-306 Fire Rescue Administration Warehouse – Old Station 15 (continued)

PHOTOS



Exterior view front



Exterior view rear



Storage



Building condition



Storage



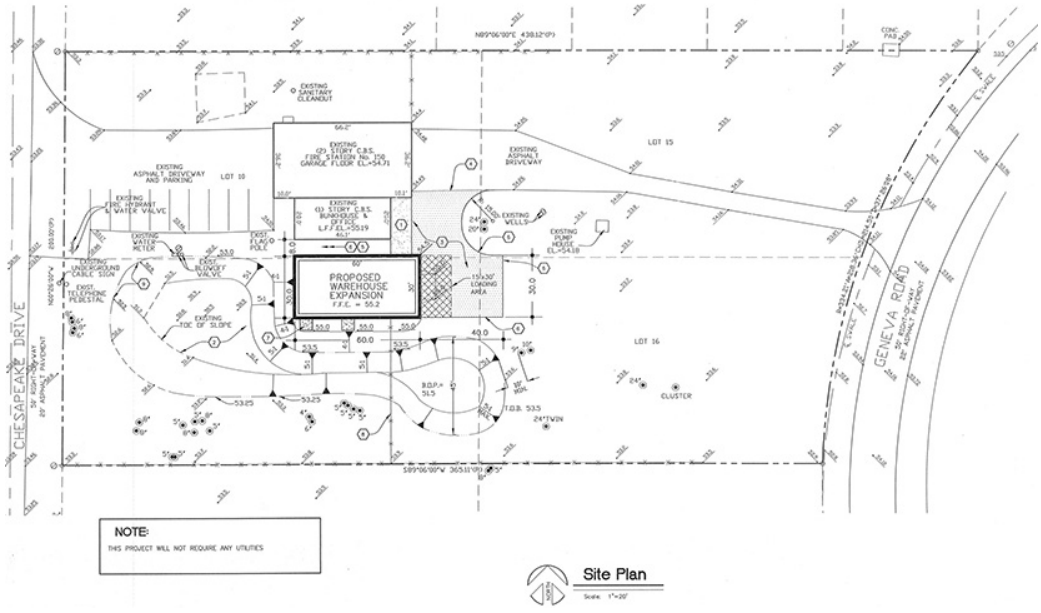
Work area

W-306 Fire Rescue Administration Warehouse – Old Station 15 (continued)

PLANS



Site Plan



Site Plan

W-306.01	Fire Rescue Administration Warehouse – Old Station 15		
Location	2036 Chesapeake Drive, Odessa, 33556		
Description of Use	FIRE RESCUE ADMINISTRATION: Storage		
Year Constructed	2006	**Owned/Leased:**	Owned
Building Size	BGSF: 1,800	# Floors: 1 plus mezzanine	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Approximately 9 spaces in front / 1 ADA space	
	Parking Lot:	Fair condition, rear parking is unpaved	
	Access/ADA Issues/Signage:	No ADA signage	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Metal panel	
	Roof:	Metal panel	
	Wind Speed Rating:	120	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered steel frame	
	Access/ADA Issues	No ADA access to offices at mezzanine, only access is by stair	
	Finishes:	Floors: concrete; Walls: exposed metal panels; Ceilings: exposed metal panels	
	Layout:	Appropriate for storage	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Not applicable	
	Mechanical (HVAC):	HVAC only provided at drug storage room	
	Electrical:	Emergency generator for drug storage HVAC, no issues	
	Lighting:	Good T8's	
	Fire Protection:	Fire alarm system provided	
	Telecomm/Comp. Network:	Not applicable	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-306.01 is recently built pre-engineered metal building used for Fire Rescue storage located adjacent to Building W-306. The facility is in very good condition overall.		
Recommendations	Building W-306.01 is a possible long-term asset for Pasco County and could possibly continue in use for the foreseeable future. However due to the small size of the current facility and the recommendation to replace the adjacent storage in W-306 (Old Fire Station 15) the County long-term should evaluate consolidating Fire Rescue Administration and warehouse / storage in a new purpose-built building. Short-term to mid-term the County should continue to provide corrective and preventive maintenance as required.		

W-306.01 Fire Rescue Administration Warehouse – Old Station 15 (continued)

PHOTOS



Storage



Storage



Storage



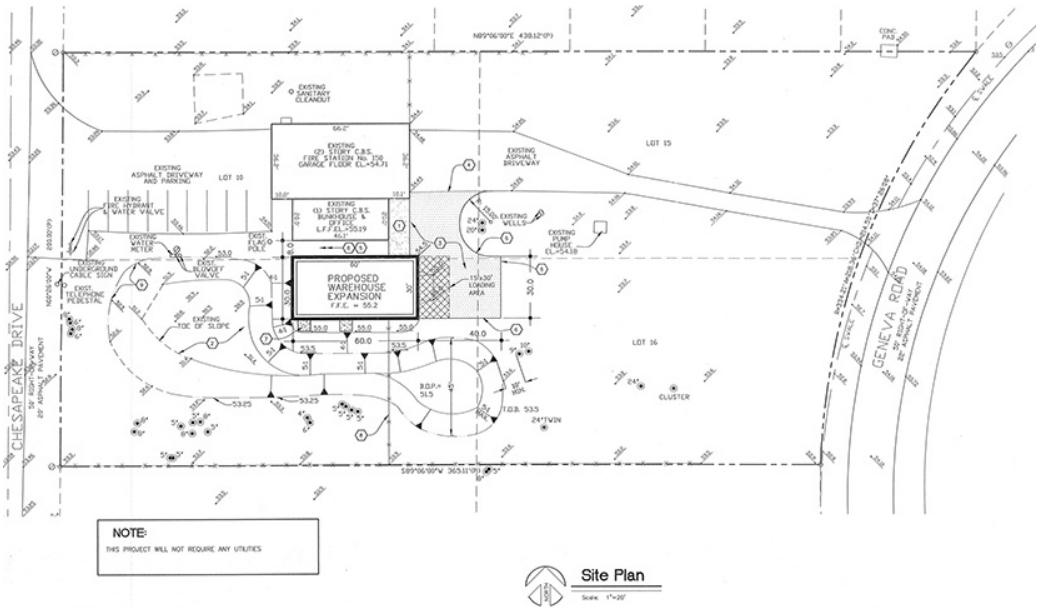
Storage

W-306.01 Fire Rescue Administration Warehouse – Old Station 15 (continued)

PLANS

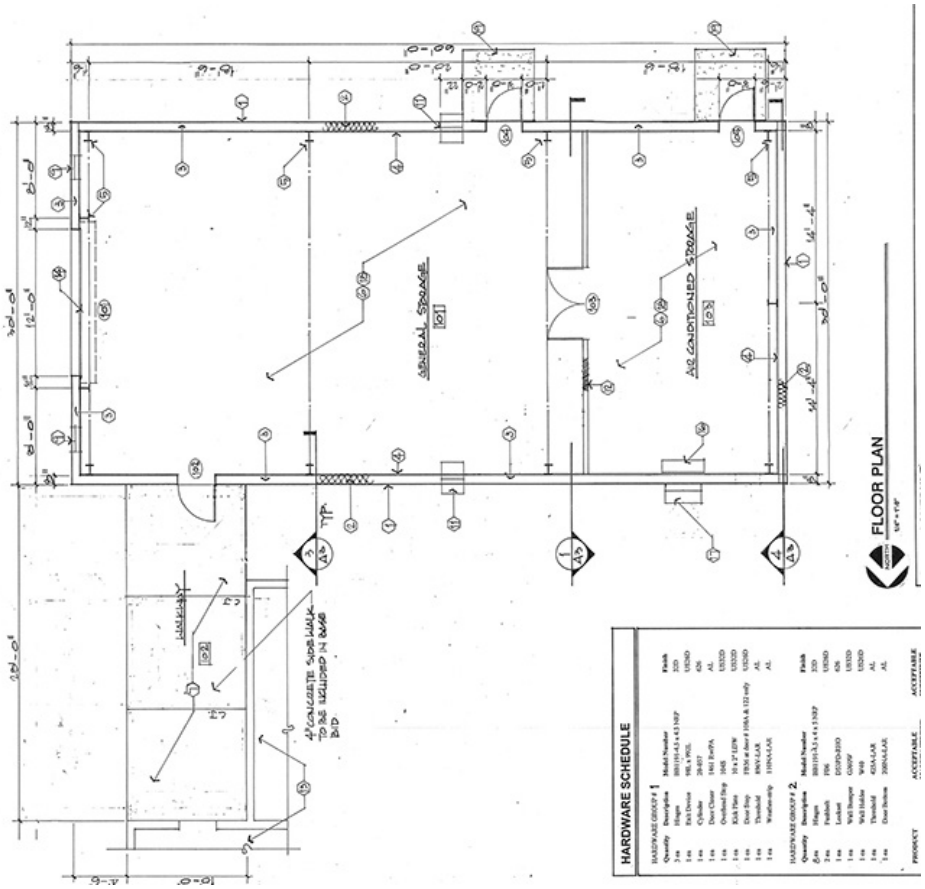


Site Plan



Site Plan

W-306.01 Fire Rescue Administration Warehouse – Old Station 15 (continued)



1st Floor Plan

W-328	Fire Rescue Station 15, PCSO Sheriff's Sub-station		
Location	11538 Trinity Boulevard, Trinity, 34655		
Description of Use	FIRE RESCUE / SHERIFF: Fire station, Sheriff's sub-station		
Year Constructed	2010	**Owned/Leased:**	Owned
Building Size	BGSF: 5366 (FR), 7,736 (PCSO)	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	±30 total / 2 ADA, some vehicles parking on grass areas at rear and west of building	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good, some lot area available to west of Sheriff's sub-station, some additional parking can be added	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal roof	
	Wind Speed Rating:	160	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building with CMU walls	
	Access/ADA Issues	ADA compliant showers and restrooms provided	
	Finishes:	Dayroom / bunk room – Floors: tile; Walls: painted gypbd; Ceilings: ACP and ACP tegular. Apparatus bay: Floor: epoxy; Walls: painted CMU; Ceilings: metal panels. Sheriff – Floors: tile, VCT, CPT tile; Walls: painted gypbd; Ceilings: ACP (all finishes very good condition)	
	Layout:	Suitable for fire station and office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No significant issues, some minor leaks in showers	
	Mechanical (HVAC):	Two split systems, no issues	
	Electrical:	Two emergency generators provided, one for fire station and one for Sheriff's sub-station, the transfer switch is located on an exterior wall under a large roof drain and gutter	
	Lighting:	Newer fixtures, T8's	
	Fire Protection:	Fire alarm system, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building W-328 houses Fire Rescue Station 15 and an attached Sheriff's sub-station. The facility is in very good condition overall. The fire portion includes a two bay fire station. Originally designed as a Sheriff's sub-station, a full district is now working out of the facility. There is some land available for Sheriff's expansion immediately west of the Sheriff portion of the building. A more detailed study would be required to determine exact parking and building expansion capabilities.		
Recommendations	Building W-328 is a long term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide preventive and corrective maintenance as required.		

W-328 Fire Rescue Station 15, PCSO Sheriff's Sub-station (continued)

PHOTOS



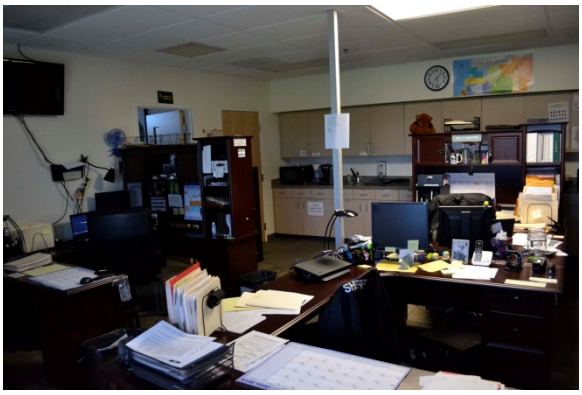
Exterior view front



Exterior view rear



Apparatus bay



Sheriff's office area



Sheriff's meeting room





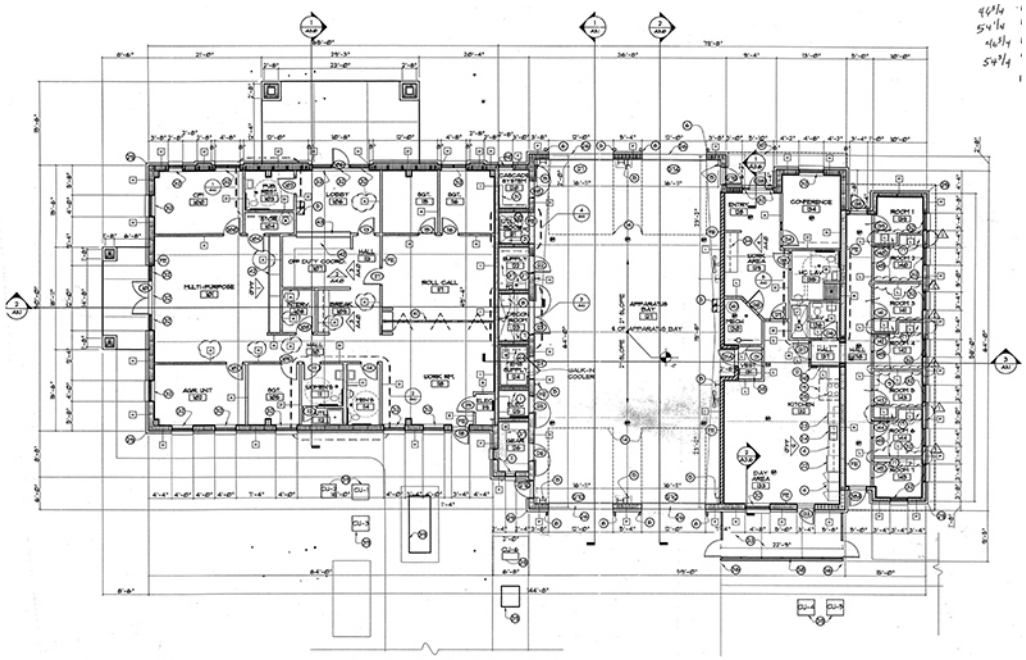
HVAC & electrical systems

W-328 Fire Rescue Station 15, PCSO Sheriff's Sub-station (continued)

PLANS



Site Plan



1st Floor Plan

W-359.01	Community Center, Odessa Community Park		
Location	1627 Chesapeake Drive, Odessa, 33556		
Description of Use	PARKS AND RECREATION: Community Center		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 2,450	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	32 spaces at the Community Center building / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited by adjacent parking and wetlands	
Building Exterior	Exterior Wall:	Painted CMU, aluminum windows, wood siding at gable ends	
	Roof:	Asphalt shingle, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, wood roof trusses	
	Access/ADA Issues	ADA compliant restrooms (old and in poor condition)	
	Finishes:	Floors: VCT; Walls: painted CMU; Ceilings: Painted plaster (all finishes in poor to fair condition)	
	Layout:	Poor, undersized and only consists of a single large room	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two exterior wall mounted HVAC units	
	Electrical:	No issues	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	No fire alarm system, no fire sprinkler system; smoke detectors, fire extinguishers, exit lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-359.01 houses the community center at the Odessa Community Park. The building is small, older facility in poor condition that contains a moderately sized multi-purpose room. A covered outdoor shelter (concrete column's, exposed wood trusses) is located adjacent to the facility as well as several outbuildings housing pump room, maintenance storage, etc.		
Recommendations	Building W-359.01 should not be considered a long-term asset for Pasco County. Due to the age of the building, its residential type construction which is not appropriate for institutional uses, its small size and its general condition the functions located within the facility should be relocated to a more appropriate facility mid-term to long-term.		

W-359.01 Community Center, Odessa Community Park (continued)

PHOTOS



Exterior view front



Exterior view side - entry



Community room



Community room and kitchen

W-359.01 Community Center, Odessa Community Park (continued)

PLANS



Site Plan

Floor Plan Not Available

1st Floor Plan

W-401	Fire Rescue Station 12		
Location	4602 Mile Stretch Drive, Holiday, 34690		
Description of Use	FIRE RESCUE ADMINISTRATION : Fire station		
Year Constructed	1971	**Owned/Leased:**	Owned
Building Size	BGSF: 6,916	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	5 spaces in front, 10 spaces in rear / 0 ADA	
	Parking Lot:	Very poor condition	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Stucco on CMU	
	Roof:	Asphalt shingles	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, wood trusses at roof, some cracks visible on CMU walls at apparatus bay	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Floors: tile, concrete in apparatus bay (poor condition); Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: ACP (poor condition, some mold observed), exposed structure in apparatus bay (all finishes in poor condition)	
	Layout:	Poor, single open bunkroom; storage, exercise and laundry share one room	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Small split systems	
	Electrical:	Full load emergency generator	
	Lighting:	Older light fixtures, some re-lamped with T8's	
	Fire Protection:	No fire alarm system, no fire sprinkler system; smoke detectors, fire extinguishers, exit signs provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-401 is an older two bay fire station in very poor condition. The exterior walls have visible cracks and the overall building is of residential type construction. The facility has an obsoleted design with a single open dorm room. Station 12 is scheduled for replacement pending funding availability. Some mold growth observed in ceiling.		
Recommendations	Building W-401 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term.		

W-401 Fire Rescue Station 12 (continued)

PHOTOS



Exterior view front



Exterior view back



Apparatus bay, structural wall crack



Open dorm area



Kitchen



Gym

W-401 Fire Rescue Station 12 (continued)

PLANS



Site Plan

Floor Plan Not Available

1st Floor Plan

W-404	Centennial Library		
Location	5740 Moog Road, Holiday, 34690		
Description of Use	COMMUNITY SERVICES – LIBRARY SERVICES: Library		
Year Constructed	1987, renovated 2001	**Owned/Leased:**	Owned
Building Size	BGSF: 11,087 / 9,973	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Parking shared with Anderson house and Baker House / 2 ADA spaces	
	Parking Lot:	Concrete paving	
	Access/ADA Issues/Signage:	ADA access and signage	
	Expansion Capability:	Limited, buildings and parking occupy most of property	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Asphalt shingle, wood fascia, stucco soffits, no issues	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	ADA adapted restrooms, ADA door actuator	
	Finishes:	Floors: VCT, carpet; Walls: painted gypbd; Ceilings: painted popcorn	
	Layout:	Appropriate for library use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split HVAC systems, old uninsulated ductwork	
	Electrical:	No issues	
	Lighting:	Fluorescent fixtures with T8's, some incandescent down lights	
	Fire Protection:	Fire alarm system	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-404 houses the Centennial Library and is in generally good condition. The facility is located adjacent to the Anderson House and the Baker House.		
Recommendations	Building W-404 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-404 Centennial Library (continued)

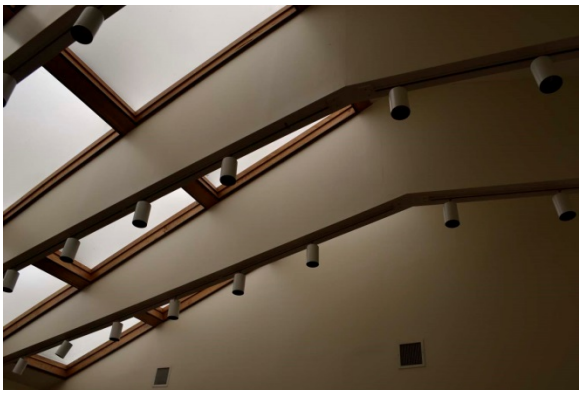
PHOTOS


Exterior view


Anderson House Barker House (1882)


Anderson House

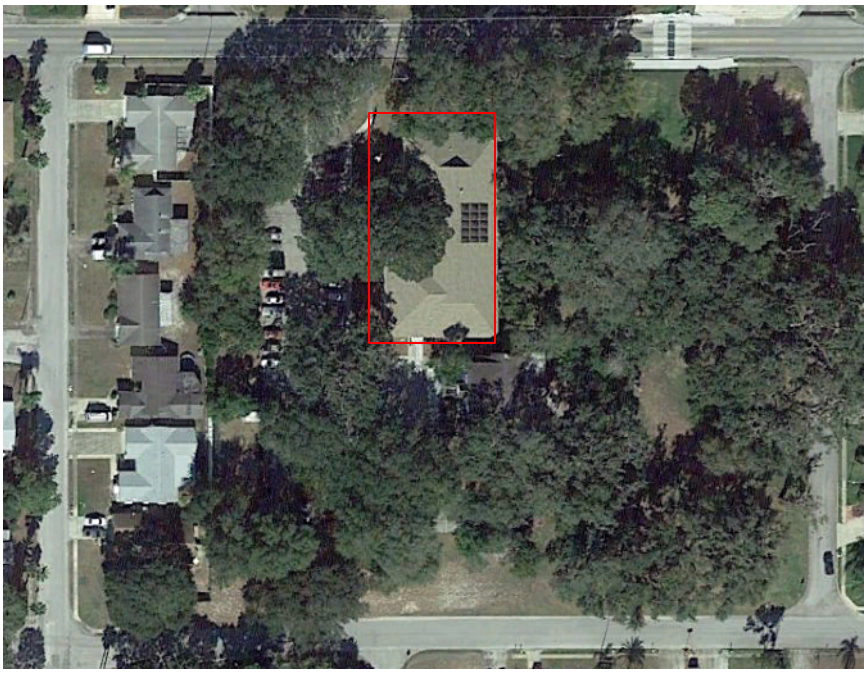

Stacks


Skylights

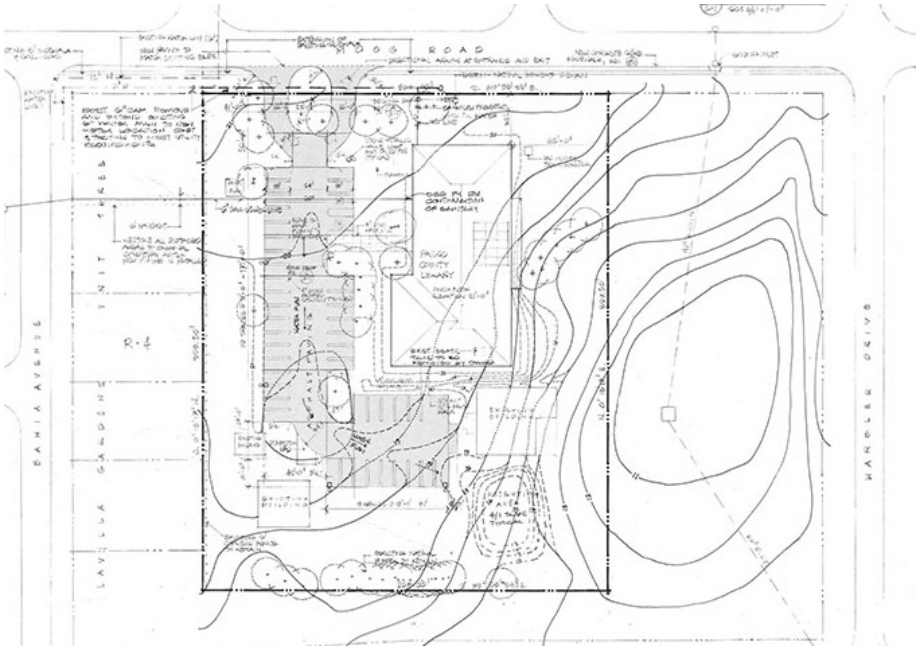

HVAC system

W-404 Centennial Library (continued)

PLANS

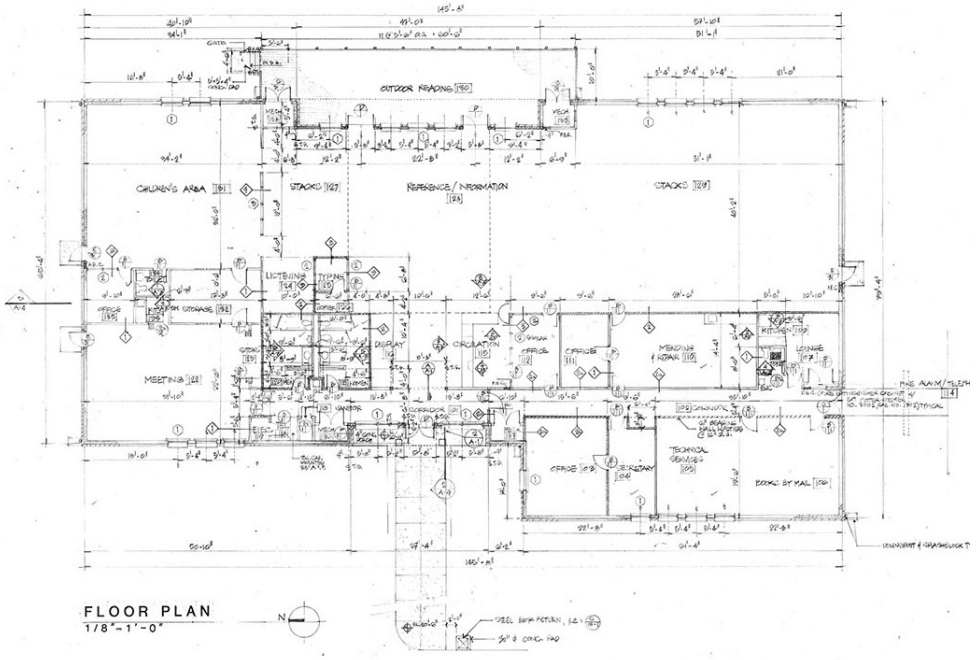


Site Plan



Site Plan

W-404 Centennial Library (continued)



1st Floor Plan

W-405	Elfers School		
Location	4136 Barker Drive, Elfers, 34680		
Description of Use	COMMUNITY SERVICES: Elderly dining, services and classrooms		
Year Constructed	1914, expanded 2013	**Owned/Leased:**	Owned (leased to CARES)
Building Size	BGSF: 11,087	# Floors: 2	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Parking provided at front and rear / 6 ADA spaces	
	Parking Lot:	Good condition, includes grass paver parking areas	
	Access/ADA Issues/Signage:	ADA access and signage	
	Expansion Capability:	Limited	
Building Exterior	Exterior Wall:	Brick, aluminum windows in historic building; brick, stucco and aluminum windows in new addition	
	Roof:	New roof	
	Wind Speed Rating:	123	
	Historic Significance:	Historic Elfers school building	
Building Interior	Structure:	Not evaluated, new construction	
	Access/ADA Issues	ADA compliant restrooms and signage provided	
	Finishes:	Floors: wood floors, VCT; Walls: painted gypbd, wood trim; Ceilings: painted gypbd, ACP tegular	
	Layout:	Appropriate for current use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues, new construction	
	Mechanical (HVAC):	Three split HVAC systems	
	Electrical:	No issues, new construction	
	Lighting:	No issues, new construction	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues, new construction	
	Vertical Transportation:	One elevator, open stairs	
Sustainability	Grass parking areas provided at rear		
Comments	Building W-405 consists of the historic 1914 Elfers School and a new (2013) renovation/expansion. The facility is in very good condition overall and is leased out by the County. The facility provides senior services, classrooms and dining. A shed has been added to house lawn equipment.		
Recommendations	Building W-405 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-405 Elfers School (continued)

PHOTOS



Exterior view front


Exterior view drive and drop-off


Front desk

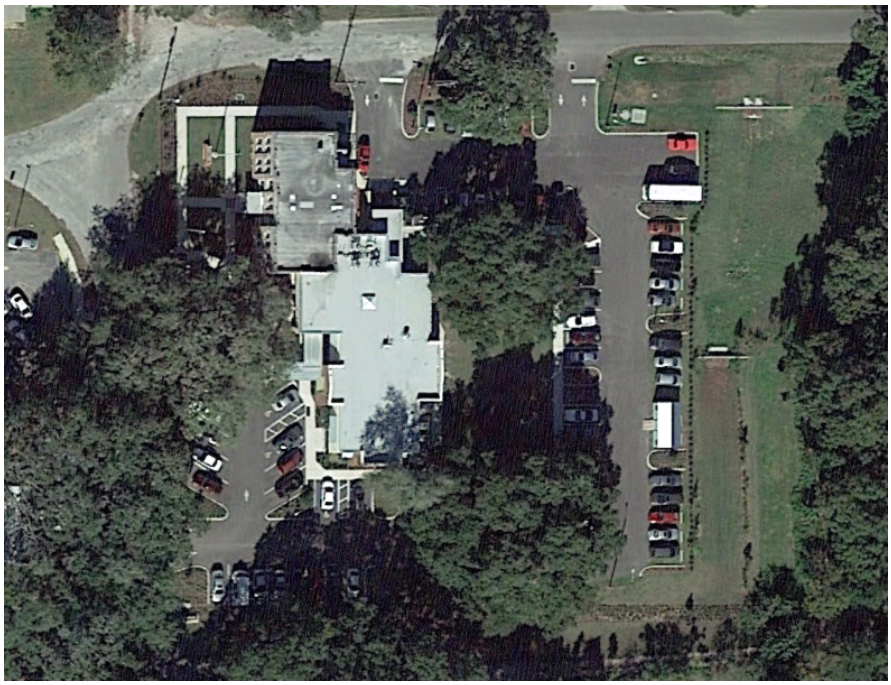

Corridor and elevator


Outbuilding, green parking

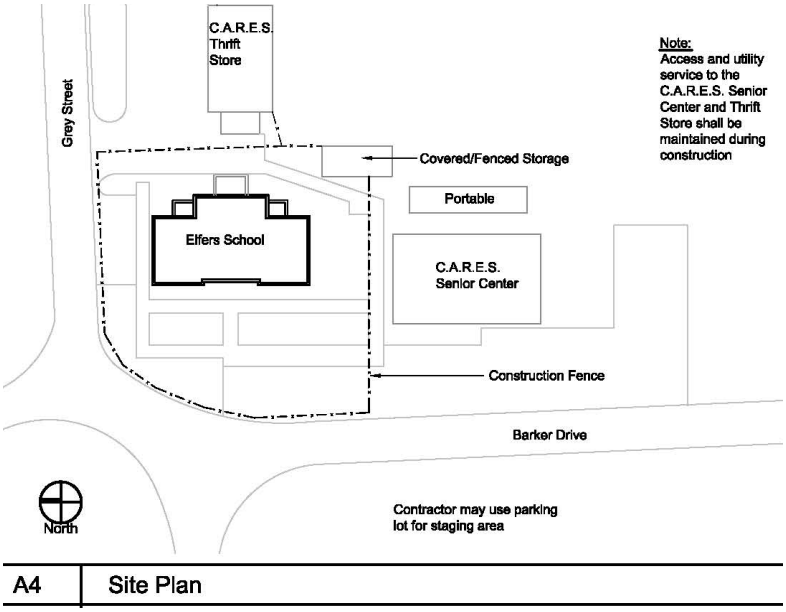

HVAC system

W-405 Elfers School (continued)

PLANS

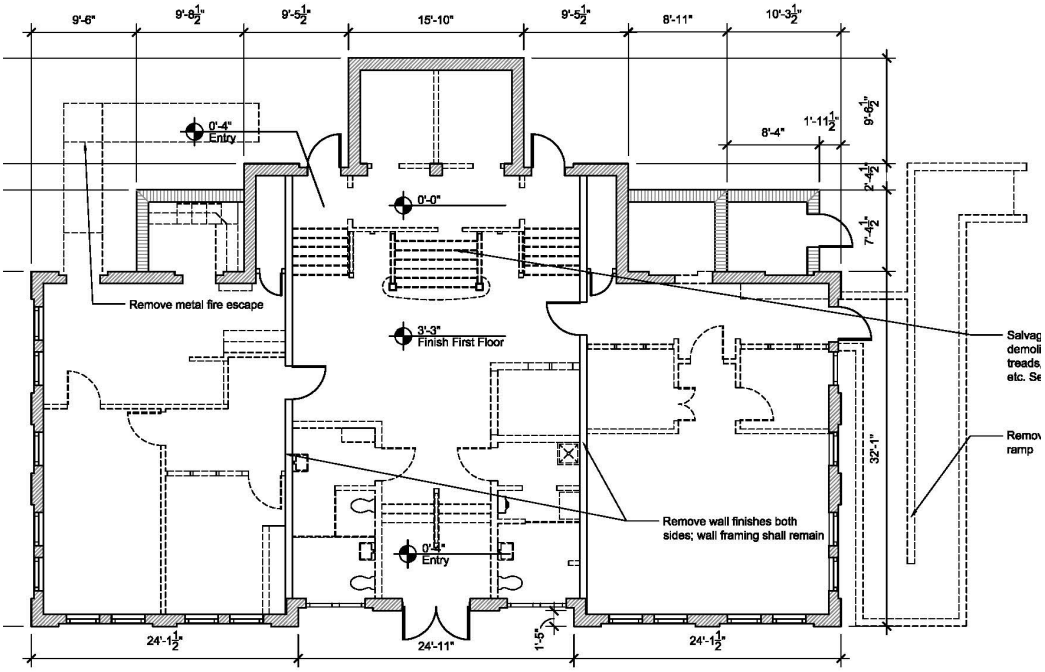


Site Plan

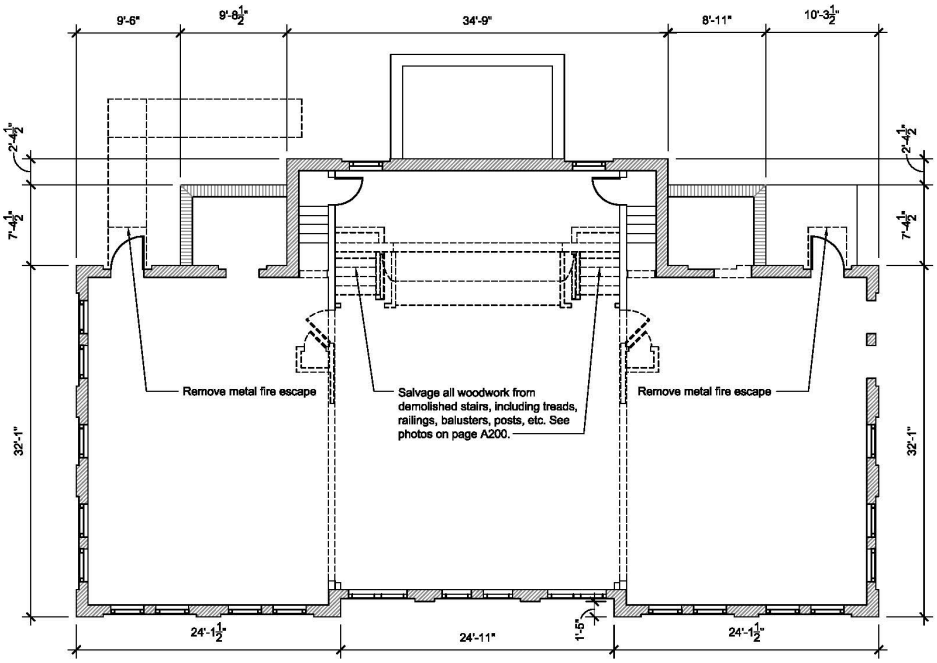


Site Plan

W-405 Elfers School (continued)



1st Floor Plan – Historic Building



2nd Floor Plan – Historic building

W-410	South Holiday Library		
Location	4649 Mile Stretch Road, Holiday, 34690		
Description of Use	LIBRARY SERVICES: Library		
Year Constructed	1992	**Owned/Leased:**	Owned
Building Size	BGSF: 8,808 / 8,292	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot / 2 ADA spaces	
	Parking Lot:	Fair condition, needs restriping	
	Access/ADA Issues/Signage:	ADA access and signage provided (ramp poor condition)	
	Expansion Capability:	Limited, some site area to north; future construction of adjacent Fire Rescue Station 12 may further limit expansion possibilities	
Building Exterior	Exterior Wall:	Brick, aluminum windows and storefront	
	Roof:	Asphalt shingle, metal soffits, stucco soffits, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Floors: VCT (fair condition), carpet (good condition); Walls: painted gypbd, acoustical panels; Ceilings: ACP, painted gypbd	
	Layout:	Appropriate for library use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Three split HVAC systems, no issues	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm system provided, no fire sprinklers	
	Telecomm/Comp. Network:	No issues, the facility does not have dedicated IT/telephone closets	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-410 houses the South Holiday Library and is in generally good condition. Fire Station 12 is planned for construction on adjacent property.		
Recommendations	Although Building W-410 is nearly 25 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 22 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

W-410 South Holiday Library (continued)

PHOTOS



Exterior view front



Exterior view back



Circulation desk and stacks



Meeting room



Telephone panel in workroom



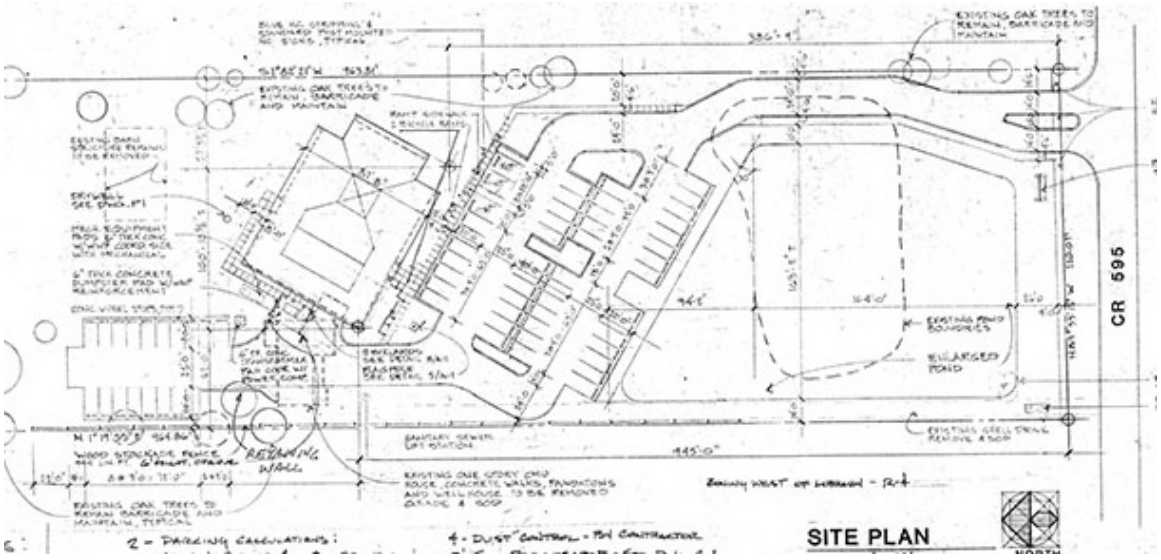
HVAC system

W-410 South Holiday Library (continued)

PLANS

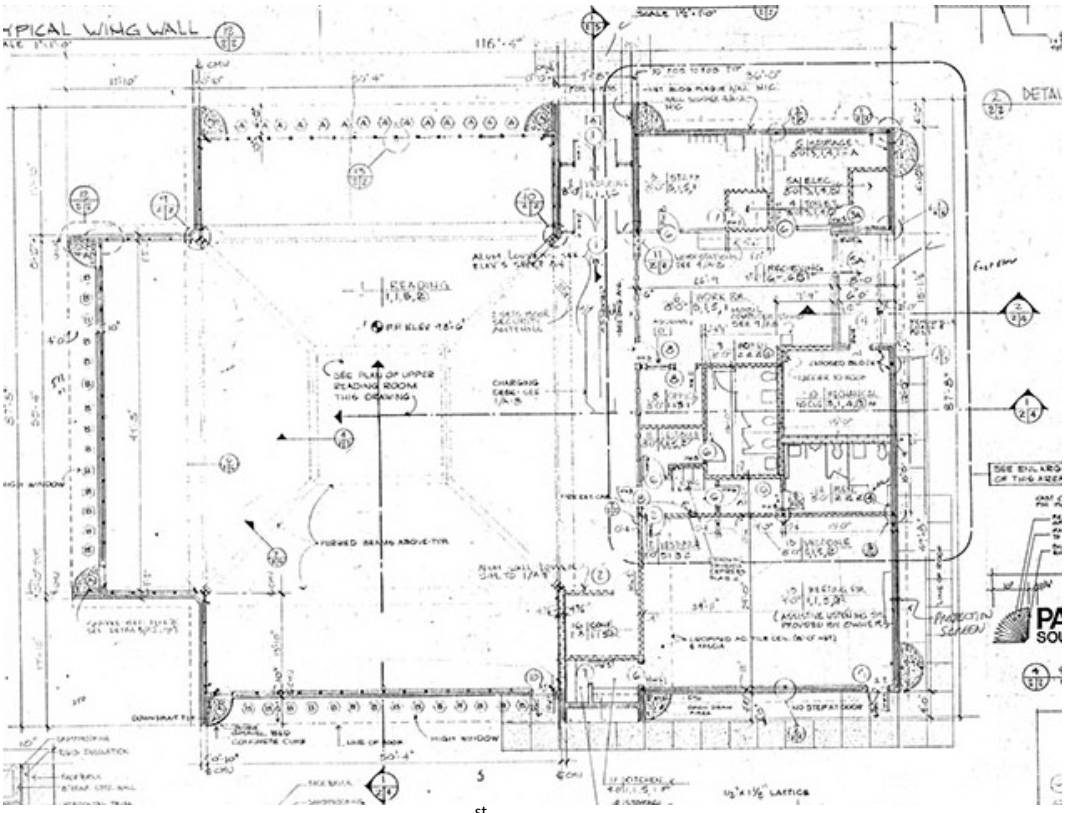


Site Plan



Site Plan

W-410 South Holiday Library (continued)



1st Floor Plan

W-412.01	Community Center, J. Ben Harrill Recreation Complex		
Location	2830 Gulf Trace Boulevard, Holiday, 34691		
Description of Use	PARKS AND RECREATION; Community Center		
Year Constructed	1992	**Owned/Leased:**	Owned
Building Size	BGSF: 14,580	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot / 2 ADA spaces	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Split-face CMU, metal panels, aluminum windows	
	Roof:	Metal panels, metal soffits, some water intrusion issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered steel structure	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Gymnasium - Floors: VCT; Walls: painted CMU; Ceilings: exposed structure. Multipurpose rooms/other areas – Floors: VCT; Walls: painted CMU; Ceilings: ACP (fair to poor condition)	
	Layout:	Appropriate for community center use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Eight split small HVAC systems, most over 20 years old, very poor condition	
	Electrical:	No issues	
	Lighting:	No issues	
	Fire Protection:	Fire alarm system provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-412.01 houses the community center at the J. Ben Harrill Recreation Complex. The facility is a relatively new building in good condition and includes a large gymnasium area as well as several multi-purpose activity rooms. The HVAC systems are in need of replacement. The small kitchen was not designed for the heavy use it currently receives.		
Recommendations	Although Building W-412.01 is nearly 25 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 22 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

W-412.01 Community Center, J. Ben Harrill Recreation Complex (continued)

PHOTOS



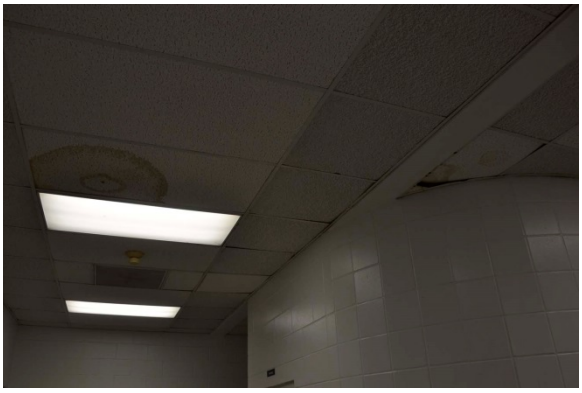
Exterior view front



Front desk



Gymnasium



Water damage



Kitchen



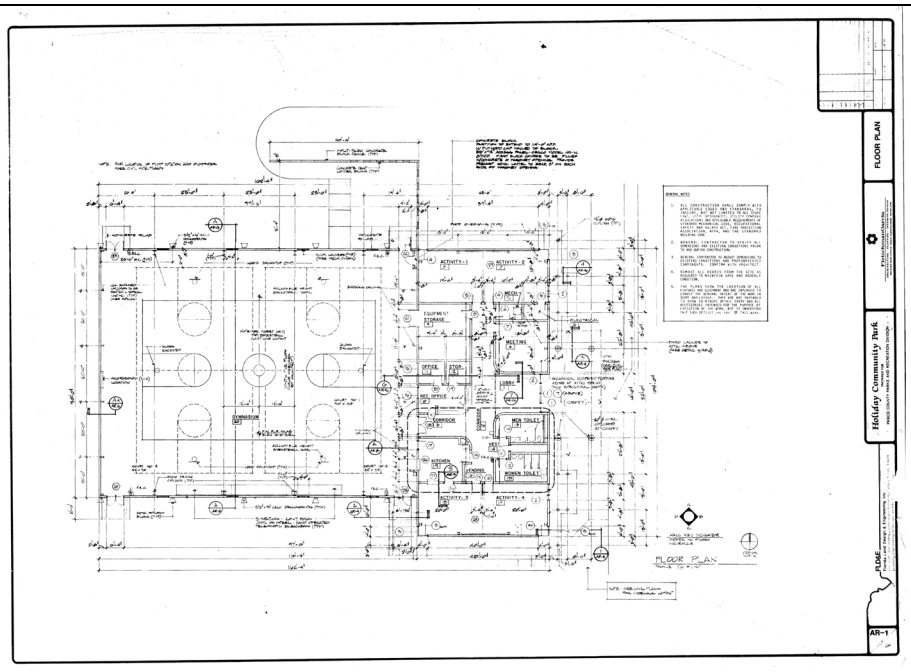
HVAC system

W-412.01 Community Center, J. Ben Harrill Recreation Complex (continued)

PLANS



Site Plan



Floor Plan

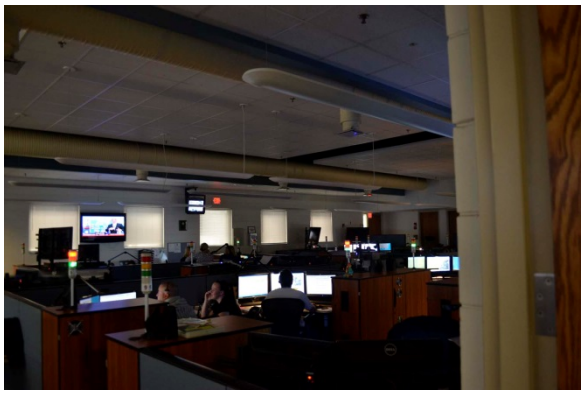
W-492	Emergency Communications Operations / 911		
Location	8750 Government Drive, New Port Richey, 34654		
Description of Use	PUBLIC SAFETY COMMUNICATIONS: 911 call center and administrative offices		
Year Constructed	2005	**Owned/Leased:**	Owned
Building Size	BGSF: 10,157	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	±56 total, shared with other uses on campus	
	Parking Lot:	Overflow vehicles are parking on the grass areas at the rear of the building	
	Access/ADA Issues/Signage:	Limited public access	
	Expansion Capability:	Fair	
Building Exterior	Exterior Wall:	Stucco, aluminum windows, new paint	
	Roof:	Concrete roof, single ply membrane, no issues	
	Wind Speed Rating:	150	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame with CMU infill, concrete slab at roof	
	Access/ADA Issues	Full ADA accessibility for staff, limited public access (public are escorted to enter through staff entry)	
	Finishes:	Floor: carpet, carpet on access floor at consoles; Walls: painted gypsum board and painted CMU; Ceilings: ACP	
	Layout:	Good	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No major issues, some minor routine maintenance required for flush valves	
	Mechanical (HVAC):	Multiple split systems with 100% redundancy, eight compressors in walled and screened exterior yard for protection during storm events, some minor issues with balance and controls	
	Electrical:	Full load dedicated emergency generator, UPS backup provided, no issues	
	Lighting:	Good, T8's and fluorescent downlights, indirect lights at consoles (mostly turned off by the users)	
	Fire Protection:	Fire alarm, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building W-492 houses the County's new Emergency Communications and 911 center. The facility is in very good condition and is fully hurricane hardened including 100% redundancy for HVAC and electrical systems. The building is attached to Building W-496 by an enclosed corridor and has limited public access. There appears to be a parking shortfall as some staff are parking in grass areas around the building.		
Recommendations	Building W-492 is a long term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide preventive and corrective maintenance as required.		

W-492 Emergency Communications Operations / 911 (continued)

PHOTOS



Exterior view



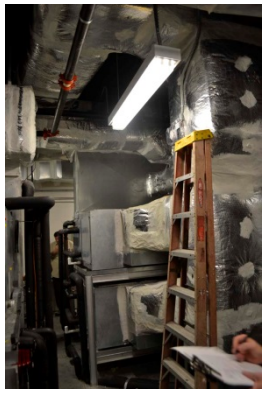
Interior view call-dispatch room



Interior view break area



Interior view



Mechanical room



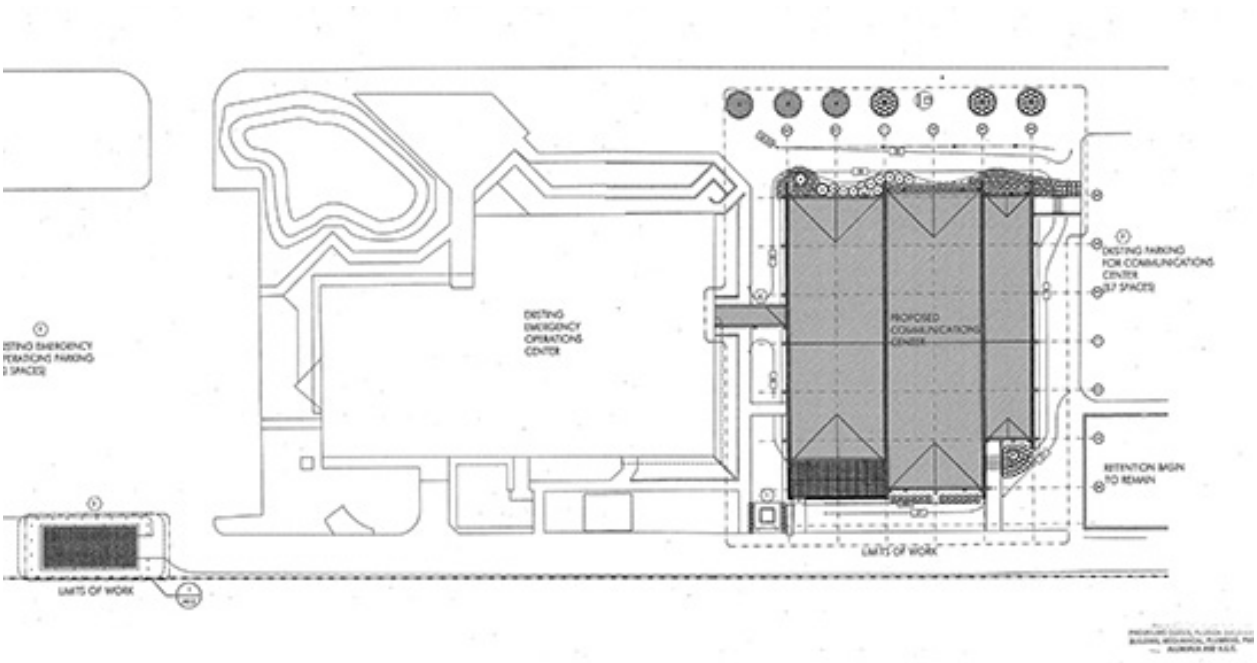
HVAC system exterior

W-492 Emergency Communications Operations / 911 (continued)

PLANS



Site Plan



Site Plan

W-493	Environmental Lab		
Location	8864 Government Drive, New Port Richey, 34654		
Description of Use	UTILITIES: Laboratory and administrative office		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 3,655 / 3,600	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	5 / 1 ADA	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA signage and access provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Split face concrete block, aluminum windows	
	Roof:	Metal roof, currently has some water intrusion issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Unknown	
	Access/ADA Issues	Partially adapted ADA restrooms, currently used for storage	
	Finishes:	Floors: carpet in offices, 2’ x 2’ specialty tile in lab (poor condition); Walls: painted gypbd; Ceilings: tegular ACP	
	Layout:	Adequate for laboratory space	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Some issues with blockages at restrooms, laboratory areas no issues	
	Mechanical (HVAC):	A new system and new ductwork was installed approximately one year ago but the building is still experiencing balance and controls issues	
	Electrical:	No issues	
	Lighting:	Fluorescent 2x4 fixtures	
	Fire Protection:	Fully sprinklered (heads recently replaced), fire extinguishers, exit signs	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-493 houses environmental laboratories and small office support spaces. The facility is very crowded with not enough room for all of the currently used equipment. Bathrooms are being used for storage and some laboratory equipment is being stored in un-air conditioned storage sheds at the rear of the building (the facility has two storage sheds of approximately 10’ x 10’ and 10’ x 15’).		
Recommendations	Building W-493 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The facility is experiencing space shortage issues and expansion of the building should be evaluated. The County should continue to provide corrective and preventive maintenance as required.		

W-493 Environmental Lab (continued)

PHOTOS



Exterior view



Exterior view auxiliary sheds



Laboratory



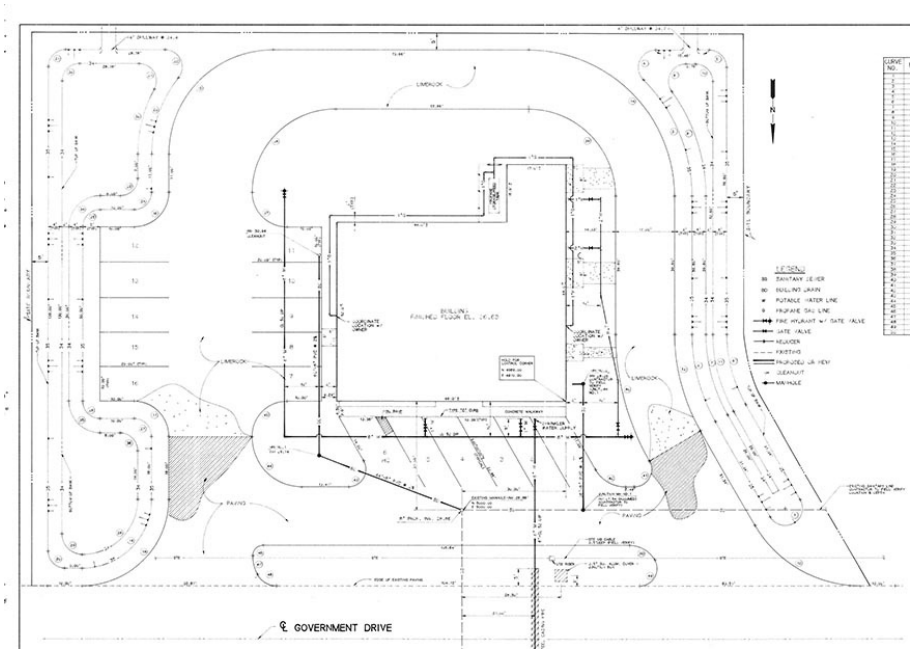
Break room

W-493 Environmental Lab (continued)

PLANS

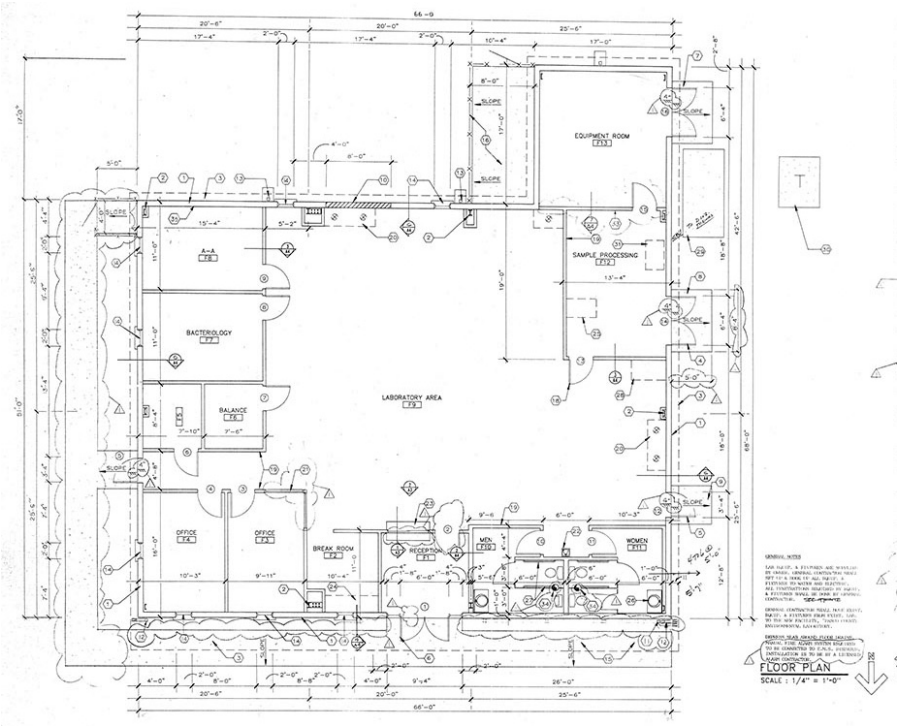


Site Plan



Site Plan

W-493 Environmental Lab (continued)



1st Floor Plan

W-495	Jack Albert Records Retention Center		
Location	8902 Government Drive, New Port Richey, 34654		
Description of Use	CLERK and COMPTROLLER: records storage and administrative offices		
Year Constructed	±1991	**Owned/Leased:**	Owned
Building Size	BGSF: 25,236	# Floors: 2	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	43 total / 2 ADA	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA signage and access	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	EIFS on CMU wall, aluminum windows	
	Roof:	No issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Structural concrete frame with CMU infill, open web steel bar joist roof and metal deck	
	Access/ADA Issues	Partially ADA adapted restrooms	
	Finishes:	Floors: VCT, carpet; Walls: painted gypbd; Ceilings: ACP, exposed ceilings in some areas	
	Layout:	Adequate for records storage	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split systems, no issues	
	Electrical:	No issues	
	Lighting:	T8 fluorescent fixtures throughout	
	Fire Protection:	Fire alarm system, Inert agent sprinkler system (Halon)	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Significant issue, only stairs are provided (no elevator) to the mezzanine offices in warehouse portion	
Sustainability	No sustainable features		
Comments	Building W-495 was designed specifically for records storage and includes large records storage areas (both high ceiling spaces and single story spaces) as well as office areas. The facility is in generally good condition. The building is fenced with a dedicated parking area.		
Recommendations	Although Building W-495 is nearly 25 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 23 year age it is assumed that many systems may be at or near their useful life and a more detailed evaluation is recommended. Internal records storage capacity could be increased through the introduction of more efficient high density storage systems. This would require a structural analysis to confirm the current floor slabs can accommodate the additional floor loads.		

W-495 Jack Albert Records Retention Center (continued)

PHOTOS



Exterior view



Exterior view



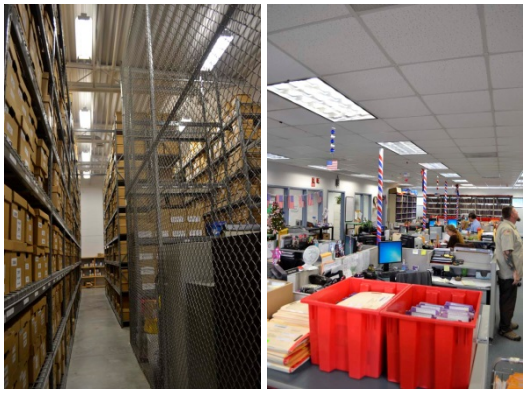
Public counters



Records storage



Records storage / staff area / mezzanine



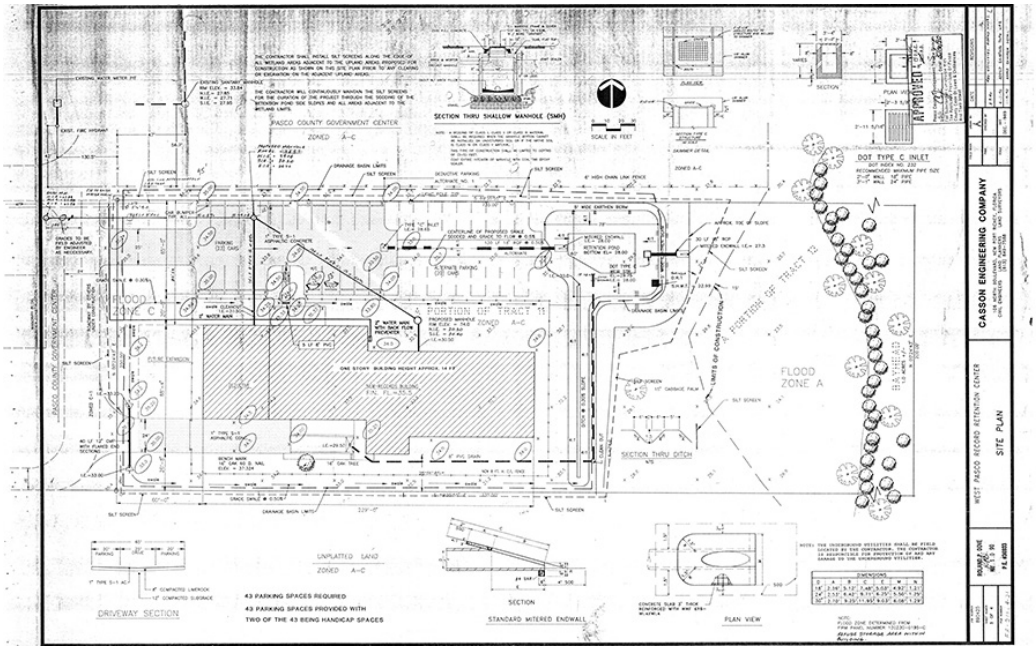
Records storage / staff areas

W-495 Jack Albert Records Retention Center (continued)

PLANS

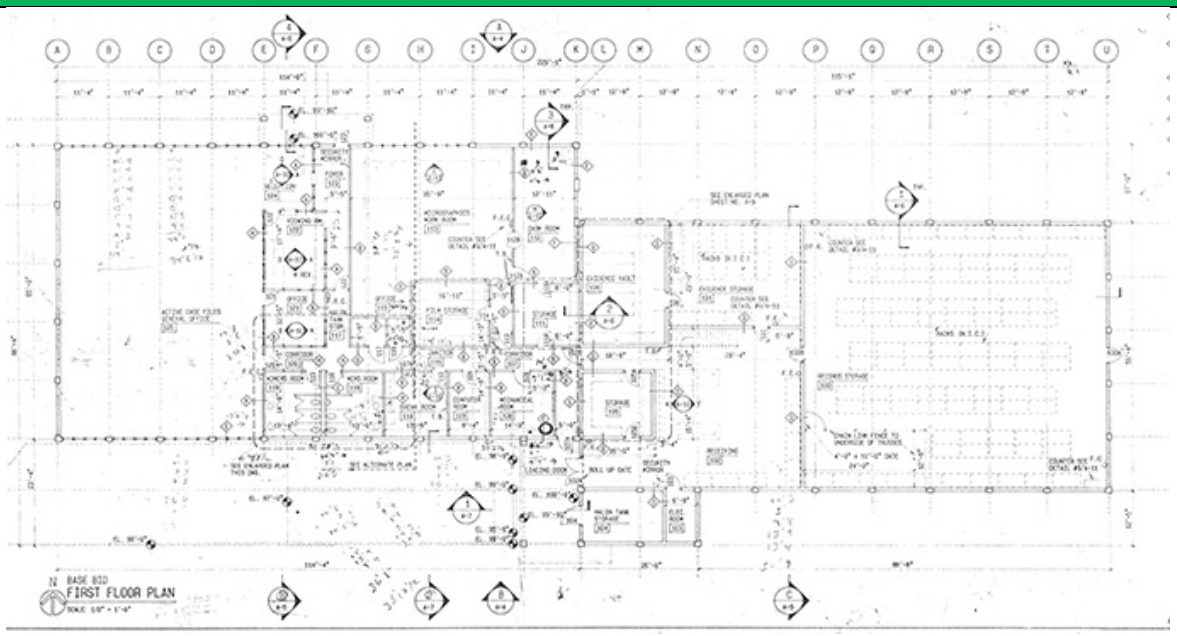


Site Plan



Site Plan

W-495 Jack Albert Records Retention Center (continued)



1st Floor

W-496	Information Technology / EOC		
Location	8744 Government Drive, New Port Richey, 34654		
Description of Use	IT: Administrative office, server room and emergency operations center		
Year Constructed	1990	**Owned/Leased:**	Owned
Building Size	BGSF: 14,493 / 14,523	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Approximately 80 spaces	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	Not evaluated	
	Expansion Capability:	Possible	
Building Exterior	Exterior Wall:	EIFS on CMU, aluminum windows, shutters on exterior windows and glass doors	
	Roof:	No issues	
	Wind Speed Rating:	150	
	Historic Significance:	None	
Building Interior	Structure:	Open web steel bar joists and metal deck at roof	
	Access/ADA Issues	Some partially adapted ADA restrooms	
	Finishes:	Floors: carpet, VCT; Walls: painted gypbd; Ceilings: ACP (some tegular)	
	Layout:	Adequate for office space	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Older split systems, some minor balance and temperature issues, back up units provided, server racks internally cooled, exterior compressors not protected from storm driven debris	
	Electrical:	Full load emergency generator provided (however emergency generator enclosure does not appear to have full protection from storm driven debris)	
	Lighting:	No issues	
	Fire Protection:	Fire alarm provided, no sprinklers, server racks have fire protection within cabinets	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-486 houses the County Emergency Operations Center and some IT functions, including server room and office space. The building is in generally fair condition and is connected by an enclosed corridor to the Emergency Communications / 911 building. Exterior HVAC and electrical equipment does not appear to have protection from storm driven debris even though this functions as the County EOC. There also appears to be a parking shortfall as staff vehicles were observed parked on grass areas at the rear of the building.		
Recommendations	Although Building W-496 is nearly 25 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 24 year age it is assumed that some systems and interior finishes may be at or near their useful life and a more detailed evaluation is recommended.		

W-496 Information Technology / EOC (continued)

PHOTOS



Exterior view front



Exterior view



Out building



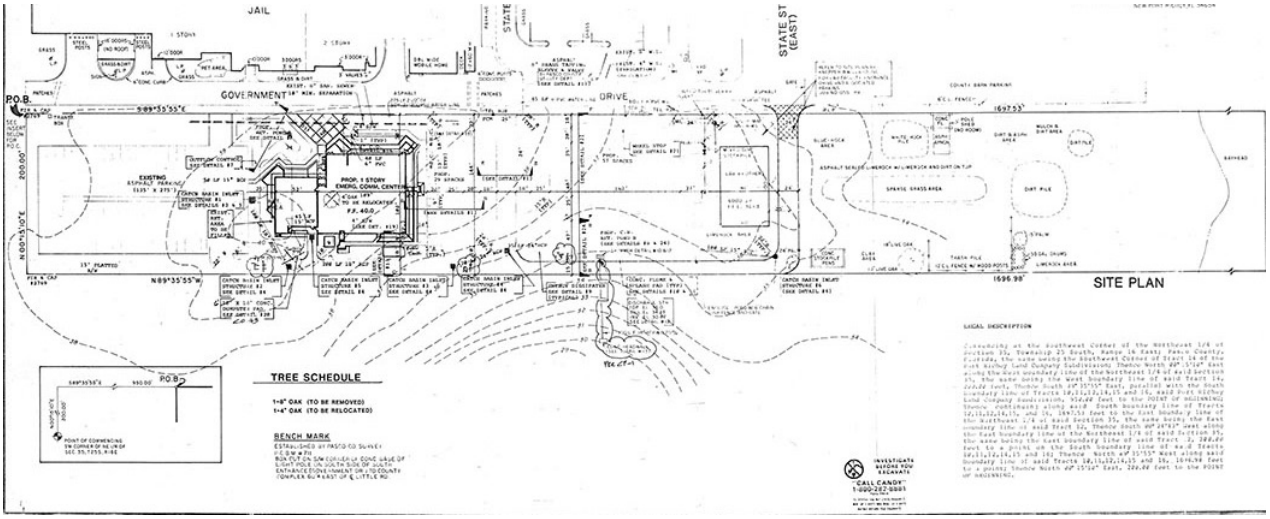
HVAC area and fuel storage

W-496 Information Technology / EOC (continued)

PLANS

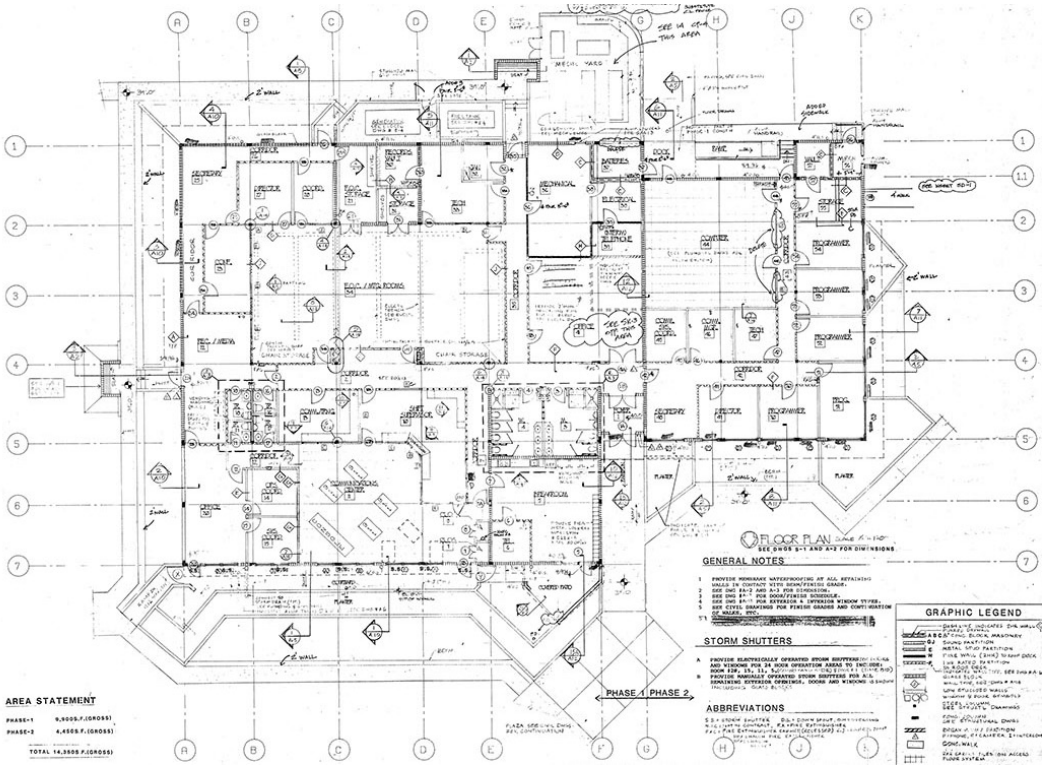


Site Plan



Site Plan

W-496 Information Technology / EOC (continued)



1st Floor Plan

W-497	Road and Bridge Pole Barn		
Location	8919 Government Drive, New Port Richey, 34654		
Description of Use	PUBLIC WORKS: Storage		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 6,125	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Large parking-paved area shared with Fleet Maintenance and Fueling Station, / 0 ADA spaces	
	Parking Lot:	Shared with Building W-517 Fleet Maintenance, poor condition	
	Access/ADA Issues/Signage:	Not applicable	
	Expansion Capability:	Yes	
Building Exterior	Exterior Wall:	Metal panels on north, east and south sides	
	Roof:	Metal panels	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal structure, steel frames and girts	
	Access/ADA Issues	Not applicable	
	Finishes:	Floor: concrete slab; Walls: exposed metal panels; Ceiling: Exposed metal panels	
	Layout:	Adequate for open storage, some weather protection	
	Renovation Suitability:	Very poor	
Technical Systems	Plumbing:	None	
	Mechanical (HVAC):	None (open storage shed)	
	Electrical:	Minimal lighting and power	
	Lighting:	Fair	
	Fire Protection:	None	
	Telecomm/Comp. Network:	None	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-497 is a pre-engineered roofed storage shed enclosed on three sides located behind the fleet maintenance building on the New Port Richey Government center complex used for miscellaneous storage.		
Recommendations	Building W-497 can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance due its use as an outdoor storage facility. It's location on the main Government Center Complex in new Port Richey should be evaluated.		

W-497 Road and Bridge Pole Barn (continued)

PHOTOS



Exterior view



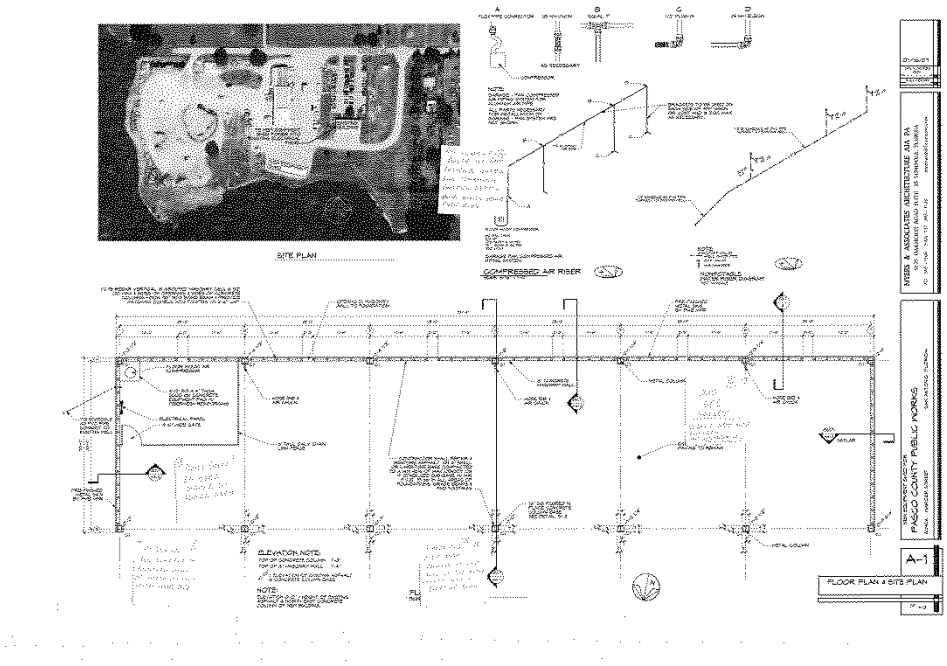
Materials storage

W-497 Road and Bridge Pole Barn (continued)

PLANS



Site Plan



Floor Plan

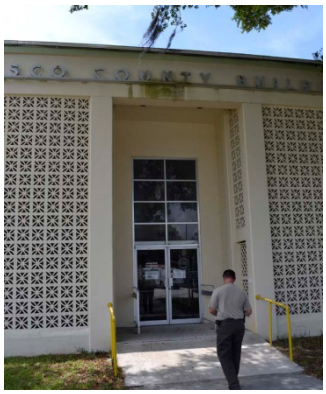
W-501/506	PCSO Evidence Shed (and storage yard) / Sunset Building		
Location	5418 Sunset Road, New Port Richey, 34652		
Description of Use	PUBLIC WORKS (Project Management) / SHERIFF: Administrative office, storage		
Year Constructed	1961 / 1961 addition	**Owned/Leased:**	Owned
Building Size	BGSF: 16,055 / 1,020 - 15,451 (W-506) # Floors: 1		
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	±44 public spaces at front plus additional spaces on the side	
	Parking Lot:	Fair condition, poor lighting	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good, relatively large site	
Building Exterior	Exterior Wall:	Painted CMU, aluminum windows, concrete grille block	
	Roof:	No issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame, CMU infill, precast concrete roof joists (some spalling observed on some concrete beams)	
	Access/ADA Issues	ADA compliant toilets, ADA door actuator installed but not in use	
	Finishes:	Floor: terrazzo, carpet; Walls: painted CMU, painted gypbd; Ceilings: 1'x1' ceiling tile, ACP, exposed ceilings	
	Layout:	Suitable for office use	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Original electrical panel and newer electrical provided (original panel breakers no longer manufactured), break room located within electrical room	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	Fire alarm system, no sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-501 dates from the 1960's and has been re-purposed for multiple Pasco County government uses over the years. Currently the building houses the Project Management and Engineering Inspections components for road construction as well as a storage yard in the rear. The facility is in fair to poor condition with some of the office areas in fair condition while the overall grounds and some of the ancillary buildings appear in poor condition. The rear of the building includes a storage yard housing several Sheriff's vehicles and boats as well as several unidentified CMU and metal shed outbuildings (one of which is apparently Building W-506 Sheriff's Evidence shed although the use could not be confirmed).		
Recommendations	Building W-501 / W-506 should not be considered a long-term asset for Pasco County. Due to the age of the building (more than 50 years old) and its general condition the functions located within the facility should be relocated to a more appropriate facility.		

W-501/506 PCSO Evidence Shed (and storage yard) / Sunset Building (continued)

PHOTOS



Exterior view



Main entrance



Interior view



Rear yard with two CMU outbuildings



Rear yard with CMU outbuildings and metal shed



Sheriff vehicle storage

W-501/506 PCSO Evidence Shed (and storage yard) / Sunset Building (continued)

PLANS



Site Plan



1st Floor Plan

W-502	West Pasco Judicial Center		
Location	7530 Little Road, New Port Richey, 34654		
Description of Use	JUDICIAL: Administrative office, courts, food service		
Year Constructed	1981 / 2006	**Owned/Leased:**	Owned
Building Size	BGSF: 154,676	# Floors: 2 (original wing), 3 (new wing)	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Large parking area shared with Sheriff's office and West Pasco Government Center	
	Parking Lot:	Good condition, shared with other buildings on campus, major parking shortfall exists on busy days	
	Access/ADA Issues/Signage:	ADA signage and access provided	
	Expansion Capability:	Expansion possible, would require demolition of jail and/or construction of parking garage	
Building Exterior	Exterior Wall:	Architectural precast concrete panels on original wing, brick and split-face concrete block on new wing	
	Roof:	Single ply membrane (±8 years old), repairs have been made for leaks at atrium	
	Wind Speed Rating:	110 / 120	
	Historic Significance:	None	
Building Interior	Structure:	Structural steel frame with open web steel bar joists and metal deck	
	Access/ADA Issues	ADA compliant counters, some ADA compliant bathrooms and signage. One courtroom with lift for judges, ADA ramp for witness typically provided, clerk / jury positions typically accessible at floor level	
	Finishes:	Floors: carpet, VCT, tile; Walls: painted gypbd, Ceilings: ACP	
	Layout:	Suitable for office use and court use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two penthouses on roof containing AHU's and air cooled chillers, some equipment fair condition in old wing, multiple split systems for data rooms	
	Electrical:	No issues, two partial load emergency generators	
	Lighting:	Some older fixtures, some newer fixtures, all re-lamped with T8's	
	Fire Protection:	Fire alarm (shared between old and new wings), fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	4 public elevators, 2 judges elevators, 2 prisoners elevators	
Sustainability	No sustainable features		

W-502	West Pasco Judicial Center (continued)
Comments	Building W-502 houses the Courts and court related agencies (Clerk & Comptroller, State Attorney, Public Defender, Court Administration, Law Library and Sheriff) for the western part of the County. The facility was significantly expanded with a modern three story courtroom wing in 2006 with appropriate separation of prisoner, public and judicial circulation. The building includes nine courtrooms, six hearing rooms and is provided with two entry security screening stations, two information desks, an electronic docket and security systems. The facility is in good to very good condition overall.
Recommendations	Building W-502 is a significant long term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide preventive and corrective maintenance as required, a detailed ADA evaluation is recommended, particularly for the courtrooms and public areas.

W-502 West Pasco Judicial Center (continued)

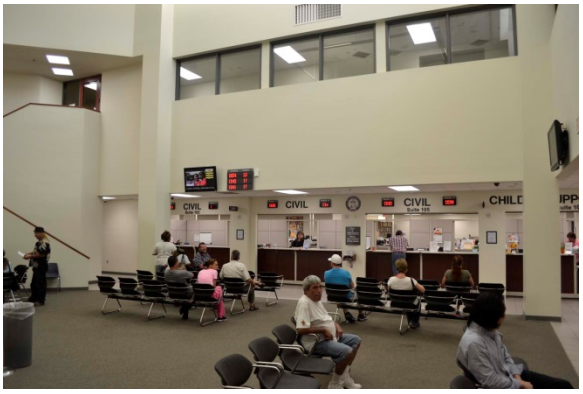
PHOTOS



Exterior view 2006 addition



Exterior view 1981 wing



Clerk & Comptroller Waiting area



Office area



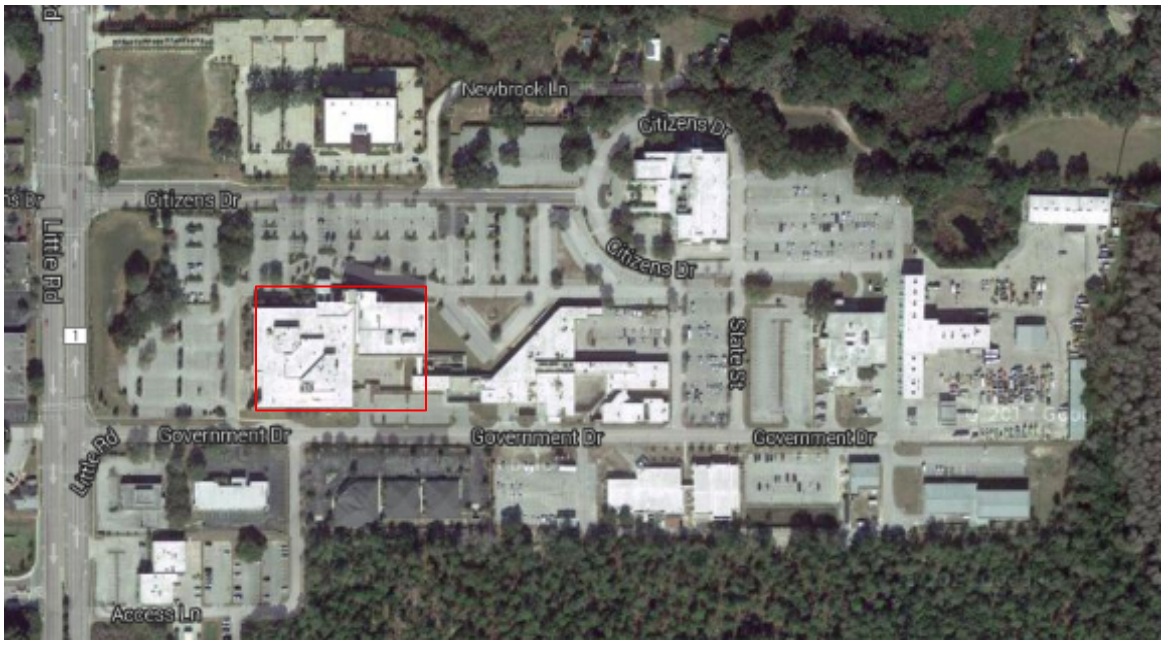
Secure parking



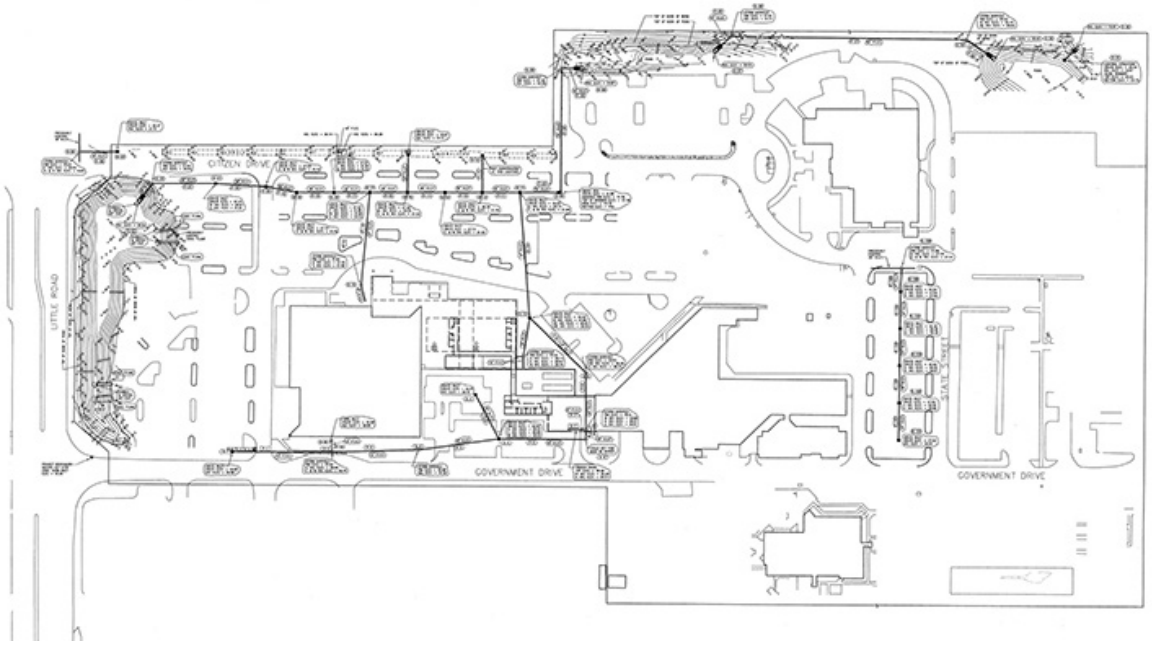
Mechanical room

W-502 West Pasco Judicial Center (continued)

PLANS



Overall Site Plan

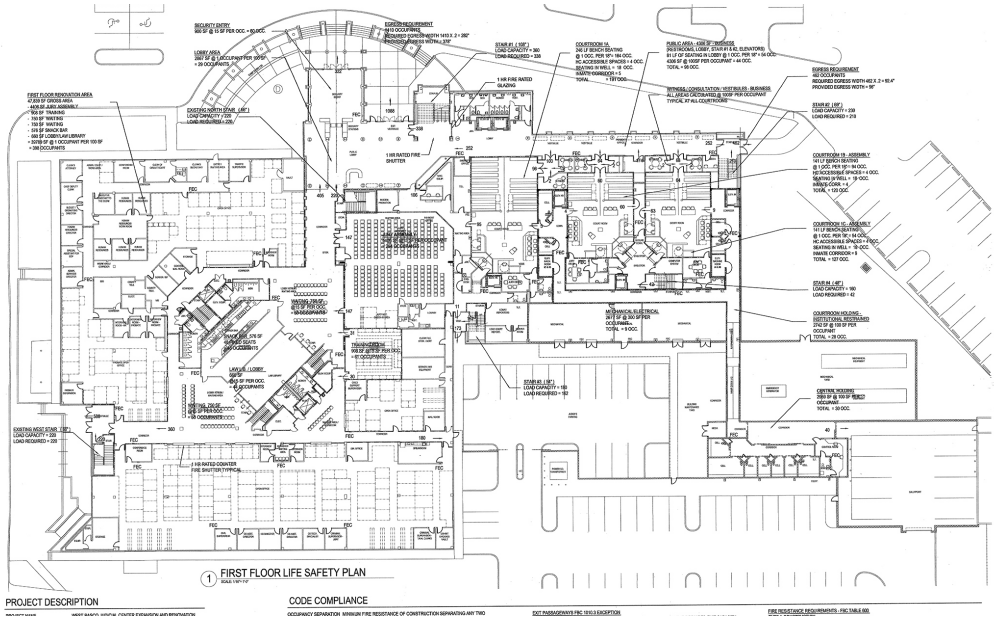


Overall Site Plan

W-502 West Pasco Judicial Center (continued)

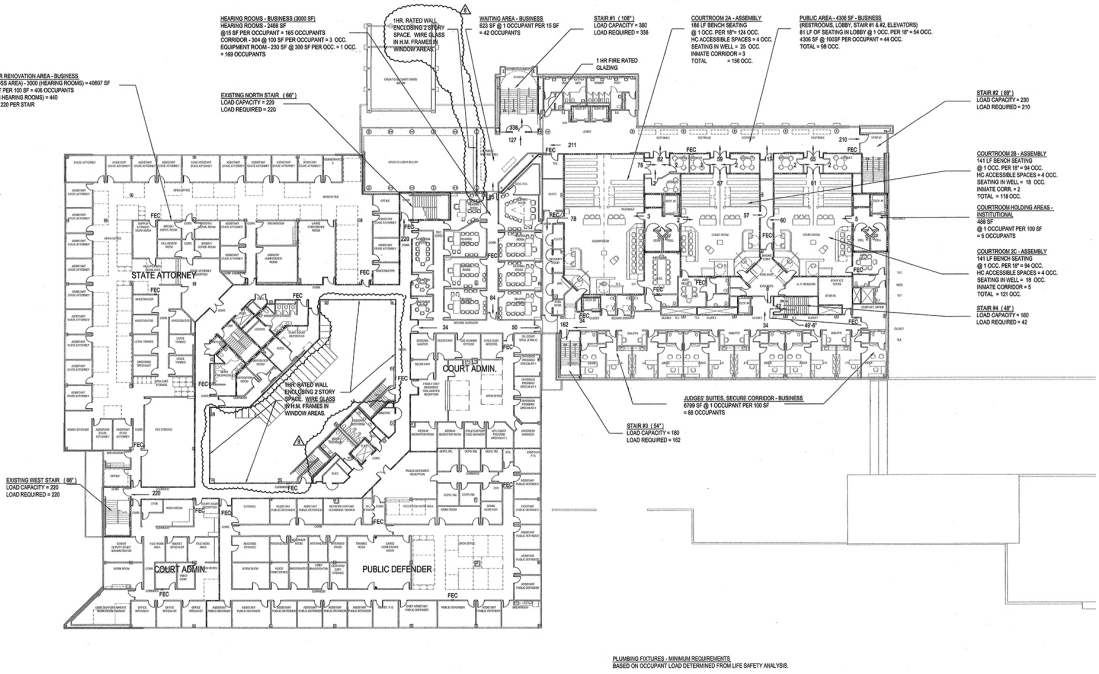


Site Plan

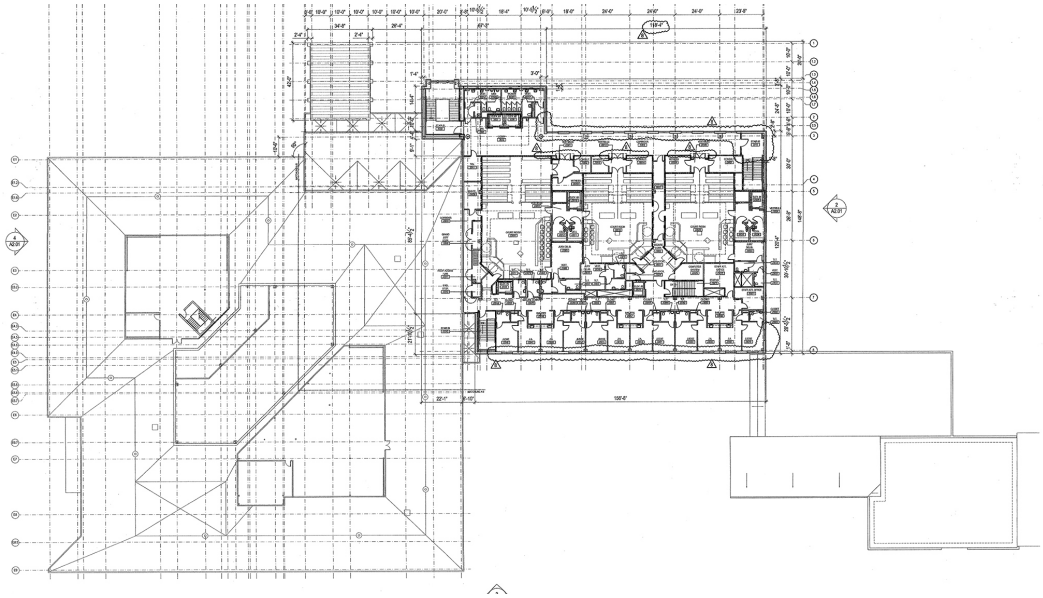


1st Floor

W-502 West Pasco Judicial Center (continued)

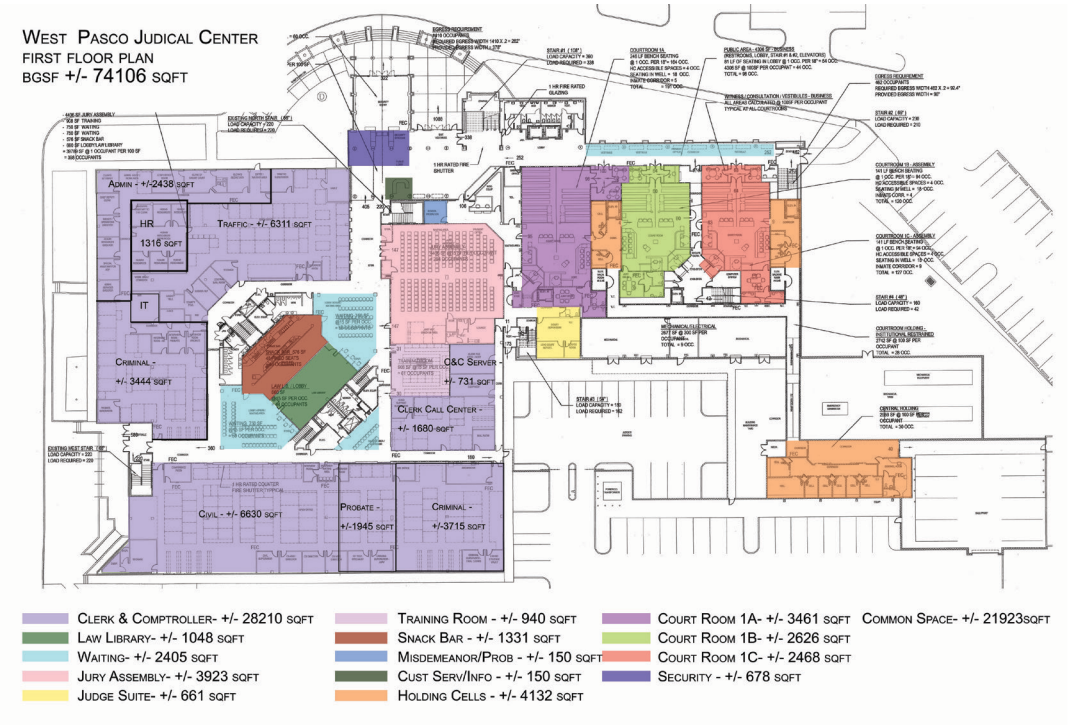


2nd Floor

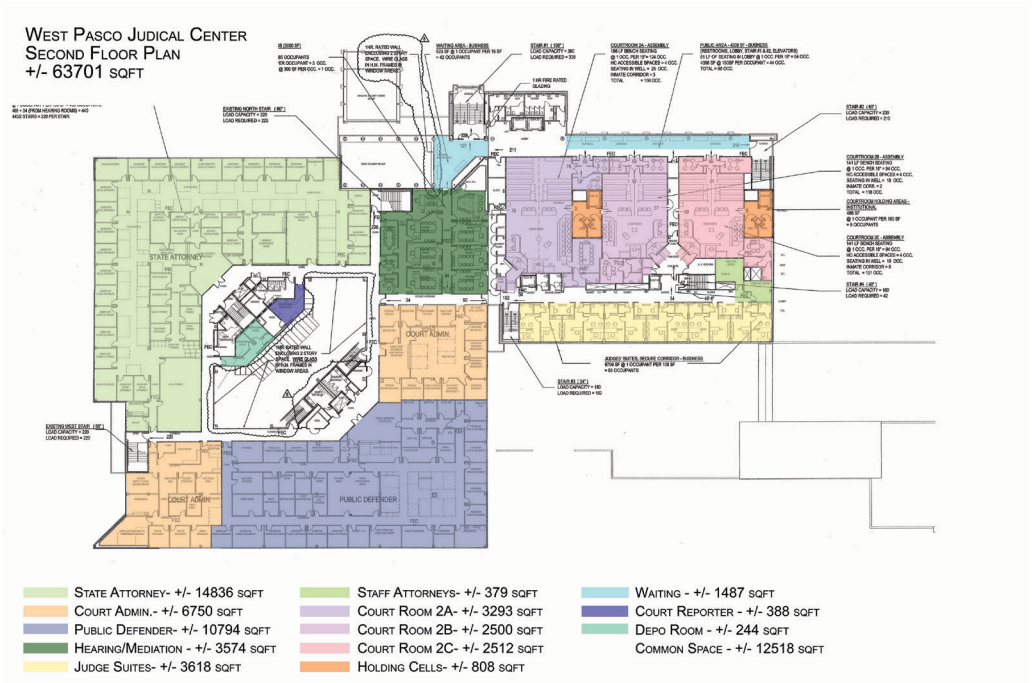


3rd Floor

W-502 West Pasco Judicial Center (continued)

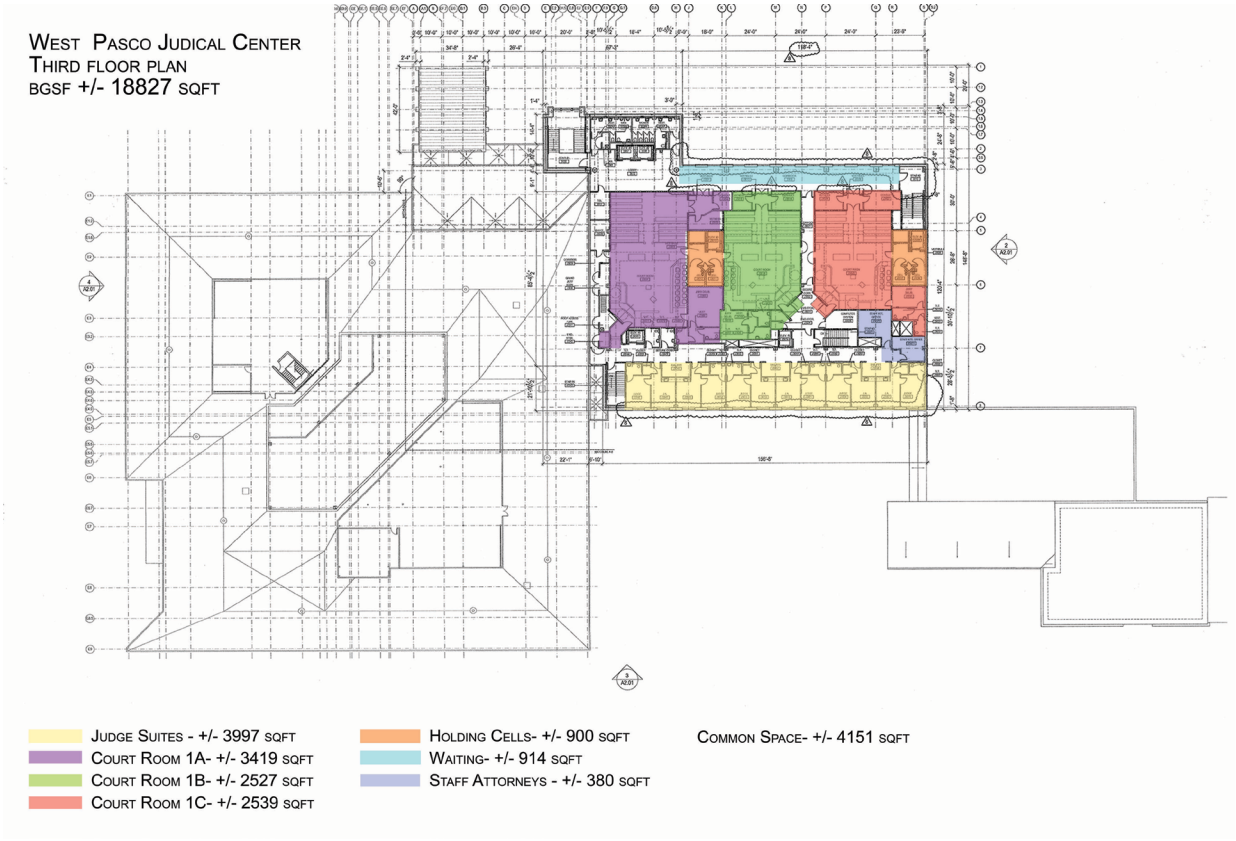


1st Floor



2nd Floor

W-502 West Pasco Judicial Center (continued)



3rd Floor

W-505	Regency Park Library		
Location	9701 Little Road, New Port Richey, 34654		
Description of Use	LIBRARY SERVICES: Library		
Year Constructed	Expanded 2006	**Owned/Leased:**	Owned
Building Size	BGSF: 18,012 / 18,449	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Approximately 125 total spaces / 8 ADA	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, building and parking occupy most of site	
Building Exterior	Exterior Wall:	Brick, aluminum storefront and windows	
	Roof:	Asphalt shingles, stucco soffits, some minor past leaks have been repaired	
	Wind Speed Rating:	123	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls with steel beams and open web steel bar joists with metal deck for the roof	
	Access/ADA Issues	ADA compliant restrooms, signage	
	Finishes:	Floors: carpet tile (good condition), VCT (fair condition); Walls: painted gypbd; Ceilings: ACP tegular	
	Layout:	Suitable for library use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split systems, AHU's in mechanical rooms, 4 compressors at exterior, no issues	
	Electrical:	No issues	
	Lighting:	Newer fixtures, very good condition	
	Fire Protection:	Fire alarm, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building W-505 houses the Regency Park Library. The facility is prominently located on Little Road and was expanded in 2006. The building is in very good condition overall.		
Recommendations	Building W-505 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-505 Regency Park Library (continued)

PHOTOS



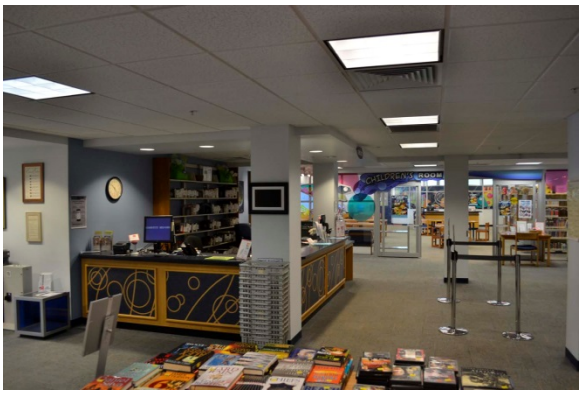
Exterior front view



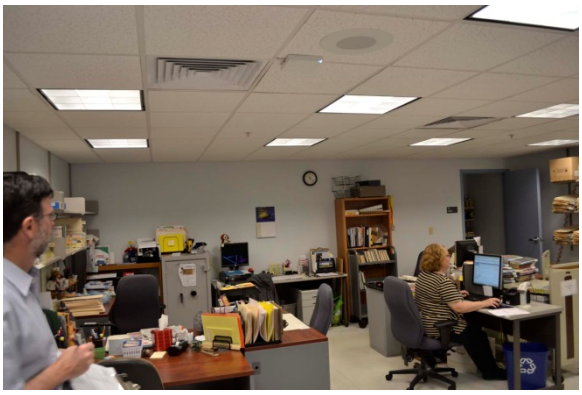
Entry vestibule



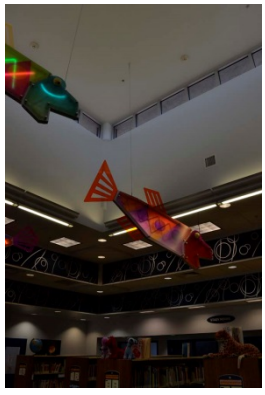
Stacks



Front desk



Office area



Clerestory



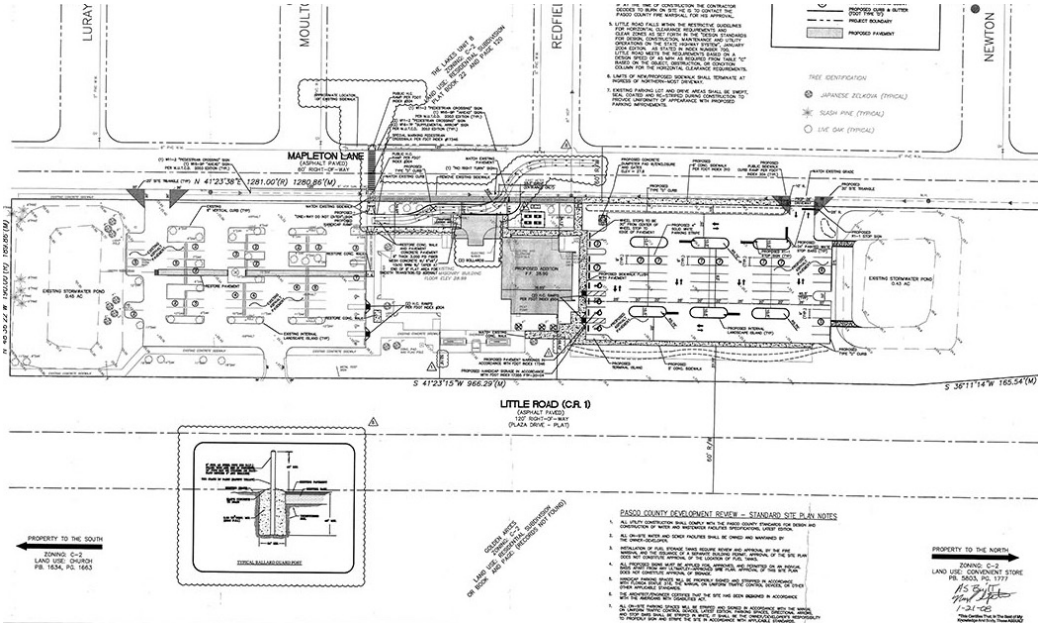
HVAC equipment

W-505 Regency Park Library (continued)

PLANS

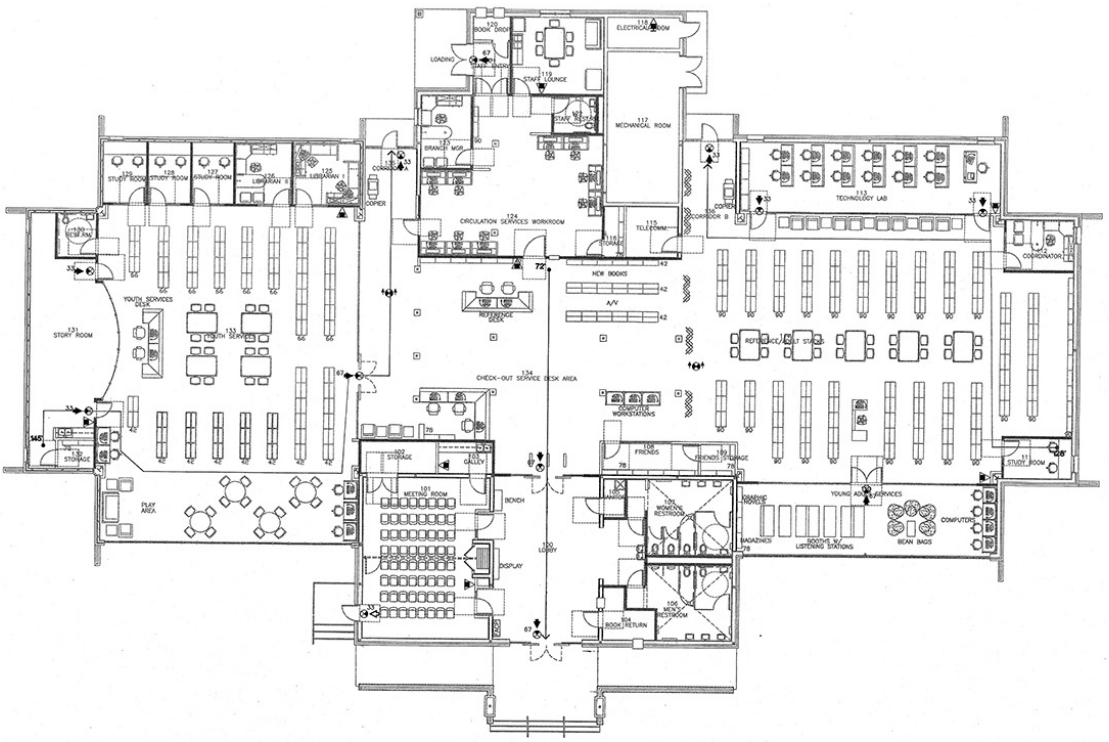


Site Plan



Site Plan

W-505 Regency Park Library (continued)



1st Floor Plan

W-507	Storage Building – Traffic		
Location	5415 Dove Drive, New Port Richey, 34652		
Description of Use	TRAFFIC OPERATIONS: warehouse, administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 4,416	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	No defined parking lot / 0 ADA	
	Parking Lot:	Extremely poor condition at rear	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Metal panel	
	Roof:	Metal panel, some history of water intrusion	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered steel structure	
	Access/ADA Issues	None provided, no ADA access to mezzanine storage	
	Finishes:	Offices – Floors: VCT; Walls; wood paneling; Ceilings: ACP. Warehouse – Floors: concrete; Walls: metal panels; Ceilings: exposed structure (all finishes in very poor condition)	
	Layout:	Poor	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split HVAC system, no issues	
	Electrical:	No issues	
	Lighting:	Older lighting	
	Fire Protection:	No fire alarm system, no fire sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-507 houses traffic storage and offices in an older pre-engineered metal building in very poor condition.		
Recommendations	Building W-507 should not be considered a long-term asset for Pasco County. Due to its general condition the functions located within the facility should be relocated to a more appropriate facility mid-term to long-term.		

W-507 Storage Building - Traffic (continued)

PHOTOS



Exterior view front



Exterior view rear



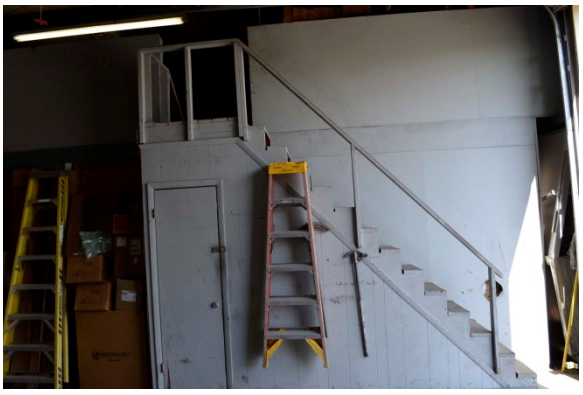
Paved area



Office area



Work room



Mezzanine

W-507 Storage Building – Traffic (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-508 / W-509 / W-521	Parks and Recreation West		
Location	7750 Congress Street, New Port Richey, 34653		
Description of Use	PARKS AND RECREATION: Warehouse, maintenance, administrative office		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: W-508 - 5,772; W-508.01 - 2,070; W-508.02 - 3,575; W-508.03 - 400; W-521 - 1,380; W-509 - 1,344	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Parking is scattered throughout complex / 0 ADA	
	Parking Lot:	Very poor condition	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	CMU at maintenance building, wood or CMU at sheds, metal panel at trailers (poor condition)	
	Roof:	Not evaluated, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CM , concrete frame, wood roof joists at maintenance building; miscellaneous systems at sheds, mobile home construction at trailers	
	Access/ADA Issues	No ADA ramp to one trailer (only steps), partially ADA adapted restrooms in trailers	
	Finishes:	Poor condition throughout	
	Layout:	Very poor, trailers not suitable for long-term office use	
	Renovation Suitability:	None for trailers and some sheds, poor for other buildings	
Technical Systems	Plumbing:	Older systems, fair to poor condition	
	Mechanical (HVAC):	Older systems, fair to poor condition	
	Electrical:	Older systems, fair to poor condition	
	Lighting:	Older systems, fair to poor condition	
	Fire Protection:	No fire alarm systems, no fire sprinkler systems; only fire extinguishers provided at main maintenance building	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	The Parks and Recreation West site contains multiple buildings, trailers and sheds on one site housing storage, maintenance and office components for the western area of the County. The facilities are in generally poor condition and the trailers used for offices are not appropriate for institutional uses.		
Recommendations	Buildings W-508/509/521 should not be considered long-term assets for Pasco County. Due to the age of the buildings, their residential type construction which is not appropriate for institutional uses for the offices in trailers and their general condition the functions located within the facility should be relocated to a more appropriate *purpose-built* facility short-term to mid-term.		

W-508 / W-509 / W-521 Parks and Recreation West (continued)

PHOTOS



Exterior view warehouse building



Interior warehouse building



Exterior view trailer office



Interior trailer conference room



Exterior view



Equipment shed

W-508 / W-509 / W-521 Parks and Recreation West (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-511	Indiana Building		
Location	6040 Indiana Avenue, New Port Richey, 34653		
Description of Use	OTHER: Leased to Bay care Behavioral Health		
Year Constructed	Unknown	**Owned/Leased:**	Owned (leased to BCBH)
Building Size	BGSF: 6,616	# Floors: 1	
Facility Condition	NOT EVALUATED		
Site	Total Parking Spaces/ADA:	On street parking plus 14 spaces at rear / 2 ADA spaces at rear	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, building and parking occupy most of site	
Building Exterior	Exterior Wall:	Not evaluated	
	Roof:	Not evaluated	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	Not evaluated		
Comments	Building W-511 is a small office building of residential type construction leased to Bay Care Behavioral Health.		
Recommendations	The Indiana Building should not be considered a long-term asset for Pasco County.		

W-511 Indiana Building (continued)

PHOTOS



Exterior view front



Exterior view side

W-511 Indiana Building (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-517	Fleet Maintenance		
Location	7578 State Street, New Port Richey, 34654		
Description of Use	FLEET: Vehicle maintenance shops, storage, minor office use		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 23,818	# Floors: 1 (plus mezzanine)	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Large parking / vehicle storage area at rear of building / 0 ADA	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Possible, limited by existing buildings and parking	
Building Exterior	Exterior Wall:	Textured stucco, overhead metal coiling doors (fair condition), paint in very poor condition	
	Roof:	No roof issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame, open web steel bar joist roof with metal deck, some minor exterior wall cracks	
	Access/ADA Issues	Not evaluated	
	Finishes:	Service Bays – Floor: Concrete slab; Walls: Painted CMU; Ceilings: exposed metal deck and structure	
	Layout:	Suitable for vehicle maintenance use	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Service bays have roof mounted ceiling fans which do not appear to be in use, some small residential type split systems and window units for office and storage space	
	Electrical:	Full load emergency generator (includes power to fuel pumps)	
	Lighting:	Larger industrial type fixtures in service bays, older fixtures in other areas	
	Fire Protection:	Fire sprinkler system and fire extinguishers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	No elevator to mezzanine, stair only	
Sustainability	No sustainable features		
Comments	Building W-517 is located at the rear of the New Port Richey Government Center Complex and houses service bays for vehicle maintenance for the larger Pasco County vehicles including buses, ambulances, fire trucks, etc. The building contains smaller office and storage areas within the facility including a mezzanine only accessible by stairs. The facility has 11 large service bays, an overhead crane for heavy equipment as well as two adjacent roofed structures housing fueling pumps (8 pumps and 2 pumps)		
Recommendations	Building W-517 can potentially continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities age and condition it is assumed that many systems may be at or near their useful life and a more detailed evaluation is recommended. The facility is in need of overall renovation and refurbishment. Its location on the main Government Center Complex in New Port Richey should be evaluated.		

W-517 Fleet Maintenance (continued)

PHOTOS



Exterior view vehicle bays



Exterior view vehicle bays



Interior view vehicle maintenance



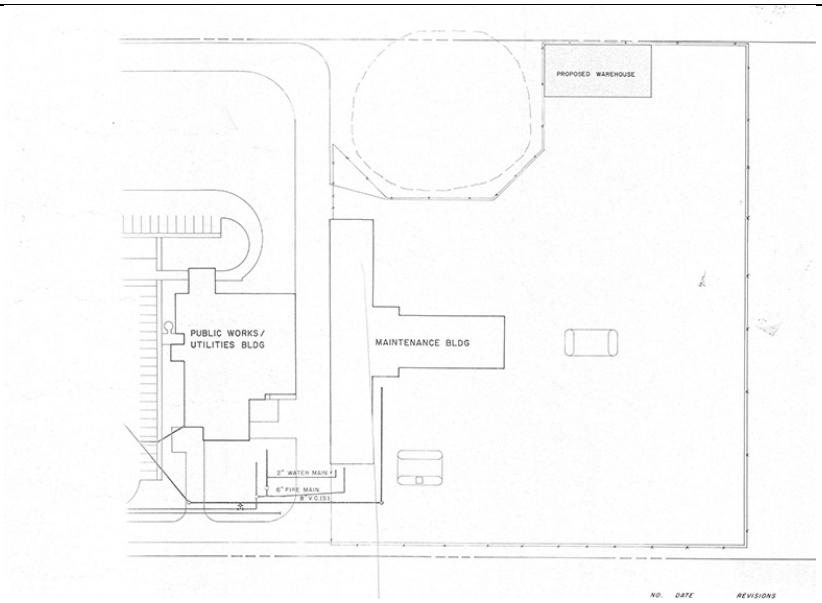
Fueling area

W-517 Fleet Maintenance (continued)

PLANS

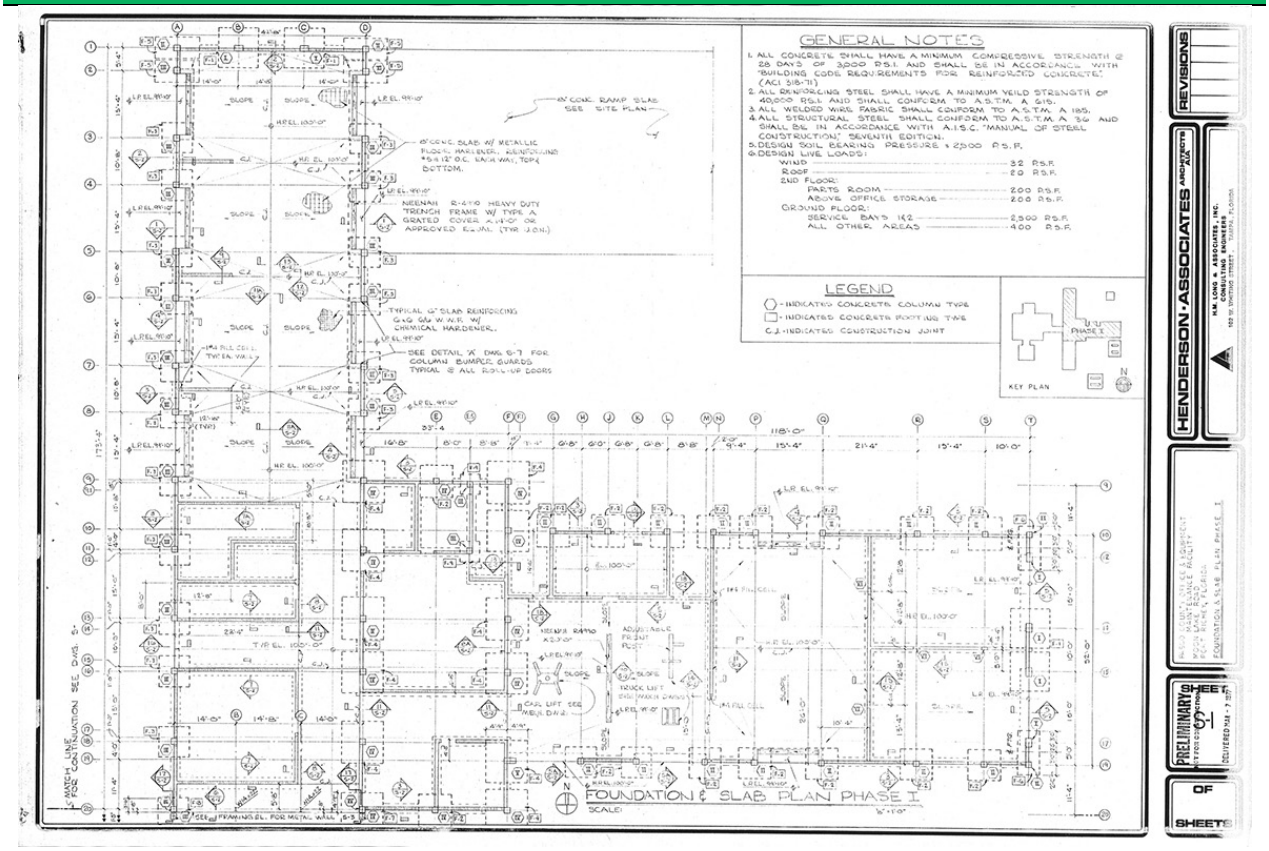


Site Plan



Site Plan

W-517 Fleet Maintenance (continued)



Partial 1st Floor Plan

W-517.01	Fleet Vehicle Wash		
Location	7578 State Street, New Port Richey, 34654		
Description of Use	FLEET MANAGEMENT: Vehicle wash		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 3,250	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Not applicable	
	Parking Lot:	Shared with W-517 Vehicle Maintenance and W-497 Road and Bridge Pole Barn	
	Access/ADA Issues/Signage:	Not applicable	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	None, open structure	
	Roof:	Metal panels	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building	
	Access/ADA Issues	Not applicable	
	Finishes:	Floor: concrete slab; Walls: open sides; Ceiling: Exposed metal panels	
	Layout:	Appropriate for vehicle wash	
	Renovation Suitability:	Not applicable	
Technical Systems	Plumbing:	No issues, uses potable water plus grey water from Vehicle Wash	
	Mechanical (HVAC):	None	
	Electrical:	No issues	
	Lighting:	Older lighting	
	Fire Protection:	None	
	Telecomm/Comp. Network:	None	
	Vertical Transportation:	Not applicable	
Sustainability	Re-uses grey water generated by vehicle wash		
Comments	Roofed structure housing vehicle wash equipment for large vehicles located between W-517 Vehicle Maintenance and W-497 Road and Bridge Pole Barn		
Recommendations	Building W-517.01 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required. Its location on the main Government Center Complex in New Port Richey should be evaluated.		

W-517.01 Fleet Vehicle Wash (continued)

PHOTOS



Exterior view



Exterior view



Automated washing station



Automated washing station

W-517.01 Fleet Vehicle Wash (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-518	Pasco Arts Council - Anderson House		
Location	5744 Moog Road, Holiday, 34690		
Description of Use	OTHER: leased to Pasco Arts Council		
Year Constructed	1938	**Owned/Leased:**	Leased to Arts Council
Building Size	BGSF: 4.981	# Floors: 3	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Parking shared with library and Baker House	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided, some minor issues with ADA ramp	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Siding, wood windows (poor condition, mildew, termite damage, damaged awnings)	
	Roof:	Asphalt shingles, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	Listed on National Register of Historic Places	
Building Interior	Structure:	Wood frame structure, brick chimney appears to be separating from main building	
	Access/ADA Issues	Wheelchair lift provided for second floor access, step required for access to restroom	
	Finishes:	Floors: tile, wood; Walls: painted plaster, painted gypbd, wood paneling; Ceilings: painted plaster (all finishes in poor condition)	
	Layout:	Poor for current use, residential layout results in multiple small rooms on several floors	
	Renovation Suitability:	Good, limited by historic designation	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple window units, plus a split system not working at time of evaluation	
	Electrical:	No issues	
	Lighting:	Older fixtures	
	Fire Protection:	No fire alarm system	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Stairs to upper level, ADA wheelchair lift retrofitted to stair	
Sustainability	No sustainable features		
Comments	Building W-518 is leased to the Pasco Arts Council. The facility consists of the wood frame Anderson House, a 1938 historically listed property currently being used for art education and galleries. The facility is in poor condition overall. The brick chimney appears to be settling and is separating from the main structure.		
Recommendations	Although Building W-518 is nearly 80 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities age and condition a complete renovation and refurbishment of the building is recommended along with a more detailed structural evaluation of the facility (including the brick chimney).		

W-518 Pasco Arts Council - Anderson House (continued)

PHOTOS



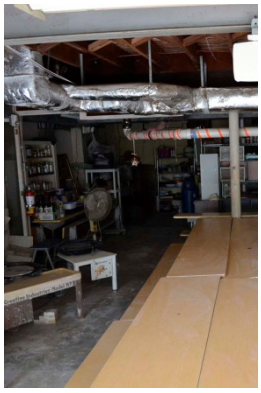
Exterior view front

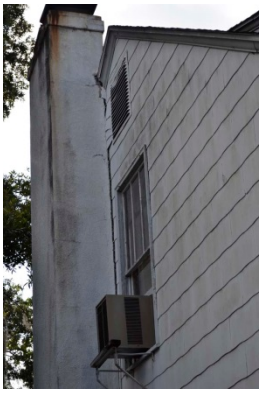


Exterior view back



Historic area





Studio, chimney



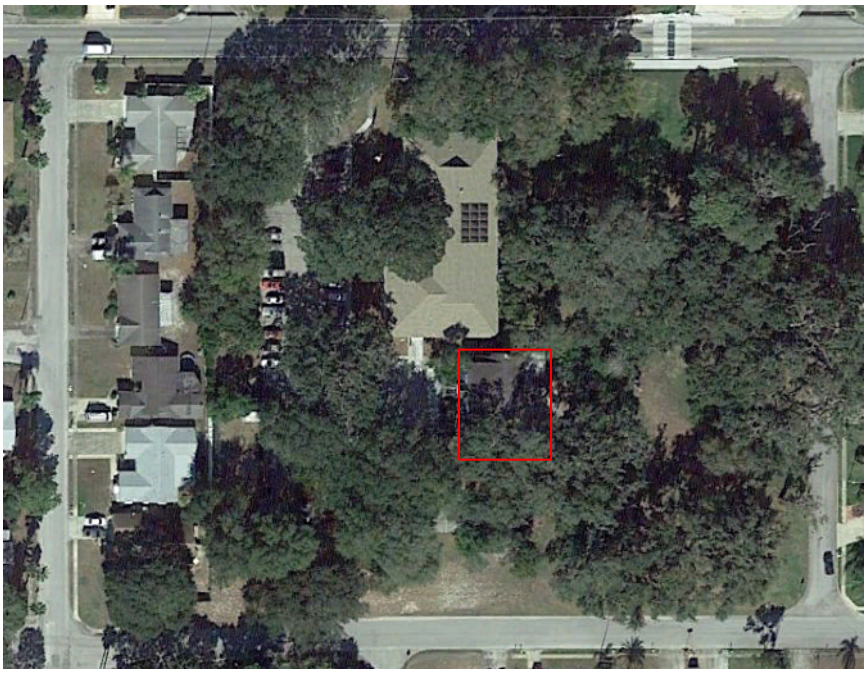
Studio



Gallery

W-518 Pasco Arts Council - Anderson House (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-519	Baker House		
Location	5744 Moog Road, Holiday, 34690		
Description of Use	OTHER: Historic residence		
Year Constructed	1882 / restored 1990	**Owned/Leased:**	Owned
Building Size	BGSF: 1,051	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Shared with Anderson house and library (56 total spaces)	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Wood planks, wood windows	
	Roof:	Wood shingles, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	Listed on National Register of Historic Places	
Building Interior	Structure:	Wood frame structure	
	Access/ADA Issues	No ADA access to second floor	
	Finishes:	Historic wood finishes throughout	
	Layout:	Appropriate for historic residence	
	Renovation Suitability:	None	
Technical Systems	Plumbing:	Outhouse, nu plumbing	
	Mechanical (HVAC):	No HVAC system provided	
	Electrical:	No electrical provided	
	Lighting:	No lighting provided	
	Fire Protection:	Fire extinguishers	
	Telecomm/Comp. Network:	None	
	Vertical Transportation:	None	
Sustainability	Not applicable		
Comments	Building W-519 houses the historic two story Baker House dating from 1882. The building has been restored to its original condition.		
Recommendations	Building W-519 is a long-term historical asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-519 Baker House (continued)

PHOTOS



Exterior view front



Exterior view back



Outbuilding



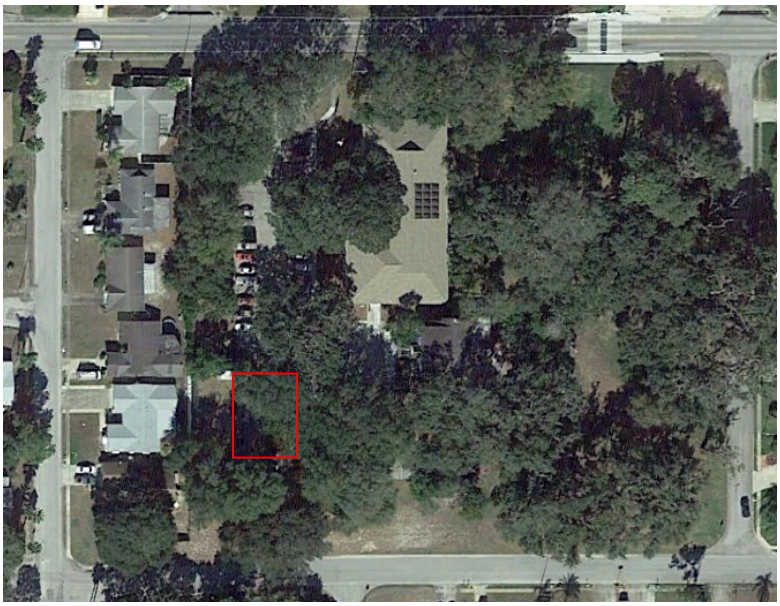
Outhouse



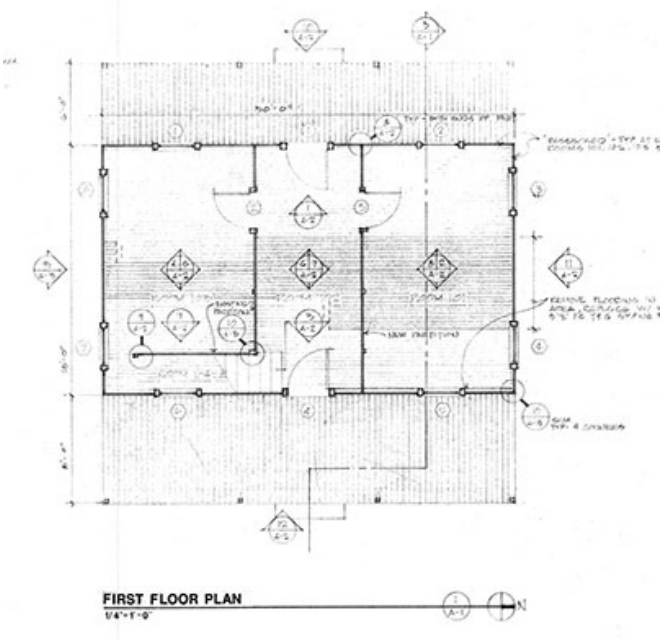
Interior

W-519 Baker House (continued)

PLANS

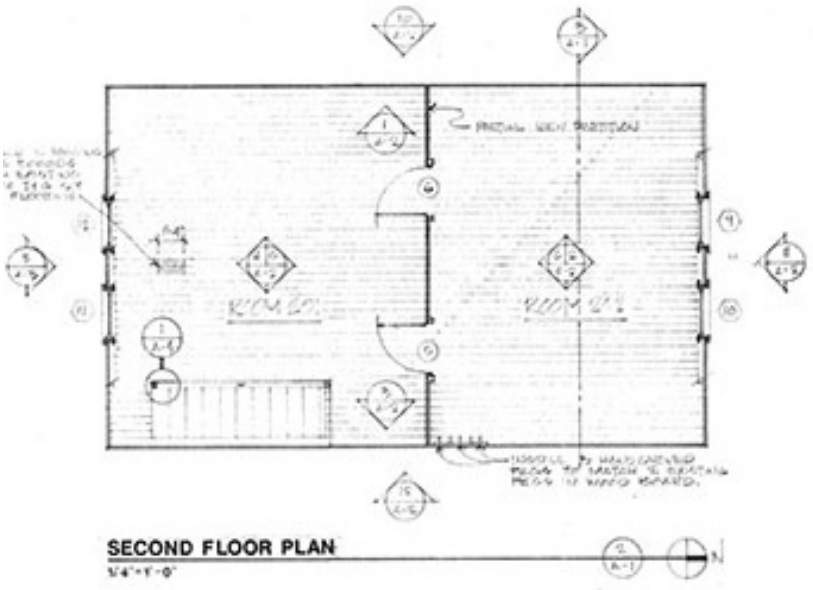


Site Plan



1st Floor Plan

W-519 Baker House (continued)



2nd Floor Plan

W-520	Missouri Building		
Location	5744 Missouri Avenue, New Port Richey, 34652		
Description of Use	JUDICIAL / OTHER: Guardian Ad Litem, Red Cross administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 3,269	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Some street parking available at Missouri Avenue	
	Parking Lot:	Very poor condition, not paved at rear of property	
	Access/ADA Issues/Signage:	No ADA parking or signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows, hurricane shutters	
	Roof:	Asphalt shingles, metal soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls, assumed to have pre-fab wood trusses for roof	
	Access/ADA Issues	ADA adapted toilets	
	Finishes:	Floors: VCT; Walls: painted gypbd; Ceilings: ACP (ceilings in fair condition)	
	Layout:	Suitable for small office use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two small residential type split systems, no issues	
	Electrical:	No issues	
	Lighting:	Older fixtures, re-lamped with T8's	
	Fire Protection:	No fire alarm; fire extinguishers, emergency lights	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-520 is a small building of residential type construction housing Guardian Ad Litem and Red Cross offices. The building is in poor condition and the rear parking lot is unpaved and in very poor condition.		
Recommendations	Building W-520 should not be considered a long term asset for Pasco County. Due to the age of the building and the residential type construction which is not appropriate for institutional uses it is recommended that the functions located at W-520 be relocated to more appropriate facilities mid-term or long-term. Short term continued preventive and corrective maintenance should be carried out in the facility.		

W-520 Missouri Building (continued)

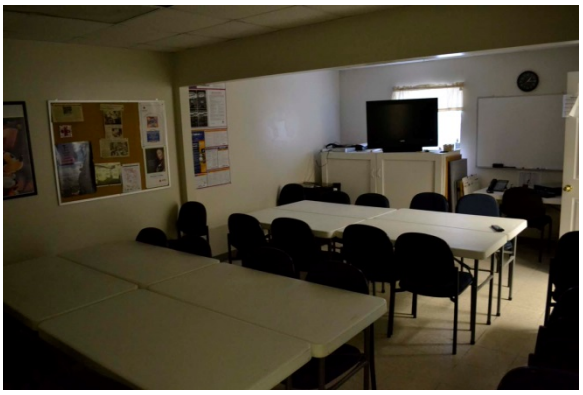
PHOTOS



Front exterior view


Rear exterior view


Parking


Meeting room


Office area


HVAC system

W-520 Missouri Building (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-524	PCSO Administration and Jail, New Port Richey		
Location	8700 Citizens Drive, New Port Richey, 34654		
Description of Use	SHERIFF: Administrative office, jail (not currently used for housing detainees), storage		
Year Constructed	1981 / ±1984	**Owned/Leased:**	Owned
Building Size	BGSF: 39,109	# Floors: 1 (2 in jail portion)	
Facility Condition	FAIR (Administration), VERY POOR (Jail)		
Site	Total Parking Spaces/ADA:	Large parking area shared with West Pasco Government Center and Judicial Building / 2 ADA	
	Parking Lot:	Good condition, shared with other buildings on campus, major parking shortfall exists on busy days	
	Access/ADA Issues/Signage:	ADA signage and access provided	
	Expansion Capability:	Expansion possible, would require demolition of jail and/or construction of parking garage	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum / steel windows, some stucco cracking on Administration addition	
	Roof:	Single ply membrane, no issues	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame	
	Access/ADA Issues	Some ADA accommodations	
	Finishes:	Admin. – Floor: VCT, CPT tile; Walls: PT on GYP/CMU; Ceilings: ACP (all fair condition in Admin). Jail – Floor: Ptd conc, Terr; Walls: Ptd CMU; Ceilings: Ptd conc (all very poor condition in Jail)	
	Layout:	Admin. has triangular layout, Jail only suitable for detention use	
	Renovation Suitability:	Possible for Administration., not recommended for Jail	
Technical Systems	Plumbing:	Good condition in Administration, mostly abandoned in Jail	
	Mechanical (HVAC):	Split systems in Admin., HVAC controls obsolete, AHU's and compressors on roof, minimal HVAC still provided in Jail	
	Electrical:	Switchgear old, serves entire building; full load emergency. Generator, electrical panel room serves as breakroom	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm, jail area sprinklered, Administration not sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	No elevators, stairs to mezzanines at Jail	
Sustainability	No sustainable features		
Comments	Building W-524 houses the Pasco County Sheriff's office administrative functions and includes the old New Port Richey jail. The jail portion of the building has not been used for detention purposes for several years and is currently in very poor condition. The design of the jail consists of several inefficient small pods of typically obsolete design, some of which is used for records storage. Equipment and finishes in the jail are in very poor condition, fair in the administrative area of the building. Portions of the jail have been converted to office space for PCSO in an ad hoc manner without removing many of the jail components.		

W-524	PCSO Administration and Jail, New Port Richey (continued)
Recommendations	Building W-502 should not be considered a long-term asset for Pasco County. The Jail portion of the building has not been used as a jail for many years, is in very poor condition and has an inefficient, antiquated design. The Administration portion of the building is in fair condition but partial demolition of the jail only is not recommended as many engineering systems serve both buildings and at more than 30 years old some of the engineering systems in the Administration portion are nearing the end of their useful life.

W-524 PCSO Administration and Jail, New Port Richey (continued)

PHOTOS



Exterior view



Electrical equipment room (used for storage)



Vacant jail housing used for records storage



Vacant jail housing





Vacant jail areas used for office functions



Office area in Admin. wing

W-524 PCSO Administration and Jail, New Port Richey (continued)

PLANS

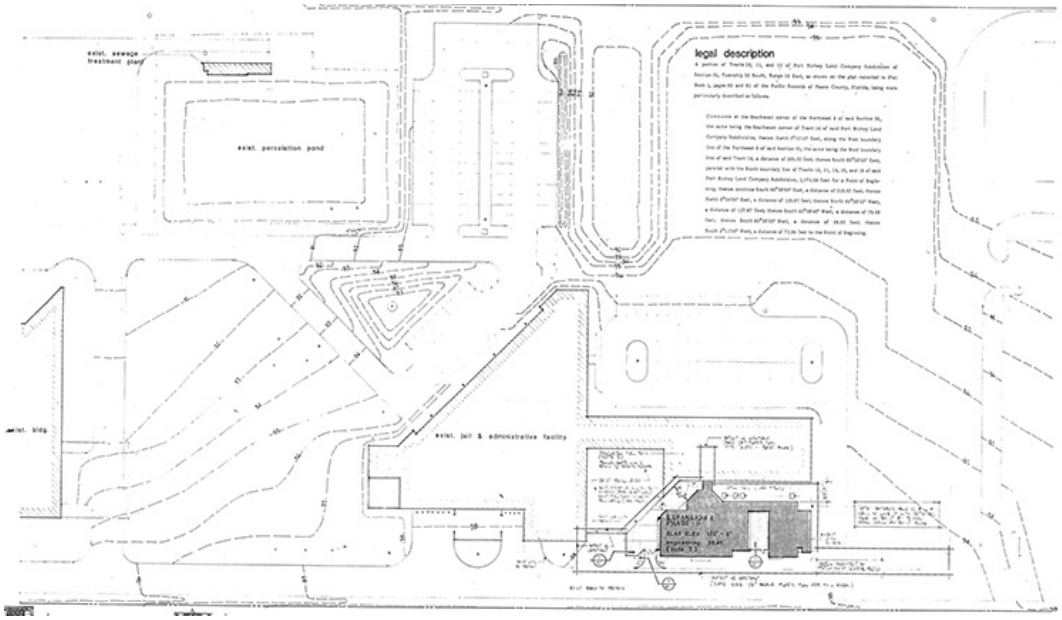


Overall Campus Plan

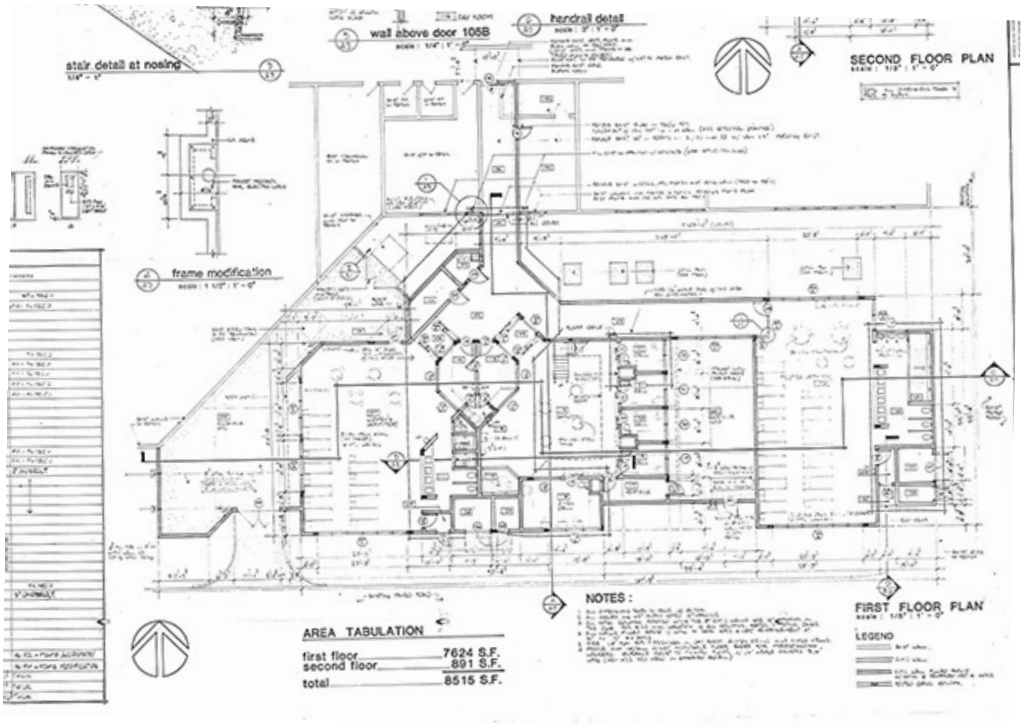


Site Plan

W-524 PCSO Administration and Jail, New Port Richey (continued)

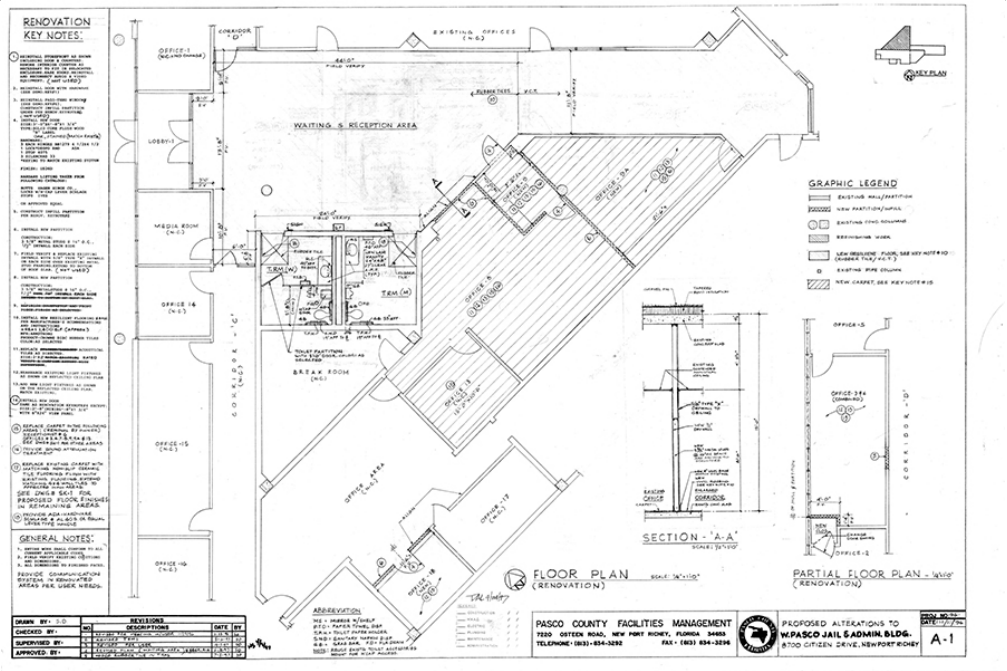


Site Plan

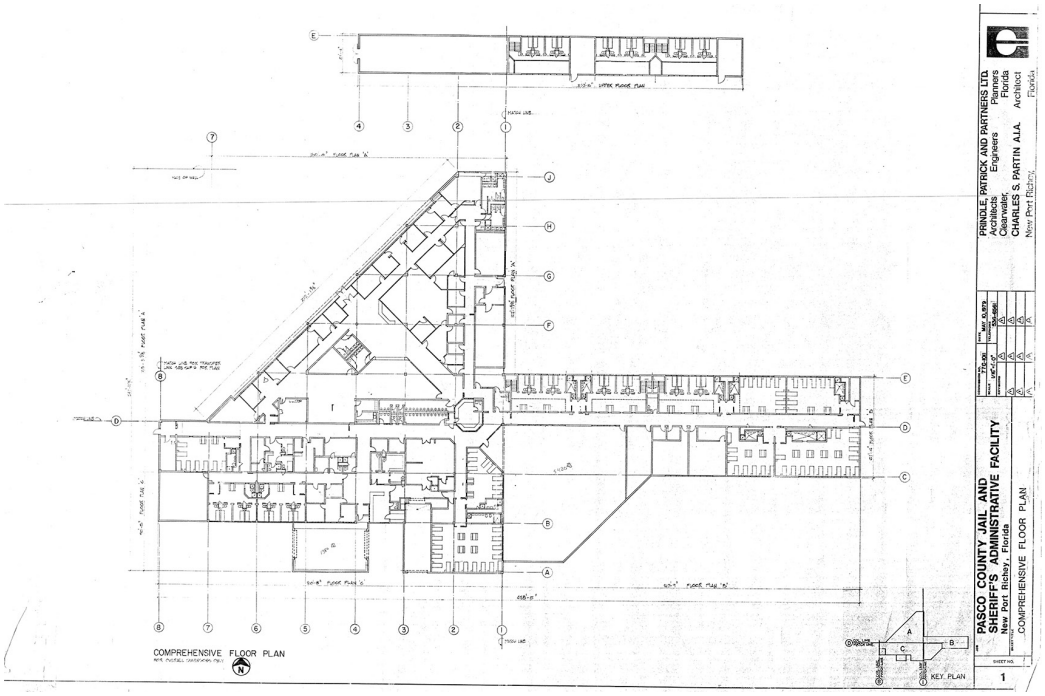


1st Floor (1983 renovation)

W-524 PCSO Administration and Jail, New Port Richey (continued)

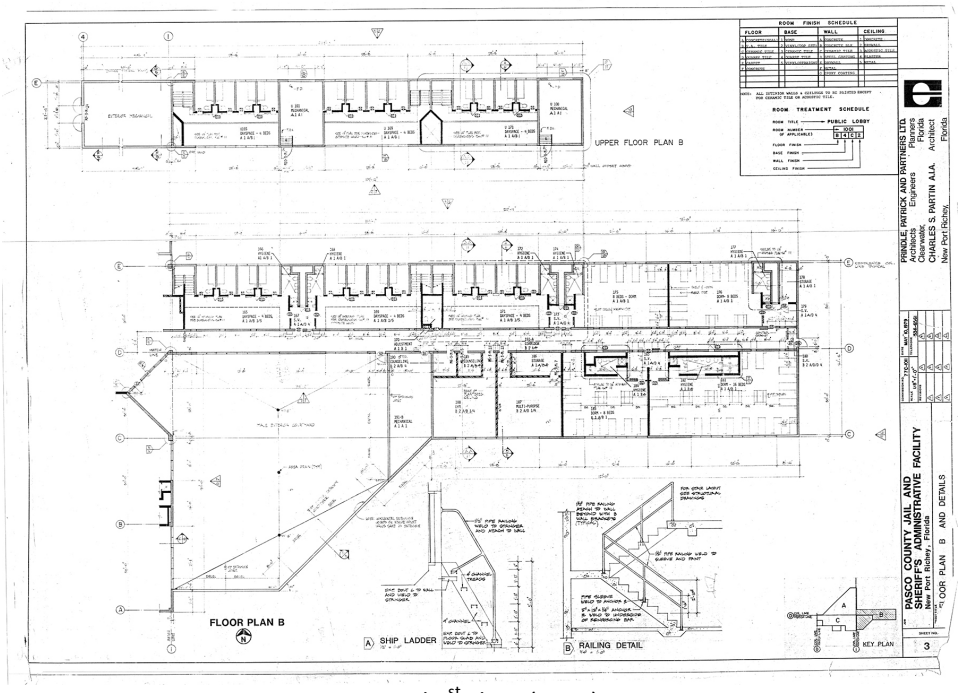


Partial 1st Floor (1996 renovation)

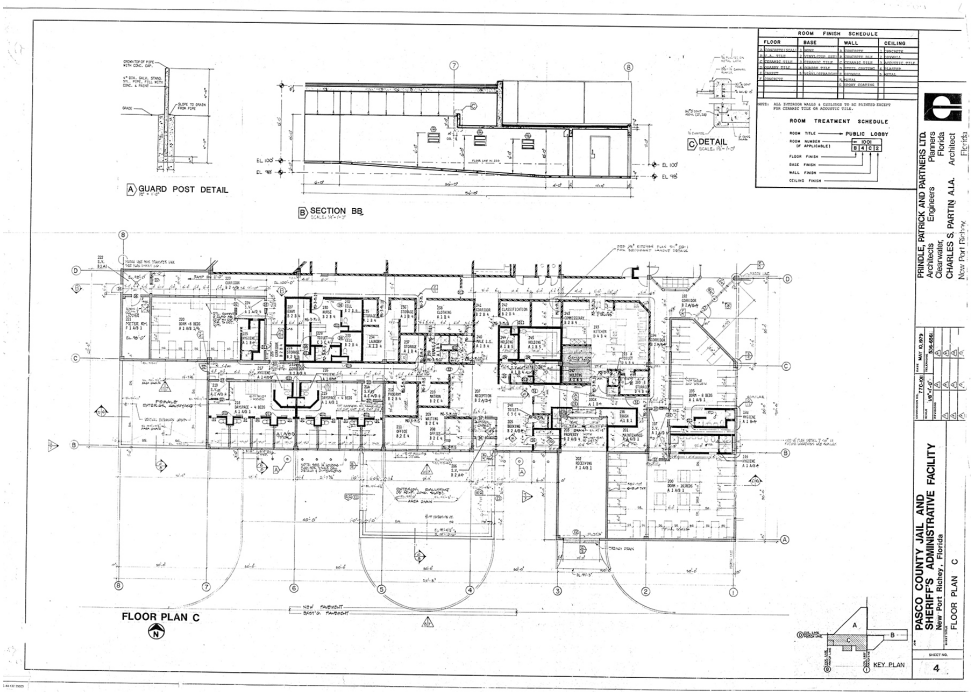


Partial 1st Floor (1979)

W-524 PCSO Administration and Jail, New Port Richey (continued)



Partial 1st Floor (1979)



Partial 1st Floor (1979)

W-525	Public Works and Utilities Building		
Location	7536 State Street, New Port Richey, 34654		
Description of Use	FACILITIES: Administrative office, workshop, traffic operations center		
Year Constructed	±1981	**Owned/Leased:**	Owned
Building Size	BGSF: 31,902 / 31,619	# Floors: 2	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Approximately 80 spaces	
	Parking Lot:	Good condition, shared with other buildings on campus, major parking shortfall exists on busy days	
	Access/ADA Issues/Signage:	ADA access provided (ramps and door actuator)	
	Expansion Capability:	Expansion possible, would require replacement of existing parking / construction of new parking on the campus	
Building Exterior	Exterior Wall:	Stucco, fair condition	
	Roof:	Single ply roof membrane (previous leaks have been corrected), some water intrusion issues at Kalwall skylight	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame with CMU infill, open web steel bar joist roof with metal deck	
	Access/ADA Issues	Partially ADA adapted restrooms, some ADA signage	
	Finishes:	Floor: Wood laminate, quarry tile, CPT (poor condition in office areas); Walls: Painted CMU; Ceilings: ACP, plaster (fair to poor condition)	
	Layout:	Fair for office areas and office use, poor for shop use	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple split systems, compressors on roof, dedicated unit for Traffic Operations Center	
	Electrical:	Partial load emergency generator for life safety and Traffic Operations Center, electrical panel rooms currently used for storage and copy rooms	
	Lighting:	Older fixtures, some re-lamped with T8's	
	Fire Protection:	Fire alarm system, no sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	1 elevator and 1 open stair	
Sustainability	No sustainable features		
Comments	Building W-525 houses multiple uses including office space for Public Works and Utilities, a traffic sign shop and the Traffic Operations Center in a more recent addition. The building is older and in fair condition showing some wear throughout. The office space is organized around a central skylit atrium space. A County radio antenna tower is sited immediately adjacent to the building. Building W-525 is located on the New Port Richey Government Center complex between the vehicle maintenance buildings and the West Pasco Government Center and the old jail.		

W-525	Public Works and Utilities Building (continued)
Recommendations	Building W-525 is a possible long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities +30 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended. Upon relocation of the Utilities component to their new facility a detailed evaluation should be completed of the building and its systems to determine its best use and required renovations / refurbishment.

W-525 Public Works and Utilities Building (continued)

PHOTOS



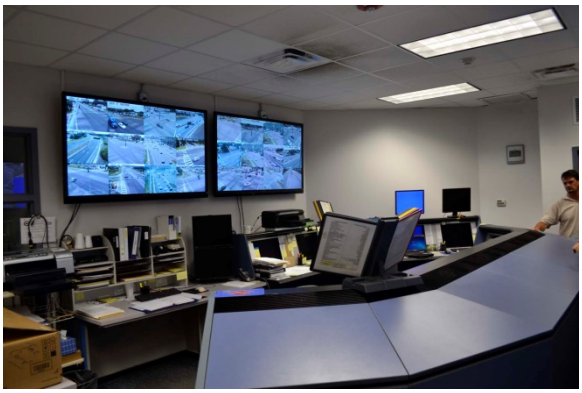
Exterior view front



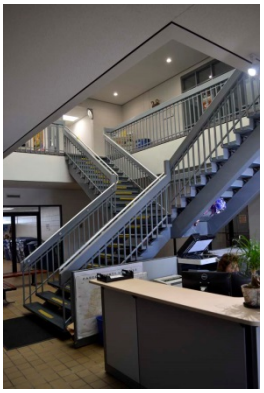
Exterior view side

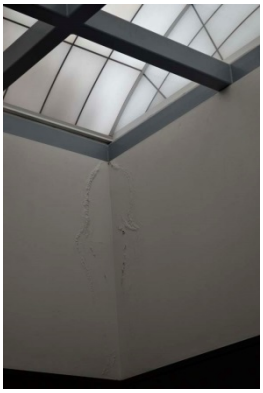


Traffic control room



Traffic control room





Atrium



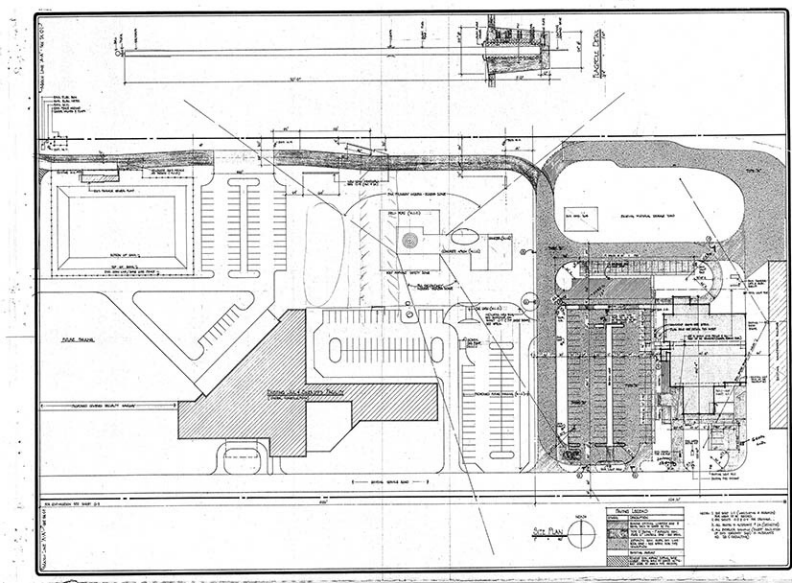
Generator and fuel tank

W-525 Public Works and Utilities Building (continued)

PLANS

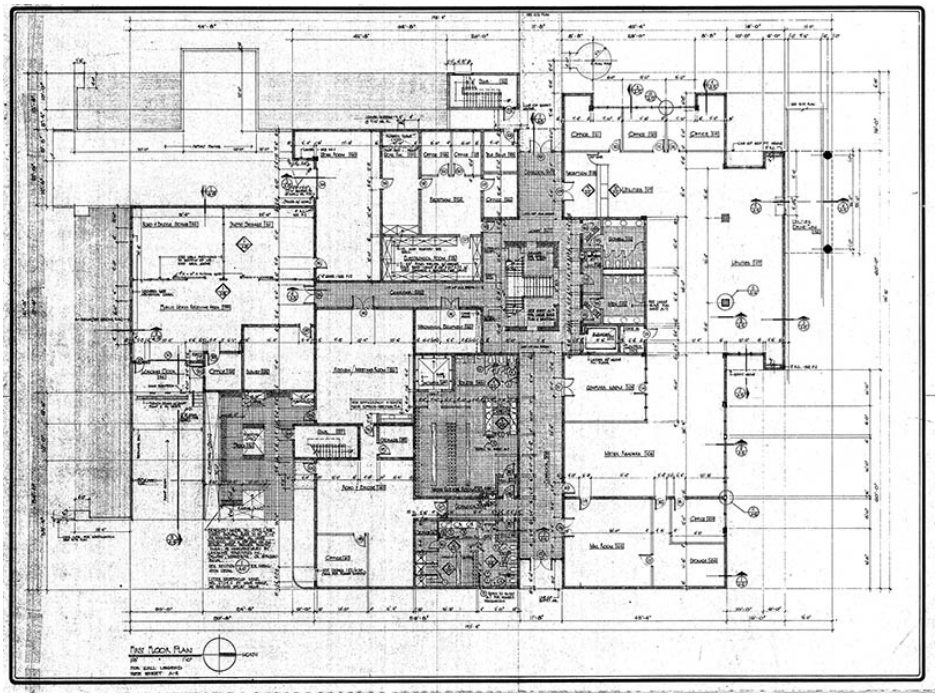


Site Plan

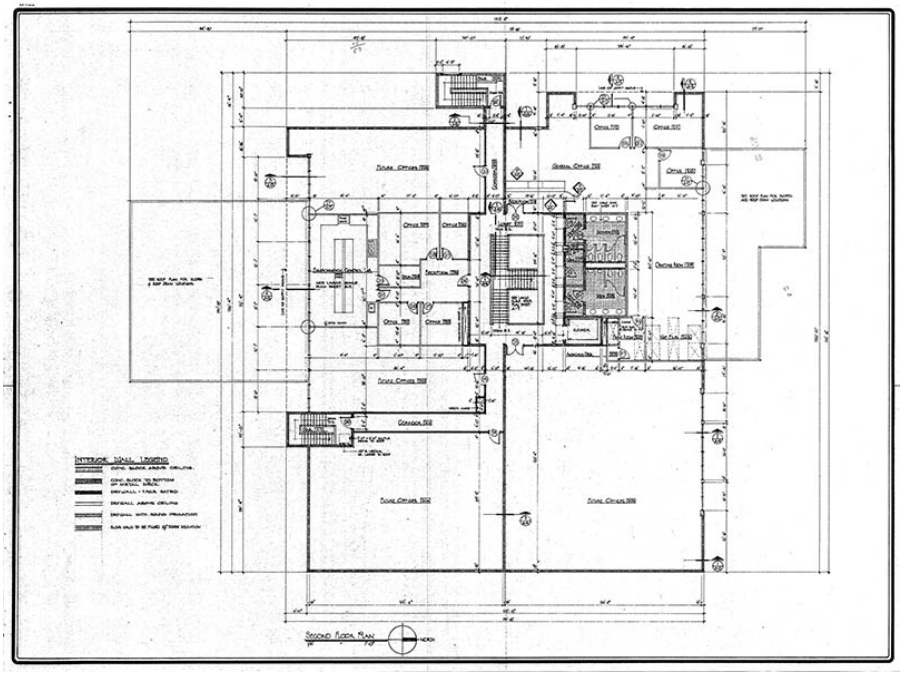


Site Plan

W-525 Public Works and Utilities Building (continued)



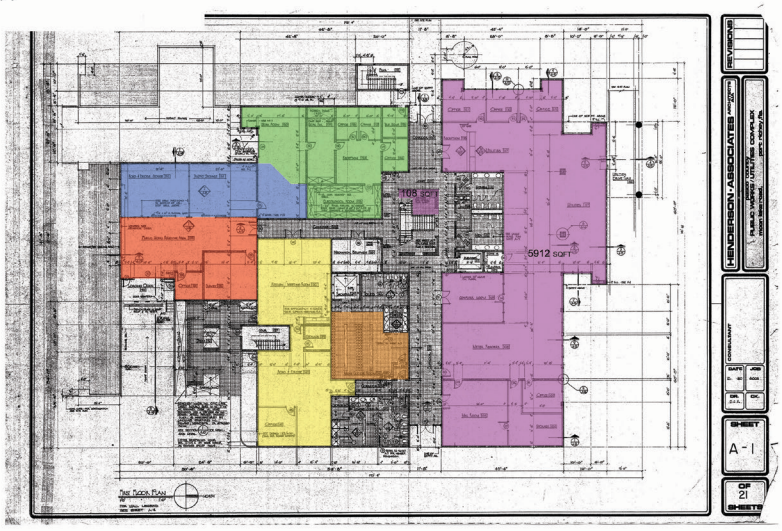
1st Floor Plan



2nd Floor Plan

W-525 Public Works and Utilities Building (continued)

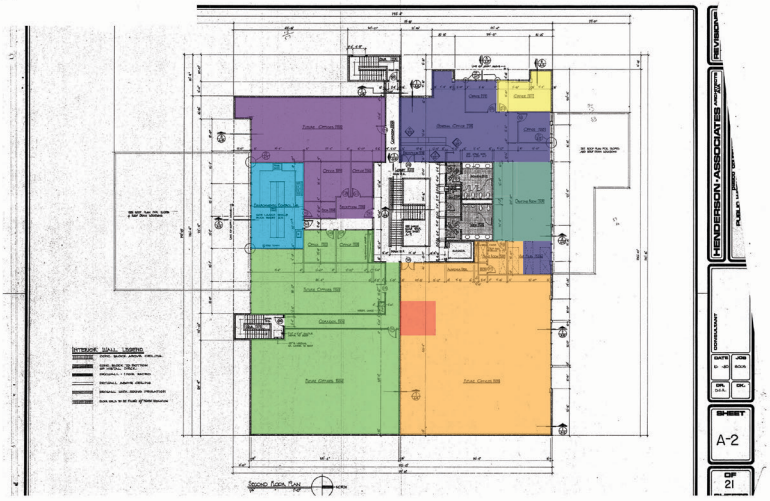
WEST PASCO UTILITIES CENTRAL OFFICE
FIRST FLOOR PLAN
BGSF +/- 17760 SQFT



- UTILITIES - +/- 6020 SQFT
- UTILITIES STORAGE- +/- 553 SQFT
- ROAD & BRIDGE- +/- 2000 SQFT
- IT RADIO SHOP - +/- 1379 SQFT
- ROAD & BRIDGE SIGN SHOP - +/- 1336 SQFT
- ROAD & BRIDGE TRAFFIC OPERATIONS- +/- 1987 SQFT
- COMMON SPACE- +/- 4485 SQFT

1st Floor Plan

WEST PASCO UTILITIES CENTRAL OFFICE
SECOND FLOOR PLAN
BGSF +/- 14632 SQFT



- UTILITIES FISCAL- +/- 3876 SQFT
- UTILITIES CONFERENCE ROOM- +/- 637 SQFT
- UTILITIES OPS & MAINTENANCE - +/- 158 SQFT
- UTILITIES CONTRACT MGMT - +/- 3574 SQFT
- UTILITIES ENGINEERING- +/- 1808 SQFT
- UTILITIES ADMINISTRATION- +/- 1833 SQFT
- UTILITIES TRAINING- +/- 638 SQFT
- UTILITIES ATTORNEY- +/- 220 SQFT
- COMMON SPACE- +/- 1888 SQFT

2nd Floor Plan

W-529	Fire Rescue Station 19		
Location	5025 Cross Bayou Boulevard, New Port Richey, 34652		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 4,216	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	15 total spaces / 0 ADA spaces	
	Parking Lot:	Fair condition, requires restriping	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Stucco on CMU, painted CMU, wood siding	
	Roof:	Asphalt shingles, no issues	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls	
	Access/ADA Issues	Non ADA compliant restrooms, steps required to access spaces in building from apparatus bay	
	Finishes:	Floors: tile, concrete in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: painted gypbd, painted plaster in apparatus bay	
	Layout:	Poor, apparatus bay separates dorm rooms from day room/kitchen, dorm rooms are in one large open space	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Small residential type split HVAC systems, one per side of facility	
	Electrical:	No issues, no emergency generator provided	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	No fire alarm system provided, no fire sprinklers; exit signs, smoke detectors, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-529 is an older two bay fire station based on the first generation prototype design with a split dayroom / bunkroom design. The facility is in generally fair condition. The building is located within an evacuation zone and not manned during hurricane events. The facility does not have an emergency generator.		
Recommendations	Building W-529 should not be considered a long-term asset for Pasco County. Due to the age of the building and its antiquated design the functions located within the facility should be relocated to a more appropriate facility mid-term to long-term.		

W-529 Fire Rescue Station 19 (continued)

PHOTOS



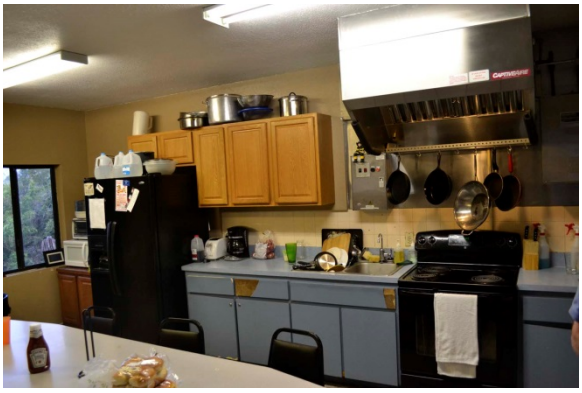
Exterior view front



Exterior view back



Apparatus bay



Break area and kitchen



Dormitory



HVAC system

W-529 Fire Rescue Station 19 (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

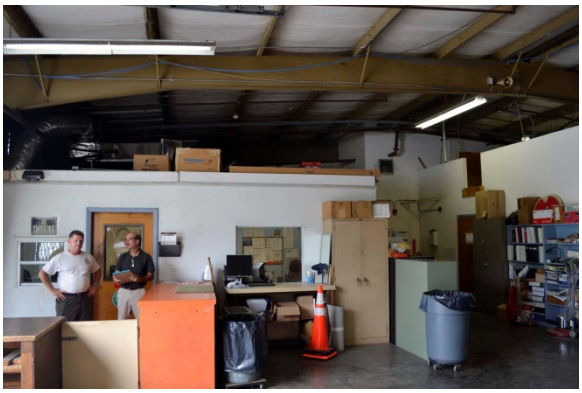
W-530	Purchasing, Central Stores		
Location	8919 Government Drive, New Port Richey, 34654		
Description of Use	PURCHASING: Administrative office, warehouse storage		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 11,099	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Large parking /vehicle storage area shared with Fleet Maintenance / 1 ADA space	
	Parking Lot:	Fair	
	Access/ADA Issues/Signage:	ADA ramp provided	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Metal panels, poor condition	
	Roof:	Metal panels, poor condition, water intrusion issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered steel building, steel frames and girts	
	Access/ADA Issues	Not evaluated	
	Finishes:	Purchasing offices – Floor: carpet; Walls: painted gypbd; Ceilings: ACP. Warehouse – Floor: concrete slab; Walls: exposed structure; Ceilings: exposed structure	
	Layout:	Fair for offices, good for warehouse	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split system in office area, no HVAC in warehouse except for a dedicated AC unit for the cool room for paper storage	
	Electrical:	Emergency generator, exposed conduit throughout, electrical panel rooms used as copy rooms	
	Lighting:	Outdated lighting throughout	
	Fire Protection:	Fire alarm system, sprinklers in warehouse portion	
	Telecomm/Comp. Network:	No issues in office area	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-530 contains two uses including Purchasing offices and general warehouse storage. The building is located at the rear of the New Port Richey Government Center complex behind Building W-517 Fleet Maintenance. The building is an older pre-engineered metal structure in very poor condition with offices built out in part of the warehouse space. The overall facility, offices and warehouse, is in very poor condition. The warehouse space has relatively low ceiling height of approximately 14'. A radio tower is located adjacent to the building.		
Recommendations	Building W-530 should not be considered a long-term asset for Pasco County. Due to the age of the building, its warehouse type construction (pre-engineered metal building) for the office portion and its general condition the functions located within the facility should be relocated to more appropriate *purpose-built* facilities mid-term to long-term.		

W-530 Purchasing, Central Stores (continued)

PHOTOS



Exterior view front


Office


Materials storage

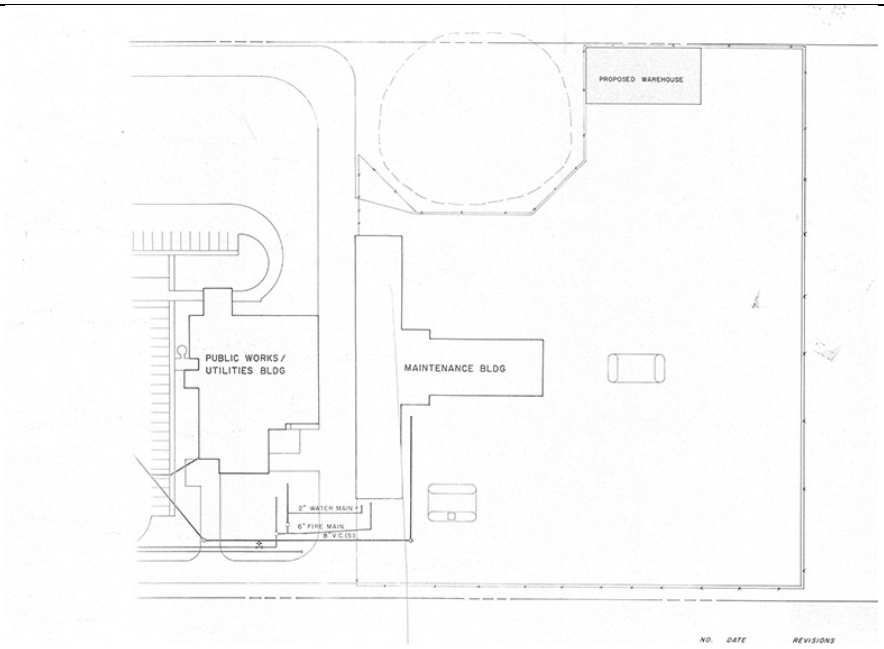

Office area

W-530 Purchasing, Central Stores (continued)

PLANS



Site Plan



Site Plan

W-532	Misdemeanor Probation		
Location	7517 Little Road, Building A, New Port Richey, 34654		
Description of Use	COMMUNITY SERVICES: Administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: 2,400	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Unknown, parking is shared with other buildings in complex, 1 ADA space provided	
	Parking Lot:	Poor condition overall	
	Access/ADA Issues/Signage:	ADA signage and access (ramp) provided	
	Expansion Capability:	Possible if adjacent tenant space becomes available (not recommended)	
Building Exterior	Exterior Wall:	Stucco, residential aluminum windows	
	Roof:	Asphalt shingles, some minor water intrusion issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU/concrete frame, appears to have pre-fab wood trusses for roof construction	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Floors: tile, carpet; Walls: painted gypbd; Ceilings: painted gypbd (all in poor condition)	
	Layout:	Adequate for small office use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	Residential fixtures in poor condition	
	Mechanical (HVAC):	Small residential split systems	
	Electrical:	Multiple meters (4 meters) as a result of previous tenant layouts adapted to new use	
	Lighting:	Older lighting	
	Fire Protection:	No fire alarm, fire extinguishers, smoke detectors, emergency lights	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-532 is a leased space in a small commercial office complex across the street from the main New Port Richey Government Center complex. The space houses the Sheriff's Misdemeanor Probation group. The facility is of residential type construction and is in generally poor condition. The engineering systems are all of residential type construction and appear to be in generally poor condition.		
Recommendations	Building W-532 is not an appropriate long term asset for Pasco County. The lease should be terminated once appropriate space is found elsewhere in the County for this function		

W-532 Misdemeanor Probation (continued)

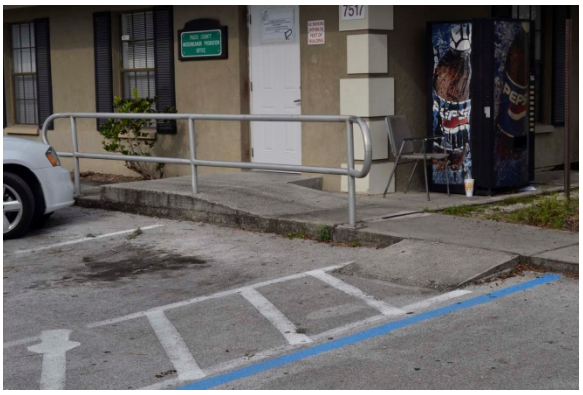
PHOTOS



Exterior view



Exterior view



ADA ramp



HVAC and electrical systems

W-532 Misdemeanor Probation (continued)

PLANS



Site Plan

Floor plans not available

1st Floor

W-533	State Attorney (Word Processing)		
Location	7507 Little Road, Building B, New Port Richey, 34654		
Description of Use	JUDICIAL: Administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: 971	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Unknown, parking is shared with several other buildings in complex	
	Parking Lot:	Poor condition overall, grounds and landscaping are in poor condition	
	Access/ADA Issues/Signage:	No ADA access, non-compliant ramp to sidewalk, non-compliant 6" step to enter building	
	Expansion Capability:	Possible if adjacent tenant space becomes available (not recommended)	
Building Exterior	Exterior Wall:	Stucco, residential aluminum windows	
	Roof:	Asphalt shingles	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU construction, appears to have pre-fab wood trusses for roof construction	
	Access/ADA Issues	Poor	
	Finishes:	Floors: carpet; Walls: painted gypbd; Ceilings; popcorn finished gypbd (all finishes in poor to fair condition)	
	Layout:	Adequate for small office use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	Residential fixtures	
	Mechanical (HVAC):	Small residential split systems	
	Electrical:	Small residential type system	
	Lighting:	Older, T8's	
	Fire Protection:	No fire alarm; fire extinguishers, smoke detectors, emergency lights	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-533 is a leased space in a small commercial office complex across the street from the main New Port Richey Government Center complex. The space houses the word processing staff of the County Attorney's office (two staff). The facility is primarily of residential type construction and is in generally poor condition, with no ADA access. The engineering systems are all of residential type construction and appear to be in generally poor condition.		
Recommendations	Building W-533 is not an appropriate long-term asset for Pasco County. The lease should be terminated once appropriate space is found elsewhere in the County for this function		

W-533 State Attorney (Word Processing) (continued)

PHOTOS



Exterior view



Exterior view

W-533 State Attorney (Word Processing) (continued)

PLANS



Site Plan

Floor plans not available

1st Floor

W-549	Facilities Management Main Building		
Location	7220 Osteen Road, New Port Richey 34653		
Description of Use	FACILITIES: Administrative office and warehouse		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 26,236 / 24,129	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	53 Total / 1 ADA	
	Parking Lot:	Generally good condition	
	Access/ADA Issues/Signage:	ADA signage & access provided	
	Expansion Capability:	Fairly large site with some expansion possibility (limited by retention area & parking	
Building Exterior	Exterior Wall:	Metal & translucent panels, aluminum windows on pre-engineered metal building, generally good condition, some corrosion evident at base on north and west	
	Roof:	Membrane on metal panels, no water intrusion issues	
	Wind Speed Rating:	75 MPH / Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building, steel frames and girts	
	Access/ADA Issues	No elevator to second floor office spaces	
	Finishes:	Office - Floors: VCT; Walls: painted gypbd; Ceilings: ACP. Warehouse - Floors: concrete; Walls: exposed structure metal panels; Ceiling: exposed structure, insulation	
	Layout:	Adequate for office and warehouse use	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	Good condition, septic system with pump station	
	Mechanical (HVAC):	Split system, one unit per floor, older equipment but generally working well	
	Electrical:	Full load emergency generator, generally good condition	
	Lighting:	Generally good condition	
	Fire Protection:	No fire alarm system, not sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	No elevator to second floor spaces, only stairs	
Sustainability	No sustainable features		
Comments	Building W-549 house Facilities Management administrative offices and warehouse / maintenance space for the Western portion of the County. The facility is an older pre-engineered metal building with limited to no hurricane hardening and a significant ADA issue with no elevator to the second level office spaces. Most spaces are adequate for warehouse / maintenance needs and office space is in fair to good condition however some office space has been added within the warehouse portion of the building.		
Recommendations	Building W-549 is a possible long term asset for Pasco County with continued preventive and corrective maintenance and renovation/refurbishment. The use of a pre-engineered metal building to house office space is not recommended. A more detailed evaluation is suggested to determine hurricane hardening requirements and ADA access to the second floor as well as a more detailed evaluation of overall building systems.		

W-549 Facilities Management Main Building (continued)

PHOTOS



Exterior View



Outbuildings



Office



Warehouse



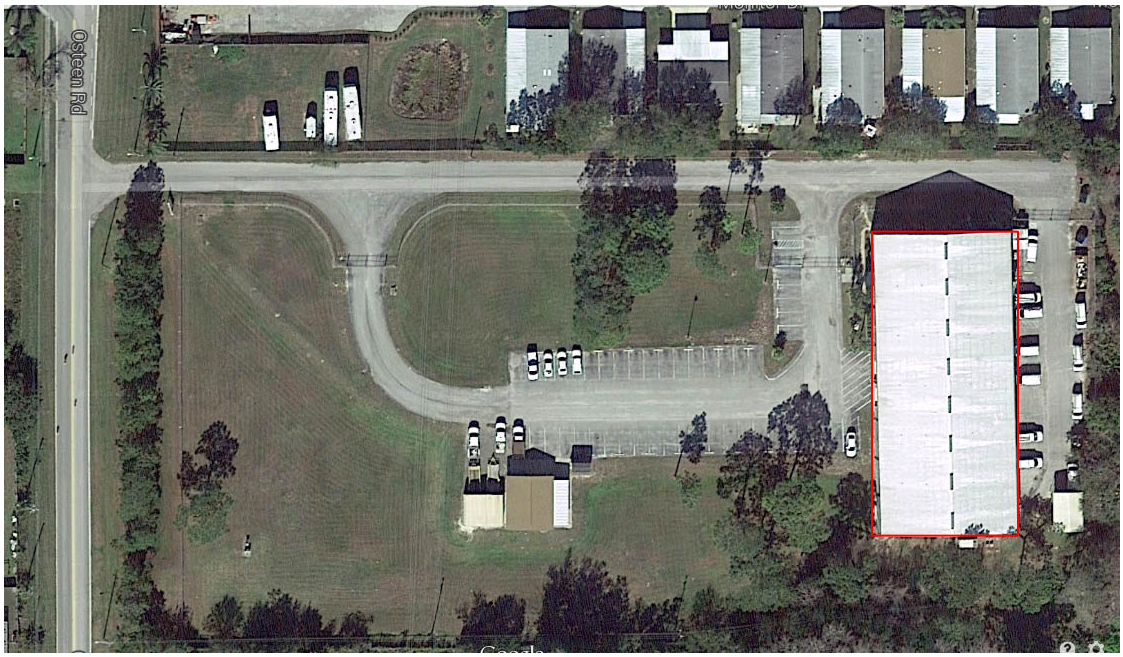
Offices within warehouse area



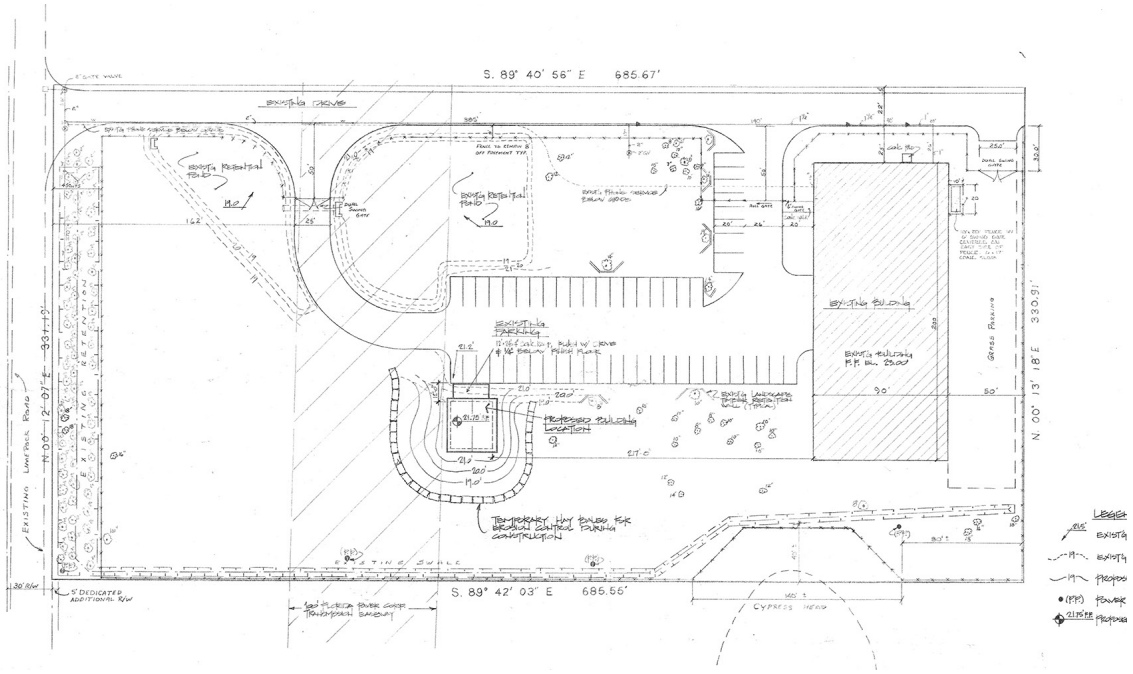
Offices within warehouse area

W-549 Facilities Management Main Building (continued)

PLANS

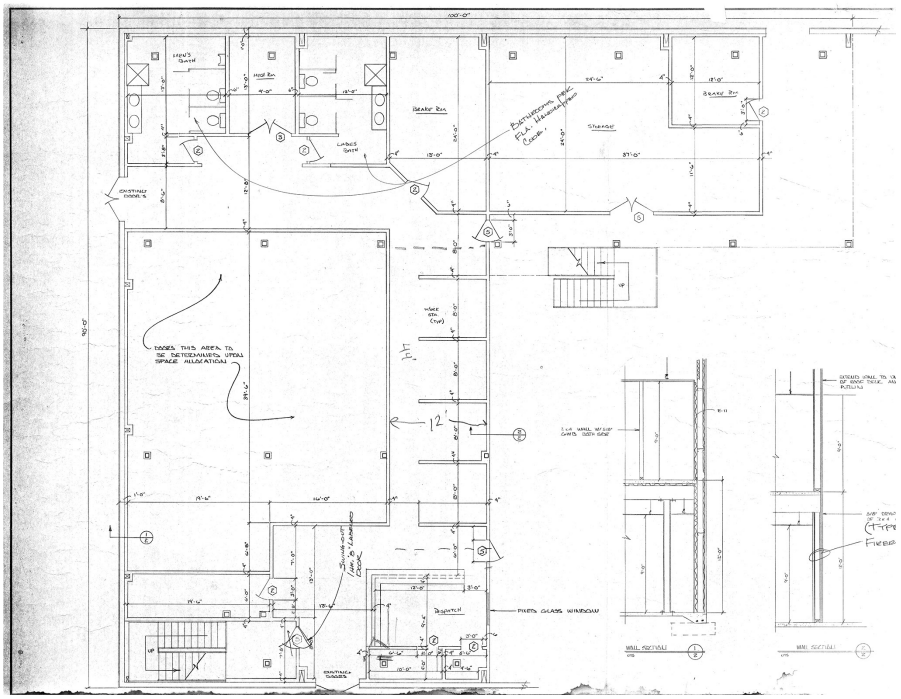


Site Plan

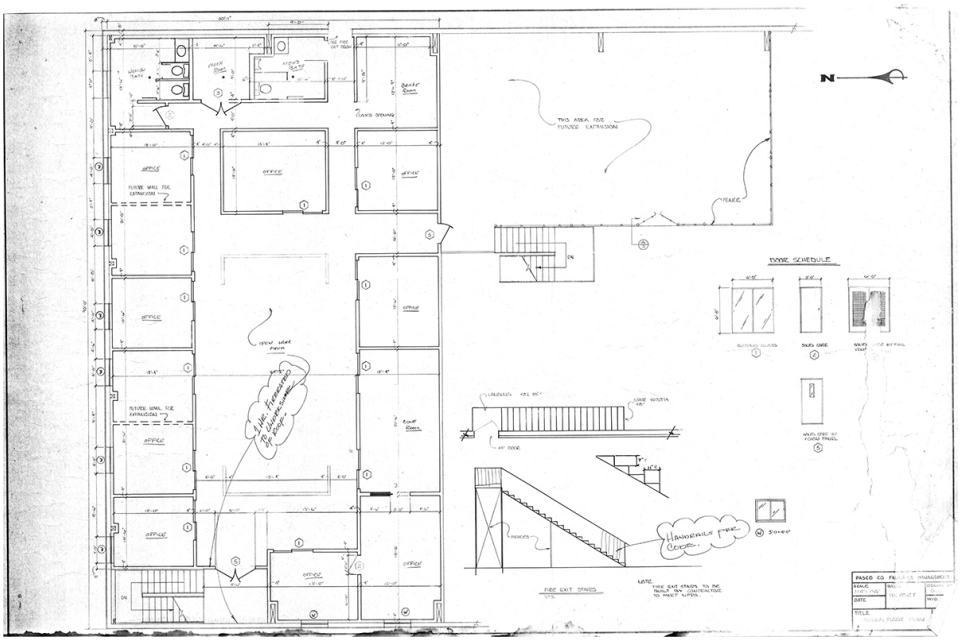


Site Plan

W-549 Facilities Management Main Building (continued)



1st Floor Plan – Partial Plan



2nd Floor Plan – Partial Plan

W-555	West Pasco Government Center		
Location	8731 Citizens Drive, New Port Richey, 34654		
Description of Use	GENERAL GOVERNMENT: Administrative office and County Commission Board Room		
Year Constructed	±1995	**Owned/Leased:**	Owned
Building Size	BGSF: 87,180 / 87,011	# Floors: 4	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Approximately 420 spaces / 8 ADA	
	Parking Lot:	Good condition, shared with other uses on campus, major parking shortfall exists	
	Access/ADA Issues/Signage:	ADA signage and access provided	
	Expansion Capability:	Fairly large site with some expansion possibility (limited by retention area & parking	
Building Exterior	Exterior Wall:	Architectural precast concrete panels, aluminum windows in very good condition (some minor window leaks), lightning protection provided	
	Roof:	Single ply membrane, no significant water intrusion issues	
	Wind Speed Rating:	110	
	Historic Significance:	None	
Building Interior	Structure:	Structural steel frame with metal deck / concrete slab	
	Access/ADA Issues	Good, ADA bathrooms, ADA signage	
	Finishes:	Floor: tile, VCT, carpet; Walls: PT on gypbd, VWC; Ceilings: ACP. Finishes in generally good condition, some wear on carpet and ACP in isolated areas	
	Layout:	Good, suitable for office use	
	Renovation Suitability:	Very Good	
Technical Systems	Plumbing:	No issues, good condition	
	Mechanical (HVAC):	Two air cooled chillers on roof (±2 yrs. old), older AHU's per floor in mechanical rooms in generally good condition	
	Electrical:	No issues, partial load emergency generator	
	Lighting:	T8 lamps throughout building, good condition	
	Fire Protection:	Fire alarm system, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Two elevators, currently scheduled to be upgraded	
Sustainability	No significant sustainable features		
Comments	Building W-555 houses several Pasco County agencies and departments including the main Commission board room and chambers as well as several Constitutional offices and serves as the symbolic seat of government in New Port Richey. The building is in very good condition overall. The facility is surrounded by parking shared with the Courts, Sheriff and other uses on the campus and parking shortfalls are regularly experienced. The overall campus is a disjointed series of buildings surrounded by parking lots with little civic presence overall.		
Recommendations	Building W-555 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-555 West Pasco Government Center (continued)

PHOTOS



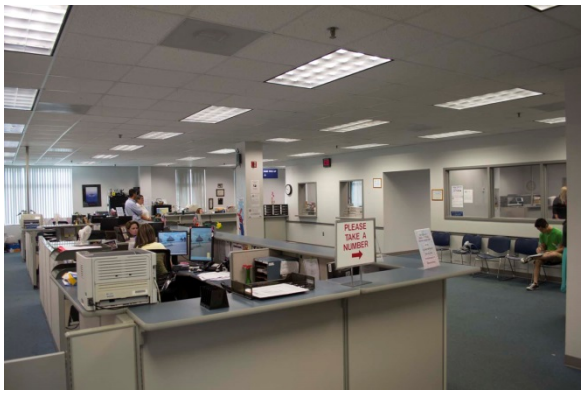
Exterior view front



Exterior view rear



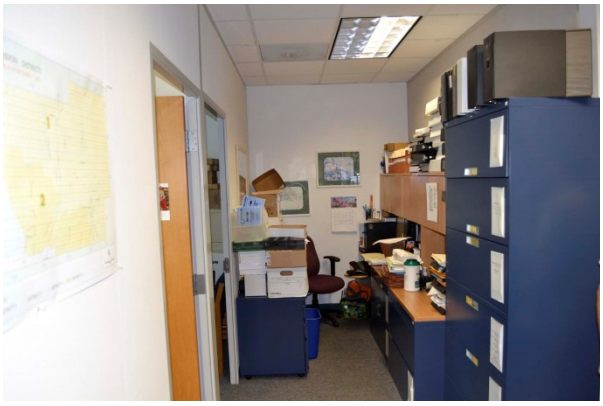
Commission board room



Office area



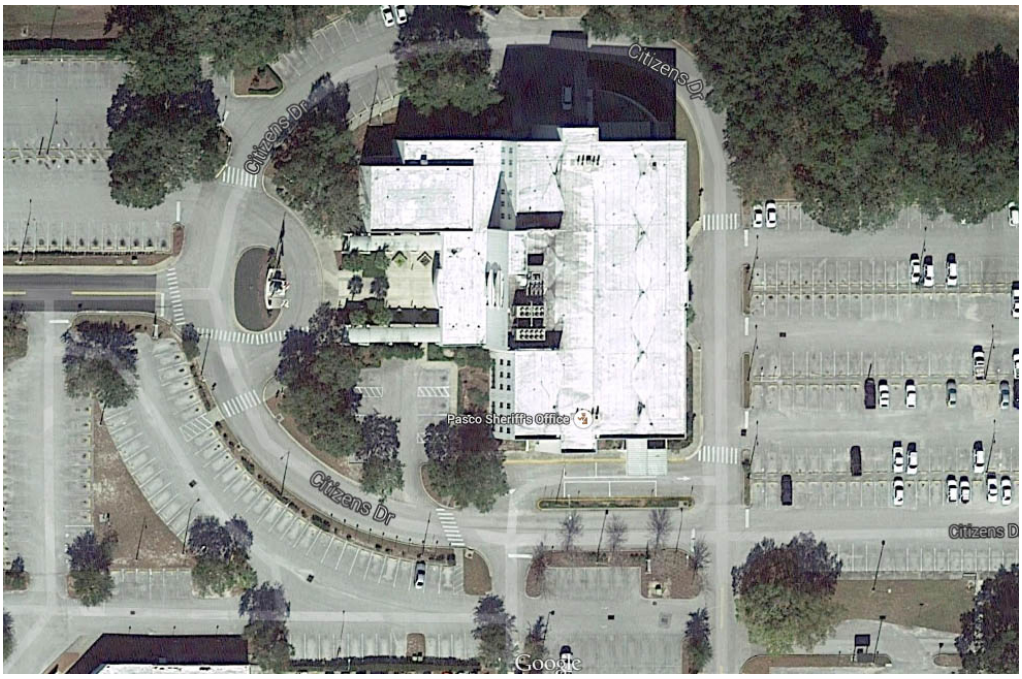
Break room



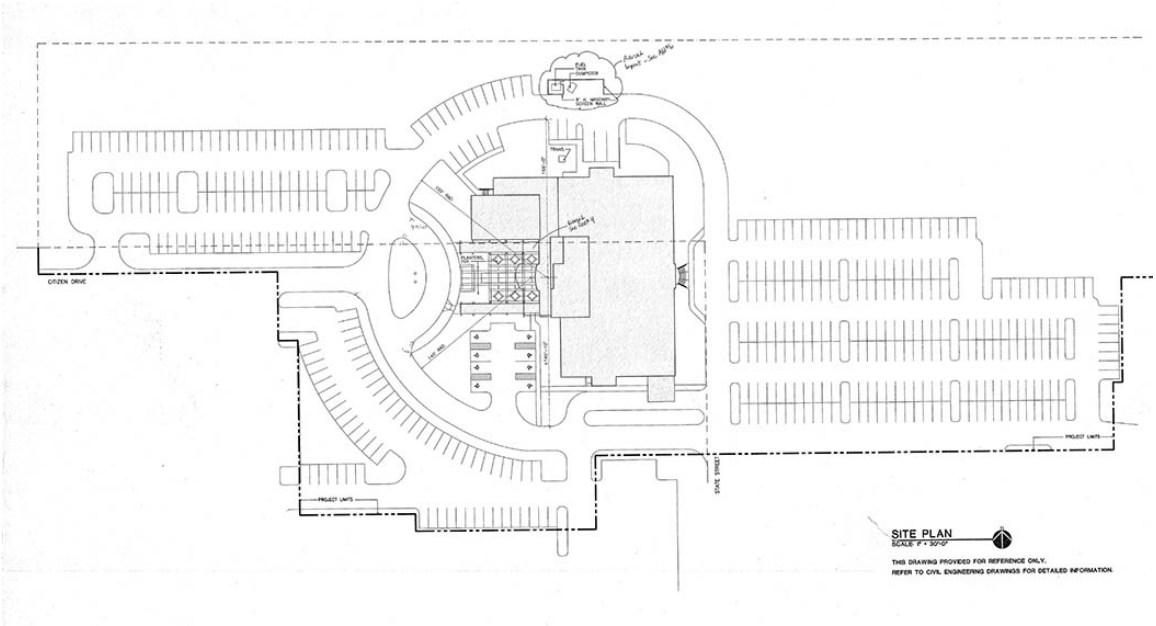
Office area

W-555 West Pasco Government Center (continued)

PLANS

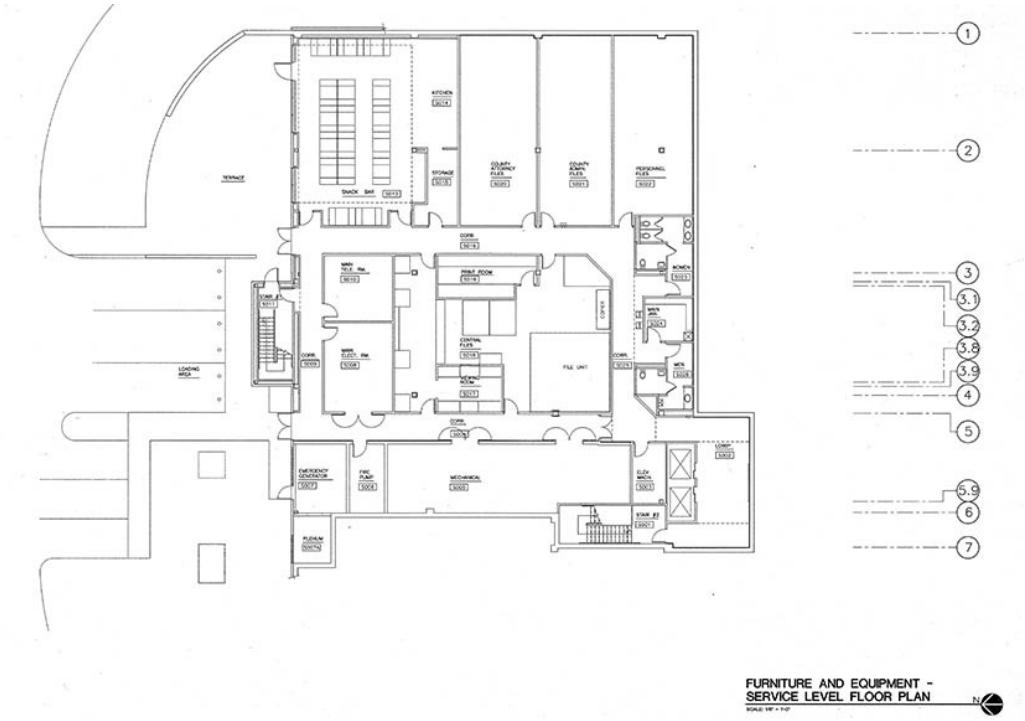


Site Plan

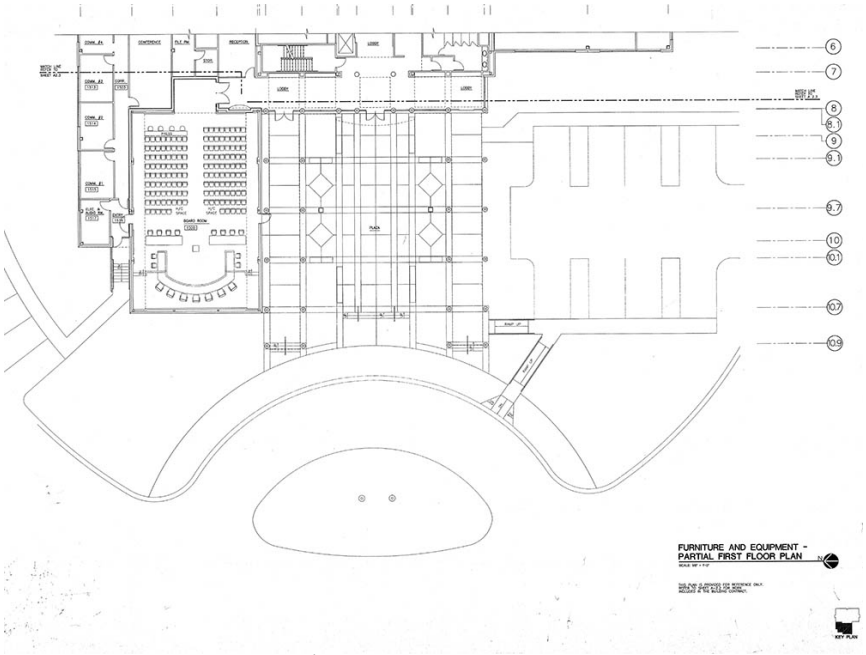


Site Plan

W-555 West Pasco Government Center (continued)

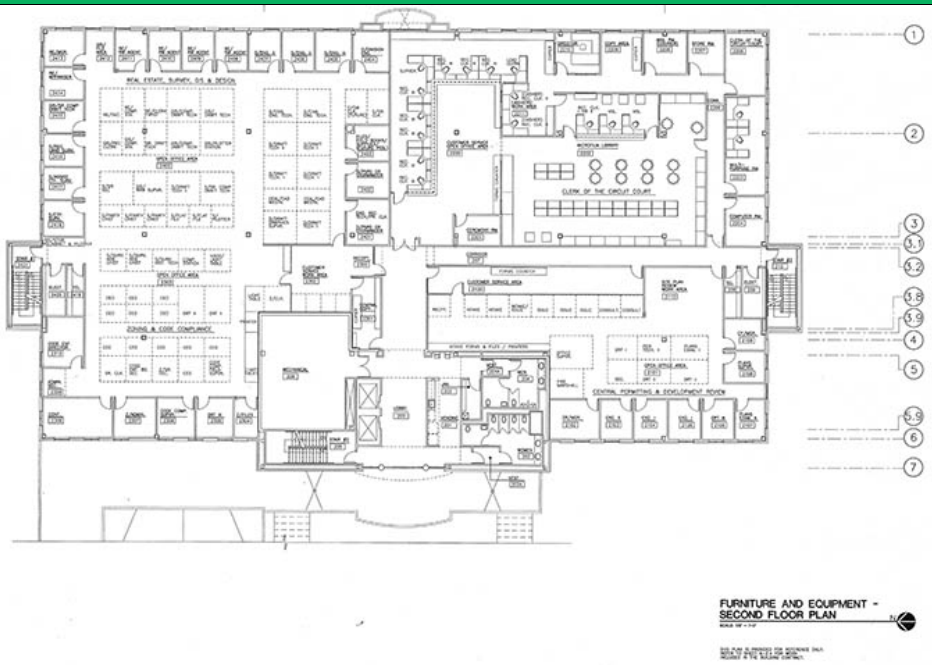


Basement

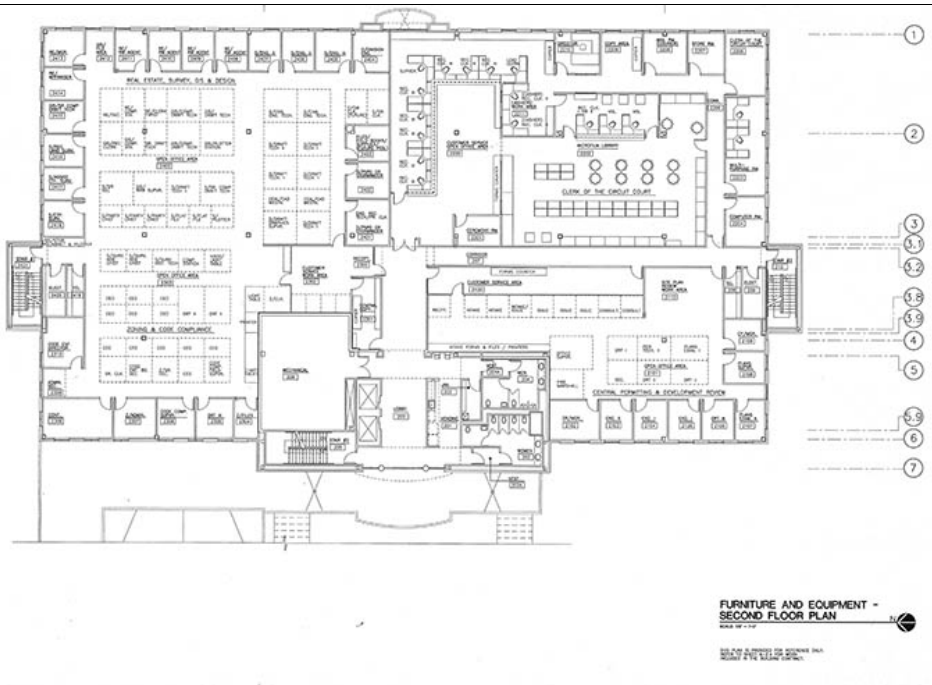


1st Floor Partial Plan 1 of 2

W-555 West Pasco Government Center (continued)

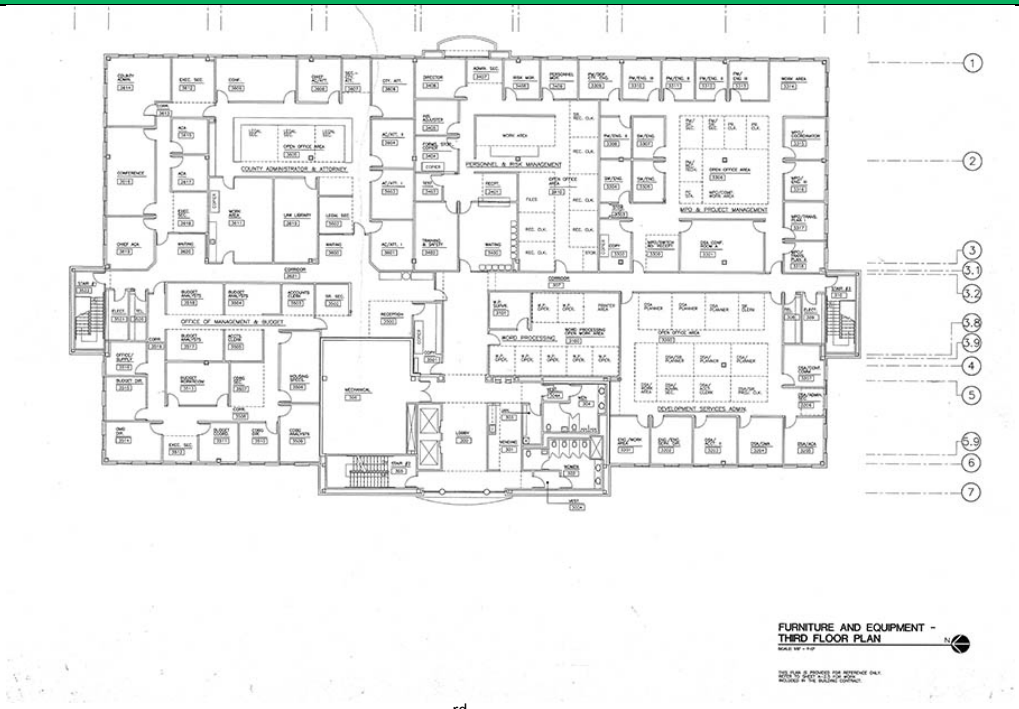


1st Floor Partial Plan 2 of 2

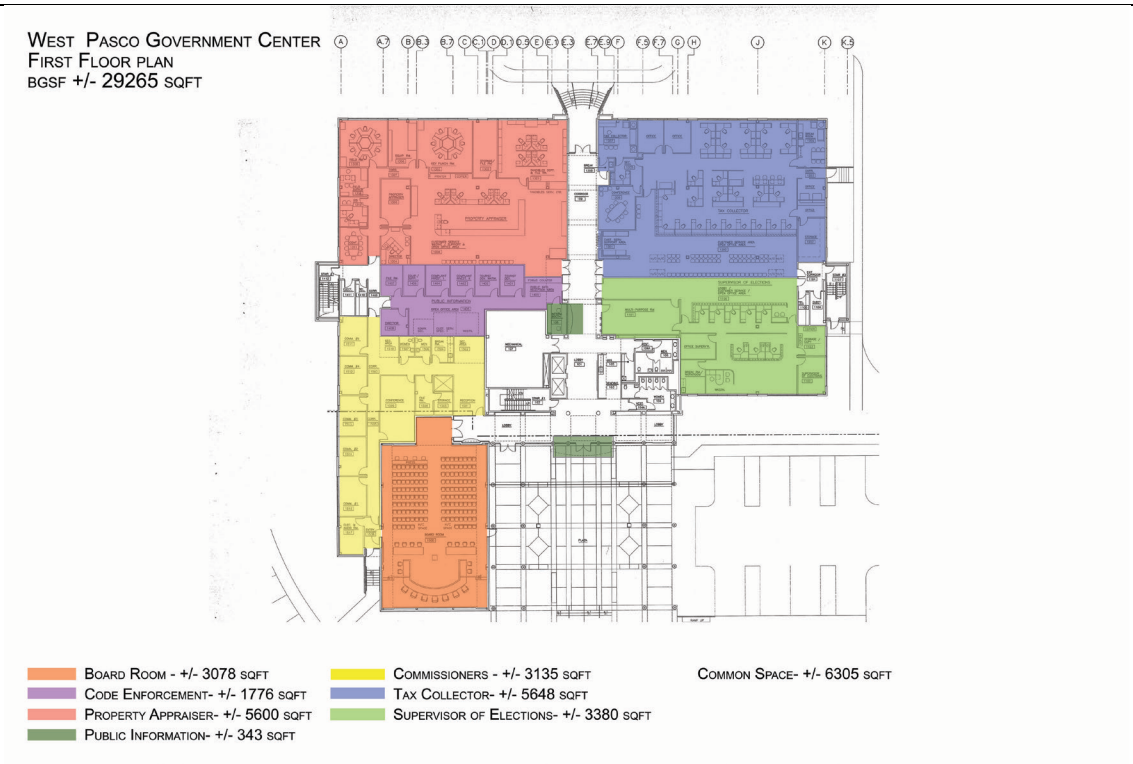


2nd Floor Plan

W-555 West Pasco Government Center (continued)



3rd Floor Plan



1st Floor Plan

W-555 West Pasco Government Center (continued)

WEST PASCO GOVERMENT CENTER
SECOND FLOOR PLAN
BGSF +/- 23371 S.Q.FT



- SURVEY - +/- 2047 SQFT
- CENTRAL PERMITTING - +/- 4713 SQFT
- CLERK & COMPTROLLER- +/- 6124 SQFT
- CURRENT PLANNING- +/- 3230 SQFT
- ZONING + INTAKE- +/- 1570 SQFT
- REAL ESTATE- +/- 1157 SQFT
- COMMON SPACE- +/- 4530 SQFT

2nd Floor Plan

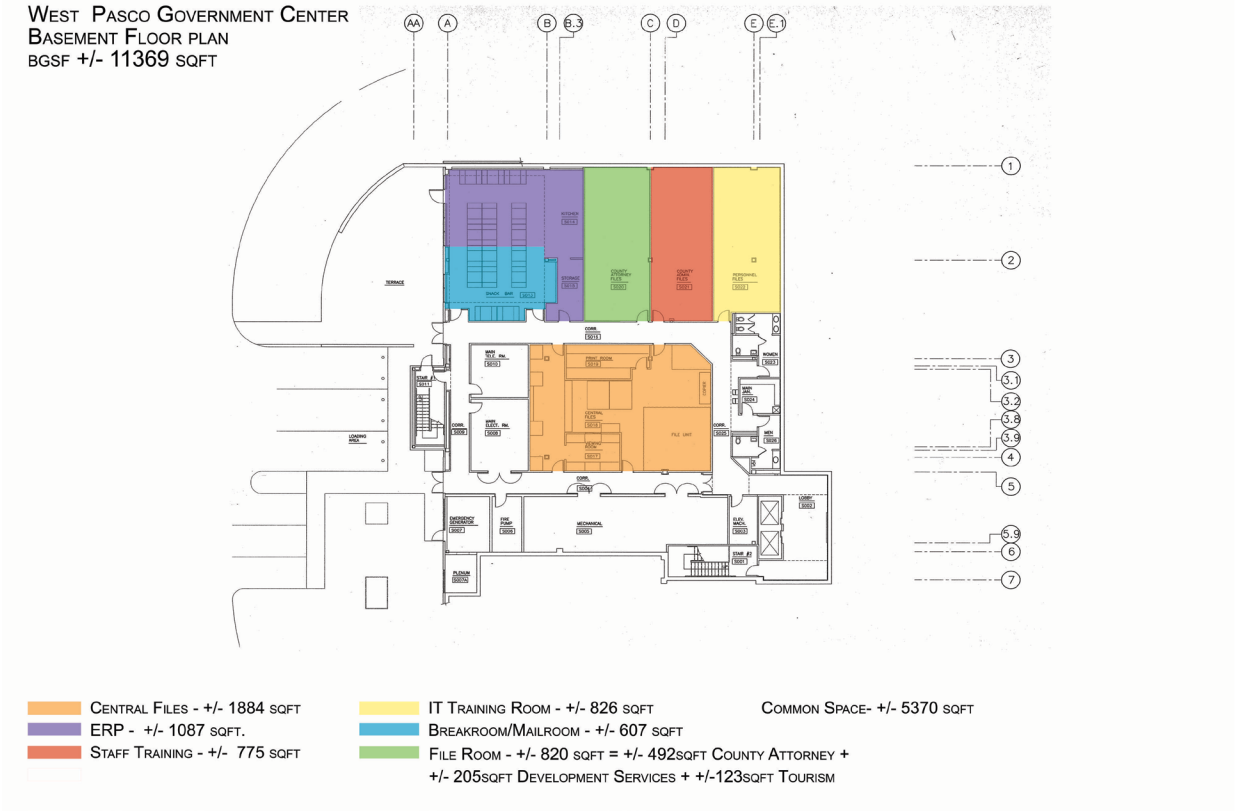
WEST PASCO GOVERMENT CENTER
THIRD FLOOR PLAN
BGSF +/- 23287 SQFT



- COUNTY ADMINISTRATION- +/- 1650 SQFT
- OMB- +/- 2084 SQFT
- COUNTY ATTORNEY +/- 3262 SQFT
- LR PLANNING- +/- 2707 SQFT
- FISCAL SERVICES- +/- 1041 SQFT
- METRO PLANNING- +/- 945 SQFT
- TOURISM- +/- 443 SQFT
- HUMAN RESOURCES- +/- 2946 SQFT
- INTERNAL SERV ADMIN - +/- 485 SQFT
- GIS- +/- 858 SQFT
- PUBLIC INFORMATION OFFICER- +/- 143 SQFT
- ENGINEERING SERV. ADMIN- +/- 696 SQFT
- DEVELOPMENT SERV. ADMIN.- +/- 476 SQFT
- PERFORMANCE DEV.- +/- 285 SQFT
- IT- +/- 101 SQFT
- COMMON SPACE - +/- 5165 SQFT

3rd Floor Plan

W-555 West Pasco Government Center (continued)



Basement

W-558	Fire Rescue Station 21		
Location	10417 Frierson Lake Drive, Hudson, 34669		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2003	**Owned/Leased:**	Owned
Building Size	BGSF: 5,466 / 4,773	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	13 total spaces / 1 ADA space	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Metal panel, low slope metal roof	
	Wind Speed Rating:	110	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restrooms and shower provided	
	Finishes:	Floors: tile, epoxy at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP and ACP tegular, metal panel at apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout, T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building W-558 is a newer two bay fire station based on the second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building W-558 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-558 Fire Rescue Station 21 (continued)

PHOTOS



Exterior view front


Exterior view rear


Apparatus bay


Kitchen


Generator and fuel tank

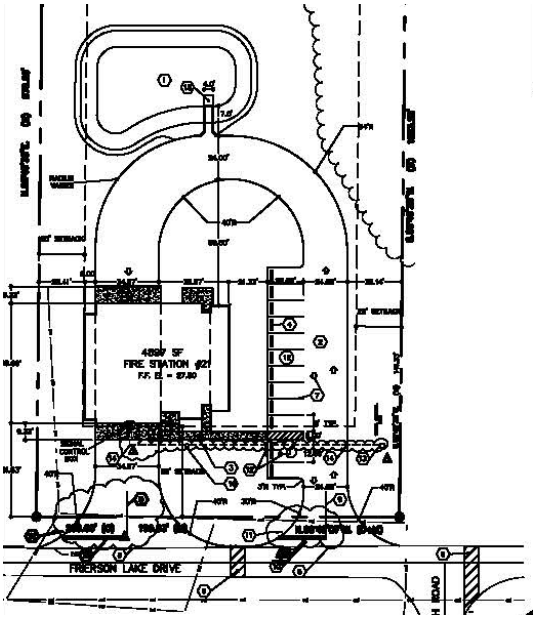

HVAC system

W-558 Fire Rescue Station 21 (continued)

PLANS

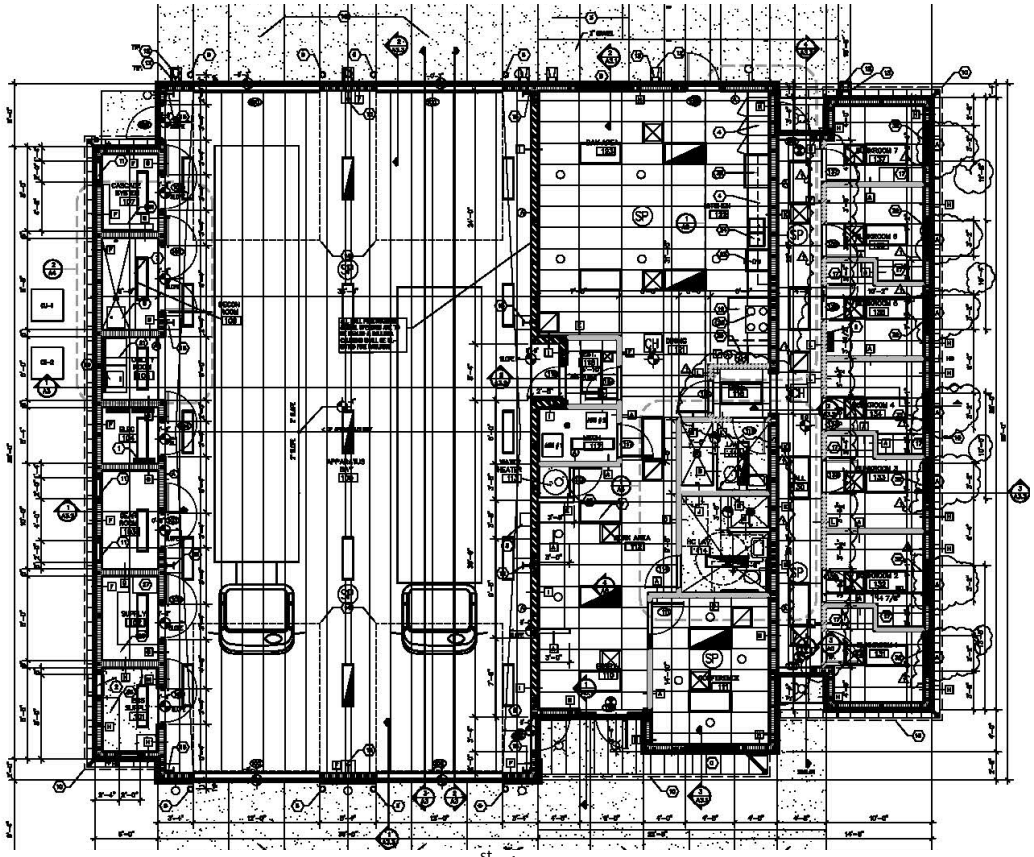


Site Plan



Site Plan

W-558 Fire Rescue Station 21 (continued)



1st Floor

W-559	Senior Center, South Gate		
Location	5352 Charlotte Avenue, New Port Richey, 34652		
Description of Use	COMMUNITY SERVICES – ELDERLY NUTRITION: Elderly dining		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: ±2,600	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Large parking lot shared with adjacent apartment complex / 2 ADA spaces	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Stucco on CMU, brick, aluminum windows	
	Roof:	Not evaluated, metal fascia	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls	
	Access/ADA Issues	ADA compliant restrooms in arcade adjacent to dining room	
	Finishes:	Floors: VCT; Walls: painted gypbd; Ceilings: ACP (fair condition)	
	Layout:	Appropriate for elderly dining	
	Renovation Suitability:	Fair (leased facility)	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two roof top units, split system, no issues	
	Electrical:	No issues	
	Lighting:	Older fixtures	
	Fire Protection:	No fire alarm system, no fire sprinklers	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-559 is a leased space in a retirement community used for elderly dining. The dining space is located in the Fellowship Hall and is shared with the apartment complex. The facility does not have a permanent serving line.		
Recommendations	Building W-559 is a mid-term asset for Pasco County. However long term due to the age of the building, the fact that the facility was not originally designed for elderly dining and that it is leased space the building should be replaced with a new purpose-built facility.		

W-559 Senior Center, South Gate (continued)

PHOTOS



Exterior view front



Exterior view side



Exterior view back



Kitchen



Dining room

W-559 Senior Center, South Gate (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-560	PCSO West Operations Building (Sterling Building) District 1		
Location	7432 Little Road, New Port Richey, 34654		
Description of Use	SHERIFF: Administrative office, law enforcement, special vehicle parking		
Year Constructed	±1989	**Owned/Leased:**	Owned
Building Size	BGSF: 18,693	# Floors: 2	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	±125 total / 3 ADA	
	Parking Lot:	Fair to good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Fair, depending on required parking may require construction of a parking deck to meet parking need	
Building Exterior	Exterior Wall:	Stucco and aluminum windows, good condition	
	Roof:	Roof has some minor water intrusion issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Unknown, appears to be concrete and/or CMU structure	
	Access/ADA Issues	Partially ADA adapted restrooms	
	Finishes:	Floors: Carpet, tile; Walls: Painted gypbd; Ceilings: ACP (fair condition)	
	Layout:	Suitable for office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Facility on lift station, no issues	
	Mechanical (HVAC):	Multiple split systems and units, building has balance and control issues, poor condition	
	Electrical:	No emergency generator, pad mounted transformer, no issues with current service	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	Emergency lights, smoke detectors, fire extinguishers, exit signs. No fire alarm or sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	1 elevator	
Sustainability	No sustainable features		
Comments	Building W-560 houses the Pasco County Sheriff's Office West Operations Center. The building formerly housed multiple tenants before being converted to County use and as a result the HVAC systems work poorly since they are nearing the end of their useful life and were not designed for the current layout and functions. The facility shows some wear to finishes and engineering systems. The building is located on a highly visible site directly on Little Road adjacent to the main New Port Richey Government complex. The facility does not appear to be hurricane hardened. Additional structures on this property (not evaluated in this report) include: • One open vehicle storage shed		
Recommendations	Building W-560 is a short-term to mid-term asset for Pasco County. However mid-term to long-term due to its age and the fact that the facility was not originally designed as a District Station the building should either be replaced by a purpose built law enforcement facility or undergo significant renovation and refurbishment.		

W-560 PCSO West Operations Building (Sterling Building) District 1 (continued)

PHOTOS



Exterior front view



Exterior rear view



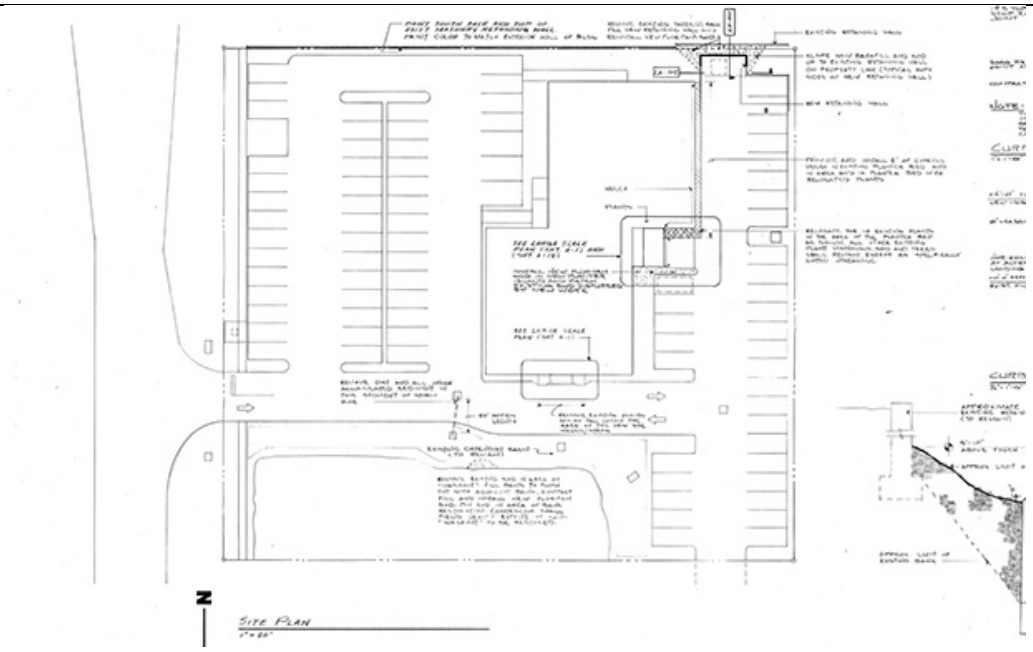
Parking / specialty vehicle parking

W-560 PCSO West Operations Building (Sterling Building) District 1 (continued)

PLANS

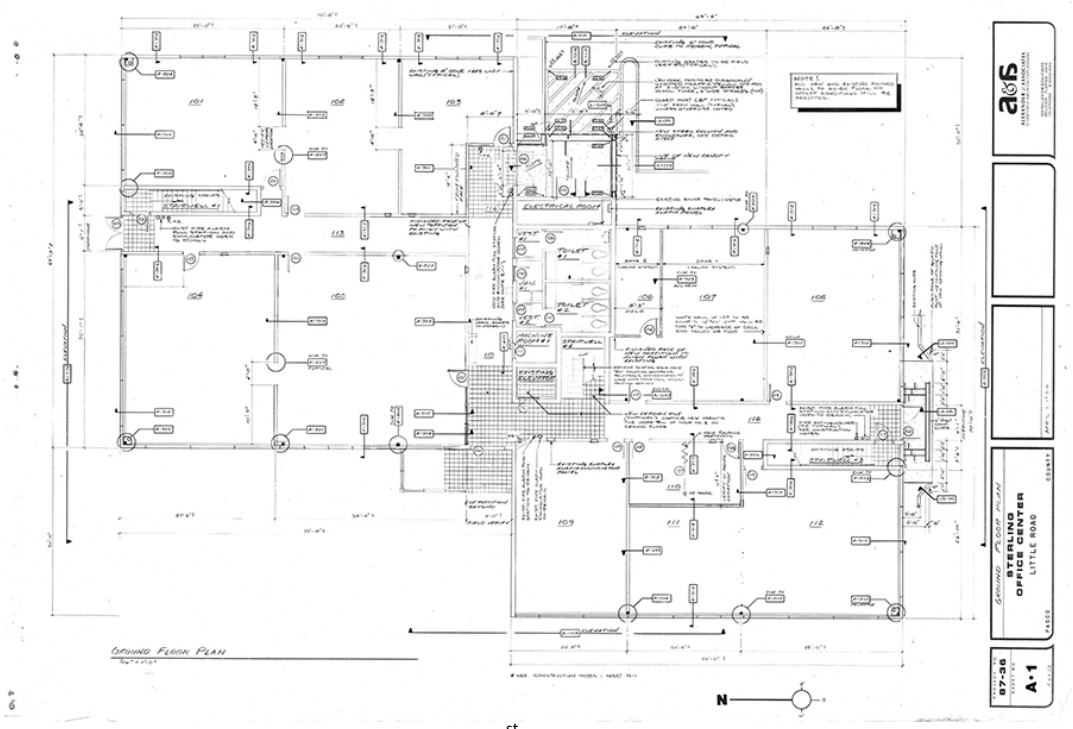


Site Plan

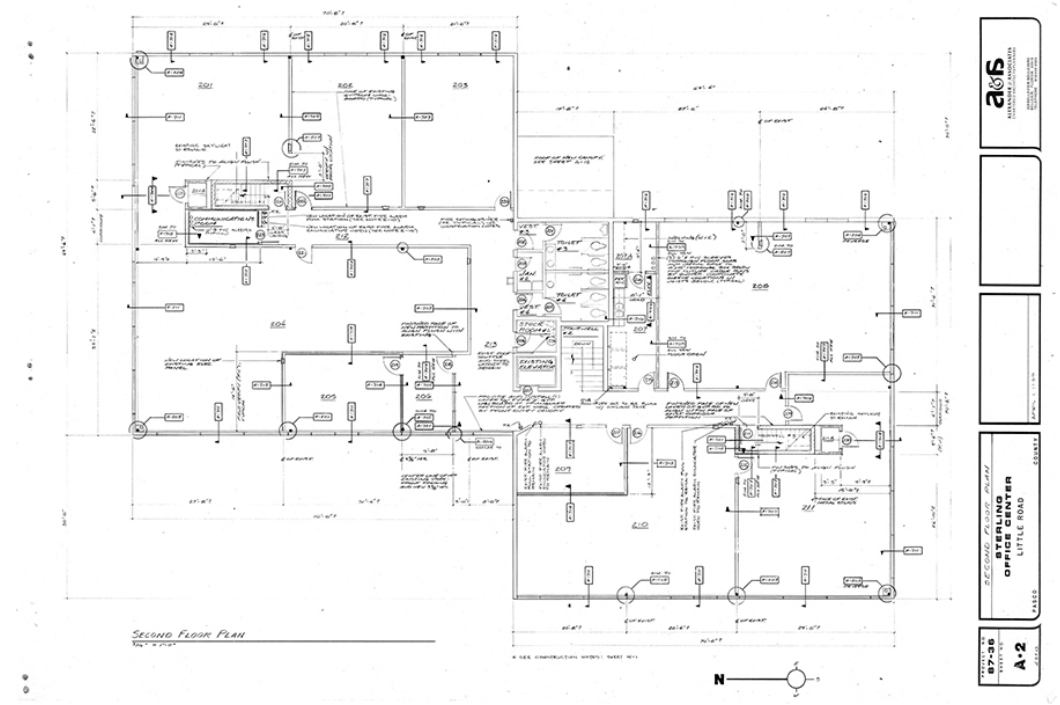


Site Plan

W-560 PCSO West Operations Building (Sterling Building) (continued)



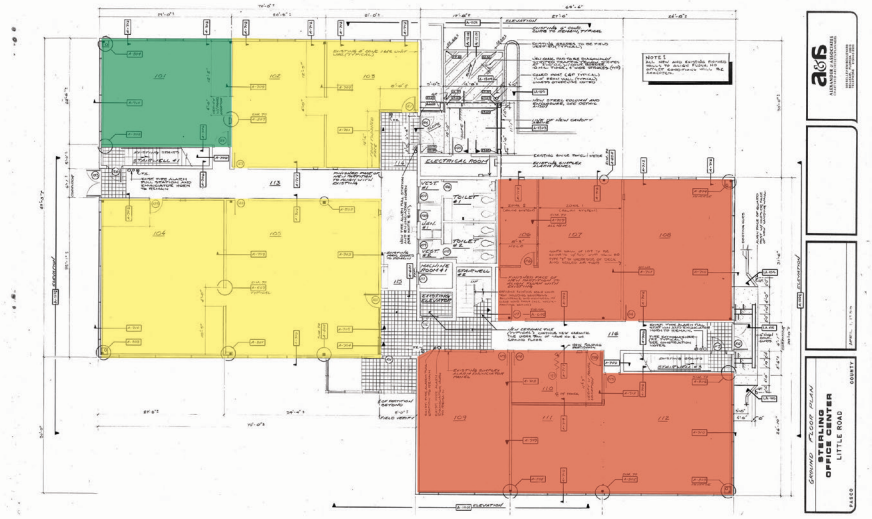
1st Floor



2nd Floor

W-560 PCSO West Operations Building (Sterling Building) (continued)

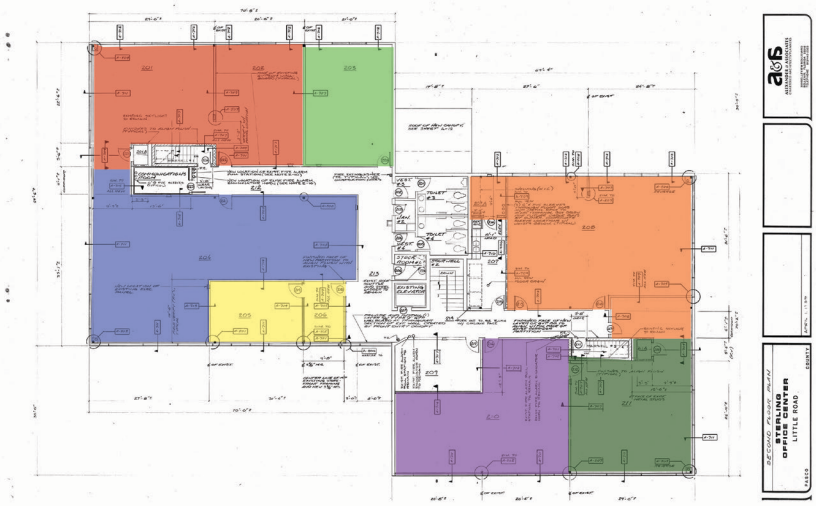
PCSO STERLING BUILDING
FIRST FLOOR PLAN
BGSF +/- 9715 SQFT



PATROL OPS- +/- 649 SQFT
SPECIAL OPS- +/- 3125 SQFT
D 1 - +/- 3666 SQFT
COMMON SPACE - +/- 2275 SQFT

1st Floor

PCSO STERLING BUILDING
SECOND FLOOR PLAN
BGSF +/- 9626 SQFT



OAA ENTRY- +/- 1277 SQFT
CYBER CRIMES- +/- 579 SQFT
PROPERTY CRIMES - +/- 1644 SQFT
SEX CRIMES - +/- 513 SQFT
CRIMINAL & MAJOR - +/- 1252 SQFT
CI ADMIN AND STORAGE - +/- 799 SQFT
MAJOR CRIMES - +/-1547 SQFT
COMMON SPACE - +/- 2015 SQFT

2nd Floor

W-562	Grove Park Community Center		
Location	4145 Fairford Drive, Elfers, 34652		
Description of Use	PARKS AND RECREATION: Community center		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 5,696	# Floors: 1	
Facility Condition	NOT EVALUATED		
Site	Total Parking Spaces/ADA:	Approximately 30 total spaces (front and rear) / 2 ADA spaces	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA signage provided	
	Expansion Capability:	None, small site with single family residences on all sides	
Building Exterior	Exterior Wall:	Stucco, glass block, painted CMU, aluminum windows	
	Roof:	Asphalt shingles	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	Not evaluated		
Comments	Building W-562 houses the Grove Park Community Center. The facility is currently closed and the pool has been back-filled and replaced with sod. The site includes the main building as well as outbuildings for pool equipment, concessions and restrooms/showers. The facility has not been in use for several years.		
Recommendations	Building W-562 is not a long-term asset for Pasco County. The facility and property should be sold or disposed of.		

W-562 Grove Park Community Center (continued)

PHOTOS



Exterior view front



Outbuilding 1



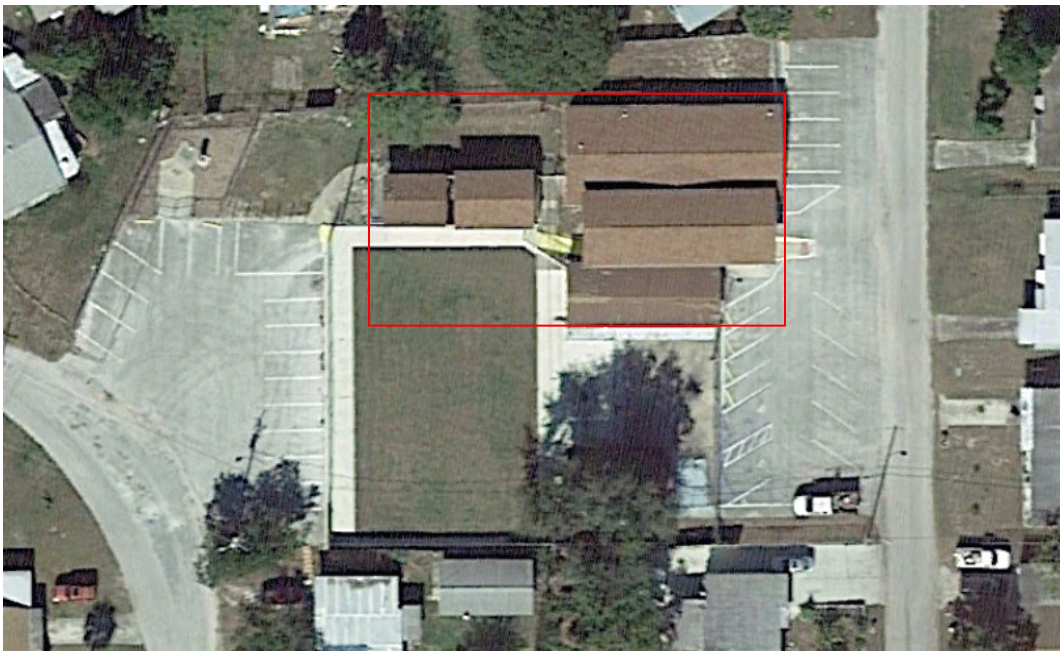
Filled-in pool area and restrooms (left)



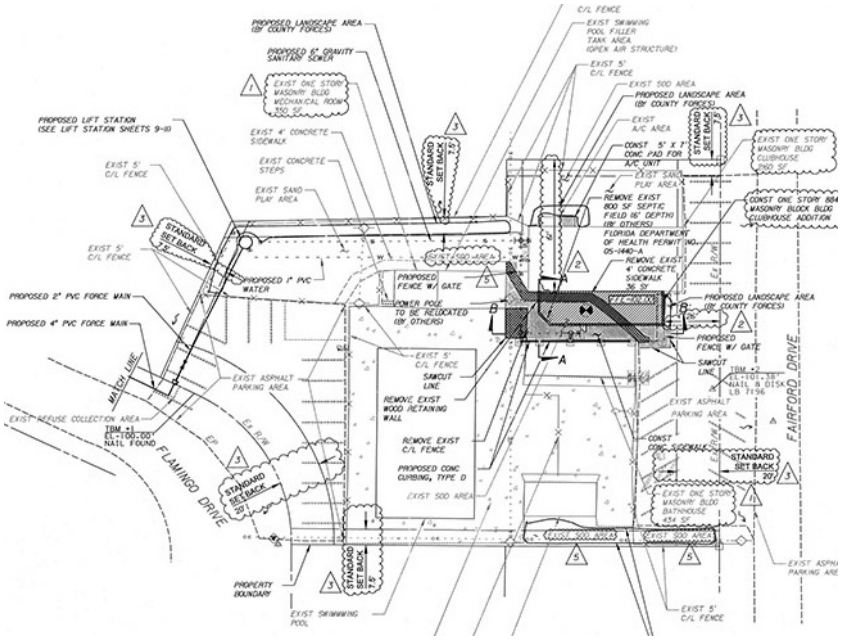
Outbuilding 2

W-562 Grove Park Community Center (continued)

PLANS

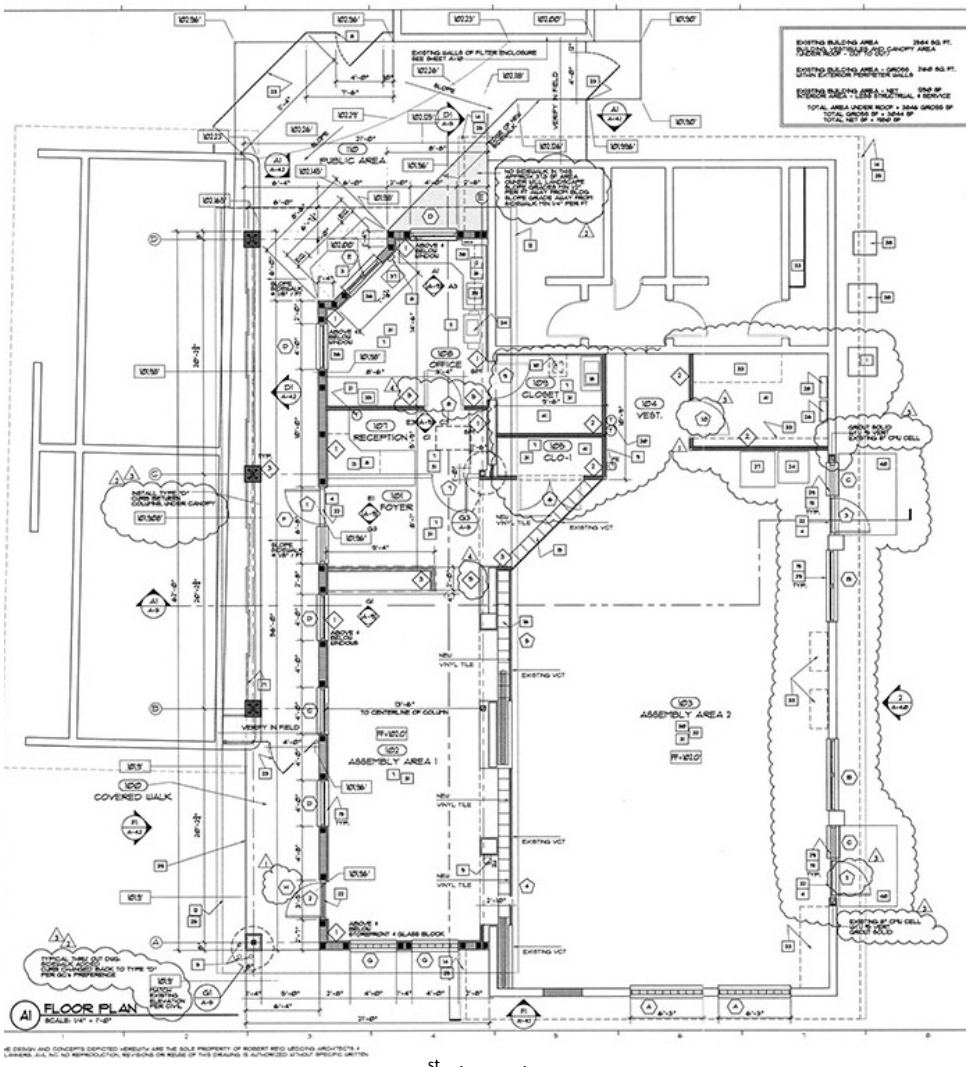


Site Plan



Site Plan

W-562 Grove Park Community Center (continued)



1st Floor Plan

W-563	Senior Center - DAV		
Location	6711 Jefferson Street, New Port Richey, 34652		
Description of Use	COMMUNITY SERVICES – ELDERLY NUTRITION: Elderly dining		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: 1,800	# Floors: 1	
Facility Condition	NOT EVALUATED		
Site	Total Parking Spaces/ADA:	Approximately 50 total spaces / 2 ADA spaces	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage	
	Expansion Capability:	Limited, building and parking occupy most of site	
Building Exterior	Exterior Wall:	Painted CMU, aluminum windows	
	Roof:	Metal panel	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	Not evaluated		
Comments	Building W-563 is leased space used for senior services.		
Recommendations	Building W-563 is a mid-term asset for Pasco County. However long term due to the age of the building, the fact that the facility was not originally designed for elderly dining and that it is leased space the building should be replaced with a new purpose-built facility.		

W-563 Senior Center - DAV (continued)

PHOTOS



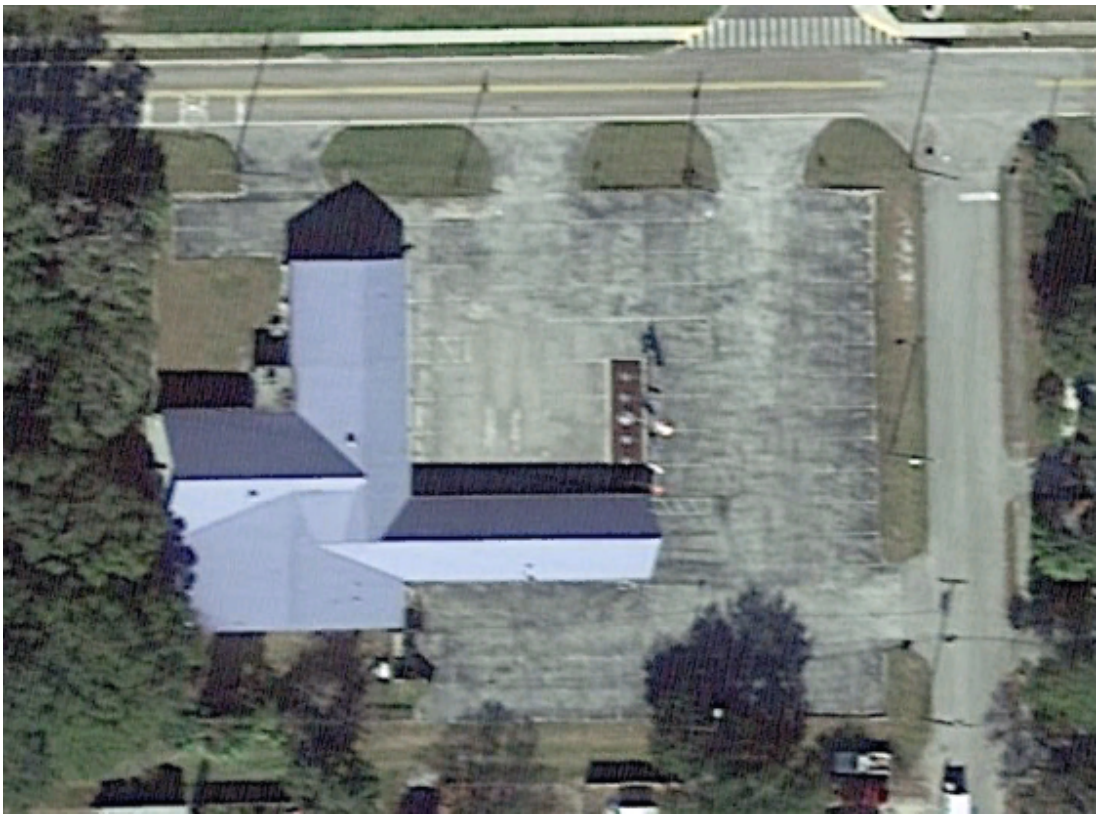
Exterior view front



Exterior view rear

W-563 Senior Center - DAV (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

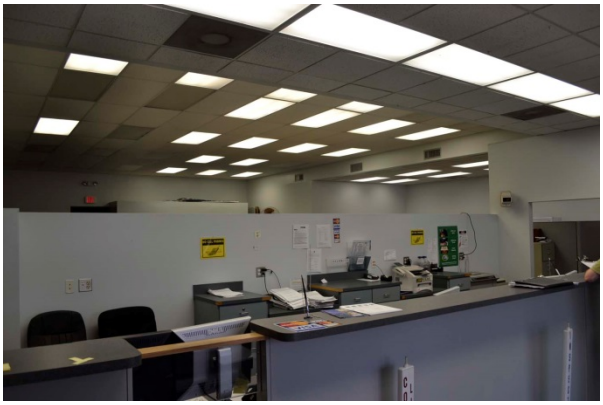
W-565	Building Inspectors Building		
Location	7508 Little Road, New Port Richey, 34654		
Description of Use	PERMITTING / DEVELOPMENT: Administrative office		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 4,313	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Approximately 22 total spaces	
	Parking Lot:	Poor condition, includes unused former bank drive through tellers	
	Access/ADA Issues/Signage:	ADA signage and access provided	
	Expansion Capability:	None, building and parking occupy the entire site	
Building Exterior	Exterior Wall:	Stucco on CMU, brick, aluminum windows	
	Roof:	Not evaluated	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Unknown, could not be evaluated	
	Access/ADA Issues	ADA public counter, ADA adapted toilets	
	Finishes:	Floors: Carpet, VCT, tile; Walls: Painted gypbd; Ceilings: ACP (all fair condition)	
	Layout:	Adequate for office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Two bathrooms, no issues	
	Mechanical (HVAC):	Two small residential type split systems, no issues	
	Electrical:	No issues	
	Lighting:	Older fixtures, re-lamped with T8's	
	Fire Protection:	Fire extinguishers & exit lights provided; no fire alarm system or sprinkler system	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-565 is a former bank building converted to County offices housing the building inspectors. The facility is in generally fair condition showing wear to the finishes, engineering systems and parking. There is currently no access from the lobby to the office areas without going through the conference room. The building is located on a highly visible site directly on little Road adjacent to the main New Port Richey Government complex.		
Recommendations	Although Building W-565 is an older facility it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. It's prominent location can be long-term asset adjacent to the government center and the Sterling Building. Due to the facilities age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

W-565 Building Inspectors Building (continued)

PHOTOS



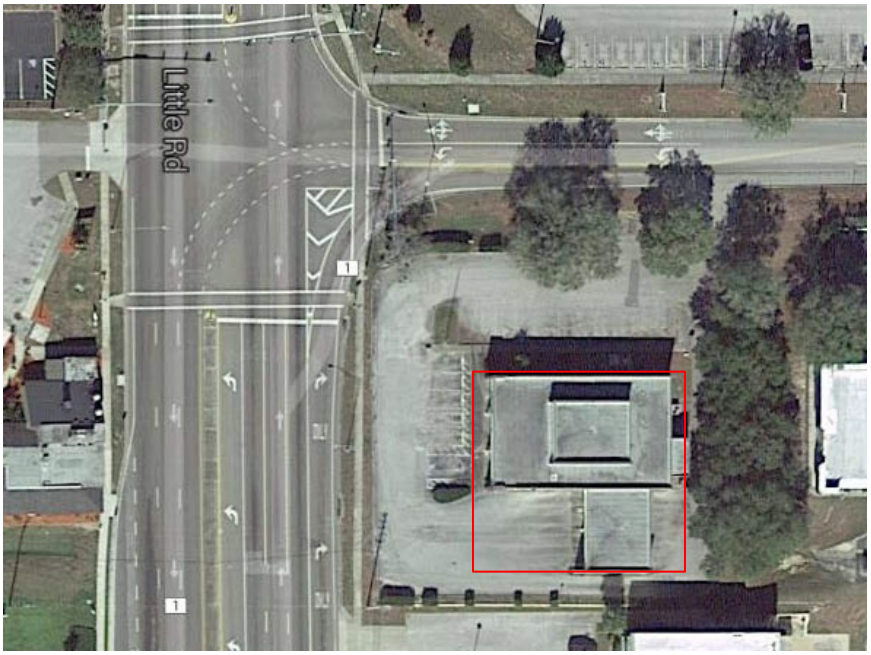
Exterior view front



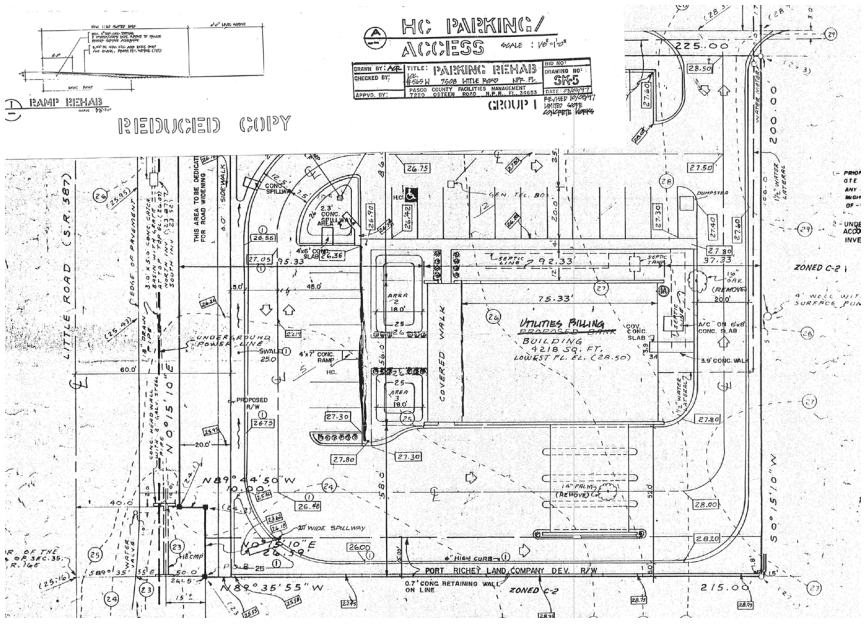
Interior front counter

W-565 Building Inspectors Building (continued)

PLANS

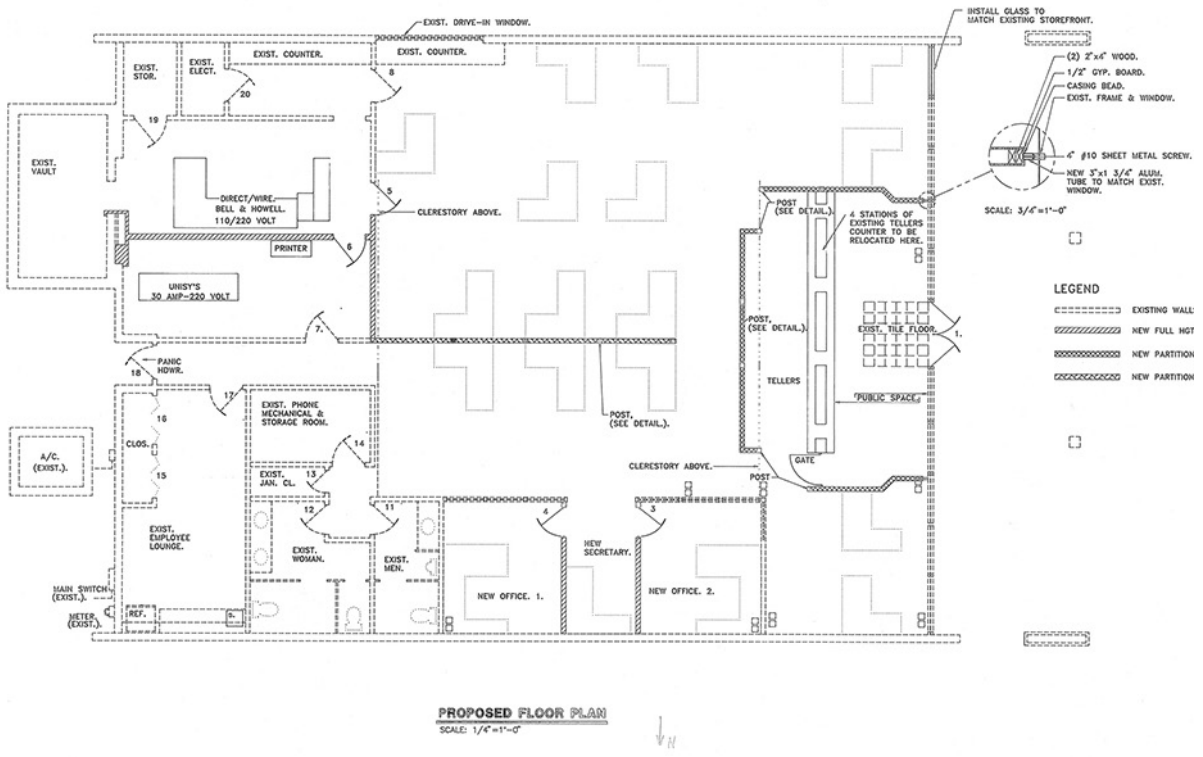


Site Plan



Site Plan

W-565 Building Inspectors Building (continued)



1st Floor Plan

W-571.01	Environmental Education Center, Jay B. Starkey Park		
Location	10500 Wilderness Park Road, New Port Richey, 34655		
Description of Use	PARKS AND RECREATION: Educational center		
Year Constructed	2002	**Owned/Leased:**	Owned
Building Size	BGSF: 6,815	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	31 total spaces in adjacent parking lots / 4 ADA spaces	
	Parking Lot:	Asphalt across street, crushed shell adjacent, good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided, gravel path	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Vinyl siding, aluminum windows	
	Roof:	Metal panels, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Heavy timber framing, wood framing at porch, wood trusses at roof	
	Access/ADA Issues	ADA compliant toilets	
	Finishes:	Floor: concrete; Walls: wood paneling; Ceilings: exposed wood trusses	
	Layout:	Appropriate for educational center	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Not evaluated, no issues	
	Mechanical (HVAC):	Not evaluated, no issues	
	Electrical:	Not evaluated, no issues	
	Lighting:	Not evaluated, no issues	
	Fire Protection:	Not evaluated, fire alarm system provided	
	Telecomm/Comp. Network:	Not evaluated, no issues	
	Vertical Transportation:	Not applicable	
Sustainability	Not evaluated		
Comments	Building W-571.01 houses the environmental education center at Jay B. Starkey Park. The facility is of wood construction and contains a central large multi-purpose space. The building is in very good condition overall.		
Recommendations	Building W-571.01 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-571.01 Environmental Education Center, Jay B. Starkey Park (continued)

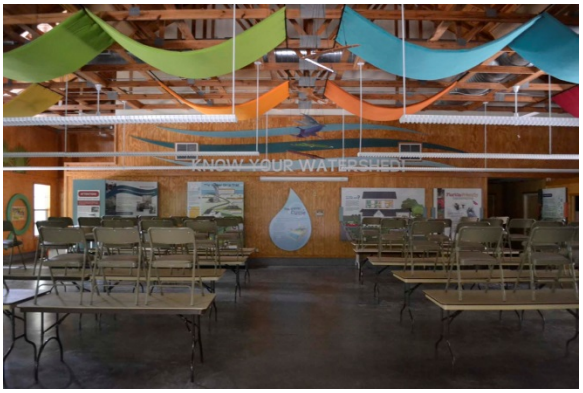
PHOTOS



Exterior view front



Exterior view rear



Multipurpose room



Information kiosk



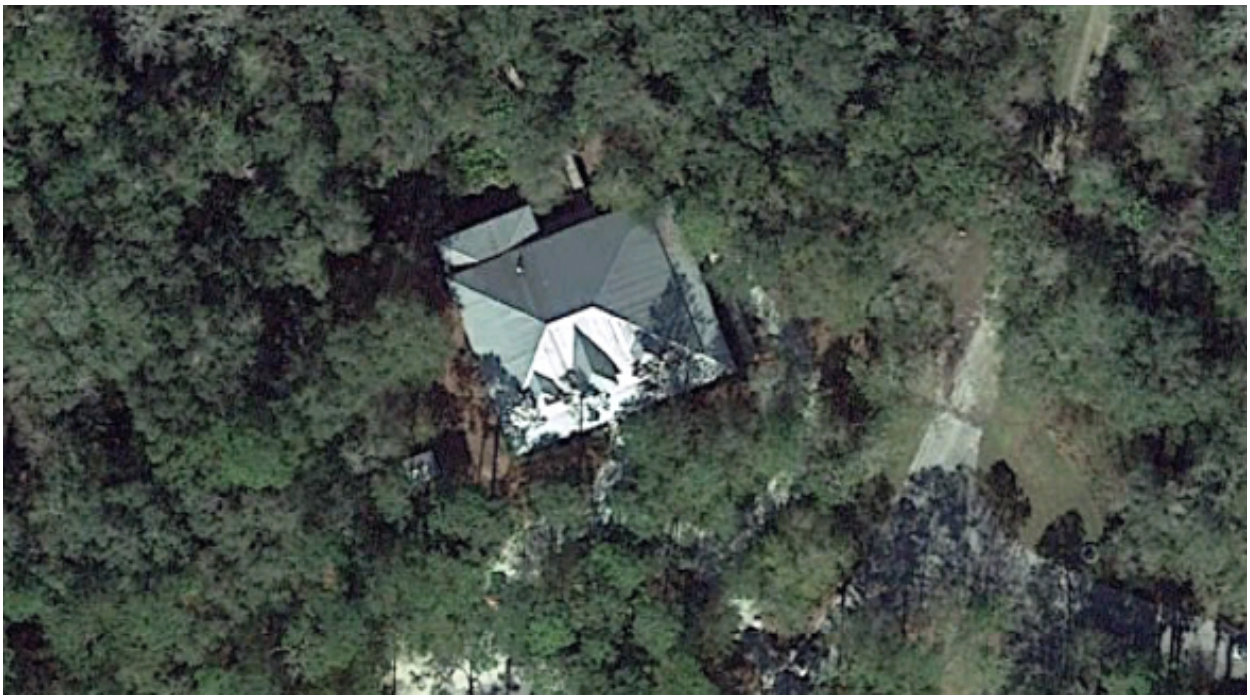
Parking



HVAC system

W-571.01 Environmental Education Center, Jay B. Starkey Park (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-573	Health Department A Clinic, New Port Richey		
Location	10841 Little Road, New Port Richey, 34654		
Description of Use	HEALTH DEPARTMENT: Medical exam, administrative office		
Year Constructed	±1991	**Owned/Leased:**	Owned
Building Size	BGSF: 10,655 / 10,374	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Approximately 36 spaces / 2 ADA spaces	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, buildings and parking occupy most of site	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows, painted brick	
	Roof:	Asphalt shingles, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, appears to have wood trusses at roof	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Floors: VCT, carpet, wood laminate; Walls: painted gypbd; Ceilings: ACP	
	Layout:	Appropriate for medical clinic, office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple small residential type HVAC split systems, no issues	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures, re-lamped with T8's	
	Fire Protection:	No fire alarm system, no fire sprinkler system; fire extinguishers, exit signs, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-573 houses Health Department functions in the western part of Pasco County. The facility is prominently located on Little Road and although of primarily residential type construction it is in generally good condition. Landscaping is in very poor condition throughout the site. The overall site includes two principal buildings.		
Recommendations	Building W-573 should not be considered a long-term asset for Pasco County. Due to the age of the building and its residential type construction which is not appropriate for institutional uses. The functions located within the facility should be relocated to a more appropriate facility long-term.		

W-573 Health Department A Clinic, New Port Richey (continued)

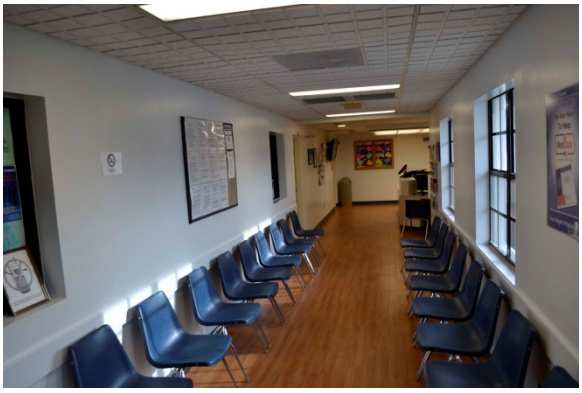
PHOTOS

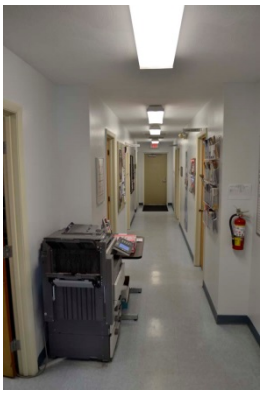


Exterior view front


Exterior view rear


Parking


Waiting area


Corridor

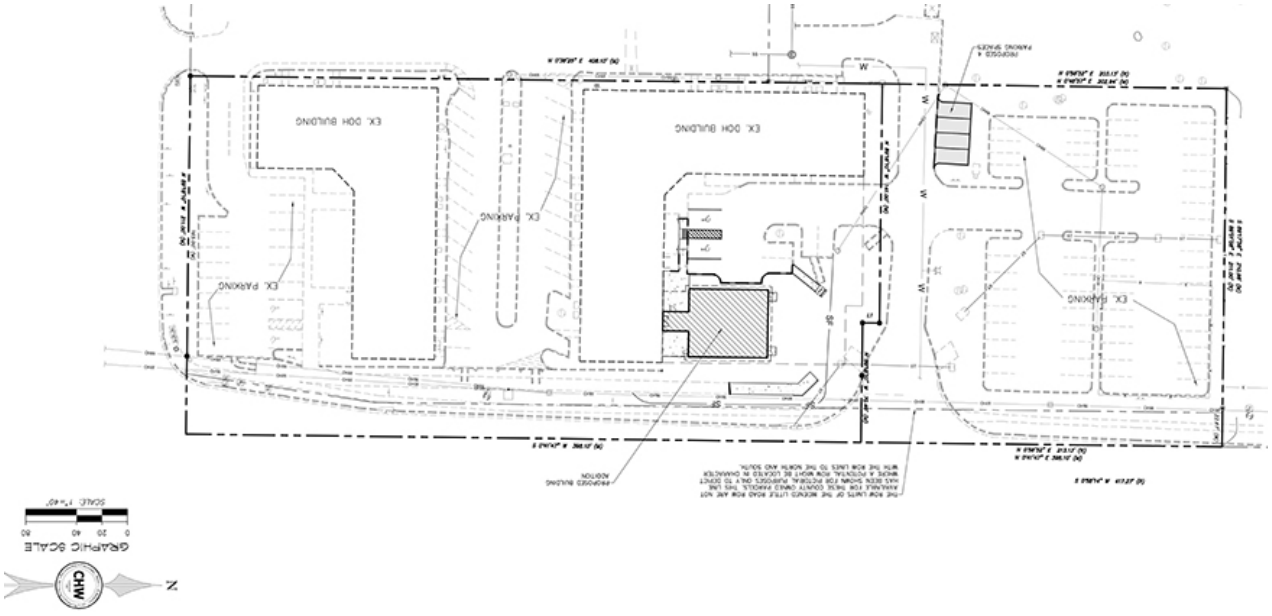

HVAC system

W-573 Health Department A Clinic, New Port Richey (continued)

PLANS

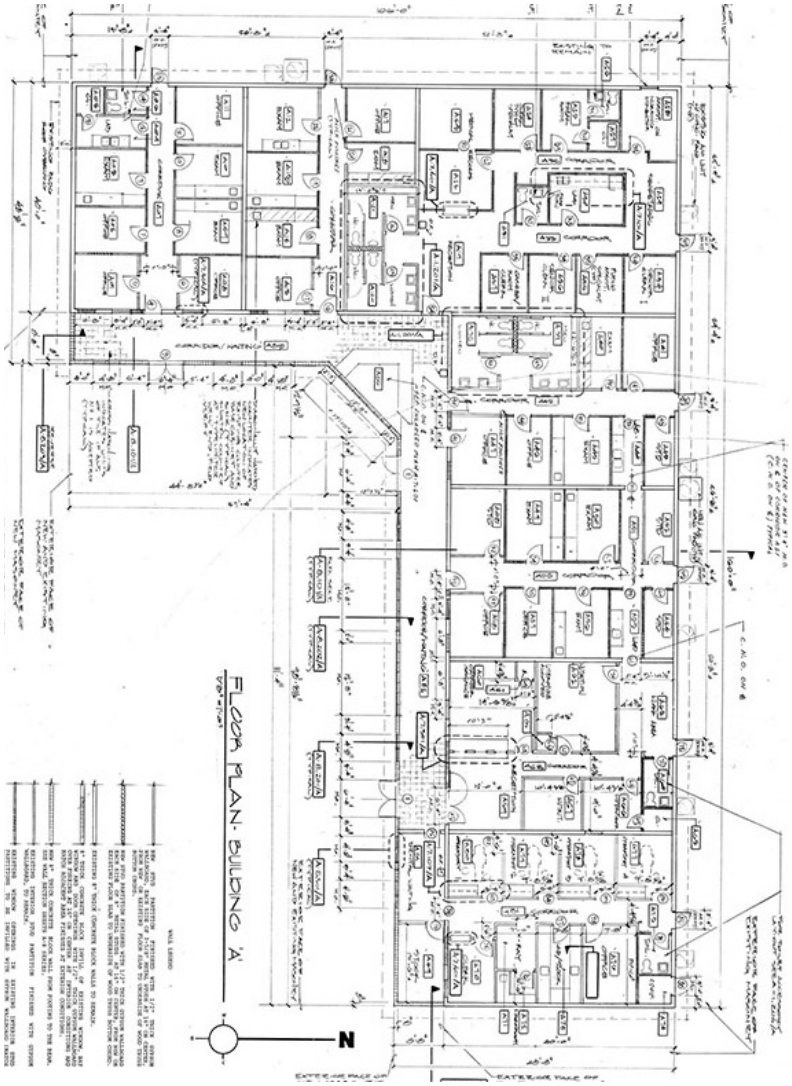


Site Plan



Site Plan

W-573 Health Department A Clinic, New Port Richey (continued)



1st Floor Plan

W-574 / W-574.01	Health Department B Administration – Tobacco Awareness		
Location	10909 Little Road, New Port Richey, 34654		
Description of Use	HEALTH DEPARTMENT: Administrative offices, education center		
Year Constructed	±1991	**Owned/Leased:**	Owned
Building Size	BGSF: W-574 – 13,510 / 13,225 / W-574.01 – 2,200 / 2,100	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Approximately 62 total spaces (plus additional spaces in fenced lot) / 2 ADA	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, buildings and parking occupy most of site	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows, painted brick	
	Roof:	Asphalt shingles, no issues (2 years old)	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, appears to have wood trusses at roof	
	Access/ADA Issues	ADA compliant restrooms at education center (W-574.01)	
	Finishes:	Floors; carpet; Walls; painted gypbd; Ceilings: ACP (good condition)	
	Layout:	Appropriate for office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple small residential type split HVAVC systems	
	Electrical:	No issues	
	Lighting:	No issues	
	Fire Protection:	No fire alarm system, no fire sprinkler system; smoke detectors, fire extinguishers, exit signs provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-574 houses Health Department administrative functions and the attached W-574.01 component houses a small, recently added education center (conference space). The facility is prominently located on little Road and although of primarily residential construction it is in generally good condition. Landscaping is in very poor condition throughout the site. The overall site includes two principal buildings.		
Recommendations	Building W-574 / W-574.01 should not be considered a long-term asset for Pasco County. Due to the age of the building and its residential type construction which is not appropriate for institutional uses. The functions located within the facility should be relocated to a more appropriate facility long-term.		

W-574 / W-574.01 Health Department B Administration – Tobacco Awareness (continued)

PHOTOS



Exterior view entry



Office space



Entry and waiting area



Meeting room(s) with moveable partition



Covered patio



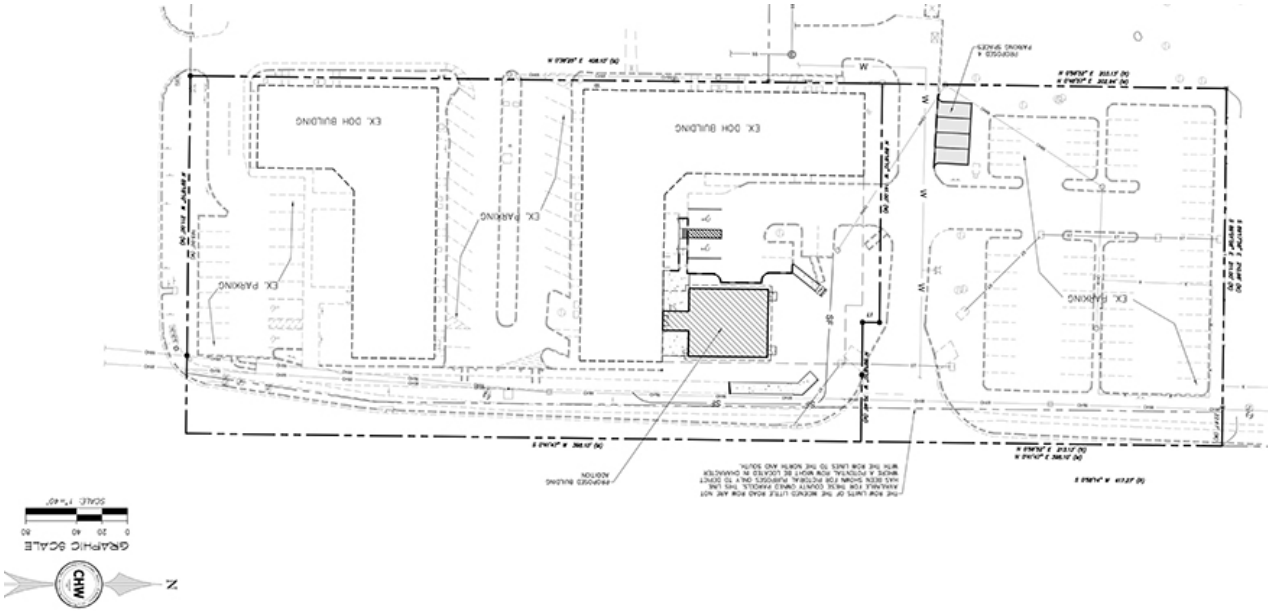
Exterior view and HVAC system

W-574 / W-574.01 Health Department B Administration – Tobacco Awareness (continued)

PLANS

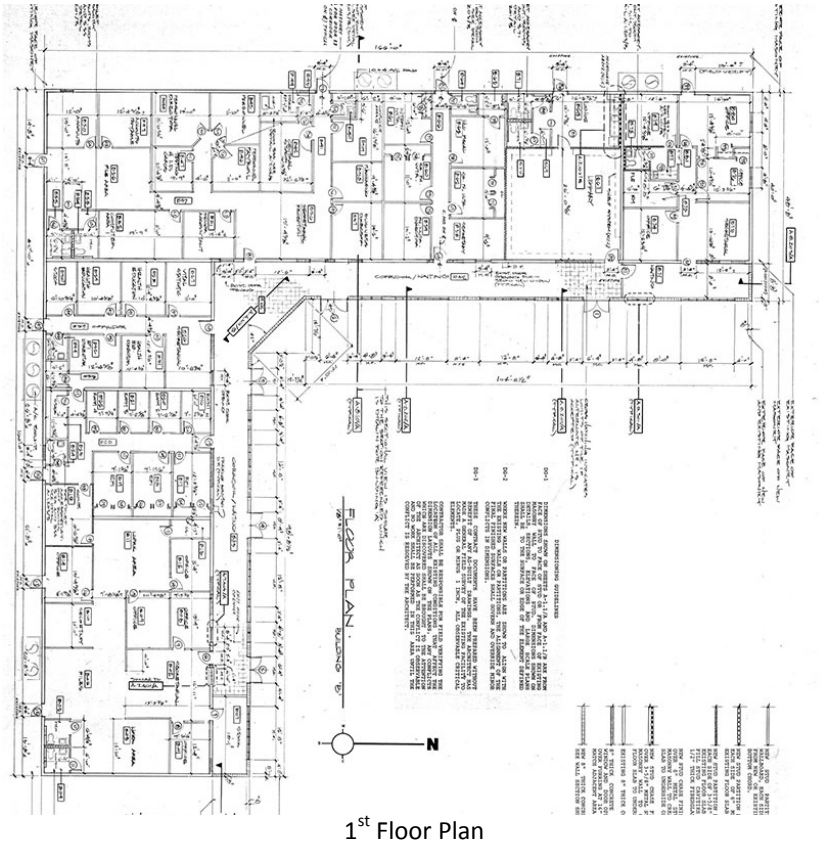


Site Plan

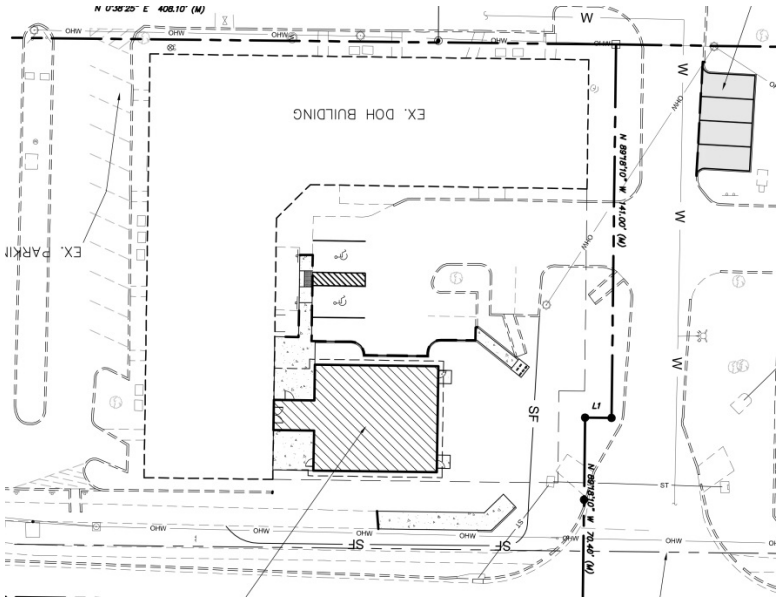


Site Plan

W-574 / W-574.01 Health Department B Administration – Tobacco Awareness (continued)



1st Floor Plan



Tobacco Building Site Plan

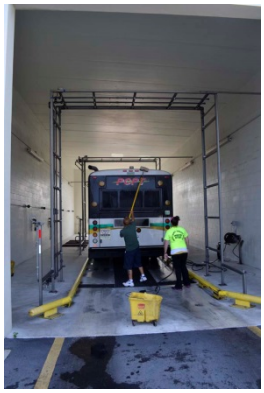
W-579 / W-579.01 / W-579.02	Galen Wilson Bus Wash / Miscellaneous Outbuildings		
Location	8620 Galen Wilson Boulevard, New Port Richey, 34654		
Description of Use	COMMUNITY SERVICES: Vehicle wash		
Year Constructed	Unknown (appears new)	**Owned/Leased:**	Owned
Building Size	BGSF: 3,560	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	±25 bus spaces, no staff parking spaces / 0 ADA spaces	
	Parking Lot:	Good condition, large lot designed for large vehicles	
	Access/ADA Issues/Signage:	None provided	
	Expansion Capability:	Good, large open areas immediately adjacent	
Building Exterior	Exterior Wall:	Stucco on CMU, metal overhead coiling doors	
	Roof:	Not evaluated, sloped precast conc planks	
	Wind Speed Rating:	124	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, precast concrete planks at roof	
	Access/ADA Issues	None, not applicable	
	Finishes:	Floor: concrete slab; Walls: painted CMU; Ceilings: exposed painted concrete planks (all finishes are in generally very good condition)	
	Layout:	Suitable for vehicle wash and storage	
	Renovation Suitability:	Not required	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	No HVAC systems	
	Electrical:	No issues, emergency generator, pad mounted transformer	
	Lighting:	Fluorescent fixtures with T8 lamps	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building W-579 houses a large vehicle wash for County buses and large vehicles. The facility is in very good condition and is specifically designed as an industrial vehicle wash building. The building is located within a fenced compound including a large asphalt parking lot for buses, Building W-579.01 Count Room, Building W-579.02 Fueling Depot and Building C. • W-579.01 Count Room is a small stucco on CMU building with a metal roof and metal soffits. The building is connected to W-586 by a covered walkway and ADA ramp and appears to be in very good condition • W-579.02 Fueling Depot includes 5 fuel pumps, 2 air-vac stations, is located under a metal pre-engineered roof canopy and is in very good condition • Building C is small pre-engineered metal building with a stucco / CMU exterior and a metal roof / soffit, the building is used for storage (including oil storage), includes eye wash and drinking fountain		
Recommendations	Buildings W-579, W-579.01 and W-579.02 are long-term assets for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-579 / W-579.01 / W-579.02 Galen Wilson Bus Wash / Miscellaneous Outbuildings (continued)

PHOTOS



Exterior view front



Bus wash



Storage



Fueling depot



Count room



Building C storage



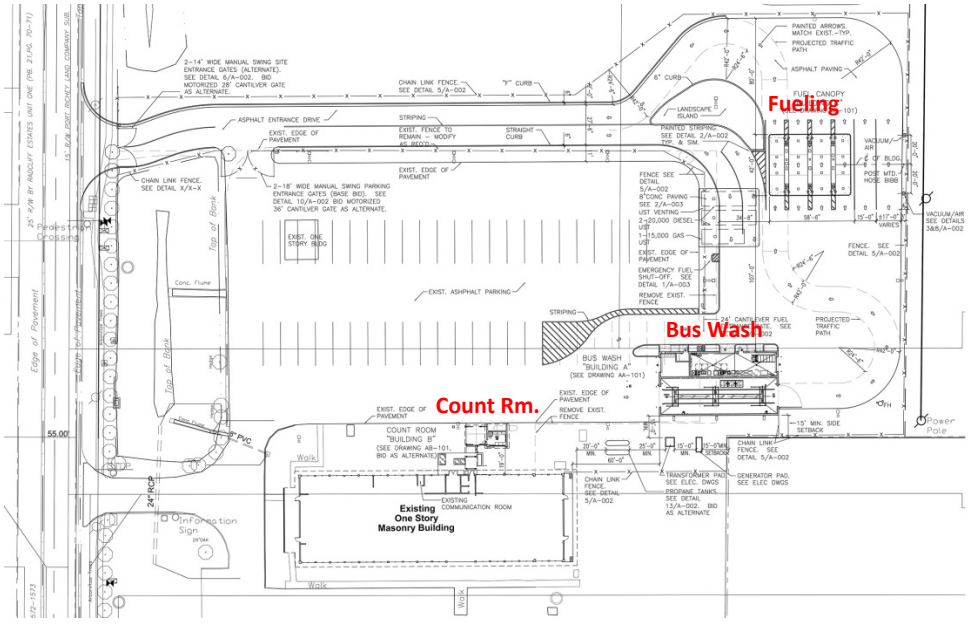
Drive area

W-579 / W-579.01 / W-579.02 Galen Wilson Bus Wash / Miscellaneous Outbuildings (continued)

PLANS

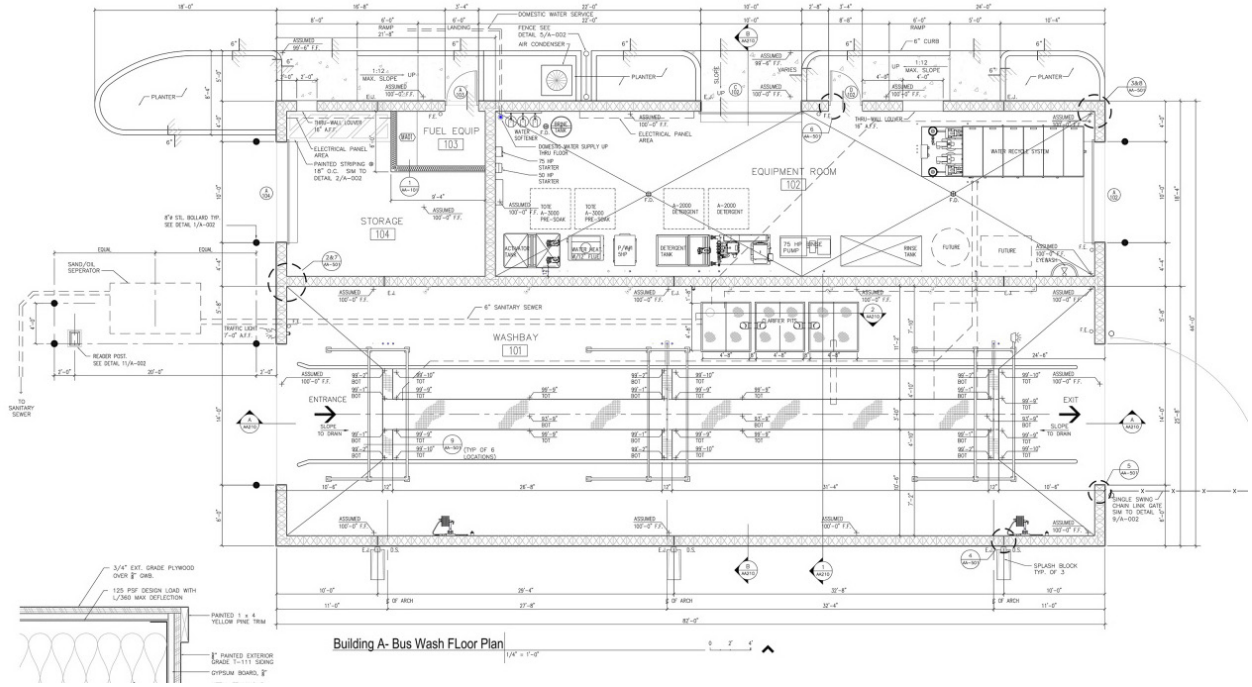


Site Plan



Site Plan

W-579 / W-579.01 / W-579.02 Galen Wilson Bus Wash / Miscellaneous Outbuildings (continued)



1st Floor Plan - Bus Wash

W-584	Fire Rescue Station 14		
Location	7800 River Ridge Boulevard, New Port Richey, 34654		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	±1994	**Owned/Leased:**	Owned
Building Size	BGSF: 4,791 / 4,415	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	13 spaces at rear plus two spaces at front / 1 ADA space	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited	
Building Exterior	Exterior Wall:	Split-face CMU, stucco, aluminum windows	
	Roof:	Asphalt shingles, metal soffits	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, appears to have wood trusses at roof	
	Access/ADA Issues	Partially ADA compliant	
	Finishes:	Floors: tile, VCT, concrete at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP, painted plywood at apparatus bay	
	Layout:	Fair, dorm rooms are in a single large open room	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues, solar hot water panel on roof to supplement hot water (not clear if working)	
	Mechanical (HVAC):	Two small split HVAC systems, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	Fire alarm system, no fire sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	Solar hot water panel on roof		
Comments	Building W-584 is an older two bay fire station in general good condition. Some fire vehicles have to park outside the apparatus bay. The bay overhead doors are glass and do not appear to be impact rated.		
Recommendations	Building W-584 is a short-term to mid-term asset for Pasco County. However mid-term to long term due to the age of the building and the obsolete design the building should be replaced with a new facility.		

W-584 Fire Rescue Station 14 (continued)

PHOTOS



Exterior view front



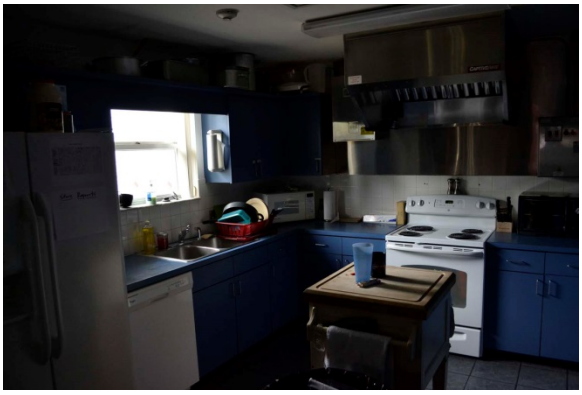
Exterior view rear



Apparatus bay



Dormitory



Kitchen



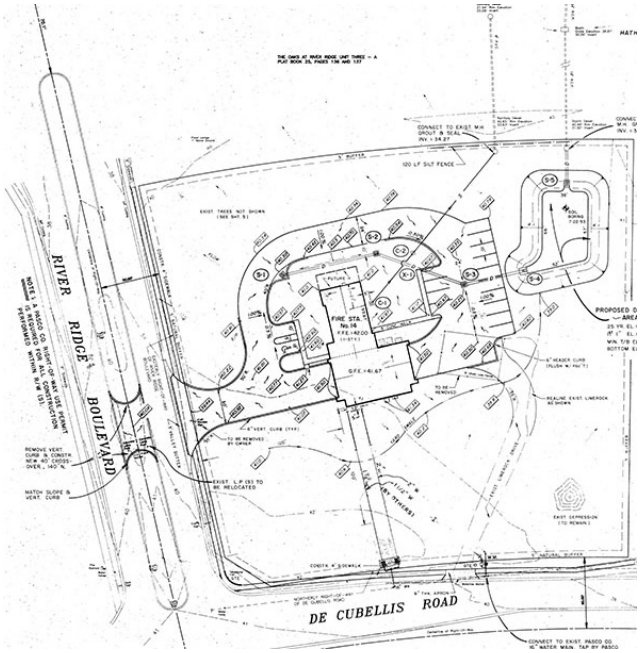
HVAC system and solar panels

W-584 Fire Rescue Station 14 (continued)

PLANS

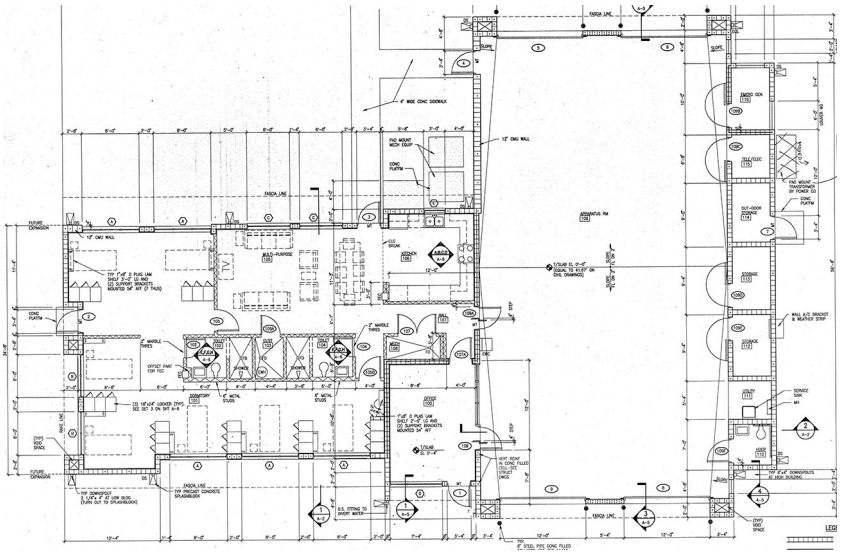


Site Plan



Site Plan

W-584 Fire Rescue Station 14 (continued)



1st Floor Plan

W-586	Galen Wilson Community Services / Transportation		
Location	8620 Galen Wilson Boulevard, Port Richey, 34668		
Description of Use	COMMUNITY SERVICES: administrative offices, multiple departments		
Year Constructed	1996	**Owned/Leased:**	Owned
Building Size	BGSF: 10,800 / 12,161	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Approximately 190 spaces shared between the three Galen Wilson buildings / 3 ADA	
	Parking Lot:	Good condition, parking is shared with other buildings in complex	
	Access/ADA Issues/Signage:	ADA access and signage provided, ADA ramp, ADA door actuator provided	
	Expansion Capability:	Possible, would require relocation / replacement of public / staff parking on south or vehicle parking areas to the north	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Metal roof, metal fascia and perforated metal soffits, some rust on fascia, lightning protection provided	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building structure with metal framing and girts	
	Access/ADA Issues	ADA compliant restrooms and signage	
	Finishes:	Floors: VCT; Walls: painted gypbd; Ceilings: ACP (all finishes in generally good to very good condition), some rust on toilet partitions	
	Layout:	Suitable for office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple residential type split systems, AHU's in mechanical rooms and 5 compressors outside, system was recently balanced, some issues still occurring with dampers and temperature control	
	Electrical:	No issues, partial load emergency generator	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-586 is one three principal buildings on the Galen Wilson complex. The facility is a pre-engineered metal building with a CMU exterior and houses four County departments including Community Services, Public Transportation, Human Services and Veterans Services. The building is in generally good condition and is sited adjacent to a large Public Transportation service and maintenance yard.		
Recommendations	Building W-586 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-586 Galen Wilson Community Services / Transportation (continued)

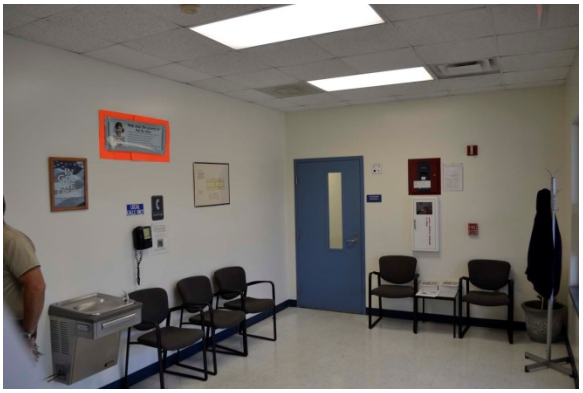
PHOTOS



Exterior view front



Exterior view soffit/facia corrosion



Waiting area



Office area



Ductwork



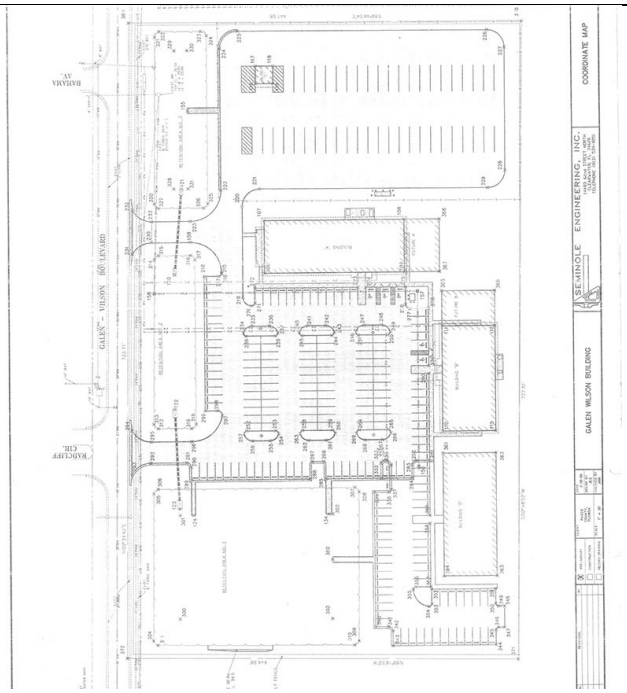
HVAC

W-586 Galen Wilson Community Services / Transportation (continued)

PLANS

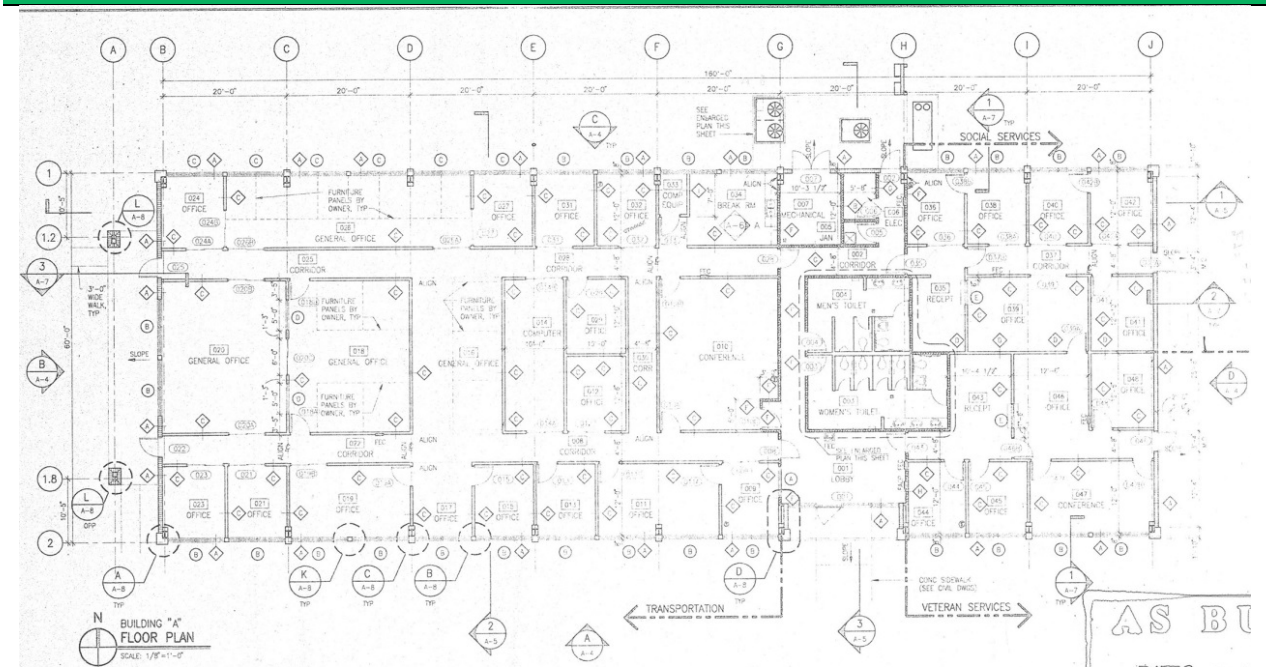


Site Plan



Site Plan

W-586 Galen Wilson Community Services / Transportation (continued)



1st Floor Plan

W-587	Galen Wilson Building		
Location	8610 Galen Wilson Boulevard, Port Richey, 34668		
Description of Use	COMMUNITY SERVICES: Administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 7,200 / 7,042	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Approximately 190 spaces shared between the three Galen Wilson buildings / 2 ADA spaces	
	Parking Lot:	Fair to good condition, parking is shared with other buildings in complex	
	Access/ADA Issues/Signage:	ADA access and signage provided, ramp provided	
	Expansion Capability:	Possible, would require relocation / replacement of existing parking areas	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Metal roof, metal fascia and perforated metal soffits, some minor rust on downspouts, lightning protection provided	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building structure with steel framing	
	Access/ADA Issues	ADA compliant restrooms and signage	
	Finishes:	Floors: VCT; Walls: painted gypbd; Ceilings: ACP (all finishes in generally good to very good condition)	
	Layout:	Suitable for office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple residential type split systems, AHU's in mechanical rooms and 4 compressors outside	
	Electrical:	No issues	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-587 is one of three principal buildings on the Galen Wilson complex. The facility is a pre-engineered metal building with a CMU exterior and houses two county agencies, Deaf Services and Lighthouse for the Blind. The building is in generally good to very good condition.		
Recommendations	Building W-587 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-587 Galen Wilson Building (continued)

PHOTOS



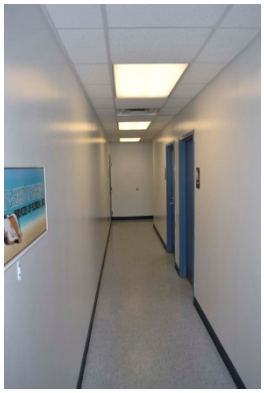
Exterior view front



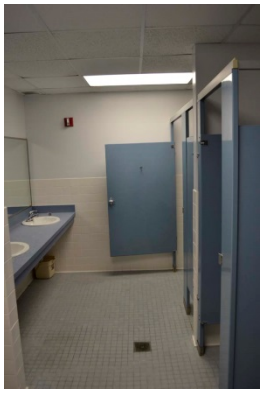
Entry



Exterior view rear



Corridor



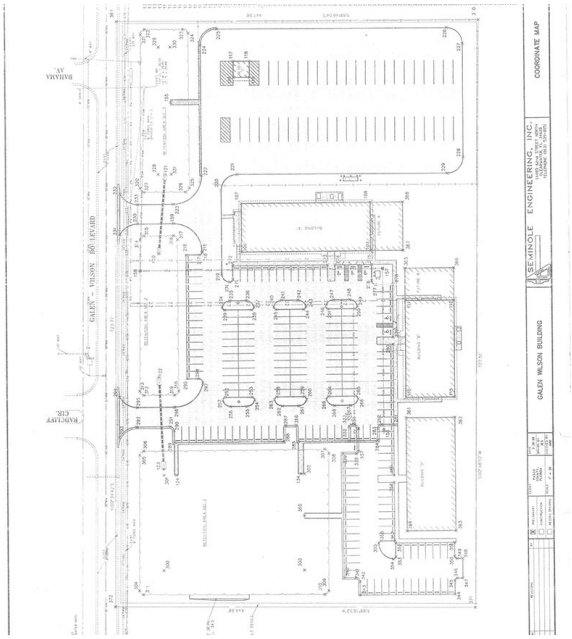
Restrooms

W-587 Galen Wilson Building (continued)

PLANS

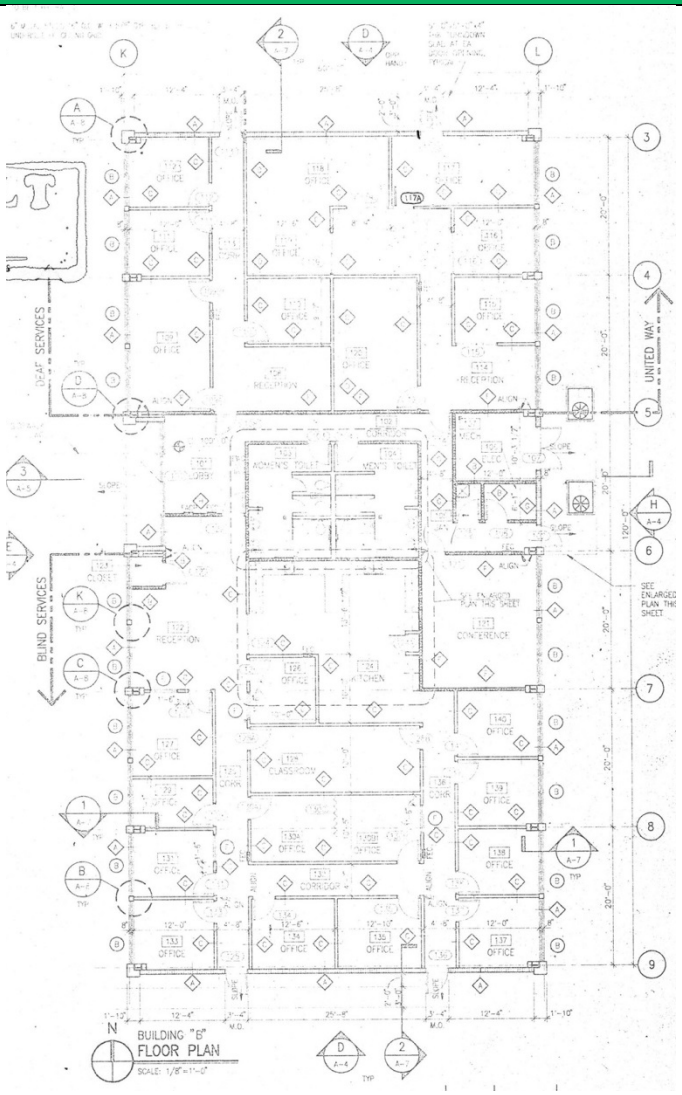


Site Plan



Site Plan

W-587 Galen Wilson Building (continued)



1st Floor Plan

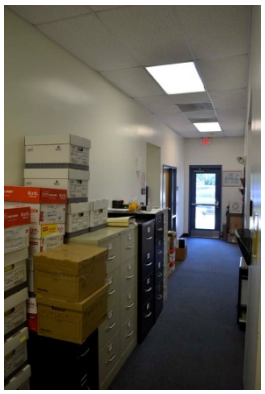
W-591	Galen Wilson Elderly Nutrition Center		
Location	8600 Galen Wilson Boulevard, Port Richey, 34668		
Description of Use	COMMUNITY SERVICES: Elderly center, administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 5,240 / 8,222	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Approximately 190 spaces shared between the three Galen Wilson buildings / 2 ADA	
	Parking Lot:	Fair to good condition, parking is shared with other buildings in the complex	
	Access/ADA Issues/Signage:	ADA access and signage provided, cur cut, ramp, railings	
	Expansion Capability:	Possible, would require relocation / replacement of existing parking areas	
Building Exterior	Exterior Wall:	Stucco on CMU, painted CMU only on side and rear elevations	
	Roof:	Metal roof, fascia and soffits, extensive rust on metal soffits on west side of building	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	Unknown	
	Access/ADA Issues	ADA compliant restrooms, signage, automatic doors	
	Finishes:	Floor: carpet (fair), VCT (very good); Walls: painted gypbd and painted CMU (poor condition); Ceiling; ACP (poor condition, most bowed and sagging)	
	Layout:	Suitable for current use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split system, several older air handlers, two compressors at exterior, some mold found at duct penetrations at AHU room	
	Electrical:	No issues	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-591 is one of three principal buildings on the Galen Wilson complex. The building is used to provide services to the elderly and is in fair condition. There appears to be a humidity control issue in the facility. The ceiling tiles are bowed and sagging throughout the building and the exterior soffit along the west side of the building shows extensive rust damage. Mechanical and electrical rooms in the facility are being used for storage reflecting a shortage of useable space.		
Recommendations	Although Building W-591 is older it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. A detailed study of the existing HVAC system and building enclosure (roof and exterior walls) should be completed to determine the cause of the humidity, rusting exterior soffits and sagging ceiling tiles found in the building.		

W-591 Galen Wilson Elderly Nutrition Center (continued)

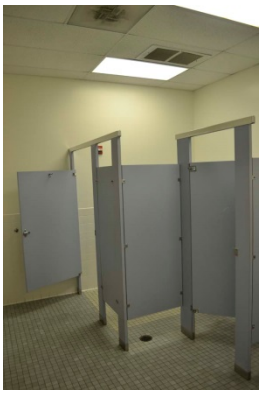
PHOTOS



Exterior view front



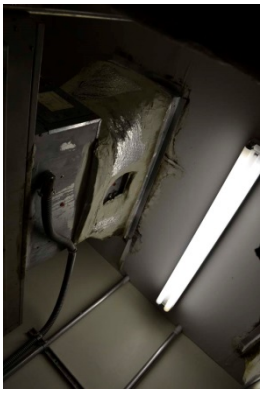
Files



Restroom



Soffit oxidation



Ductwork



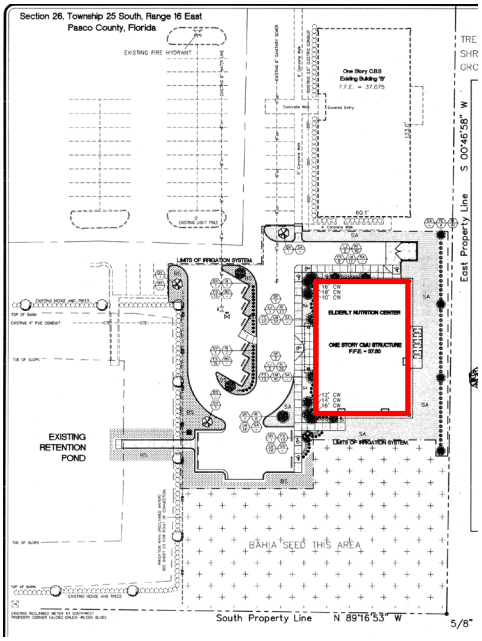
HVAC

W-591 Galen Wilson Elderly Nutrition Center (continued)

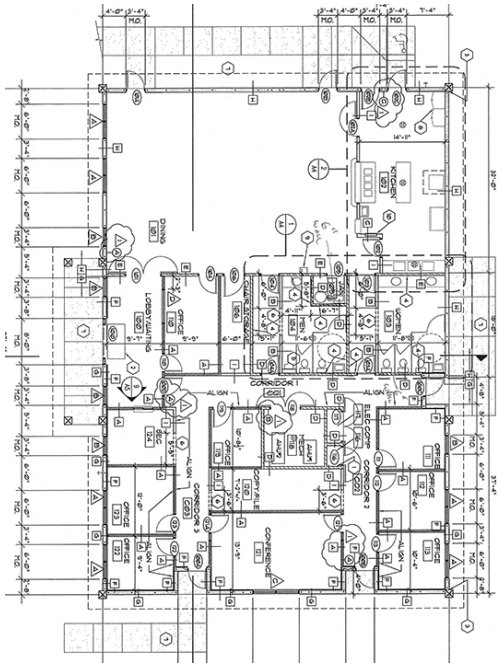
PLANS



Site Plan



Partial Site Plan



Floor Plan

W-594	Tax Collector, Gulf Harbor		
Location	4720 US Highway 19, New Port Richey, 34652		
Description of Use	TAX COLLECTOR: Administrative offices, public service counters		
Year Constructed	2003	**Owned/Leased:**	Owned
Building Size	BGSF: 19,000 / 18,576	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot / 6 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited by current parking	
Building Exterior	Exterior Wall:	Stucco on CMU at front and side, painted CMU at rear, some water intrusion issues at rear wall	
	Roof:	Single ply membrane (possible leak at rea electrical room)	
	Wind Speed Rating:	120	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, steel beams with open web steel bar joists and metal deck at roof	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Floors: tile, carpet, VCT; Walls; painted gypbd, vinyl wall fabric; Ceilings: ACP	
	Layout:	Appropriate for office use and public service counters	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Package units on roof, no issues	
	Electrical:	No issues	
	Lighting:	Good fluorescent fixtures with T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-594 is a newer building housing the Tax Collector in New Port Richey. The facility is in very good condition overall.		
Recommendations	Building W-594 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-594 Tax Collector, Gulf Harbor (continued)

PHOTOS

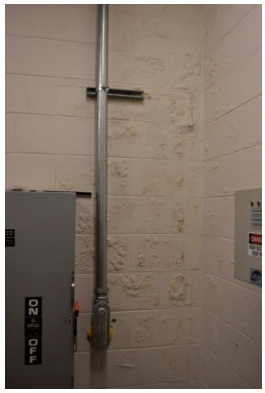


Exterior view front


Entry


Open workstation area


Public counters and waiting


Electrical room water intrusion

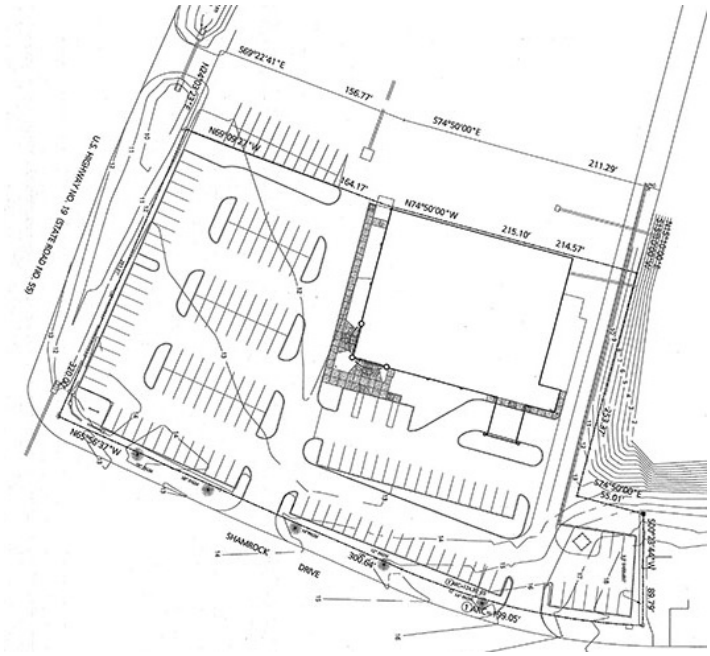

Exterior view back and parking

W-594 Tax Collector, Gulf Harbor (continued)

PLANS

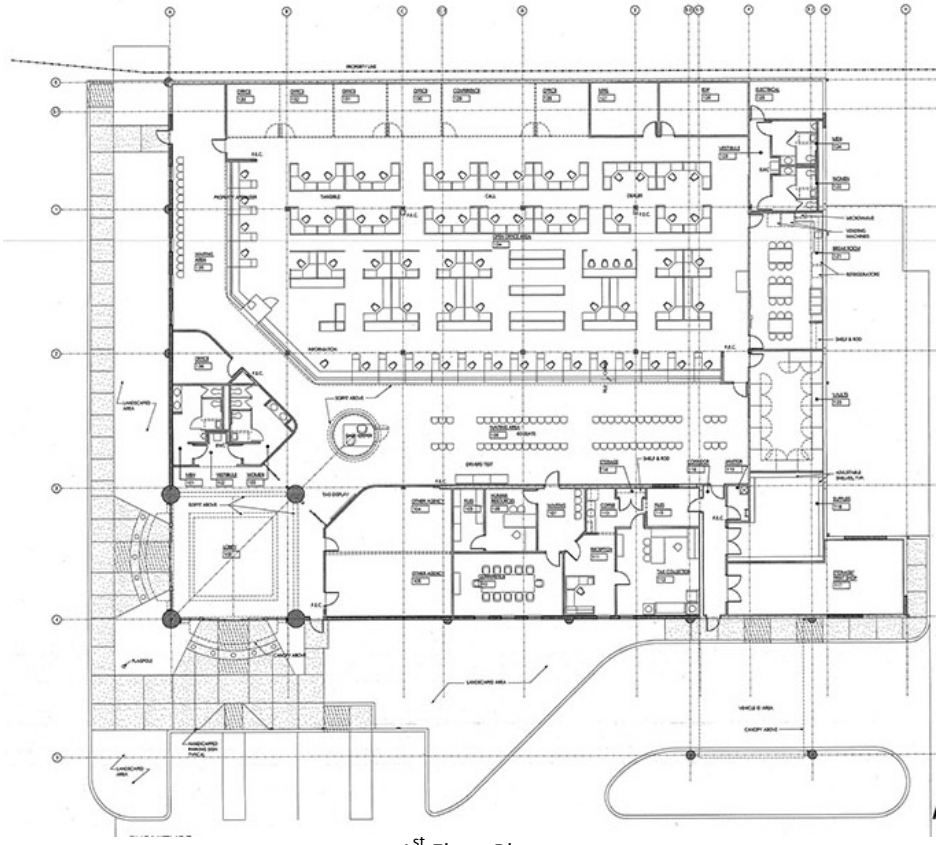


Site Plan



Site Plan

W-594 Tax Collector, Gulf Harbor (continued)



1st Floor Plan

W-595	Fire Rescue Station 29		
Location	7800 Massachusetts Avenue, New Port Richey, 34653		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned / Leased (trailer)
Building Size	BGSF: 2,324	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Could not be determined / 0 ADA spaces	
	Parking Lot:	Very poor condition, no striping	
	Access/ADA Issues/Signage:	No ADA signage, ramp to trailer housing dorm / day room	
	Expansion Capability:	Not applicable, replacement facility being built across the street	
Building Exterior	Exterior Wall:	Metal panel at vehicle bays, metal walls at trailer	
	Roof:	Metal panels	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building with addition at vehicle bays, trailer for dorms / day room	
	Access/ADA Issues	Only ADA ramp to trailer, no ADA accommodations within trailer	
	Finishes:	All finishes in extremely poor condition throughout, holes in floor of trailer dorm area	
	Layout:	Very poor in trailer for dorms / day room, very limited in vehicle bays	
	Renovation Suitability:	None	
Technical Systems	Plumbing:	Poor in trailer	
	Mechanical (HVAC):	Very poor condition for trailer, none for vehicle bays	
	Electrical:	Poor for trailer, minimal power and lighting at vehicle bays	
	Lighting:	Very poor	
	Fire Protection:	Fire alarm does not work in trailer, none in vehicle bays	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-595 includes two structures, a two bay pre-engineered metal building to house the emergency vehicles and an adjacent trailer to house the dorms / day room/ and support areas for the facility. The trailer is in extremely poor condition and should be demolished. The facility is currently being replaced by a new fire station across the street that will be completed in 2014.		
Recommendations	Building W-595 is not an appropriate long-term asset for Pasco County. The lease on the trailer should be terminated once the new facility across the street is completed. The property should be sold or disposed of. *Note: Since the site visit occurred Fire Rescue Station 29 has been replaced by the new Fire Rescue Station 30 and the leased trailer has been returned. Due to its small size and location away from other County facilities it is recommended that the site be sold.*		

W-595 Fire Rescue Station 29 (continued)

PHOTOS



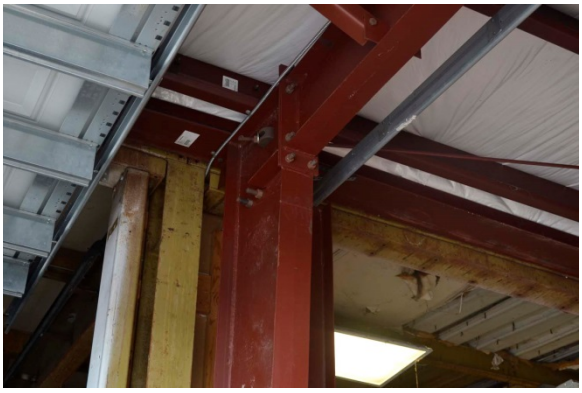
Exterior view ESD apparatus bay



Exterior view



Interior view ESD apparatus bay



ESD vehicle garage



Exterior view dayroom/dormitory



Dayroom

W-595 Fire Rescue Station 29 (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-598 / W-598.1	Trouble Creek Records Storage, Storm Water Management		
Location	4454 / 4458 Grand Boulevard, New Port Richey, 34652		
Description of Use	FACILITIES MANAGEMENT, PUBLIC WORKS – STORMWATER MANAGEMENT: Records storage, administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: 9,100 (Records storage), 20,000 (Storm Water Management & storage)	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Large parking lot shared with mall tenants / 4 ADA spaces	
	Parking Lot:	Fair condition, shared with mall tenants	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited by adjacent tenants	
Building Exterior	Exterior Wall:	Stucco and aluminum storefront	
	Roof:	Not evaluated, wood soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	ADA compliant restrooms in Storm Water Management area	
	Finishes:	Records Storage – Floors: VCT; Walls: painted gypbd, unpainted gypbd; Ceilings: ACP, exposed structure (all finishes in poor to very poor condition). Storm Water Management – Floors: carpet (fair condition); Walls: painted gypbd, demountable partitions; Ceilings: ACP	
	Layout:	Appropriate for records, storage and office use	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Rooftop units, fair condition	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures T8"s at records Storage, newer fixtures at Storm Water Management	
	Fire Protection:	Fire sprinklers at Records Storage; fire sprinklers and fire alarm system at Storm Water Management	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-598 and W-598.1 are leased spaces in a former grocery store housing records storage for several County agencies and departments and office space for Storm Water Management. The overall facility is in fair condition with Records Storage in fair condition, the miscellaneous storage behind Storm Water in poor condition and the Storm Water offices in good condition.		
Recommendations	Buildings W-598 and W-598.1 are short-term to mid-term assets for Pasco County. However mid-term to long term due to the condition of the records / storage areas and the fact that the facility is leased the building should be replaced with a new purpose-built facility.		

W-598 / W-598.1 Trouble Creek Records Storage, Storm Water Management (continued)

PHOTOS



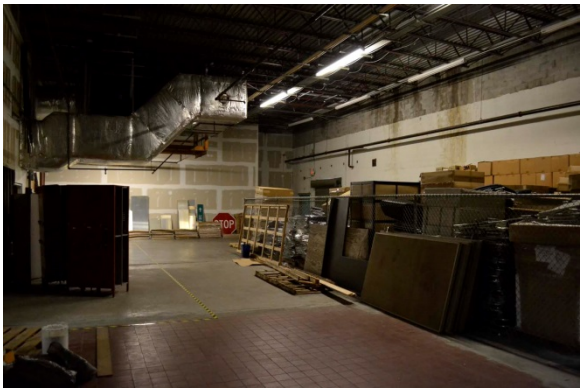
Exterior view front



Open office area



Storage records



Storage

W-598 / W-598.1 Trouble Creek Records Storage, Storm Water Management (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

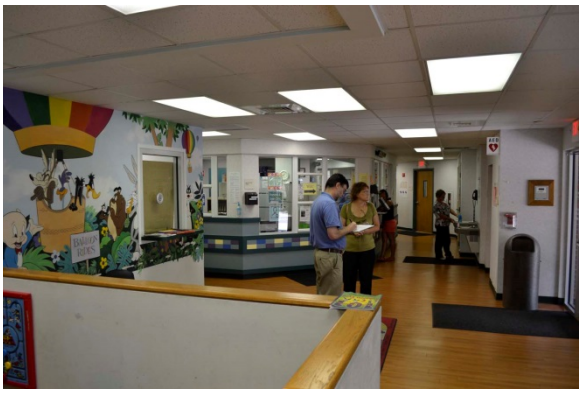
W-599	Main Street Building		
Location	5640 Main Street, New Port Richey, 34652		
Description of Use	HEALTH DEPT., COMMUNITY DEVELOPMENT: Administrative offices, medical clinic		
Year Constructed	Renovated ±1995	**Owned/Leased:**	Owned
Building Size	BGSF: 18,000 / 13,136	# Floors: 3	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Two parking lots located across the street from the building / 3 ADA spaces	
	Parking Lot:	Main lot good condition, secondary lot very poor condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Brick, stucco columns and bands, canvas canopy	
	Roof:	Built up roof, no issues	
	Wind Speed Rating:	110	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be concrete and CMU structure	
	Access/ADA Issues	ADA compliant restrooms, very small elevator	
	Finishes:	Floors: VCT (some wear visible), carpet; Walls: painted gypbd, vinyl wall covering; Ceilings: ACP	
	Layout:	Fair, small upper floors	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple (6) package units located on the first floor roof, no issues	
	Electrical:	No issues	
	Lighting:	No issues	
	Fire Protection:	Fire alarm system provided, no fire sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	One small elevator	
Sustainability	No sustainable features		
Comments	Building W-599 houses the Health Department on the ground floor and Community Services on the second and third floors in New Port Richey. The three story building is in generally good condition. The building is almost windowless; it does not have any windows on the north, east and west sides and very few small windows on the south. The third floor only has one exit.		
Recommendations	Building W-599 is a possible long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-599 Main Street Building (continued)

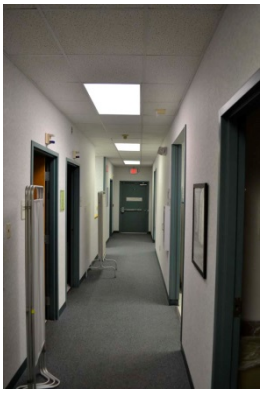
PHOTOS

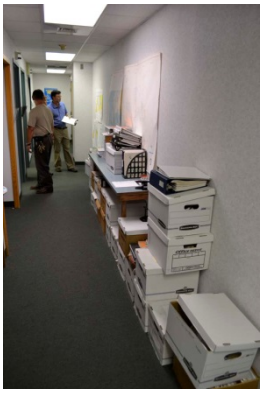


Exterior view front



Lobby, Health Department





Corridors



Office area



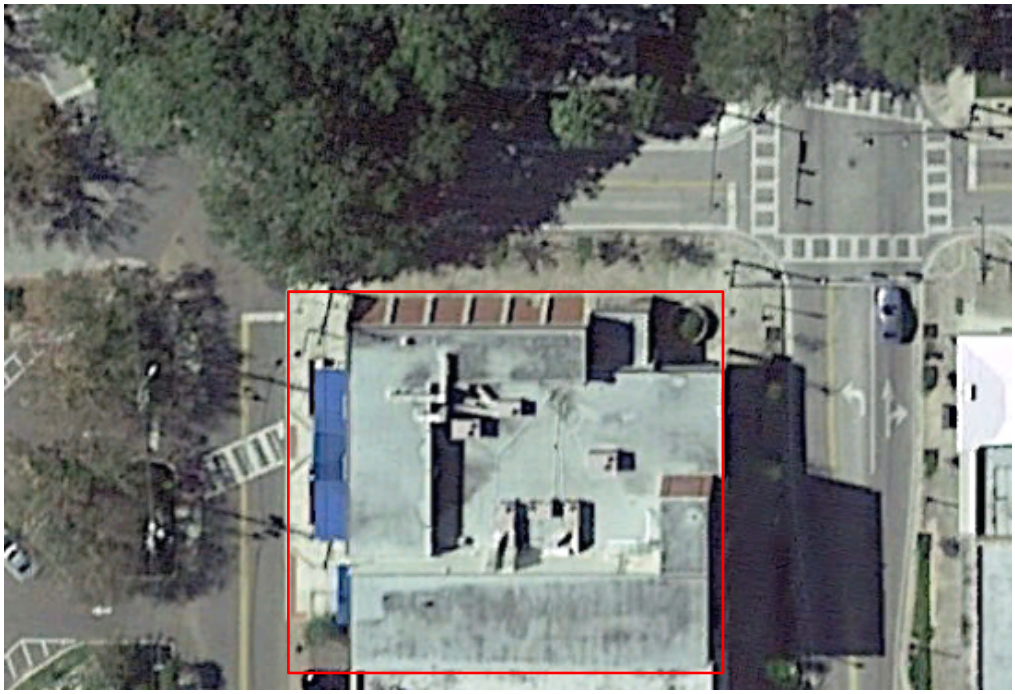
Office area



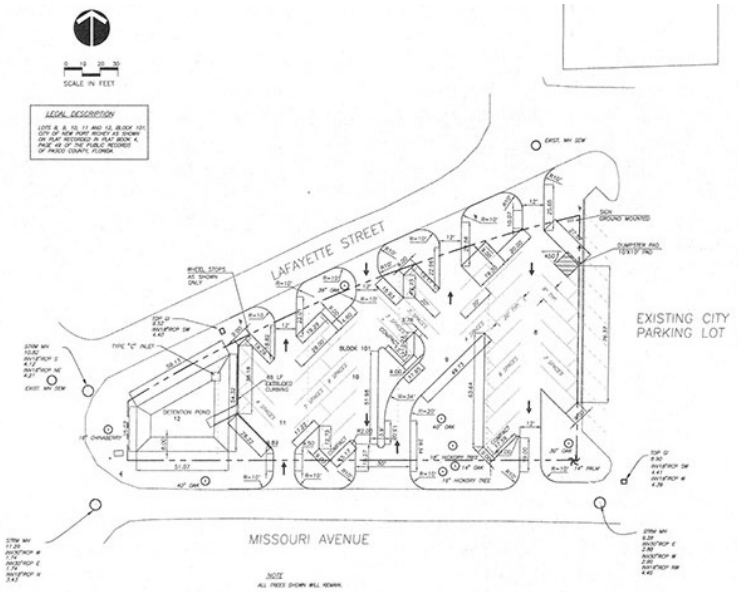
Roof HVAC system

W-599 Main Street Building (continued)

PLANS

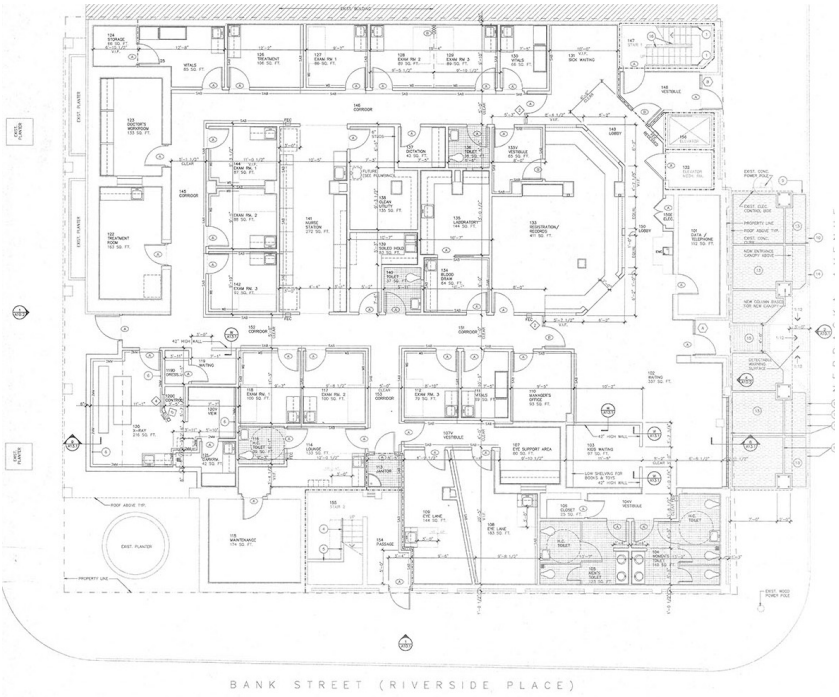


Site Plan

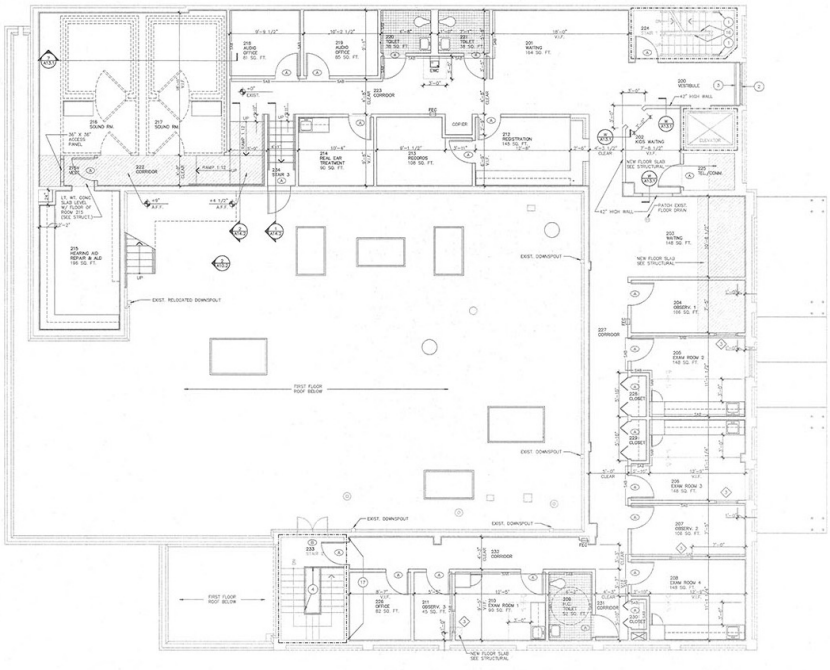


Site Plan

W-599 Main Street Building (continued)

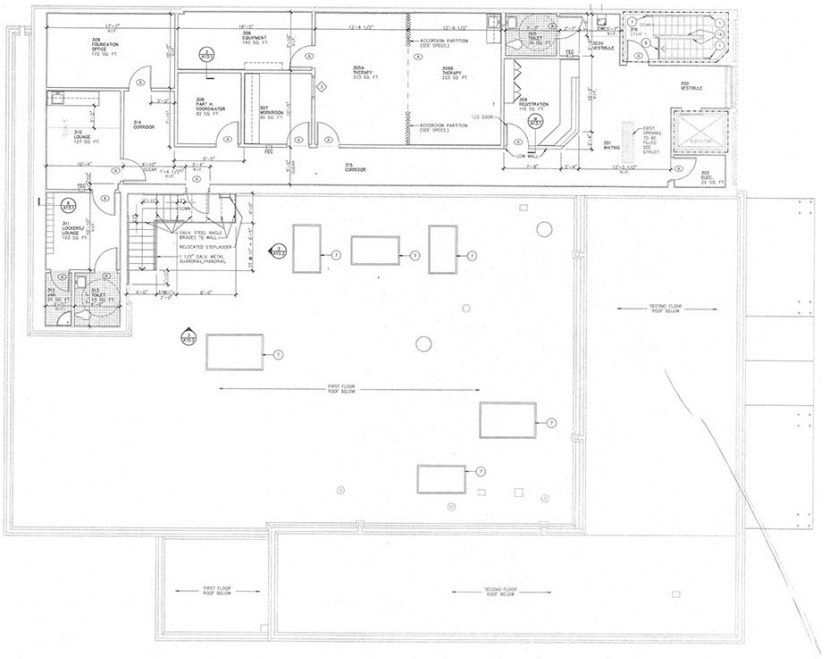


1st Floor Plan



2nd Floor Plan

W-599 Main Street Building (continued)



3rd Floor Plan

W-614	Fire Rescue Station 17		
Location	2951 Seven Springs Road, New Port Richey, 34655		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	1983	**Owned/Leased:**	Owned
Building Size	BGSF: 4,216 / 4,023	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	4 asphalt spaces plus grass paver parking area / 0 ADA	
	Parking Lot:	Very poor	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Good, large area on property to north and west	
Building Exterior	Exterior Wall:	Stucco on CMU, painted CMU	
	Roof:	Asphalt shingle, single ply membrane	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, appears to have wood trusses at roof	
	Access/ADA Issues	Steps are required to access the dorm and dayroom areas from the apparatus bay	
	Finishes:	Floors: tile (fair condition), concrete in apparatus bay; Walls: painted gypbd (fair condition), painted CMU in apparatus bay; Ceilings: painted plaster (fair condition), painted plaster in apparatus bay (fair condition)	
	Layout:	Poor, apparatus bay separates dorm rooms from day room/kitchen, does not have individual dorm rooms	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two older small split HVAC systems, no issues	
	Electrical:	Full load emergency generator	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	No fire alarm system, no fire sprinklers; exit signs, fire extinguishers, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-614 is an older two bay fire station based on the first generation prototype design with a split dayroom / bunkroom design. The facility is scheduled to be replaced by a new facility pending funding.		
Recommendations	Building W-614 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term.		

W-614 Fire Rescue Station 17 (continued)

PHOTOS



Exterior view front



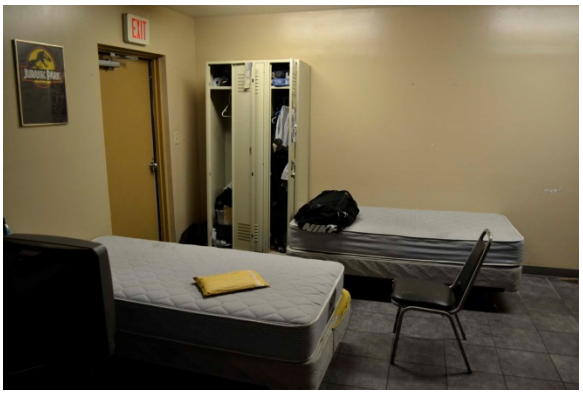
Exterior view rear



Apparatus bay



Kitchen



Dormitory



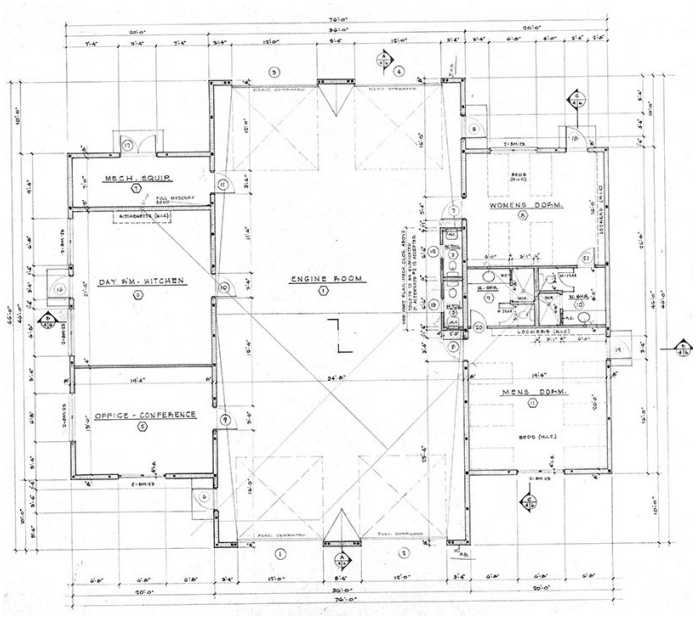
Generator, fuel tank, and HVAC system

W-614 Fire Rescue Station 17 (continued)

PLANS



Site Plan



1st Floor Plan

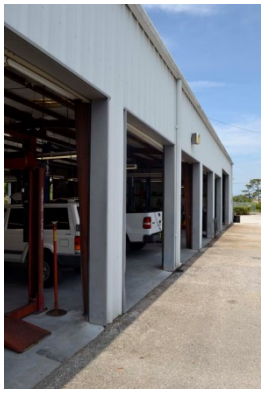
W-630	Fleet Maintenance Fox Hollow		
Location	6911 Fox Hollow Drive, Port Richey, 34668		
Description of Use	FLEET: Vehicle maintenance and administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 18,684	# Floors: 1 (+ mezzanine)	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Approximately 30 spaces at the front of the facility, large parking / vehicle storage at rear / 4 ADA	
	Parking Lot:	Generally good condition	
	Access/ADA Issues/Signage:	ADA signage and access provided	
	Expansion Capability:	Possible, County owns property across the street to the west of the facility	
Building Exterior	Exterior Wall:	Metal panels, no insulation at parts rooms	
	Roof:	Metal panels, fascia and soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal buildings	
	Access/ADA Issues	Partially ADA adapted	
	Finishes:	Service bays – Floors: Concrete; Walls: exposed metal panels; Ceilings: exposed structure. Offices - Floors: carpet (good condition), VCT (fair condition); Walls: painted gypbd; Ceilings: ACP (poor in some areas).	
	Layout:	Suitable for vehicle maintenance, office space	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple split systems, several window units, split ductless system in parts room; poor condition, issues with temperature control and balance in several areas, ceiling fans added to several rooms	
	Electrical:	No issues	
	Lighting:	Older fixtures, re-lamped with T8's	
	Fire Protection:	No fire alarm; fire extinguishers, exit signs in office area	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Only stairs to small mezzanine in parts room	
Sustainability	No sustainable issues		
Comments	Building W-630 houses fleet maintenance facilities and consists of two principal pre-engineered metal buildings. The main building houses 8 back to back service bays (allowing work on approximately 16 standard size vehicles), an administrative office area and a parts storage area. The office portion of The former car dealership is in fair condition and is currently experiencing significant HVAC issues. The facility has seen multiple remodeling's and modifications. The second building is primarily used for additional storage.		
Recommendations	Building W-630 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility long-term.		

W-630 Fleet Maintenance Fox Hollow (continued)

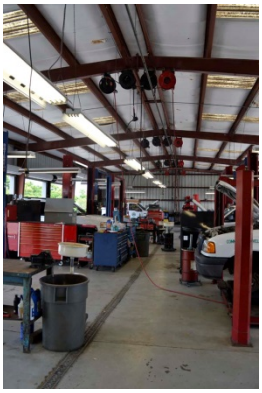
PHOTOS



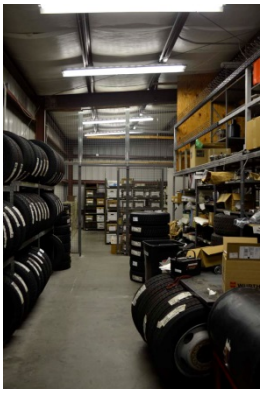
Exterior view front

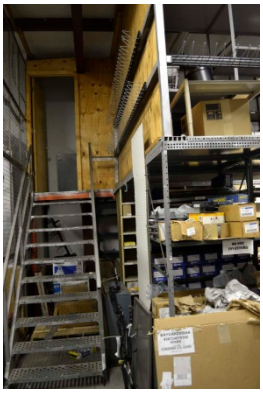


Service bays

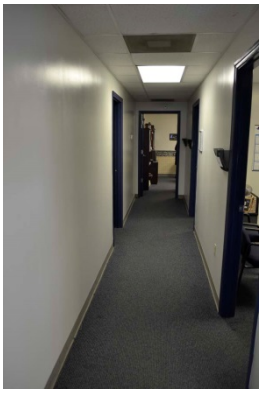


Vehicle service





Storage



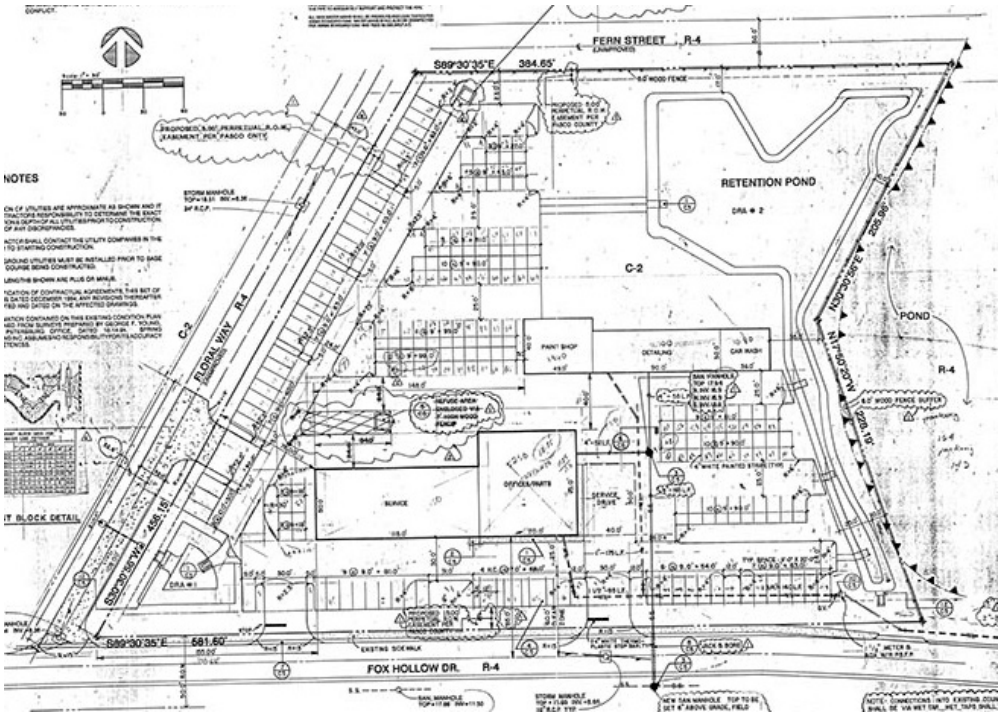
Office area corridor

W-630 Fleet Maintenance Fox Hollow (continued)

PLANS

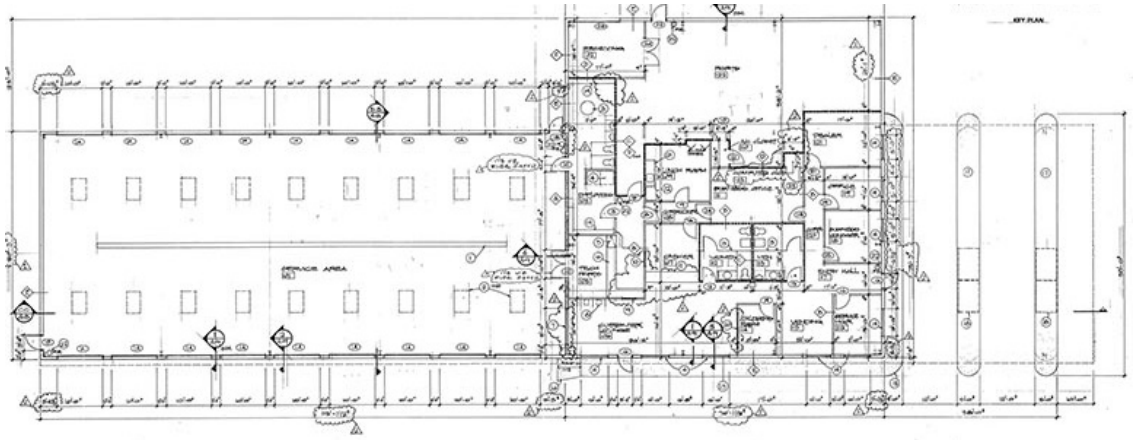


Site Plan



Site Plan

W-630 Fleet Maintenance Fox Hollow (continued)



1st Floor Plan

W-640	Fire Rescue Station 30		
Location	7951 Massachusetts, New Port Richey, 34653		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire Station		
Year Constructed	2014	**Owned/Leased:**	Owned
Building Size	BGSF:	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Not evaluated, new construction	
	Parking Lot:	Not evaluated, new construction	
	Access/ADA Issues/Signage:	Not evaluated, new construction	
	Expansion Capability:	Not evaluated, new construction	
Building Exterior	Exterior Wall:	Not evaluated, new construction, brick	
	Roof:	Not evaluated, new construction, metal panel	
	Wind Speed Rating:	Not evaluated, new construction	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated, new construction	
	Access/ADA Issues	Not evaluated, new construction	
	Finishes:	Not evaluated, new construction	
	Layout:	Not evaluated, new construction	
	Renovation Suitability:	Not evaluated, new construction	
Technical Systems	Plumbing:	Not evaluated, new construction	
	Mechanical (HVAC):	Not evaluated, new construction	
	Electrical:	Not evaluated, new construction	
	Lighting:	Not evaluated, new construction	
	Fire Protection:	Not evaluated, new construction	
	Telecomm/Comp. Network:	Not evaluated, new construction	
	Vertical Transportation:	Not applicable	
Sustainability	Not evaluated, new construction		
Comments	Building W-640 is a new three bay fire station based on a new third generation prototype scheduled for completion in 2014.		
Recommendations	Building W-640 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-640 Fire Rescue Station 30 (continued)

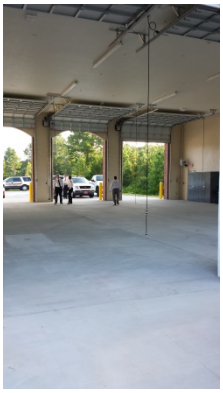
PHOTOS



Exterior view front



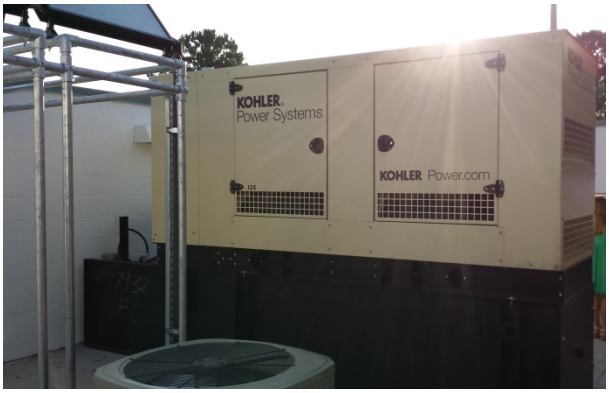
Exterior view rear



Apparatus bay



Kitchen



Emergency generator



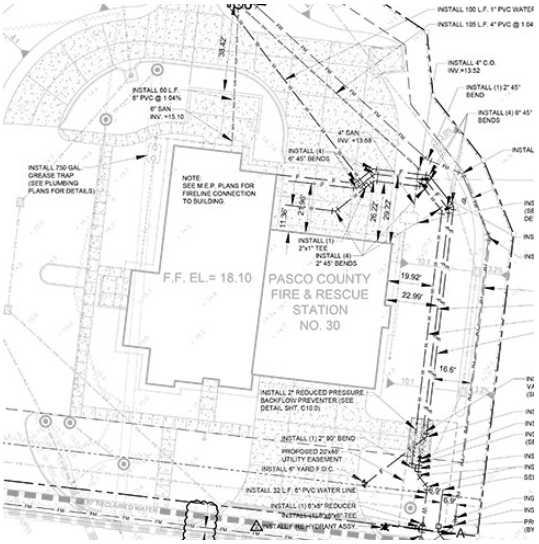
HVAC system

W-640 Fire Rescue Station 30 (continued)

PLANS



Site Plan



Site Plan

W-701	Fire Rescue Station 10		
Location	7912 Rhodes Avenue, Hudson, 34667		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2004	**Owned/Leased:**	Owned
Building Size	BGSF: 5,724 / 4,517	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	11 s paces (plus some additional spaces on grass paver) / 1 ADA	
	Parking Lot:	Very large asphalt area with a small number of striped spaces	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good, large paved area available to the north	
Building Exterior	Exterior Wall:	Stucco on CMU aluminum windows	
	Roof:	Metal panels, low sloped metal roof	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Floors: tile, epoxy in apparatus bay (fair condition); Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP, metal panel at apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems	
	Electrical:	Full load emergency generator	
	Lighting:	Good fluorescent lighting throughout	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-701 is a newer two bay fire station based on the second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building W-701 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-701 Fire Rescue Station 10 (continued)

PHOTOS



Exterior view front



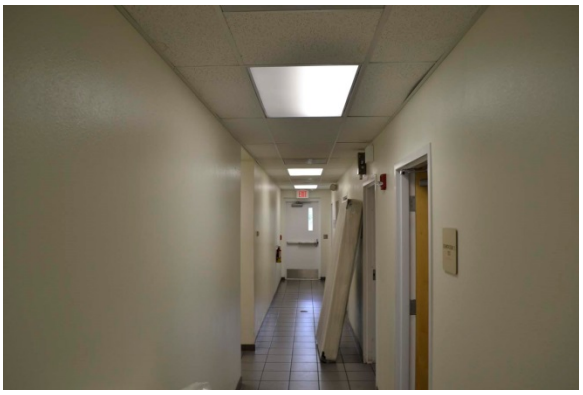
Exterior view rear



Apparatus bay



Break area and kitchen



Corridor



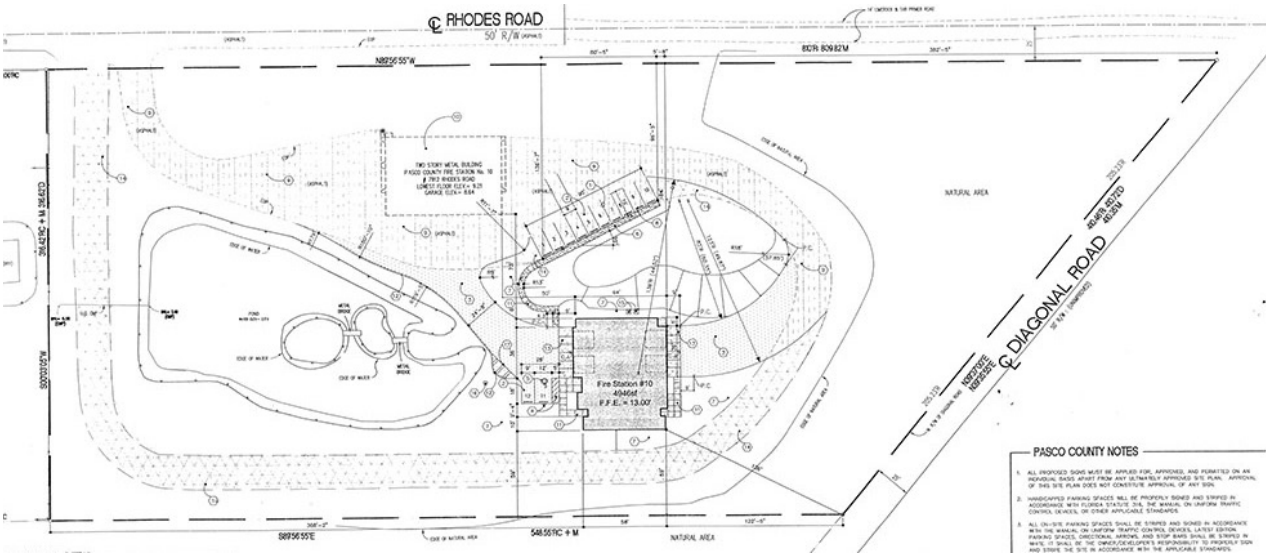
Generator

W-701 Fire Rescue Station 10 (continued)

PLANS

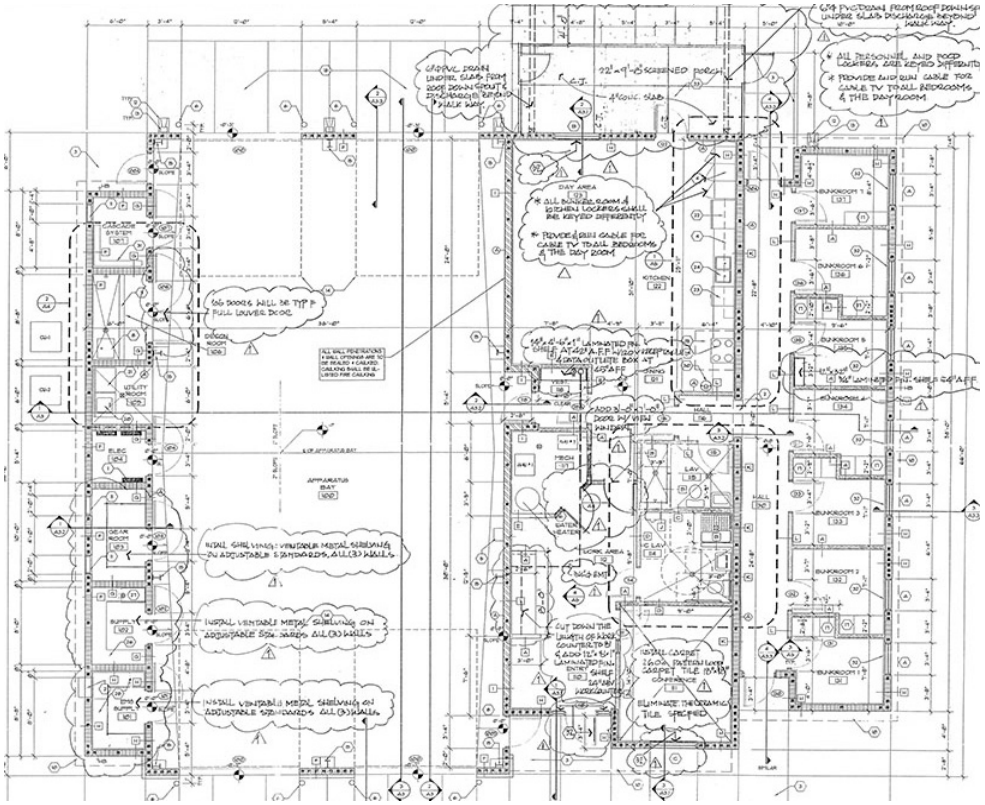


Site Plan



Site Plan

W-701 Fire Rescue Station 10 (continued)



1st Floor Plan

W-711	Denton Warehouse		
Location	9515 Denton Avenue, Hudson, 34667		
Description of Use	OTHER: Warehouse		
Year Constructed	Unknown	**Owned/Leased:**	Owned (leased out)
Building Size	BGSF: 27,000	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Unable to determine / 0 ADA	
	Parking Lot:	Very poor condition, no striping	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Metal panel, very poor condition	
	Roof:	Metal panel, very poor condition	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not evaluated	
Sustainability	No sustainable features		
Comments	Building W-711 is a large Pasco County owned warehouse leased out to a third party. The facility is in very poor condition overall and the property looks abandoned. The property may have some drainage issues as it sits considerably lower than the adjacent roads. There is a large storm-water retention area located north of the facility.		
Recommendations	Building W-711 is not a long-term asset for Pasco County. The facility and property should be sold or disposed of.		

W-711 Denton Warehouse (continued)

PHOTOS



Exterior view front



Exterior view side



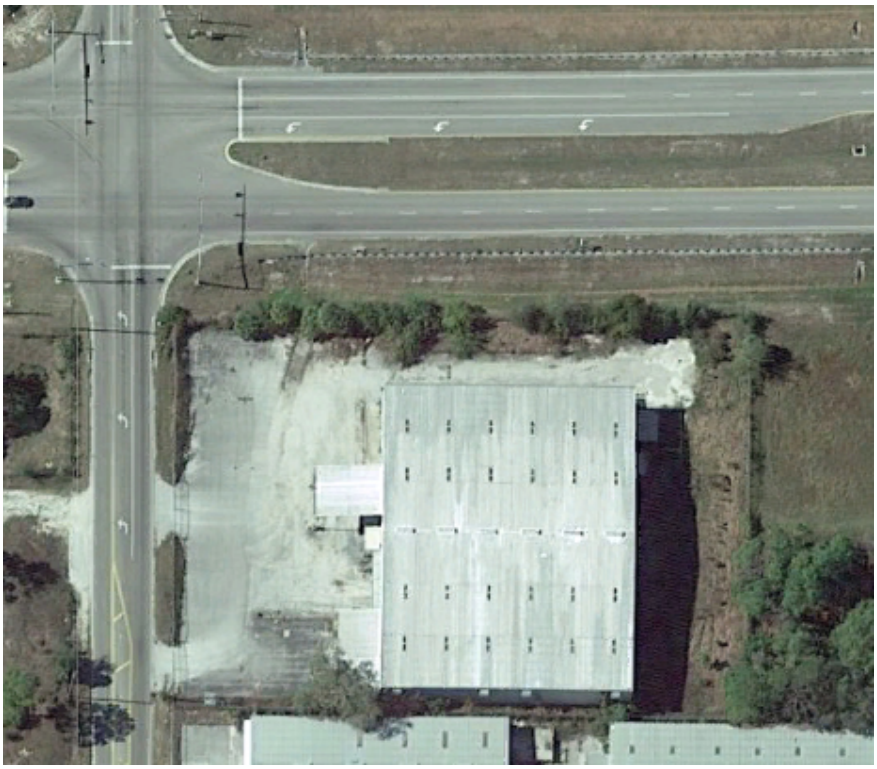
Exterior view side



Property

W-711 Denton Warehouse (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

W-714	Fire Rescue Station 39		
Location	11630 County Line Road, Hudson, 34667		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2008	**Owned/Leased:**	Owned
Building Size	BGSF: 5,139 / 4,517	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	17 total spaces / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal panels, metal soffits	
	Wind Speed Rating:	160	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restrooms and shower provided	
	Finishes:	Floors: tile, epoxy at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP tegular and ACP lay-in, metal panel at apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issue	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building W-714 is a newer two bay fire station based on the second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building W-714 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-714 Fire Rescue Station 39 (continued)

PHOTOS



Exterior view front



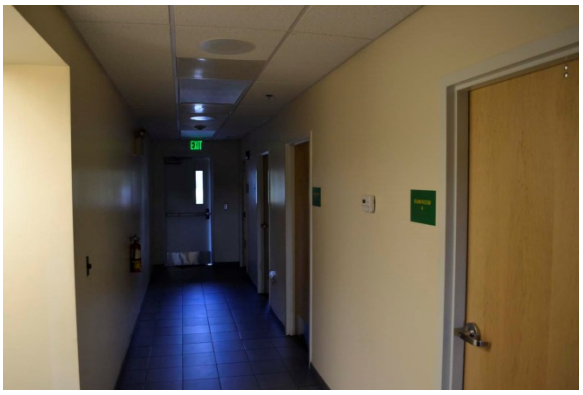
Exterior view rear



Apparatus bay



Break area and kitchen



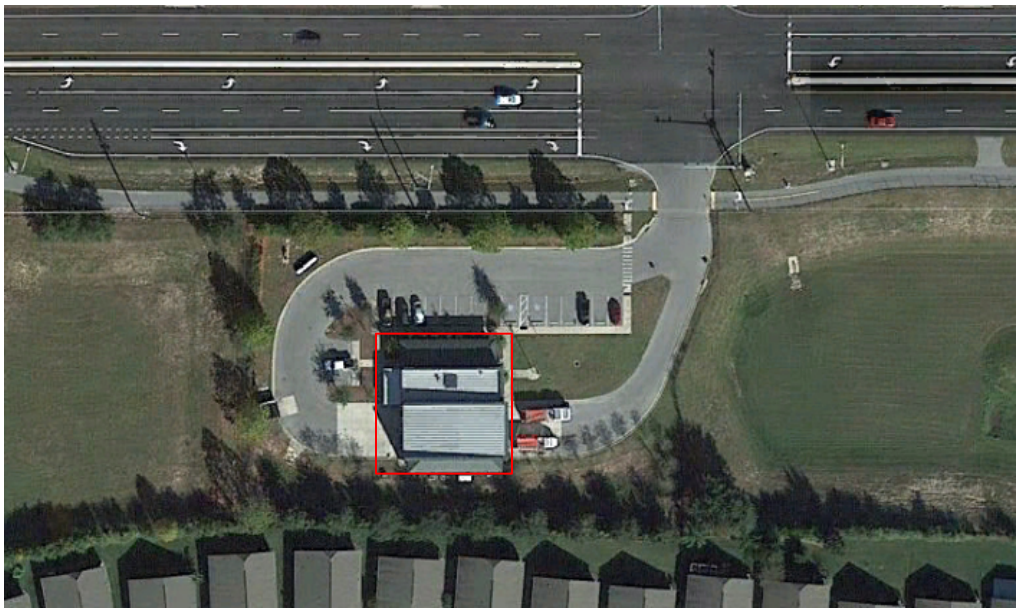
Corridor



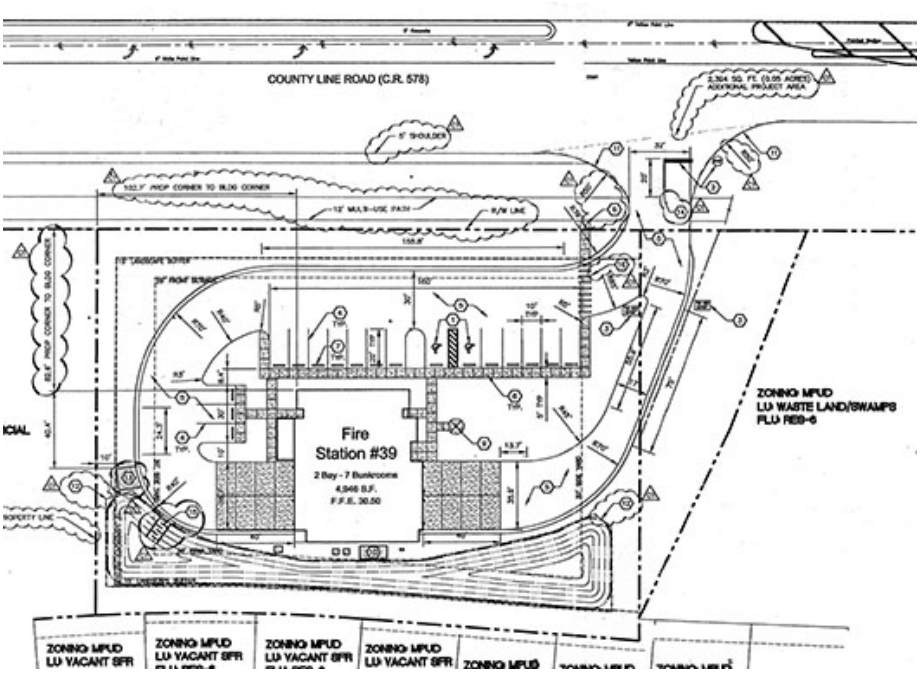
Electrical, HVAC system, and generator

W-714 Fire Rescue Station 39 (continued)

PLANS

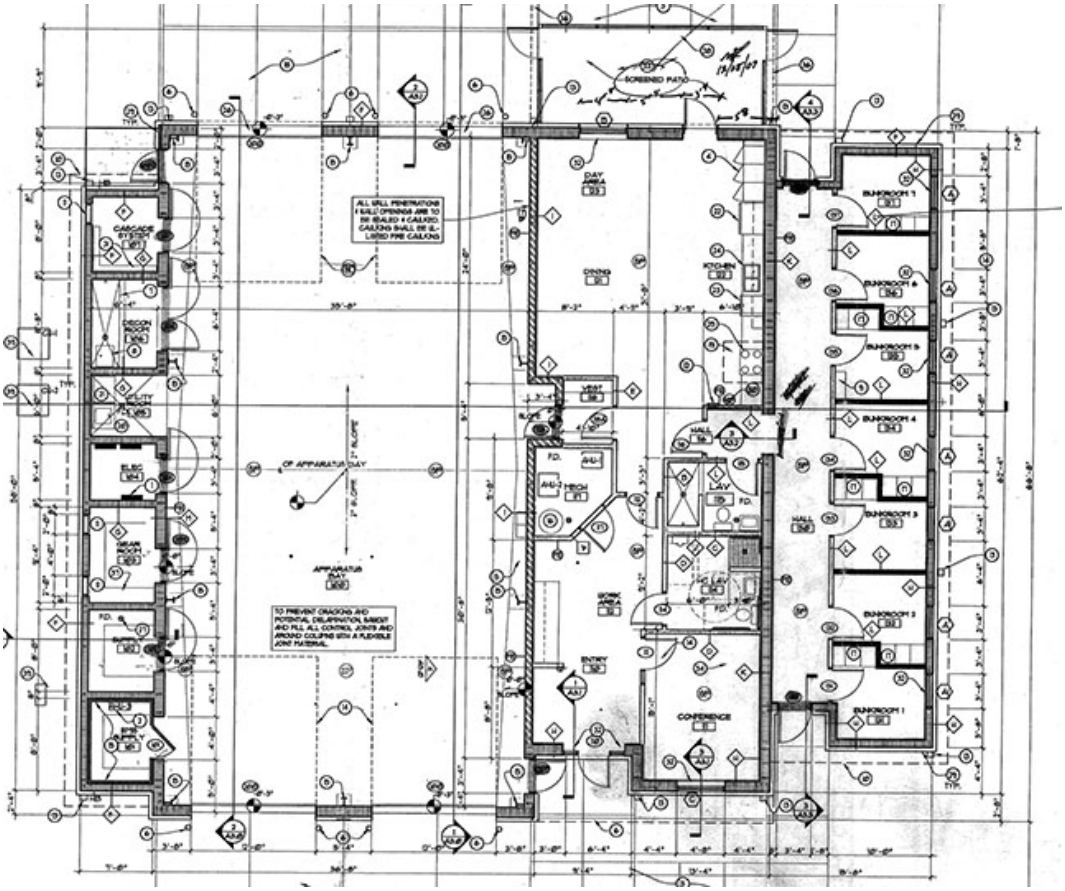


Site Plan



Site Plan

W-714 Fire Rescue Station 39 (continued)



1st Floor Plan

W-715	Hurricane Shelter		
Location	11611 Denton Avenue, Hudson, 34667		
Description of Use	EMERGENCY MANAGEMENT / HEALTH DEPARTMENT: Hurricane shelter, medical clinic		
Year Constructed	±2009	**Owned/Leased:**	Owned
Building Size	BGSF: 38,395 / 36,258	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Asphalt parking lot plus overflow parking in grass area / 6 ADA spaces	
	Parking Lot:	Concrete parking lot, good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good, adjacent to large County park	
Building Exterior	Exterior Wall:	Stucco, hurricane panels, aluminum windows	
	Roof:	Single ply membrane roof	
	Wind Speed Rating:	190	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame with CMU infill, open web steel bar joists at roof	
	Access/ADA Issues	ADA compliant	
	Finishes:	Hurricane shelter - Floors: concrete, Walls: painted CMU; Ceilings: exposed structure. Health Department – Floors: VCT, carpet; Walls: painted gypbd; Ceilings: ACP tegular	
	Layout:	Appropriate for hurricane shelter and office / medical clinic use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues, 72 hours water storage on-site	
	Mechanical (HVAC):	Two 75 ton air cooled chillers in protected enclosure	
	Electrical:	Full load emergency generator with weather proof lovers to exterior, 72 hours fuel	
	Lighting:	No issues	
	Fire Protection:	Fire alarm system provided, fire sprinkler provided at lobby and Health Department	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	Silver LEED certified in 2010		
Comments	Building W-715 is a new building housing a hurricane shelter and Health Department functions. The building includes three large, high ceiling shelter rooms and large restrooms for activations. The facility is in very good condition overall and is designed to ICC500 storm requirements.		
Recommendations	Building W-715 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-715 Hurricane Shelter (continued)

PHOTOS



Exterior view front



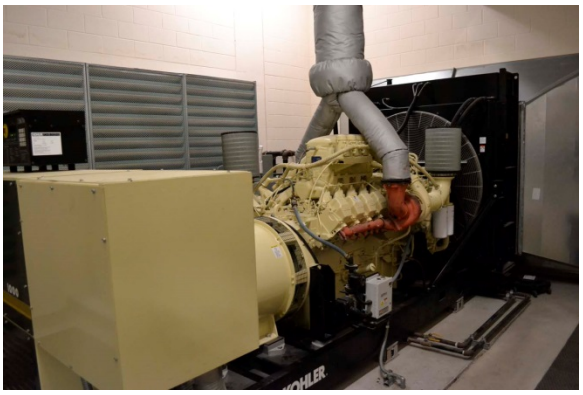
Corridor



Main shelter room



Supply storage



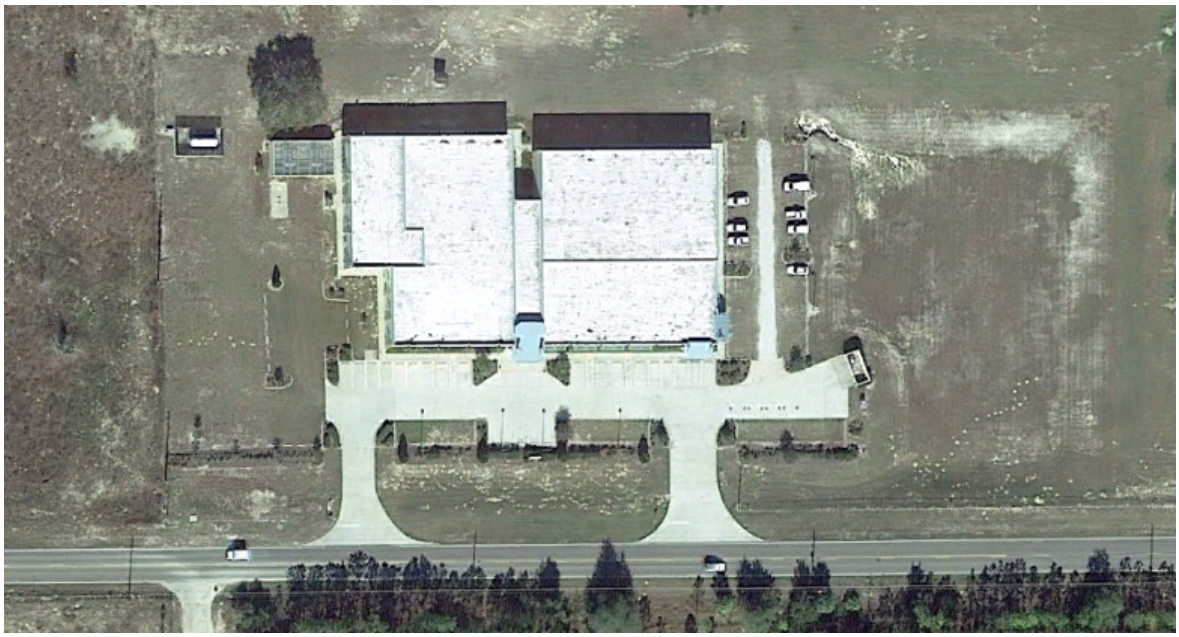
Emergency generator



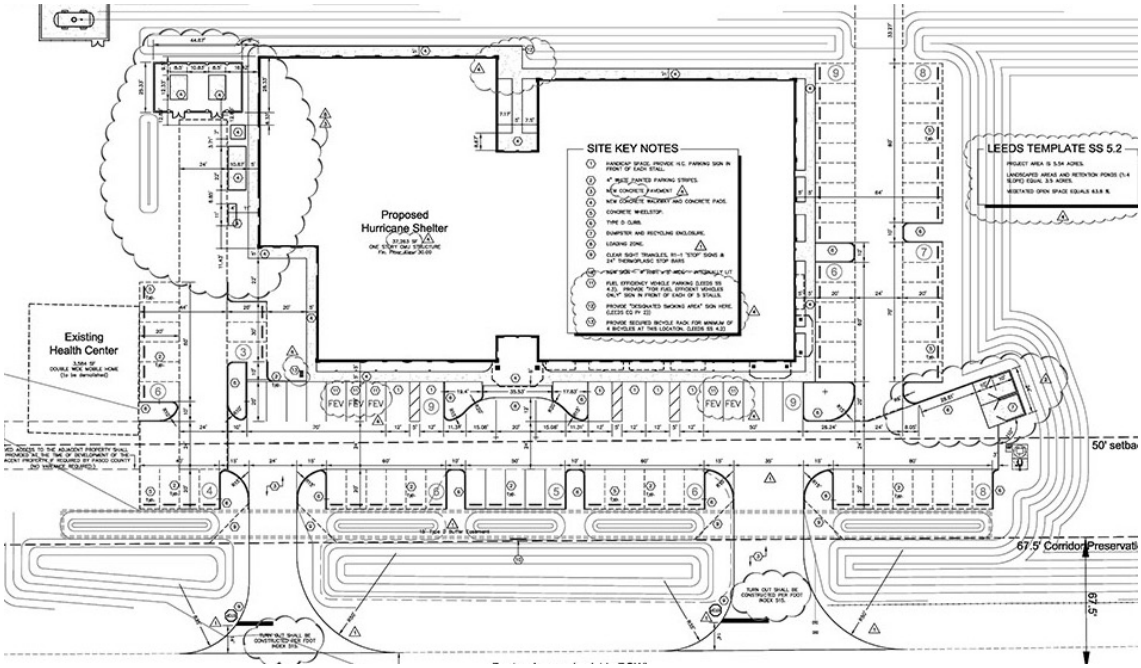
HVAC system

W-715 Hurricane Shelter (continued)

PLANS

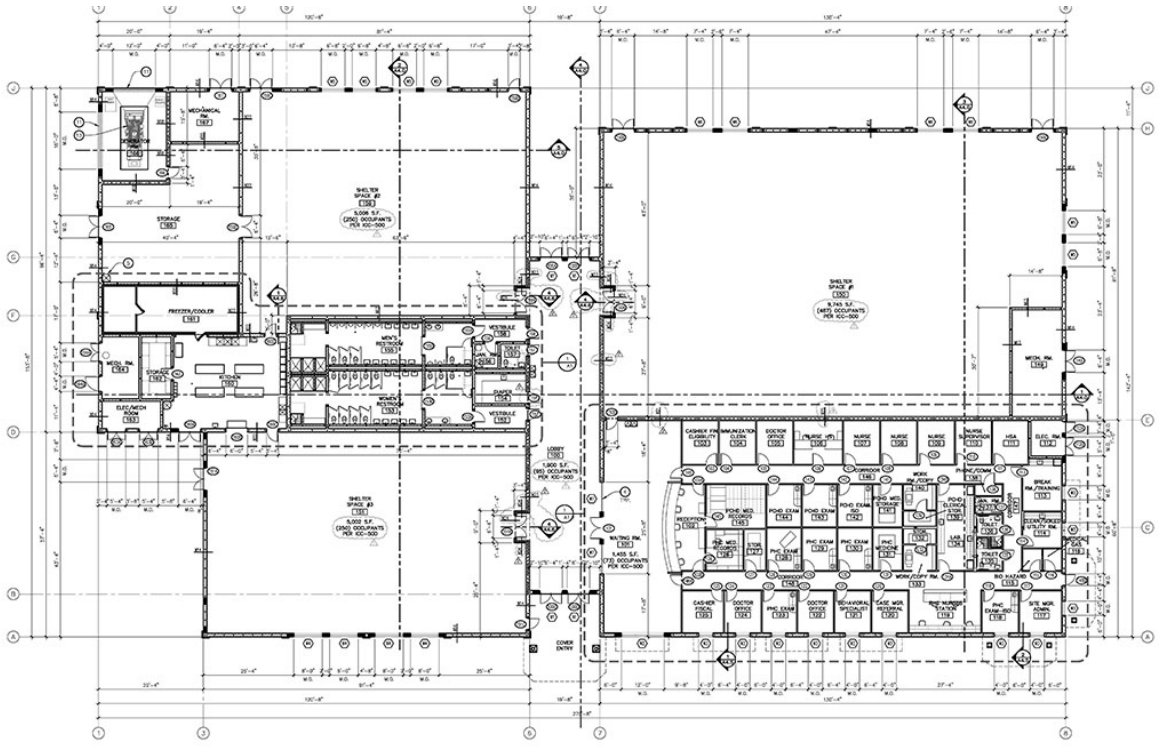


Site Plan



Site Plan

W-715 Hurricane Shelter (continued)



1st Floor Plan

W-750	Fire Rescue Station 11		
Location	6700 Reilly Court, Port Richey, 34668		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	±2006	**Owned/Leased:**	Owned
Building Size	BGSF: 7,074 / 6,909	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	23 total spaces / 1 ADA space	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal roof	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel frame with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restroom and shower provided	
	Finishes:	Dayroom / bunk rooms – Floors: tile; Walls: painted gypbd; Ceilings: ACP and ACP tegular. Apparatus bay – Floors: concrete; Walls: painted CMU; Ceiling: metal panel	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	None	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split systems and one split ductless system, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent fixtures throughout, T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building W-750 is a newer three bay fire station based on the Pasco County second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building W-750 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

W-750 Fire Rescue Station 11 (continued)

PHOTOS



Exterior view front


Exterior view back


Apparatus bay


Living and dining areas


Kitchen

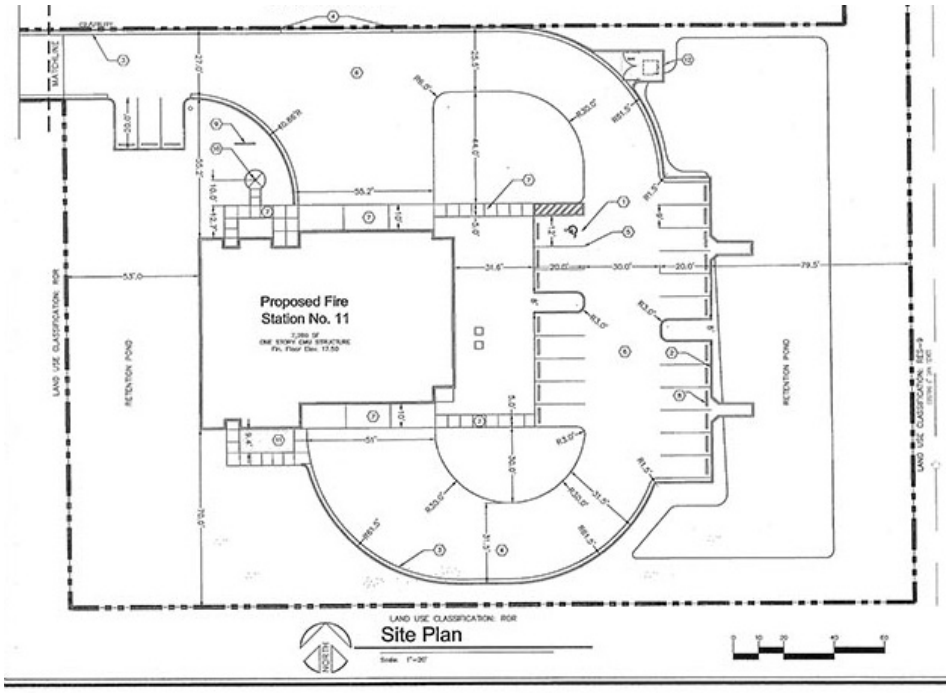

HVAC equipment and emergency generator

W-750 Fire Rescue Station 11 (continued)

PLANS

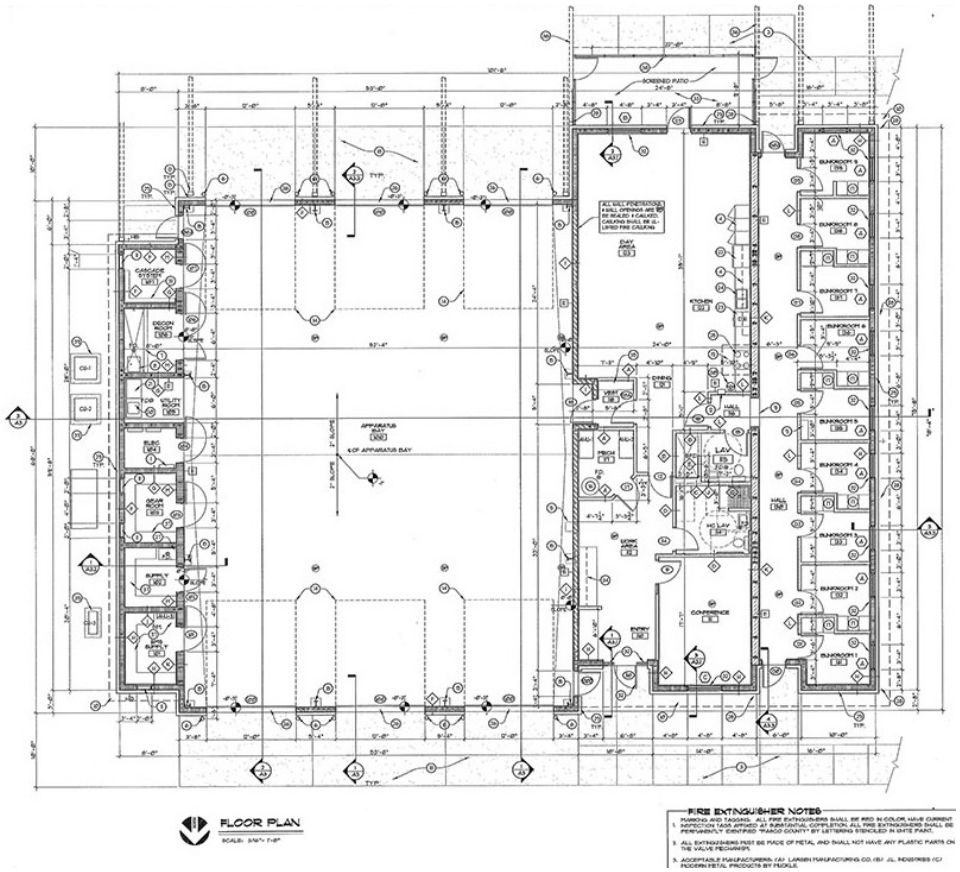


Site Plan



Site Plan

W-750 Fire Rescue Station 11 (continued)



1st Floor Plan

W-752	Fire Rescue Station 35 - Volunteer		
Location	9506 Crabtree Drive, Port Richey, 34688		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 3,308 / 3,136	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Approximately 10 total / 0 ADA	
	Parking Lot:	Poor condition, poor striping, no ADA space	
	Access/ADA Issues/Signage:	None provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Textured stucco at front wall, painted CMU at sides and rear	
	Roof:	Appears to be roofing paper only	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, wood trusses at roof	
	Access/ADA Issues	Not evaluated	
	Finishes:	Floors: tile, VCT, concrete in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: painted gypbd, painted plaster in apparatus bay (all in fair to poor condition)	
	Layout:	Poor for fire station use, open dorm, low ceiling in apparatus bay	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Small residential type split HVAC system, no issues	
	Electrical:	Full load emergency generator	
	Lighting:	Older fixtures, some upgraded	
	Fire Protection:	No fire alarm system, no fire sprinklers; exit signs, emergency lights, fire extinguishers provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-752 houses a volunteer fire station. The facility is located on a very small property in a residential neighborhood adjacent to a water treatment plant. The older building includes two low ceilinged bays (not drive through) and is in generally fair condition.		
Recommendations	Building W-572 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate facility mid-term to long-term.		

W-752 Fire Rescue Station 35 – Volunteer (continued)

PHOTOS



Exterior view front


Office and lounge area



Apparatus bay


Break area and kitchen


Dormitory



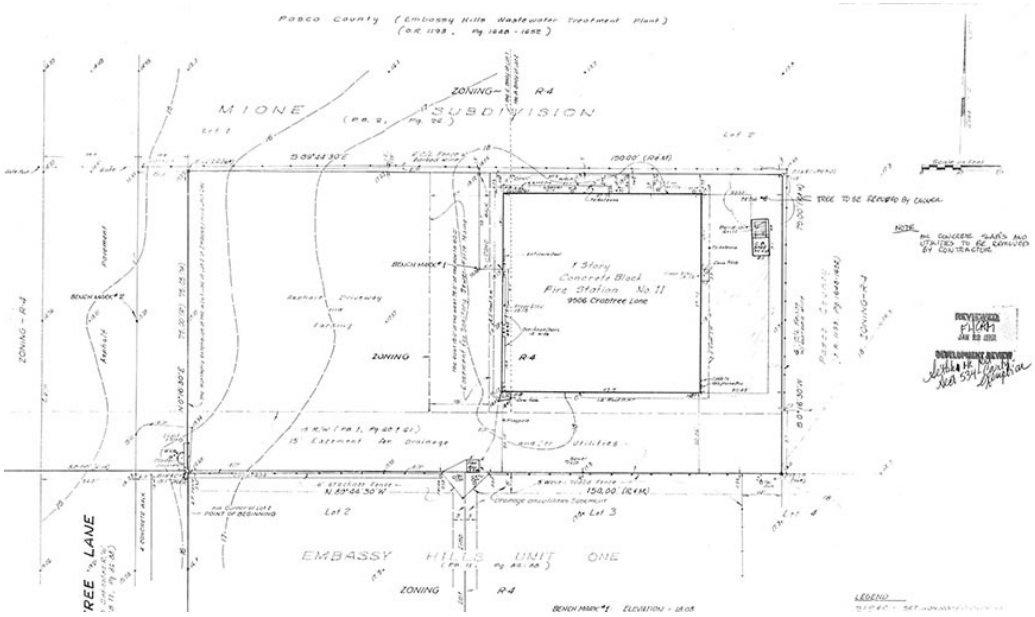
Electrical, HVAC system and generator

W-752 Fire Rescue Station 35 - Volunteer (continued)

PLANS

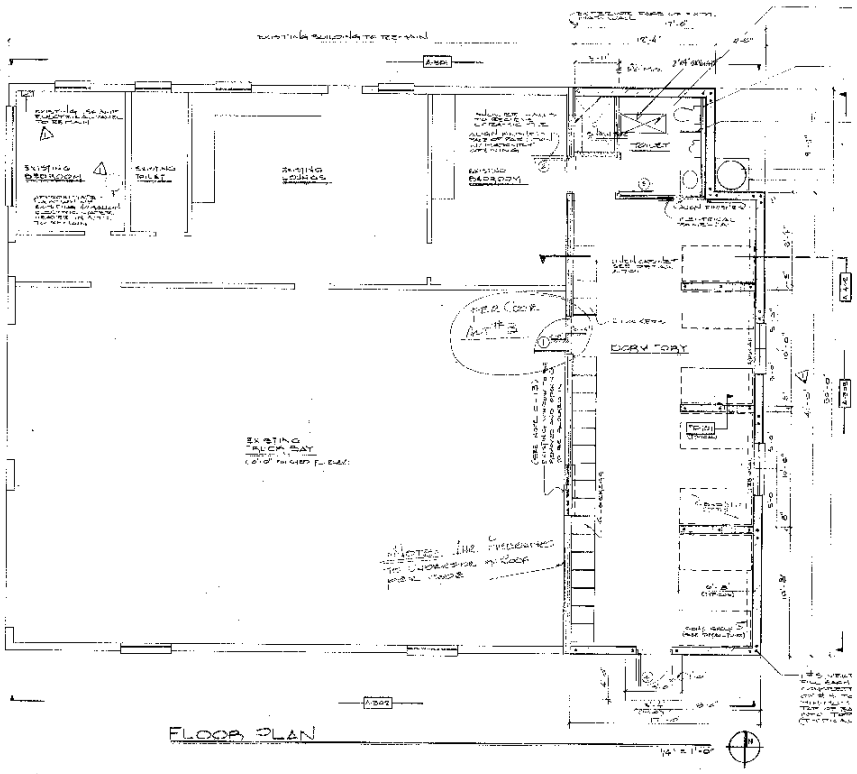


Site Plan



Site Plan

W-752 Fire Rescue Station 35 - Volunteer (continued)



1st Floor Plan

W-762.05	Recreation Building, Veterans Memorial Park		
Location	14333 Hicks Road, Hudson, 34669		
Description of Use	PARKS AND RECREATION: Community Center		
Year Constructed	1990	**Owned/Leased:**	Owned
Building Size	BGSF: 14,580	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Split-face CMU, metal panel, aluminum windows	
	Roof:	Metals, metal soffits, roof paint faded and requires re-painting	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered steel structure	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Gymnasium – Floors: VCT; Walls: painted CMU; Ceilings: exposed structure. Multi-purpose rooms/other areas – Floors: VCT; Walls: painted CMU; Ceilings: ACP (fair condition)	
	Layout:	Appropriate for community center use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Eights split HVAC systems (6 are small residential systems, the two larger units are new)	
	Electrical:	No issues	
	Lighting:	Fluorescent fixtures with T8's and fluorescent downlights	
	Fire Protection:	Fire alarm system provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-762.05 houses the community center at the Veterans Memorial Park. The facility is a relatively new building in good condition and includes a large gymnasium area as well as several multi-purpose activity rooms.		
Recommendations	Although Building W-762.05 is nearly 25 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 24 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

W-762.05 Recreation Building, Veterans Memorial Park (continued)

PHOTOS



Exterior view front



Exterior view side



Pool



Multipurpose activity room



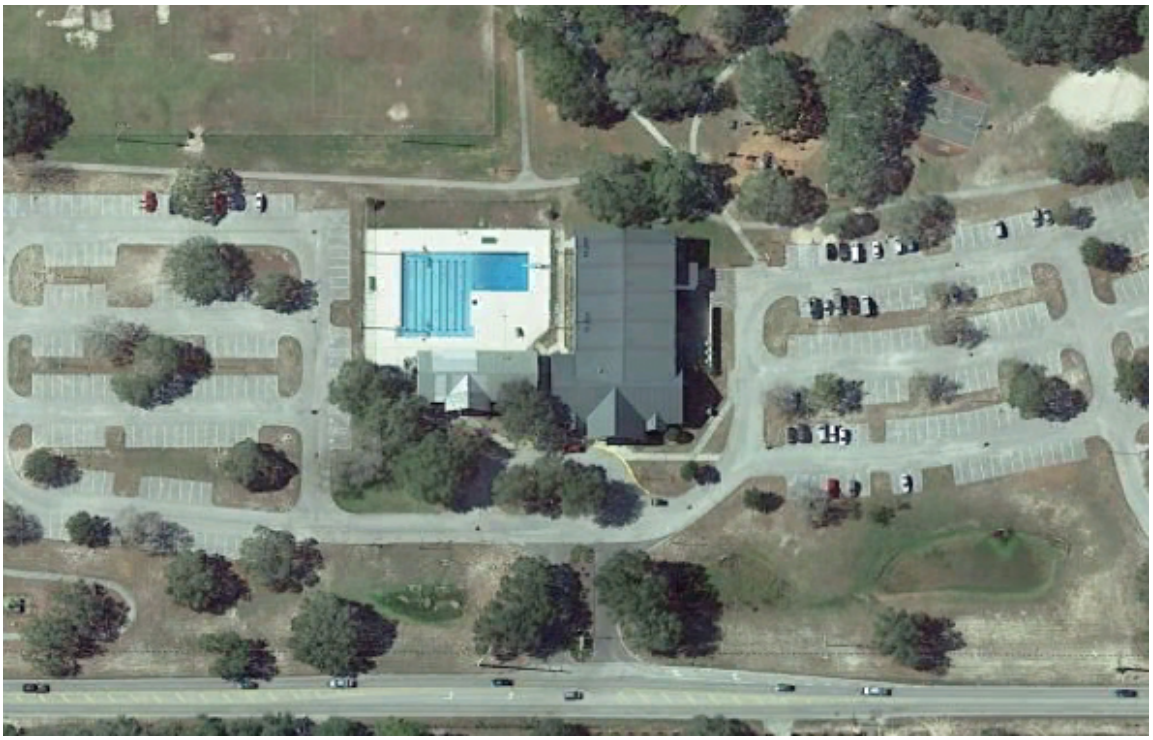
Gymnasium



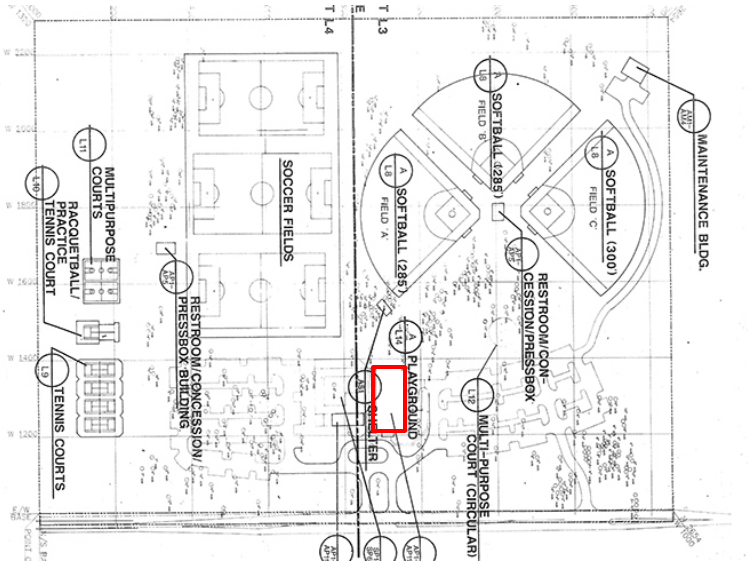
HVAC system

W-762.05 Recreation Building, Veterans Memorial Park (continued)

PLANS

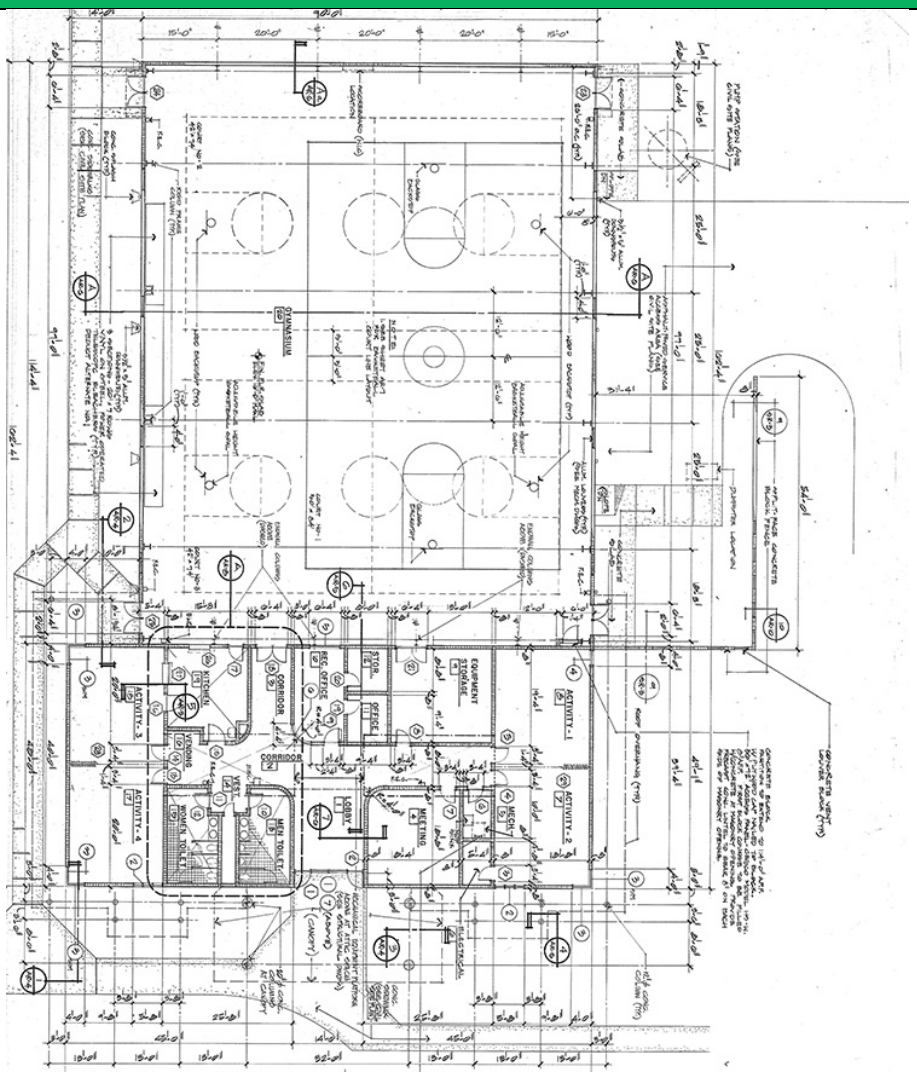


Site Plan



Site Plan

W-762.05 Recreation Building, Veterans Memorial Park (continued)



1st Floor Plan

W-763	Hudson Library		
Location	8012 Library Road, Hudson, 34667		
Description of Use	COMMUNITY SERVICES – LIBRARY SERVICES: Library		
Year Constructed	±1990	**Owned/Leased:**	Owned
Building Size	BGSF: 32,640 / 28,319	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Large parking area / 6 ADA spaces	
	Parking Lot:	Good condition, small areas exhibiting settling	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, buildings and parking occupy most of site	
Building Exterior	Exterior Wall:	Brick, aluminum windows and storefront (water intrusion occurring at large window at rear of central hall)	
	Roof:	Single ply membrane, metal roof, metal soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing wall, open web steel bar joists at roof	
	Access/ADA Issues	ADA compliant restrooms, automatic doors	
	Finishes:	Floor: VCT, carpet, wood floor; Walls: painted gypbd, metal panels in central hall, acoustical panels; Ceilings: ACP tegular & lay-in	
	Layout:	Appropriate for library use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	One cooling tower in rear yard (cooling tower in poor condition, scheduled to be replaced), two large AHU's located on each side, one chiller	
	Electrical:	No issues	
	Lighting:	Fluorescent pendants and T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building W-763 houses the Hudson regional library. The building is in very good condition overall and features a large, double height central gallery. The facility features a sophisticated HVAC system with cooling tower and large AHU's.		
Recommendations	Although Building W-763 is nearly 25 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 24 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

W-763 Hudson Library (continued)

PHOTOS


Exterior view front


Reference desk and main space


Carrels and stacks


Office area


HVAC system air handler

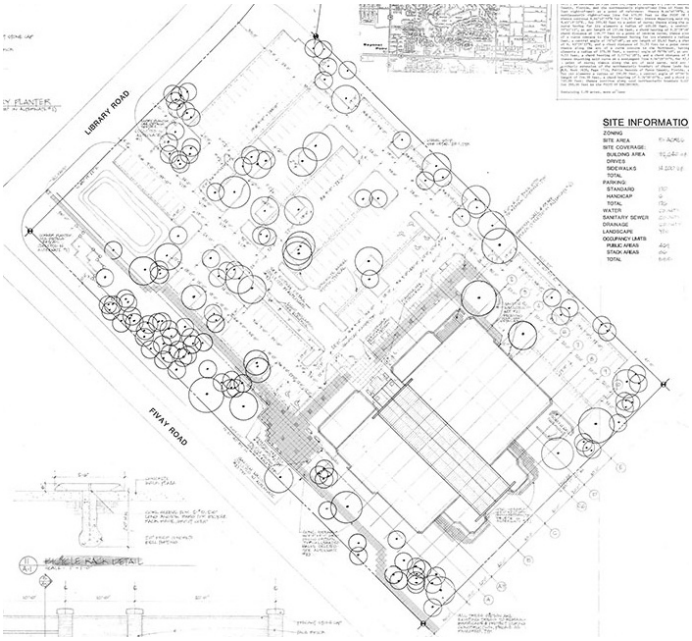

HVAC system chiller

W-763 Hudson Library (continued)

PLANS

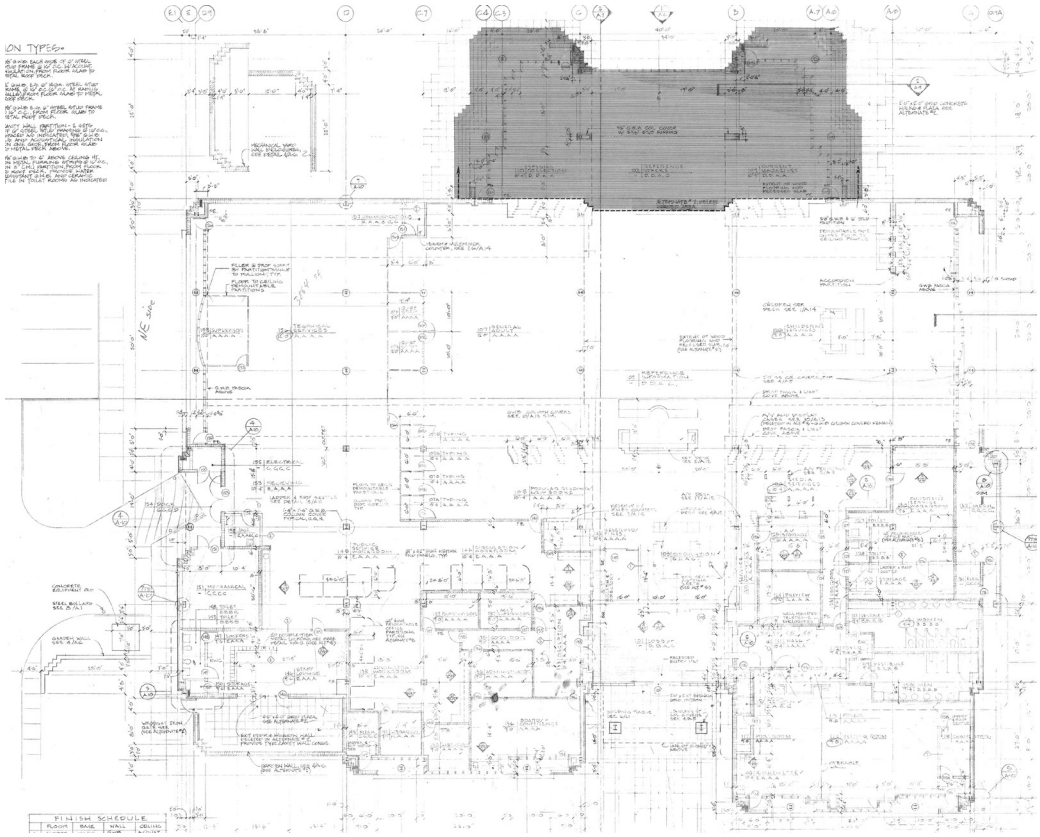


Site Plan



Site Plan

W-763 Hudson Library (continued)



1st Floor Plan

W-YYY	Utilities Inspection Trailer		
Location	New Port Richey Government Center Campus (behind Environmental Lab)		
Description of Use	UTILITIES: administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: 600	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Not evaluated	
	Parking Lot:	Not evaluated	
	Access/ADA Issues/Signage:	Not evaluated	
	Expansion Capability:	Not evaluated	
Building Exterior	Exterior Wall:	Not evaluated	
	Roof:	Not evaluated	
	Wind Speed Rating:	Not evaluated	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	Not evaluated		
Comments	Trailer is currently housing Utilities staff that will be relocated to the new Utilities building that is currently under construction		
Recommendations	Building W-YYY is not an appropriate long-term asset for Pasco County. The lease should be terminated once appropriate space is found elsewhere in the County for this function (new utilities Building currently under construction).		

W-YYY Utilities Inspection Trailer (continued)

PHOTOS



Exterior view



Office

W-YYY Utilities Inspection Trailer (continued)

PLANS



Site Plan

Floor Plan Not Available

1st Floor Plan

W-ZZZ	Counsel Square II - PCSO Child Protective Investigations/Intelligence Lead Policing		
Location	7601 Little Road, New Port Richey, 34654		
Description of Use	SHERIFF: Child Protective Investigation and Intelligence Lead Policing		
Year Constructed	n/a	**Owned/Leased:**	Leased
Building Size	BGSF: 23,771 (leased)	# Floors: 2	
Facility Condition	FAIR		
Comments	• This is a leased facility by the Pasco County Sheriff's Office. Facility was not evaluated by the consultant.		
Recommendations	Move operations to a County-owned facility.		

W-ZZZ Counsel Square II - PCSO Child Protective Investigations/Intelligence Lead Policing (continued)

PHOTOS



Exterior front view



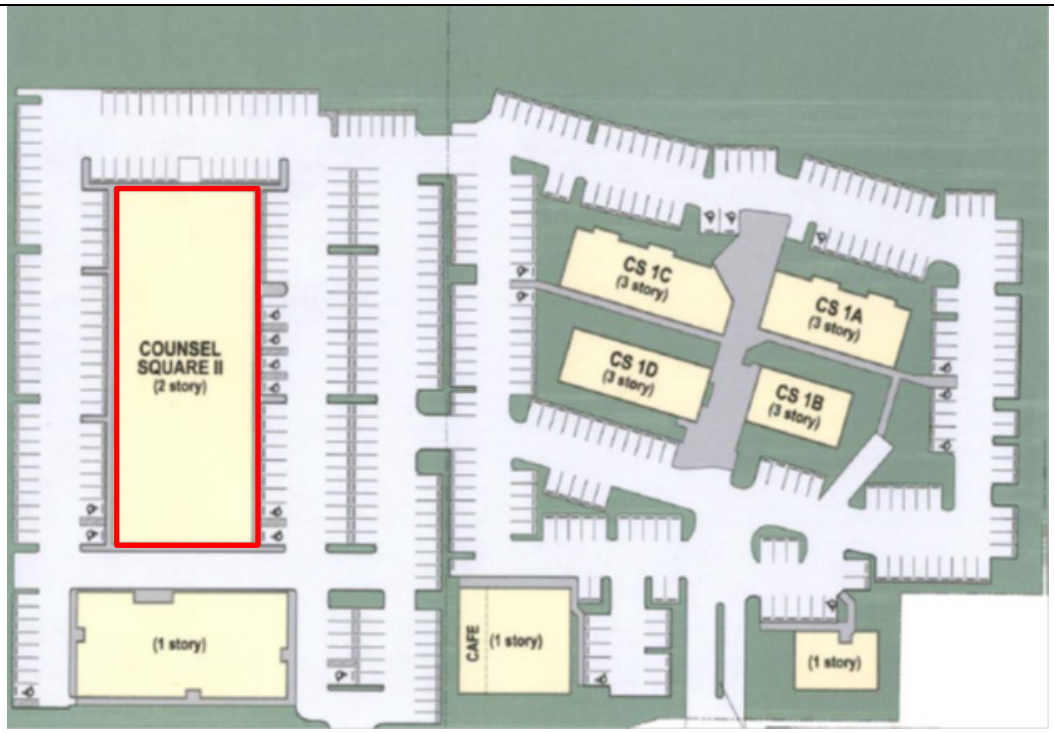
Exterior view

W-ZZZ Counsel Square II - PCSO Child Protective Investigations/Intelligence Lead Policing (continued)

Plans



Floor Plan



Site Plan

FACILITY EVALUATIONS
CENTRAL

C-296	Animal Services Adoption Center – Building A		
Location	19640 Dogpatch Lane, Land O' Lakes, 34638		
Description of Use	COMMUNITY SERVICES - ANIMAL SERVICES: Kennels, veterinary, administrative office		
Year Constructed	2012	**Owned/Leased:**	Owned
Building Size	BGSF: 12,130	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	26 total spaces / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Stucco on CMU, glass block, aluminum windows	
	Roof:	Rolled shingle flat roof, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Concrete columns and beams with CMU infill, open web steel bar joist roof with metal deck	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Office – Floors: tile, epoxy floor; Walls: painted gypbd; Ceilings: ACP. Kennels – Floors: epoxy; Walls: glazed CMU at lower portion, painted CMU at upper part of walls; Ceilings: Painted gypbd	
	Layout:	Appropriate for kennel and current use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Major issues with drains in kennel area	
	Mechanical (HVAC):	Air cooled chiller, AHU's in mechanical rooms in building, some issues with controls and balance	
	Electrical:	Portable generator has been adapted as a permanent generator	
	Lighting:	New fluorescent fixtures	
	Fire Protection:	Fire alarm system provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building C-296 is a new building housing the Animal Services adoption center. The facility includes a new surgical center and separate areas for dog and cat adoptions. The facility is in very good condition overall although some plumbing and HVAC issues where reported.		
Recommendations	Building C-296 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

C-296 Animal Services Adoption Center – Building A (continued)

PHOTOS



Exterior view front



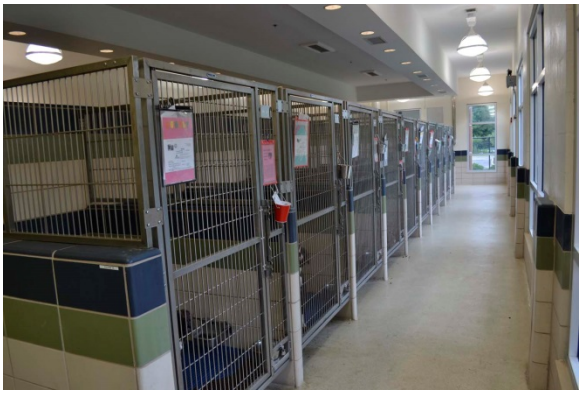
Exterior view side



Lobby



Examination room



Kennels



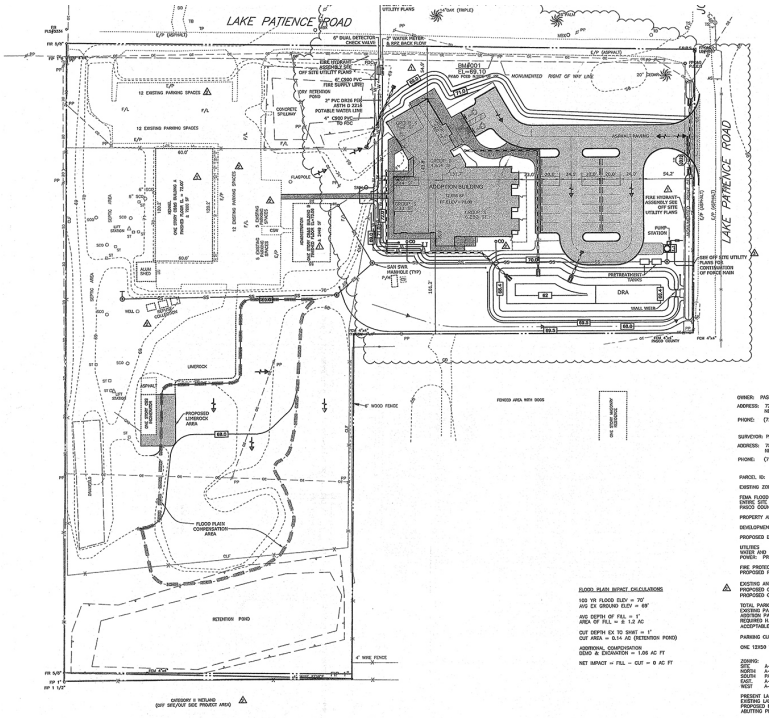
HVAC and generator (yellow unit in background)

C-296 Animal Services Adoption Center – Building A (continued)

PLANS

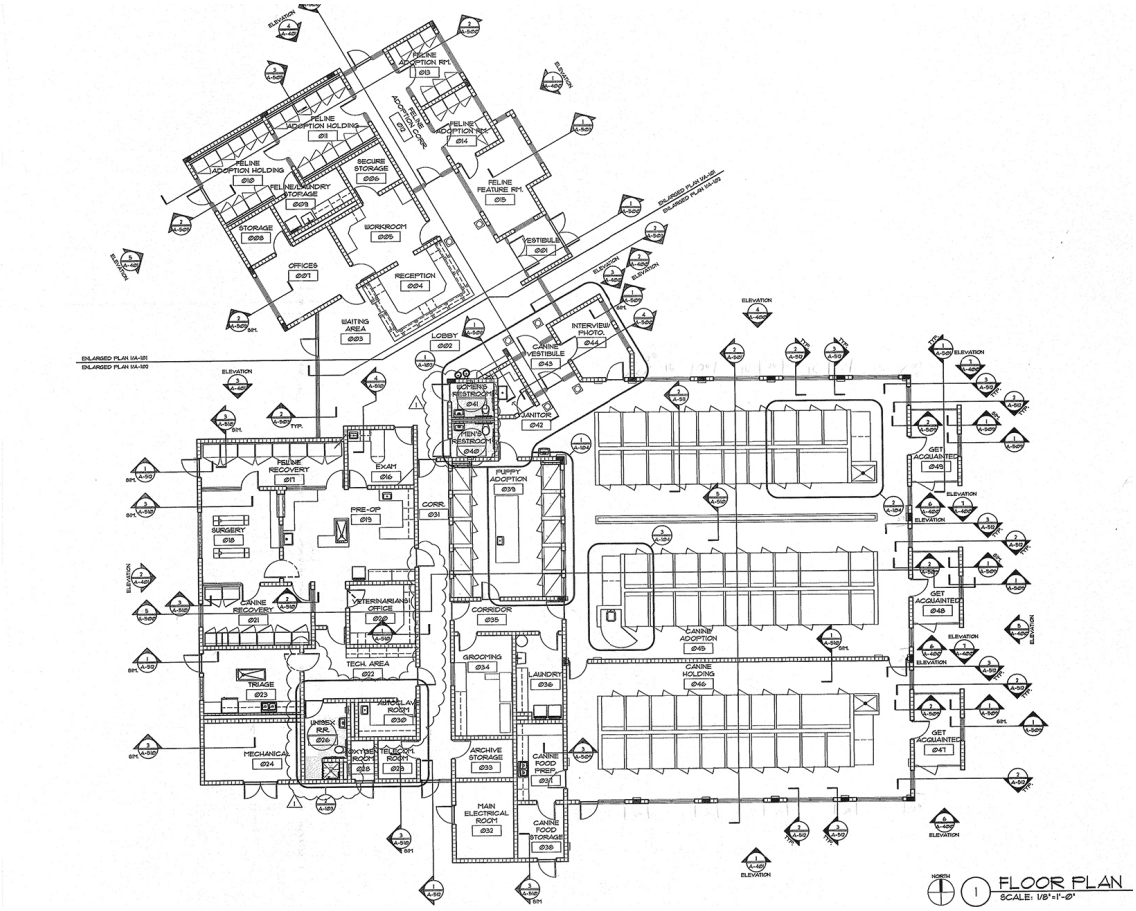


Site Plan



Site Plan

C-296 Animal Services Adoption Center – Building A (continued)



1st Floor Plan

C-297 Animal Services Auxiliary Building D

Location	19640 Dogpatch lane, Land O' Lakes, 34638		
Description of Use	COMMUNITY SERVICES - ANIMAL SERVICES: Storage		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 672	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	None, parking provided at Buildings B & C	
	Parking Lot:	None	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Stucco on CMU	
	Roof:	Asphalt shingle (±6 year sold)	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated, CMU walls with wood trusses at roof	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	Not evaluated, one sink	
	Mechanical (HVAC):	Not evaluated, window unit	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-297 is a former incinerator building which is currently used primarily for storage and occasionally for isolation. The facility appears to be in generally poor condition.		
Recommendations	Building C-297 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term.		

C-297 Animal Services Auxiliary Building D (continued)

PHOTOS



Exterior view

C-297 Animal Services Auxiliary Building D (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

C-299	Animal Services Intake Reclaim – Building C		
Location	19640 Dogpatch Lane, Land O' Lakes, 34638		
Description of Use	COMMUNITY SERVICES - ANIMAL SERVICES: Dog kennels, small office area		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 7,200	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	27 spaces in front plus 19 spaces shared by Buildings B and C / 1 ADA space	
	Parking Lot:	Fair condition, needs restriping	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Fair	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Asphalt shingles, metal soffits, no issues (±6 years old)	
	Wind Speed Rating:	115	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, wood trusses at roof	
	Access/ADA Issues	Non ADA compliant restrooms	
	Finishes:	Offices – Floors: VCT; Walls: painted gypbd; Ceilings: ACP (fair condition). Kennels – Floors: painted concrete (poor condition); Walls: painted CMU; Ceilings: some newer metal ceilings, some older popcorn ceilings	
	Layout:	Poor, antiquated design	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	Major issues with plumbing in kennel areas, no traps provided	
	Mechanical (HVAC):	Multiple split systems, some new, others older, portions of building have extremely restricted space for ductwork, window units provided as backup to main system	
	Electrical:	Current system at capacity	
	Lighting:	Some older fixtures, some newer fixtures, re-lamped with T8's	
	Fire Protection:	Fire alarm system provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-299 houses the Animal Services intake and reclaim functions. The building is in generally poor condition with an antiquated design utilizing smaller, older cages which create challenges for cleaning. The former surgical center is now used for prep/holding only. A storage shed is located at the rear of the building.		
Recommendations	Building C-299 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term.		

C-299 Animal Services Intake Reclaim – Building C (continued)

PHOTOS



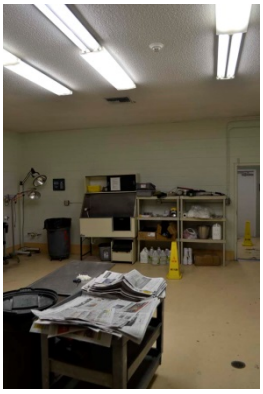
Exterior view front


Outbuilding


Corridor



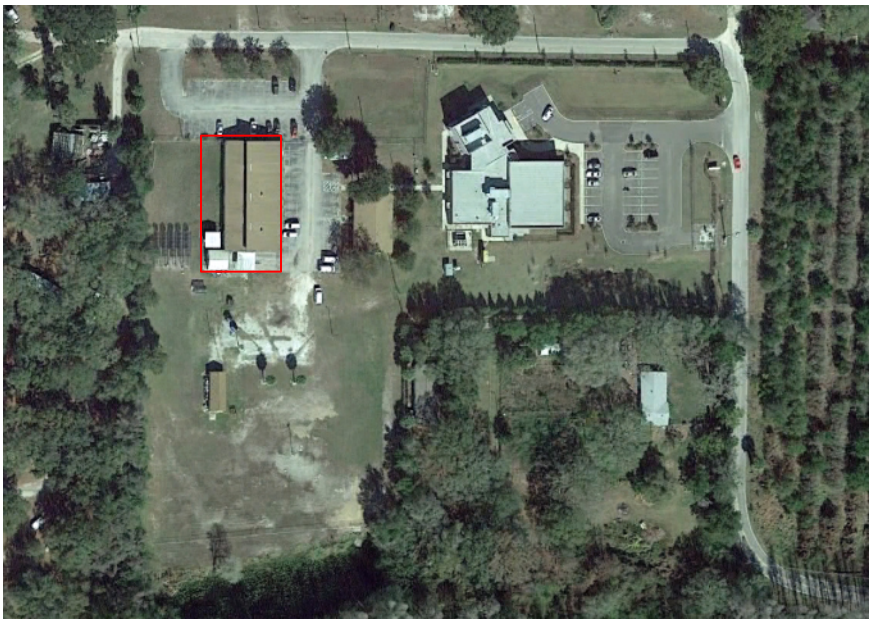
Kennels


Veterinary clinic


HVAC system

C-299 Animal Services Intake Reclaim – Building C (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

C-301	Animal Services Administration - Building B		
Location	19640 Dogpatch Lane, Land O' Lakes, 34638		
Description of Use	ANIMAL SERVICES: Administrative offices		
Year Constructed	1991	**Owned/Leased:**	Owned
Building Size	BGSF: 2,366	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	27 spaces in front plus 19 spaces shared by Buildings B and C / 1 ADA space	
	Parking Lot:	Fair condition, needs restriping	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Fair	
Building Exterior	Exterior Wall:	Split-face CMU, vinyl siding, aluminum windows	
	Roof:	Asphalt shingles, metal soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be CMU walls and wood trusses at roof	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Floors: carpet; Walls: painted gypbd; Ceilings: ACP (all good condition)	
	Layout:	Suitable for office use	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two small residential type HVAC systems	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures re-lamped with T8's	
	Fire Protection:	No fire alarm system or sprinklers; Smoke detectors, fire extinguishers, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-301 houses Animal Services administrative office functions and is in generally good condition. The facility is of residential type construction.		
Recommendations	Building C-301 should not be considered a long-term asset for Pasco County. Due to the age of the building and its small size the functions located within the facility should be relocated to a more appropriate facility long-term.		

C-301 Animal Services Administration - Building B (continued)

PHOTOS



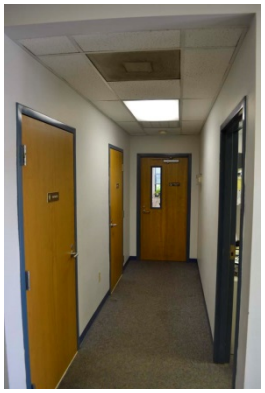
Exterior view front



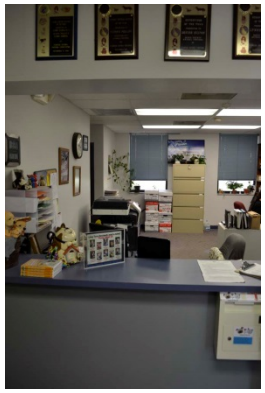
Exterior view side



Exterior view back and HVAC



Corridor



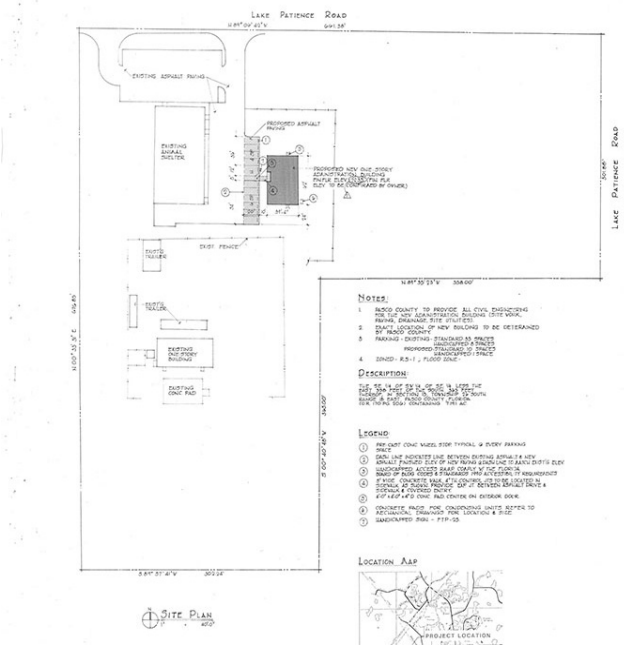
Counter

C-301 Animal Services Administration - Building B (continued)

PLANS

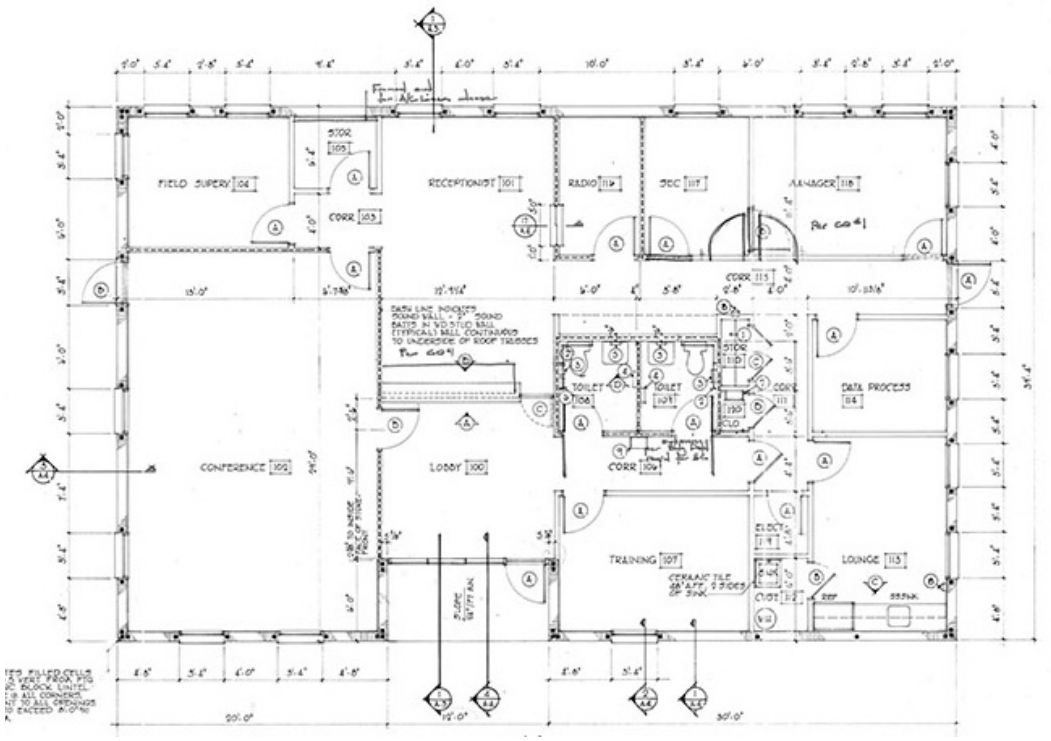


Site Plan



Site Plan

C-301 Animal Services Administration - Building B (continued)



1st Floor Plan

C-302.01	Land O' Lakes Community Center		
Location	5401 Land O' Lakes Boulevard, Land O' Lakes, 34639		
Description of Use	PARKS AND RECREATION; Community center		
Year Constructed	1961 (original building)	**Owned/Leased:**	Owned
Building Size	BGSF: 6,893	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Small paved parking lot, only three striped spaces / 2 ADA spaces	
	Parking Lot:	Fair condition, very small, most parking on unpaved areas	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Painted CMU, brick, wood siding, aluminum windows	
	Roof:	Asphalt shingle, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls (appear to have no vertical reinforcing), concrete tie beam, appears to have wood trusses at roof	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Floors: terrazzo, Walls: painted CMU; Ceilings: ACP (all finishes in fair condition)	
	Layout:	Poor, building has been added onto multiple times	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	Some issues reported with septic system	
	Mechanical (HVAC):	Multiple small residential HVAC systems, major issues with HVAC, current 7.5 ton unit undersized, problems with ductwork also	
	Electrical:	Residential type system, minor issues	
	Lighting:	Older fixtures	
	Fire Protection:	No fire alarm system, no fire sprinkler; fire extinguishers, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-302.01 houses the community center at the Land O' Lakes Community Center Park. The building is a smaller, older facility in poor condition that contains several multi-purpose rooms. The building has been added on to and expanded multiple times over the years. Portions of the building are used for storage and the site includes several outbuildings.		
Recommendations	Building C-302.01 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility mid-term to long-term.		

C-302.01 Land O' Lakes Community Center (continued)

PHOTOS



Exterior view front



Exterior view rear



Multipurpose room



Kitchen



Storage and HVAC air handler



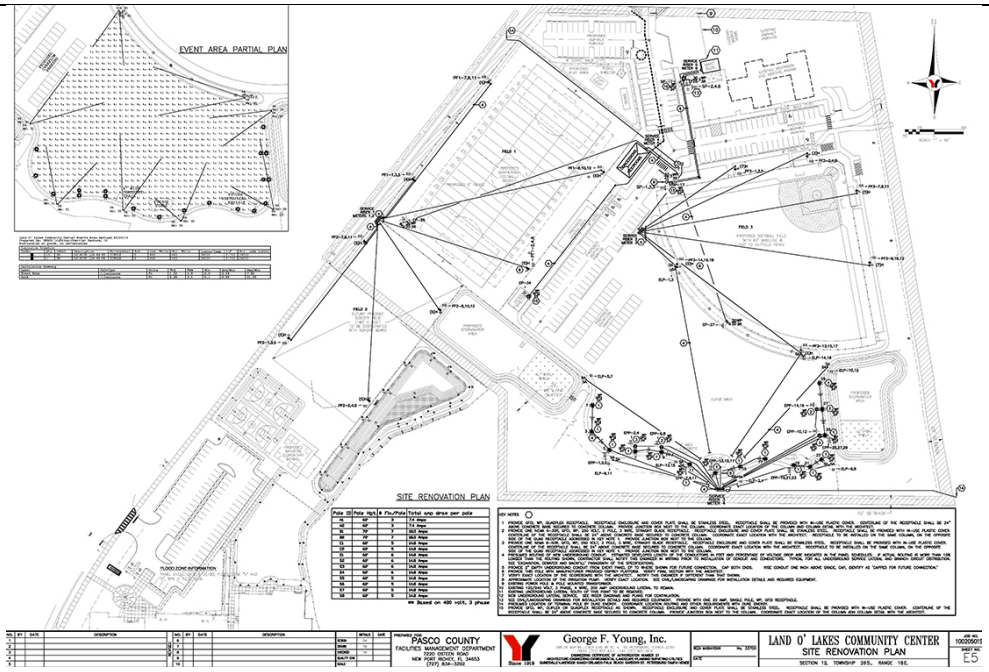
HVAC system

C-302.01 Land O' Lakes Community Center (continued)

PLANS



Site Plan



Site Plan

C-303	Fire Rescue Storage – Old Station 23		
Location	21300 State Road 54, Lutz, 3,082 (21302 SR 54?)		
Description of Use	FIRE RESCUE ADMINISTRATION: Storage		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 3,082	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	None appear to be specifically assigned to building / 0 ADA	
	Parking Lot:	Poor condition, shared with Station 37	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	CMU	
	Roof:	Rolled asphalt shingle, some water intrusion issues, poor condition	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, concrete tie beam, steel pipe columns, wood joist framing at roof, wood joist floor framing in some portions of building	
	Access/ADA Issues	No ADA access or compliance	
	Finishes:	Former dorm/dayroom area – All finishes in extremely poor condition, floor has holes, not being used. Apparatus bay – Floors: concrete; Walls: painted CMU; Ceilings: exposed wood framing.	
	Layout:	Fair for storage, former dorm/dayroom currently unusable	
	Renovation Suitability:	None	
Technical Systems	Plumbing:	Very poor, unknown if in working condition	
	Mechanical (HVAC):	HVAC in dorm/dayroom has not been used for years, severe musty odor throughout	
	Electrical:	Minimal lighting and power	
	Lighting:	Older fixtures	
	Fire Protection:	None provided	
	Telecomm/Comp. Network:	None provided	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-303 is a former vehicle inspection station that was converted to fire station use and partially abandoned when Station 23 was completed. The facility is in extremely poor condition with the dorm/dayroom area completely unusable. The apparatus bay is currently being used to store one fire vehicle and some equipment. The wood roof framing appears to be of very light construction inappropriate for an essential services facility. Staff is using the apparatus bay for meetings.		
Recommendations	Building C-303 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility short-term.		

C-303 Fire Rescue Storage – Old Station 23 (continued)

PHOTOS



Exterior view front and side



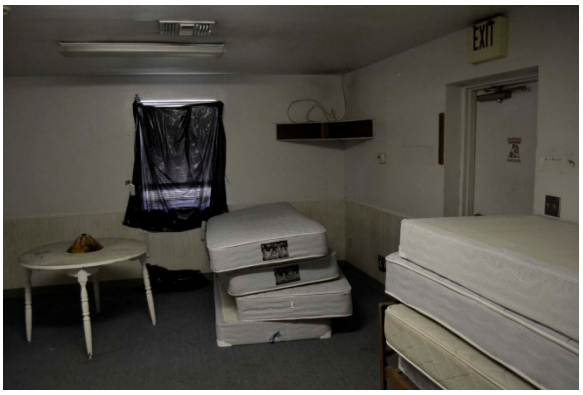
Exterior view rear



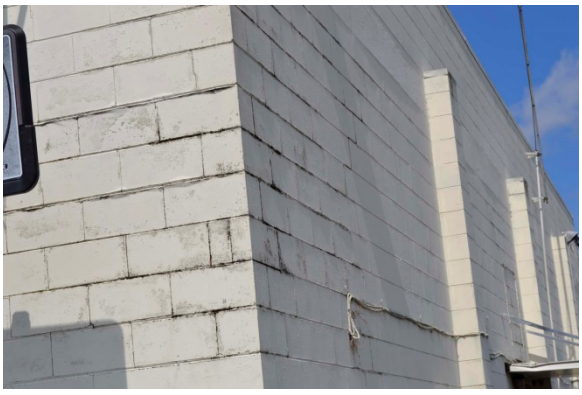
Apparatus bay



Kitchen



Dormitory



Masonry condition

C-303 Fire Rescue Storage – Old Station 23 (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

C-303.01	Fire Rescue Station 23		
Location	21300 State Road 54, Lutz, 34549 (21302 SR 54?)		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2009	**Owned/Leased:**	Owned
Building Size	BGSF: 5,175 / 6,400	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	16 spaces)plus area at old station) / 1 ADA space	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Additional site area is available to west and south	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal panel, metal soffit	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restrooms and shower provided	
	Finishes:	Floors: tile, epoxy at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP, metal panel at apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout, T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building C-303.01 is a newer two bay fire station based on the second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building C-303.01 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

C-303.01 Fire Rescue Station 23 (continued)

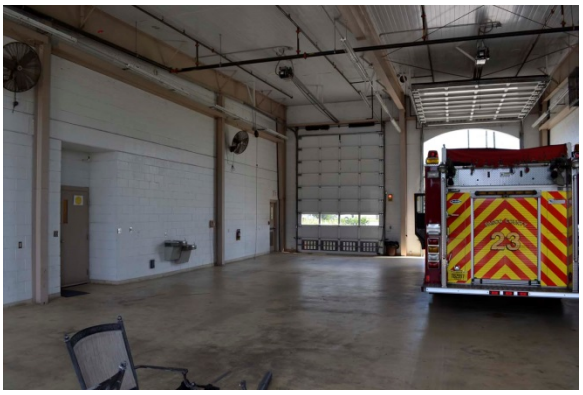
PHOTOS



Exterior view front



Exterior view rear



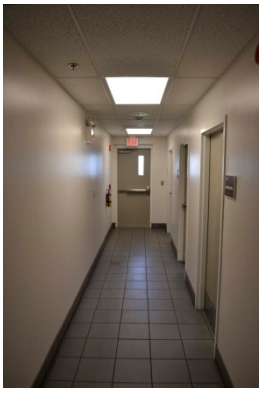
Apparatus bay



Office area



Dayroom / kitchen



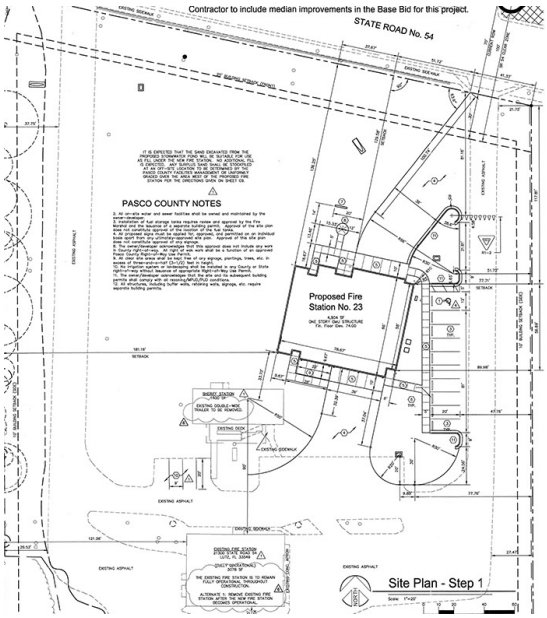
Dorm room corridor

C-303.01 Fire Rescue Station 23 (continued)

PLANS

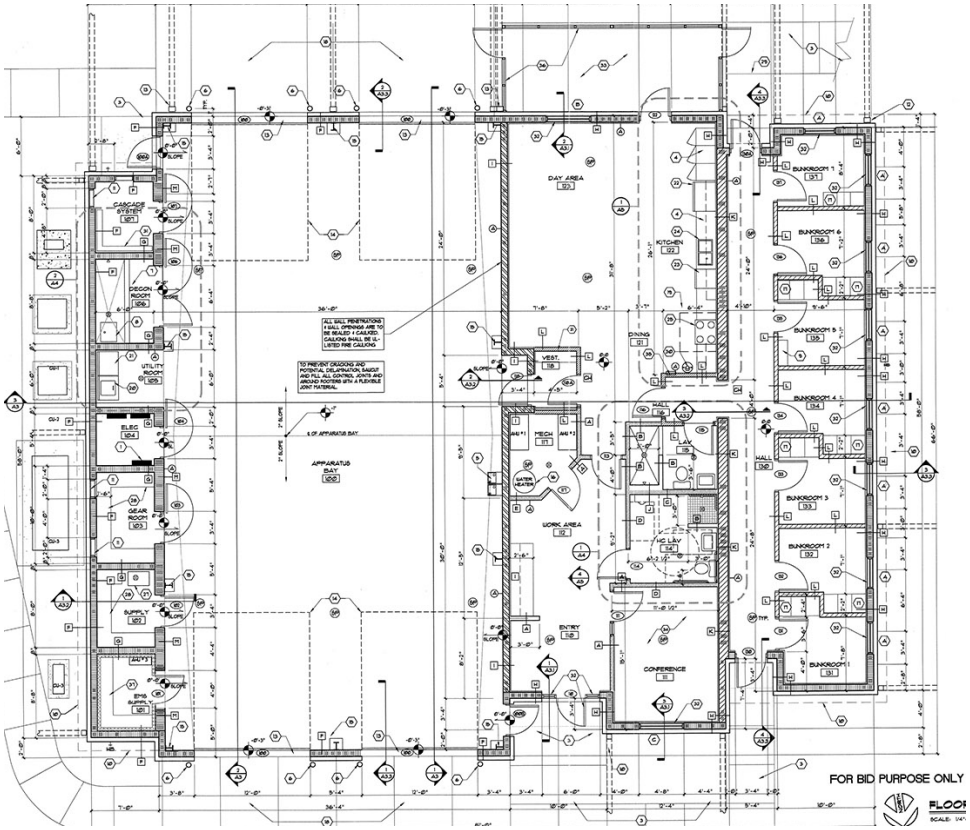


Site Plan



Site Plan

C-303.01 Fire Rescue Station 23 (continued)



1st Floor Plan

C-304	Fire Rescue Station 22 / Facilities Management		
Location	9930 Land O' Lakes Boulevard, Land O' Lakes, 34638		
Description of Use	FIRE RESCUE ADMINISTRATION, FACILITIES MANAGEMENT: Fire station, administrative offices, storage		
Year Constructed	Unknown, renovated & 2 fire bays added ±2008	**Owned/Leased:**	Owned
Building Size	BGSF: 7,130 / 4, 220 (Station 22), 850 / 1,150 (Facilities Management)	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	37 total spaces / 2 ADA spaces	
	Parking Lot:	Good to fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Metal panels, aluminum windows	
	Roof:	Metal panel, no issues	
	Wind Speed Rating:	120	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building	
	Access/ADA Issues	Partially adapted ADA restrooms in fire station, no ADA compliant restrooms in Facilities Management portion	
	Finishes:	Fire station – Floors: tile, Walls: painted gypbd, exposed structure in apparatus bay; Ceilings: ACP, exposed structure in apparatus bay. Facilities Management – Floors: carpet; Walls: painted gypbd; Ceilings: ACP. All finishes in fair condition.	
	Layout:	Adequate for fire station and office use	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems, no issues	
	Electrical:	Emergency generator, no issues	
	Lighting:	Older fluorescent fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm system provided, no fire sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-304 is a pre-engineered metal building housing a three bay fire station and support offices for Facilities Management for the central region of the County. The facility is in generally good condition		
Recommendations	Building C-304 should not be considered a long-term asset for Pasco County. Due to its warehouse type construction (pre-engineered metal building) and its general condition which are not appropriate for an essential services facility. The functions located within the facility should be relocated to a more appropriate purpose-built facility short-term to mid-term to long-term.		

C-304 Fire Rescue Station 22 / Facilities Management (continued)

PHOTOS



Exterior view front


Exterior view back


Break area and kitchen


Dormitory





Electrical switch panel and HVAC system

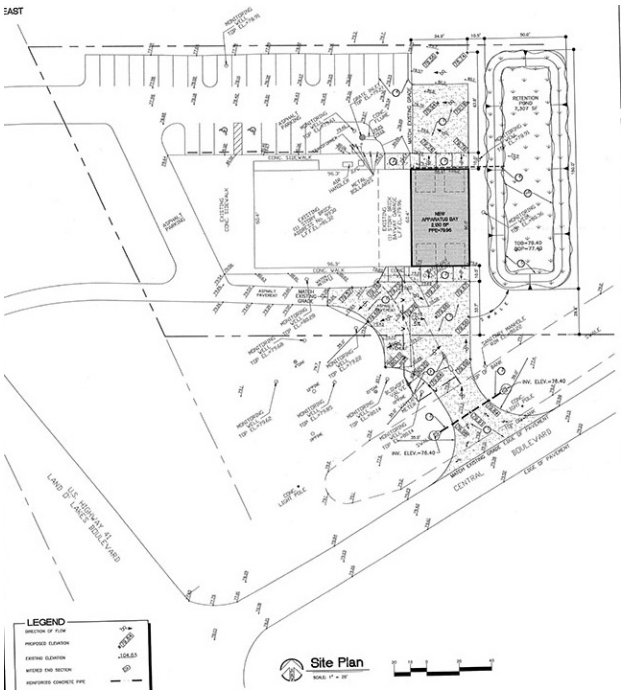

HVAC, transformer, generator and fuel tank

C-304 Fire Rescue Station 22 / Facilities Management (continued)

PLANS

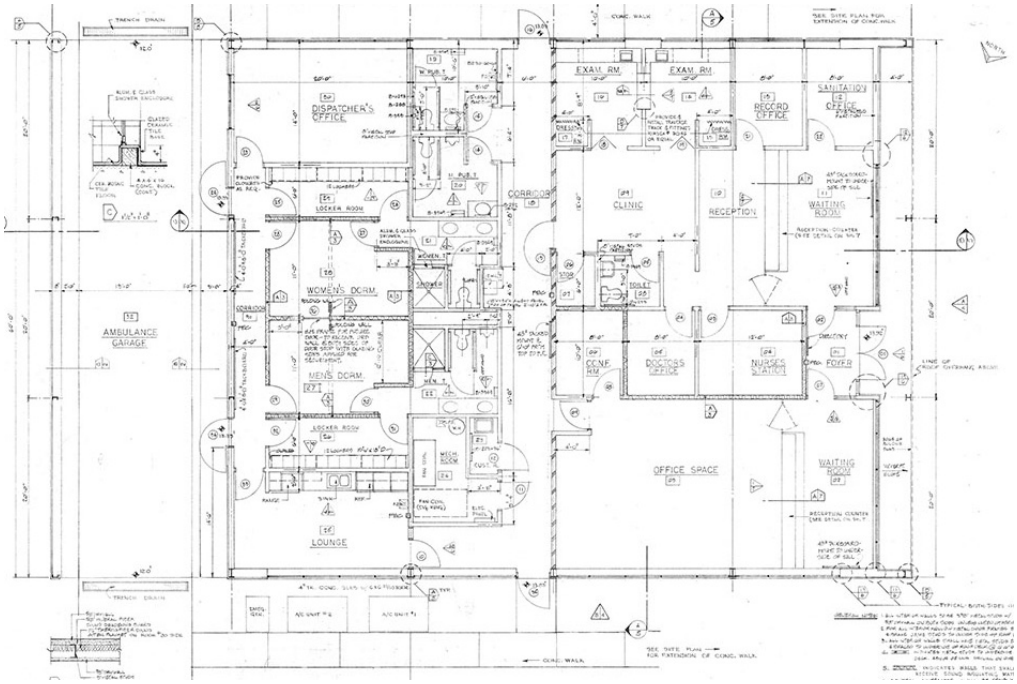


Site Plan

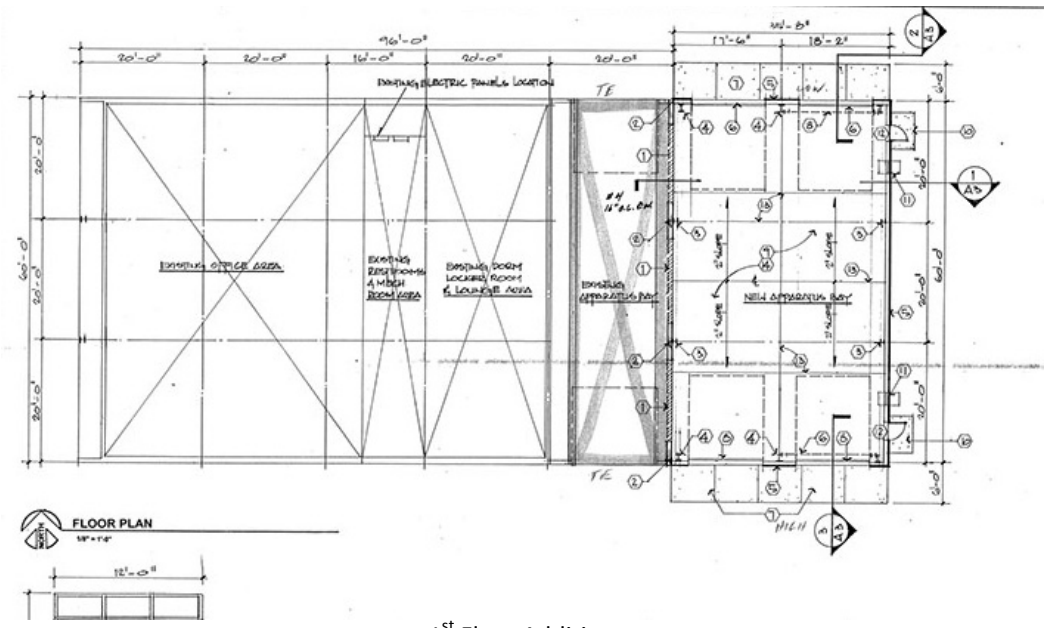


Site Plan

C-304 Fire Rescue Station 22 / Facilities Management (continued)



1st Floor Plan



1st Floor Addition

C-317 PCSO Maintenance Garage

Location	19415 Central Boulevard, Land O' Lakes, 34637		
Description of Use	SHERIFF: Vehicle maintenance, vehicle storage, impound		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 13,251	# Floors: 2	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Large parking areas, insufficient space for current needs, , 2 ADA spaces	
	Parking Lot:	Fair to poor condition, primarily occupied by Sheriff's vehicles being serviced or stored on site, overflow vehicles and parking is occurring outside the facility fence with some vehicles parked on grass areas	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Metal panels, poor condition, some rust on exterior structure	
	Roof:	Metal panels, major water intrusion issues, requires replacement or significant repair	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Primarily concrete structural frame with CMU infill, portions are pre-engineered metal building	
	Access/ADA Issues	ADA restrooms provided	
	Finishes:	Floors: concrete; Walls: painted CMU; Ceilings: exposed metal structure and insulation (insulation in very poor condition, requires replacement), all finishes in poor condition	
	Layout:	Suitable for vehicle maintenance	
	Renovation Suitability:	Very Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Small split systems for office areas (all compressors old, some very old), gas heaters in service bays, no mechanical ventilation system in service bays	
	Electrical:	Partial load emergency generator, no issues	
	Lighting:	Older fixtures	
	Fire Protection:	Fire alarm, no sprinkler system	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Only stairs (no elevators) provided to second floor storage areas	
Sustainability	No sustainable features		
Comments	Building C-317 houses the Pasco County Sheriff's Office vehicle maintenance repair and vehicle storage functions in Land O' Lakes. The facility includes approximately nine standard service bays plus a central bay for larger vehicles, two sheds and four containers located on the grounds as well as a three pump fueling station. The facility is in generally poor condition and appears to have a shortage of parking and storage space for vehicles being stored on site. Additional structures on this property (not evaluated in this report) include four miscellaneous containers, two metal storage sheds.		

C-317	PCSO Maintenance Garage (continued)
Recommendations	Building C-317 is in poor condition, does not have sufficient parking and vehicle storage space and should not be considered a long-term asset for Pasco County. The facility should be replaced with a modern, appropriate vehicle maintenance facility with adequate parking and storage.

C-317 PCSO Maintenance Garage (continued)

PHOTOS



Exterior view front



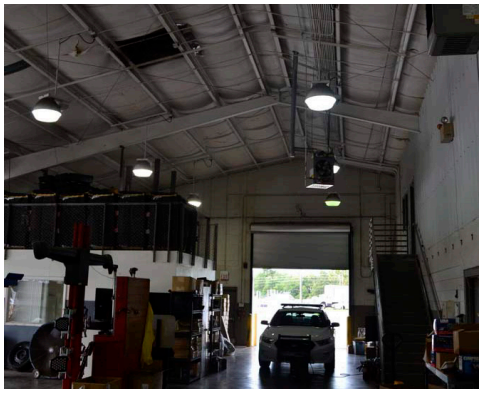
Exterior view side



Exterior view rear



Miscellaneous storage sheds



Interior view



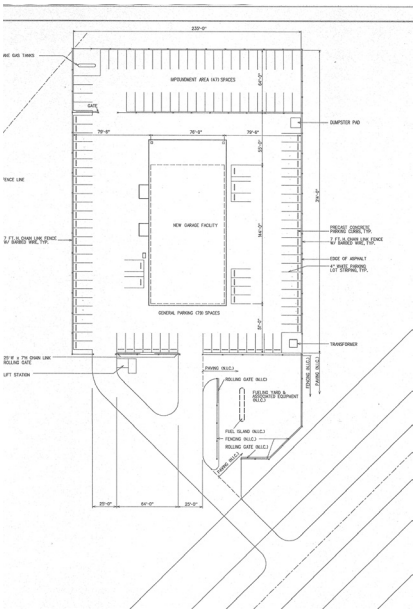
Miscellaneous containers

C-317 PCSO Maintenance Garage (continued)

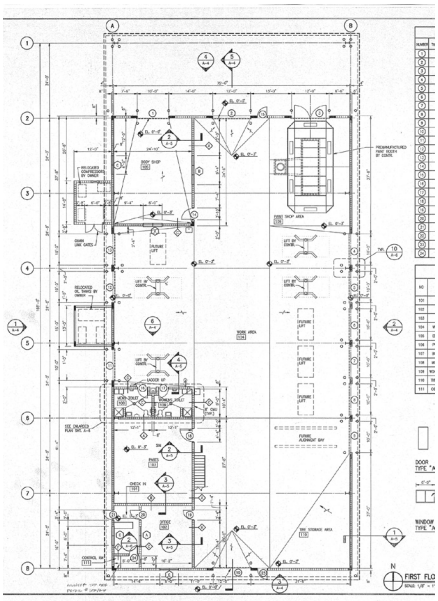
PLANS



Site Plan



Site Plan



Floor Plan

C-329	PCSO Support Services / Forensics Building		
Location	20105 Central Boulevard, Land O' Lakes, 34637		
Description of Use	SHERIFF: Forensic crime lab, evidence storage, administrative offices		
Year Constructed	2006	**Owned/Leased:**	Owned
Building Size	BGSF: 21,502	# Floors: 1	
Facility Condition	Very Good		
Site	Total Parking Spaces/ADA:	21 total / 1 ADA	
	Parking Lot:	Good condition, some parking shortfalls	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Fair, some expansion appears possible to the north, however the overall site is limited by adjacent wetlands and the existing jail	
Building Exterior	Exterior Wall:	Stucco on CMU, brick, aluminum windows	
	Roof:	Primarily flat rolled shingle, small metal roof at entry, flat rolled shingle experiencing issues with water intrusion	
	Wind Speed Rating:	114	
	Historic Significance:	None	
Building Interior	Structure:	Reinforced CMU bearing wall	
	Access/ADA Issues	ADA compliant restrooms, signage	
	Finishes:	Floors: tile, VCT (fair condition); Walls: painted CMU; Ceilings: ACP (good condition0	
	Layout:	Suitable for laboratory and storage use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Some significant issues with current HVAC system balancing, one fume hood in the processing room is not currently working	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Newer fixtures, no issues	
	Fire Protection:	Fire alarm system, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building C-329 houses several Pasco County Sheriff's Office secure functions including the forensics lab, evidence storage as well as records and printing. The facility is located on the main Land O' Lakes campus and is in very good condition. A metal shed on the rear of the site is used for bicycle storage.		
Recommendations	Building C-329 is a long term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide preventive and corrective maintenance as required		

C-329 PCSO Support Services / Forensics Building (continued)

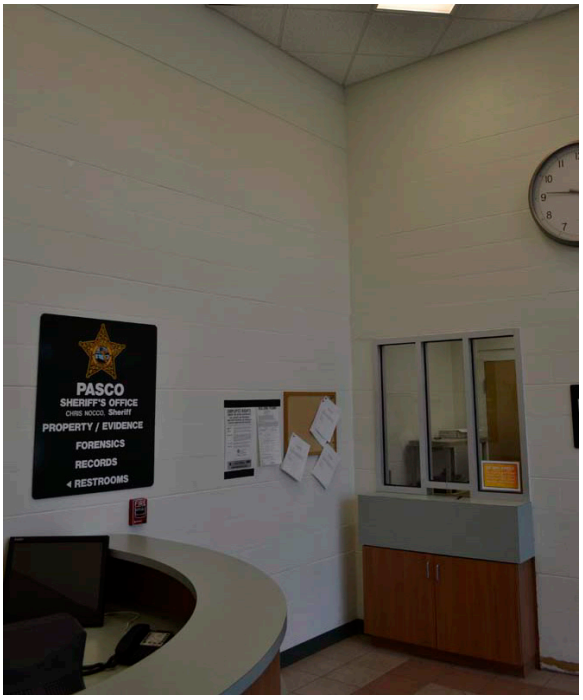
PHOTOS



Exterior view



Exterior view



Lobby interior view



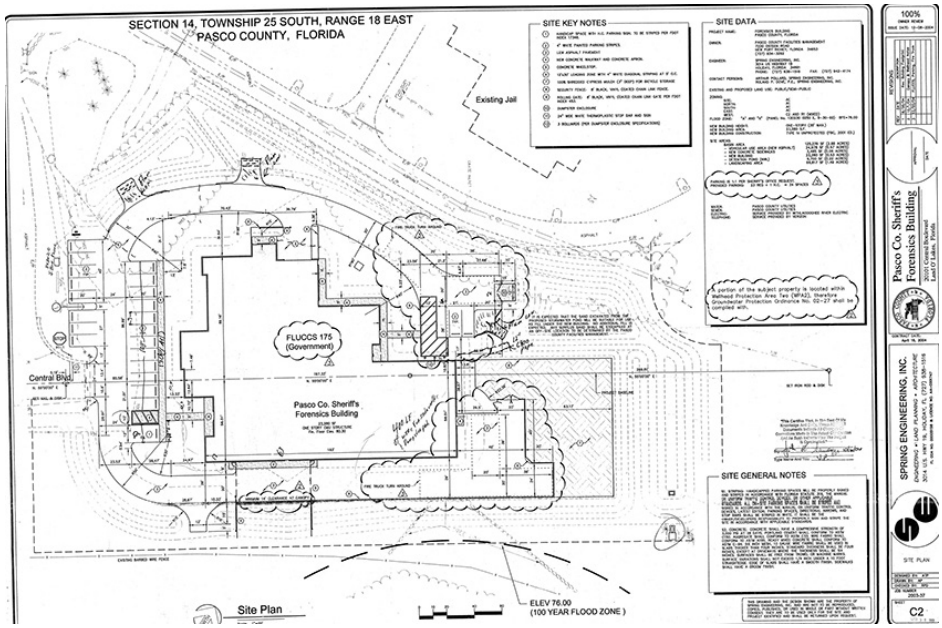
Bicycle storage shed (Building C-5)

C-329 PCSO Support Services / Forensics Building (continued)

PLANS

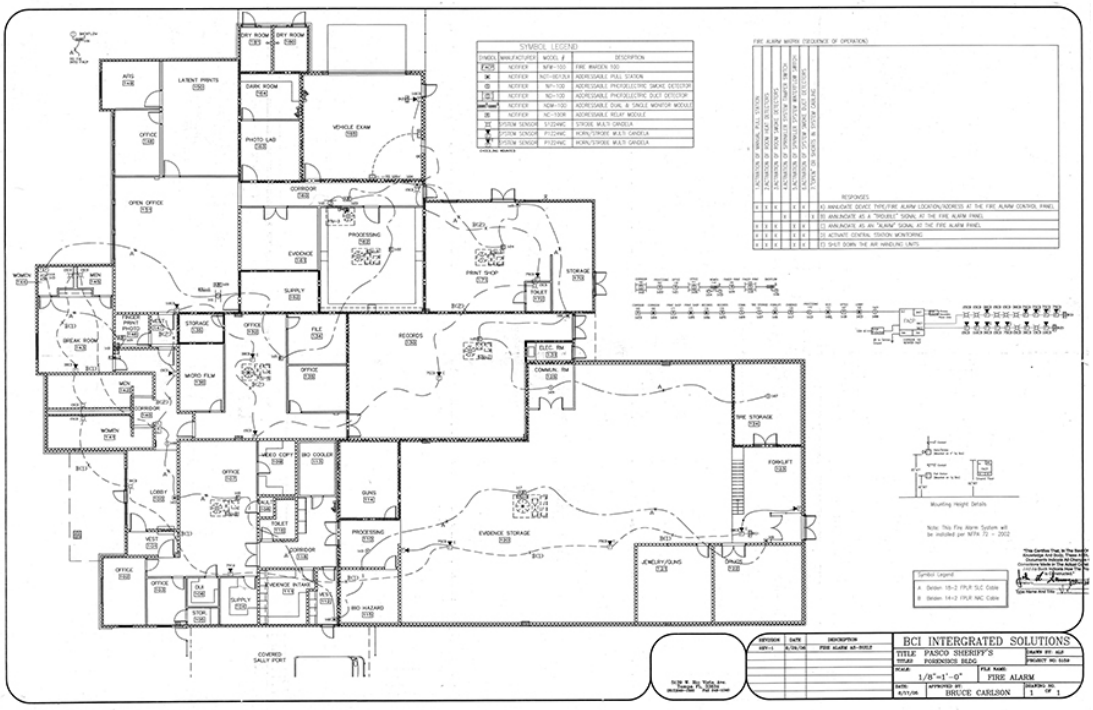


Site Plan

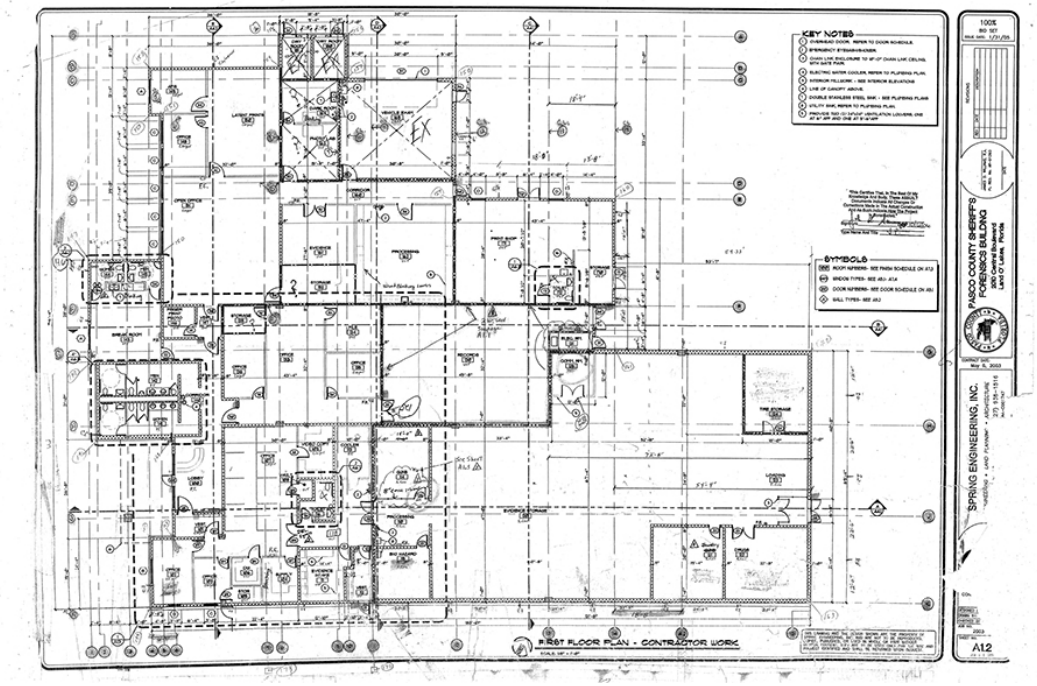


Site Plan

C-329 PCSO Support Services / Forensics Building (continued)



1st Floor



1st Floor

C-350.02	Recreation Center, Land O' Lakes Recreation Complex		
Location	3032 Collier Parkway, Land O' Lakes, 34639		
Description of Use	PARKS AND RECREATION; Community center		
Year Constructed	1992	**Owned/Leased:**	Owned
Building Size	BGSF: 14,580	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Split-face CMU, metal panels, aluminum windows	
	Roof:	Metal panels, metal soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered steel structure	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Gymnasium – Floors: sheet vinyl, Walls: painted CMU; Ceilings: exposed structure. Multi-purpose rooms/other areas: Floors: VCT; Walls: painted CMU; Ceilings: ACP	
	Layout:	Appropriate for community center use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple small split HVAC systems, most at end of useful life	
	Electrical:	No issues	
	Lighting:	HID fixtures at gymnasium, fluorescent elsewhere	
	Fire Protection:	Fire alarm system provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-350.02 houses the community center at the Land O' Lakes Recreation Complex. The facility is a relatively new building in good condition and includes a large gymnasium area as well as several multi-purpose activity rooms.		
Recommendations	Although Building C-350.02 is nearly 25 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 22 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

C-350.02 Recreation Center, Land O' Lakes Recreation Complex (continued)

PHOTOS



Exterior view front



Exterior view side



Parking



Multipurpose room with moveable partition



Kitchen



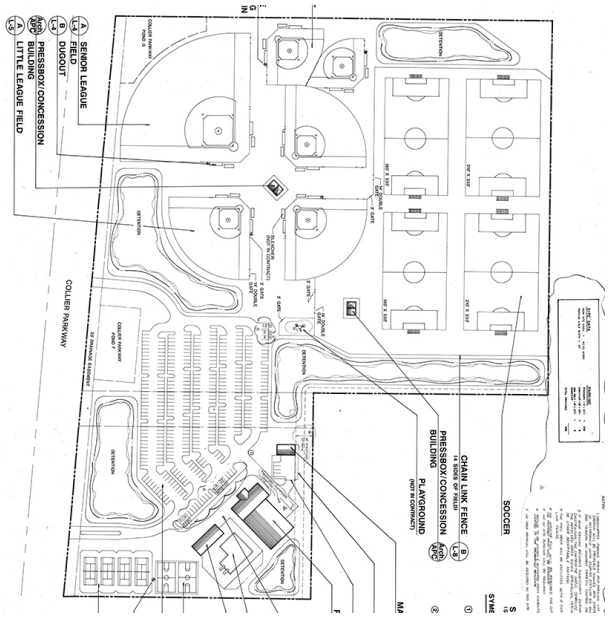
HVAC system

C-350.02 Recreation Center, Land O' Lakes Recreation Complex (continued)

PLANS

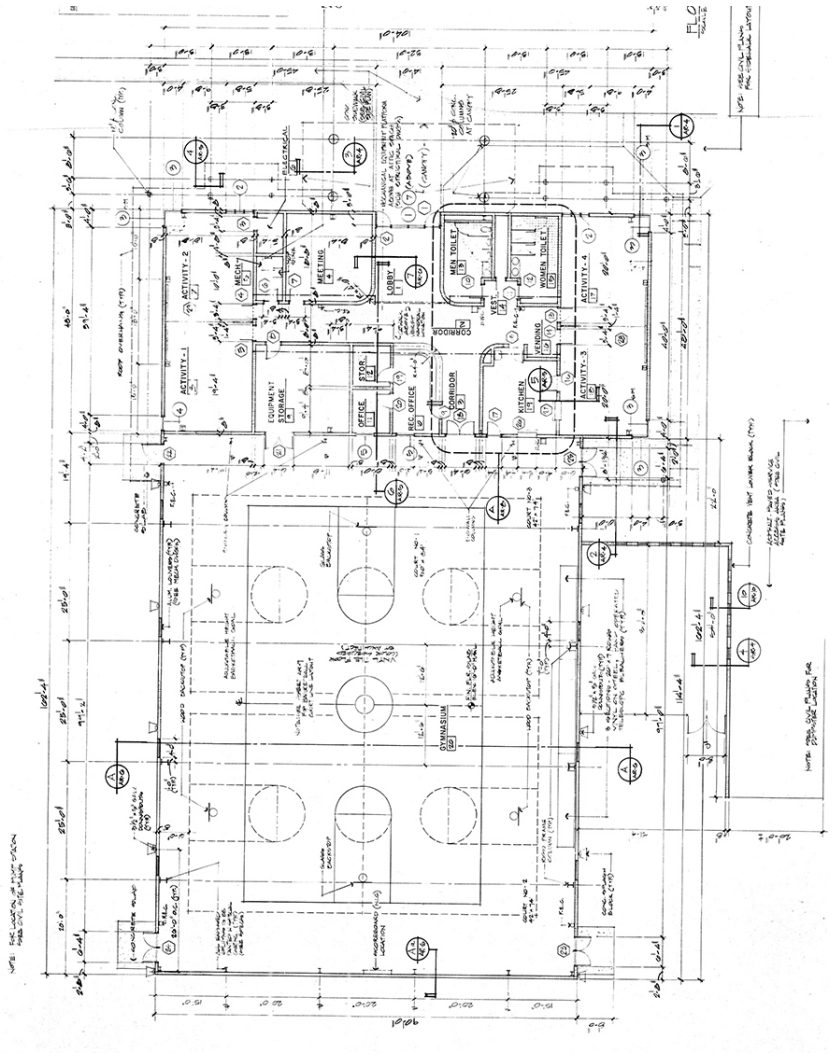


Site Plan



Site Plan

C-350.02 Recreation Center, Land O' Lakes Recreation Complex (continued)



1st Floor Plan

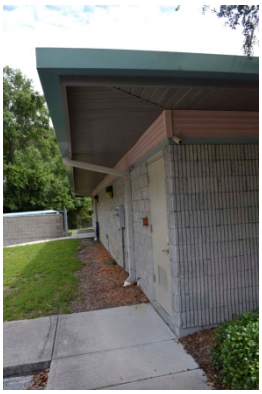
C-352	Senior Center, Land O' Lakes		
Location	6801 Wisteria Loop, Land O' Lakes, 34638		
Description of Use	COMMUNITY SERVICES: Elderly nutrition, senior center		
Year Constructed	1992	**Owned/Leased:**	Owned
Building Size	BGSF: 5,374	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Approximately 60 spaces / 4 ADA spaces	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Not evaluated	
Building Exterior	Exterior Wall:	Split face CMU, aluminum windows	
	Roof:	Asphalt shingles, metal soffits, ±2 years old, very good condition	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Reinforced CMU bearing walls, wood roof trusses	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Floors: VCT (showing some wear); Walls: painted gypbd, painted CMU; Ceilings: ACP	
	Layout:	Appropriate for senior center	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Four split HVAC systems, newer systems in very good condition, some humidity issues evident in several rooms	
	Electrical:	No issues	
	Lighting:	Older fixtures, some have been re-lamped	
	Fire Protection:	No fire alarm system; fire extinguishers, smoke detectors, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-352 houses a senior center and elderly dining room. The facility is in generally good condition although humidity issues were reported in several areas of the facility. The former commercial kitchen has been replaced with residential kitchen equipment.		
Recommendations	Building C-352 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

C-352 Senior Center, Land O' Lakes (continued)

PHOTOS



Exterior view front



Exterior view back



Reception



Office



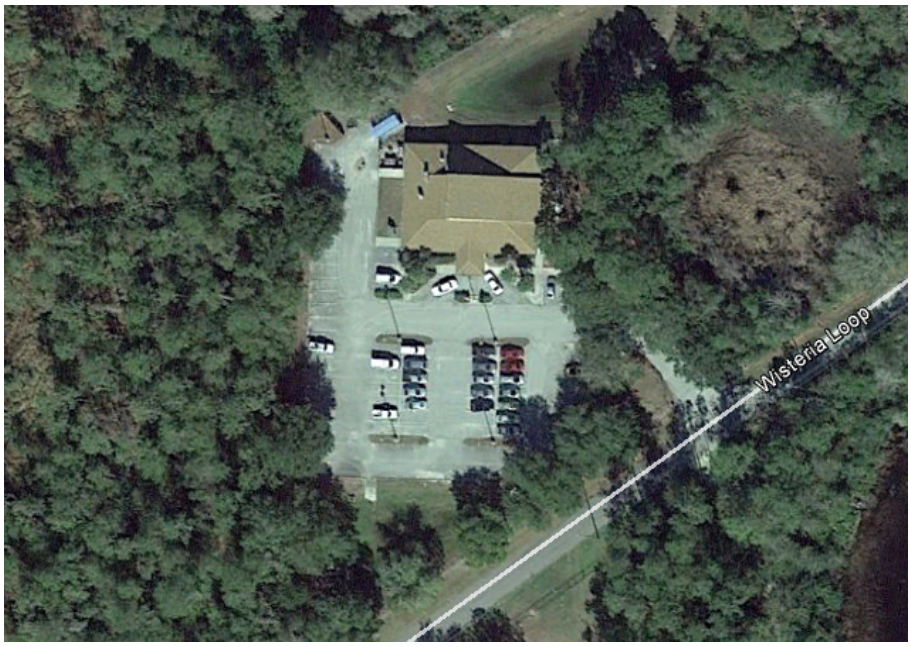
Kitchen



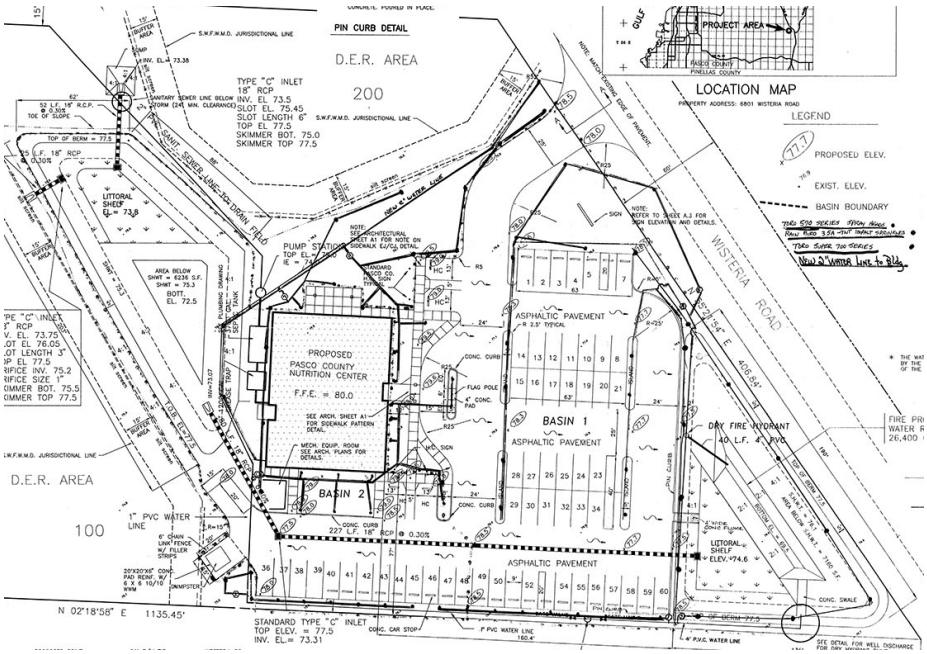
HVAC system

C-352 Senior Center, Land O' Lakes (continued)

PLANS

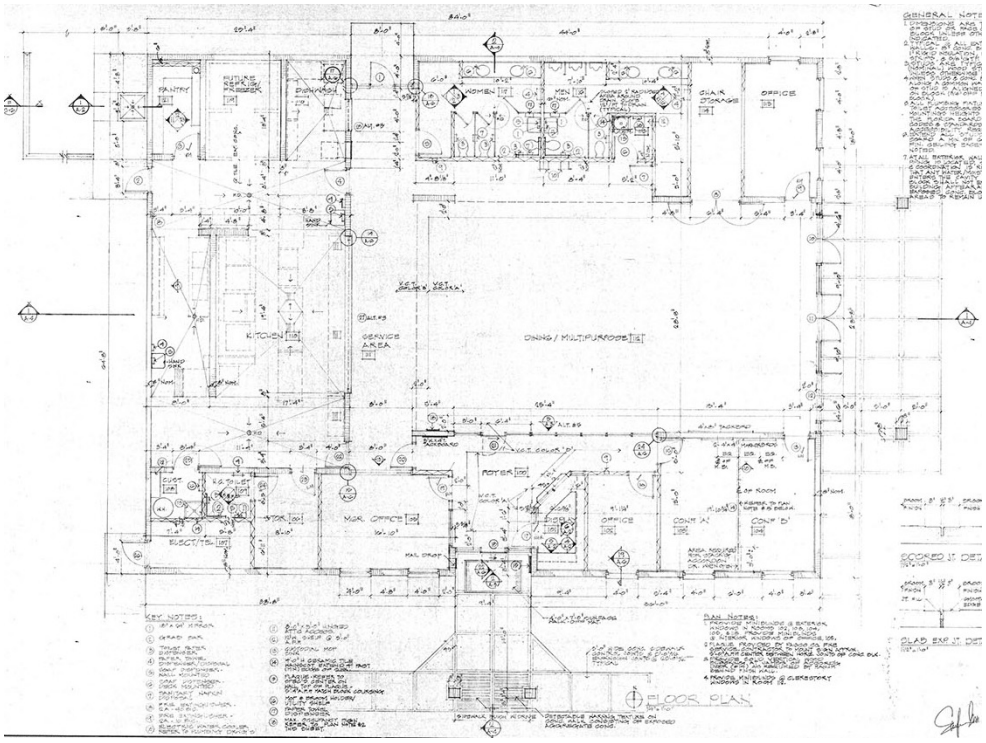


Site Plan



Site Plan

C-352 Senior Center, Land O' Lakes (continued)



1st Floor Plan

C-353	PCSO Detention Center, Land O' Lakes		
Location	20101 Central Boulevard, Land O' Lakes, 34637		
Description of Use	SHERIFF: Detention, administrative offices		
Year Constructed	1991/ Sprung 1999 / renovation 2011	**Owned/Leased:**	Owned
Building Size	BGSF: 353,901	# Floors: 3	
Facility Condition	Good		
Site	Total Parking Spaces/ADA:	Approximately 240 total spaces / ± 8 ADA spaces, parking shortfall exists	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Painted split face concrete block, appears to be a cavity wall assembly, painted tilt-up concrete panels, stucco, painted detention steel windows. Sprung structure is in poor condition with several water intrusion issues.	
	Roof:	Single ply membrane roof, some portions replaced 2007, housing rood budgeted for replacement in 2014	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	Main building appears to be concrete and steel frame, CMU bearing walls, steel roof framing, Building C is tilt-up concrete wall	
	Access/ADA Issues	Some partially adapted ADA compliant restrooms	
	Finishes:	Lobby/office – Floors: tile, VCT, carpet, concrete; Walls: painted gypbd, painted CMU, Ceilings: ACP. Housing – Floors: concrete, VCT; Walls: painted CMU; ceilings: painted exposed concrete, ACP, painted gypbd or plaster. C Wing finishes in good condition, A & B Wing finishes in fair to good condition). Kitchen – some wear on equipment and finishes (fair condition)	
	Layout:	Suitable for detention use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Good to fair condition, I-CON system added for control at all cell chases, sewage grinder provided, significant issues with much of the copper piping (a small portion has been replaced, the mains are currently planned for replacement)	
	Mechanical (HVAC):	Multiple roof top package units, some were replaced in 2007, some are at end of useful life and require replacement	
	Electrical:	Partial load emergency generator on older areas, full load emergency generator on newer wings, generally good condition, lightning protection provided	
	Lighting:	No issues, T8' lamps	
	Fire Protection:	Fire alarm, fully sprinklered, dry agent (Halon) in IT/server/ electrical room	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Two existing small elevators have continuous issues	

C-353	PCSO Detention Center, Land O' Lakes (continued)
Sustainability	No significant sustainable features
Comments	Building C-353 houses the Pasco County Detention Center, Land O' Lakes and related Sheriff areas. The facility includes the two story A & B Wings using cells for housing, the newer C Wing using open dorms, and a 15 year old sprung structure which is still in use. The facility has had some plumbing upgrades but still requires replacement/repair of much of the plumbing. Many HVAC systems are at the end of their useful life. Additional structures on this property and the adjacent agricultural area (not evaluated in this report) include: • C-353.04 Grounds Maintenance Garage • C-353.06 Construction Maintenance (Welding Shop) • C-353.07 Outdoor Nursery • C-353.08 Farm Shed and Carport • C-353.09 Program Storage and Carport • C-353.1 Tool Shed / 2 Shipping Containers • C-353.11 Pole Barn • C-353.12 Verti-gro Hydroponics • C-353.13 NFT Hydroponics • C-353. 14 Mechanical Shed for Hydroponics • C-353.15 Horticulture Grow House • C-353.16 Generator Shed • C-353.17 Pig Barns • C-353.18 Cattle Pole Barn • C-353.2 3 Shipping Containers • C-353.21 Pole Barns • C-??? New Metal Shed (currently under construction for vehicle storage
Recommendations	Building C-353 is a significant long-term asset for Pasco County and should continue in use for the foreseeable future. The facility will require expansion and renovation to core support components (kitchen, laundry, and warehouse) to support the current population. The County should continue to provide preventive and corrective maintenance.

C-353 PCSO Detention Center, Land O' Lakes (continued)

PHOTOS



Exterior view front entry



Exterior view



Sprung structure



Sprung structure restrooms



Recreation yard



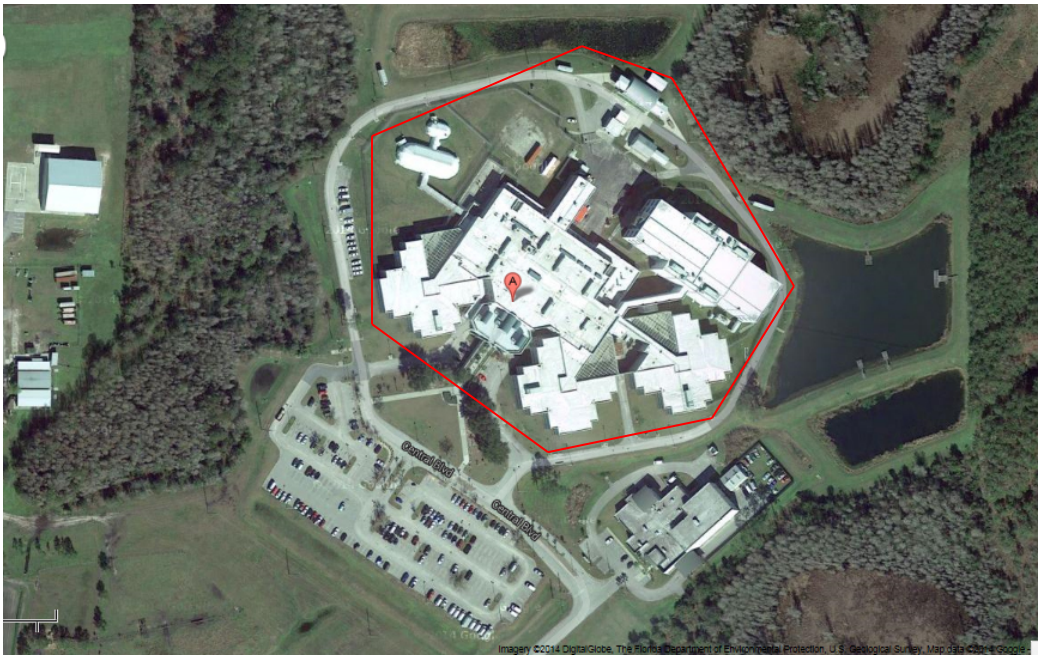
Miscellaneous sheds and support buildings at rear

C-353 PCSO Detention Center, Land O' Lakes (continued)

PLANS

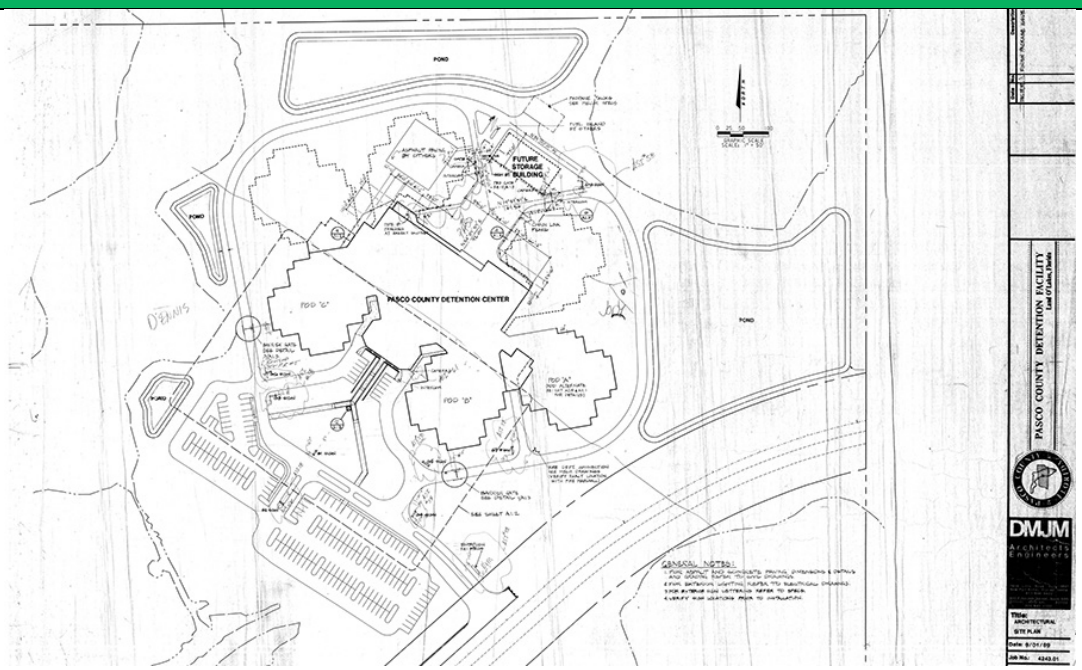


Overall Campus Site Plan

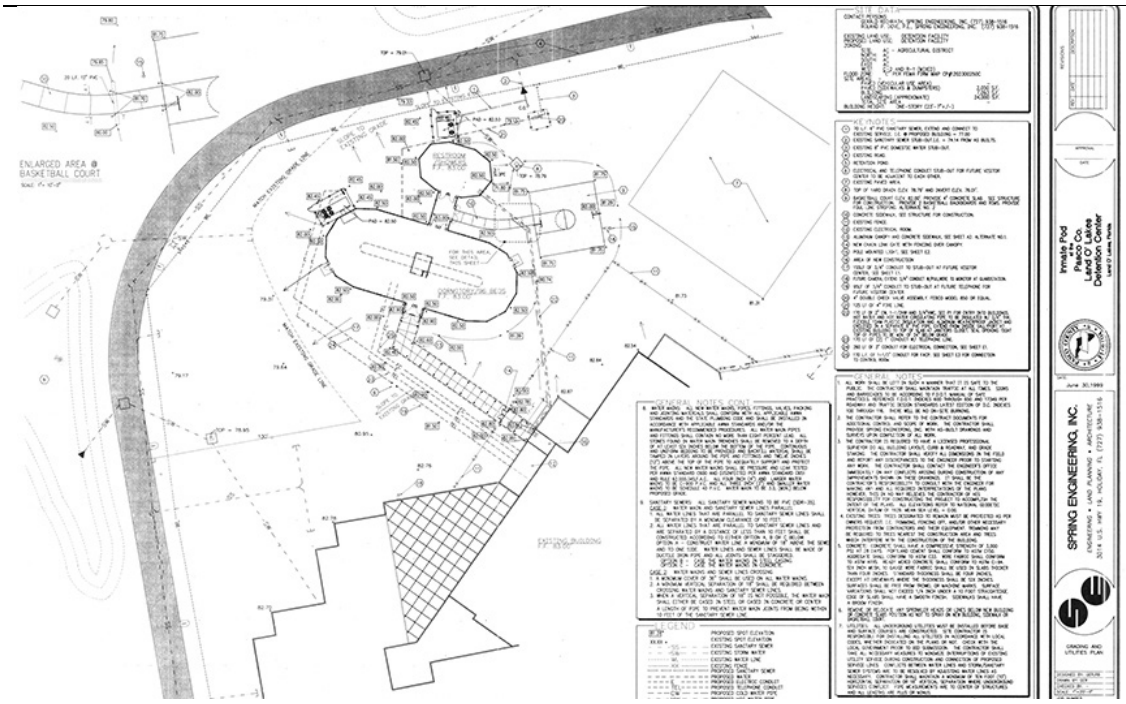


Site Plan

C-353 PCSO Detention Center, Land O' Lakes (continued)



Site Plan



Site Plan Sprung Structure

C-353.19 PCSO K-9 Kennel

Location	10379 Lucy Dobies Court, Land O' Lakes, 34637		
Description of Use	SHERIFF: Dog kennels		
Year Constructed	±2011	**Owned/Leased:**	Owned
Building Size	BGSF: 1,176	# Floors: 1	
Facility Condition	VERY GOOD (Interior nor evaluated)		
Site	Total Parking Spaces/ADA:	Not applicable	
	Parking Lot:	Not applicable	
	Access/ADA Issues/Signage:	Not applicable	
	Expansion Capability:	Not applicable	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Asphalt shingles, good condition	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU, wood roof trusses	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated, no issues	
	Mechanical (HVAC):	Not evaluated, no issues, split system	
	Electrical:	Not evaluated, no issues	
	Lighting:	Not evaluated, no issues	
	Fire Protection:	Not evaluated, no issues	
	Telecomm/Comp. Network:	Not evaluated, no issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-353.19 is a small one story CMU structure housing K-9 kennels for the Pasco County Sheriff's Office.		
Recommendations	Building C-353.19 is new construction that can remain in use for the foreseeable future.		

C-353.19 PCSO K-9 Kennel (continued)

PHOTOS



Exterior view

C-353.19 PCSO K-9 Kennel (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor

C-354	Land O' Lakes Library		
Location	2818 Collier Parkway, Land O' Lakes, 34639		
Description of Use	LIBRARY SERVICES: Library		
Year Constructed	Unknown, addition 2007	**Owned/Leased:**	Owned
Building Size	BGSF: 18,012 / 18,449	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Approximately 75 total spaces / 4 ADA spaces	
	Parking Lot:	Good condition, requires re-striping	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Asphalt shingle, stucco soffit, no issues	
	Wind Speed Rating:	115	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be CMU bearing walls, open web steel bar joist roof framing	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Floors: tile, carpet tile; Walls: painted gypbd; Ceilings: ACP tegular, painted gypbd	
	Layout:	Appropriate for library use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Four split HVAC systems, no issues	
	Electrical:	No issues	
	Lighting:	Fluorescent fixtures, T8's, some fluorescent downlights	
	Fire Protection:	Fire alarm system, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building C-354 houses the Land O' Lakes library. The facility is located adjacent to a County park and is heavily used. The facility is in very good condition overall.		
Recommendations	Building C-354 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

C-354 Land O' Lakes Library (continued)

PHOTOS



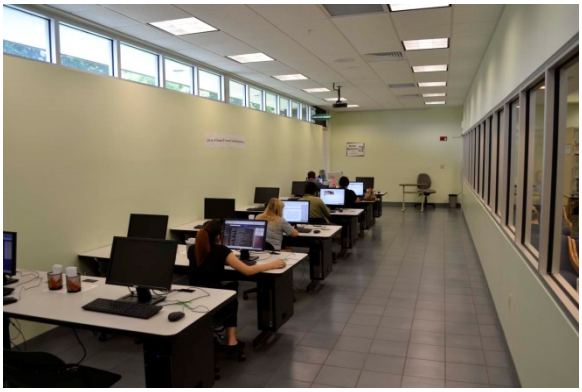
Exterior view front



Lobby



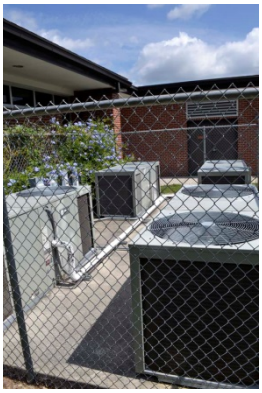
Stacks



Public terminals



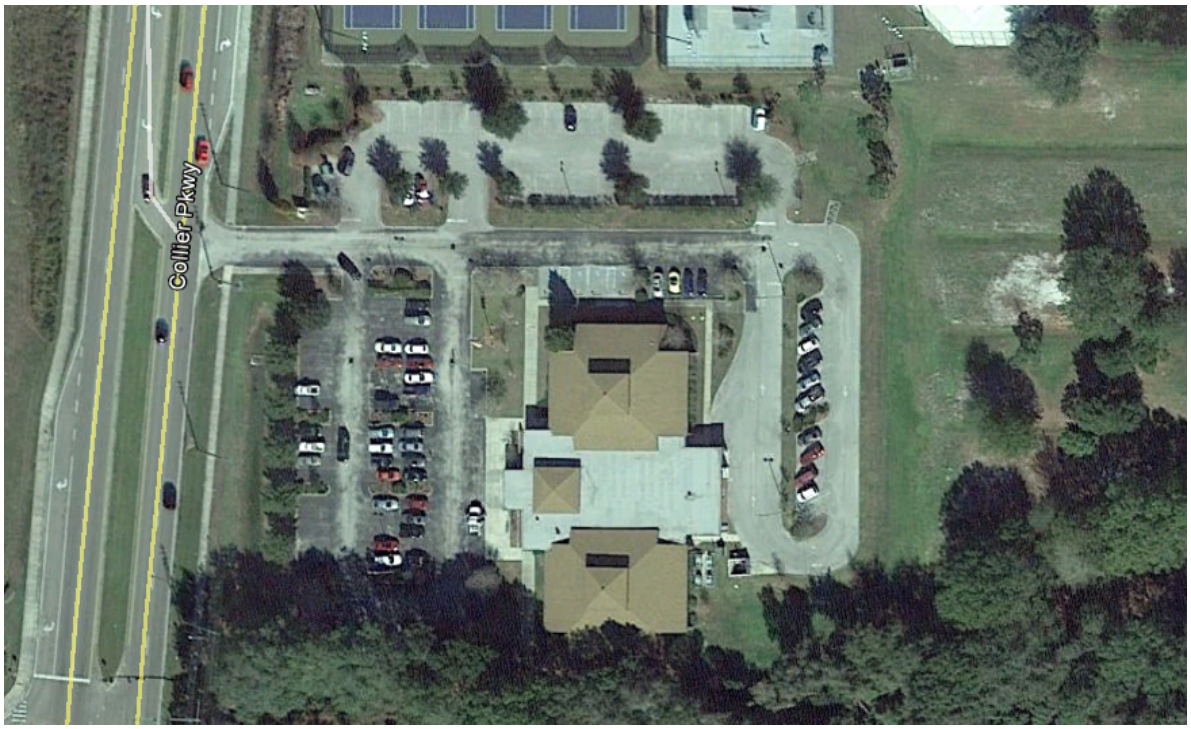
Circulation desk



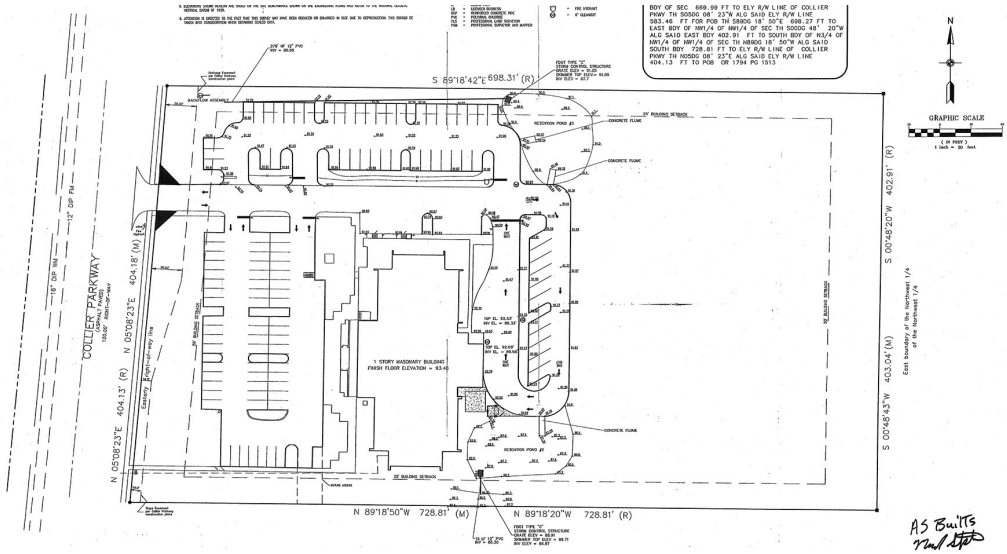
HVAC system

C-354 Land O' Lakes Library (continued)

PLANS

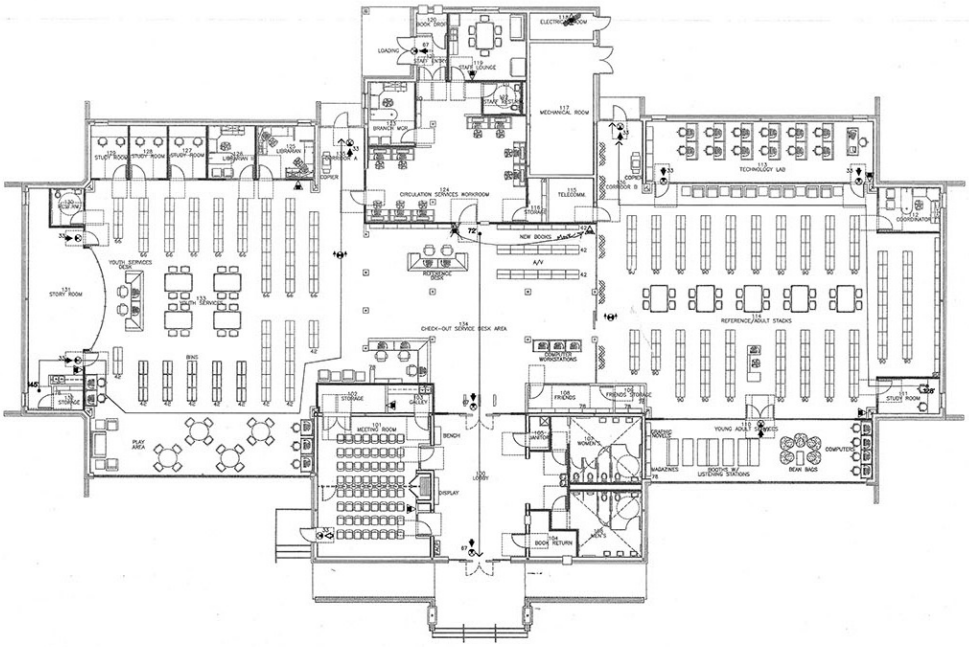


Site Plan



Site Plan

C-354 Land O' Lakes Library (continued)



1st Floor Plan

C-356 David "Hap" Clark Building

Location	4111 Land O' Lakes Boulevard, Land O' Lakes, 34639	
Description of Use	MULTIPLE AGENCIES AND DEPARTMENTS: Administrative offices	
Year Constructed	1973, renovated 1993	**Owned/Leased:**
Building Size	BGSF: 43,160 / 50,328	# Floors: 3
Facility Condition	FAIR	
Site	Total Parking Spaces/ADA:	Parking area shared with C-361 / 5 ADA spaces. Sever parking shortfall currently exists on site
	Parking Lot:	Fair to good condition
	Access/ADA Issues/Signage:	ADA access and signage provided
	Expansion Capability:	Poor, buildings and parking occupy most of site
Building Exterior	Exterior Wall:	Brick on sheathing on metal studs, aluminum windows and storefront. Major issue with water intrusion throughout building perimeter, County currently evaluating repair options.
	Roof:	Re-roofed in 2012, some issues with water intrusion at atrium space, Kalwall type panels in atrium are in poor condition
	Wind Speed Rating:	Unknown
	Historic Significance:	None
Building Interior	Structure:	Concrete columns and beams with some CMU infill, concrete floor slabs
	Access/ADA Issues	Newer ADA compliant restrooms on all three floors
	Finishes:	Floors: tile, carpet; Walls: painted gyp, brick at lobby; Ceilings: ACP, metal soffits at lobby. Condition of finishes varies, some ceilings are in fair or poor condition, some carpet areas are in fair condition.
	Layout:	Appropriate for office use
	Renovation Suitability:	Good
Technical Systems	Plumbing:	No issues
	Mechanical (HVAC):	Five older AHU's requiring replacement, newer chillers (±2 years old) on roof
	Electrical:	Telephone and IT panels are located in AHU mechanical rooms
	Lighting:	Fluorescent fixtures, T8's
	Fire Protection:	Fire alarm system provided, no fire sprinklers
	Telecomm/Comp. Network:	No issues
	Vertical Transportation:	One elevator (upgraded 4 years ago), open stair at lobby for three floors
Sustainability	No sustainable features	
Comments	Building C-356 is an office building acquired by Pasco County to house multiple County offices. The facility includes spaces for Permitting, Emergency Services, Parks and Recreation, Property Appraiser, Supervisor of Elections, Commissioners, Tax Collector, IT, Human Services, Veterans Services, Clerk and Comptroller, Cooperative Extension, Facilities Management and Horticulture. The building is experiencing major water intrusion issues through the exterior brick wall and several offices have been vacated due to leaks and mold growth. The County is currently evaluating repairs to the exterior wall. The building also experiences major parking shortfalls.	

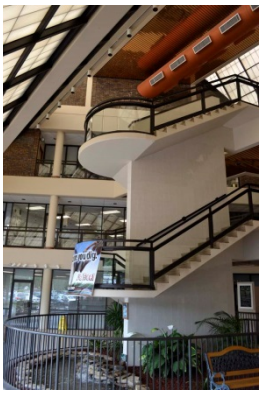
C-356	David "Hap" Clark Building (continued)
Recommendations	Although Building C-356 is nearly 40 years old it can possibly continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. The current water intrusion issues must be successfully addressed to maintain this facility as a long-term asset. Due to the facilities 41 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended. Due to the parking shortfall functions with lower public parking demand should be assigned to this facility.

C-356 David "Hap" Clark Building (continued)

PHOTOS



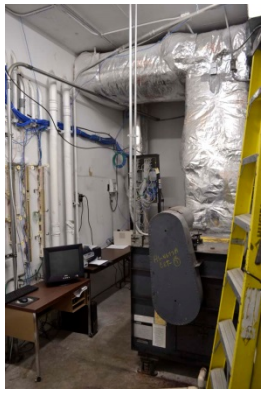
Exterior view front


Entry lobby


Department office


Private tenants


Water damage

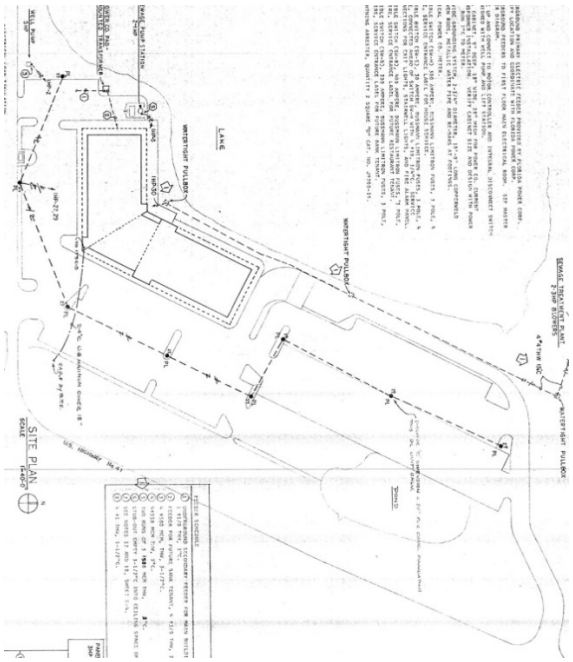


HVAC and Telecomm

C-356 David "Hap" Clark Building (continued)

PLANS

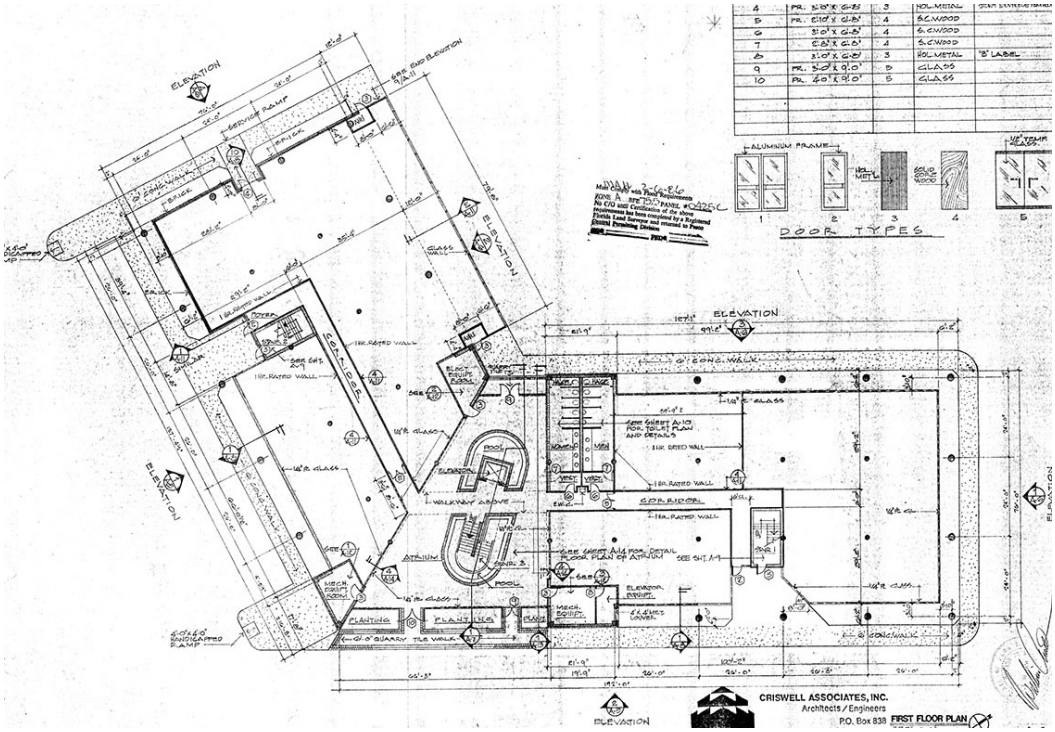


Site Plan

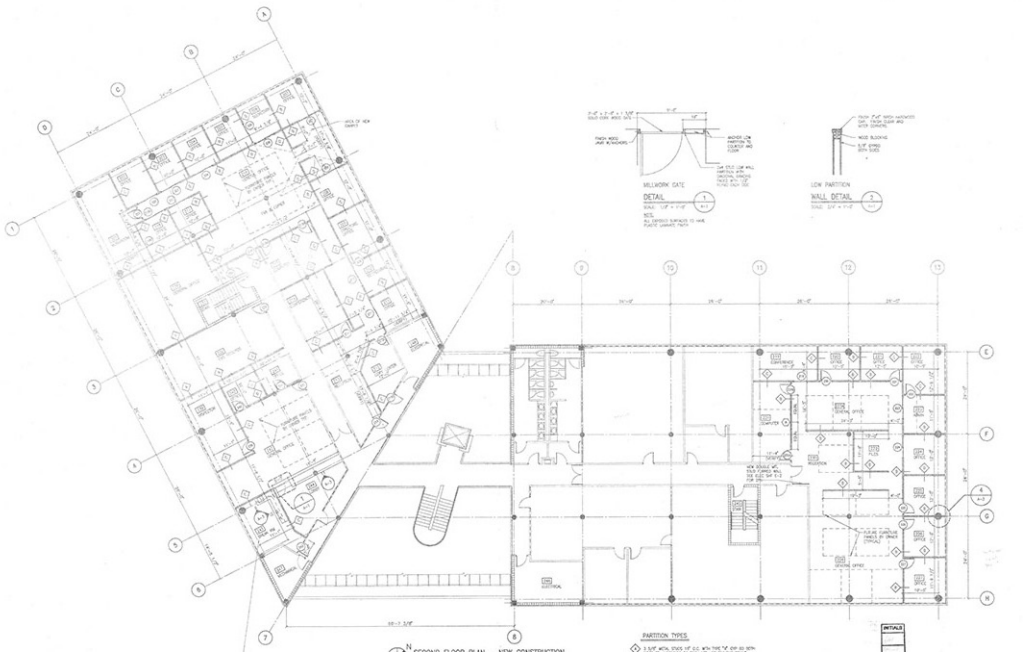


Site Plan

C-356 David "Hap" Clark Building (continued)

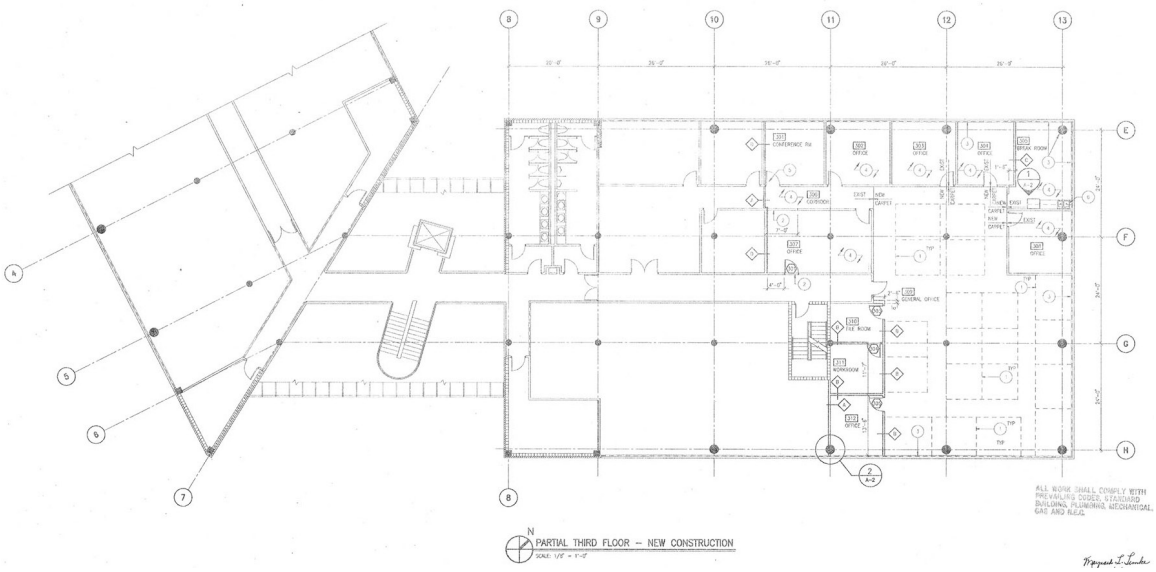


1st Floor Plan

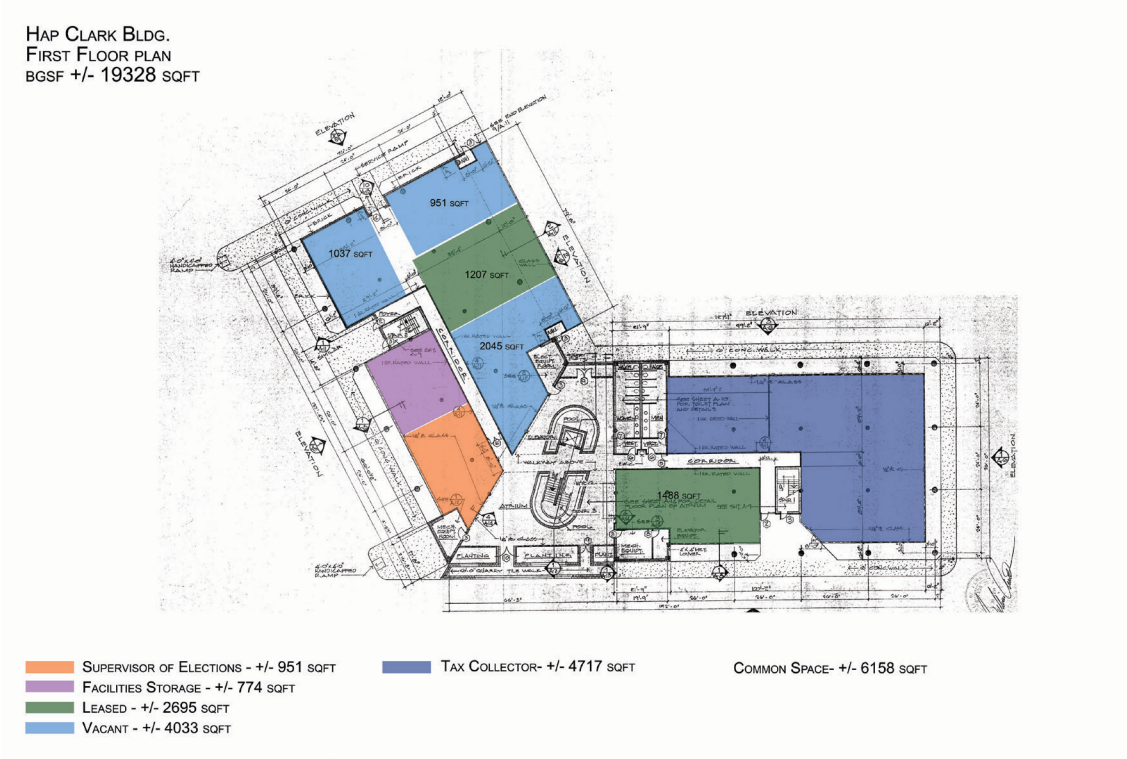


2nd Floor Plan

C-356 David "Hap" Clark Building (continued)



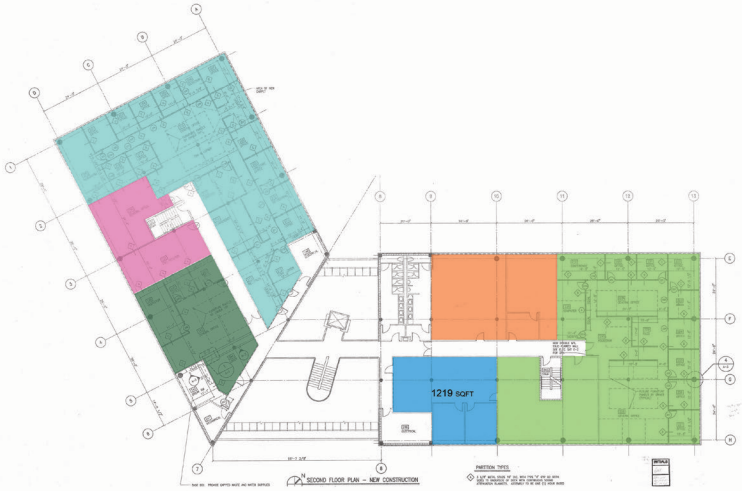
3rd Floor Plan



1st Floor Plan

C-356 David "Hap" Clark Building (continued)

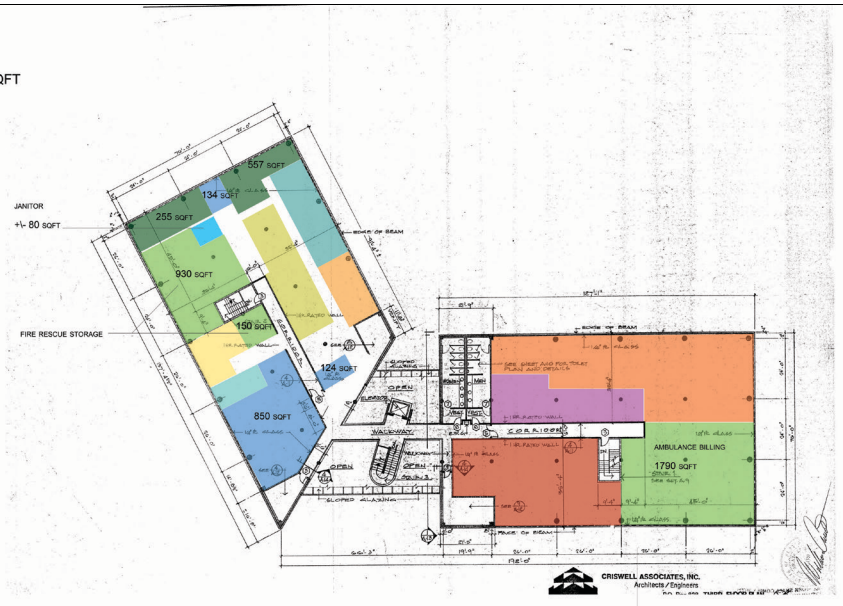
HAP CLARK BLDG.
SECOND FLOOR PLAN
BGSF +/- 15500 SQFT



PROPERTY APPRAISER - +/- 1650 SQFT
CENTRAL PERMITTING - +/- 1440 SQFT
INSPECTIONS - +/- 1082 SQFT
FIRE RESCUE - +/- 4682 SQFT
VACANT- +/- 1219 SQFT
PARKS AND REC.- +/- 4398 SQFT
COMMON SPACE- +/- 1029 SQFT

2nd Floor Plan

HAP CLARK BLDG.
THIRD FLOOR PLAN
BGSF +/- 15500 SQFT



INFORMATION TECHNOLOGY - +/- 2196 SQFT
FIRE RESCUE - +/- 2870 SQFT
ENVIRONMENTAL LANDS - +/- 846 SQFT
COOPERATIVE EXTENSION - +/- 1651 SQFT
VACANT- +/- 1108 SQFT
IT - +/- 272 SQFT
CLERK & COMPTROLLER - +/- 440 SQFT
VETERANS SERV. - +/-374 SQFT
LEASED- +/- 812 SQFT
HUMAN SERV.- +/- 600 SQFT
COMMON SPACE - +/- 3957 SQFT
CONFERENCE- +/- 294 SQFT
JANITOR - +/- 80 SQFT

3rd Floor Plan

C-358	PCSO Aviation Unit Hangar		
Location	10399 Lucy Dobies Court, Land O' Lakes, 34639		
Description of Use	SHERIFF: Aviation hangar		
Year Constructed	±2009	**Owned/Leased:**	Owned
Building Size	BGSF: 10,000	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	4 total / 1 ADA	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Metal panel	
	Roof:	Metal panel	
	Wind Speed Rating:	125	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal structure	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated, no issues	
	Mechanical (HVAC):	Not evaluated, no issues	
	Electrical:	Not evaluated, no issues	
	Lighting:	Not evaluated, no issues	
	Fire Protection:	Not evaluated, no issues	
	Telecomm/Comp. Network:	Not evaluated, no issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-358 is a pre-engineered metal hangar housing the Pasco County Sheriff' Office Aviation Unit. The facility appears to be in good condition overall. One aviation fuel pump is located adjacent to the hangar.		
Recommendations	Building C-358 is new construction that can remain in use for the foreseeable future.		

C-358 PCSO Aviation Unit Hangar (continued)

PHOTOS



Exterior view

C-358 PCSO Aviation Unit Hangar (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor

C-361	Health Department Land O' Lakes		
Location	4135 Land O' Lakes Boulevard, Land O' Lakes, 34639		
Description of Use	HEALTH DEPARTMENT: Administrative offices, exam rooms		
Year Constructed	1999	**Owned/Leased:**	Owned
Building Size	BGSF: 9,677 / 9,342	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Parking shared with C-356 / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Poor, buildings and parking occupy most of property	
Building Exterior	Exterior Wall:	Stucco on CMU, some smaller brick areas	
	Roof:	Metal panel, metal soffits, no issues, some minor repairs required to fascia	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated, roof appears to be wood trusses	
	Access/ADA Issues	ADA compliant restrooms and signage	
	Finishes:	Floors: tile, VCT, carpet; Walls: painted gypbd; Ceilings: ACP tegular and lay-in	
	Layout:	Appropriate for office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Four small split HVAC systems	
	Electrical:	No issues	
	Lighting:	No issues	
	Fire Protection:	No fire alarm or sprinkler system; fire extinguishers, exit signs provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-361 houses the Health Department for the central Pasco County area. The facility is in very good condition overall.		
Recommendations	Building C-361 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

C-361 Health Department Land O' Lakes (continued)

PHOTOS



Exterior view front



Exterior view entry



Exterior view side



Corridor



Parking



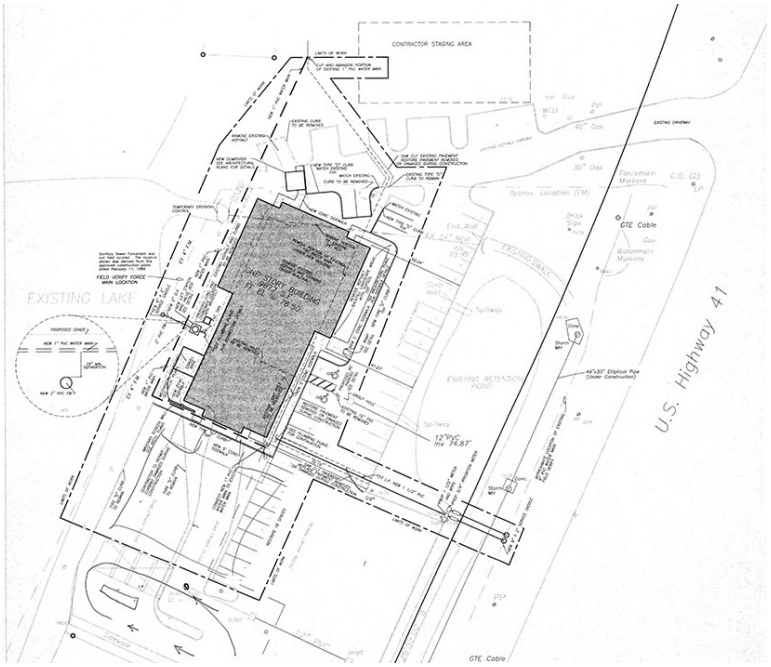
HVAC system

C-361 Health Department Land O' Lakes (continued)

PLANS

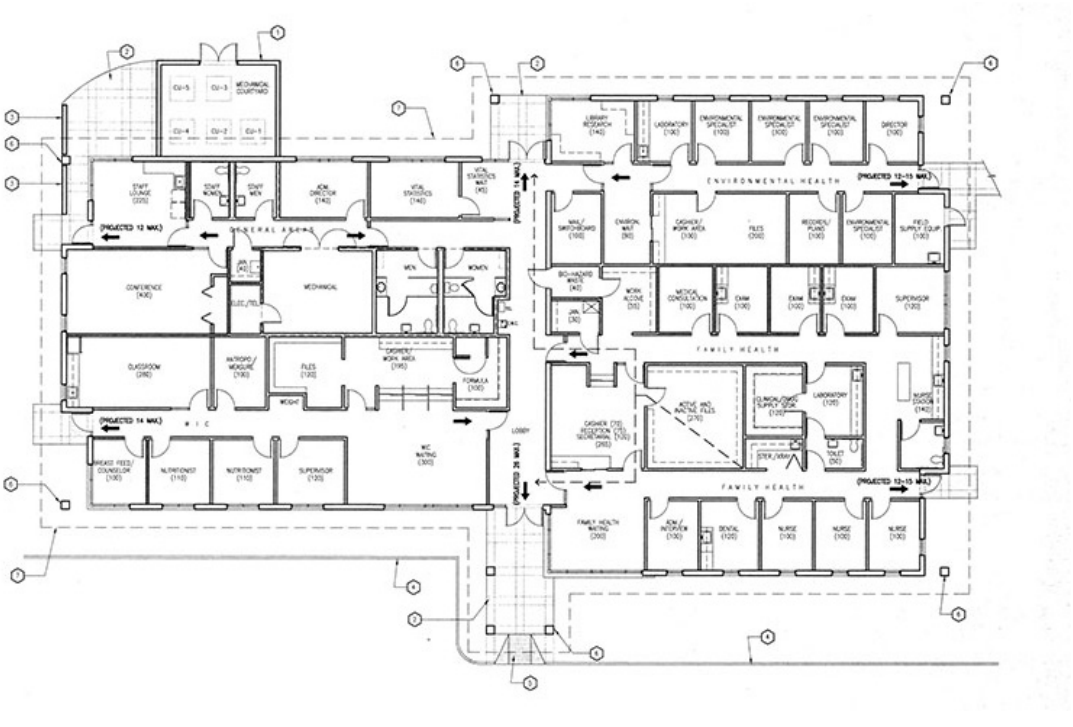


Site Plan



Site Plan

C-361 Health Department Land O' Lakes (continued)



1st Floor Plan

C-371	Fire Rescue Station 28 - LOL Volunteer Fire Department		
Location	21709 Hale Road, Land O' Lakes, 34639		
Description of Use	FIRE RESCUE ADMINISTRATION: Volunteer fire station		
Year Constructed	1969	**Owned/Leased:**	Owned
Building Size	BGSF: 4,020 / 10,336	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	10 total spaces / 1 ADA space	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Painted CMU	
	Roof:	Single ply membrane, no issues	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, precast double tees, open web steel bar joists	
	Access/ADA Issues	ADA compliant restrooms	
	Finishes:	Floors: tile, painted concrete in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: ACP, exposed structure in apparatus bay (generally good condition)	
	Layout:	Fair for fire station use, no drive through apparatus bay	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Small split HVAC system	
	Electrical:	Emergency generator, no issues	
	Lighting:	Older fixtures	
	Fire Protection:	No fire alarm, no fire sprinkler; exit signs, fire extinguishers provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-371 is a four bay volunteer fire station in an older building dating to 1969. The building is in generally good to fair condition. However the facility is on a small property, has an outdated design and does not have a drive-through apparatus bay for fire vehicles.		
Recommendations	Building C-371 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate facility mid-term to long-term.		

C-371 Fire Rescue Station 28 - LOL Volunteer Fire Department (continued)

PHOTOS



Exterior and HVAC



Exterior view rear



Apparatus bay



Break area



Title Here



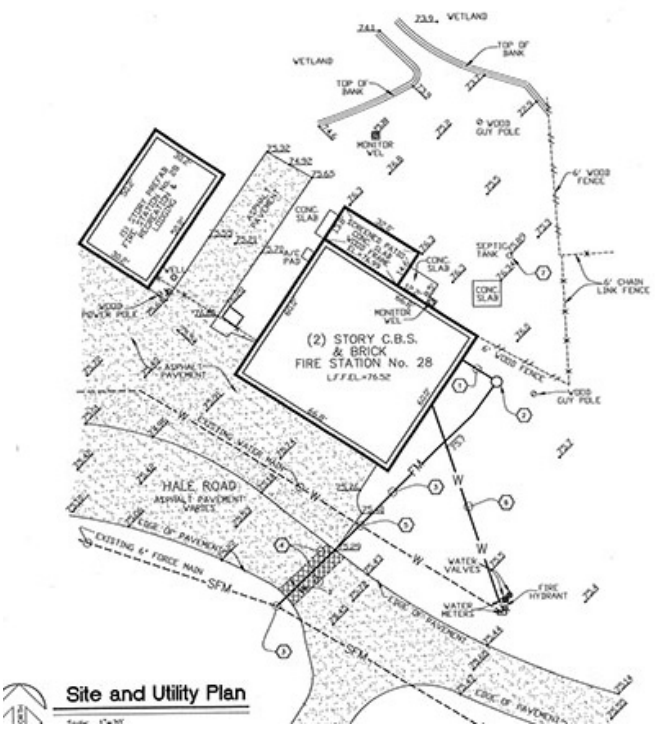
Equipment area

C-371 Fire Rescue Station 28 - LOL Volunteer Fire Department (continued)

PLANS

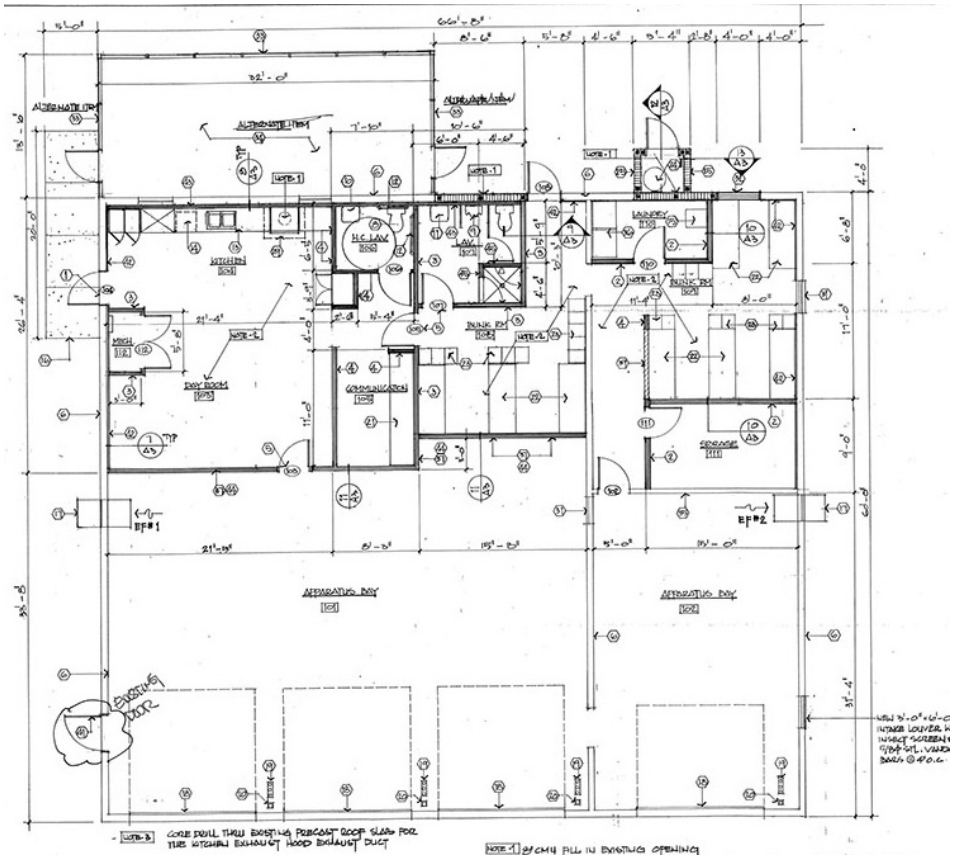


Site Plan



Site Plan

C-371 Fire Rescue Station 28 - LOL Volunteer Fire Department (continued)



1st Floor Plan

C-372	Fire Rescue Station 37		
Location	18015 State Road 54, Lutz, 33558		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2009	**Owned/Leased:**	Owned
Building Size	BGSF: 7,223 / 5,998	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	23 total spaces / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal panel, metal soffits, no issues	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restroom and shower provided	
	Finishes:	Floors: tile, epoxy at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP, metal panel in apparatus bay (all very good condition)	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	The facility includes solar hot water heating panel on the roof, it was not clear if the solar heating was being used	
	Mechanical (HVAC):	Two split HVAC systems, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout, T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building C-372 is a newer three bay fire station based on the second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building C-372 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

C-372 Fire Rescue Station 37 (continued)

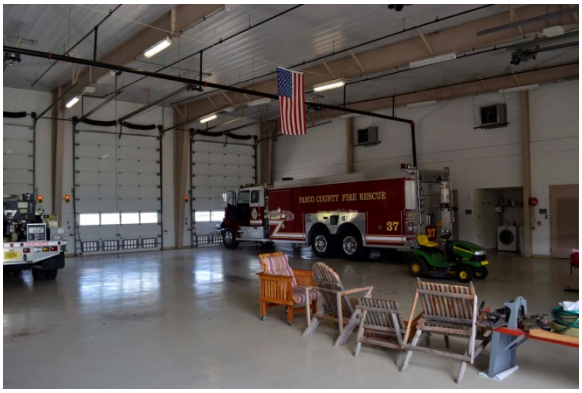
PHOTOS



Exterior view front and side



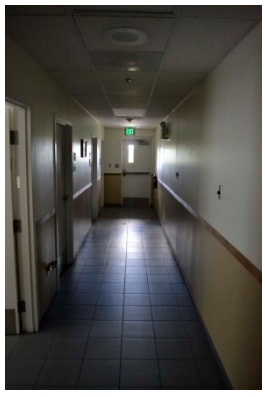
Exterior view rear



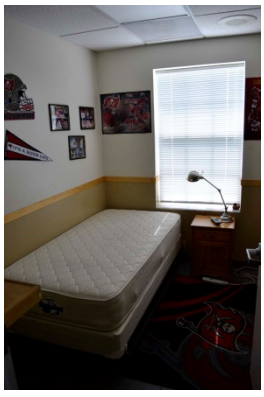
Apparatus bay



Break area and Kitchen



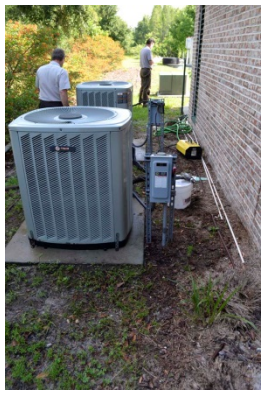
Corridor



Dormitory



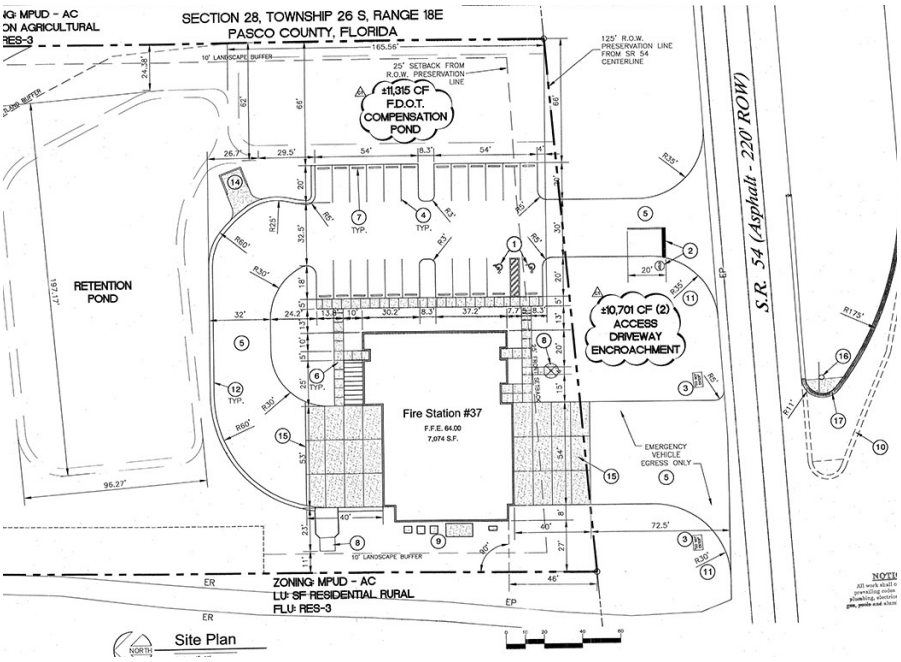
Generator



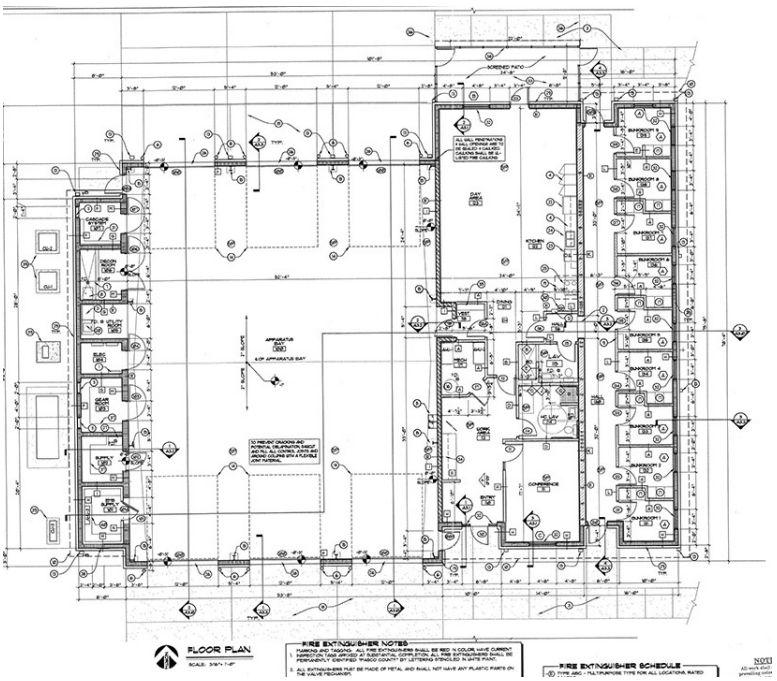
HVAC system

C-372 Fire Rescue Station 37 (continued)

PLANS



Site Plan



1st Floor Plan

C-535	Trailer H - Road and Bridge		
Location	15413A Shady Hills Road, Shady Hills, 34610		
Description of Use	PUBLIC WORKS - ROAD AND BRIDGE: Administrative offices		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 1,306	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	43 total spaces / 2 ADA spaces	
	Parking Lot:	Fair condition, almost no striping	
	Access/ADA Issues/Signage:	ADA access and signage provided (ramp, guardrails)	
	Expansion Capability:	Good, large site	
Building Exterior	Exterior Wall:	Metal panel, aluminum windows (very poor condition, major water intrusion issues), building appears to have a humidity issue	
	Roof:	Metal panel (very poor condition, major water intrusion issues), building appears to have a humidity issue	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Trailer	
	Access/ADA Issues	ADA adapted restrooms	
	Finishes:	Floors: carpet; Walls: wood paneling; Ceilings: plastic panels (all finishes are in poor condition)	
	Layout:	Poor for office use, cannot accommodate large numbers of staff (up to 60 staff) checking in each morning	
	Renovation Suitability:	None	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two small split HVAC systems	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	No fire alarm, no fire sprinkler; smoke detectors, exit signs, fire extinguishers provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-535 is a double-wide trailer housing Road and Bridge staff. The trailer is in very poor condition with major water intrusion and humidity issues. The facility cannot accommodate the up to 60 staff using the facility each morning. Three containers and a shed are required to house the storage equipment and materials for each supervisor. Three Pasco County staff are currently being housed in a contractor's trailer on the site (no ADA access, only stairs).		
Recommendations	Building C-535 should not be considered a long-term asset for Pasco County. Due to the age of the building, its warehouse type construction (pre-engineered metal building) which is not appropriate for institutional use and its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility short-term to mid-term.		

C-535 Trailer H - Road and Bridge (continued)

PHOTOS



Exterior view front



Site and Outbuildings



Waiting



Conference room



Outbuildings



HVAC system

C-535 Trailer H - Road and Bridge (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

C-602	Fire Rescue Station 20		
Location	15900 Little Ranch Road, Shady Hills, 34610		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 3,335 / 4,191	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	16 total spaces (6 at rear, 10 at front) / 0 ADA spaces	
	Parking Lot:	Fair condition, no striping	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Good, large property	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows, hurricane shutters	
	Roof:	Asphalt shingle (2 years old), single ply membrane	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls, appears to have wood trusses at roof	
	Access/ADA Issues	No ADA compliant restrooms	
	Finishes:	Floors: tile, concrete at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: Painted gypbd, Painted plaster at apparatus bay	
	Layout:	Poor, dorms and office on opposite side of apparatus bay from dayroom and kitchen. Dorms are a single large open room.	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two small split HVAC systems, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	No fire alarm system, no sprinkler system; fire extinguishers, smoke detectors, exit signs provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-601 is an older two bay fire station based on the first generation prototype design with a split dayroom / bunkroom design. The facility is in fair condition overall. The property includes two storage sheds and a fueling station.		
Recommendations	Building C-601 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term.		

C-602 Fire Rescue Station 20 (continued)

PHOTOS



Exterior view front



Exterior view rear



Apparatus bay



Break area and kitchen



Electrical and generator



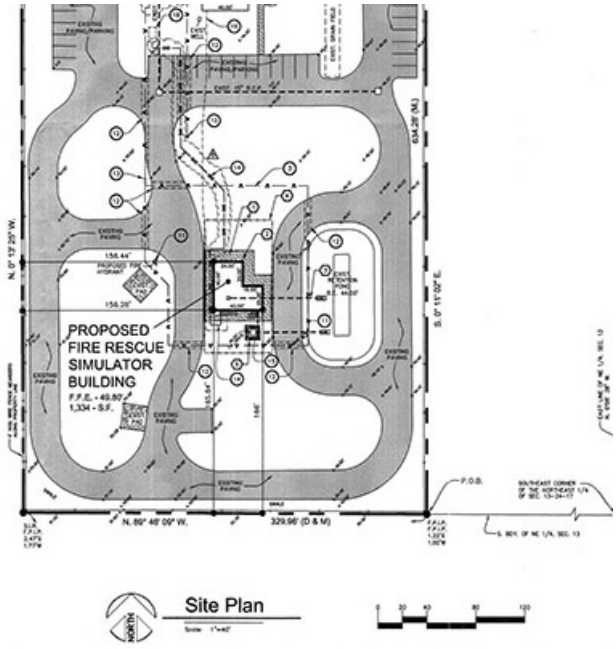
HVAC system

C-602 Fire Rescue Station 20 (continued)

PLANS

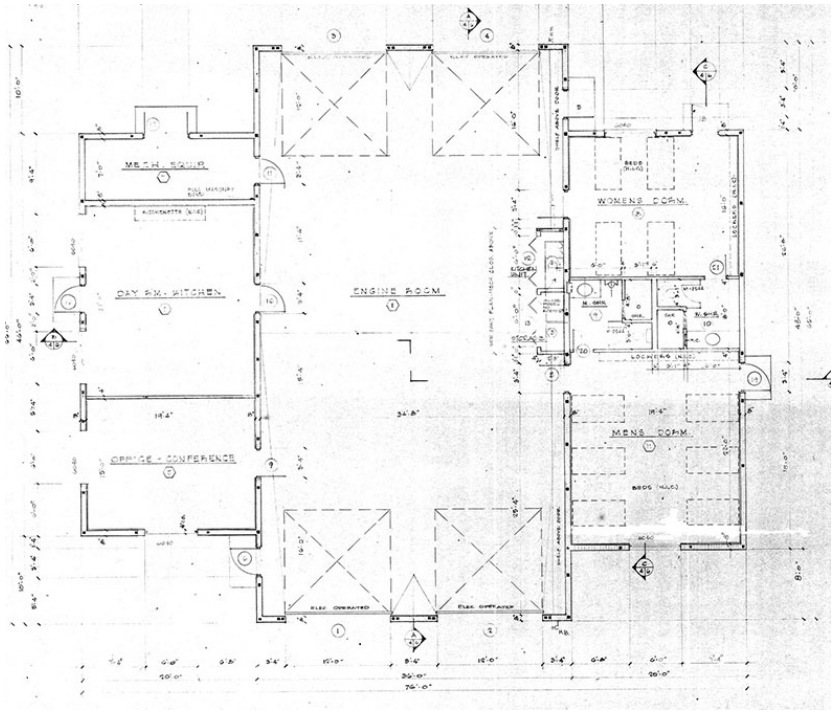


Site Plan

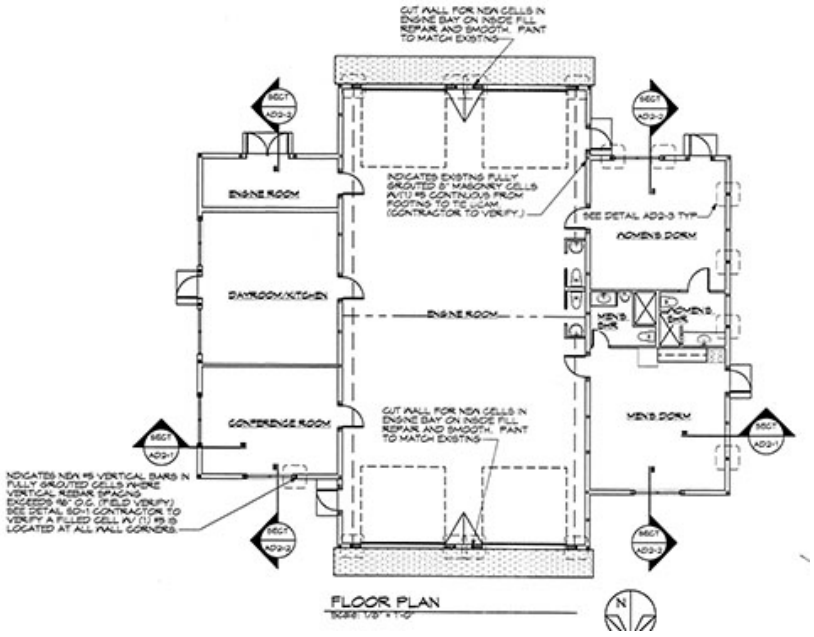


Site Plan

C-602 Fire Rescue Station 20 (continued)



1st Floor Plan - 1982



1st Floor Plan - 2007

C-602.01 Burn Building Station 20

Location	15900 Little Ranch Road, Shady Hills, 34610		
Description of Use	FIRE RESCUE ADMINISTRATION: Training burn building		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 1,334 / 1,781	# Floors: 3	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Parking provided at Building C- 603	
	Parking Lot:	Parking provided at Building C- 603	
	Access/ADA Issues/Signage:	Parking provided at Building C- 603	
	Expansion Capability:	Not recommended	
Building Exterior	Exterior Wall:	Metal shipping containers	
	Roof:	Metal shipping containers	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Stairs to the three levels	
Sustainability	No sustainable features		
Comments	Building C-602.01 is a small three level burn building for fire fighter training. The facility appears to be in poor condition and appears to receive limited use. Several additional training areas including several burn props and a confined space / trench area appear to be unused or abandoned.		
Recommendations	Building C-602.01 should not be considered a long-term asset for Pasco County. Due to its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility short-term to mid-term or arrangements should be made with neighboring counties that have better equipped training facilities for possible shared use.		

C-602.01 Burn Building Station 20 (continued)

PHOTOS



Exterior view



Exterior view



Platform



Site



Outbuildings



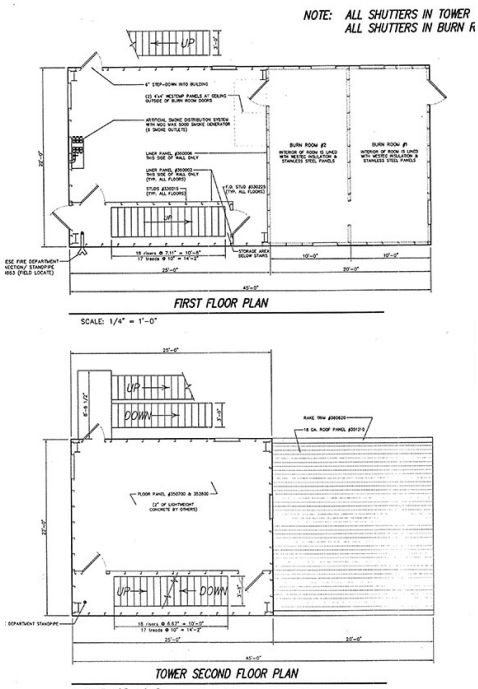
Equipment

C-602.01 Burn Building Station 20 (continued)

PLANS

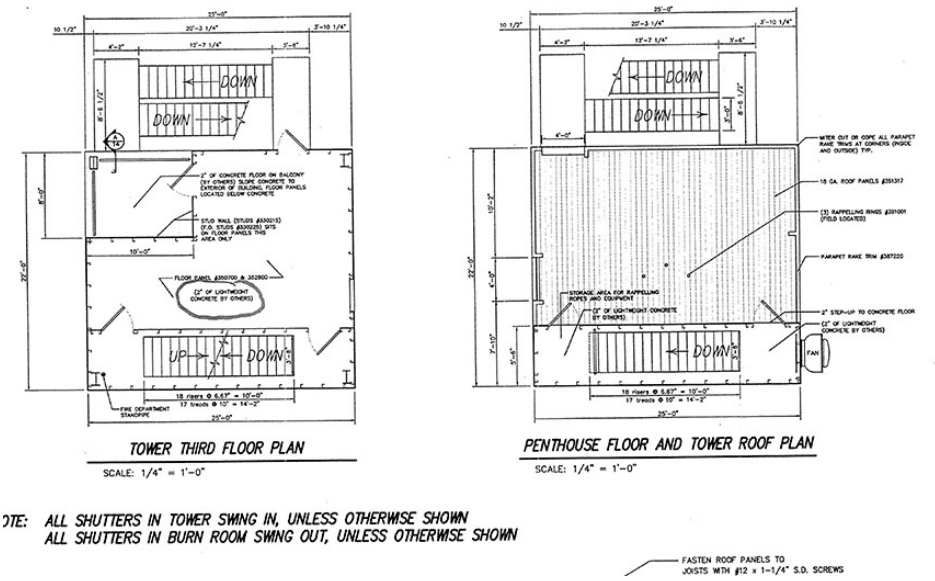


Site Plan

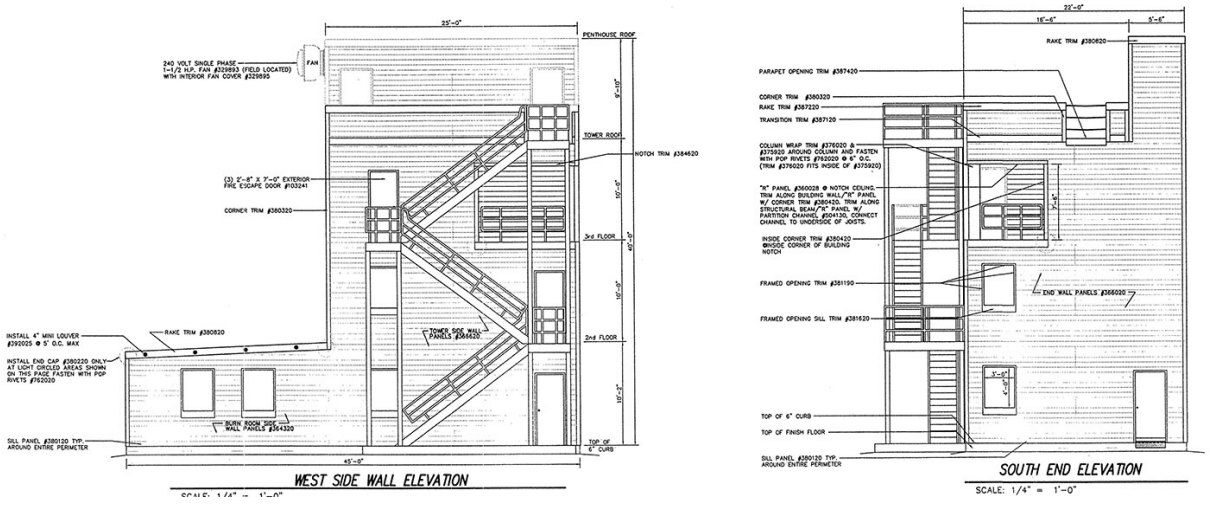


1st and 2nd Floor Plans

C-602.01 Burn Building Station 20 (continued)



3rd and Penthouse Floor Plans



Elevations

C-603	Amador J. Gonzalo Training Center		
Location	15910 Little ranch Road, Shady Hills, 34610		
Description of Use	FIRE RESCUE ADMINISTRATION: Training, administrative office		
Year Constructed	1992	**Owned/Leased:**	Owned
Building Size	BGSF: 4,804 / 2,348	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Approximately 24 total spaces / 2 ADA spaces	
	Parking Lot:	Poor condition, poor striping	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Split-face CMU, vinyl siding, aluminum windows	
	Roof:	Asphalt shingles, one roof is scheduled for replacement this year, there appears to be a major humidity control issue in the administrative area (possibly a result of roof leaks)	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Floors: tile, carpet, VCT in classrooms; Walls: painted gypbd, painted CMU in classrooms; Ceilings: ACP	
	Layout:	Suitable for classroom and office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Each building has two split HVAC systems	
	Electrical:	Emergency generator provided	
	Lighting:	Older fluorescent light fixtures	
	Fire Protection:	No fire alarm system, no fire sprinklers; fire extinguishers, exit signs provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-603 includes three separate buildings linked by a covered walkway, a classroom building, restroom building and an administrative building used for fire training purposes. There appears to be a major humidity issue, possibly a result of roof leaks, in the building. The roof is currently scheduled for replacement. A carport for a fire vehicle is also located behind the building.		
Recommendations	Although Building C-603 is nearly 25 years old it can possibly continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities 22 year age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

C-603 Amador J. Gonzalo Training Center (continued)

PHOTOS



Exterior view front



Exterior view rear



Exterior view side



Hydrant



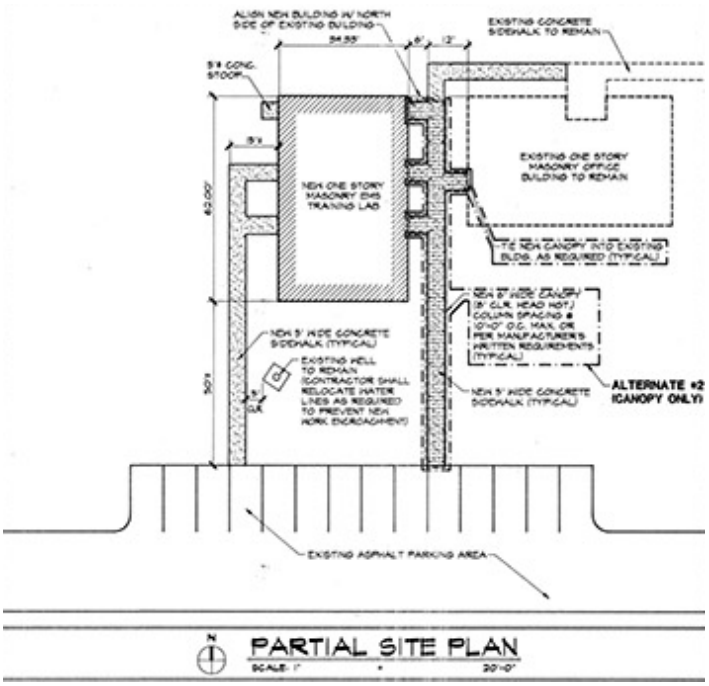
Electrical and generator

C-603 Amador J. Gonzalo Training Center (continued)

PLANS

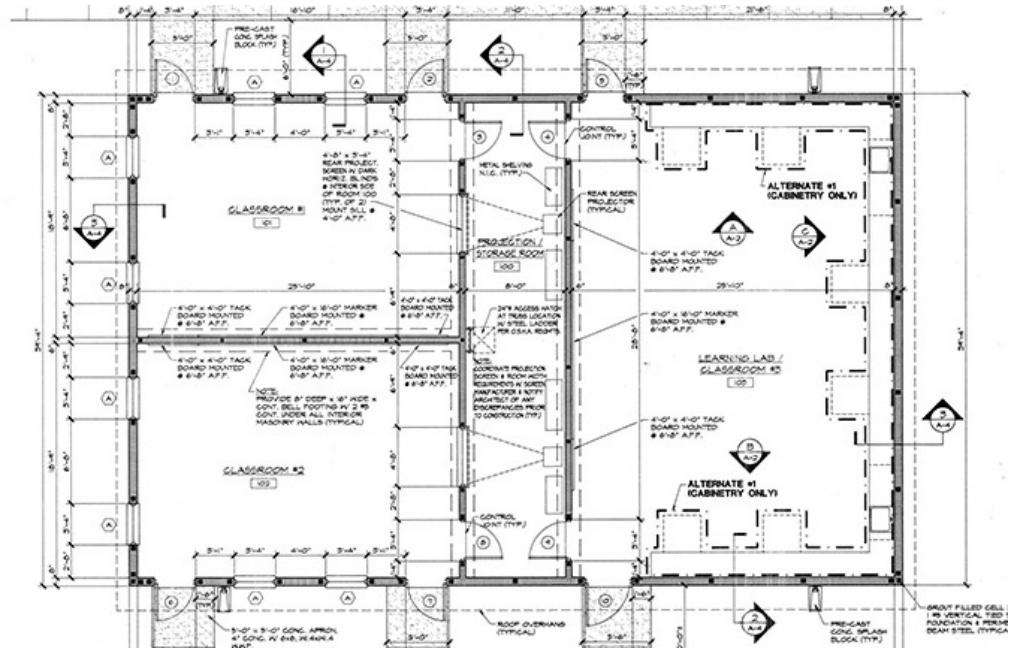


Site Plan

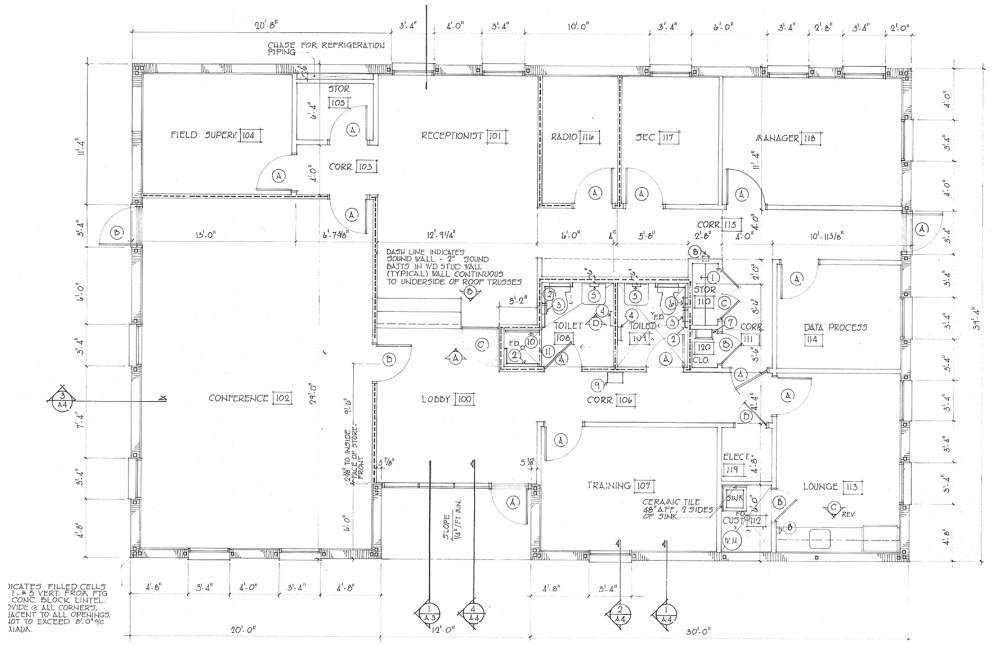


Site Plan

C-603 Amador J. Gonzalo Training Center (continued)



1st Floor Plan Classroom Building



1st Floor Plan Office Building

C-608.01	Elsie Logan Community Center, Shady Hills		
Location	15840 Greenglen Lane, Shady Hills, 34610		
Description of Use	PARKS AND RECREATION: Community center		
Year Constructed	1970's	**Owned/Leased:**	Owned
Building Size	BGSF: 3,424	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Large parking lot / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Stucco on CMU, wood siding at gable ends, aluminum windows	
	Roof:	Asphalt shingles, wood soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, appears to have wood trusses at roof	
	Access/ADA Issues	Partially adapted ADA restrooms	
	Finishes:	Floors: VCT; Walls: painted gypbd, wood paneling; Ceilings: ACP (fair condition)	
	Layout:	Fair, only includes one large multi-purpose room	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Three small residential HVAC split systems (two newer)	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	No fire alarm system, no fire sprinklers; fire extinguishers, exit lights, emergency lights provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-608.01 houses a multi-purpose room at the Elsie Logan Community Center. The building is a smaller, old facility in fair condition that contains a single large activity room.		
Recommendations	Building C-608.01 should not be considered a long-term asset for Pasco County. Due to the age of the building, its residential type construction which is not appropriate for institutional uses and its general condition. The functions located within the facility should be relocated to a more appropriate facility mid-term to long-term.		

C-608.01 Elsie Logan Community Center, Shady Hills (continued)

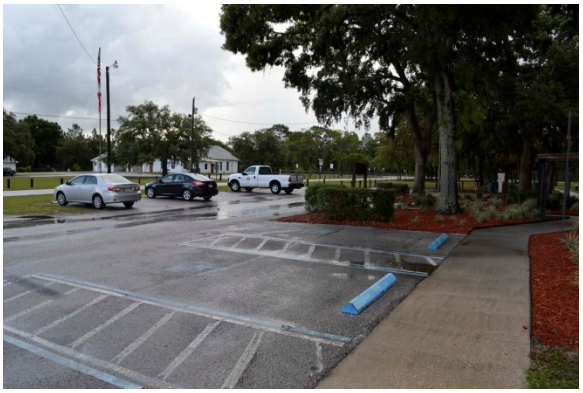
PHOTOS



Exterior view front



Exterior view rear



Parking



Multipurpose room



Electrical



HVAC system

C-608.01 Elsie Logan Community Center, Shady Hills (continued)

PLANS



Site Plan

Floor Plans Not Available

C-628	Spring Hill Elderly Nutrition Center		
Location	15925 Greenglen Lane, Shady Hills, 34610		
Description of Use	COMMUNITY SERVICES - ELDERLY NUTRITION: Elderly dining		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: 3,710	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Large parking area / 3 ADA spaces	
	Parking Lot:	Paved and unpaved parking areas	
	Access/ADA Issues/Signage:	ADA access and signage	
	Expansion Capability:	Fair	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Asphalt shingle	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be CMU walls and wood roof trusses	
	Access/ADA Issues	ADA compliant restrooms, door actuator	
	Finishes:	Floors: carpet (poor condition); Walls: painted plaster walls; Ceilings: painted popcorn	
	Layout:	Suitable for elderly dining	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Fire alarm system, no fire sprinklers	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building C-628 is a leased space in the Shady Hills United Methodist Church used for elderly dining services. The facility is in generally fair condition and includes a large community room used for dining. The facility does not have a permanent serving line; folding tables are user for the serving line.		
Recommendations	Building C-628 is a mid-term asset for Pasco County. However long term due to the age of the building, the fact that the facility was not originally designed for elderly dining and that it is leased space the building should be replaced with a new purpose-built facility.		

C-628 Spring Hill Elderly Nutrition Center (continued)

PHOTOS



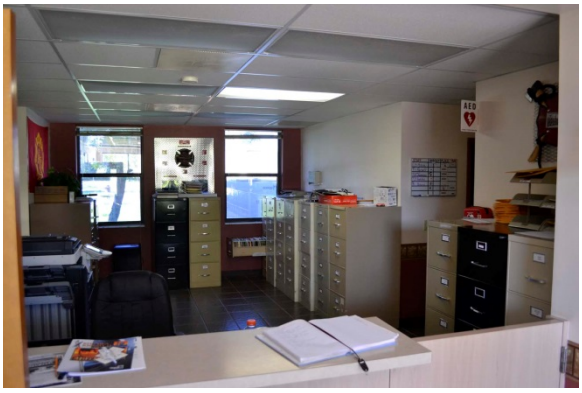
Exterior view front



Classroom



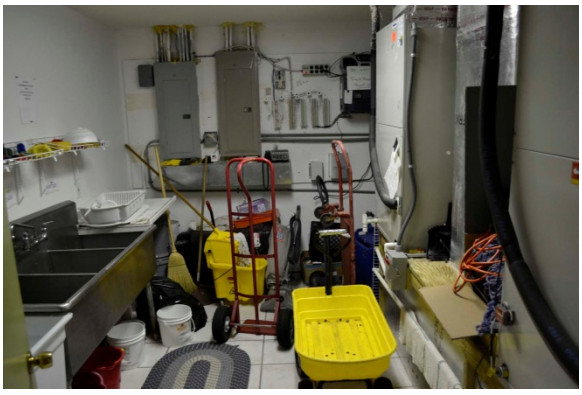
Kitchen



Counter and file area



Dining room



Electrical, HVAC and Janitorial

C-628 Spring Hill Elderly Nutrition Center (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

C-XXX	PCSO Trustee Training Center		
Location	10379 Lucy Dobies Court, Land O' Lakes		
Description of Use	SHERIFF: Trustee training		
Year Constructed	2014	**Owned/Leased:**	Owned
Building Size	BGSF: Unknown	# Floors: 2	
Facility Condition	VERY GOOD (Currently under construction)		
Site	Total Parking Spaces/ADA:	Not evaluated (currently under construction)	
	Parking Lot:	Not evaluated (currently under construction)	
	Access/ADA Issues/Signage:	Not evaluated (currently under construction)	
	Expansion Capability:	Not evaluated (currently under construction)	
Building Exterior	Exterior Wall:	CMU bearing walls at first floor, wood stud framing at second floor, pre-fab wood trusses at roof	
	Roof:	Not evaluated (currently under construction)	
	Wind Speed Rating:	Not evaluated (currently under construction)	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls at first floor, wood stud framing at second floor, pre-fab wood trusses at roof	
	Access/ADA Issues	Not evaluated (currently under construction)	
	Finishes:	Not evaluated (currently under construction)	
	Layout:	Not evaluated (currently under construction)	
	Renovation Suitability:	Not evaluated (currently under construction)	
Technical Systems	Plumbing:	Not evaluated (currently under construction)	
	Mechanical (HVAC):	Not evaluated (currently under construction)	
	Electrical:	Not evaluated (currently under construction)	
	Lighting:	Not evaluated (currently under construction)	
	Fire Protection:	Not evaluated (currently under construction)	
	Telecomm/Comp. Network:	Not evaluated (currently under construction)	
	Vertical Transportation:	Not evaluated (currently under construction)	
Sustainability	Not evaluated (currently under construction)		
Comments	Two story building currently under construction adjacent to Sheriff's K-9 Kennel building		
Recommendations	The Trustee Training Center is currently under construction. As new construction it can remain in use for the foreseeable future.		

C-XXX PCSO Trustee Training Center (continued)

PHOTOS



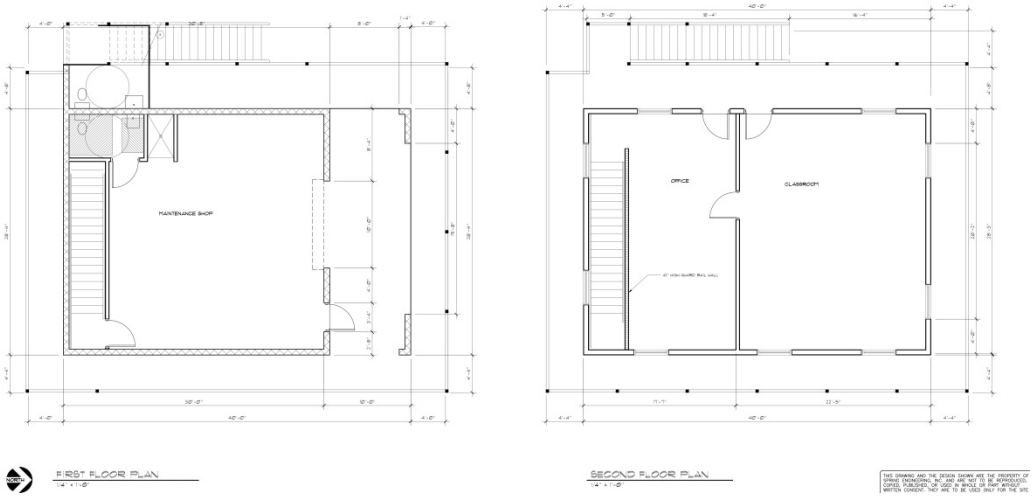
Exterior view

C-XXX PCSO Trustee Training Center (continued)

PLANS



Site Plan



Floor Plans

FACILITY EVALUATIONS
EAST

E-1	Historic Courthouse, Dade City		
Location	37918 Meridian Avenue, Dade City, 33525		
Description of Use	GENERAL GOVERNMENT: administrative office, County Commission Board Room		
Year Constructed	1909 / 1998 renovation	**Owned/Leased:**	Owned
Building Size	BGSF: 9,950 / 13,465	# Floors: 3	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	On-street parking provided around building / 2 ADA	
	Parking Lot:	Not applicable, on street parking	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	None, historic structure, former additions removed in renovation	
Building Exterior	Exterior Wall:	Brick, wood windows	
	Roof:	Asphalt shingle, single ply roof membrane, some current water intrusion issues, shingle portion of roof scheduled for replacement 2014	
	Wind Speed Rating:	Unknown	
	Historic Significance:	Yes, listed on National Register of Historic Places	
Building Interior	Structure:	Masonry bearing walls, wood joists	
	Access/ADA Issues	ADA restrooms provided, no ADA access to Commission bench	
	Finishes:	Floors: tile, wood floor, carpet; Walls: painted gypbd, exposed brick, VWF; Ceilings: painted gypbd, ACP (all finishes in good condition)	
	Layout:	Fair, limited by historic nature of building, suitable for current use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple split systems, no issues	
	Electrical:	No issues	
	Lighting:	Good condition, fluorescent T8's, pendants in Board Room	
	Fire Protection:	Fire alarm, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	One elevator, no issues	
Sustainability	No sustainable features		
Comments	Building E-1 is the historic Pasco County Courthouse and County office building built in 1909. The facility has been renovated and is in good to very good condition with very well maintained grounds. The building houses Commissioners offices and is the site of alternately scheduled Commission Board meetings. The facility is prominently located in Dade City and serves as the symbolic image of Pasco County government in Dade City and throughout the County.		
Recommendations	Building E-1 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-1 Historic Courthouse, Dade City (continued)

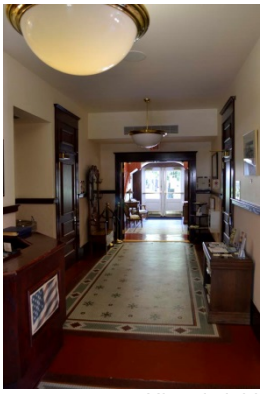
PHOTOS

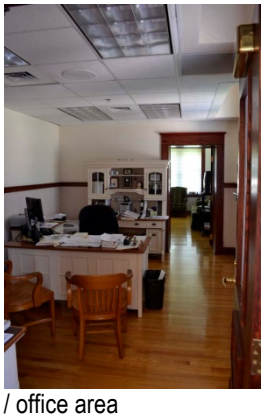


Exterior view front



Exterior view side

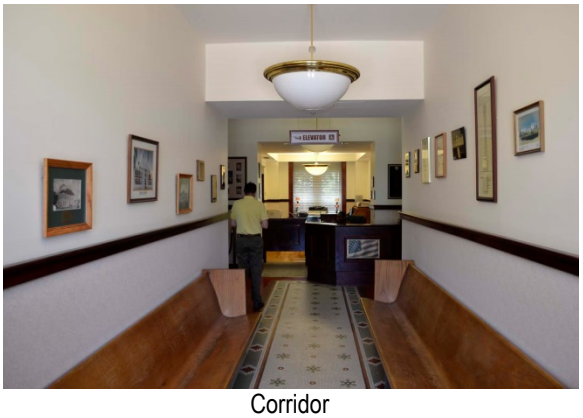




Historic lobby / office area



Commission board room



Corridor



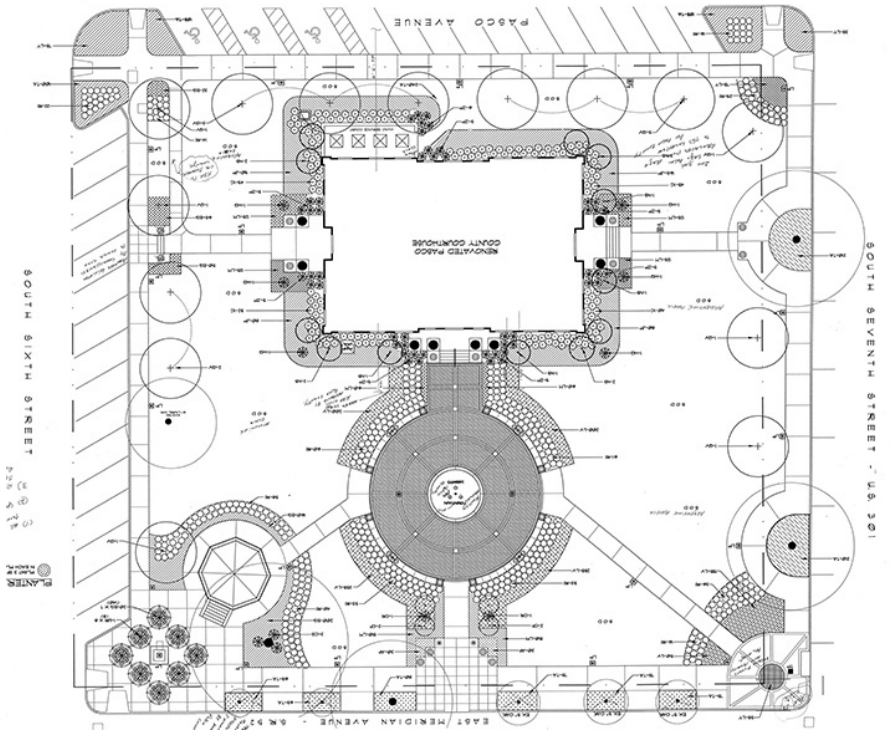
HVAC system

E-1 Historic Courthouse, Dade City (continued)

PLANS

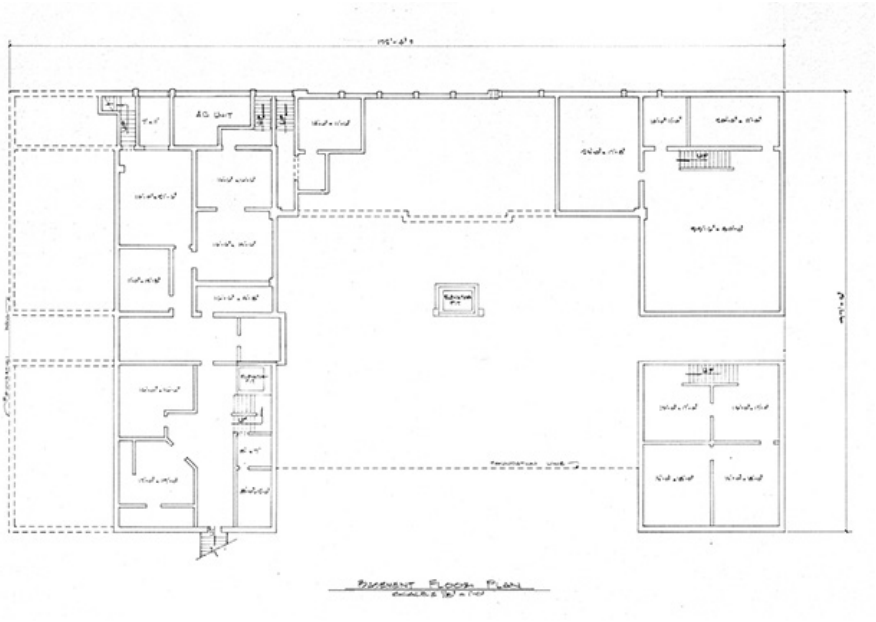


Site Plan

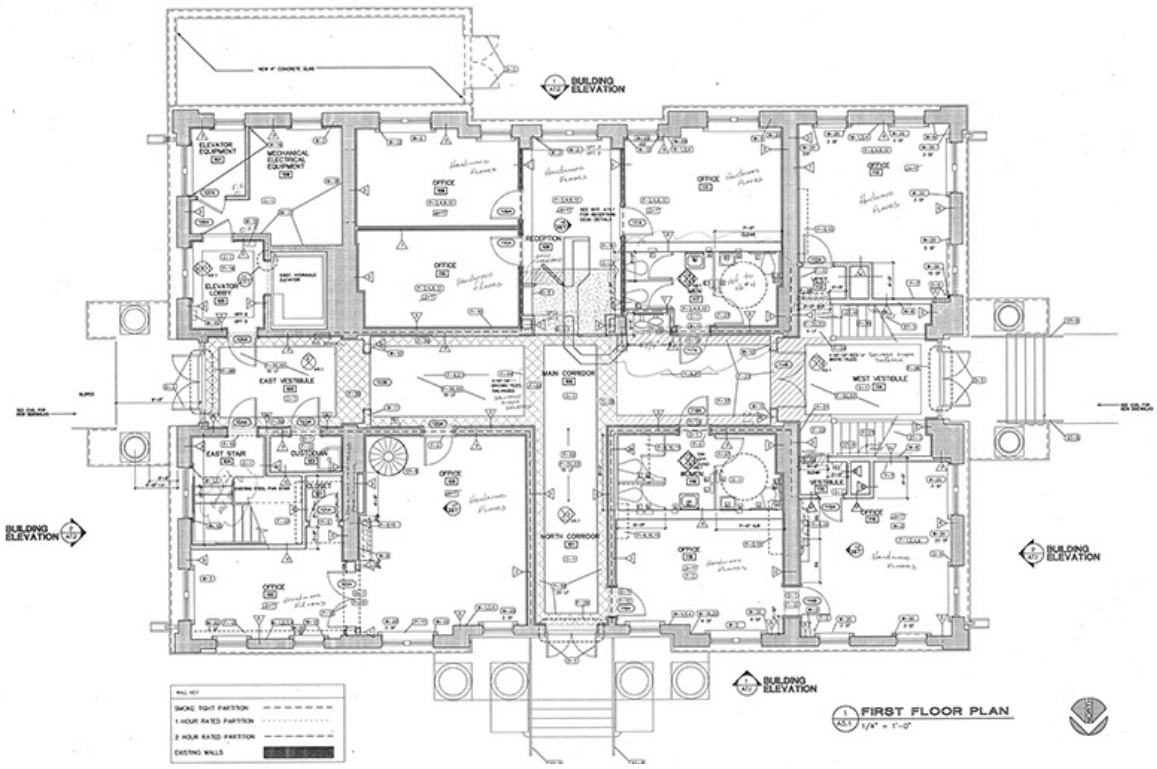


Site Plan

E-1 Historic Courthouse, Dade City (continued)

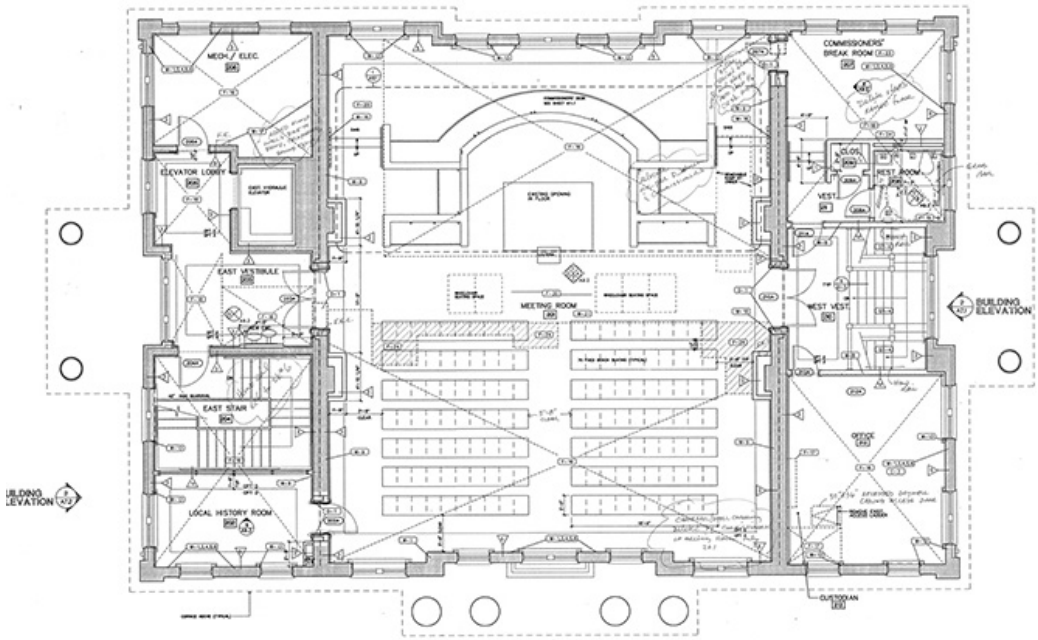


Basement



1st Floor Plan

E-1 Historic Courthouse, Dade City (continued)



2nd Floor Plan

E-2 Data Center – Deal Building

Location	13931 7th Street, Dade City, 33525		
Description of Use	INFORMATION TECHNOLOGY: Administrative offices		
Year Constructed	1950's	**Owned/Leased:**	Owned
Building Size	BGSF: 4,756	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Parking shared with E-55 Data Center	
	Parking Lot:	Very poor condition overall, almost no striping in some areas	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited	
Building Exterior	Exterior Wall:	Brick, jalousie windows, aluminum windows and storefront	
	Roof:	Asphalt shingles, metal soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be CMU and wood trusses, settling cracks visible in multiple locations on exterior walls	
	Access/ADA Issues	No ADA compliant restrooms	
	Finishes:	Floor: quarry tile, carpet (both poor condition), terrazzo; Walls: painted gypbd; Ceilings: 1'x1' ceiling tile	
	Layout:	Fair	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	One newer split system, the second split system is at the end of its useful life	
	Electrical:	Older residential electrical panel	
	Lighting:	Older fixtures	
	Fire Protection:	Fire alarm system provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not Applicable	
Sustainability	No sustainable features		
Comments	Building E-2 houses administrative offices in a building that appears to date from the 1950's. The facility is in approximately fifty years old, in poor condition and exterior wall cracks are visible in several places on the exterior walls.		
Recommendations	Building E-2 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility short-term to mid-term.		

E-2 Data Center – Deal Building (continued)

PHOTOS



Exterior view front



Exterior view side



Conference room



Water damage



Settling cracks



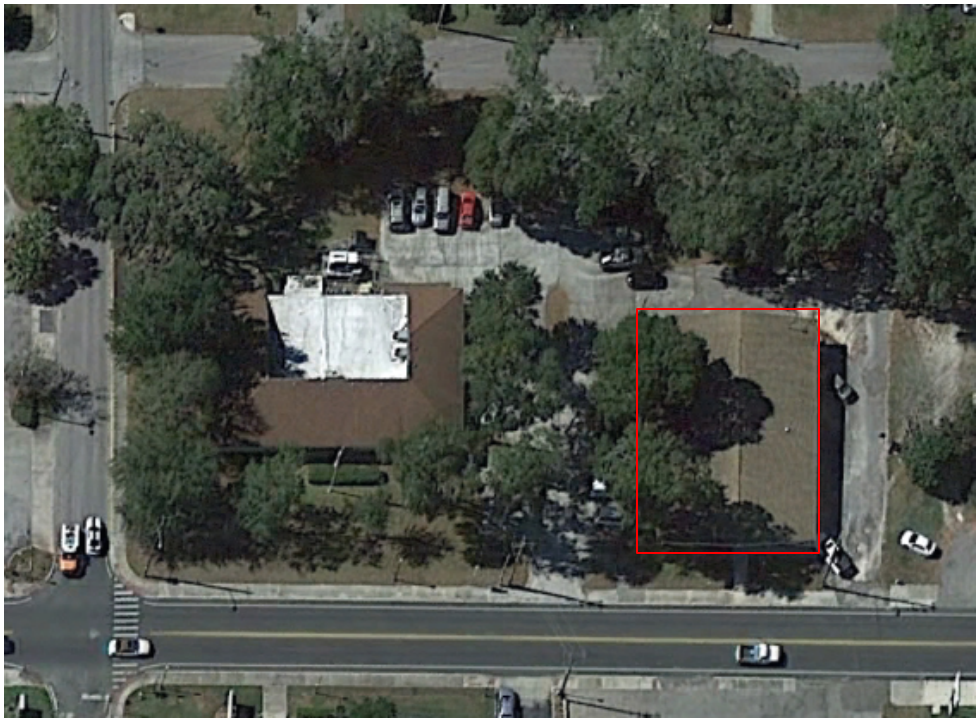
HVAC system



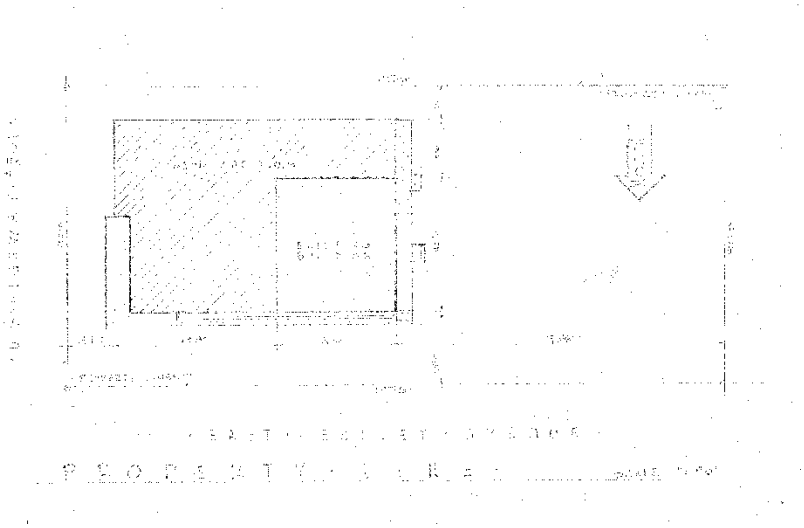
HVAC system

E-2 Data Center – Deal Building (continued)

PLANS

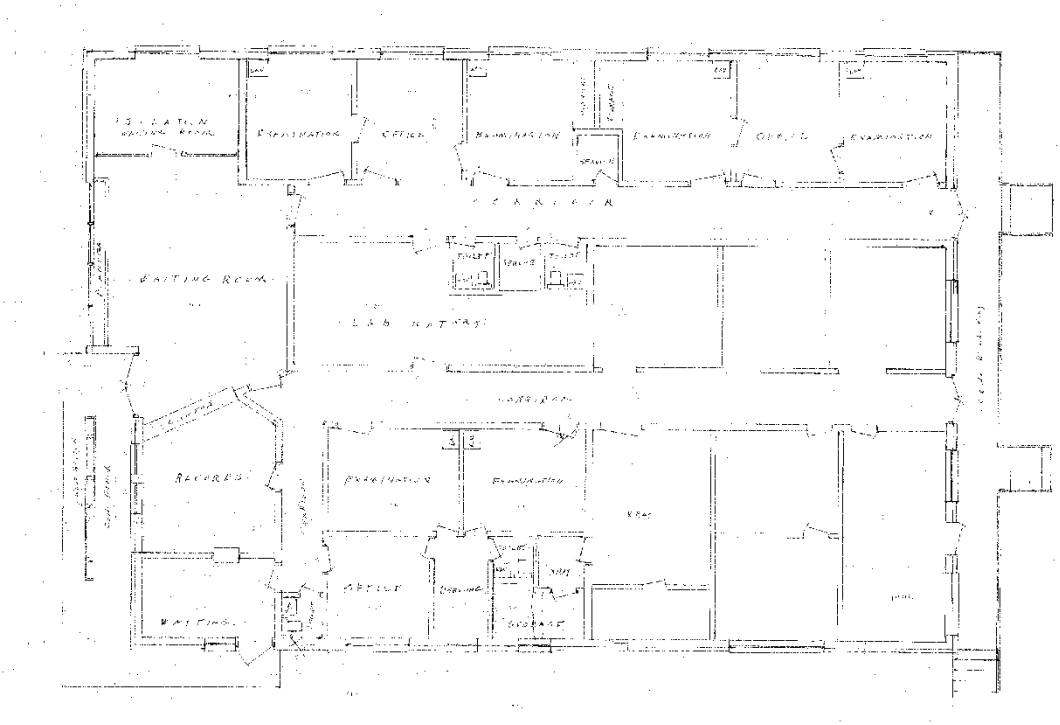


Site Plan



Site Plan

E-2 Data Center – Deal Building (continued)



1st Floor Plan

Floor Plans Not Available

1st Floor Addition

E-4 Veterans Services / Guardian ad Litem

Location	13920 17th Street, Dade City, 33525		
Description of Use	JUDICIAL / COMMUNITY SERVICES: Administrative office		
Year Constructed	1967	**Owned/Leased:**	Owned
Building Size	BGSF: 4,651 / 4,572	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Approximately 16 total/ 4 ADA	
	Parking Lot:	Poor condition, poor to no striping in some areas	
	Access/ADA Issues/Signage:	ADA access provided, ramp and handrails, a door actuator is currently scheduled for installation	
	Expansion Capability:	Good, large site	
Building Exterior	Exterior Wall:	Painted CMU, aluminum windows	
	Roof:	Built-up roof, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls, open web steel joist and metal deck at roof	
	Access/ADA Issues	Some non-compliant restrooms and facilities ADA	
	Finishes:	Floors: terrazzo, VCT, carpet (all fair condition), wood laminate in Veterans Services (very good condition); Walls: painted gypbd (fair condition); Ceilings: ACP (most in poor condition, sagging ceiling tiles)	
	Layout:	Suitable for office use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two small residential type split systems, good condition (approximately 7 years old)	
	Electrical:	No issues	
	Lighting:	Older fixtures	
	Fire Protection:	Fire alarm system	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-4 houses Guardian ad Litem and Veterans Services in Dade City. The facility is an older building completed in 1967 in fair to poor condition that has been remodeled multiple times and housed multiple County functions over the years. The building is located on a relatively large property adjacent to the Dade City E-7 Facility Management offices and the mostly empty E-17 Jackson Building.		
Recommendations	Building E-4 should not be considered a long-term asset for Pasco County. Due to the age of the building (nearly 50 years old) and the minimal architectural quality of the facility it is recommended that the functions housed in Building W-520 be relocated to more appropriate facilities midterm to long term. Short-term continued preventive and corrective maintenance should be carried out in the facility.		

E-4 Veterans Services / Guardian Ad Litem (continued)

PHOTOS



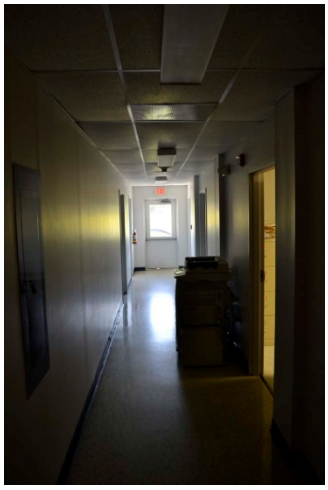
Exterior view

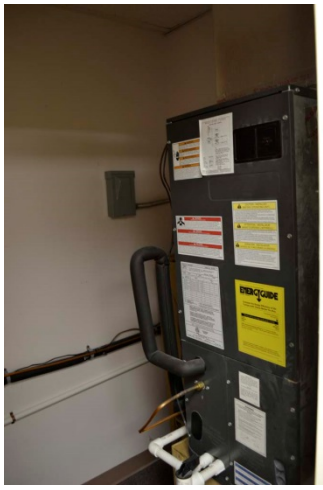

Exterior view


Interior Guardian ad Litem



Interior Veterans Services


Interior view

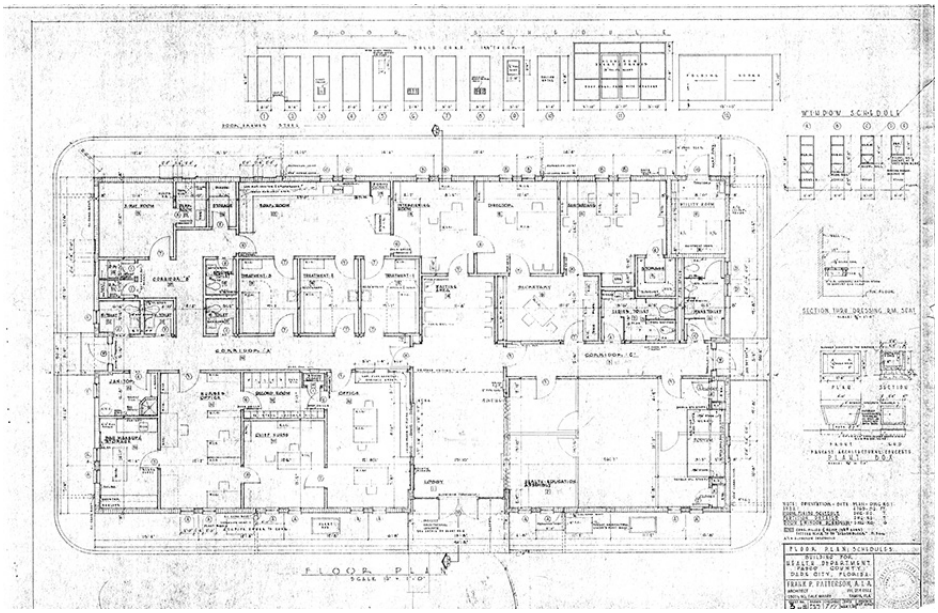

HVAC system

E-4 Veterans Services / Guardian Ad Litem (continued)

PLANS

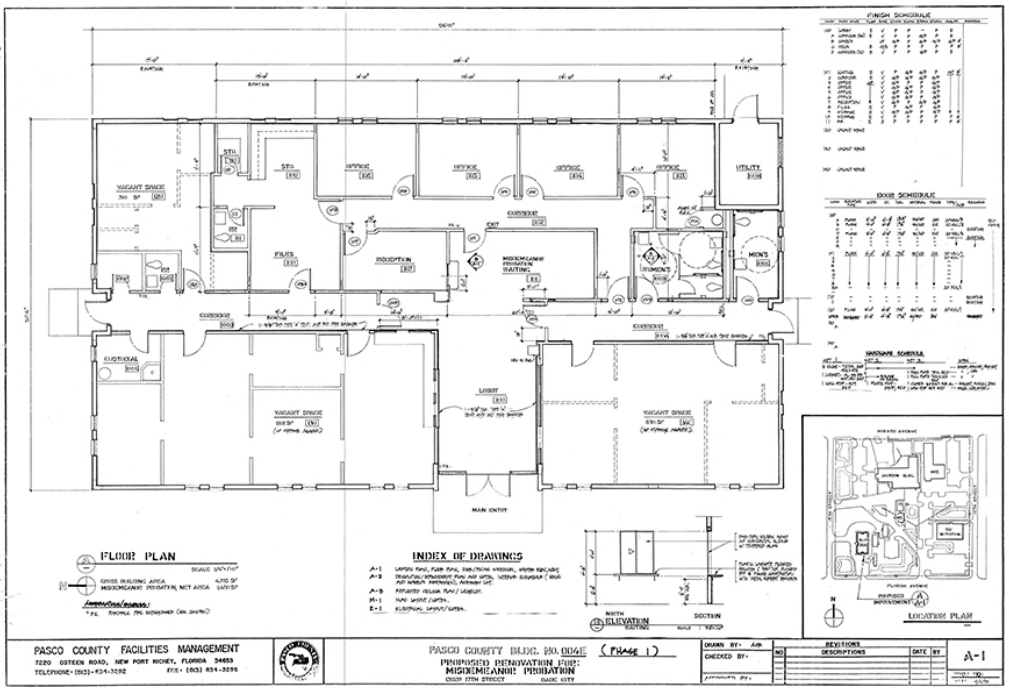


Site Plan



1st Floor Plan (1967)

E-4 Veterans Services / Guardian Ad Litem (continued)



1st Floor Plan (1998 renovation)

E-6 Dade City Property / Evidence (Old Jail)

Location	14345 5th Street, Dade City, 33523		
Description of Use	SHERIFF: Demolished June, 2014		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 12,017	# Floors: 1	
Facility Condition	VERY POOR (Demolished June, 2014)		
Site	Total Parking Spaces/ADA:	Not evaluated	
	Parking Lot:	Not evaluated	
	Access/ADA Issues/Signage:	Not evaluated	
	Expansion Capability:	Not evaluated	
Building Exterior	Exterior Wall:	Not evaluated	
	Roof:	Not evaluated	
	Wind Speed Rating:	Not evaluated	
	Historic Significance:	Not evaluated	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not evaluated	
Sustainability	Not evaluated		
Comments	Building E-6 formerly housed the Sheriff's property /evidence and jail functions. The facility has been empty for approximately eight years and is being prepared for demolition. The building will be replaced by additional parking.		
Recommendations	None, building was demolished June 2014 and will be replaced by additional parking.		

E-7 Facilities Management, Dade City

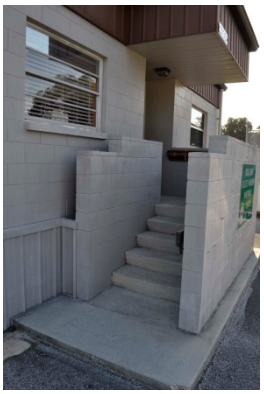
Location	37301 Florida Avenue, Dade City, 33525		
Description of Use	FACILITIES: administrative offices and maintenance shop		
Year Constructed	±1980's	**Owned/Leased:**	Owned
Building Size	BGSF: 1,176	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	±30 total / 0 ADA	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	No ADA access to office portion, small stairs are provided to enter building	
	Expansion Capability:	Very good, large property and adjacent empty hospital property provide expansion capability	
Building Exterior	Exterior Wall:	Office – CMU, metal panels, Maintenance shop: metal panels	
	Roof:	Office – newer built-up roof (5 years old), Maintenance shop: metal panels	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	Office – Unknown (possibly CMU or trailer), Maintenance shop: pre-engineered metal building	
	Access/ADA Issues	None at office building	
	Finishes:	Office – Floors: VCT, Walls: painted gypbd, Ceilings: ACP (all fair condition). Maintenance shop – Floor: concrete, Walls: metal panels, Ceilings: exposed structure and insulation	
	Layout:	Fair	
	Renovation Suitability:	Very Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Office - residential type split system, fairly new, no issues. Maintenance shop – residential type split system, rarely used	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Older fixtures	
	Fire Protection:	No fire alarm, fire extinguishers, exit lights, emergency lights	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-7 consists of two structures (a former fire station possibly moved to the site) that serve as the office area and a pre-engineered metal building serving as the maintenance shop. The facility is in generally fair condition. There is no ADA access to the office area as it is accessed only by a small staircase. The facility is located adjacent to a three pump fueling station, a communications tower and the mostly empty E-17 Jackson Building.		
Recommendations	Building E-7 should not be considered a long-term asset for Pasco County. Due to the age of the building, its residential type construction which is not appropriate for institutional uses and its general condition. The functions located within the facility should be relocated to a more appropriate purpose-built facility long-term.		

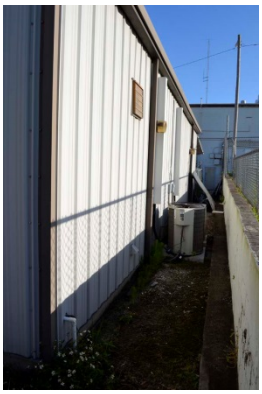
E-7 Facilities Management, Dade City (continued)

PHOTOS



Exterior view office





Non-ADA access / HVAC system



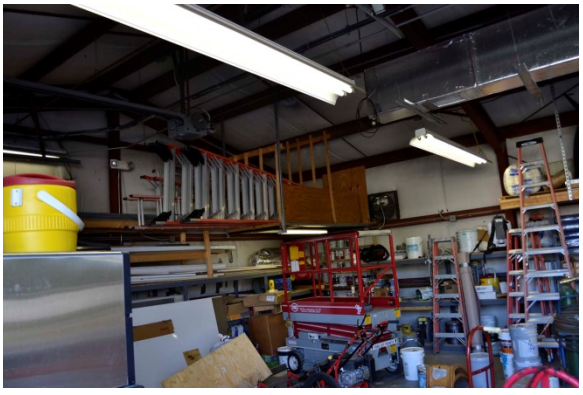
Exterior view maintenance



Office area



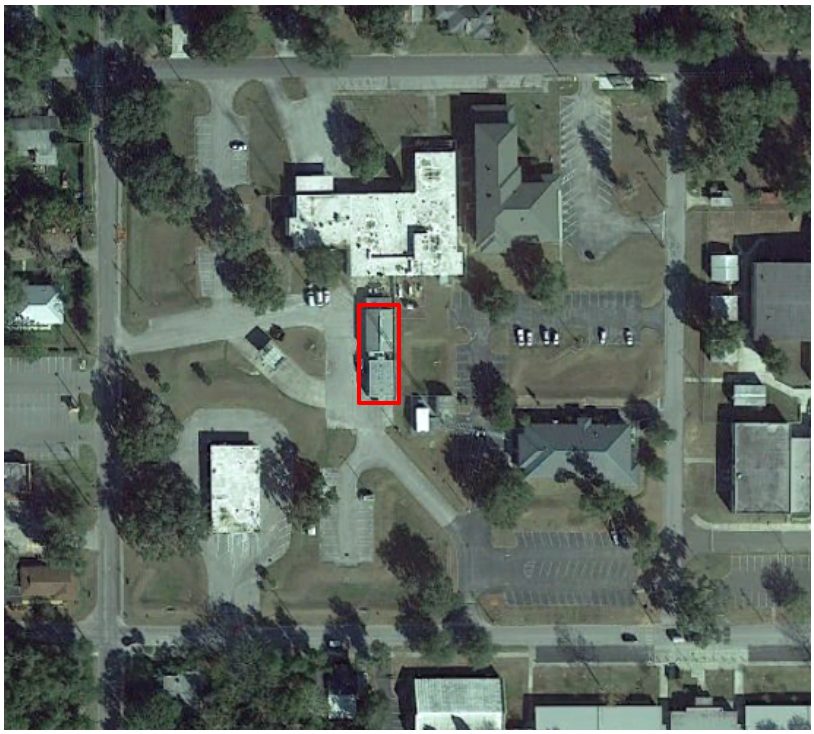
Restroom



Maintenance shop

E-7 Facilities Management, Dade City (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

E-14 Robert D. Sumner Judicial Building

Location	38053 Live Oak Avenue, Dade City, 33523		
Description of Use	JUDICIAL: courts, administrative office		
Year Constructed	1980"s / 2001 remodeled	**Owned/Leased:**	Owned
Building Size	BGSF: 91,367	# Floors: 2 (+ mechanical penthouse)	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot for public at front plus additional staff parking at rear / 5 ADA (4 in front, 5 in rear)	
	Parking Lot:	Poor condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Architectural precast concrete panels, some tile and stucco, aluminum windows and storefront	
	Roof:	Single ply roof membrane, no issues, some ponding was observed	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Structural steel frame, open web steel bar joists & metal deck roof	
	Access/ADA Issues	ADA compliant restrooms; partially compliant courtrooms, ramps to judge at Courtrooms C & D, ramps to witness at courtrooms A & D, ramps to clerks at courtrooms C & D	
	Finishes:	Floors: tile, carpet; Walls: painted gypbd, VWF; Ceilings: ACP (finishes in generally good condition, some VWF at lobbies damaged, some ACP in fair condition). Millwork in some courtroom is plastic laminate (wood color)	
	Layout:	Poor for criminal courts; fair for civil courts and office use; judges and prisoners share same circulation	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Some issues with older cast iron pipe	
	Mechanical (HVAC):	Water cooled HVAC systems, two mechanical rooms, one with 3 AHU's and one with 6 AHU's and two chillers	
	Electrical:	Partial load emergency generator, some issues with motor control center requiring regular resets	
	Lighting:	Good condition, fluorescent fixtures with T8's	
	Fire Protection:	Fire alarm, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Two elevators, fire stairs	
Sustainability	No significant sustainable features		
Comments	Building E-14 houses the Courts and court support functions in Dade City serving the eastern portion of the County. The facility consists of the original wing built in the early 1980's and a more recent 2001 renovation and addition. The facility is in generally good condition and houses four courtrooms and three hearing rooms. The building utilizes a functionally obsolete design which requires judges and prisoners to share the same circulation. Additionally judges offices are located in the interior of the building and do not have any windows. Prisoners are brought into the building through a chain link fence exterior sallyport.		

E-14	Robert D. Sumner Judicial Building (continued)
Recommendations	Building E-14 is a significant long term asset for Pasco County and should continue in use for the foreseeable future. However it is recommended that the facility be generally limited to civil cases. The current sharing of corridors by judges and jurors does not meet any national court design standards and creates potential security issues. The exterior sallyport should be provided with a more secure and sight-proof exterior enclosure. Judges offices should ideally have windows or access to natural light. The County should continue to provide preventive and corrective maintenance.

E-14 Robert D. Sumner Judicial Building (continued)

PHOTOS



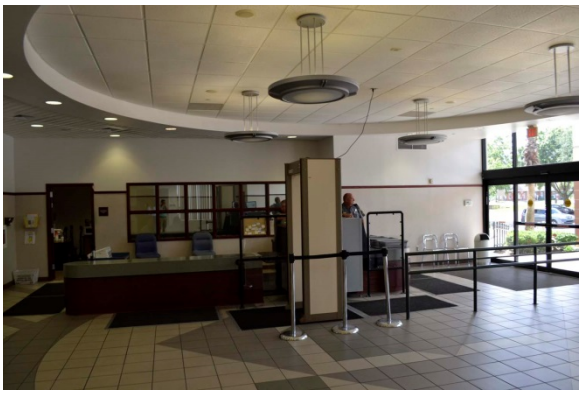
Exterior view front



Exterior view courtyard



Exterior view rear (sallyport)



Lobby



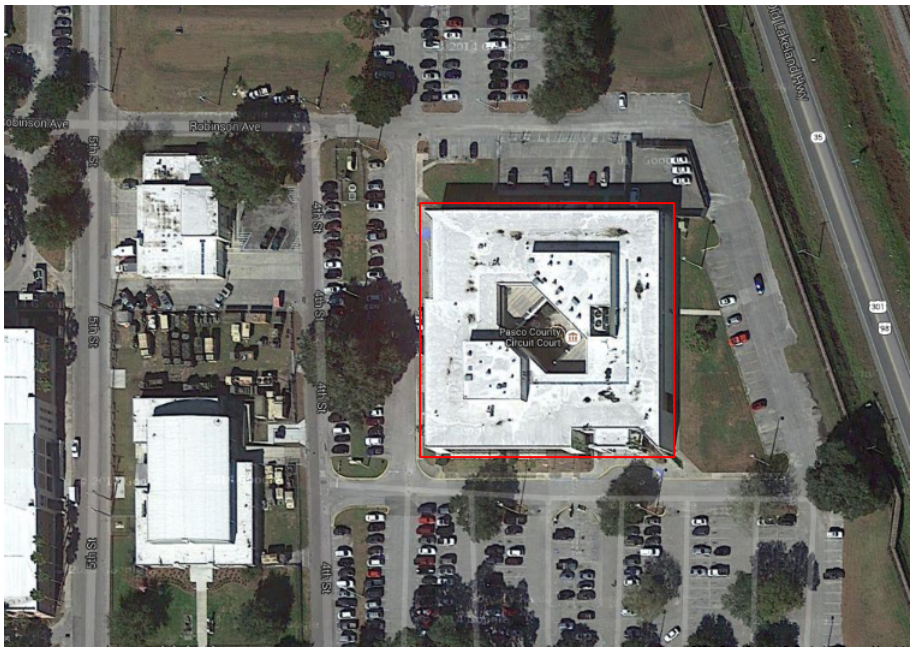
Courtroom



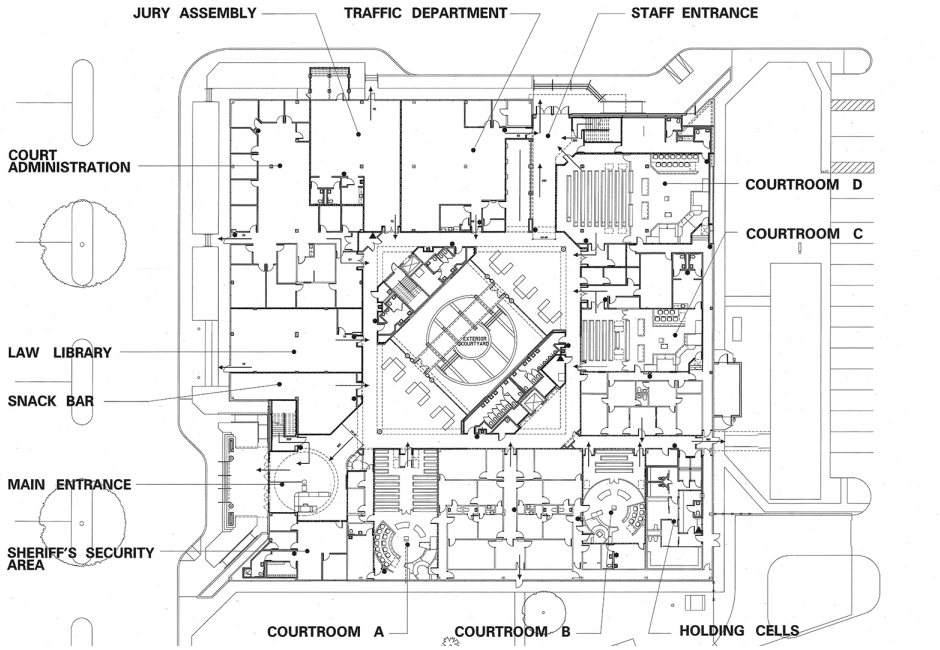
Mechanical room

E-14 Robert D. Sumner Judicial Building (continued)

PLANS

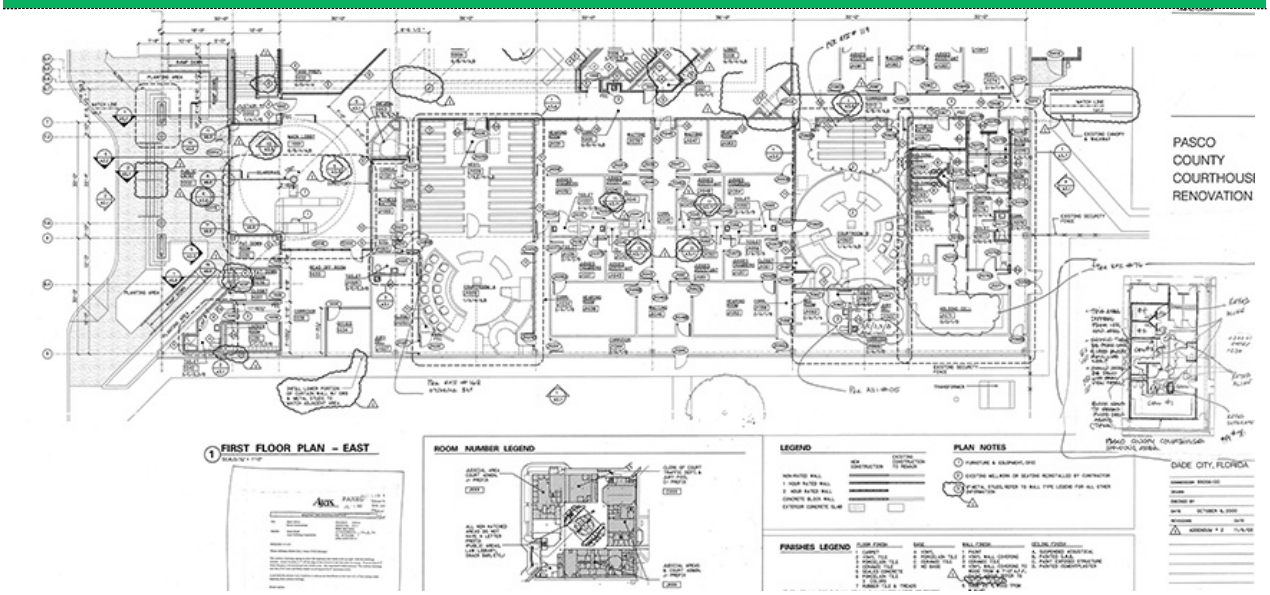


Site Plan

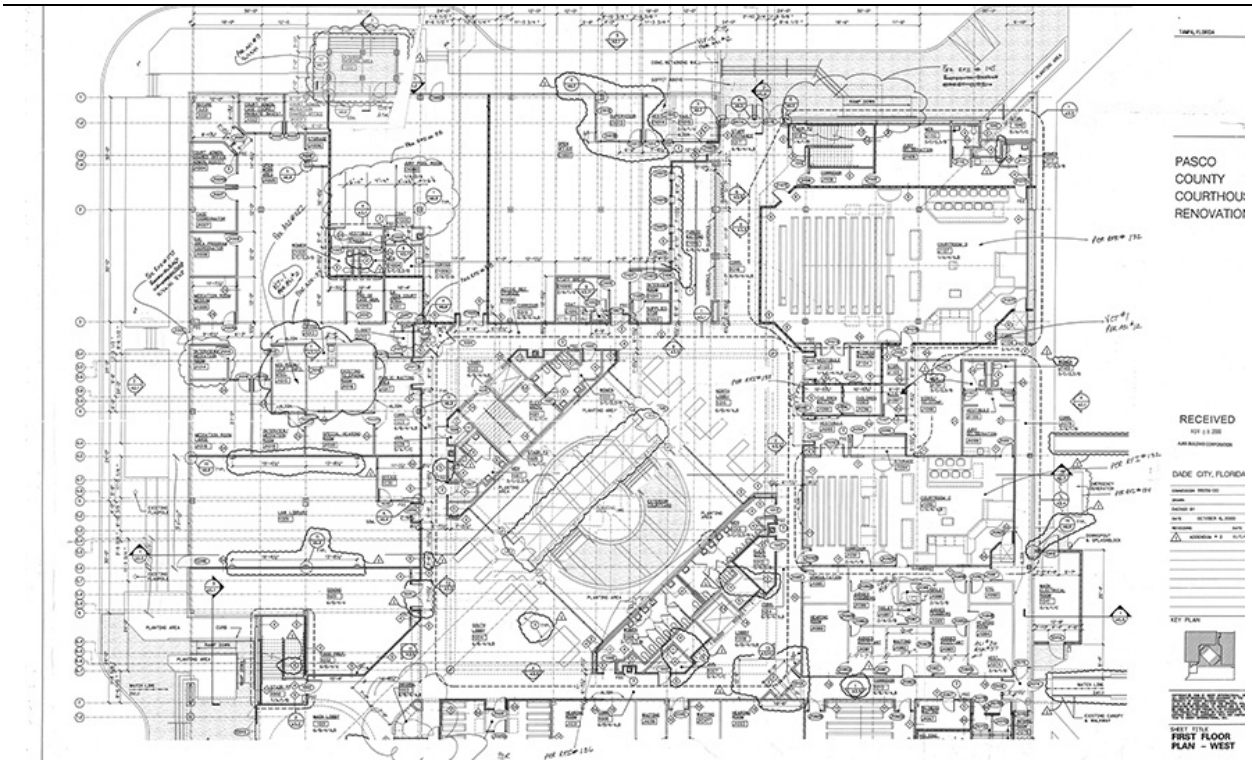


1st Floor

E-14 Robert D. Sumner Judicial Building (continued)

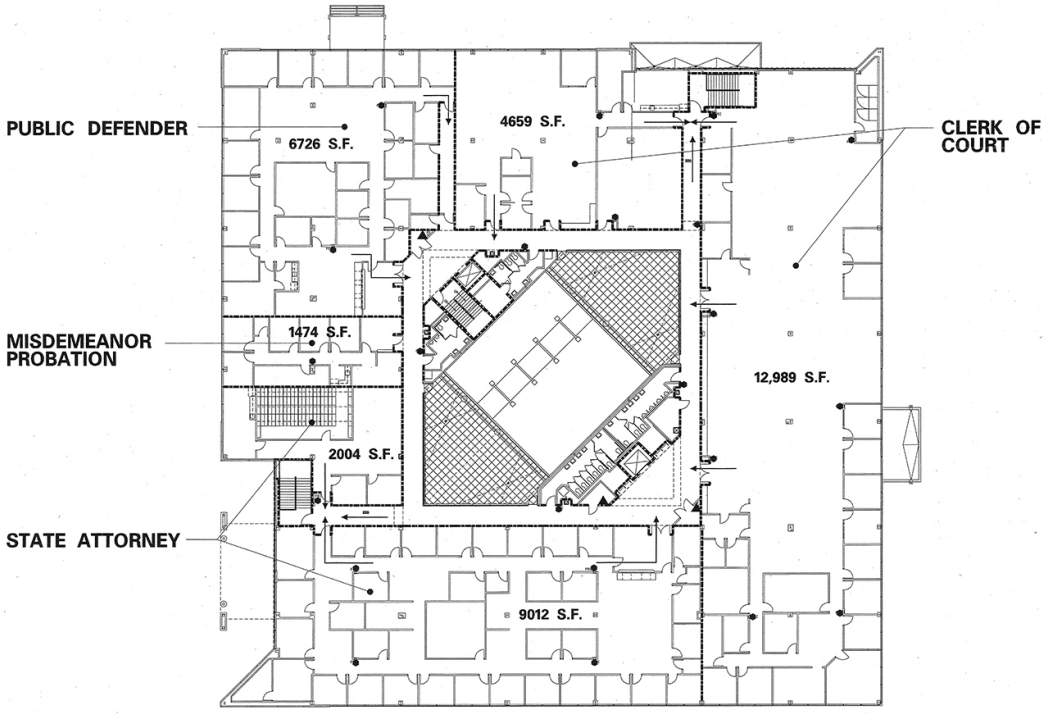


1st Floor East

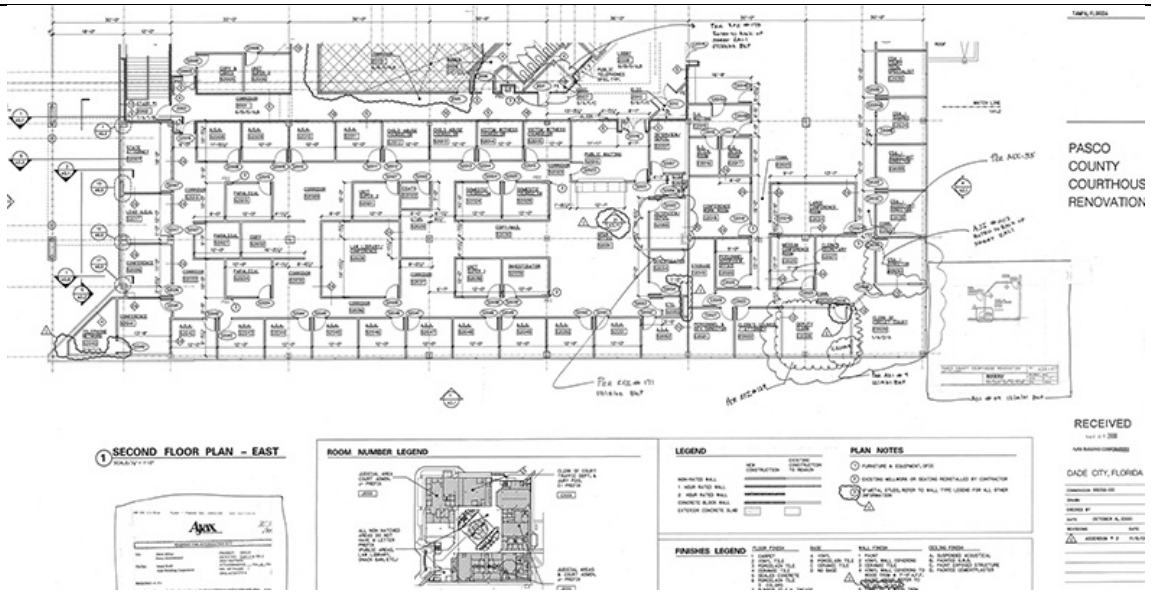


1st Floor West

E-14 Robert D. Sumner Judicial Building (continued)

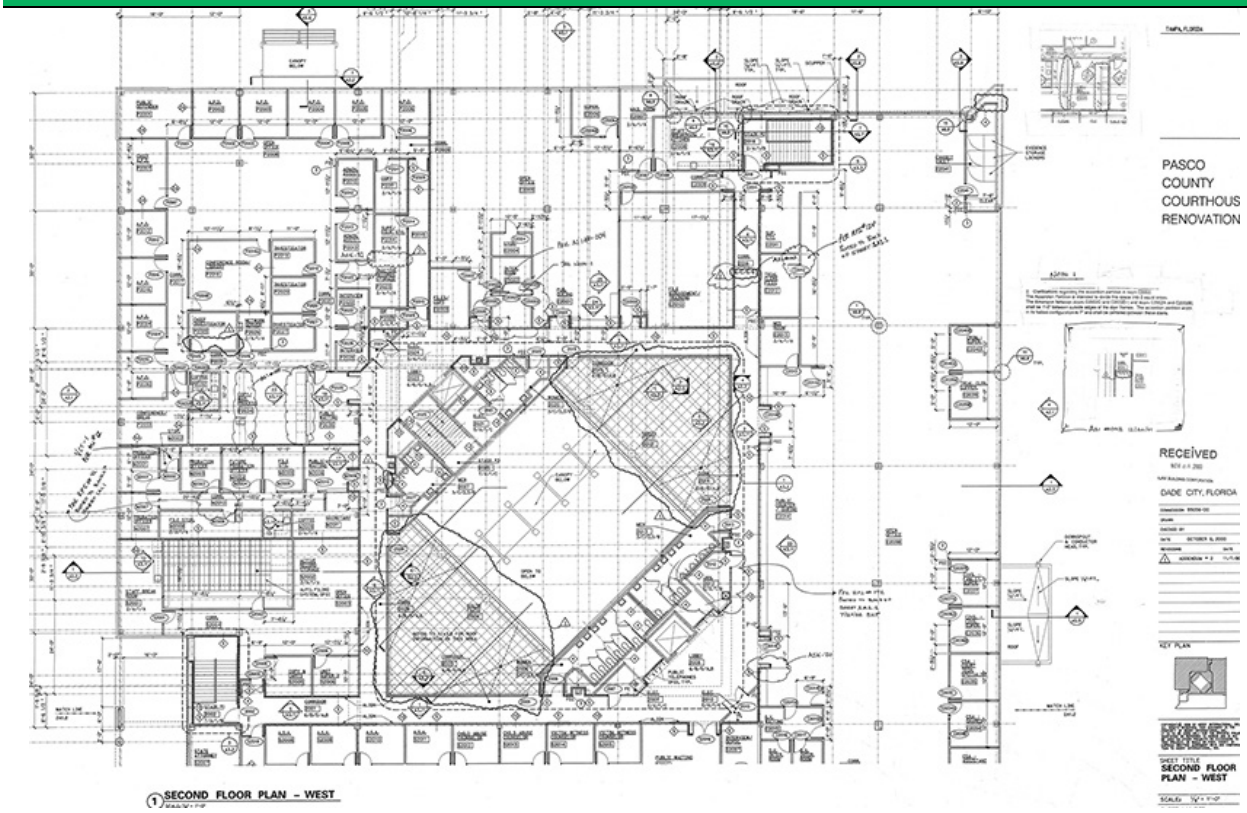


2nd Floor



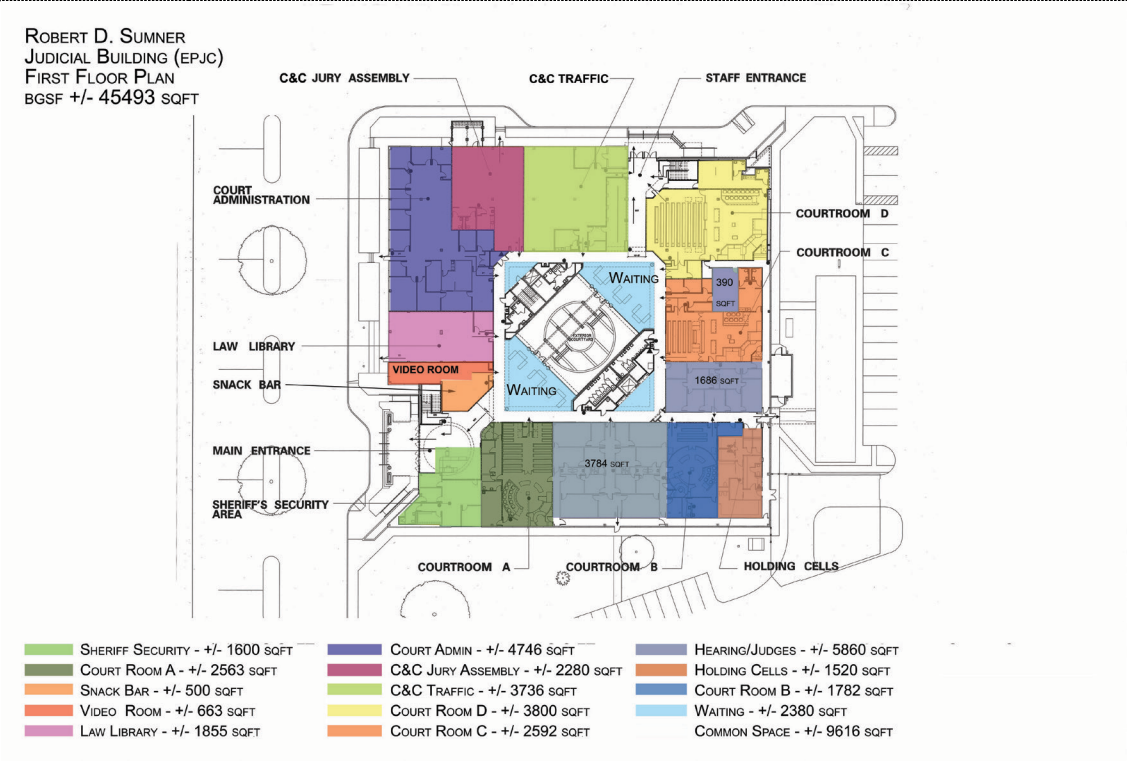
2nd Floor East

E-14 Robert D. Sumner Judicial Building (continued)

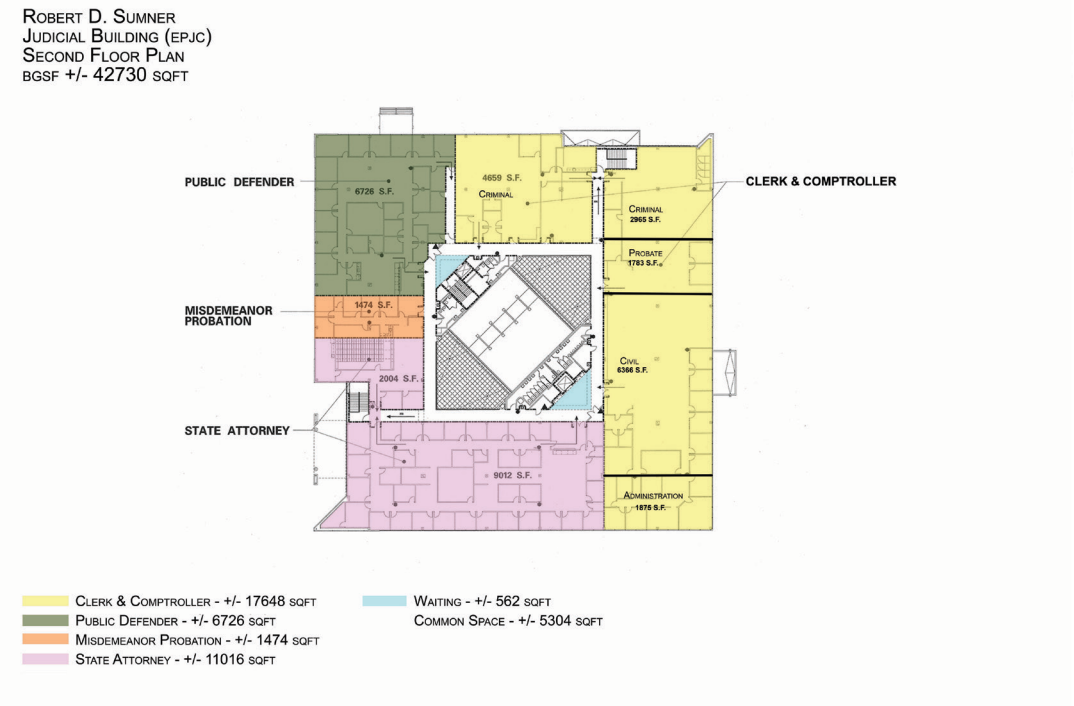


2nd Floor West

E-14 Robert D. Sumner Judicial Building (continued)



1st Floor



2nd Floor

E-16	County East Storage		
Location	38301 McDonald Street, Dade City, 33525		
Description of Use	COUNTY ATTORNEY, UTILITIES, IT, CENTRAL PERMITTING: Records storage		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 8,159	# Floors: 2	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Approximately 10 total spaces / 1 ADA space (shared with Supervisor of Elections)	
	Parking Lot:	Fair to poor condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	EIFS on CMU, aluminum windows	
	Roof:	Not evaluated	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls, wood joist framing at some portions of roof	
	Access/ADA Issues	No ADA access to mezzanine (only stairs provided), partially ADA adapted restrooms	
	Finishes:	Floors: VCT, painted concrete; Walls: painted CMU; Ceilings: painted gypbd with popcorn finish (all finishes in poor condition)	
	Layout:	Suitable for storage	
	Renovation Suitability:	Fair	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split systems, mechanical room located on mezzanine with one AHU, one AHU located over vault	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	Fire alarm system provided, inert agent sprinkler system (Halon) provided at file rooms, no fire sprinkler in other areas of building	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	No elevator to mezzanine level (only stairs provided)	
Sustainability	No sustainable features		
Comments	Building E-16 is used for records storage for several County departments or agencies including Central Permitting, County Attorney, Utilities and IT backup tapes. The facility is in fair to poor condition.		
Recommendations	Building E-16 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility short-term to mid-term.		

E-16 County East Storage (continued)

PHOTOS



Exterior view front



Exterior view concrete detail

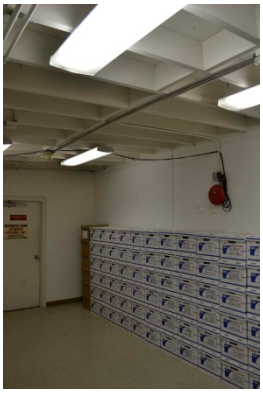


Records room





Records storage



Corridor



Inert agent (Halon)



HVAC system air handler

E-16 County East Storage (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

E-17	Jackson Building		
Location	37312 Howard Avenue, Dade City, 33525		
Description of Use	FACILITIES / SUPERVISOR OF ELECTIONS, SHERIFF, OTHERS: warehouse, storage		
Year Constructed	1950's	**Owned/Leased:**	Owned
Building Size	BGSF: 27,700	# Floors: 2	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Undetermined total spaces ±28 / 0 ADA spaces	
	Parking Lot:	Very poor condition, no striping	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Painted CMU and some small brick areas (very poor condition)	
	Roof:	Single ply membrane, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame with CMU infill	
	Access/ADA Issues	Not evaluated, building currently semi abandoned, single elevator not working	
	Finishes:	Very poor throughout, portions of the building are abandoned	
	Layout:	Poor	
	Renovation Suitability:	None, facility antiquated and has hazardous materials throughout	
Technical Systems	Plumbing:	Very poor, no working plumbing, some pipes have asbestos insulation	
	Mechanical (HVAC):	Multiple split systems, some are currently working (set to 78°) for some portions of the building that are being used for storage	
	Electrical:	Poor condition, some power and lighting throughout building	
	Lighting:	Older fixtures	
	Fire Protection:	Fire alarm system not working, sprinkler system appears to be in working condition	
	Telecomm/Comp. Network:	None	
	Vertical Transportation:	1 elevator, not currently in working condition	
Sustainability	No sustainable features		
Comments	Building E-17 was built in the 1950's and has housed hospital, Sheriff, forensics and other County uses over the years. The facility is currently semi-abandoned (for approximately eight years) and some portions are being used for storage by the Facilities Management department and other departments (Supervisor of Elections, Sheriff). The building is in extremely poor condition and has exceeded its useful life. The facility has hazardous materials including asbestos. The building is sited adjacent to a three pump County fueling station. The grounds are mowed but the facility lacks landscaping, painting and appears semi-abandoned. The controls for the fuel pumps as well as telephone service for County buildings in the area are currently located within the Jackson Building and would have to be relocated prior to any demolition of the facility. The Consultant was unable to determine the area allocated to the different departments within the occupied portions of the building.		

E-17	Jackson Building (continued)
Recommendations	Building E-17 should not be considered a long-term asset for Pasco County. The facility should be demolished and current items being stored in the building should be relocated to more appropriate County facilities. Demolition will require hazardous materials abatement and relocation of the telephone switch and fuel pump controls serving other County functions but which are located within Building E-17.

E-17 Jackson Building (continued)

PHOTOS



Exterior view front



Exterior view rear



Exterior view rear



Interior view storage



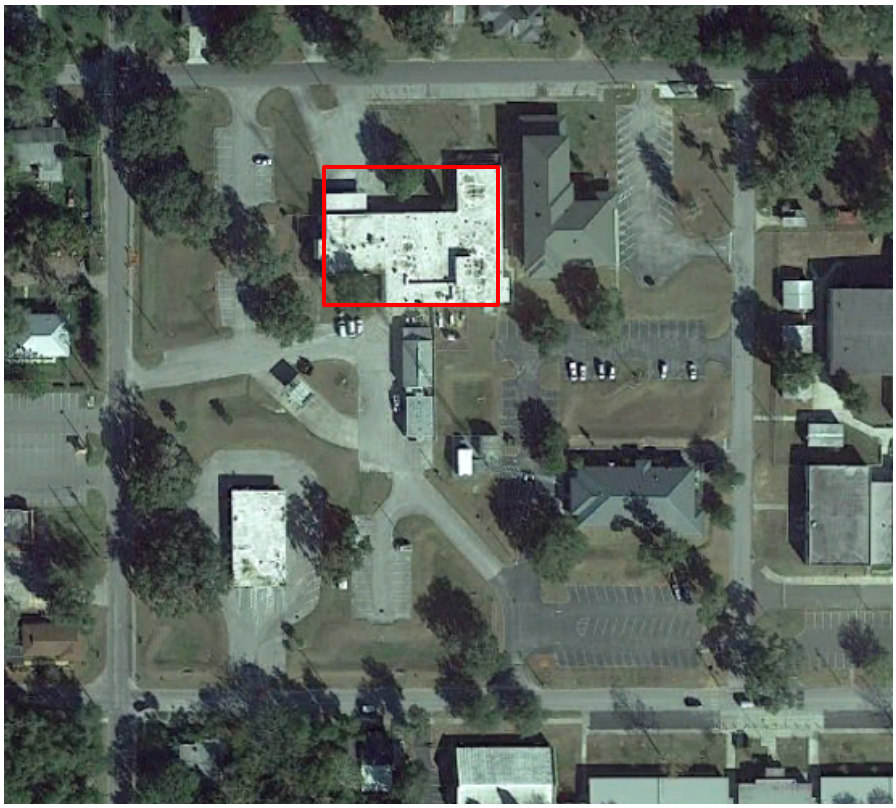
Interior view corridor



Typical interior damage

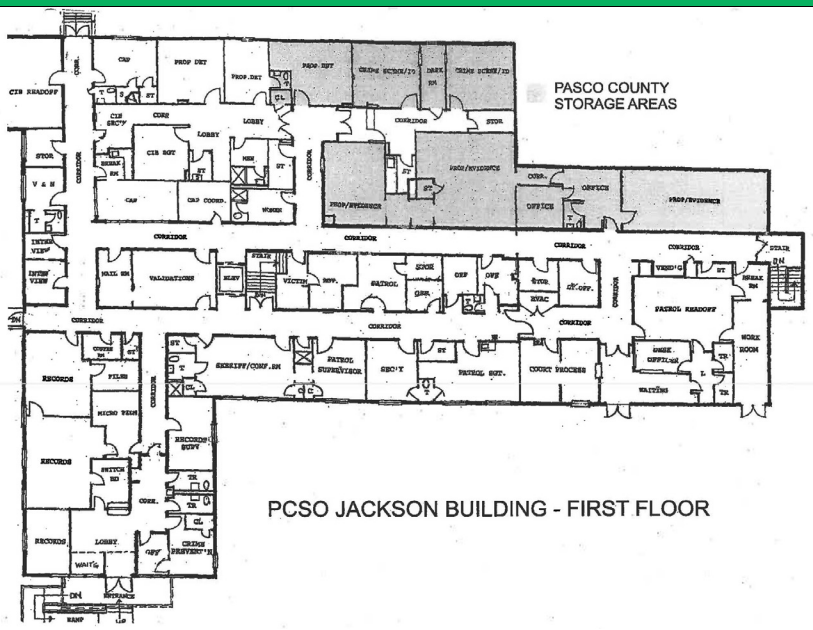
E-17 Jackson Building (continued)

PLANS

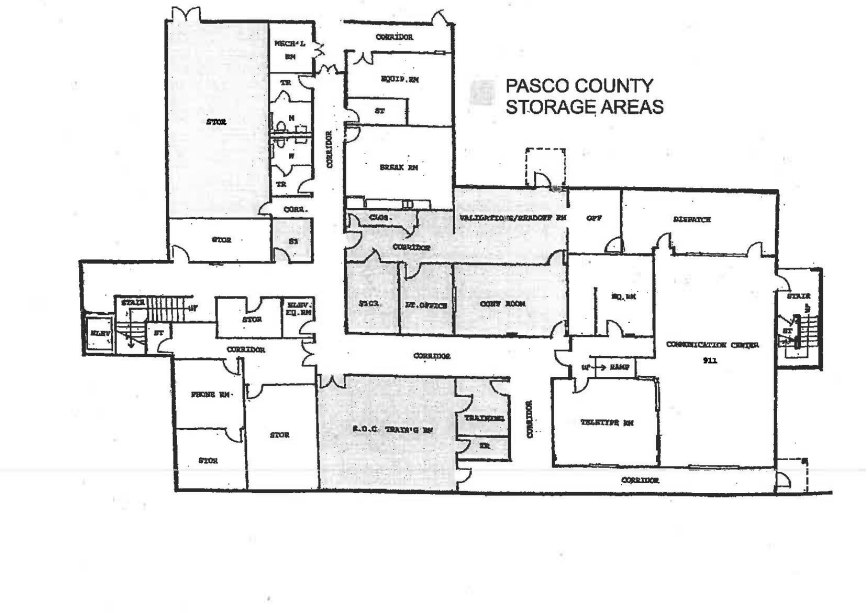


Site Plan

E-17 Jackson Building (continued)



1st Floor Plan



2nd Floor Plan

E-24	Supervisor of Elections Warehouse		
Location	38245 MacDonald Street, Dade City, 33525		
Description of Use	SUPERVISOR OF ELECTIONS: warehouse/storage, administrative offices		
Year Constructed	±1987	**Owned/Leased:**	Owned
Building Size	BGSF: 11,900 / 11,682	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Parking shared with Building E-16 County East Storage, parking shortfall during elections when up to 80 staff are in building / 1 ADA space (shared)	
	Parking Lot:	Fair to poor condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Fair	
Building Exterior	Exterior Wall:	Metal panels, some small stucco areas	
	Roof:	Metal panel, very poor condition with significant water intrusion issues, roof is currently scheduled to be replaced in 2014	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal bulking	
	Access/ADA Issues	Partially ADA compliant restrooms	
	Finishes:	Floors: concrete, carpet, VCT; Walls: painted gypbd, painted CMU; Ceilings: ACP (finishes in fair condition)	
	Layout:	Suitable for warehouse use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues, will be connected to new sanitary	
	Mechanical (HVAC):	Approximately five split systems, one new unit but the two 10 ton systems are at the end of their useful life	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	Inert agent sprinkler system (Halon) in some areas, other areas have no fire sprinklers provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-24 is an older pre-engineered metal building housing the Supervisors of Elections primary warehouse space as well as some office staff. The building is in fair to poor condition overall. Most of these functions will be relocated to the new IT building when it is completed. SOE storage in the Jackson Building will be relocated to Building E-24.		
Recommendations	Building E-24 should not be considered a long-term asset for Pasco County. Due to the age of the building, its warehouse type construction (pre-engineered metal building) which is not appropriate for institutional uses and its general condition.		

E-24 Supervisor of Elections Warehouse (continued)

PHOTOS



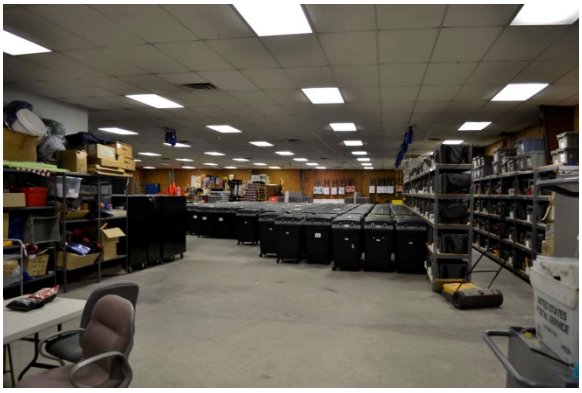
Exterior view front



Loading dock



Meeting room and storage



Supply storage



Water damage



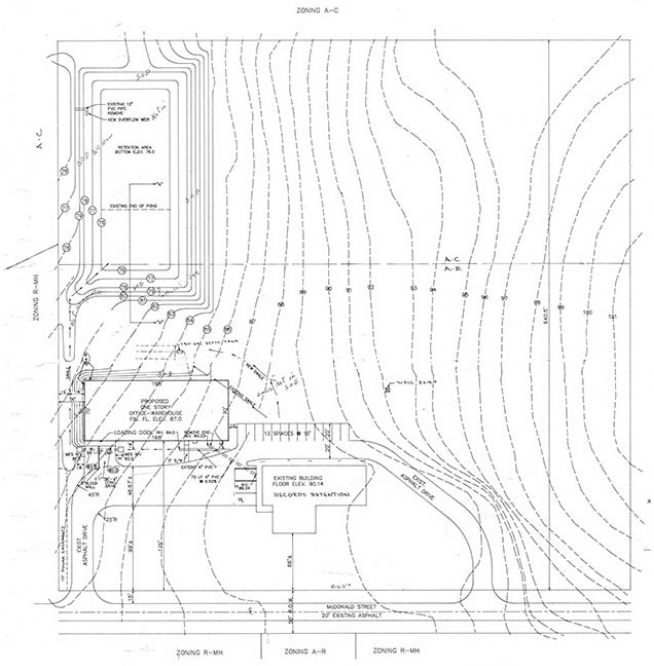
HVAC system

E-24 Supervisor of Elections Warehouse (continued)

PLANS

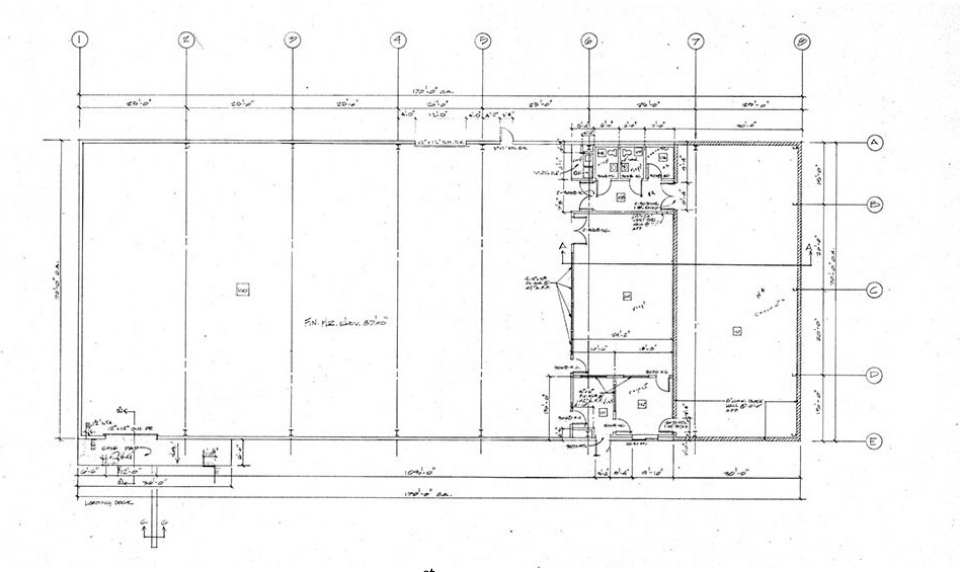


Site Plan



Site Plan

E-24 Supervisor of Elections Warehouse (continued)



1st Floor Plan

E-25	Fire Rescue Station 34		
Location	38316 County Road 575, Lacoochee, 33523		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 4,200 / 4,067	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	8 total / 1 ADA	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access (sidewalk) provided	
	Expansion Capability:	Poor, the site is not large enough to build a new facility without demolishing the existing facility	
Building Exterior	Exterior Wall:	Stucco, aluminum windows	
	Roof:	Asphalt shingles	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing wall, roof structure unknown	
	Access/ADA Issues	No ADA compliant restrooms in facility, partially ADA compliant restroom in garage area	
	Finishes:	Floors: concrete in apparatus bay, tile in other areas; Walls: painted CMU in apparatus bay, painted gypboard in other areas; Ceilings: painted plaster in apparatus bay, painted gypboard elsewhere	
	Layout:	Poor, dorm area is a single large room using lockers as dividers; individual bunk rooms are not provided.	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	HVAC air handler located in apparatus bay, no doors to mechanical closet	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Older fluorescent fixtures throughout	
	Fire Protection:	No fire alarm; fire extinguishers, smoke detectors, exit signs provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-25 is a two bay former volunteer fire station. The facility is in generally poor condition overall, does not provide individual bunk rooms, and has a lack of ADA compliance. The apparatus bay slab was recently replaced and the kitchen is currently scheduled for replacement.		
Recommendations	Building E-25 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term.		

E-25 Fire Rescue Station 34 (continued)

PHOTOS

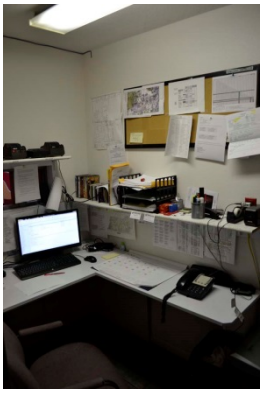


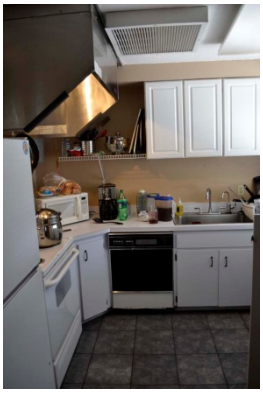
Exterior view front


Exterior view back


Apparatus bay


Dormitory

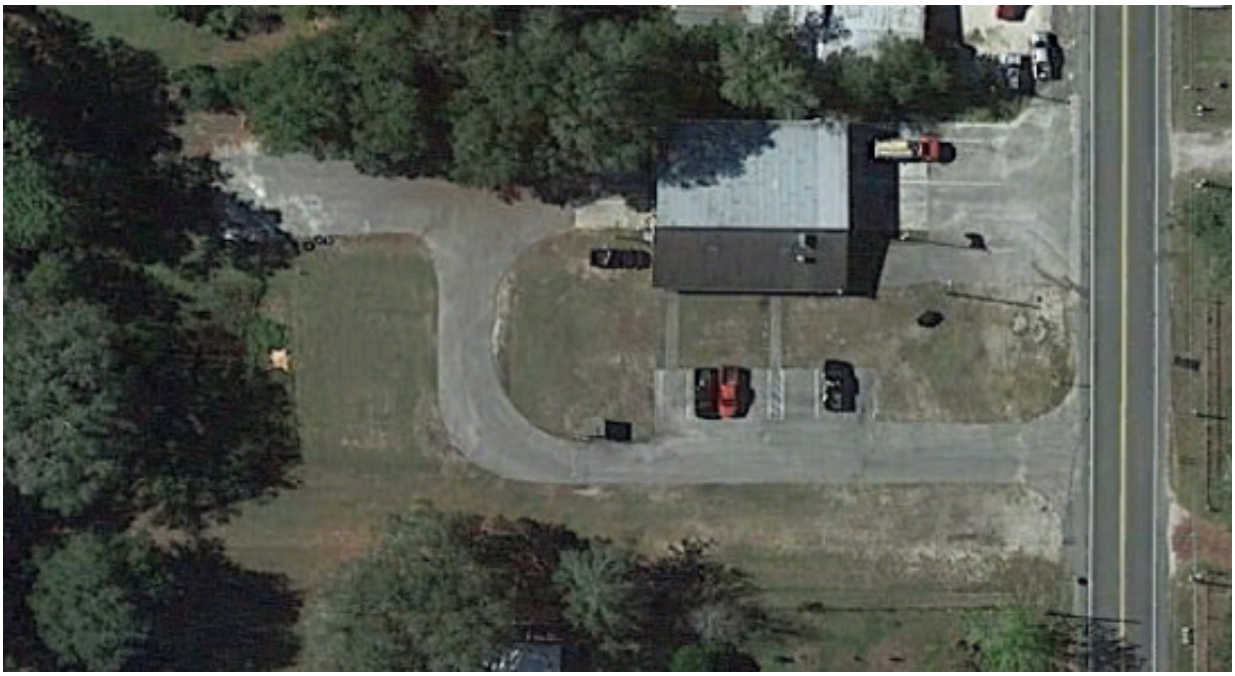

Office


Kitchen

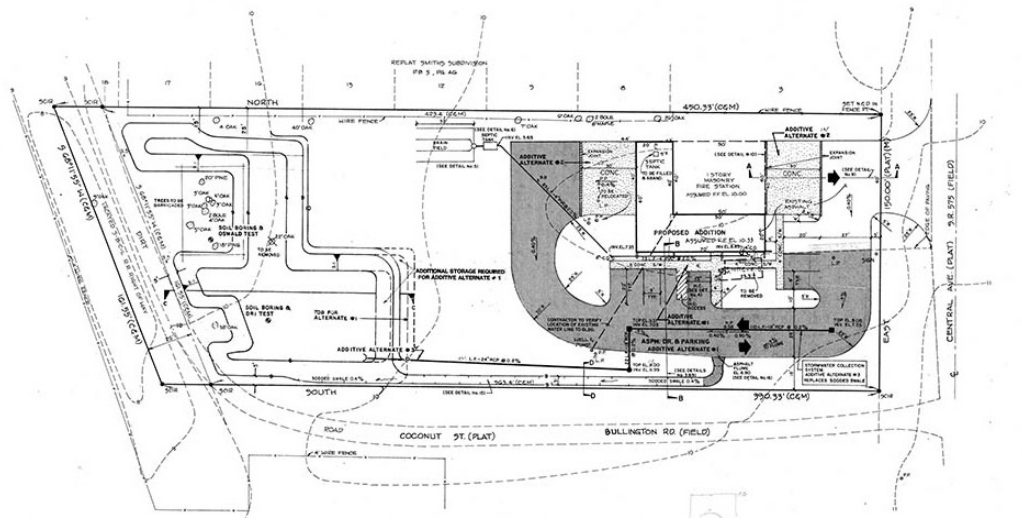

Electrical panels and generator

E-25 Fire Rescue Station 34 (continued)

PLANS

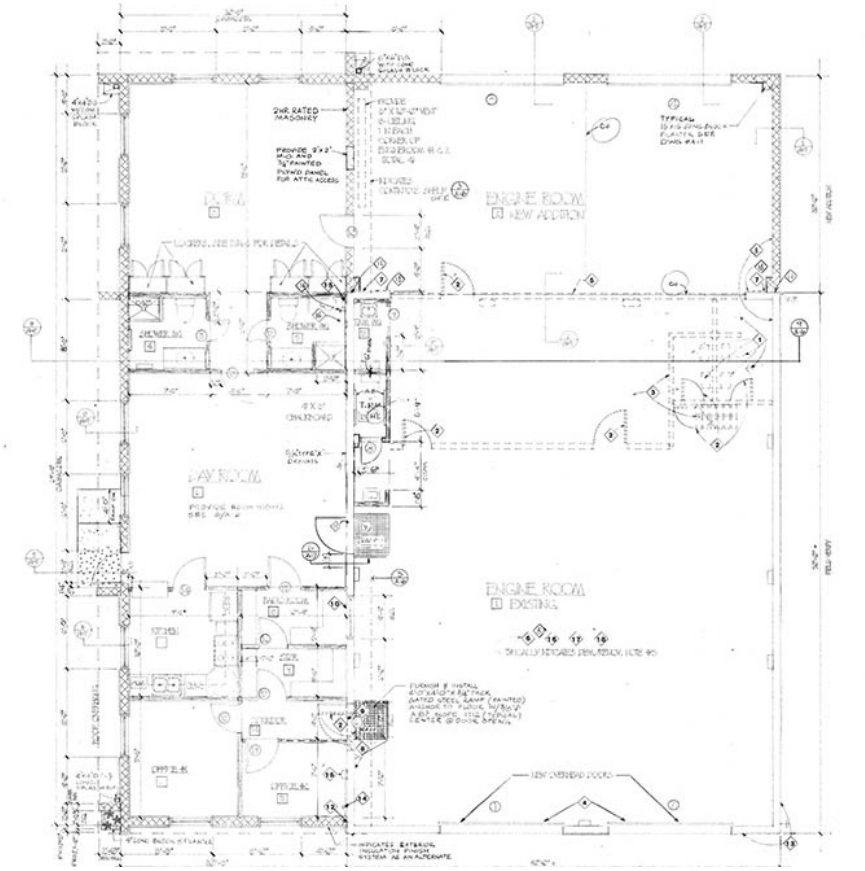


Site Plan



Site Plan

E-25 Fire Rescue Station 34 (continued)



1st Floor Plan

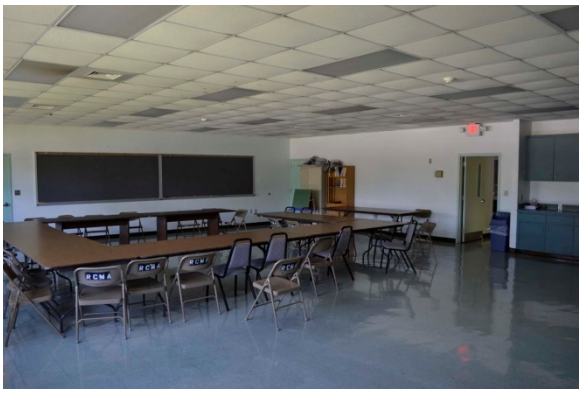
E-27	Stallings Community Center		
Location	15029 14th Street, Dade City, 33523		
Description of Use	OTHER: Daycare facility		
Year Constructed	1991	**Owned/Leased:**	Owned (leased out to 2016)
Building Size	BGSF: 8,808 / 7,173	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	40 total / 2 ADA	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, the building, parking lot and playgrounds occupy most of the site	
Building Exterior	Exterior Wall:	Stucco exterior on CMU, aluminum windows	
	Roof:	Metal roof, metal soffits, no issues; minor rust evident on downspouts and exterior doors	
	Wind Speed Rating:	100	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls	
	Access/ADA Issues	ADA compliant restrooms, no ADA door actuator	
	Finishes:	Floors: VCT, Walls: painted gypbd; Ceilings: ACP, some ceiling times exhibit sagging	
	Layout:	Appropriate for daycare/educational facility	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues, child size restrooms	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Good	
	Fire Protection:	Fire alarm system provided, no fire sprinklers	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-27 is a County owned facility that is currently leased out to a day-care operator. The facility is in generally good condition overall. The building is not currently maintained by the County.		
Recommendations	Building E-27 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

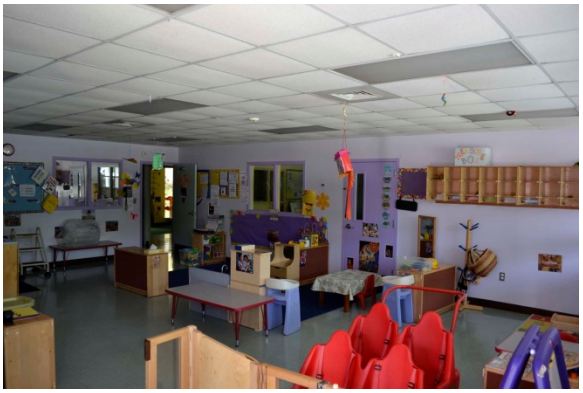
E-27 Stallings Community Center (continued)

PHOTOS



Exterior view front


Community room


Activities room

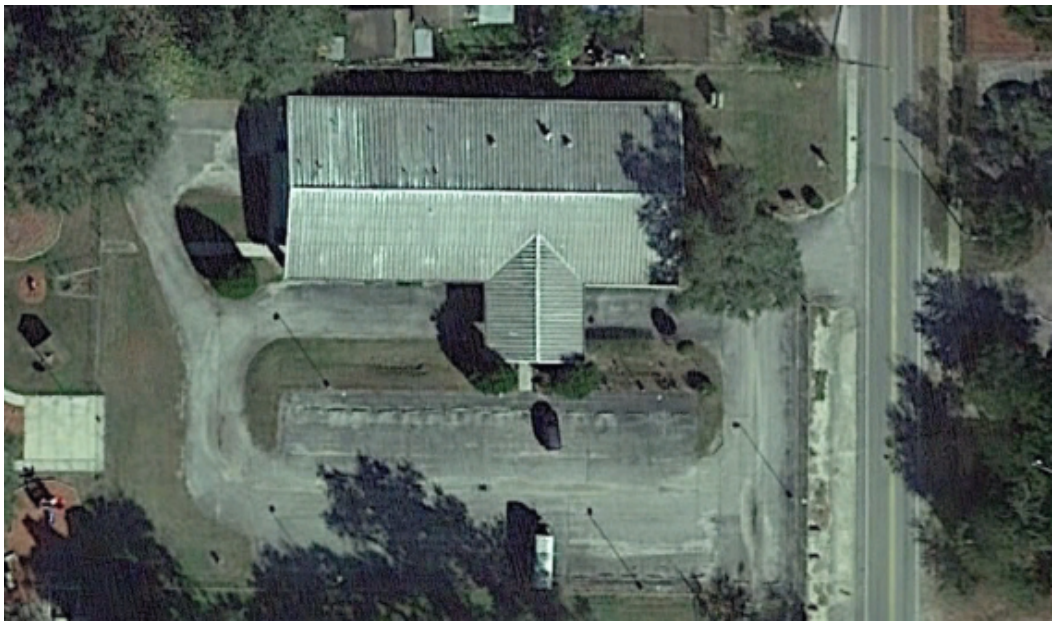

Kitchen


Nursery and kitchen

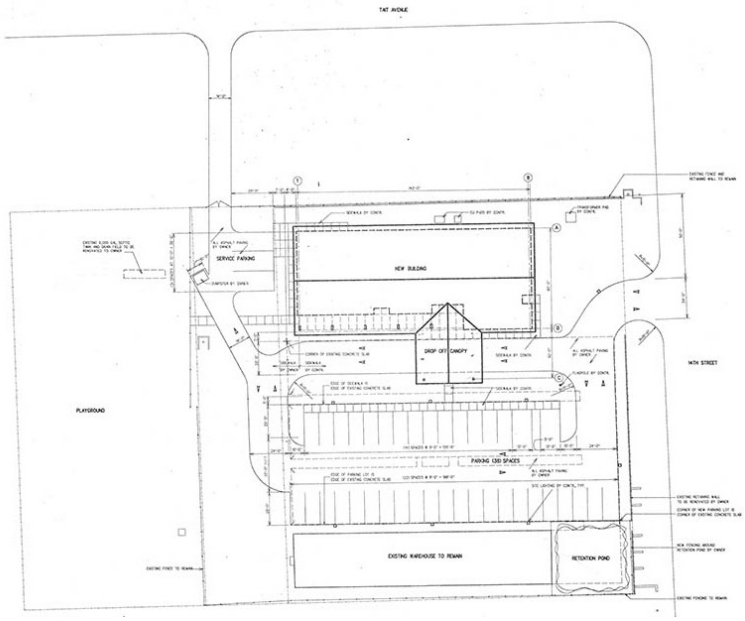

Playground

E-27 Stallings Community Center (continued)

PLANS

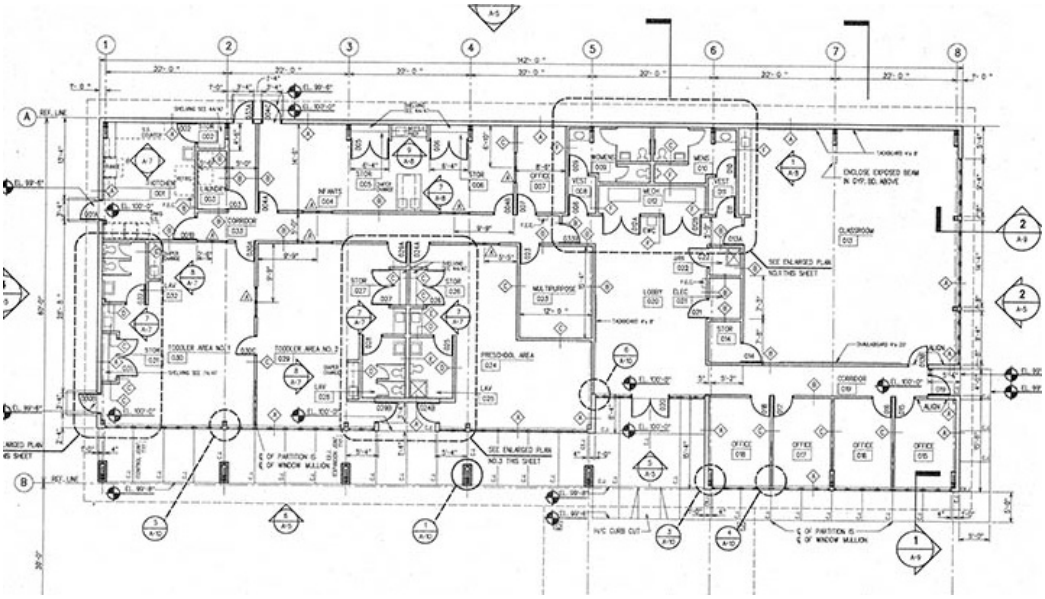


Site Plan



Site Plan

E-27 Stallings Community Center (continued)



1st Floor Plan

E-33	Community Services, Nutrition, Health		
Location	13853 15th Street, Dade City, 33525		
Description of Use	COMMUNITY SERVICES: administrative offices, elderly dining		
Year Constructed	1996	**Owned/Leased:**	Owned
Building Size	BGSF: 7,200 / 6,816	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Approximately 58 total 4 ADA	
	Parking Lot:	Good condition, large lot, little to no lighting	
	Access/ADA Issues/Signage:	ADA access and signage provided, ramps and handrails	
	Expansion Capability:	Possible, relatively large area to the west available	
Building Exterior	Exterior Wall:	Stucco on CMU with EIFS at base of building	
	Roof:	Metal roof, stucco soffits, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	ADA compliant restrooms and signage	
	Finishes:	Floors: VCT; Walls: painted gypbd; Ceilings: ACP (some damaged from duct condensation, most have been replaced)	
	Layout:	Suitable for office and elderly dining use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Very poor condition, older split system, major issues with condensation problems, possible issues with temperature control	
	Electrical:	No issues	
	Lighting:	Older fixtures, some re-lamped with T8's	
	Fire Protection:	Fire alarm, no sprinkler system	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-33 houses several Community services functions including elderly dining. The dining rea contains a large kitchen / food prep area with primarily older residential kitchen appliances. The facility is in generally good condition but is experiencing significant issues with condensation on ductwork in the ceiling plenum. The County is in the process of sealing portions of the attic space to determine if that will alleviate the issue.		
Recommendations	Building E-33 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-33 Community Services, Nutrition, Health (continued)

PHOTOS



Exterior view front



Entry



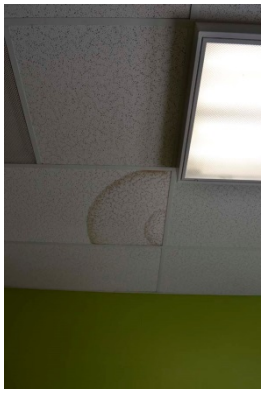
Corridor



Dining



Kitchen



Water damage



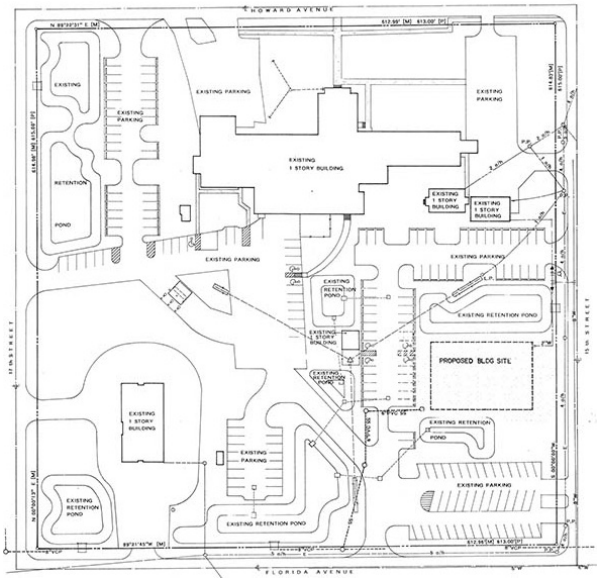
HVAC system

E-33 Community Services, Nutrition, Health (continued)

PLANS

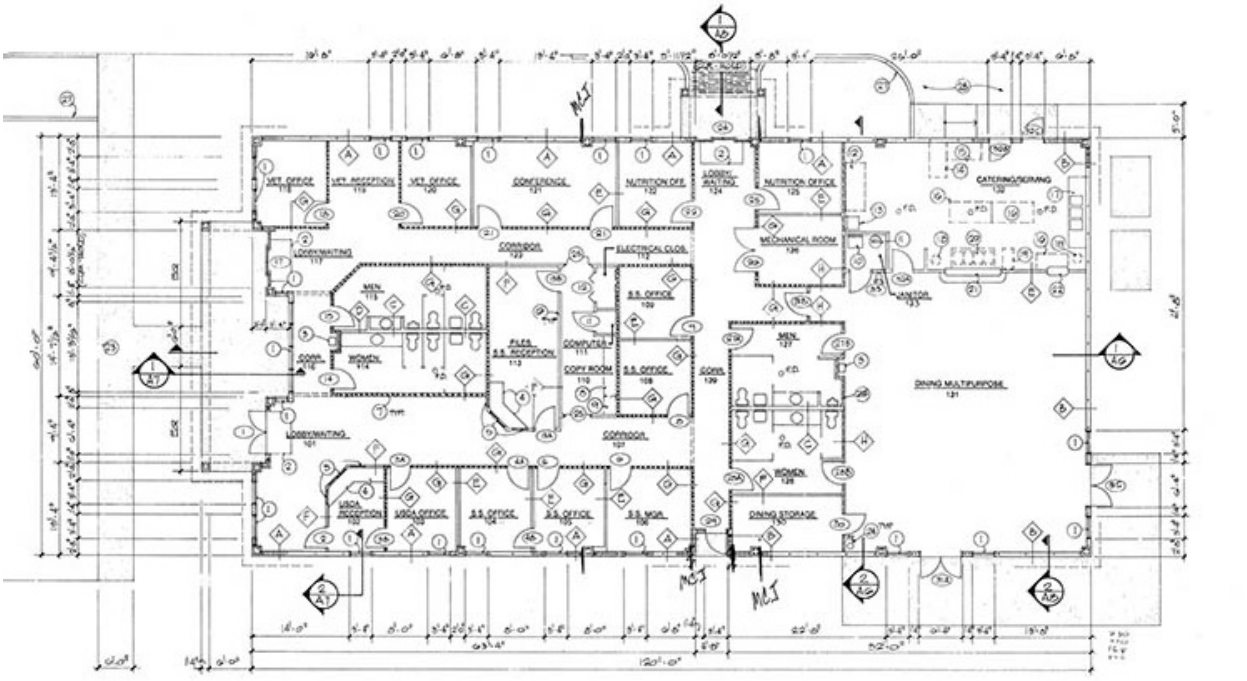


Site Plan



Site Plan

E-33 Community Services, Nutrition, Health (continued)



1st Floor Plan

E-34	East Pasco Government Center		
Location	14236 6th Street, Dade City, 33523		
Description of Use	GENERAL GOVERNMENT: Administrative offices		
Year Constructed	2000	**Owned/Leased:**	Owned
Building Size	BGSF: 76,540 / 72,579	# Floors: 2	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot to north of facility, some on-street parking	
	Parking Lot:	Good condition, parking located to north of building, some parallel spaces located in front of building on east side	
	Access/ADA Issues/Signage:	ADA ramp provided	
	Expansion Capability:	Good, will require replacement / relocation of parking	
Building Exterior	Exterior Wall:	Split face CMU at base, brick, aluminum windows	
	Roof:	Single ply membrane roof, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Structural steel frame with metal deck and concrete slab	
	Access/ADA Issues	ADA compliant restrooms, automatic doors	
	Finishes:	Floors: carpet, tile, VCT; Walls: VWC, painted gypbd; Ceilings: ACP and ACP tegular (most finishes in good to very good condition, some carpet in poor condition in Tax Collector and in Clerk & Comptroller IT)	
	Layout:	Suitable for office use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Chilled water main system with 2 air cooled chillers on the roof, 1 air cooled chiller for IT, 6 additional small compressors, 2 large AHU's per floor in mechanical rooms. No significant issues, Utilities Customer Service area has temperature issues	
	Electrical:	Partial load emergency generator (life safety only), no issues	
	Lighting:	Newer lighting, fluorescent downlights and fluorescent fixtures with T8's, no issues	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	One elevator, no issues	
Sustainability	No significant sustainable features		
Comments	Building E-34 houses several Pasco County department and agencies including Clerk and Comptroller, Tax Collector, Property Appraiser, Clerk & Comptroller IT, Supervisor of Elections, Development Services, and Utilities. The building is in very good condition and is located near several other Pasco County buildings in the Dade City area.		
Recommendations	Building E-34 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-34 East Pasco Government Center (continued)

PHOTOS



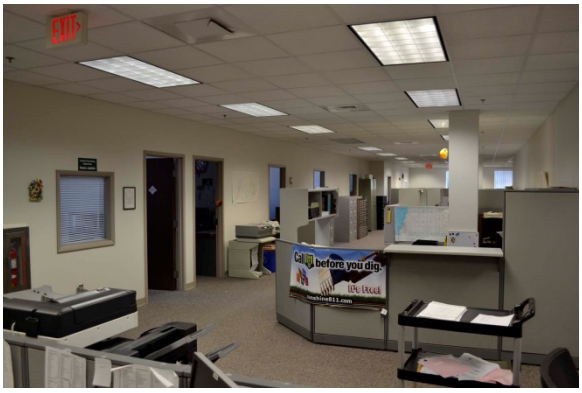
Exterior view front



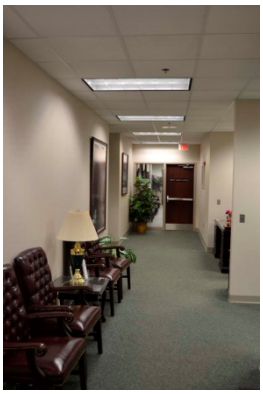
Lobby



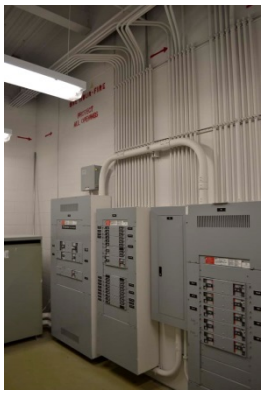
Public service counter



Office area



Corridor



Electrical distribution



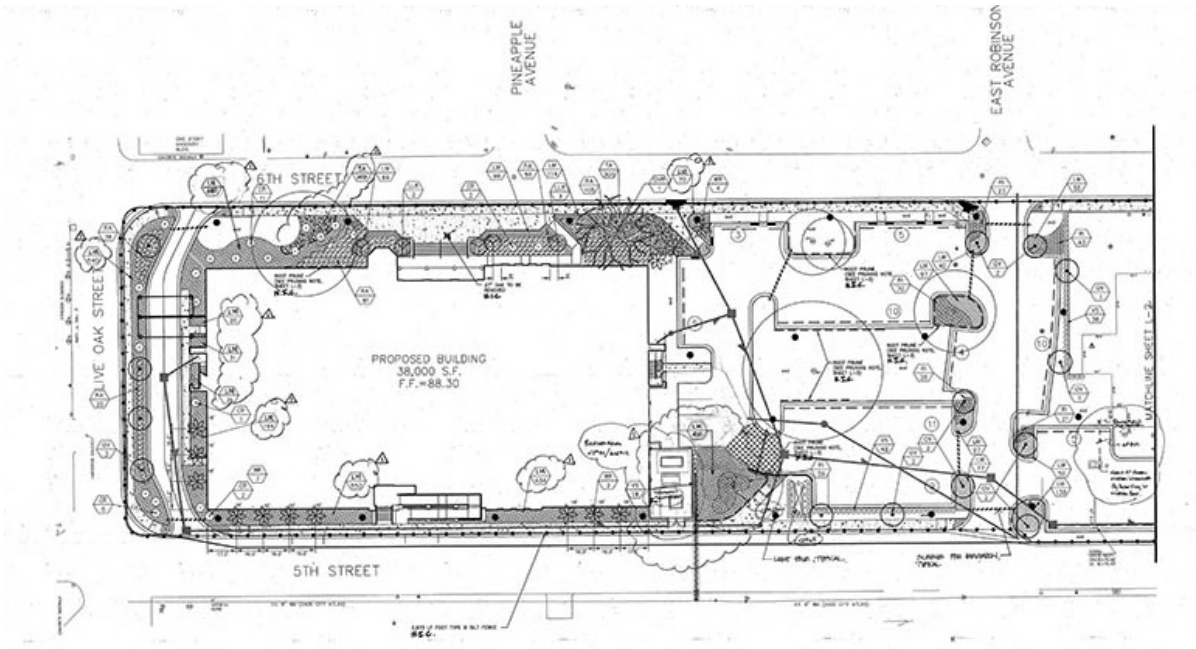
HVAC system roof

E-34 East Pasco Government Center (continued)

PLANS

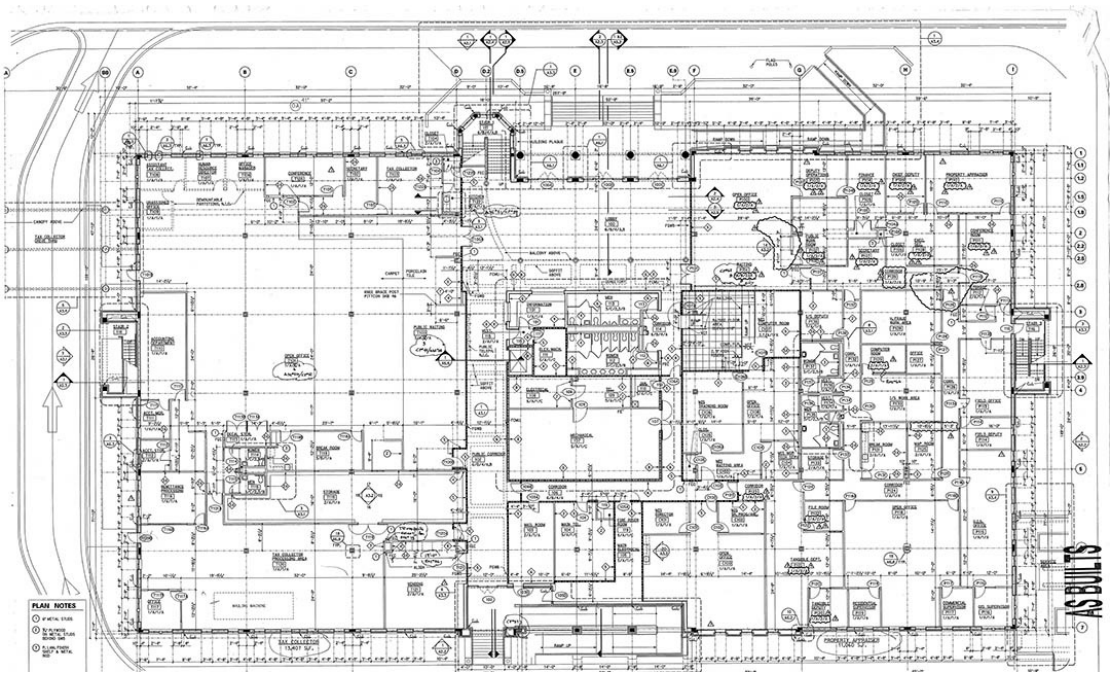


Site Plan

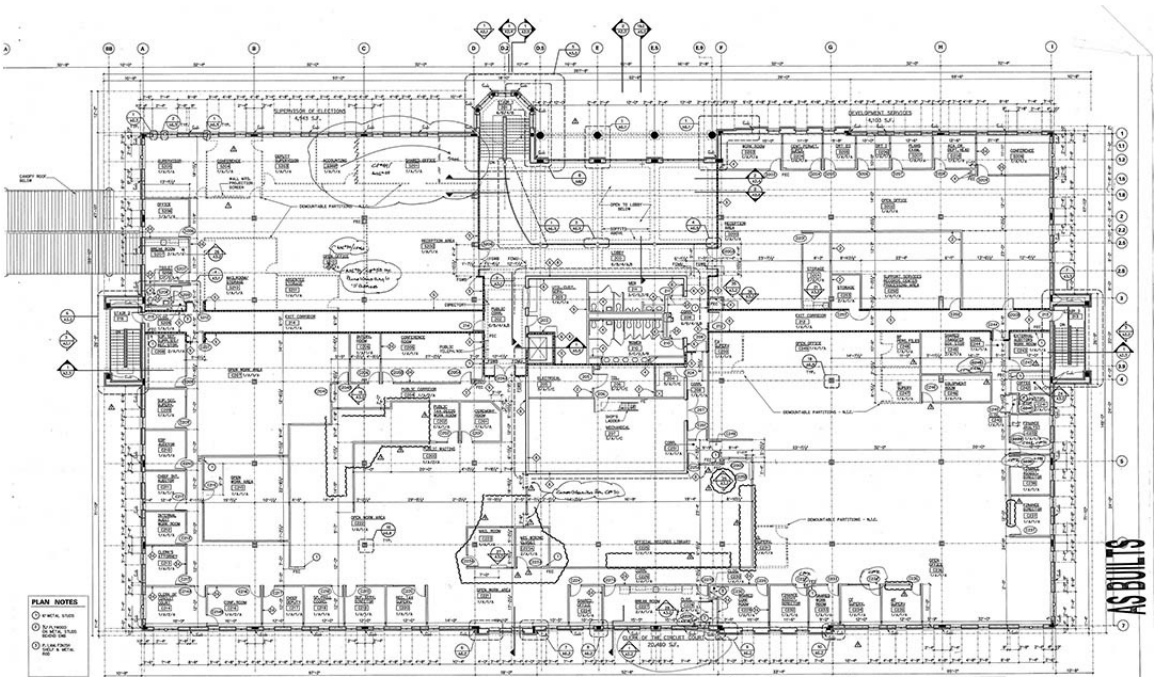


Site Plan

E-34 East Pasco Government Center (continued)



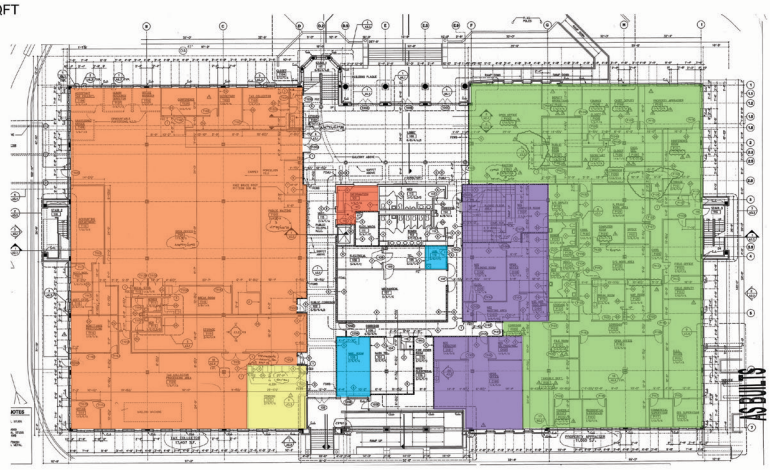
1st Floor Plan



2nd Floor Plan

E-34 East Pasco Government Center (continued)

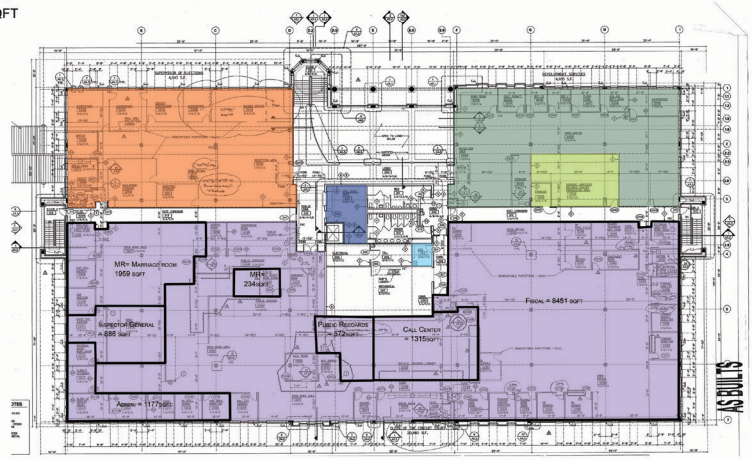
EAST PASCO GOVERMENT CENTER
FIRST FLOOR PLAN
BGSF +/- 36831 SQFT



- TAX COLLECTOR- +/- 13335 SQFT
- CLERK & COMPTROLLER - +/- 3496 SQFT
- PROPERTY APPRAISER - +/- 11041 SQFT
- PUBLIC INFORMATION - +/- 235 SQFT
- BREAKROOM- +/- 653 SQFT
- JANITOR- +/- 428 SQFT
- COMMON SPACE- +/- 7643 SQFT

1st Floor Plan

EAST PASCO GOVERMENT CENTER
SECOND FLOOR PLAN
BGSF +/- 35748 SQFT



- SUPERVISOR OF ELECTIONS- +/- 4999 SQFT
- CENTRAL PERMITTING - +/- 4114 SQFT
- CLERK COMPTROLLER TRAINING - +/- 873 SQFT
- CLERK & COMPTROLLER - +/- 20487 SQFT
- UTILITIES - +/- 387 SQFT
- JANITOR - +/- 90 SQFT
- COMMON SPACE - +/- 4798 SQFT

2nd Floor Plan

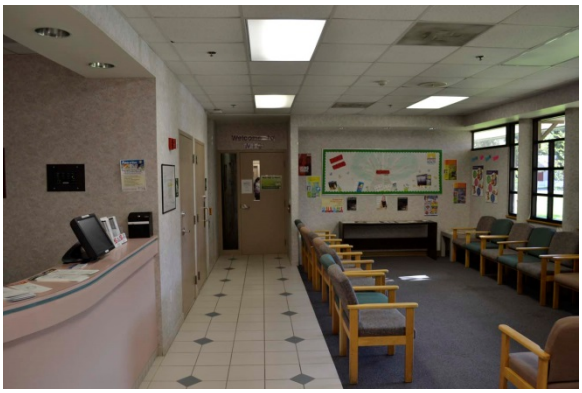
E-35	Health Department, Dade City		
Location	13941 15th Street, Dade City, 33525		
Description of Use	HEALTH: Exam rooms, laboratory and administrative offices		
Year Constructed	1997	**Owned/Leased:**	Owned
Building Size	BGSF: 16,910	# Floors: 2	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Approximately 50 total / 2 ADA	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good, would require demolition of adjacent E-17 Jackson Building	
Building Exterior	Exterior Wall:	Stucco on CMU, EIFS, aluminum windows	
	Roof:	Metal roof, stucco soffits, no issues	
	Wind Speed Rating:	110	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be CMU walls, steel trusses and metal deck	
	Access/ADA Issues	ADA restrooms and signage provided, no ADA door actuator, no ADA height public counters	
	Finishes:	Floors: carpet (fair to poor condition), VCT, carpet tile; Walls: VWC; Ceilings: ACP (all other finishes in good condition)	
	Layout:	Suitable for office and clinic use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split systems, one compressor one year old, second compressor 15 years old, new control system installed but has issues with old VFD's resulting in balance and control issues	
	Electrical:	Partial load emergency generator, no issues	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	One elevator, no issues	
Sustainability	No significant sustainable features		
Comments	Building E-35 houses the Health Department in Dade City. The facility is in good condition and is located adjacent to several other County buildings on the same site.		
Recommendations	Building E-35 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-35 Health Department, Dade City (continued)

PHOTOS



Exterior view front



Reception and waiting



Pediatrics waiting



Break room





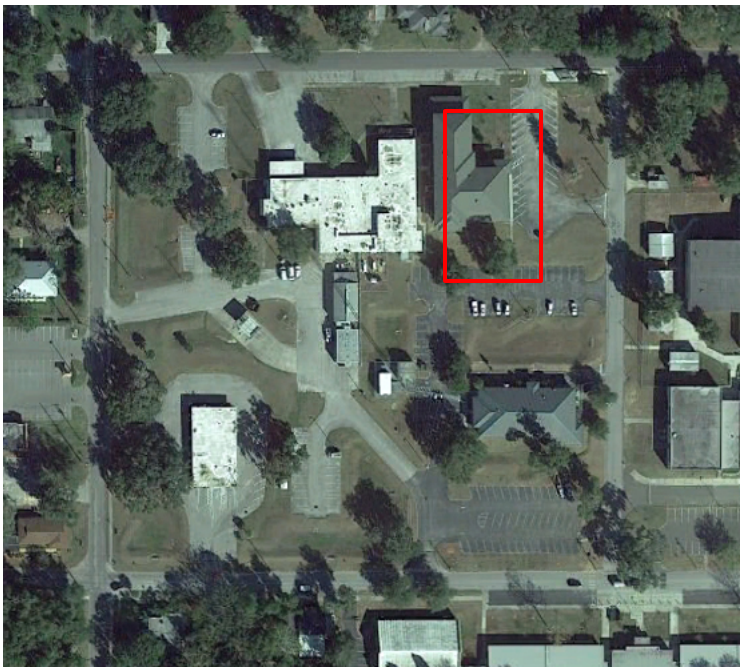
HVAC system



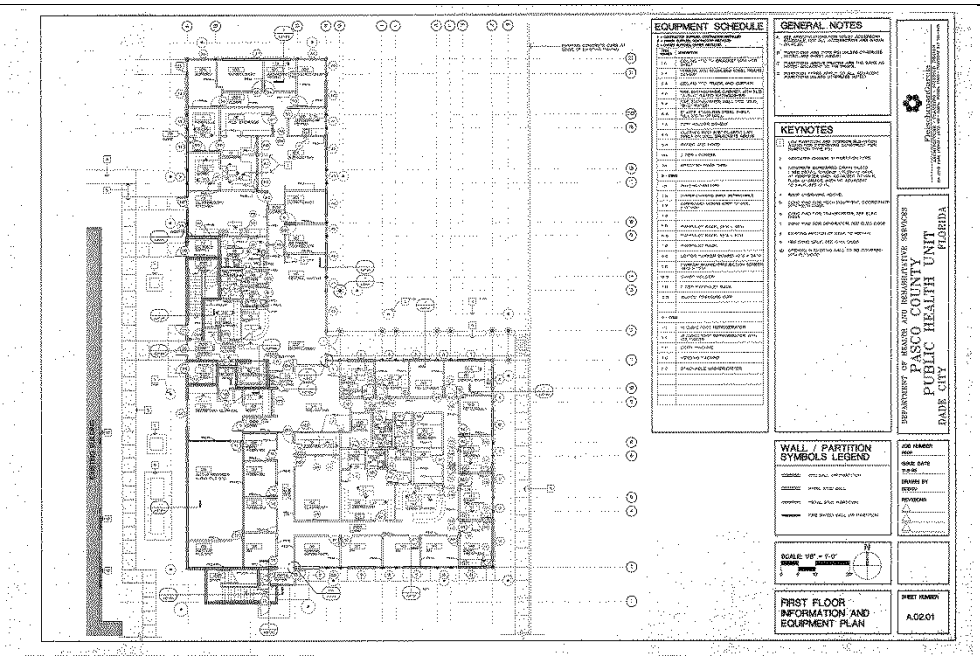
HVAC system

E-35 Health Department, Dade City (continued)

PLANS



Site Plan



Floor Plan

E-36	Clerk & Comptroller Records Center, Dade City		
Location	38319 MacDonald Street, Dade City, 33525		
Description of Use	CLERK and COMPTROLLER: Records storage and administrative offices		
Year Constructed	2000	**Owned/Leased:**	Owned
Building Size	BGSF: 25,236	# Floors: 2	
Facility Condition	Good		
Site	Total Parking Spaces/ADA:	Parking will be shared with new IT building currently under construction	
	Parking Lot:	Parking will be shared with new IT building currently under construction	
	Access/ADA Issues/Signage:	Parking will be shared with new IT building currently under construction	
	Expansion Capability:	Possible once new IT building is completed	
Building Exterior	Exterior Wall:	EIFS on CMU, aluminum windows	
	Roof:	No issues	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	Reinforced CMU bearing wall with concrete tie beams, open web steel bar joist roof with metal deck	
	Access/ADA Issues	No ADA access to mezzanine space, non-compliant restrooms	
	Finishes:	Floors: concrete, VCT (poor condition), carpet (very poor condition); Walls: painted gypbd; Ceilings: ACP, exposed ceilings in some areas	
	Layout:	Suitable for records storage	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues, will be eventually tied into the new IT building	
	Mechanical (HVAC):	Three split systems, older but in working condition	
	Electrical:	Partial load emergency generator, lightning protection provided	
	Lighting:	Older fixtures re-lamped with T8's	
	Fire Protection:	Fire alarm system, Inert agent sprinkler system (FM 200)	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Only stairs (no elevator) to mezzanine in warehouse section	
Sustainability	No sustainable features		
Comments	Building E-36 was designed specifically for records storage and includes large records storage areas (both high ceiling and single story spaces) as well as office areas. The facility is in generally good condition; however the finishes, particularly the floors, need replacement. The facility is fenced and will eventually share the site with the new IT building currently under construction.		
Recommendations	Building E-36 can continue to serve as a long-term asset for Pasco County with continued preventive and corrective maintenance. Internal records storage capacity could be increased by the introduction of more efficient high density storage systems. This would require a structural analysis to confirm the current floor slabs can accommodate the additional floor loads.		

E-36 Clerk & Comptroller Records Center, Dade City (continued)

PHOTOS



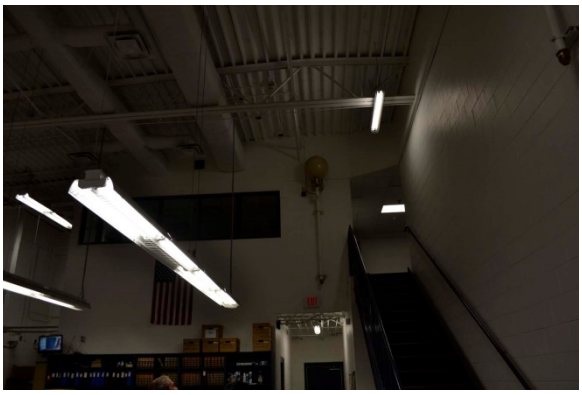
Exterior view (receiving area)



Interior views



Records storage



Records storage mezzanine



Emergency generator



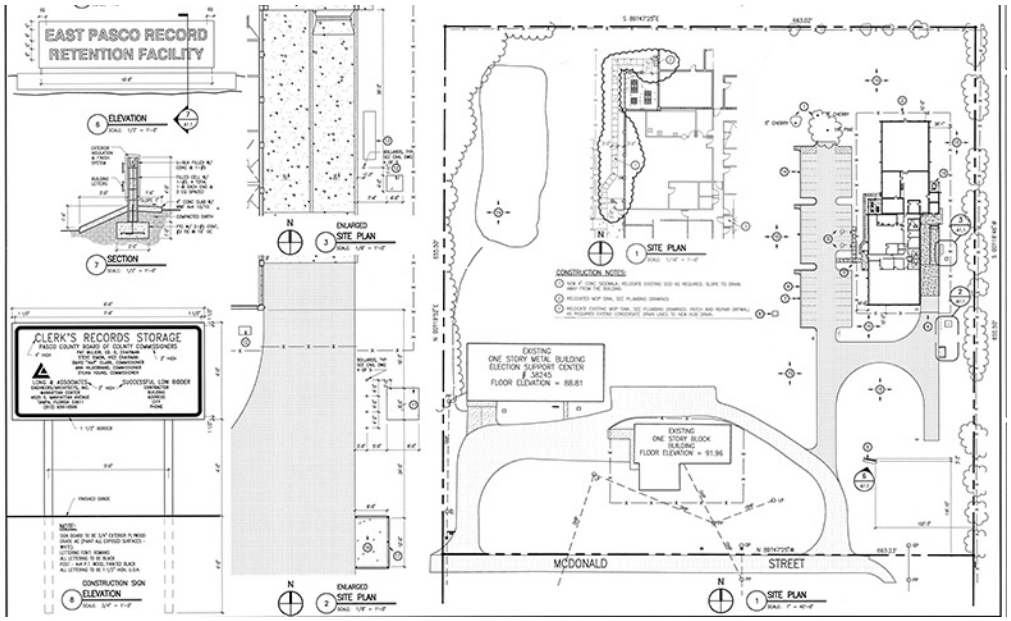
HVAC system

E-36 Clerk & Comptroller Records Center, Dade City (continued)

PLANS

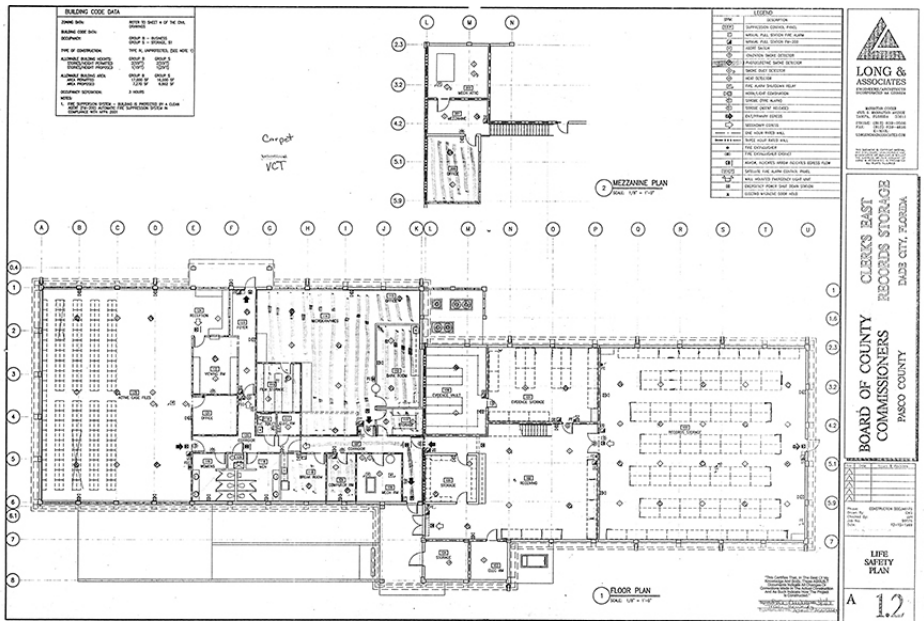


Site Plan



Site Plan

E-36 Clerk & Comptroller Records Center, Dade City (continued)



1st Floor

E-38	PCSO Charles "Bo" Harrison Building – District 2		
Location	36409 State Road 52, Dade City, 33525		
Description of Use	SHERIFF: Sheriff's administrative office, Sheriff's road patrol		
Year Constructed	±2003	**Owned/Leased:**	Owned
Building Size	BGSF: 15,295	# Floors: 1	
Facility Condition	Very Good		
Site	Total Parking Spaces/ADA:	32 public parking spaces in front, 68 in rear / 4 ADA on public side	
	Parking Lot:	Generally good condition, need restriping	
	Access/ADA Issues/Signage:	ADA access and signage provided, ramp and handrails	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Metal roof, metal soffits, no issues	
	Wind Speed Rating:	110	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls, open web steel bar joists and metal deck at roof	
	Access/ADA Issues	ADA restrooms and signage provided, no door actuator at front door	
	Finishes:	Floors: tile, VCT; Walls: painted gypbd; Ceilings: ACP (all finishes in good condition)	
	Layout:	Suitable for Sheriff use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple split systems, main mechanical room contains 5 AHU's, 6 compressors located in fenced yard at rear of facility, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good condition, fluorescent T8's	
	Fire Protection:	Fire alarm system, no sprinkler system	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building E-38 houses the Sheriff's operations for the eastern portion of the County. The facility is in very good condition overall and is prominently sited on State Road 52. There are some drainage issues occurring at the rear parking lot.		
Recommendations	Building E-38 is a long-term asset for Pasco County and should continue in use for the foreseeable future. The County should continue to provide preventive and corrective maintenance as required.		

E-38 PCSO Charles "Bo" Harrison Building – District 2 (continued)

PHOTOS



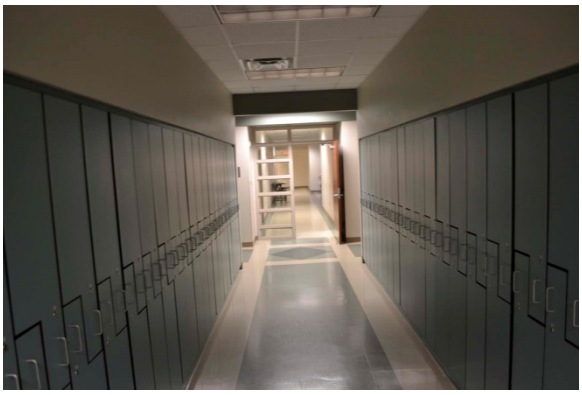
Exterior view front



Exterior view side



Lobby



Corridor / lockers



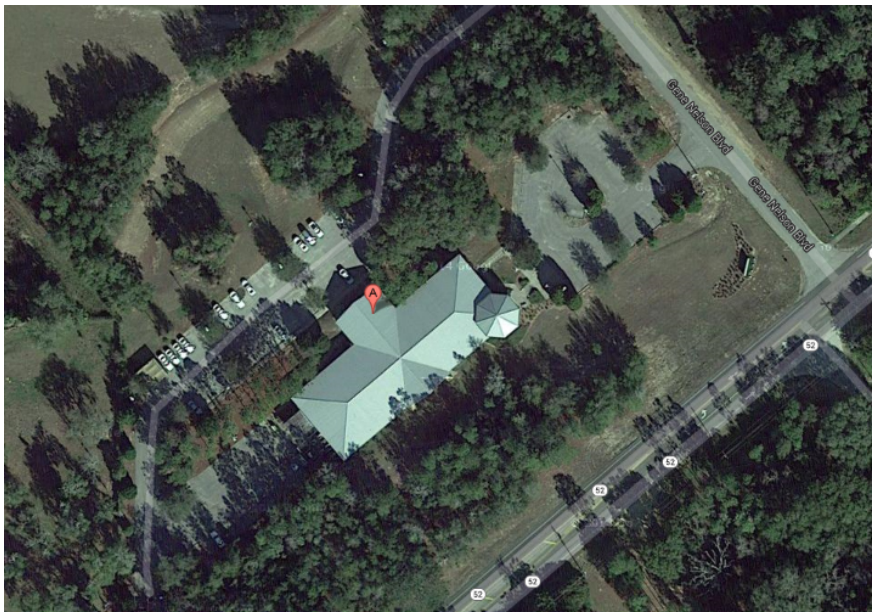
Emergency generator



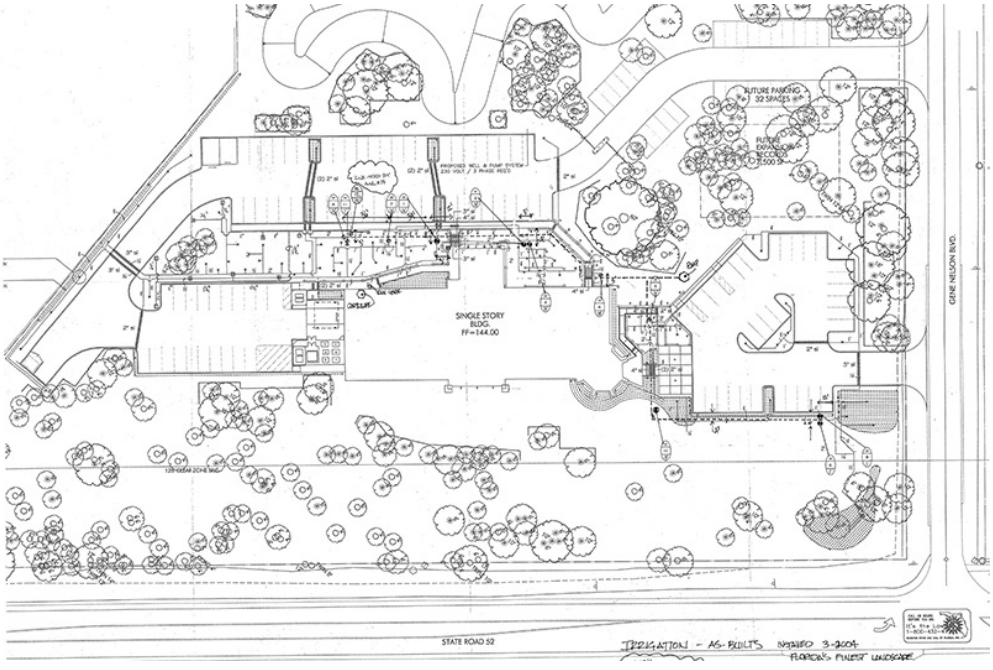
HVAC system

E-38 PCSO Charles "Bo" Harrison Building – District 2 (continued)

PLANS

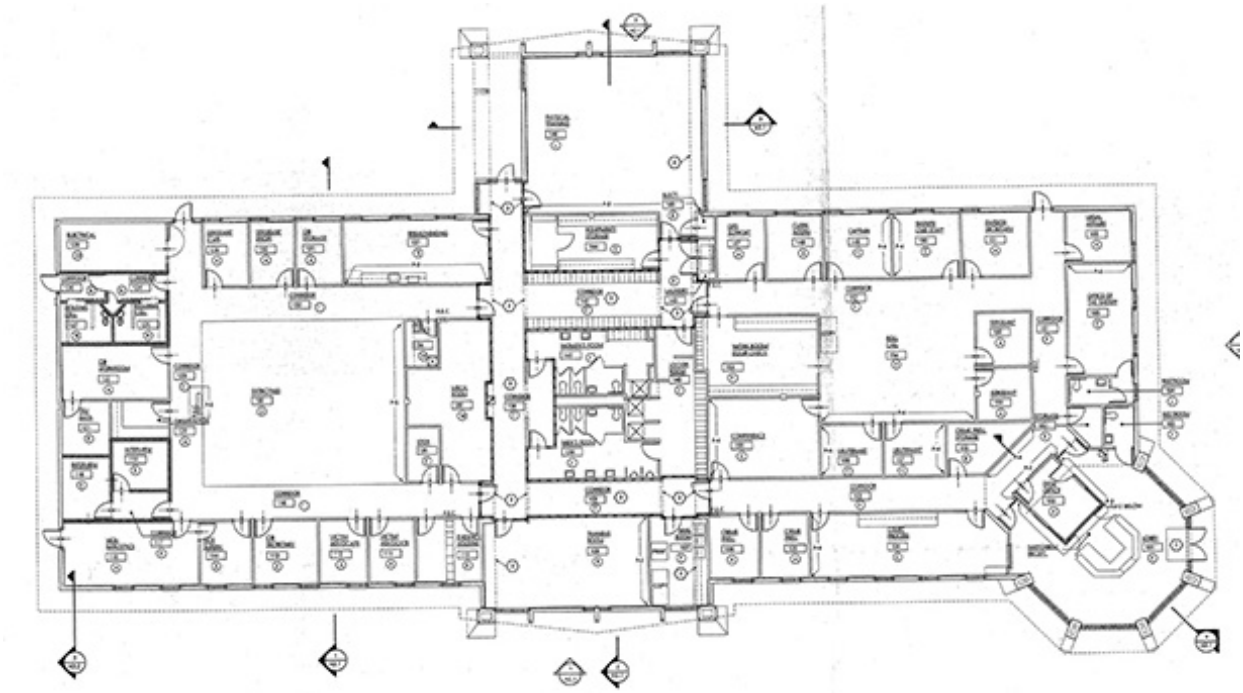


Site Plan



Site Plan

E-38 PCSO Charles "Bo" Harrison Building – District 2 (continued)



Floor Plan

E-41	Pasco Technology Center		
Location	38283 MacDonald Street, Dade City, 33525		
Description of Use	VARIOUS – Office: SUPERVISOR OF ELECTIONS, IT, E911. Storage: STATE ATTORNEY, PUBLIC DEFENDER, TAX COLLECTOR, COUNTY ATTORNEY, PA - Administrative office and storage		
Year Constructed	2014	**Owned/Leased:**	Owned
Building Size	BGSF: 57,102	# Floors: 2	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Not evaluated	
	Parking Lot:	Not evaluated, new construction, very good condition	
	Access/ADA Issues/Signage:	Not evaluated, new construction, very good condition	
	Expansion Capability:	Not evaluated, new construction, very good condition	
Building Exterior	Exterior Wall:	Not evaluated, new construction, very good condition	
	Roof:	Not evaluated, new construction, very good condition	
	Wind Speed Rating:	Not evaluated, new construction, very good condition	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated, new construction, very good condition	
	Access/ADA Issues	Not evaluated, new construction, very good condition	
	Finishes:	Not evaluated, new construction, very good condition	
	Layout:	Not evaluated, new construction, very good condition	
	Renovation Suitability:	Not evaluated, new construction, very good condition	
Technical Systems	Plumbing:	Not evaluated, new construction, very good condition	
	Mechanical (HVAC):	Not evaluated, new construction, very good condition	
	Electrical:	Not evaluated, new construction, very good condition	
	Lighting:	Not evaluated, new construction, very good condition	
	Fire Protection:	Not evaluated, new construction, very good condition	
	Telecomm/Comp. Network:	Not evaluated, new construction, very good condition	
	Vertical Transportation:	Not evaluated, new construction, very good condition	
Sustainability	LEED design		
Comments	Building E-41 is a new facility currently nearing completion in Dade City		
Recommendations	Building E-41 will be a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required. The facility includes the following: SOE – 26,353; E911 – 2,770; IT – 24,495; SAO storage – 1,715; PD – 558; CAO – 330; PA – 323 SF		

E-41 Pasco Technology Center (continued)

PHOTOS



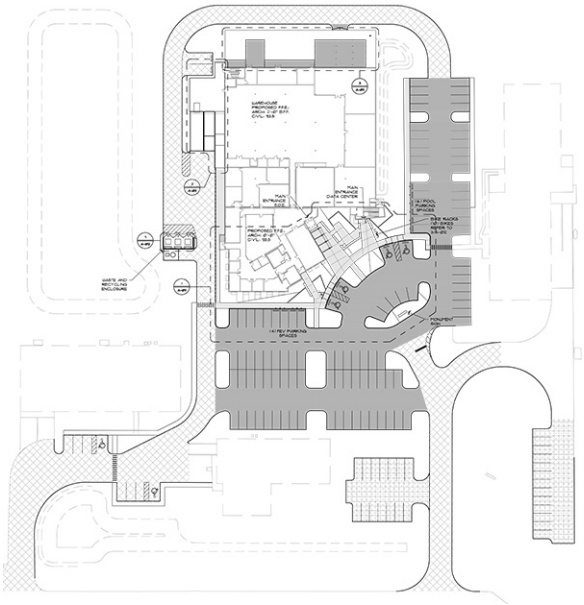
Exterior view front (under construction)

E-41 Pasco Technology Center (continued)

PLANS

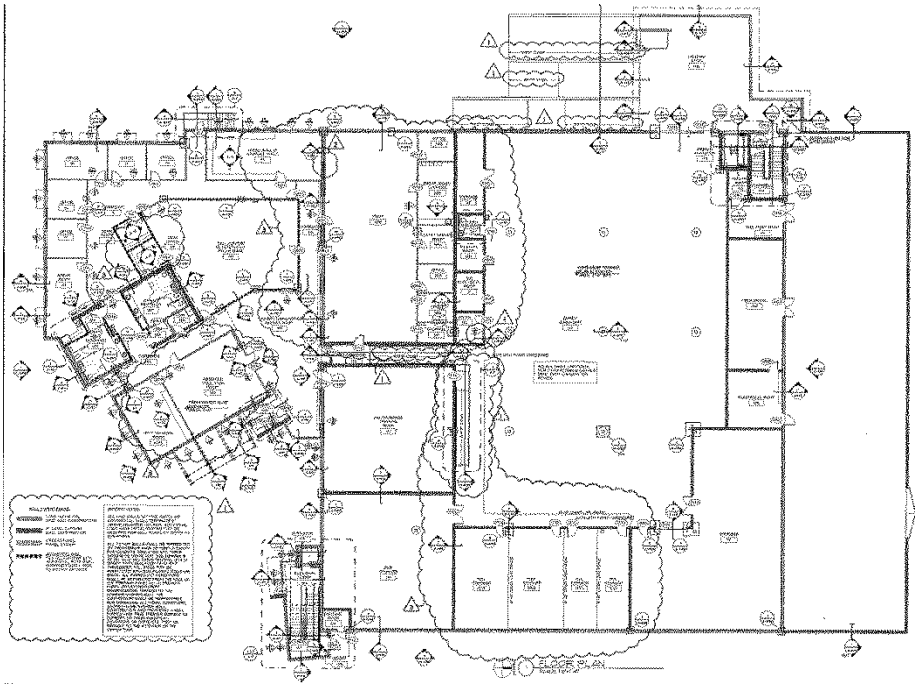


Site Plan

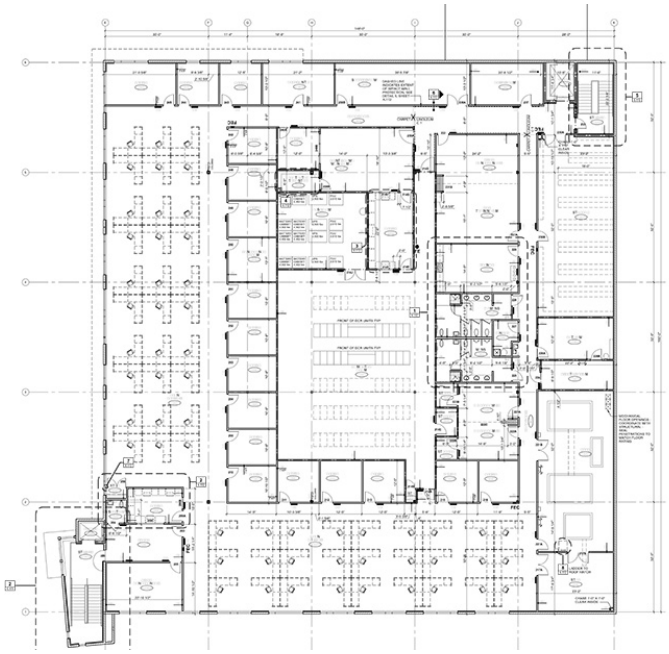


Site Plan

E-41 Pasco Technology Center (continued)



1st Floor Plan



2nd Floor Plan

E-53	Fire Rescue Station 24		
Location	14317 4th Street, Dade City, 33523		
Description of Use	FIRE RESCUE ADMINISTRATION; Fire station		
Year Constructed	1957 / 1989 (addition)	**Owned/Leased:**	Owned
Building Size	BGSF: 10,344 / 6,403	# Floors: 2	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	8 spaces striped, ±12 not striped / 1 ADA	
	Parking Lot:	Fair condition, shared with other buildings in area	
	Access/ADA Issues/Signage:	ADA access and signage	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Stucco on CMU, some brick, aluminum windows	
	Roof:	Single ply roof membrane, some gutters recently replaced due to minor issues	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be bearing wall CMU, open web steel bar joist at roof	
	Access/ADA Issues	No ADA compliant restrooms on ground floor, no elevator access to second floor	
	Finishes:	Dayroom / bunk rooms – Floors: Carpet; Walls: Painted gypbd, wood paneling; Ceilings: ACP (all poor condition). Apparatus bay – Floors: concrete, Walls: painted concrete; Ceilings: ACP (very poor condition)	
	Layout:	Poor for fire station and office use	
	Renovation Suitability:	Very poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple small residential split systems, no issues	
	Electrical:	Full load emergency generator, no issues, generator currently being replaced	
	Lighting:	Older fixtures	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	No elevator to second floor	
Sustainability	No sustainable features		
Comments	Building E-53 was originally built in 1957 and expanded in 1989. The facility houses the eight bay Fire Station 24. The building is in generally poor condition and has little ADA accommodations including no elevator to the second floor. The design is antiquated with small bays and poor staff areas. The building is located on a relatively small property with very limited room for expansion.		
Recommendations	Building E-53 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate facility mid-term to long-term.		

E-53 Fire Rescue Station 24 (continued)

PHOTOS



Exterior view front



Exterior view back



Apparatus bay

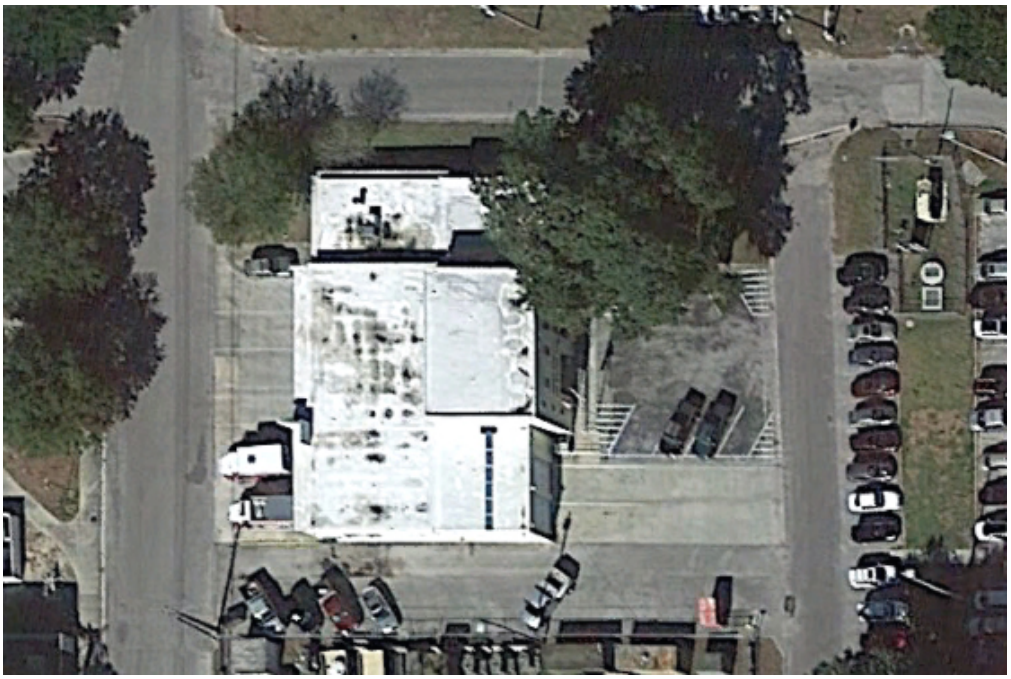

Storage and laundry


Dormitory

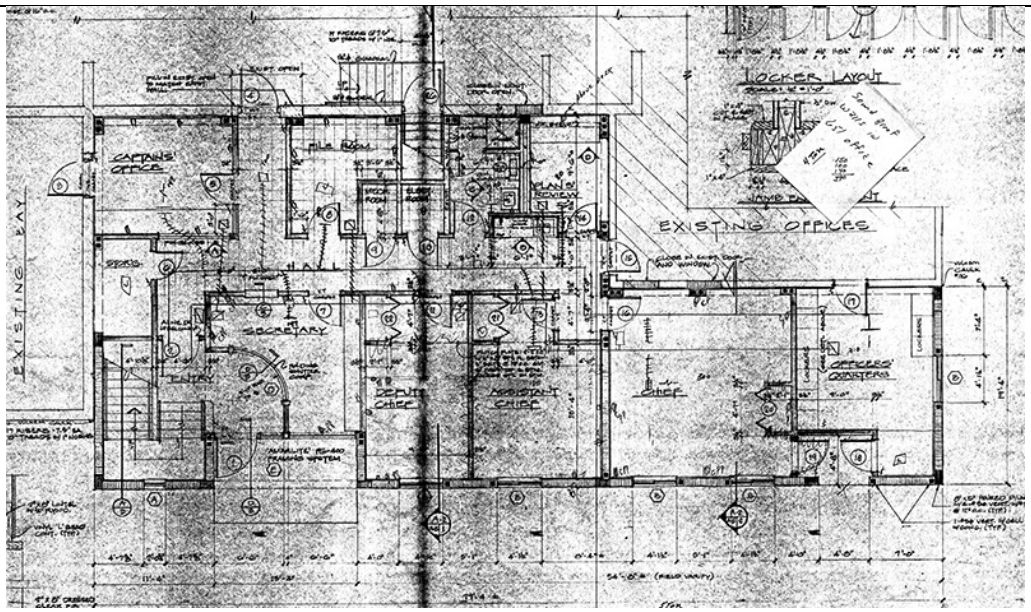

Kitchen

E-53 Fire Rescue Station 24 (continued)

PLANS

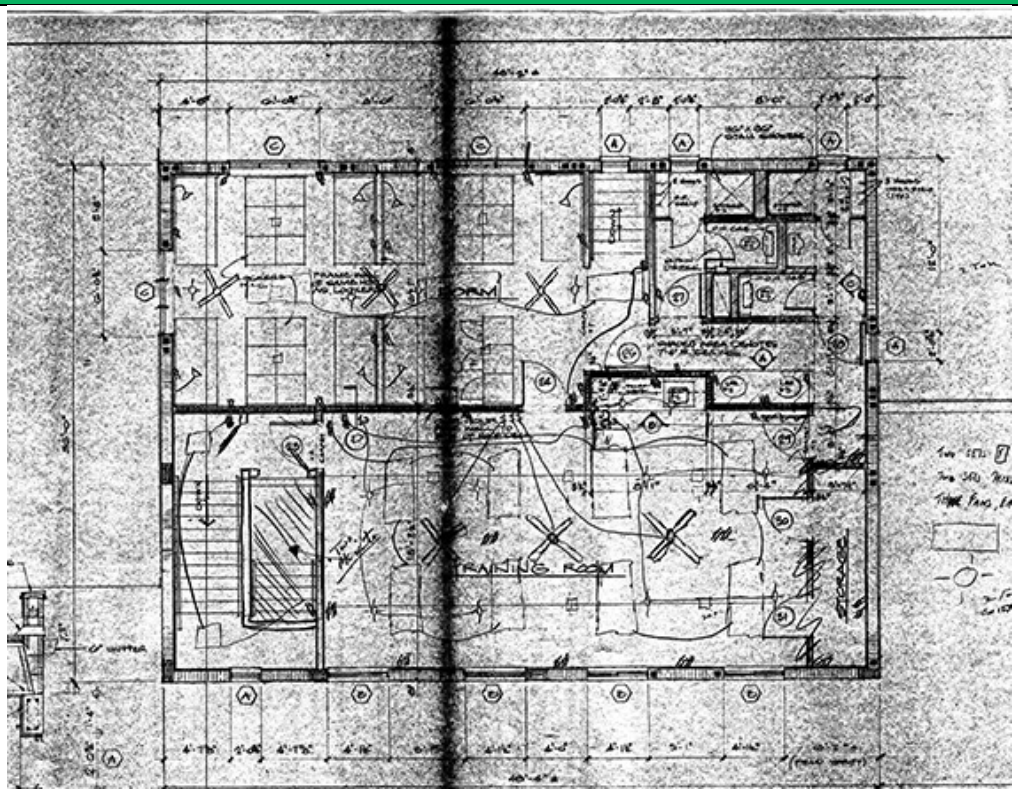


Site Plan



1st Floor Plan

E-53 Fire Rescue Station 24 (continued)



2nd Floor Plan

E-55	Old Data Center, Computer Center		
Location	13921 7th Street, Dade City, 33525		
Description of Use	INFORMATION TECHNOLOGY: server room, administrative office		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 5,828 / 5,413	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	Shared with E-2 Deal building / 1 ADA	
	Parking Lot:	Very poor condition, poor striping	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum residential windows	
	Roof:	Asphalt shingles, flat roof over server room, metal soffits, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Reported to be modular trailers, however appears to be CMU construction	
	Access/ADA Issues	Not evaluated	
	Finishes:	Floor: carpet; Walls: painted gypbd, wood paneling; Ceilings: ACP (poor condition)	
	Layout:	Fair for current use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Multiple split systems, Liebert unit for server room, backup and Trane	
	Electrical:	Full load emergency generator, new UPS battery backup system	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	Fire alarm system, inert agent (Halon) in server room, no fire sprinklers in remainder of building	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-55 currently houses the Information Systems server room and support. These functions will be relocated to the new IT building currently under construction. The current facility is older, of residential construction, in fair condition and not generally appropriate for institutional uses.		
Recommendations	Building E-55 should not be considered a long-term asset for Pasco County. Due to the age of the building, its residential type construction and its general condition. The functions located within the facility will be relocated to the new IT building. The facility should be sold or disposed of.		

E-55 Old Data Center, Computer Center (continued)

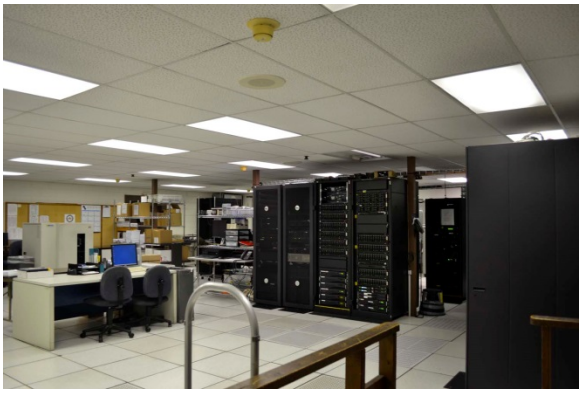
PHOTOS



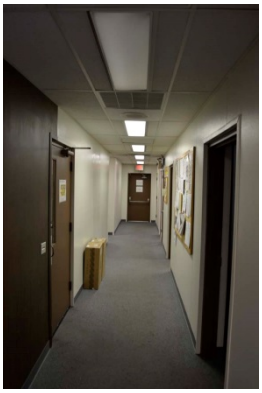
Exterior view front



Exterior view side and back



Data center



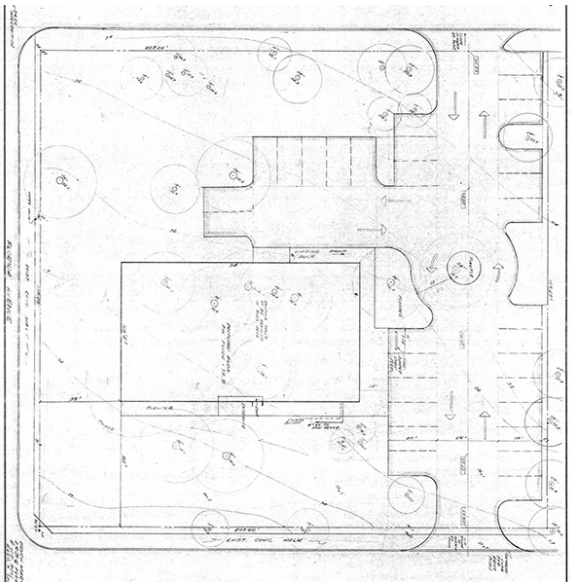
Corridor

E-55 Old Data Center, Computer Center (continued)

PLANS

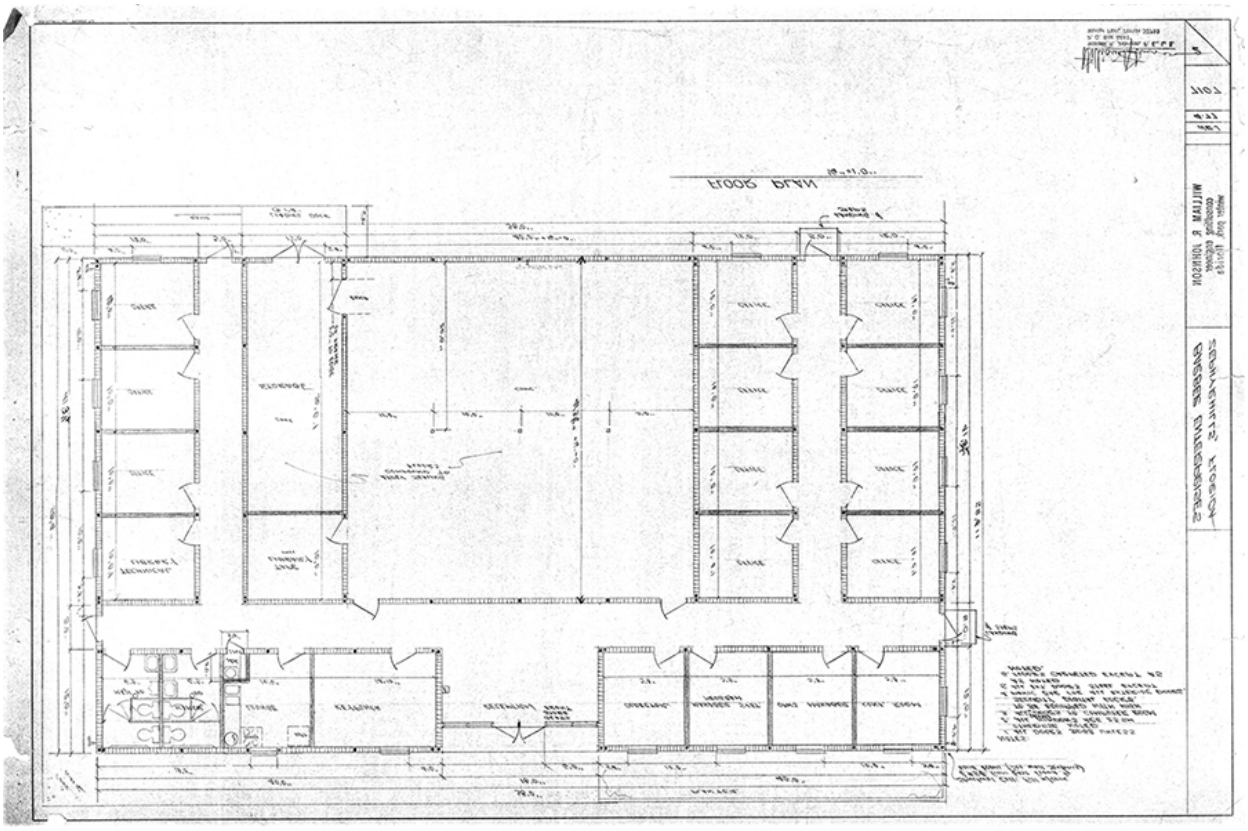


Site Plan



Site Plan

E-55 Old Data Center, Computer Center (continued)



1st Floor Plan

E-58 / E-011 Cooperative Extension Services / Parks and Recreation

Location	36702 Highway 52, Dade City, 33525		
Description of Use	COOPERATIVE EXTENSION / PARKS AND RECREATION: Administrative offices, storage		
Year Constructed	1940's and later	**Owned/Leased:**	Leased
Building Size	BGSF: 2,273 (Cooperative Extension) / 1,200 (Parks and Recreation)	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Primarily unpaved parking, approximately 6 total paved spaces provided (no striping) / 0 ADA spaces	
	Parking Lot:	Poor condition, no striping	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Painted CMU	
	Roof:	Asphalt shingles, single ply membrane, metal panels, wood soffits	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	CMU walls, wood joists and open web steel bar joists, wood lintels at some doors	
	Access/ADA Issues	No ADA access within office areas due to multiple level changes with steps, no ADA compliant restrooms, no ADA access (only steps) to offices at western end of facility	
	Finishes:	Floors: carpet, painted concrete; Walls: painted gypbd, painted CMU; Ceilings: ACP (all finishes in very poor condition	
	Layout:	Poor, maze of interconnected rooms with multiple levels and multiple uses in some cases	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Very poor condition, several rooms appear to have a humidity issues	
	Electrical:	Antiquated electrical system	
	Lighting:	Antiquated lighting throughout	
	Fire Protection:	Some exit signs, emergency lights, some exit signs are paper signs	
	Telecomm/Comp. Network:	Telephone panel is in toilet room also used for storage	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-58 is a very old Pasco County built facility with a 99 year land lease located at the fairgrounds that has been expanded multiple times over the years. The Cooperative Extension office is located towards the eastern end of the building and Parks and recreation occupies a portion of the western end of the building. The facility is in extremely poor condition for the exterior, interior and engineering systems. There are widespread issues with ADA access and requirements throughout the facility. Parking is primarily unpaved lots. Some spaces are shared with the fairgrounds association.		
Recommendations	The County should terminate the lease and construct a new purpose built facility for both agencies.		

E-58 / E-011 Cooperative Extension Services / Parks and Recreation (continued)

PHOTOS



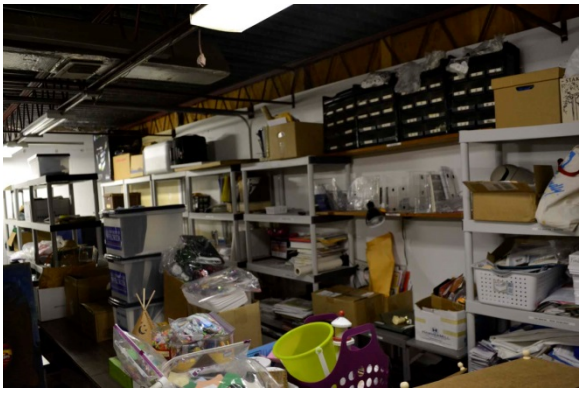
Exterior view front



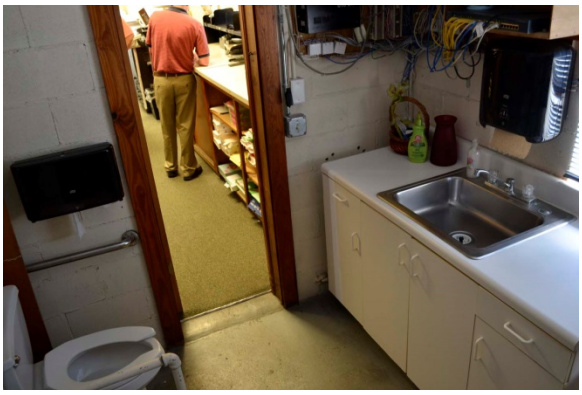
Meeting room



Incomplete partitions



Storage



Telephone and date in restroom



Parks and Recreation

E-58 / E-011 Cooperative Extension Services / Parks and Recreation (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

E-67	Hugh Embry Library		
Location	14215 4th Street, Dade City, 33523		
Description of Use	LIBRARIES: Library		
Year Constructed	1963 / 1991	**Owned/Leased:**	Owned
Building Size	BGSF: 7,215 / 6,958	# Floors: 1 + partial basement	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	10 total / 1 ADA	
	Parking Lot:	Only on-street parking (city owned) is available, shared with other buildings in the area, parking shortfall currently exists	
	Access/ADA Issues/Signage:	ADA access (ramp) and signage provided	
	Expansion Capability:	None, very small site, no room for expansion	
Building Exterior	Exterior Wall:	Painted CMU, appears to be cavity wall or double wall construction, aluminum windows	
	Roof:	Single ply membrane roof	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structure	
	Access/ADA Issues	Partially adapted ADA restrooms, automatic doors	
	Finishes:	Floors: tile, carpet tile: Walls: painted gypbd; Ceilings: ACP tegular (all good condition)	
	Layout:	Suitable for library use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Three split systems, approximately five years old, no issues	
	Electrical:	No issues	
	Lighting:	Good condition	
	Fire Protection:	Fire alarm, no sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable, stairs to lower partial basement housing only air handling room	
Sustainability	No sustainable features		
Comments	Building E-67 houses the Hugh Embry Library. Although this is originally a 1963 building the facility was renovated in 1991 and is in generally good condition. The library is small compared to other Pasco facilities and is located on a very small property with no dedicated parking other than on-street parking.		
Recommendations	Although Building E-67 is nearly 50 years old it can continue to serve as a long term asset for Pasco County with continued preventive and corrective maintenance. Due to the facilities age it is assumed that some systems may be at or near their useful life and a more detailed evaluation is recommended.		

E-67 Hugh Embry Library (continued)

PHOTOS



Exterior view side



Entry



Exterior view and HVAC system



Stacks



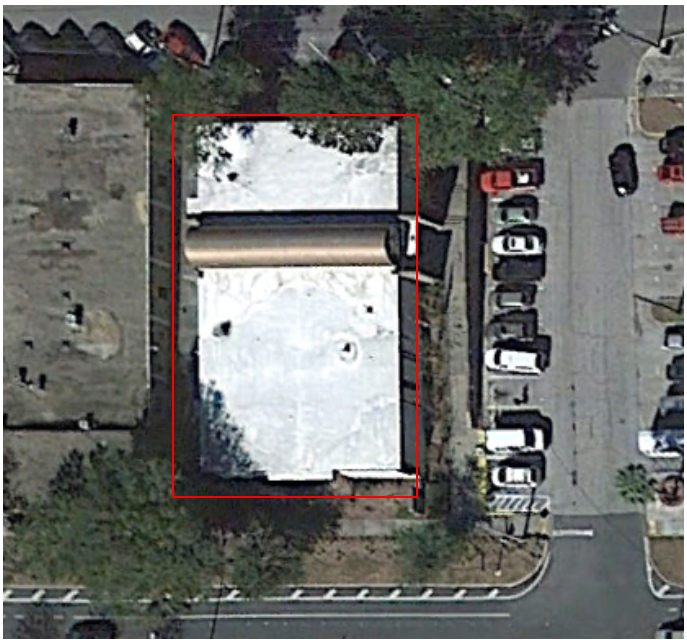
HVAC air handler



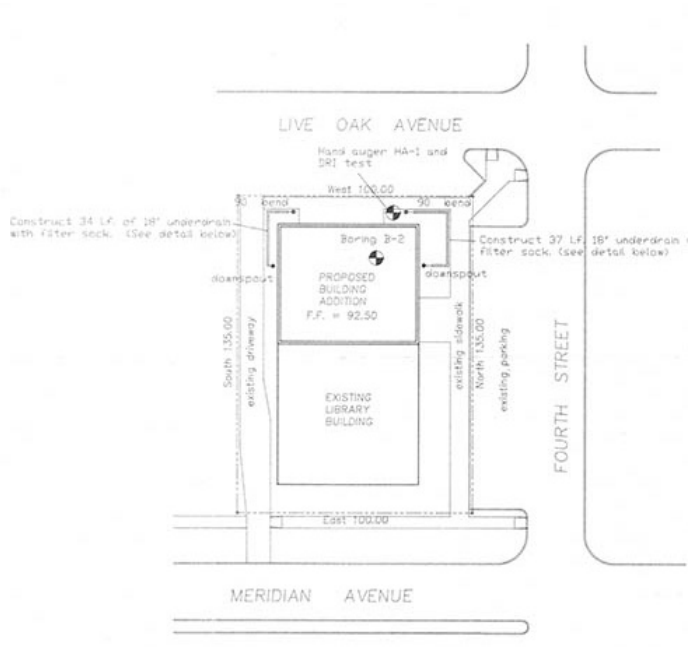
HVAC system

E-67 Hugh Embry Library (continued)

PLANS

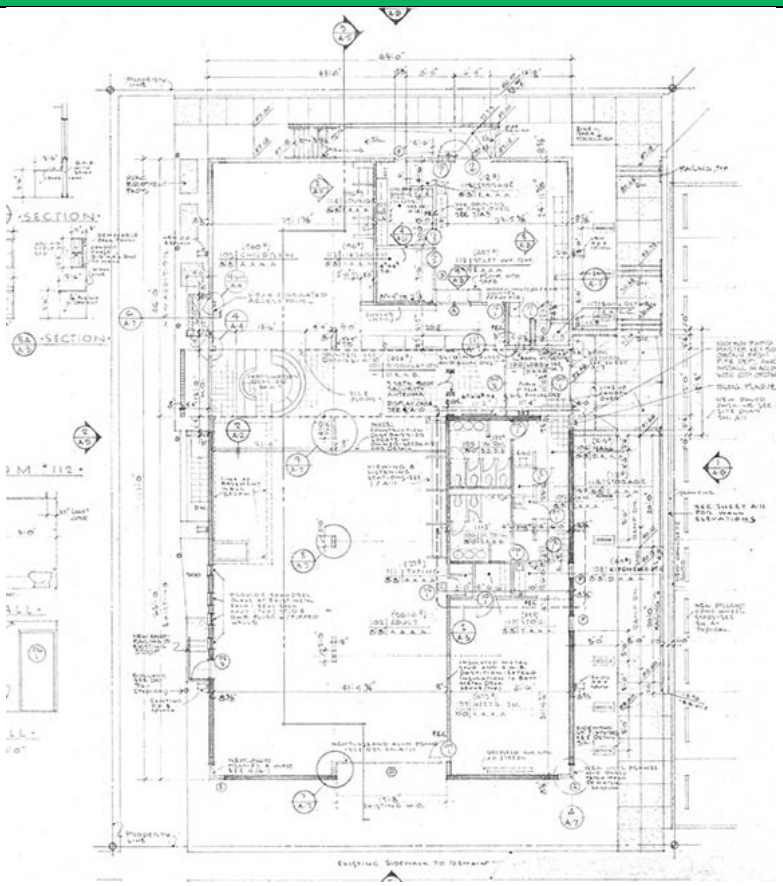


Site Plan



Site Plan

E-67 Hugh Embry Library (continued)



1st Floor Plan

E-70	Record Storage (Mr. C's)		
Location	14811 North 7th Street, Dade City, 33523		
Description of Use	JUDICIAL, PROPERTY APPRAISER, TAX COLLECTOR: Storage		
Year Constructed	Unknown	**Owned/Leased:**	Leased
Building Size	BGSF: 9,700	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Large parking lot shared with strip mall	
	Parking Lot:	Good	
	Access/ADA Issues/Signage:	ADA access	
	Expansion Capability:	Yes	
Building Exterior	Exterior Wall:	Not evaluated, brick, aluminum storefront	
	Roof:	Not evaluated	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated, HVAC leaks reported	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-70 consists of leased space in a strip mall in Dade City. The leased space appears to be in very poor condition. The Pasco County facilities list indicates the following uses: Court Administration – 500 SF; Public Defender – 1,175 SF; State Attorney - 2,300 SF; Property Appraiser – 1,750 SF; Tax Collector – 2,347 SF.		
Recommendations	Building E-70 should not be considered a long-term asset for Pasco County. The lease should be terminated once the new Technology building is completed and the items stored here are relocated to the Technology building. It was reported that the current storage will be relocated to the new IT building once it is complete.		

E-70 Record Storage (Mr. C's) (continued)

PHOTOS



Exterior view



Exterior view

E-70 Record Storage (Mr. C's) (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

E-90	Fire Rescue Station 32		
Location	38223 Centennial Road, Dade City, 33525		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2003	**Owned/Leased:**	Owned
Building Size	BGSF: 6,979 / 6,805	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	22 total spaces / 2 ADA spaces	
	Parking Lot:	Good condition, some minor settling evident at rear where trucks are occasionally parked, some cracks visible at concrete apron at apparatus bay	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal roof, metal soffits, some minor issues with water intrusion	
	Wind Speed Rating:	120	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU at apparatus bay	
	Access/ADA Issues	ADA compliant restrooms and showers provided	
	Finishes:	Floors: tile, epoxy in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: ACP tegular, metal panel in apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split HVAC system, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout	
	Fire Protection:	Fire alarm system, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building E-90 is a newer three bay fire station based on the second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building E-90 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-90 Fire Rescue Station 32 (continued)

PHOTOS



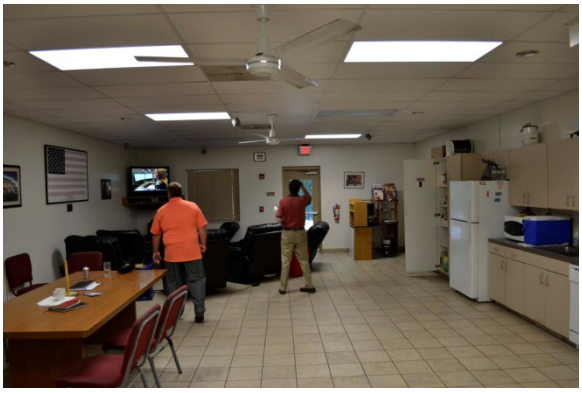
Exterior view front



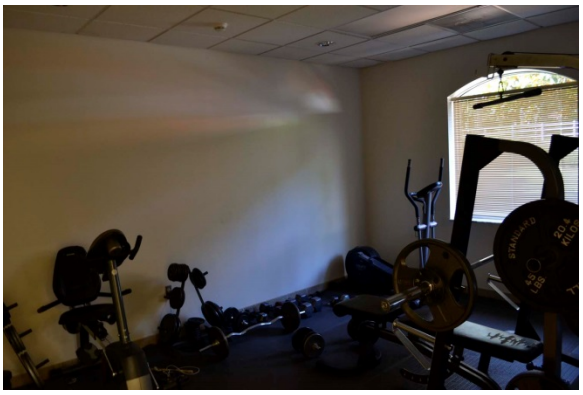
Exterior view back



Apparatus bay



Break room and kitchen



Gym



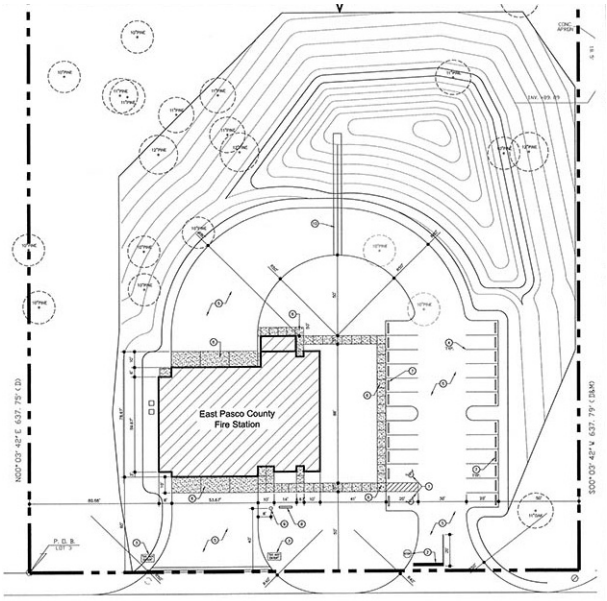
Corridor

E-90 Fire Rescue Station 32 (continued)

PLANS

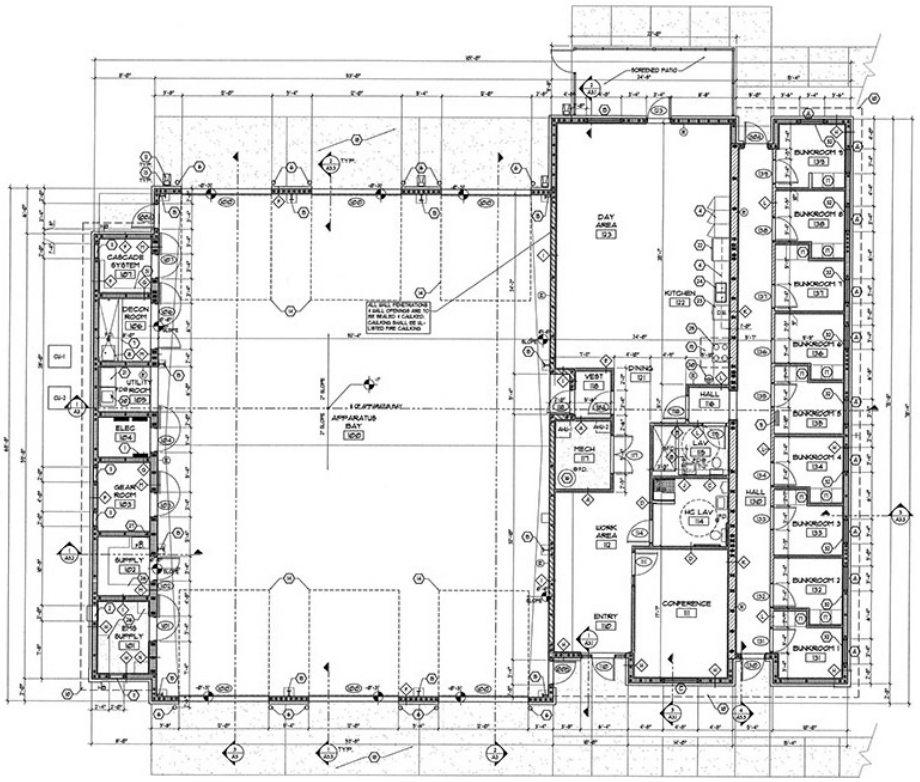


Site Plan



Site Plan

E-90 Fire Rescue Station 32 (continued)



1st Floor Plan

E-103	Fire Rescue Station 25 - Old 16		
Location	34335 Chancey Road, Zephyr Hills, 33543		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 4,925	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	Could not be determined / 0 ADA spaces	
	Parking Lot:	Very poor condition, no striping	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Metal panel	
	Roof:	Metal panel	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building	
	Access/ADA Issues	None	
	Finishes:	Floors: concrete; Walls: painted metal panels; Ceilings: exposed metal panels (all poor to very poor condition)	
	Layout:	Poor	
	Renovation Suitability:	Very Poor	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated, emergency generator removed by County	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-103 is a two bay fire station in very poor condition used by volunteer fire fighters. The facility includes a fuel pump is no longer working. The facility looks abandoned and the grounds are not maintained.		
Recommendations	Building E-103 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate purpose built facility short-term.		

E-103 Fire Rescue Station 25 - Old 16 (continued)

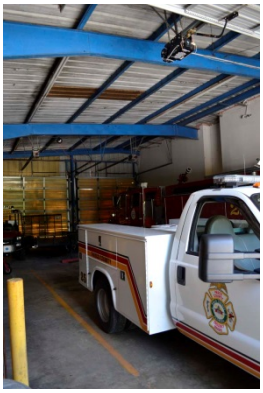
PHOTOS



Exterior view front



Exterior view back



Interior view



Outbuilding

E-103 Fire Rescue Station 25 - Old 16 (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

E-105	Fire Rescue Station 18		
Location	39731 Bay Avenue, Crystal Springs, 5,203		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 5,203 / 4,165	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	6 total spaces / 1 ADA space	
	Parking Lot:	Fair condition, concrete slab	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Poor	
Building Exterior	Exterior Wall:	Stucco on CMU, split face CMU, painted CMU, aluminum windows	
	Roof:	Asphalt shingle, single ply membrane roof, no issues	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	Concrete structural frame with CMU infill	
	Access/ADA Issues	Non ADA compliant restrooms in bunk rooms and kitchen, step (±3-5”) is required to access spaces in building	
	Finishes:	Floors: tile, concrete in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: ACP, painted plaster in apparatus bay (interior finishes general good condition)	
	Layout:	Poor, apparatus bay separates dorm rooms from day room/kitchen	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Split system, AHU in apparatus bay with no door to mechanical room	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Older fixtures re-lamped with T8’s	
	Fire Protection:	No fire sprinklers, exit signs provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-105 is an older two bay fire station based on the first generation prototype design with a split dayroom / bunkroom design. The facility is located on an unpaved road requiring potentially impacting vehicle maintenance and requiring additional cleaning of the vehicles.		
Recommendations	Building E-105 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term.		

E-105 Fire Rescue Station 18 (continued)

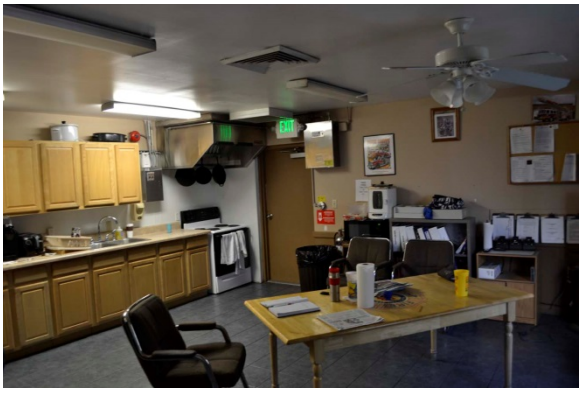
PHOTOS



Exterior view front


Exterior view back


Apparatus bay


Break area and kitchen


Dormitory



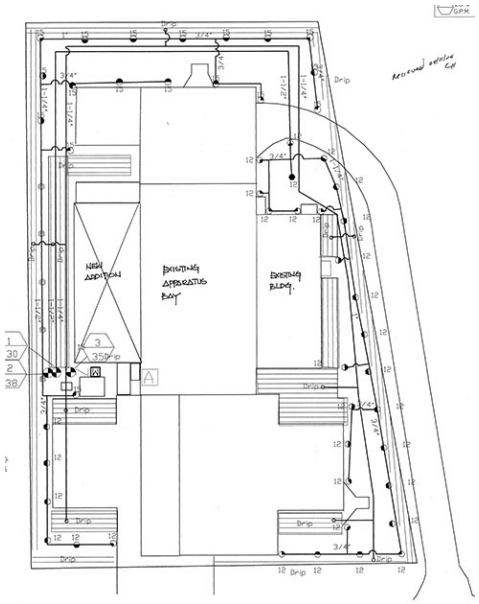
Generator and fuel tank

E-105 Fire Rescue Station 18 (continued)

PLANS

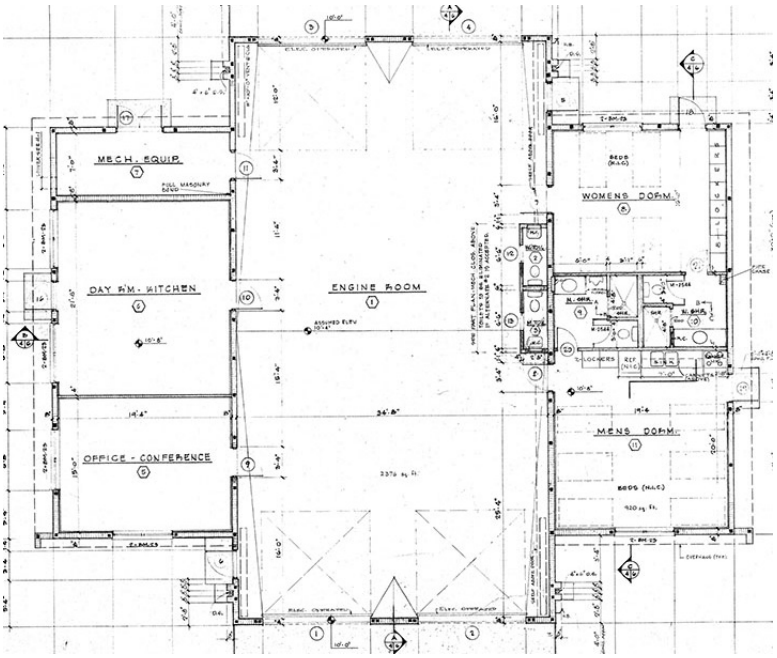


Site Plan

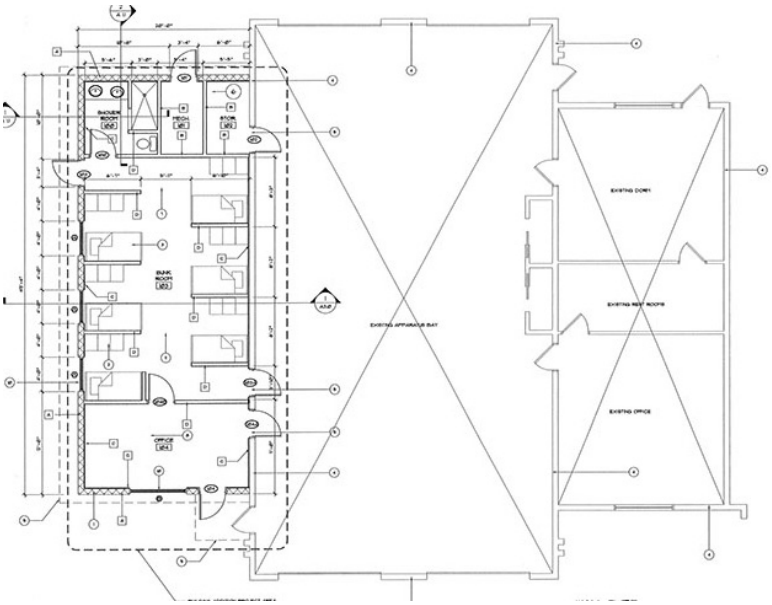


Site Plan

E-105 Fire Rescue Station 18 (continued)



1st Floor Plan (1987)



1st Floor Plan (2005 renovation)

E-107	Fire Rescue Station 36		
Location	34516 Blanton Road, Dade City, 33523		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2008	**Owned/Leased:**	Owned
Building Size	BGSF: 7,074 / 7,215	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	23 total spaces / 1 ADA space	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, constricted site	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal panel, metal soffits, some minor leaks have been addressed	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restroom and shower provided	
	Finishes:	Floors: tile, carpet tile, concrete in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: ACP tegular, metal panel in apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	Septic tank scheduled for replacement 2014, on well (no County water)	
	Mechanical (HVAC):	Split HVAC system, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building E-107 is newer three bay fire station based on the second generation prototype design. The facility is in very good condition overall.		
Recommendations	Building E-107 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-107 Fire Rescue Station 36 (continued)

PHOTOS



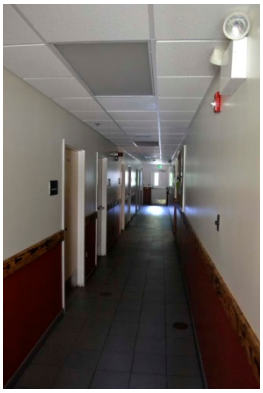
Exterior view front



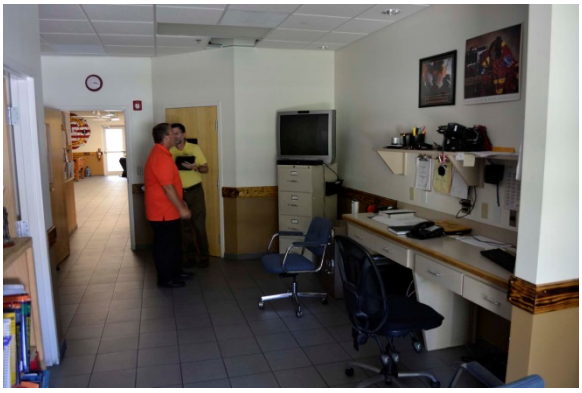
Exterior view back



Apparatus bay



Corridor



Office area



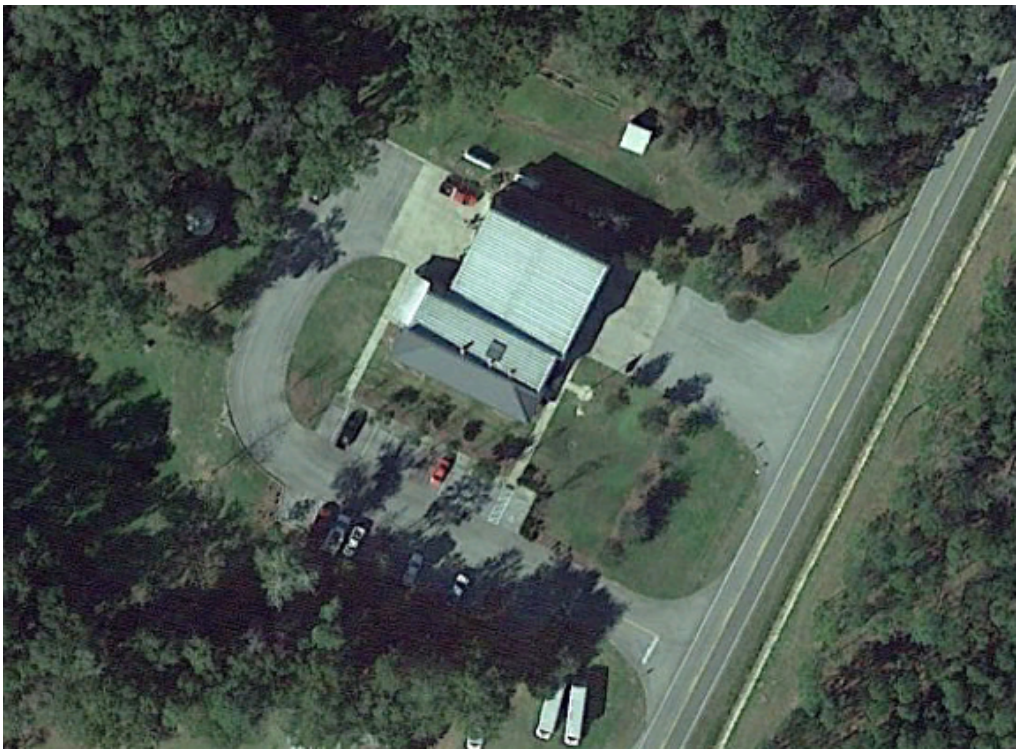
Kitchen



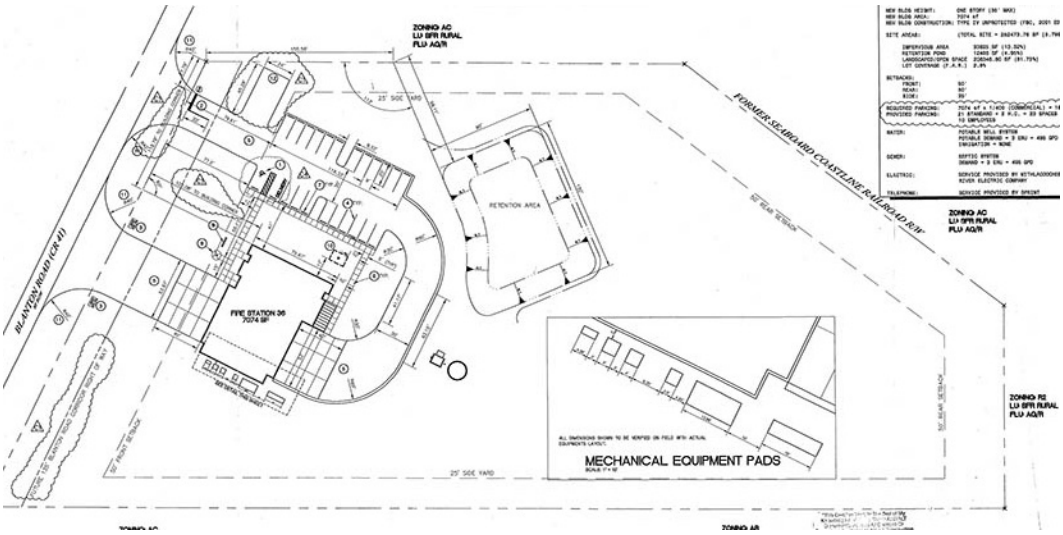
Generator and fuel tank

E-107 Fire Rescue Station 36 (continued)

PLANS

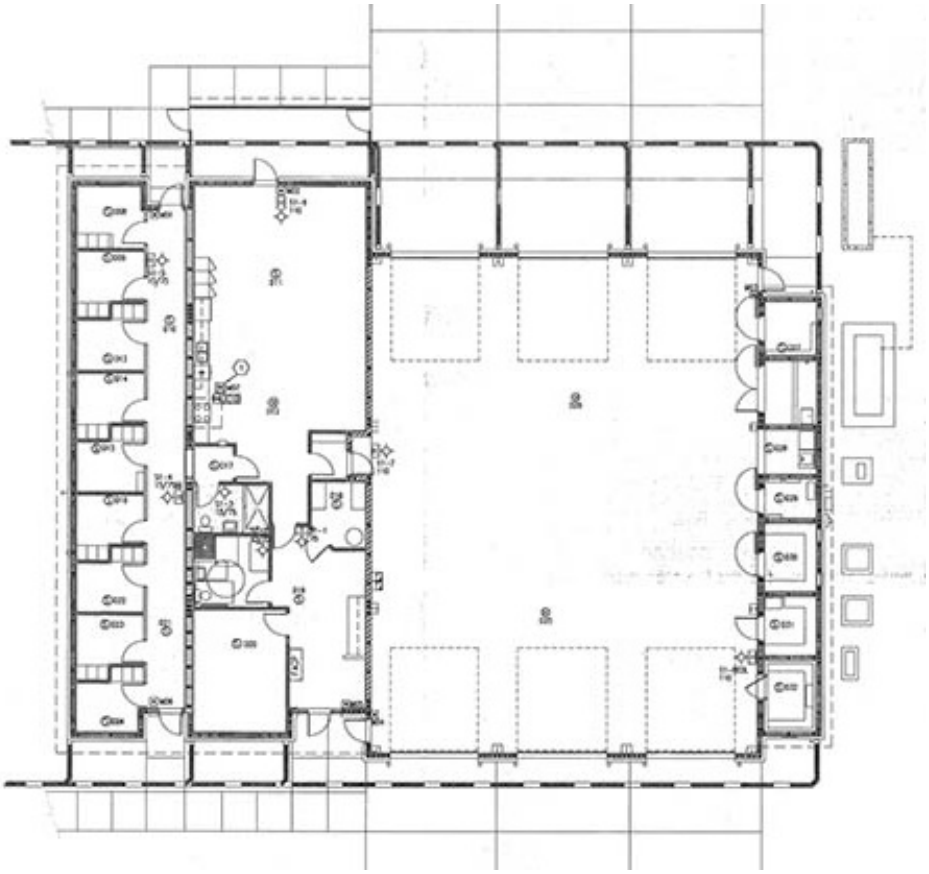


Site Plan



Site Plan

E-107 Fire Rescue Station 36 (continued)



1st Floor Plan

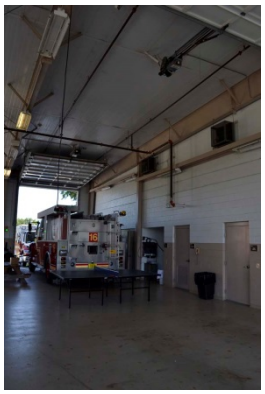
E-109	Fire Rescue Station 16		
Location	35801 State Road 54, Zephyr Hills, 33541		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	±2008	**Owned/Leased:**	Owned
Building Size	BGSF: 7,123 / 6,907	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	24 total spaces / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Possible	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal panel, metal soffits, some minor water intrusion issues	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered steel framing with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restrooms and shower provided	
	Finishes:	Floors: tile, epoxy in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: ACP, metal panel in apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building E-109 is a newer three bay fire station based on the second generation prototype design. The facility is in very good condition overall. A two pump fueling station is located at the rear of the facility.		
Recommendations	Building E-109 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-109 Fire Rescue Station 16 (continued)

PHOTOS



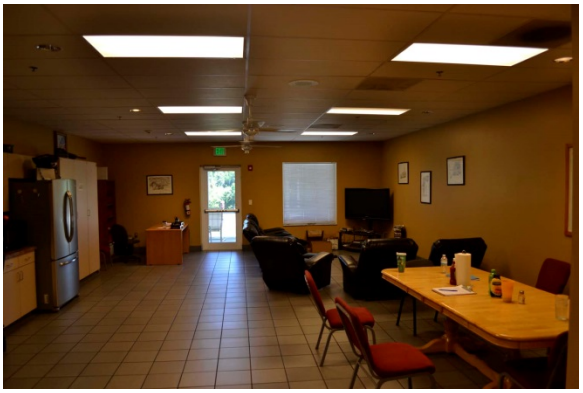
Exterior view front



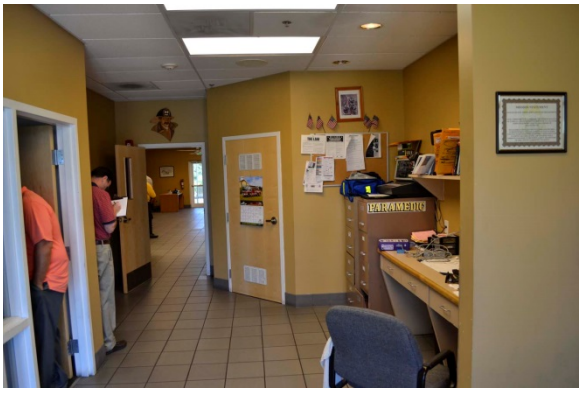
Apparatus bay



HVAC system



Break area and kitchen



Office area



Fueling



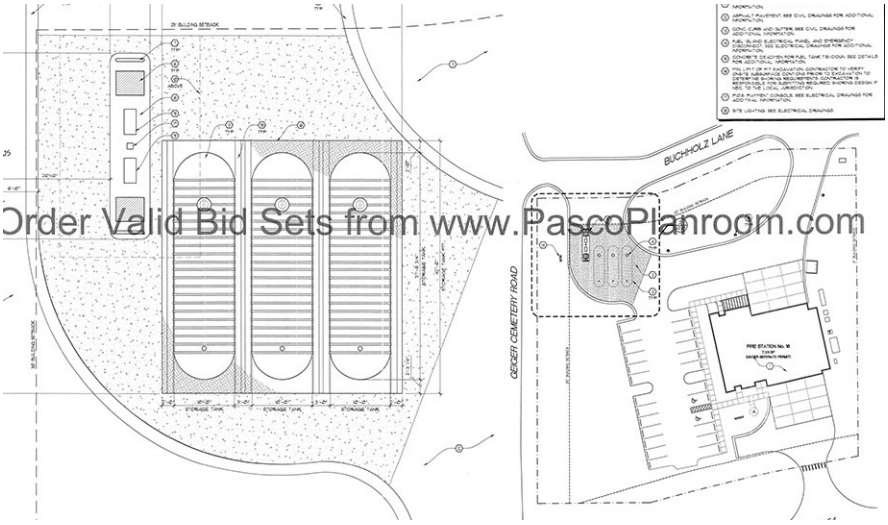
HVAC system

E-109 Fire Rescue Station 16 (continued)

PLANS



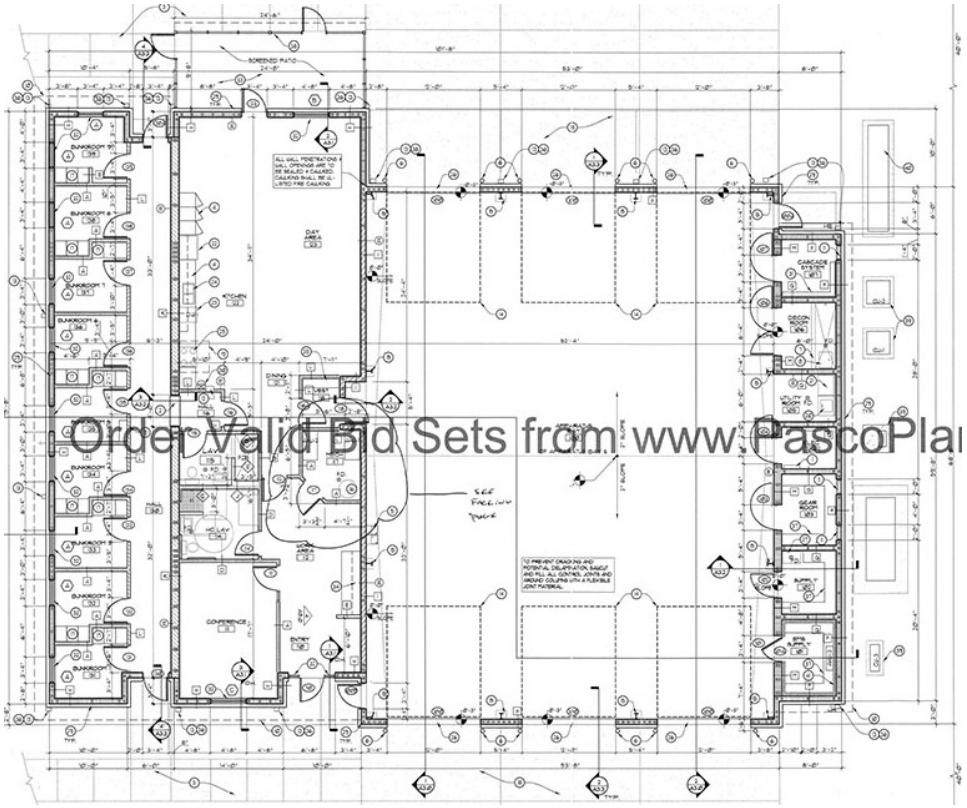
Site Plan



Order Valid Bid Sets from www.PascoPlanroom.com

Site Plan

E-109 Fire Rescue Station 16 (continued)


Order Valid Bid Sets from www.PascoPla

1st Floor Plan

E-152	Senior Center, Zephyr Hills		
Location	33425 State Road 54, Wesley Chapel, 33543		
Description of Use	COMMUNITY SERVICES: Elderly nutrition		
Year Constructed	Unknown	**Owned/Leased:**	Leased (no cost)
Building Size	BGSF: 3,936	# Floors: 1	
Facility Condition	Not evaluated		
Site	Total Parking Spaces/ADA:	Appears to provide 4 ADA spaces	
	Parking Lot:	Church parking lot	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Not evaluated	
Building Exterior	Exterior Wall:	Not evaluated, stucco on CMU	
	Roof:	Not evaluated, asphalt shingle	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated	
	Access/ADA Issues	Not evaluated	
	Finishes:	Not evaluated	
	Layout:	Not evaluated	
	Renovation Suitability:	Not evaluated	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	Not evaluated		
Comments	Building E-152 is leased (for no cost) from St. Elizabeth's Episcopal Church for a senior services dining hall.		
Recommendations	Building E-152 is a mid-term asset for Pasco County. However long term due to the age of the building, the fact that the facility was not originally designed for elderly dining and that it is leased space the building should be replaced with a new purpose-built facility.		

E-152 Senior Center, Zephyr Hills (continued)

PHOTOS



Exterior view front



Entry



Exterior back and HVAC system



Exterior back and HVAC system

E-152 Senior Center, Zephyr Hills (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

E-153	Health Department, Zephyr Hills		
Location	4717 Airport Road, Zephyr Hills, 33542		
Description of Use	HEALTH DEPARTMENT: Administrative office, medical exam		
Year Constructed	Unknown	**Owned/Leased:**	Trailer owned, land owned by Zephyr Hills
Building Size	BGSF: 3,584	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	25 total spaces / 1 ADA space	
	Parking Lot:	Fair condition, striping needs to be redone	
	Access/ADA Issues/Signage:	ADA access and signage provided; ramp, handrails and door actuator provided	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Metal panels with CMU at base, aluminum windows	
	Roof:	Metal panels	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Trailer	
	Access/ADA Issues	Partially ADA compliant restrooms	
	Finishes:	Floors: carpet, wood laminate (very good condition); Walls: painted gypbd; Ceilings: ACP (some in good condition, some in fair condition)	
	Layout:	Poor, multiple trailers	
	Renovation Suitability:	Very poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Four split systems with fairly new compressors, two window units	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures re-lamped with T8's	
	Fire Protection:	Exit signs, emergency lights, fire extinguishers, smoke detectors provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-153 appears to consist of four trailers or two double wide trailers. Although the actual physical condition of the building is fair, the use of mobile home construction for this facility is inappropriate.		
Recommendations	Building E-153 should not be considered a long-term asset for Pasco County due to the age of the building, its residential type construction which is not appropriate for institutional uses and the fact that it is not on County owned land. The functions located within the facility should be relocated to a more appropriate *purpose-built* facility short-term to mid-term.		

E-153 Health Department, Zephyr Hills (continued)

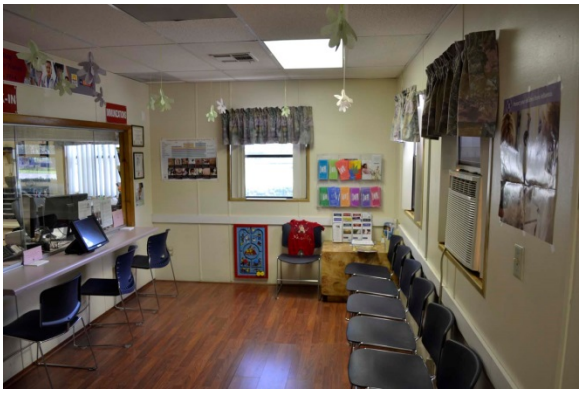
PHOTOS



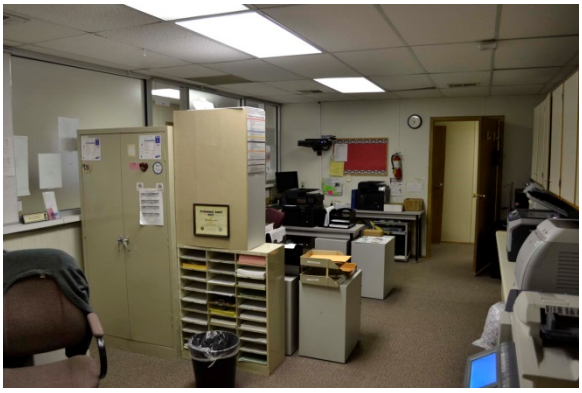
Exterior view front



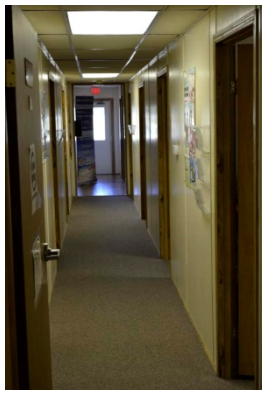
Exterior view side



Reception and waiting



Office area



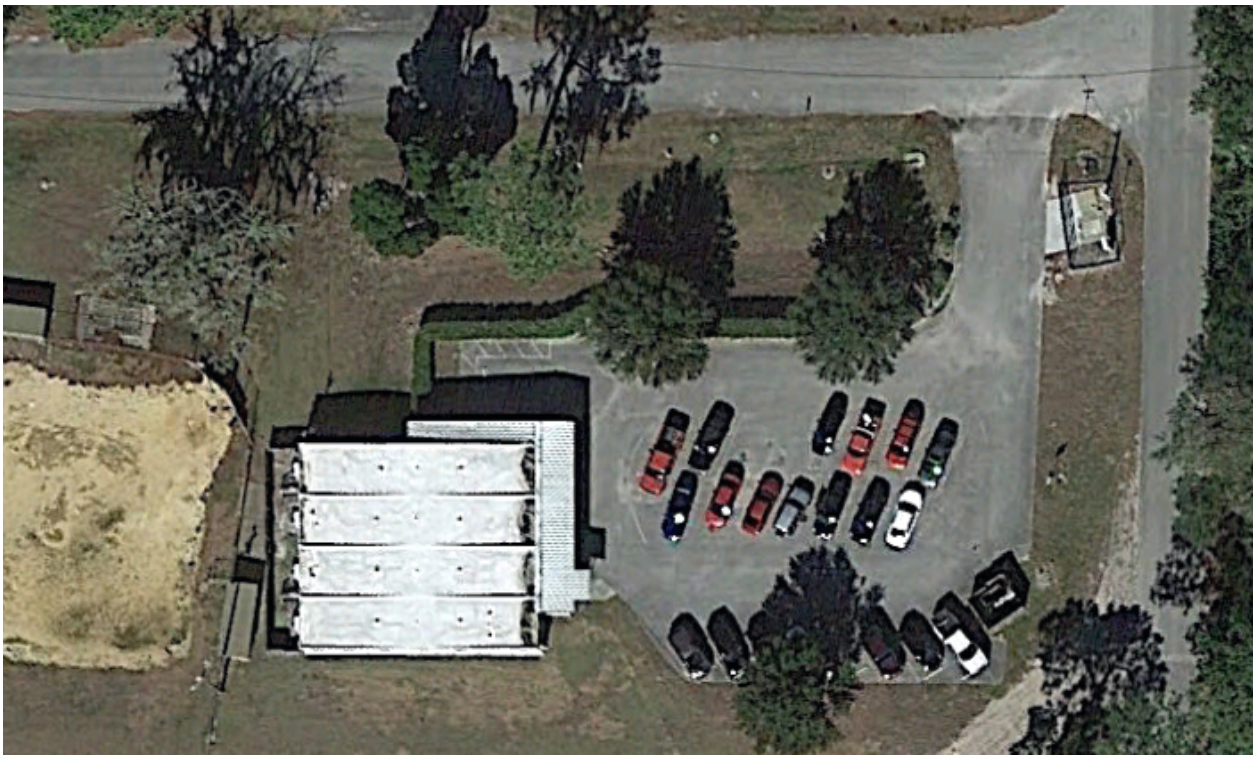
Corridor



HVAC system

E-153 Health Department, Zephyr Hills (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

E-155	New River Branch Library		
Location	34043 State Road 54, Zephyr Hills, 33543		
Description of Use	LIBRARY SERVICES: Library		
Year Constructed	1991	**Owned/Leased:**	Owned
Building Size	BGSF: 11,061 / 11,364	# Floors: 1	
Facility Condition	GOOD		
Site	Total Parking Spaces/ADA:	Large parking lot / 4 ADA spaces	
	Parking Lot:	Fair to good condition	
	Access/ADA Issues/Signage:	ADA access (ramps and sidewalk) and signage provided	
	Expansion Capability:	Good, large property extends to east of current facility	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Asphalt shingles, stucco soffits, no issues	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Appears to be concrete CMU bearing wall and open web steel bar joists at roof	
	Access/ADA Issues	Partially compliant ADA restrooms	
	Finishes:	Floors: carpet (fair condition); Walls: painted gypbd; Ceilings: ACP	
	Layout:	Appropriate for library use	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems, no issues	
	Electrical:	No issues	
	Lighting:	Fluorescent fixtures re-lamped with T-8's, excessive light fixture quantity in double height spaces	
	Fire Protection:	Fire alarm system provided, no fire sprinklers	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-155 house the New River branch library. The facility is in generally good condition and includes a large vacant property to the east.		
Recommendations	Building E-155 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-155 New River Branch Library (continued)

PHOTOS



Exterior view front



Exterior view side



Circulation and information desks



Stacks



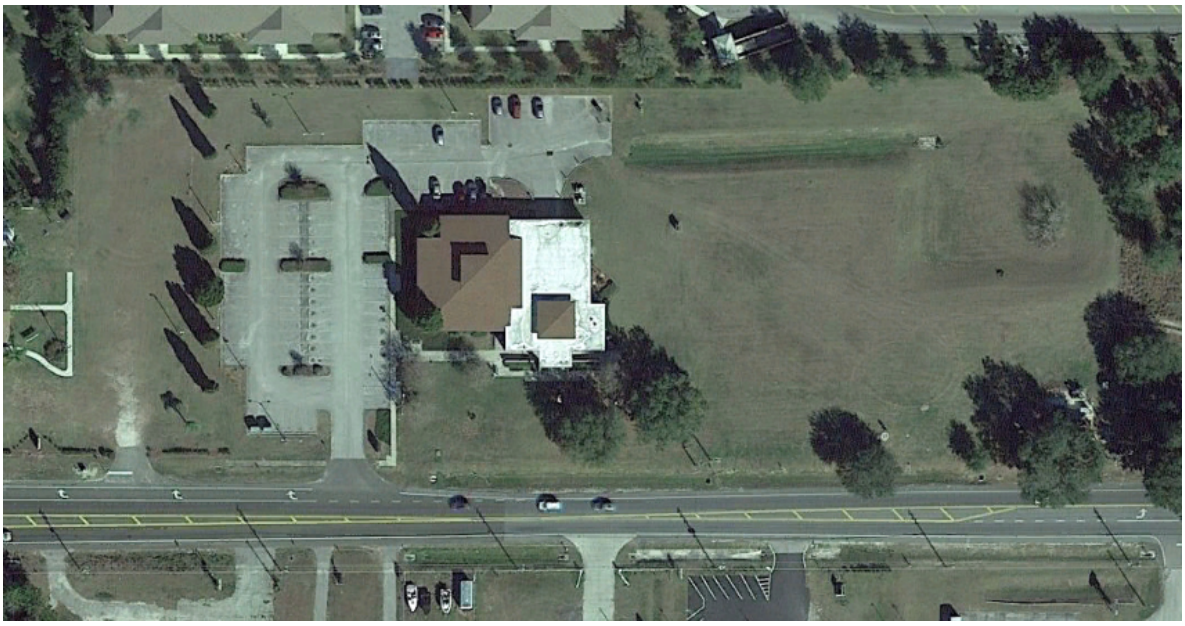
Vacant property



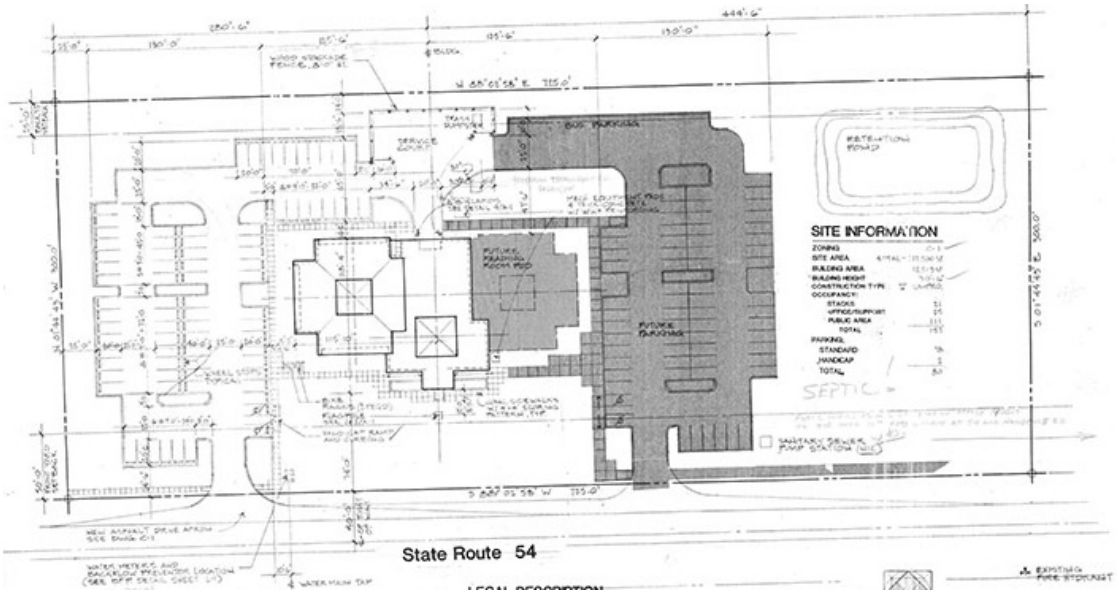
HVAC system

E-155 New River Branch Library (continued)

PLANS

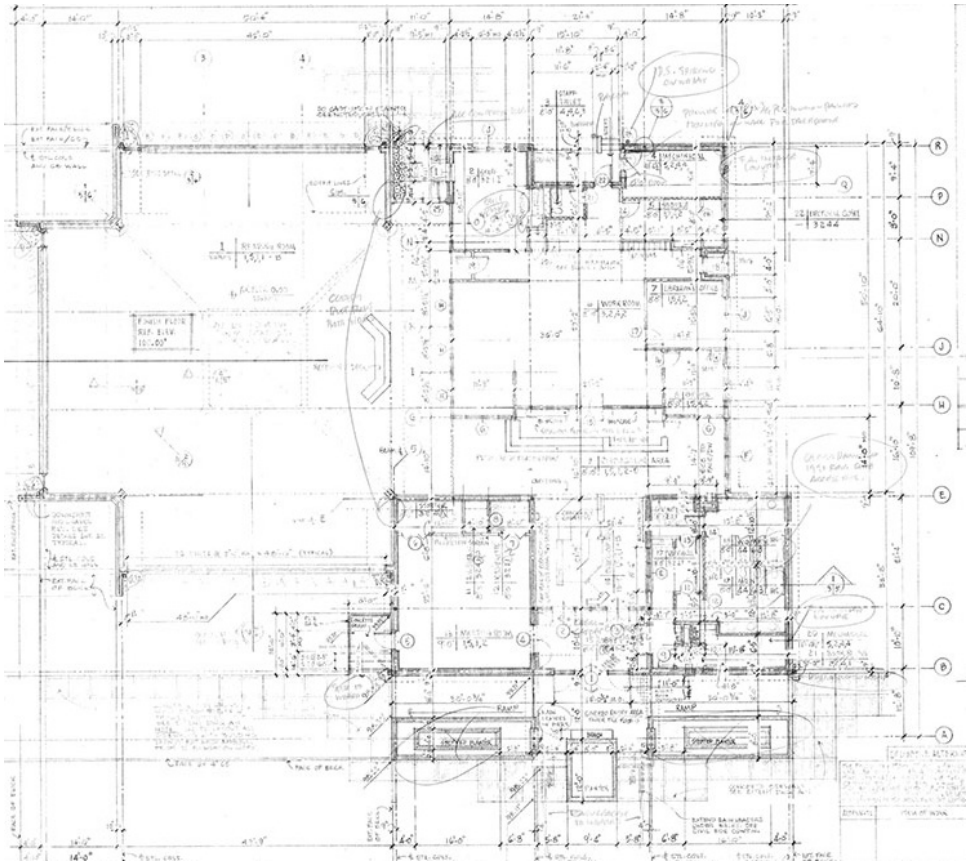


Site Plan



Site Plan

E-155 New River Branch Library (continued)



1st Floor Plan

E-163	Fire Rescue Station 26		
Location	28229 Aronwood Boulevard, Wesley Chapel, 33543		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	2003	**Owned/Leased:**	Owned
Building Size	BGSF: 4,946 / 6,400	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	12 total spaces / 1 ADA space	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Good, County owns adjacent four acre parcel	
Building Exterior	Exterior Wall:	Stucco on CMU, aluminum windows	
	Roof:	Clay barrel tile, no issues	
	Wind Speed Rating:	110	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered metal building with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restroom and shower provided	
	Finishes:	Floors: tile, epoxy at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP tegular and lay-in, metal panel at apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two split HVAC systems	
	Electrical:	Full load emergency generator	
	Lighting:	Fluorescent fixtures with T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building E-163 is a newer two bay fire station base on the second generation prototype design. The facility is very good condition overall. The County owns approximately four acres adjacent to the facility.		
Recommendations	Building E-163 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

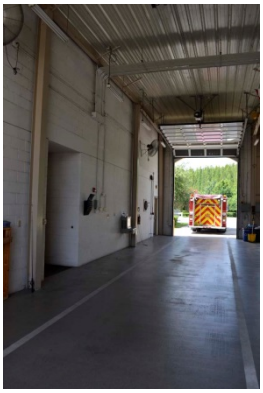
E-163 Fire Rescue Station 26 (continued)

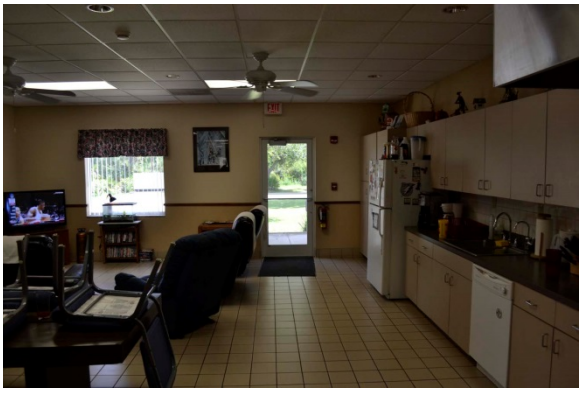
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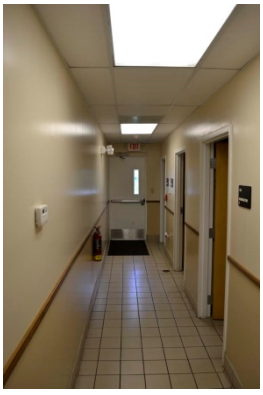


Exterior view front


Exterior view back


Apparatus bay


Break area and kitchen


Corridor

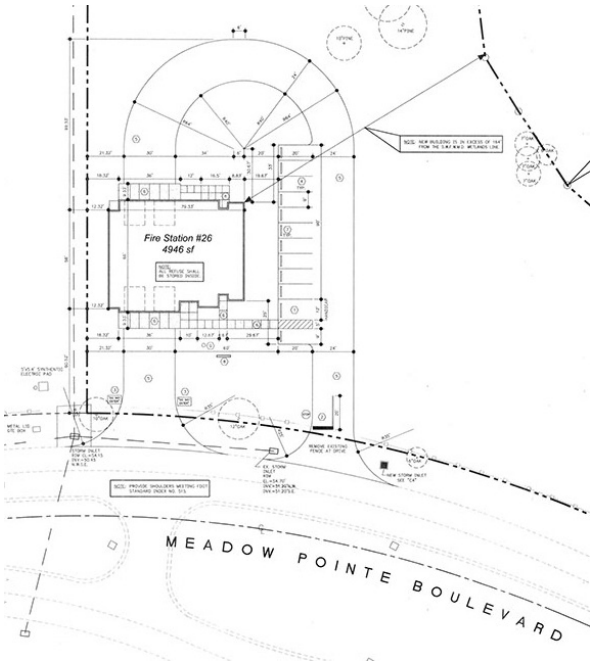

Generator and fuel tank

E-163 Fire Rescue Station 26 (continued)

PLANS

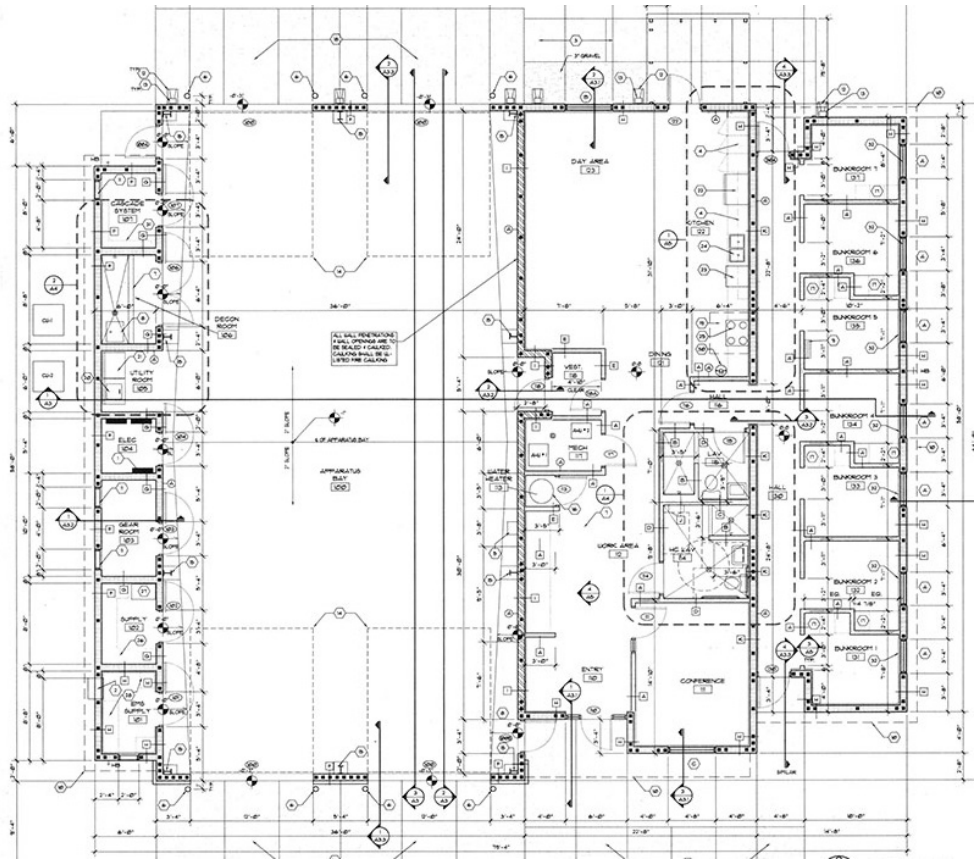


Site Plan



Site Plan

E-163 Fire Rescue Station 26 (continued)



1st Floor Plan

E-199	Road and Bridge – C Barn		
Location	30908 Warder Road, San Antonio, 33576		
Description of Use	PUBLIC WORKS – Road and BRIDGE: Storage, administrative office		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 3,960	# Floors: 1	
Facility Condition	FAIR		
Site	Total Parking Spaces/ADA:	56 total spaces / could not determine number of ADA spaces, spaces not striped	
	Parking Lot:	Fair condition	
	Access/ADA Issues/Signage:	ADA access and signage provided, spaces not striped	
	Expansion Capability:	Good, large overall site	
Building Exterior	Exterior Wall:	Metal panels, aluminum windows	
	Roof:	Metal panels, has some water intrusion issues, poor condition, may be scheduled for replacement	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building	
	Access/ADA Issues	Partially ADA compliant restrooms	
	Finishes:	Floors: VCT (fair condition), carpet (poor condition), concrete in warehouse portion; Walls: painted gypbd, exposed structure in warehouse area; Ceilings: ACP (poor condition, sagging), exposed structure in warehouse area	
	Layout:	Suitable for warehouse / storage use	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	Poor, septic system experiences regular problems	
	Mechanical (HVAC):	One small split system, no issues	
	Electrical:	No issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	No fire alarm system, no fire sprinklers; exit signs, emergency lights, smoke detectors provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable (small mezzanine in warehouse has only stair access)	
Sustainability	No significant sustainable features, includes two waterless urinals		
Comments	Building E-199 primarily contains warehouse and storage space for Road and Bridge as well as a small administrative office area the facility is in generally fair condition overall.		
Recommendations	Building E-199 should not be considered a long-term asset for Pasco County. Due to the age of the building, its warehouse type construction (pre-engineered metal building) which is not appropriate for institutional office uses and its general condition. The functions located within the facility should be relocated to a more appropriate facility long-term.		

E-199 Road and Bridge – C Barn (continued)

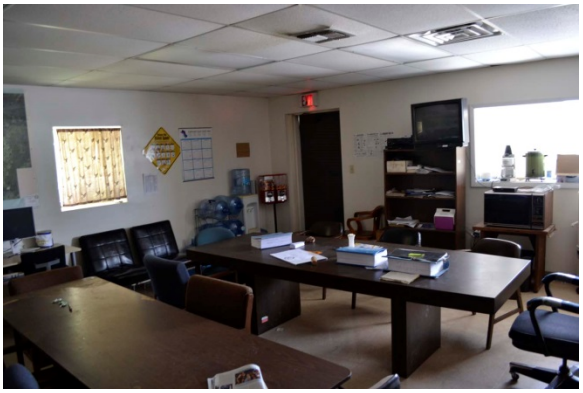
PHOTOS



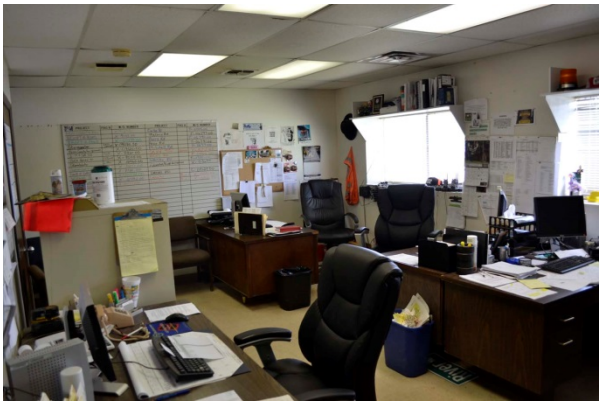
Exterior view



Office area



Conference and work area



Office area



Title Here



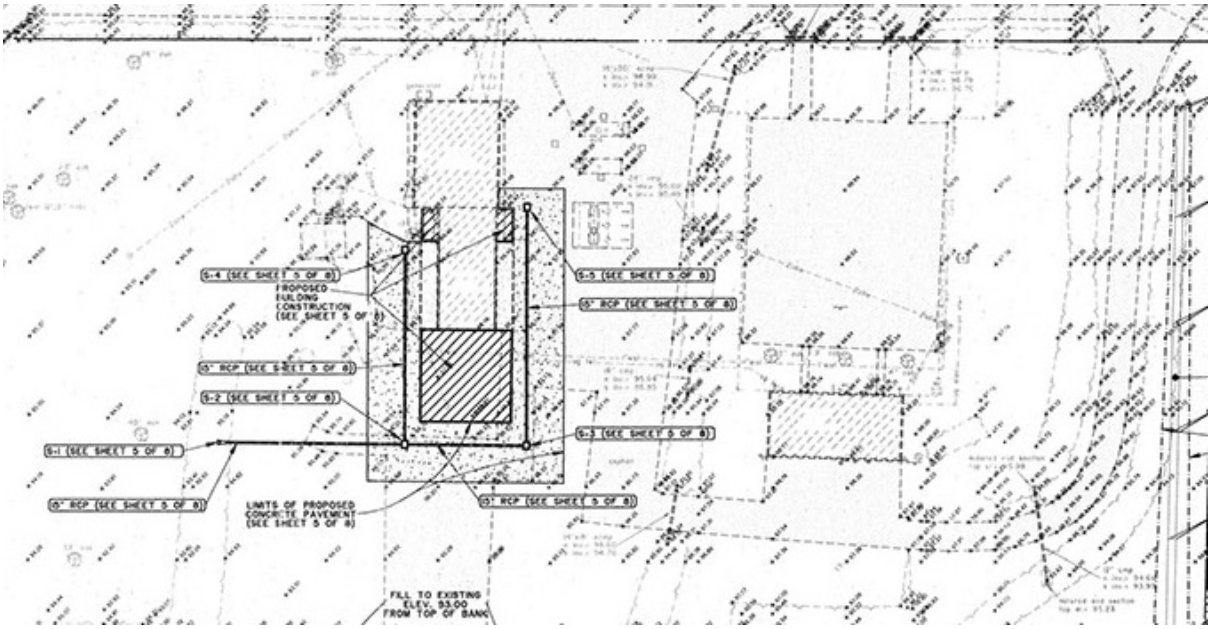
Locker and storage area

E-199 Road and Bridge – C Barn (continued)

PLANS

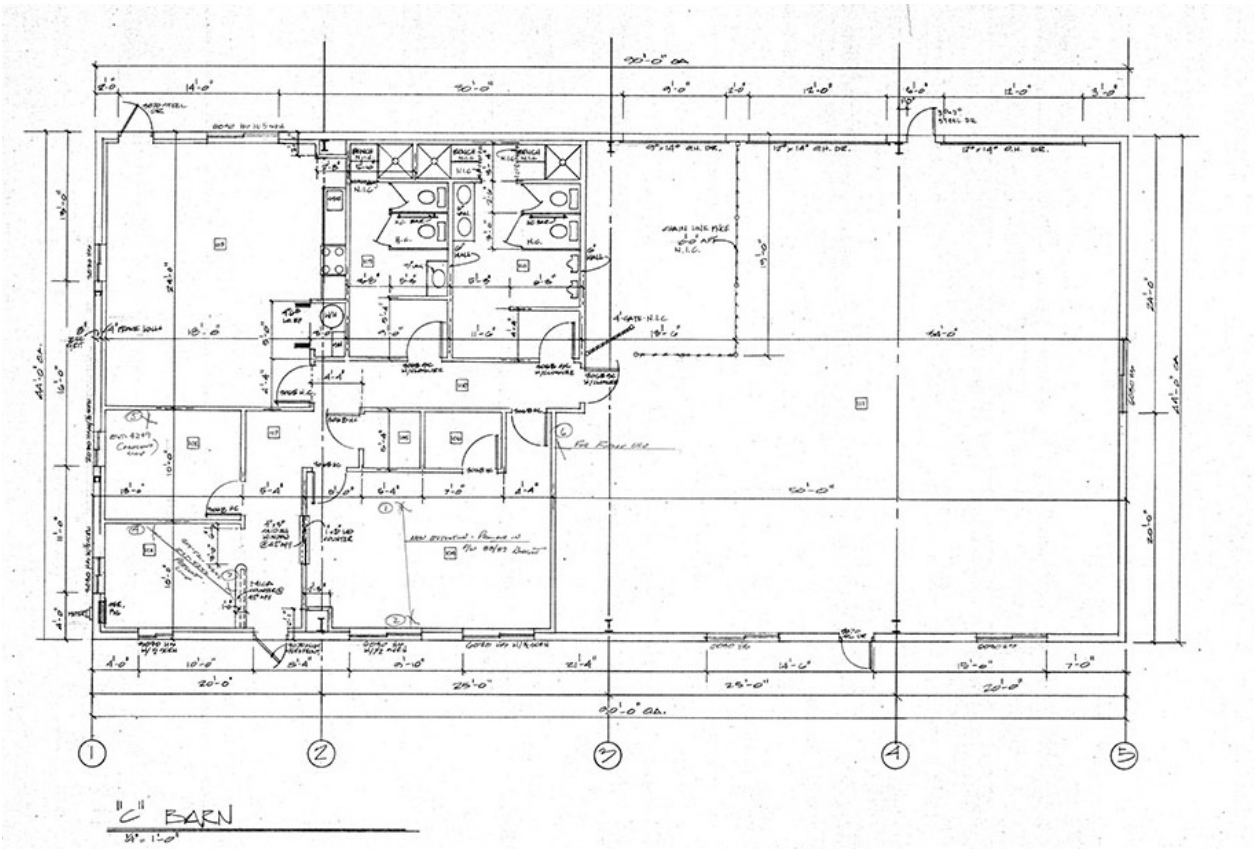


Site Plan



Site Plan

E-199 Road and Bridge – C Barn (continued)



1st Floor Plan C Barn

E-201	Fleet Maintenance		
Location	30906 Warder Road, San Antonio, 33576		
Description of Use	FLEET MANAGEMNENT, PUBLIC TRANSPORTATION: Fleet maintenance, administrative office		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 10,140	# Floors: 1	
Facility Condition	POOR		
Site	Total Parking Spaces/ADA:	Large parking area shared with pole barn / 0 ADA spaces	
	Parking Lot:	Concrete and asphalt lot in fair condition	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Good, large property	
Building Exterior	Exterior Wall:	Metal panel with CMU at base, aluminum windows	
	Roof:	Metal panel	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building, pre-engineered metal building with bar joist framing	
	Access/ADA Issues	Some partially adapted ADA restrooms, none in public transportation area	
	Finishes:	Maintenance Bays – Floors: concrete; Walls: exposed structure/insulation; Ceilings: exposed, metal panel. Office area – Floors: VCT, concrete in breakroom; Walls: painted gypbd, painted CMU; Ceilings: ACP, painted plaster in breakroom. Finishes in break room very poor condition, poor condition in office area.	
	Layout:	Adequate for maintenance, poor for office	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Minimal HVAC systems, no issues, gas heaters provided	
	Electrical:	Emergency generator provided, no issues	
	Lighting:	New HID fixtures in east three maintenance bays, older fixtures elsewhere	
	Fire Protection:	No fire sprinkler system; exit signs, fire extinguishers provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-201 houses approximately six vehicle maintenance bays and office areas for the eastern portion of the County for Fleet and Public transportation. The facility consists of three buildings that were combined over time and are in generally poor condition. A four pump fueling station is located on the fenced property. Several containers are used for additional storage.		
Recommendations	Building E-201 should not be considered a long-term asset for Pasco County. Due to the age of the building and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term to long-term.		

E-201 Fleet Maintenance (continued)

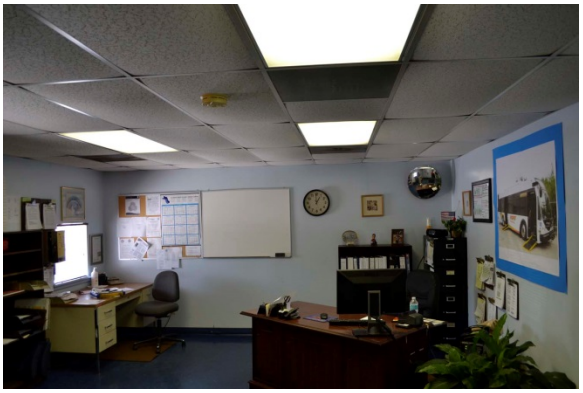
PHOTOS



Exterior view front



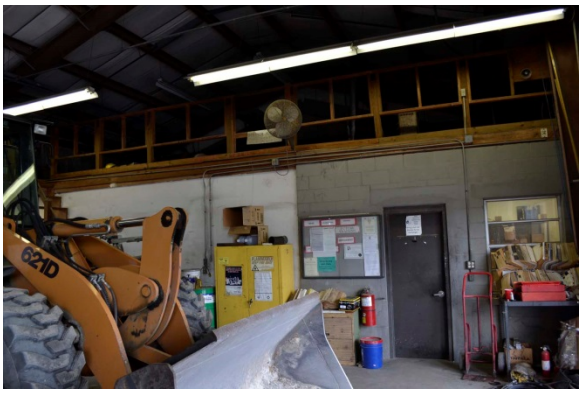
Exterior view front



Office area



Vehicle maintenance bays



Maintenance bay and mezzanine



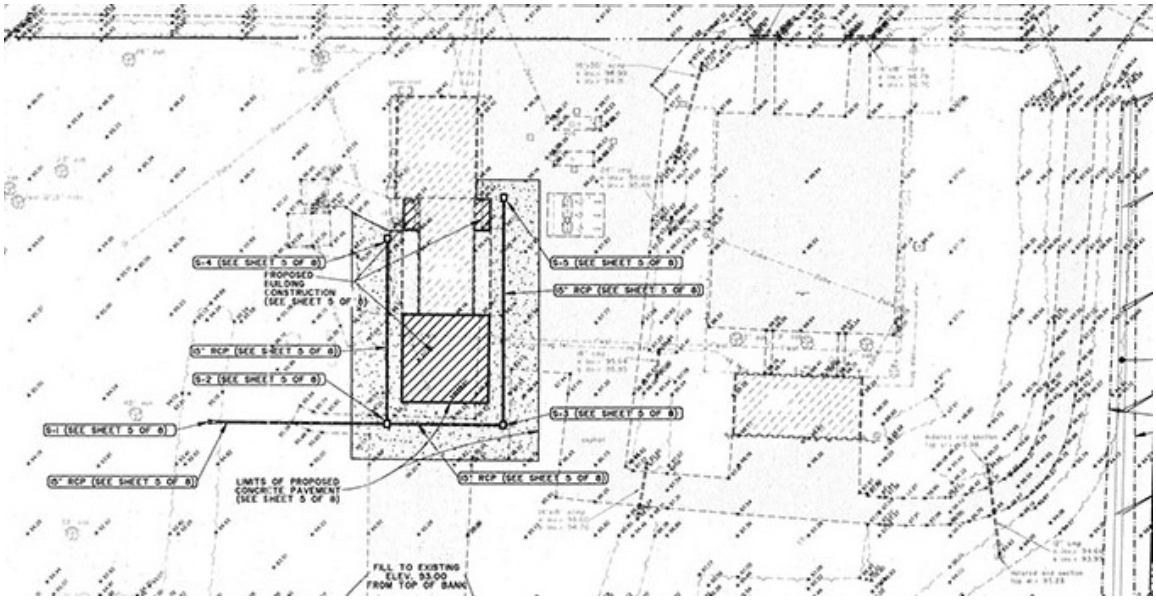
HVAC system

E-201 Fleet Maintenance (continued)

PLANS

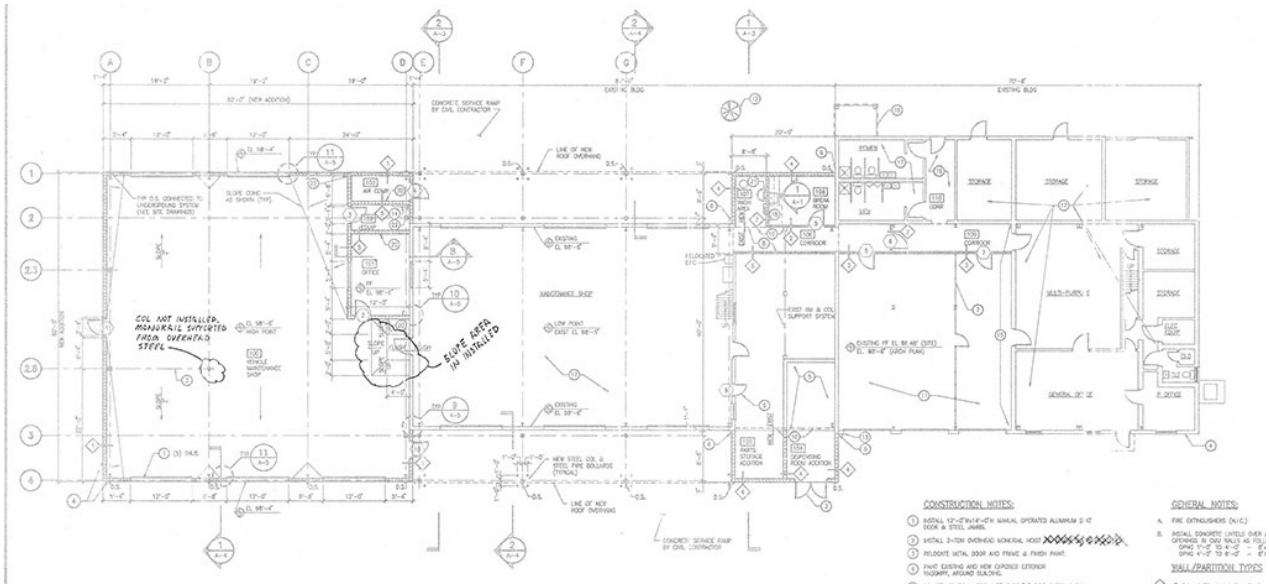


Site Plan



Site Plan

E-201 Fleet Maintenance (continued)



1st Floor Plan

E-201.3 Public Works Pole Barn

Location	30906 Warder Road, San Antonio, 5,285		
Description of Use	PUBLIC WORKS: Storage		
Year Constructed	±2009	**Owned/Leased:**	Owned
Building Size	BGSF: 5,285	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	Shared with Road and Bridge vehicle area / 0 ADA spaces	
	Parking Lot:	Fair to poor condition	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Good	
Building Exterior	Exterior Wall:	Metal panel on three sides, open on fourth side	
	Roof:	Metal panel, no issues	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	Pre-engineered metal building	
	Access/ADA Issues	Not applicable	
	Finishes:	Floor: asphalt; Walls: metal panel on three sides; Ceiling: exposed structure, metal panel	
	Layout:	Appropriate for outdoor storage	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues, only hose bibs	
	Mechanical (HVAC):	None	
	Electrical:	Minimal lighting and power	
	Lighting:	No issues	
	Fire Protection:	None	
	Telecomm/Comp. Network:	None	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-201.3 is a recently built open pre-engineered metal building used for general outdoor storage.		
Recommendations	Building E-201.3 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-201.3 Public Works Pole Barn (continued)

PHOTOS



Exterior view



Exterior view



Parking asphalt condition

E-201.3 Public Works Pole Barn (continued)

PLANS



Site Plan

E-205/VP-12	Trailer O, Darby Park Civic Center		
Location	13930 Bellamy Bros Boulevard, Dade City, 33525		
Description of Use	OTHER: Abandoned trailer		
Year Constructed	Possibly 1980	**Owned/Leased:**	Owned
Building Size	BGSF: 960	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	None	
	Parking Lot:	None	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	None	
Building Exterior	Exterior Wall:	Metal panels, very poor condition	
	Roof:	Not evaluated, very poor condition	
	Wind Speed Rating:	Unknown	
	Historic Significance:	None	
Building Interior	Structure:	Not evaluated, very poor condition	
	Access/ADA Issues	None	
	Finishes:	Not evaluated, very poor condition	
	Layout:	Not evaluated, very poor condition	
	Renovation Suitability:	None	
Technical Systems	Plumbing:	Not evaluated	
	Mechanical (HVAC):	Not evaluated	
	Electrical:	Not evaluated	
	Lighting:	Not evaluated	
	Fire Protection:	Not evaluated	
	Telecomm/Comp. Network:	Not evaluated	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-205/VP-12 is an abandoned trailer located on a fenced property in a rural area		
Recommendations	Building E-205 should not be considered a long-term asset for Pasco County. The trailer should be demolished or disposed of short term.		

E-205/VP-12 Trailer O, Darby Park Civic Center (continued)

PHOTOS



Exterior view



Property view



Historic marker

E-205/VP-12 Trailer O, Darby Park Civic Center (continued)

PLANS



Site Plan

E-211	Fire Rescue Station 27		
Location	12221 Curley Street, San Antonio, 33578		
Description of Use	FIRE RESCUE ADMONISTRATION: Fire station		
Year Constructed	2013	**Owned/Leased:**	Owned
Building Size	BGSF: 6,930	# Floors: 1	
Facility Condition	VERY GOOD		
Site	Total Parking Spaces/ADA:	23 total spaces / 2 ADA spaces	
	Parking Lot:	Good condition	
	Access/ADA Issues/Signage:	ADA access and signage provided	
	Expansion Capability:	Limited, some additional space is available to the east	
Building Exterior	Exterior Wall:	Brick, aluminum windows	
	Roof:	Metal panel, metal soffits	
	Wind Speed Rating:	130	
	Historic Significance:	None	
Building Interior	Structure:	CMU, pre-engineered metal building with CMU walls at apparatus bay	
	Access/ADA Issues	ADA compliant restroom and shower provided	
	Finishes:	Floors: tile, concrete at apparatus bay; Walls: painted gypbd, painted CMU at apparatus bay; Ceilings: ACP tegular and lay-in, metal panel at apparatus bay	
	Layout:	Appropriate for fire station	
	Renovation Suitability:	Good	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Spilt HVAC systems, no issues	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Good fluorescent lighting throughout, T8's	
	Fire Protection:	Fire alarm system provided, fully sprinklered	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No significant sustainable features		
Comments	Building E-211 is a newer three bay fire station based on the second generation prototype design. The facility is in very good condition overall. The facility experiences some storm water runoff issues from the street into the apparatus bay area.		
Recommendations	Building E-211 is a long-term asset for Pasco County and can continue in use for the foreseeable future. The County should continue to provide corrective and preventive maintenance as required.		

E-211 Fire Rescue Station 27 (continued)

PHOTOS



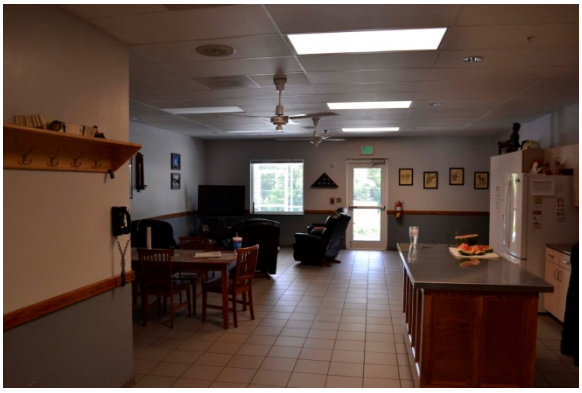
Exterior view front



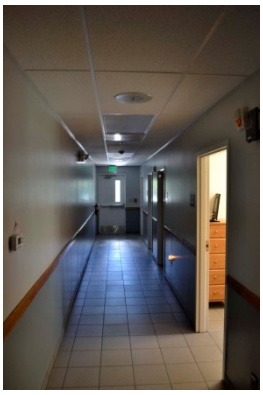
Exterior view back



Apparatus bay



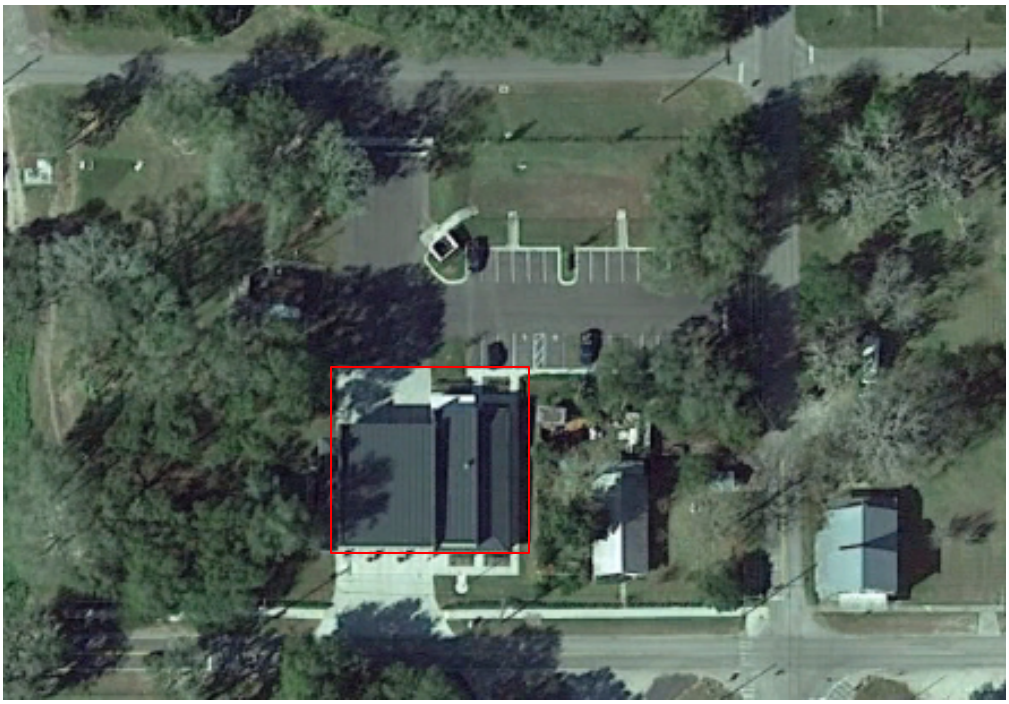
Break area and kitchen



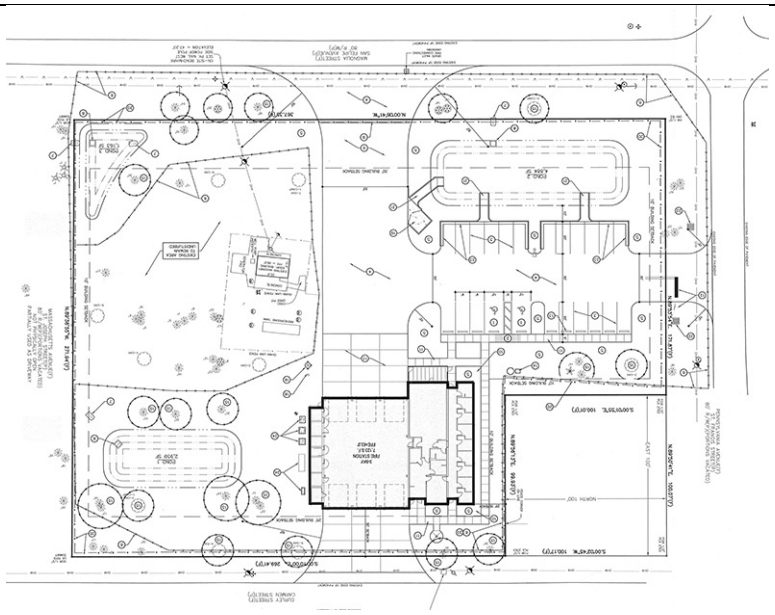
Corridor

E-211 Fire Rescue Station 27 (continued)

PLANS

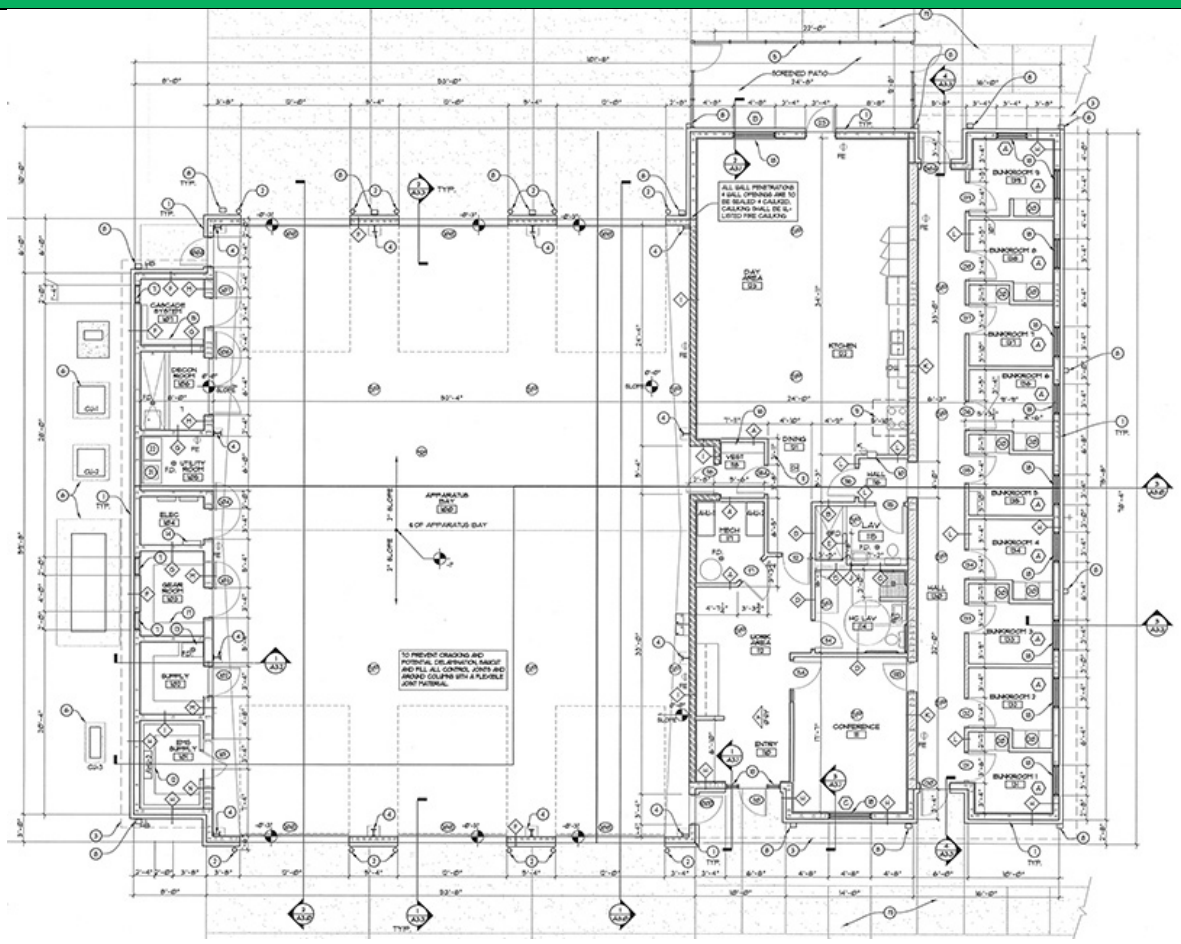


Site Plan



Site Plan

E-211 Fire Rescue Station 27 (continued)



1st Floor Plan

E-305	Fire Rescue Station 13		
Location	27329 Dayflower Road, Zephyr Hills, 33544		
Description of Use	FIRE RESCUE ADMINISTRATION: Fire station		
Year Constructed	Unknown	**Owned/Leased:**	Owned
Building Size	BGSF: 4,216	# Floors: 1	
Facility Condition	VERY POOR		
Site	Total Parking Spaces/ADA:	5 paved spaces plus additional spaces on grass paver block area / 0 ADA spaces	
	Parking Lot:	Very poor condition	
	Access/ADA Issues/Signage:	None	
	Expansion Capability:	Additional land has been purchased adjacent to the property for future replacement (2.66 acres total)	
Building Exterior	Exterior Wall:	Stucco on CMU, painted CMU	
	Roof:	Asphalt shingle, single ply membrane roof, no issues	
	Wind Speed Rating:	75	
	Historic Significance:	None	
Building Interior	Structure:	CMU bearing walls	
	Access/ADA Issues	Non ADA compliant restrooms	
	Finishes:	Floors: tile, concrete in apparatus bay; Walls: painted gypbd, painted CMU in apparatus bay; Ceilings: painted gypbd, painted plaster in apparatus bay (finishes in kitchen area in poor condition, finishes in dorm area in very poor condition)	
	Layout:	Poor, apparatus bay separates dorm rooms from day room/kitchen. Weight room is located is small outbuilding.	
	Renovation Suitability:	Poor	
Technical Systems	Plumbing:	No issues	
	Mechanical (HVAC):	Two small residential type split systems require constant maintenance, weight room has window unit	
	Electrical:	Full load emergency generator, no issues	
	Lighting:	Older fluorescent fixtures	
	Fire Protection:	No fire alarm provided, no fire sprinkler provided; exit signs, smoke detectors provided	
	Telecomm/Comp. Network:	No issues	
	Vertical Transportation:	Not applicable	
Sustainability	No sustainable features		
Comments	Building E-305 is an older two bay fire station based on the first generation prototype design with a split dayroom / bunkroom design. The facility is in very poor condition overall.		
Recommendations	Building E-305 should not be considered a long-term asset for Pasco County. Due to the age of the building, its obsolete design and its general condition the functions located within the facility should be relocated to a more appropriate facility short-term to mid-term.		

E-305 Fire Rescue Station 13 (continued)

PHOTOS



Exterior view front



Exterior view back



Apparatus bay



Office and lounge area



Dormitory



HVAC system



HVAC system

E-305 Fire Rescue Station 13 (continued)

PLANS



Site Plan

Floor Plans Not Available

1st Floor Plan

Table 4-3 was created as a cross reference of the facilities included in the Pasco County Government Facilities Master Plan. Previously in this Chapter, facilities were listed numerically, by geographic region within Pasco County (East, Central, and West). In order for readers to easily locate individual facilities, the following figure list facilities alphabetically with the corresponding page number within Chapter 4. Please note, Chapter 4 includes all government and criminal justice related facilities that were part of the Master Plan study.

Table 4-3
Facility Cross-Reference Listing

Building Name	Page #
Amador J. Gonzalo Training Center (C-603)	4-361
Animal Services Administration - Building B (C-301)	4-273
Animal Services Adoption Center - Bldg. A (C-296)	4-263
Animal Services Auxiliary Building D (C-297)	4-267
Animal Services Intake Reclaim - Building C (C-299)	4-270
Baker House (W-519)	4-103
Building Inspectors Building (W-565)	4-166
Burn Building Station 20 (C-602.01)	4-347
Centennial Library (W-404)	4-36
Clerk Records Center (E-36)	4-425
Community Center, J. Ben Harrill (W-412.01)	4-48
Community Center, Odessa Community Park (W-359.01)	4-30
Community Services, Nutrition, Health (E-33)	4-410
Cooperative Extension Services / Parks & Rec. (E-58/E-011)	4-442
Counsel Square II - PCSO Child Protective Investigations/Intelligence Lead Policing (W-ZZZ)	4-259
County East Storage (E-16)	4-390
Dade City Property/Evidence (Old Jail) (E-6)	4-378
Data Center - Deal Building (E-2)	4-370
David "Hap" Clark Building (C-356)	4-319
Denton Warehouse (W-711)	4-229
East Pasco Government Center (E-34)	4-414
Elderly Nutrition Center Spring Hill (C-628)	4-358
Elfers School (W-405)	4-40
Elise Logan Community Center (C-608.01)	4-355
Emergency Communications / 911 (W-492)	4-51
Environmental Education Ctr., Jay B Starkey (W-571.01)	4-169
Environmental Lab (W-493)	4-54
Facilities Management, Dade City (E-7)	4-379
Facilties Management Main Building (W-549)	4-135
Fire Rescue Administration Warehouse (W-306)	4-20
Fire Rescue Administration Warehouse (W-306.1)	4-23

Table 4-3 (continued)
Facility Cross-Reference Listing

Building Name	Page #
Fire Rescue Station 10 (W-701)	4-225
Fire Rescue Station 11 (W-750)	4-240
Fire Rescue Station 12 (W-401)	4-33
Fire Rescue Station 13 (E-305)	4-503
Fire Rescue Station 14 (W-584)	4-185
Fire Rescue Station 15, PCSO Substation (W-328)	4-27
Fire Rescue Station 16 (E-109)	4-467
Fire Rescue Station 17 (W-614)	4-215
Fire Rescue Station 18 (E-105)	4-459
Fire Rescue Station 19 (W-529)	4-123
Fire Rescue Station 20 (C-602)	4-343
Fire Rescue Station 21 (W-558)	4-147
Fire Rescue Station 22 / Facilities Mgmt. (C-304)	4-287
Fire Rescue Station 23 (C-303.01)	4-283
Fire Rescue Station 24 (E-53)	4-433
Fire Rescue Station 25 (E-25)	4-402
Fire Rescue Station 25 (Old 16) (E-103)	4-456
Fire Rescue Station 26 (E-163)	4-481
Fire Rescue Station 27 (E-211)	4-499
Fire Rescue Station 28 - LOL Volunteer (C-371)	4-333
Fire Rescue Station 29 (W-595)	4-204
Fire Rescue Station 30 (W-640)	4-222
Fire Rescue Station 32 (E-90)	4-452
Fire Rescue Station 35 - Volunteer (W-752)	4-244
Fire Rescue Station 36 (E-107)	4-463
Fire Rescue Station 37 (C-372)	4-337
Fire Rescue Station 39 (W-714)	4-232
Fire Rescue Storage (Old Station 23) (C-303)	4-280
Fleet Maintenance (W-517)	4-93
Fleet Maintenance (E-201)	4-489
Fleet Maintenance Fox Hollow (W-630)	4-218
Fleet Vehicle Wash (W-517.01)	4-97
Galen Wilson Building (W-587)	4-193
Galen Wilson Bus Wash / Misc. Outbldgs. (W-579)	4-181
Galen Wilson Elderly Nutrition Center (W-591)	4-197
Galen Wilson / Community Services / Transportation (W-586)	4-189

Table 4-3 (continued)
Facility Cross-Reference Listing

Building Name	Page #
Grove Park Community Center (W-562)	4-159
Health Department A Clinic, New Port Richey (W-573)	4-173
Health Department B Administration - Tobacco Awareness (W-574/W-754.01)	4-177
Health Department Land O' Lakes (C-361)	4-329
Health Department, Dade City (E-35)	4-419
Health Department, Zephyr Hills (E-153)	4-474
Historic Courthouse, Dade City (E-1)	4-365
Hudson Library (W-763)	4-252
Hugh Embry Library (E-67)	4-445
Hurricane Shelter (W-715)	4-236
Indiana Building (W-511)	4-90
Information Technology / EOC (W-496)	4-62
Jack Albert Records Retention Center (W-495)	4-58
Jackson Building (E-17)	4-393
Land O' Lakes Community Center (C-302.01)	4-277
Land O' Lakes Library (C-354)	4-315
Main Street Building (W-599)	4-210
Misdemeanor Probation (W-532)	4-129
Missouri Building (W-520)	4-107
New River Branch Library (E-155)	4-477
Old Data Center, Computer Center (E-55)	4-438
Parks and Recreation West (W-508/W-509/W-521)	4-87
Pasco Arts Council - Anderson House (W-518)	4-100
Pasco Technology Center (E-41)	4-430
PCSO Admnistration and Jail, New Port Richey (W-524)	4-110
PCSO Aviation Unit Hangar (C-358)	4-326
PCSO Charles "Bo" Harrison Bldg. - District 2 (E-38)	4-426
PCSO Detention Center, Land O' Lakes (C-353)	4-307
PCSO Evidence Shed, Sunset Building[5] (W-501/506)	4-69
PCSO K-9 Kennel (C-353.19)	4-312
PCSO Maintenance Garage (C-317)	4-291
PCSO Support Services / Forensics Building (C-329)	4-295
PCSO Trustee Training Center (C-XXX)	4-361
PCSO West Operations Building (Sterling Building) (District 1) (W-560)	4-154
Public Works Pole Barn (E-201.3)	4-493

Table 4-3 (continued)
Facility Cross-Reference Listing

Building Name	Page #
Public Works and Utilities Building (W-525)	4-117
Purchasing, Central Stores (W-530)	4-126
Records Storage (Mr. C's) (E-70)	4-449
Recreation Building, Veterans Mem. Park (W-762.05)	4-248
Recreation Center, Land O' Lakes (C-350.02)	4-299
Regency Park Library (W-505)	4-80
Road and Bridge - C Barn (E-199)	4-485
Road and Bridge Pole Barn (W-497)	4-66
Robert D. Sumner Judicial Building (E-14)	4-382
Senior Center - DAV (W-563)	4-163
Senior Center, Land O' Lakes (C-352)	4-303
Senior Center, South Gate (W-559)	4-151
Senior Center, Zephyr Hills (E-152)	4-471
South Holiday Library (W-410)	4-44
Stallings Community Center (E-27)	4-406
State Attorney (Word Processing) (W-533)	4-132
Storage Building - Traffic (W-507)	4-84
Supervisor of Elections Warehouse (E-24)	4-398
Tax Collector, Gulf Harbor (W-594)	4-200
Trailer H - Road and Bridge (C-535)	4-340
Trailer O, Darby Park Civic Center (E-205/VP12)	4-496
Trouble Creek Records Storage, Storm Water (W-598/W-598.1)	4-207
Utilities Inspection Trailer (W-YYY)	4-256
Veterans Services / Guardian Ad Litem (E-4)	4-374
West Pasco Government Center (W-555)	4-139
West Pasco Judicial Center (W-502)	4-72

CHAPTER 5

Development Options Analysis

INTRODUCTION

The next project task is to identify development options for the general government components of Pasco County. This chapter also incorporates the recommendations from the *Criminal Justice Facilities Master Plan* issued in August 2014. The recommendations for the Pasco County's facilities reflect the project goals and objectives established throughout the project:

1. Retain the history and character of Pasco County.
2. Address all known and existing deficiencies.
3. Improve the quality of work space for employees and public.
4. Equity in space for functional based on established space standards.
5. Strategic location of departments/offices to foster inter and intra department communication and to better provide public services.
6. Maximum use of existing county-owned facilities and sites.
7. Develop a phased and affordable implementation plan for the County.

The options and resulting strategic plan must focus on the delivery of effective and convenient services to the citizens of Pasco County but also provide spaces that are flexible, technologically advanced, and planned to consistent standards for more efficient staff operations. The purpose of this chapter is to define the approach for meeting the 2034 space needs for the Pasco County that best satisfy the following operational criteria:

- The physical proximity/relationship or separation of functional components;
- The consolidation of department staff at multiple locations when appropriate functionally;
- The need for additional staff or possible reduction in staff based on location and/or proximity;
- The ease or difficulty of achieving required levels of security and confidentiality of records; and
- The ease or difficulty of limiting or enhancing public and/or staff access to include issues of parking, convenience, and safety.

The options analysis also take into account the specific recommendations that were developed in Chapter 4 as part of the facility assessments performed on nearly 140 buildings housing Pasco County government functions:

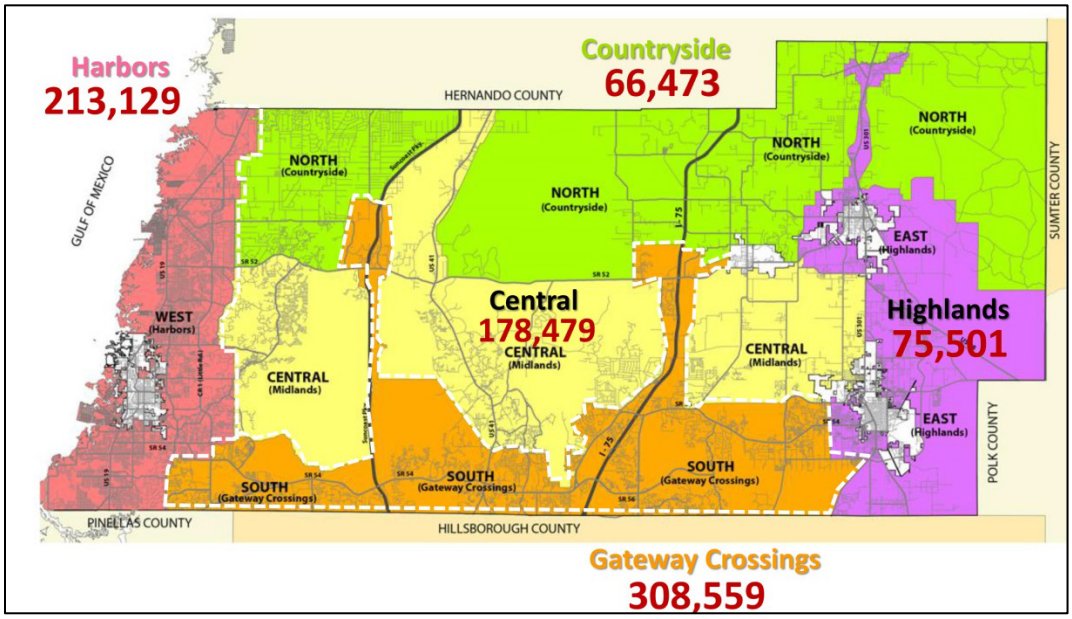
- Facilities rated "Poor" or "Very Poor" should ideally be replaced in the short-term or possibly mid-term depending on funding availability.
- All existing County staff offices and functions requiring public access that are housed in non-permanent building types such as trailers or modular buildings should be replaced with permanent purpose-built buildings of substantial construction.
- All existing County staff offices and functions requiring public access that are housed in warehouse type pre-engineered metal buildings should be replaced with permanent purpose-built buildings of substantial construction.

The focus of the options analysis is to minimize disruptions to existing operations, maintain critical functional relationships between departments that interact regularly, and improve provision of public

services in balance with facility/asset management. Also, the option analysis tries to minimize the use of leased space and temporary structures, by providing county owned, purpose built space.

The proposed master plan also takes into account the projected population growth of the County over the next twenty years. As illustrated below in Figure 5-1, the County will experience dramatic population growth by 2040 resulting in a doubling of the County population. The heaviest concentration of new growth is projected for the southern portion of the County.

Figure 5-1
Pasco County Projected Growth



Source: Pasco County, July 2014.

The *Pasco County 2013-2017 Strategic Plan* defines a vision for Pasco County as "Florida's Premier County". As part of this strategic planning cycle, the Board of County Commissioners established four strategic objectives to help achieve the County's vision:

- Create a Thriving Community;
- Enhance Quality of Life;
- Stimulate Economic Growth; and
- Improve Organizational Growth.



As illustrated, the "Improving Organizational Performance" goal is the link at the center that impacts quality of life, economic growth and a thriving community. The primary objective of this goal is to "Provide the processes, procedures, and necessary resources (physical, human, and financial) to efficiently

and effectively deliver services in a culture of continual improvement". The *Pasco County Facilities Master Plan* is specifically intended to address the physical resources that are required to effectively carry out the County's vision of being a Premier County.

Pasco County owns or leases approximately 140 buildings (not including the minor Parks and Recreation facilities, water treatment facilities, bus shelters, communications towers, etc.). These are generally identified and grouped into West, Central and East regions due to the large size of the County and the distance between the westernmost end of the county and its easternmost locations. All existing County buildings are currently given a numeric designation starting with a W, C, or E to easily identify which region of the County the facility is located.

Chapter 4 provides a summary comparison of total existing space and projected space in 5-year increments. For most functions, the current space need is greater than the current capacity. To address these space shortfalls, development options are identified for the general government components.

EXISTING SPACE ALLOCATION

A summary of the total existing allocation of space by department by current building location is provided in Table 5-1. This comparison is not based on recommended adjacencies but rather existing locations and is to highlight the current assignment of space by location.

Table 5-1
Existing Space Allocation

Existing Locaton by Department	DGSF Existing
C-296, 297, 299, 301 Animal Services	**16,112**
Community Services - Animal Services LOL	16,112
C-304 Station 22/Facility Management	**1,924**
Facilities Management LOL	1,924
C-352 Senior Center	**5,374**
Community Services - Elderly Nutrition LOL	5,374
C-354 Land O' Lakes Library	**16,752**
Library - Land O' Lakes LOL	16,752
C-356 Hap Clark	**27,289**
Bldg Const - Bldg Inspections/Central Permitting LOL	2,722
Community Services - Cooperative Extension Office LOL	1,651
Community Services - Human Services LOL	600
Community Services - Veterans Services LOL	374
Engineering - Env Lands LOL	1,126
Internal Services - IT Office LOL	2,188
IT Closet LOL	440
Office LOL	7,318
Parks & Recreation - Administration LOL	4,398
Public Safety - Fire Rescue Admin LOL	4,482
Public Safety - Fire Rescue Ambulance Billing LOL	1,790
Public Safety - Fire Rescue Combat/Rescue Admin LOL	200
C-361 Health Clinic	**8,261**
Clinic LOL	8,261
C-535 Road & Bridge, Trailer H	**7,306**
Public Works - Road & Bridge SH	7,306
C-602/C-603 Amador Gonzalez Training & Burn Bldg	**4,860**
Public Safety - Fire Rescue Training SH	4,860
C-628 Elderly Nutrition	**3,710**
Community Services - Elderly Nutrition SH	3,710
C-Utilities O&M Central	**1,800**
O&M Warehose - Central SH	1,800
E-011 Fairgrounds, Parks & Recreation East	**4,385**
Parks & Recreation - East Office DC	4,385
E-1 Historic Courthouse	**8,477**
Board of County Commissioners - DC	8,477
E-152 Senior Center ZPH	**2,820**
Community Services - Elderly Nutrition ZPH	2,820
E-153 Health Clinic	**3,584**
Clinic ZPH	3,584

Table 5-1 (continued)
Existing Space Allocation

Existing Locaton by Department	DGSF Existing
E-155 New River Library	**10,980**
Library - New River ZPH	10,980
E-16 County East Storage	**7,830**
Bldg Const - Warehouse DC	6,500
McDonald St, DC	1,330
E-17 Jackson	**3,000**
Records Storage DC	3,000
E-199 Road & Bridge C Barn or E-201 Fleet	**250**
Engineering - Traffic Operations SAN	250
E-199 Road & Bridge, C Barn	**10,860**
Public Works - Road & Bridge SAN	10,860
E-2 Deal	**5,166**
Information Services DC	220
Information Technology - Office DC	4,946
E-201 Fleet Maintenance	**12,476**
Community Services - Public Transportation SAN	2,196
Fleet Management - East Mntce SAN	10,280
E-24 SOE Warehouse	**11,682**
Election Service Center DC	11,682
E-33 Community Services, Nutrition, Health	**5,879**
Community Services - Elderly Nutrition DC	3,989
Community Services - Human Services DC	1,890
E-34 EPGC	**58,967**
Administration - Customer Service Lobby DC	235
Bldg Const - Bldg Inspections/Central Permitting DC	4,114
Headquarters/Customer Service DC	387
Main Office DC	29,855
Main Offie DC	11,041
Office & Administrative DC	13,335
E-35 Health Clinic	**16,910**
Clinic DC	16,910
E-4 GAL, Veterans Services	**605**
Community Services - Veterans Services DC	605
E-55 Data Center	**5,261**
Information Technology - Data Center DC	5,261
E-58 Fairgrounds, Cooperative Extension	**2,273**
Community Services - Cooperative Extension Main Office DC	2,273
E-67 Hugh Embry Library	**6,422**
Library - Hugh Embry DC	6,422

Table 5-1 (continued)
Existing Space Allocation

Existing Locaton by Department	DGSF Existing
E-7 Facilities Management	**2,676**
Facilities Management DC	2,676
E-70 Mr Cs	**9,700**
Mr C's, DC	9,700
E-Elderly Nutrition Provided Space	**3,371**
Community Services - Elderly Nutrition TRB	3,371
E-Tax Collector New Lease	**9,170**
Future Office WES	9,170
E-Utilities O&M East	**6,000**
O&M Warehose - East WES	6,000
Fire Rescue Stations	**139,964**
Public Safety - Fire Rescue Combat/Rescue County Statons	139,964
W-306 Fire Rescue Warehouse Storage	**3,296**
Public Safety - Fire Rescue Supply ODE	3,296
W-404 Centennial Park Library	**9,463**
Library - Centennial Park HOL	9,463
W-410 South Holiday Library	**7,662**
Library - South Holiday HOL	7,662
W-492 Emergency Communications Op/911	**9,472**
Public Safety - Communications Primary NPR	9,472
W-493 Environmental Lab	**3,329**
Environmental Lab NPR	3,329
W-496 IT/EOC	**11,559**
Administration - Customer Service Call Center NPR	2,781
Information Technology - Admin NPR	3,658
Public Safety - Emergency Management NPR	5,120
W-501 Sunset	**14,297**
Engineering - Project Mgmt NPR	14,297
W-505 Regency Park Library	**16,752**
Library - Regency Park NPR	16,752
W-507 Traffic Storage Warehouse	**3,700**
Engineering - Traffic Operations Warehouse NPR	3,700
W-508 Parks & Recreation West	**8,765**
Parks & Recreation - West Office NPR	8,765
W-517 Fleet Maintenance	**21,878**
Fleet Management - West Heavy Mntce NPR	14,678
Public Works - Road & Bridge Pole Barn NPR	7,200

Table 5-1 (continued)
Existing Space Allocation

Existing Locaton by Department	DGSF Existing
W-524 PCSO Admin & Jail	**400**
Old Jail, NPR	400
W-525 Public Works & Utilities	**27,271**
Engineering - Traffic Operations Center NPR	2,227
Headquarters LOL	19,204
Information Technology - Radio Shop NPR	2,504
Public Works - Road & Bridge Office & Sign Shop NPR	3,336
W-530 Purchasing, Central Stores	**9,600**
Purchasing & Central Stores Office NPR	1,200
Purchasing & Central Stores Storage NPR	8,400
W-549 Facilities Management	**23,217**
Facilities Management NPR	23,217
W-555 WPGC	**65,496**
Administration - Customer Service Lobby NPR	343
Administration - Public Communications/Information NPR	143
Administration - Strategy & Performance Development NPR	285
Administration - Tourism Development NPR	566
Administration NPR	961
Bldg Const - Central Permitting/Building Inspections NPR	4,713
Board of County Commissioners - NPR	6,813
County Administrator NPR	2,425
County Attorney NPR	4,379
Engineering - Admin NPR	696
Engineering - Real Estate NPR	1,157
Engineering - Survey NPR	2,191
Fiscal Services NPR	1,041
Information Technology - GIS Mapping NPR	858
Metropolitan Planning Organization NPR	945
Office NPR	20,752
Office of Management & Budget NPR	2,084
Personnel & Risk Management NPR	3,772
Planning - Code Enforcement NPR	1,981
Planning - Current Planning NPR	3,230
Planning - Long Range Planning NPR	2,707
Planning - Zoning and Intake Central Files NPR	1,884
Planning - Zoning and Intake NPR	1,570
W-559 Senior Center Southgate	**2,900**
Community Services - Elderly Nutrition Southgate NPR	2,900
W-565 Building Inspectors	**3,992**
Bldg Const - Bldg Inspections/Contractor Licensing NPR	3,992

Table 5-1 (continued)
Existing Space Allocation

Existing Location by Department	DGSF Existing
W-573, 574 Health Admin, Clinic	**21,586**
Administration NPR	11,131
Clinic NPR	10,455
W-586 Galen Wilson, Community Services/Transportation	**14,682**
Community Services - Administration PR	2,333
Community Services - Human Services PR	1,148
Community Services - Public Transportation PR	10,125
Community Services - Veterans Services NPR	1,076
W-591 Galen Wilson, Elderly Nutrition	**3,493**
Community Services - Elderly Nutrition & Admin PR	3,493
W-594 Tax Collector Gulf Harbor	**17,586**
Office GH	17,586
W-598 Trouble Creek	**1,937**
Accounting NPR	1,937
W-598 Trouble Creek Storage	**9,100**
Trouble Creek, NPR	9,100
W-598.1 Trouble Creek Stormwater/Storage	**19,150**
Public Works - Storm Water Management NPR	19,150
W-599 Main St	**13,738**
Clinic NPR	8,836
Community Services - Community Development NPR	4,902
W-630 Fleet Maintenance	**16,740**
Fleet Management - West Light Mntce PR	16,740
W-715 Hurricane Shelter, Health Clinic	**7,525**
Clinic HUD	7,525
W-763 Hudson Library	**26,281**
Library - Hudson HUD	26,281
W-Elderly Nutrition Provided Space	**2,020**
Community Services - Elderly Nutrition Summer Lakes NPR	2,020
W-UC Preserve	**500**
Engineering - Env Lands UC	500
W-Utilities O&M West	**3,405**
O&M Warehose - West PR	3,405
Grand Total	**842,888**

Source: CGL, August 2014 and updated October 2014 and January 2015.

DEVELOPMENT OPTIONS ANALYSIS

Two development options were identified for analysis to address the County's projected needs through 2034. Both options were based on the Consultant's findings and observations, data gathered on projected future growth and include input and comments received from interviews with County leaders, staff and department heads. The two options differed primarily in the amount of new construction/re-use of existing buildings recommended and in the location of the principal centralized government functions of the Board of County Commissioners and its support groups.

Both options included the following components from the *Criminal Justice Master Plan* prepared by CGL in August 2014:

- Criminal justice components of the jail, criminal courthouse, and Sheriff's (PCSO) office to be located on the existing Land O' Lakes (LOL) central campus;
- Civil court functions and related departments continue to operate out of the West Pasco Judicial Center (WPJC) and the East Pasco Judicial Center (EPJC); and
- Sheriff District Offices to be developed in respective Districts with new facilities for District 1 and 3.

In addition to the Sheriff functions included in the study, the Vice and Narcotics Section (tasked with initiating and conducting covert investigations of crimes related drugs, gangs, racketeering, terrorism, prostitution, and gambling) occupies leased spaces in discreet locations and will require additional space and possibly locations as the County grows.

Option 1 - South Central Campus located several of the County's major functions in the south central area of the County and required greater amounts of new construction to replace some of the older and obsolete County buildings. The Board of County Commissioners (BCC) and its primary support departments were located in a new south central location intended to be centrally located for the entire County and within easy reach of a majority of the County's projected population (existing BCC functions at the Historic Courthouse and East Pasco Government Center generally remain as is). Development Services and the proposed One Stop permitting center were also located in this new south central facility for ease of access from the entire county. Constitutional offices would continue to be generally located at the West Pasco Government Center (WPGC) campus, the East Pasco Government Center (EPGC) campus and the new south central campus to serve residents of those three regions. Consolidated field operations yards were created in west, central and east to efficiently co-locate most related functions including Fleet, Road and Bridge, Utilities, Facilities Management, Parks & Recreation, and Public Transportation.

Option 2 - Maximum Re-use kept the Board of County Commissioners (BCC) and its primary support departments in their current west and east locations and re-used more of the County's existing buildings. Development Services and the proposed One Stop permitting center were located in a new smaller south central facility for ease of access from the entire county. Constitutional offices continued to be generally located at the WPGC campus, the EPGC campus, and the new south central campus to serve residents of those three regions. Partially consolidated field operations yards were created in

west, central and east to efficiently co-locate many related functions including Fleet, Road and Bridge, Utilities, Public Transportation, and Facilities Management.

Both options addressed the 2034 space needs for Pasco County government functions. The options were based on the areas of greatest space deficit and buildings beyond their useful life. Option 1 - South Central Campus utilized mostly new construction to meet projected space needs, while Option 2 - Maximum Re-Use utilized renovation and expansion of existing structures to the extent possible.

The differences between the options included the:

1. Headquarters location of Pasco County Board of County Commissioner in south central portion of the County versus current location in New Port Richey;
2. Consolidated Public Safety Campus in Land O' Lakes versus expansion and development at current sites;
3. Complete or partial consolidation of government offices in central and south central locations;
4. Complete or partial consolidation of Field Operations for Utilities, Public Works, Fleet, Facilities Management, and Parks & Recreation in west, central, and east; and
5. Number of building demolitions on the WPGC Campus.

The similarities between the options included the:

1. Implementation of recommendations from the *Criminal Justice Master Plan* prepared August 2014;
2. Maintain Public Safety Communications at current location;
3. Demolition of facilities in Dade City;
4. Consolidation of Records/Storage in Dade City;
5. Strategy for Fire Rescue Stations;
6. Strategy for Libraries;
7. Maintaining Elderly Nutrition as is;
8. Improvement plan for Animal Services;
9. Relocation of Cooperative Extension from Fairgrounds to agricultural site;
10. Consolidation of two Health Clinics and Administration in New Port Richey;
11. Planned occupation for Utilities Headquarters under construction in Land O' Lakes; and
12. Planned occupation for New Technology Center under construction in Dade City.

The two options were presented to the County Steering Committee at the monthly project review meeting on August 27th, 2014. In addition, a working session was conducted with County leadership and branch representatives on September 8th, 2014, and with Constitutional Offices on September 22nd, 2014.

High level direction received from the working sessions included:

- Develop phased approach for complete consolidation of County government offices in central and south central;

- Develop phased approach for development of a Public Safety Headquarters on Land O' Lakes Campus;
- Consolidate field operations for Utilities, Public Works, Fleet, Facilities management, Public Transportation, and Parks & Recreation at locations to include potentially Northwest, Southwest, Central, and East;
- Demolish three facilities at the WPGC Campus once functions relocated to include Sheriff's Administration, Jail, Fleet (maintain fuel island), and Purchasing;
- Continue to use or lease Sterling and Building Inspectors Buildings near the WPGC Campus;
- Provide space for Board of County Commissioners at each government campus;
- Provide space for Constitutional Offices at each government campus;
- Consolidate records/storage at East location and West location in interim with eventual consolidation of records/storage in a central location;
- Improve Animal Services by replacing and merging Buildings B, C, and D;
- Implement strategy for Fire Rescue Stations based on review of previous plans, department's recommendation, and projected county growth;
- Implement strategy for Libraries based on review of previous plans, department's recommendation and projected county growth; and
- Implement strategy for Florida Department of Health to include consolidating two Health Clinics and Administration in New Port Richey and consolidating Health Clinics in Land O' Lakes and Zephryhills in new south central location.

The following implications of future decisions for the location of a new Government Campus for Constitutional Offices were identified (depending on a new South Central location versus development of the County's existing 20 acre site in Connerton or another central location).

- Clerk & Comptroller – A majority of the main office in Dade City could move to a new South Central or Central Government Campus to provide BCC support.
- Supervisor of Elections – The office in Happ Clark could relocate to a new South Central or Central Government Campus.
- Tax Collector – If the new Government Campus is in a south central versus central location, the office in Happ Clark could relocate to new campus. If the new Government Campus is in a central location, the office in Hap Clark would remain and not relocate. The preference is for the lease in Wesley Chapel to continue regardless of the Government Campus location.

A Phased Option was developed based on the comments received and the consultant's recommendations. The recommendations provide a long-term vision for the County to guide short-term decisions, while recognizing the County will adapt the strategy based on changing priorities, funding opportunities, and the rate and location of development/growth.

PHASED OPTION

Project Summary

Following is a summary of the Phased Option activities by function/facility type. Note: existing buildings to remain "as is" are indicated in *italics*, and current location and recommended use for vacated space is indicated in blue. The recommended specific phasing and sequencing of projects over the twenty years of the Master Plan is provided in Chapter 6. For new sites, a recommended site site/acreage is provided based on the projected space needs, parking code requirements, and campus circulation planning. For new sites, a review of the County's property inventory was conducted to identify potential parcels that meet the size and location criteria.

1. Develop new South Central C-Pasco Government Center (CPGC) for functions that support County government in phases with the first phase to include:
    a. Development Services Branch
        i. Consolidated One Stop, (currently in W-555 WPGC and W-565 Building Inspectors Building; space in W-555 WPGC becomes long-term expansion for remaining tenants and sell, lease, or reuse W-565 Building Inspectors Building)
    b. Internal Branch
        i. IT GIS (currently in W-555 WPGC, becomes long-term expansion for remaining tenants)
    c. Constitutional Offices
        i. Property Appraiser (currently in C-356 Hap Clark, move to new space in new South Central Government Campus and allow for expansion of Public Safety functions)
        ii. Supervisor of Elections (currently in C-356 Hap Clark, move to new space in new South Central Government Campus and allow for expansion of Public Safety functions)
        iii. Tax Collector (currently in C-356 Hap Clark, move to new space in new South Central Government Campus and allow for expansion of Public Safety functions)

    The second phase of development to include:
    d. BCC (currently in W-555 WPGC, becomes long-term expansion for other tenants)
    e. County Administration (currently in W-555 WPGC & E-34 EPGC, becomes long-term expansion for other tenants)
    f. County Attorney (currently in W-555 WPGC, becomes long-term expansion for other tenants)
    g. Administration Branch (currently in W-555 WPGC, becomes long-term expansion for other tenants)
        i. Public Communications
        ii. Strategic Performance Development
        iii. Customer Services
        iv. Tourism
    h. Internal Branch
        i. Facilities Management Administration; shop/storage to be relocated to a new field operations sites to be created in W, C & E (sell W-549 Facilities Management Main

Bldg; demolish/replace C-304 Facilities Mgmt.-Station 22; demolish E-7 Facilities Mgmt. Dade City)

ii. Fiscal (currently in W-555 WPGC, becomes long-term expansion for other tenants)

ii. Office Management & Budget (OMB) (currently in W-555 WPGC, becomes long-term expansion for other tenants)

iii. Personnel (currently in W-555 WPGC, becomes long-term expansion for other tenants)

iv. Purchasing administrative offices; Central Stores warehouse/storage to be relocated to a new field operations site to be created in central (Demolish W-530 Purchasing/Central Stores)

i. Public Services Branch

i. Cooperative Extension Office (currently in W-549 Hap Clark)

ii. Human Services (currently in W-549 Hap Clark)

iii. Veterans Services (currently in W-549 Hap Clark)

iv. Parks & Rec Administration Offices; shop/storage to be relocated to a new field operations sites to be created in W & E (currently in W-549 Hap Clark; sell W-508 Parks & Recreation West)

j. Clerk & Comptroller

i. Board Support Functions (currently in W-555 WPGC and E-34 EPFC, becomes long-term expansion for other tenants)

Identify new 30 acre site along SR 54 between Suncoast Parkway and I-75.

2. Use existing and expand into vacated space as part of Phase 1 until development of a new C-Public Safety Headquarters Building at the LOL Campus in Phase 2 to include:
   a. Emergency Management (currently in W-496 EOC/ IT, demolish)
   b. Fire Rescue Admin (currently in C-356 Hap Clark Building, recommended to be sold)
   c. Fire Rescue Ambulance Billing (currently in C-356 Hap Clark Building, recommended to be sold)
   d. Fire Rescue Supply (currently in W-306/306.01 Fire Storage in Odessa, recommended to be sold)
   e. Fire Rescue Training (currently in C-602 Burn Building and C-603 Amador J Gonzalo Training Center, replace with new Fire Station)
   f. Public Safety Communications (currently in W-492 Emergency Communications/911, demolish or reuse for other function)

3. Provide space for Constitutional Offices at government campuses (note, all main offices are in Dade City)
   a. Clerk & Comptroller (currently in W-555 WPGC and E-34 EPGC; move Board support functions to new space in new South Central Government Campus; remain in WPGC and EPGC)
   b. Property Appraiser (currently in C-356 Hap Clark, move to new space in new South Central Government Campus; remain in WPGC and EPGC)
   c. Supervisor of Elections (currently in C-356 Hap Clark, move to new space in new South Central Government Campus; remain in WPGC and EPGC)

   d. Tax Collector (currently in C-356 Hap Clark, move to new space in new South Central Government Campus; remain in WPGC and EPGC), *W-594 Gulf Harbor Tax Collector building and Future Lease in Wesley Chapel remain as is*

4. Move Community Services Administration and Community Development Office to W-555 WPGC
   a. Community Services Administration (currently W-586 Galen Wilson, provide expansion for Public Transportation)
   b. Community Development (currently W-599 Main Street Building, recommended to be sold)

5. Provide Human Services and Veterans Affairs with public customers at W-555 WPGC, E-34 EPGC and new south central government center
   a. Human Services (currently in W-586 Galen Wilson, moves to W-555 WPGC, provides space for public transportation expansion; currently in Hap Clark, moving to new space in new South Central Government Campus; currently in E-33 Community Services Center, moving to EPGC)
   b. Veterans Affairs (currently in W-586 Galen Wilson, moves to W-555 WPGC, provides space for public transportation expansion; currently in Hap Clark, moving to new space in new South Central Government Campus; currently in E-4 GAL/Veterans Affairs, moving to EPGC)

6. Provide expansion for Public Transportation offices in Galen Wilson and continue current leases as is
   a. Public Transportation administrative offices (currently W-586 Galen Wilson, expands internally when Community Services Administration, Veterans Services, and Human Services relocate to vacated space in W-555 WPGC)
   b. *Deaf Services/Lighthouse for Visually Impaired & Blind remain as is in W-587 Galen Wilson*
   c. *Elderly Nutrition Center – W-591 remains as is*

7. Occupy *New Utilities Building when complete*
   a. Utilities Administration *in construction* (currently W-525 Public Works & Utilities, relocate to new and relocate Traffic Operations to W-555 WPGC)
   b. *Environmental Lab remain as is* (currently W-493; remains at location as is or with expansion, relocates adjacent to Administration Building in LOL, or services are outsourced)

8. Continue to use W-525 Public Works & Utilities for Traffic Operations and relocate Internal Services functions on WPGC Campus
   a. Engineering Traffic Operations Center *(currently W-525 Public Works & Utilities, remain as is)*
   b. Internal Services functions of Administration, Fiscal Services, Office of Management & Budget, and Personnel & Risk Management (currently W-555 WPGC; relocate to W-525 Public Work & Utilities and allow for expansion of other tenants in WPGC)
   c. Internal Services function of Information Technology Administration (currently W-496 IT/EOC; relocate to W-525 Public Work & Utilities and allow EOC to expand)
   d. Internal Services function of Purchasing & Central Stores Office (currently W-530 Purchasing-Central Stores; Purchasing offices to relocate to vacated space in W-565 Building

9. Develop new consolidated C/W/E-Field Operations yards in west, central, and east. West and central will require acquiring new property, East can use 78 acre McKendree Road site. The relocation of the Fleet and Road & Bridge facilities on the WPGC campus will eliminate the current issues with heavy vehicles and industrial uses co-located with public visitors and office staff at the West government center (W-497 Road & Bridge Pole Barn and W-517 Fleet Maintenance to be demolished at WPGC campus; W-630 Fleet Fox Hollow to be sold; E-199 Road and Bridge C Barn and E-201 Fleet Maintenance in San Antonio to be sold; W-508 Parks and Recreation West to be sold and E-011 Parks and Recreation East lease to be terminated; all three Utilities O & M sites to be located in new consolidated yards; W-507 Traffic Storage west to be sold; W-579 Galen Wilson Bus Wash to be sold)
    a. Utilities (W, C & E)
    b. Public Works (W, C & E)
    c. Fleet (W & E)
    d. Public Transportation (W & E)
    e. Parks & Rec (W & E)
    f. Facility Management (W, C & E)
    g. Central Stores (only C)

    Identify a 50 acres for West location at County site off Highway 54, 30 acres for Central at Shady Hills site, and 40 acres at McKendree Road site.

10. Implement strategy for Fire Stations based on review of existing facility conditions, station prototype, *Fire/Emergency Services Facility Master Plan Update*, and department's recommendations based on a review of service call volumes and projected population growth areas
    a. Station Replacement plan already in place for 2 in Very Poor condition
        i. Station #12 (currently W-401, in process of being replaced with land being cleared and construction to begin around January 2015)
        ii. Station #13 (currently E-305, in process of acquiring land with construction to begin around January 2016)
    b. Station Replacement for 1 in Poor condition
        i. Station #34 (currently E-25, replace)
    c. Station Replacement plan needed for 6 in Fair condition with prototype of 8,510 GSF and minimum of 3 acres
        i. Station #17 (currently W-614, replace)
        ii. Station #18 (currently E-105, replace)
        iii. Station #19 (currently W-529, replace)
        iv. Station #20 (currently C-602, replace)
        v. Station #22 (currently C-304, replace)
        vi. Station #24 (currently E-53, replace)
    d. New Stations, plan for up to 10 with prototype of 7,300 DGSF/ 8,510 GSF and minimum of 3 acres, next 7 proposed locations identified
        i. Station #38 (proposed Curley Rd/Overpass Rd)
        ii. Station #40 (proposed SR 52 south side Majestic Ave)
        iii. Station #41 (proposed US 41 2-2.5 miles County Line Rd)
        iv. Station #42 (proposed SR 52 & Suncoast Parkway)
        v. Station #43 (proposed SR 52 & Bellamey Brothers Blvd)

vi. Station #44 (proposed SR 54 & County Crossing)
vii. Station #45 (proposed Connerton Town Center)

e. Continue to evaluate status of volunteer stations and monitor population, current/potential call volume, and distance from other stations for adjustment

11. Implement strategy for Libraries based on review of existing facility conditions, *Library Master Pl*an, department's recommendations, and recognition of evolving national trends
    a. Library replacement and expansion for
        i. Hugh Embry in Dade City (currently E-67, relocate to Jackson Building site and reuse E-67 for relocated Community Services – Human Services and Veterans Services and general expansion)
    b. New Libraries, at proposed locations
        i. New Starkey Ranch Library (in progress)
        ii. New Wesley Chapel Library (4.2 acre site designated as Seven Oaks Library)
        iii. New East Central Library (acquire 4 acres, possibly between Dade City and Zephryhills)
        iv. New Central Connerton Library (use existing 4 of 20 acre County site in Connerton)
    c. Continue to monitor population and service levels for adjustment and monitor evolving industry space and facility planning trends

12. Develop plan for Health based on
    a. New Port Richey Health Clinics and Administration consolidation at 10 acres site in southwest area, can separate Administration to another site (currently W-573/W-574 Health Clinic A - Administration B and W-599 Main Street Building; consolidate to a new W- Health Department in a south west location; sell W-573/574 Health Clinic/Administration and W-599 Main Street NPR)
    b. New South Central Health Clinic at 10 acres in Wesley/Chapel/southeast area (currently E-153 Health Department trailer and C-361 Health Clinic; combine and replace with new; demolish E-153 and return land to Zephyrhills; sell or re-use C-361 for another purpose)

13. Continue Animal Services at current location and replace three older facilities
    a. *C-296 Animal Services Building A remains as is*
    b. C-297, C-299 and C-301 Buildings (demolish B, C & D, replace with new construction)

14. Occupy *New IT/Data Center & Storage when complete*
    a. IT (currently in E-2 Deal, E-55 Data Center, and C-356 Hap Clark; relocate to new facility; sell or demolish E-2 Deal and E-55 Data Center; sell C-356 Hap Clark)
    b. Supervisor of Elections (currently E-24 SOE Warehouse and E-17 Jackson; move staff and storage from E-24 SOE Warehouse and storage from E-17 Jackson to new Center; demo E-24 SOE Warehouse and East Records Center and E-17 Jackson and build new East Consolidated Records Storage)

15. Implement strategy for records/storage
    a. Continue Clerk & Comptroller locations in New Port Richey and Dade City and gain more storage space through high density shelving

b. Include evidence/active records storage at new Criminal Courthouse
c. Reuse existing locations to consolidate BCC records in west and east by maintaining Trouble Creek in West (continue lease at W-598 Trouble Creek or find temporary alternate location) and consolidate storage in Supervisor of Elections Warehouse and East County Storage in East (terminate lease at E-70 Mr. Cs, and reuse E-16 County East Center and E-24 Supervisor of Elections Warehouse in Dade City) for Phase 1
d. Consolidate and construct new central BCC records/storage facility for Phase 2 at LOL Campus
e. Conduct detailed study to evaluate conversion to digital records

16. Continue Elderly Nutrition *sites remain as is*

17. Relocate Cooperative Extension to new agricultural site in north central or north east portion of county (currently E-58 Dade City Fairgrounds; relocate to new "rural" type site more appropriate for agricultural and demonstration projects; discontinue lease at Fairgrounds)

A summary of the Phased Option locations to sell or dispose (excluding Fire Stations) is below.

1. W-306/306.01 Fire & Rescue Warehouse, Odessa
2. W-507 Traffic Storage, New Port Richey
3. W-508 Parks and Rec West, New Port Richey
4. W-520 Missouri Building, New Port Richey
5. W-573/574 Health Department Building A Clinic / B Administration
6. W-595 Fire Rescue Station 29, New Port Richey
7. W-599 Main Street Building
8. W-711 Denton Warehouse, Hudson
9. C-356 Hap Clark Building LOL
10. E-2/E-55 Deal & Old Deal Buildings
11. E-199/E-201 Fleet, Road & Bridge C Barn, San Antonio
12. E-205 Trailer O, Darby Park Civic Center

A summary of Phased Option buildings to demolish with the County keeping ownership of the property is listed below.

1. W-501 Sunset Building, New Port Richey
2. W-517 Fleet at WPGC campus
3. W-524 PCSO Admin and Jail
4. W-530 Purchasing/Central Stores
5. C-297/299/301 Animal Services Building B, C, & D
6. C-602 Fire Rescue Station 20
7. C-602.01 Fire Burn Building
8. C-603 Fire Training
9. E-4 Veterans Services / Guardian ad Litem
10. E-7 Facilities Management Dade City
11. E-16 County East Storage

12. E-17 Jackson Building
13. E-24 SOE Warehouse
14. E-153 Health Department Zephyrhills (return property to Zephyrhills)

A summary of Phased Option leases to terminate is below.

1. W-598 Trouble Creek Records/Storm water/Storage NPR
2. Mr. C's, Dade City

A summary of 20-year projected department gross square feet (DGSF) and gross square feet (GSF) for each main location/project (to include projects with a Phase 1 and Phase 2) is provided in Table 5-2. The table shows the 20 year projected need, the existing DGSF for existing buildings vacated and reused, and the needed DGSF and BGSF for new construction. For renovation projects, the existing building DGSF is used for GSF. For new construction and expansion, the following factors are applied to the DGSF to calculate the GSF:

- General office functions at 20%;
- Field operations at 15%;
- Records/Storage at 15%;
- Animal Services at 15%
- Fire Rescue Stations at 20%; and
- Libraries at 20%.

Table 5-2
Phased Option– Project Summary

Location/Project	DGSF 2034	Existing DGSF	Need DGSF	New BGSF
C-New South Central (Phase 1)	**87,902**	**0**	**87,902**	**105,482**
Development Services	71,712			
Accounting NPR	*3,187*	*Trouble Creek*		
Administration NPR	*750*	*WPGC*		
Bldg Const - Bldg Inspections/Central Permitting LOL	*2,440*	*Hap Clark*		
Bldg Const - Bldg Inspections/Contractor Licensing NPR	*5,700*	*Building Inspectors*		
Bldg Const - Central Permitting/Building Inspections NPR	*9,150*	*WPGC*		
Engineering - Admin NPR	*800*	*WPGC*		
Engineering - Env Lands LOL	*2,550*	*Hap Clark*		
Engineering - Project Mgmt NPR	*14,900*	*Sunset*		
Engineering - Real Estate NPR	*2,200*	*WPGC*		
Engineering - Survey NPR	*3,335*	*WPGC*		
Metropolitan Planning Organization NPR	*2,000*	*WPGC*		
Planning - Code Enforcement NPR	*5,900*	*WPGC*		
Planning - Current Planning NPR	*7,800*	*WPGC*		
Planning - Long Range Planning NPR	*4,000*	*WPGC*		
Planning - Zoning and Intake Central Files NPR	*2,600*	*WPGC*		
Planning - Zoning and Intake NPR	*4,400*	*WPGC*		
Clerk & Comptroller - IT Closet LOL	440	Hap Clark		
Internal Services - IT - GIS Mapping NPR	2,000	WPGC		
Property Appraiser Office LOL	2,000	Hap Clark		
Supervisor of Elections Office LOL	1,750	Hap Clark		
Tax Collector Office LOL	10,000	Hap Clark		
C-356 Hap Clark Renovation	**20,850**	**28,027**	**-7,177**	**NA**
Public Safety & Administration	12,300	*Move to PS HQ at LOL (Years 11-15)*		
Public Safety - Fire Rescue Admin LOL	*8,850*	*Hap Clark*		
Public Safety - Fire Rescue Ambulance Billing LOL	*3,000*	*Hap Clark*		
Public Safety - Fire Rescue Combat/Rescue Admin LOL	*450*	*Hap Clark*		
Public Services	8,550	*Move to New South Central (Years 11-15)*		
Community Services - Cooperative Extension Office LOL	*3,400*	*Hap Clark*		
Community Services - Human Services LOL	*800*	*Hap Clark*		
Community Services - Veterans Services LOL	*600*	*Hap Clark*		
Parks & Recreation - Administration LOL	*3,750*	*Hap Clark*		
C-New Consolidated Field Operations	**25,940**	**0**	**25,940**	**29,831**
DS Public Works - Road & Bridge SH	15,200	*Shady Hills*		
IS Facilities Management LOL	3,840	*Station 22*		
Utilities O&M Warehouse - Central SH	6,900	*Public Works & Utilities*		
C-New South Central Health Clinic	**21,500**	**0**	**21,500**	**25,800**
Health	21,500			
Clinic LOL	*13,500*	*Land O' Lakes Blvd*		
Clinic ZPH	*8,000*	*Airport Rd*		
C-New Central Connerton Library	**8,500**	**0**	**8,500**	**10,200**

Table 5-2 (continued)
Phased Option – Project Summary

Location/Project	DGSF 2034	Existing DGSF	Need DGSF	New BGSF
C-297, 299, 301 Animal Services Replacement & Expansion	**23,700**	**4,000**	**19,700**	**22,655**
W-555 WPGC Renovation	**66,403**	**65,499**	**904**	**NA**
Executive	20,103	*Move to New South Central (Years 11-15)*		
Board of County Commissioners - NPR	*6,078*	*WPGC*		
County Administrator NPR	*2,975*	*WPGC*		
County Attorney NPR	*11,050*	*WPGC*		
Public Safety & Administration	4,750	*Move to New South Central (years 11-15)*		
Administration - Customer Service Lobby NPR	*250*	*WPGC*		
Administration - Public Communications/Information NPR	*800*	*WPGC*		
Administration - Strategy & Performance Development NPR	*1,200*	*WPGC*		
Administration - Tourism Development NPR	*2,500*	*WPGC*		
Public Services	16,800			
Community Services - Administration PR	*4,000*	*Galen Wilson*		
Community Services - Community Development NPR	*8,600*	*Main Street*		
Community Services - Human Services PR	*2,600*	*Galen Wilson*		
Community Services - Veterans Services PR	*1,600*	*Galen Wilson*		
Clerk & Comptroller Office NPR	7,000	*WPGC*		
Property Appraiser Office NPR	6,000	*WPGC*		
Supervisor of Elections Office NPR	2,000	*WPGC*		
Tax Collector Office NPR	9,750	*WPGC*		
W-560 PCSO West Operations/Sterling		**15,087**	**-15,087**	**NA**
W-565 Building Inspectors Building		**3,992**	**-3,992**	**NA**
W-525 Public Works & Utilities Renovation	**28,145**	**27,434**	**-711**	**NA**
Development Services	4,145	*Move to WPGC (years 11-15)*		
Engineering - Traffic Operations Center NPR	*4,145*	*Public Works & Utilities*		
Internal Services	24,000	*Move to New South Central (Years 11-15)*		
Administration NPR	*2,000*	*WPGC*		
Fiscal Services NPR	*2,800*	*WPGC*		
Information Technology - Admin NPR	*7,100*	*IT/EOC*		
Office of Management & Budget NPR	*2,800*	*WPGC*		
Personnel & Risk Management NPR	*6,000*	*WPGC*		
Purchasing & Central Stores Office NPR	*3,300*	*WPGC*		
W-586 Galen Wilson Public Transportation Renovation	**17,160**	**14,682**	**2,478**	**NA**
W-496 IT/EOC Expansion	**15,650**	**11,458**	**4,192**	**NA**
Public Safety & Administration	15,650			
Administration - Customer Service Call Center NPR	*2,550*	*IT/EOC*	*Move to New South Central (Years 11-15)*	
Public Safety - Emergency Management NPR	*13,100*	*IT/EOC*	*Move to PS HQ at LOL (Years 11-15)*	
W-New Consolidated Field Operations	**131,270**	**0**	**131,270**	**150,961**
Development Services	38,220			
Engineering - Traffic Operations Warehouse NPR	*5,520*	*Dove Dr*		
Public Works - Road & Bridge NPR	*7,000*	*State St*		
Public Works - Road & Bridge Pole Barn NPR	*9,700*	*State St*		
Public Works - Storm Water Management NPR	*16,000*	*Trouble Creek*		
Internal Services	75,500			
Facilities Management NPR	*25,500*	*Osteen Rd*		
Fleet Management - West Heavy Mntce NPR	*24,600*	*State St*		
Fleet Management - West Light Mntce PR	*22,050*	*Fox Hollow*		
Information Technology - Radio Shop NPR	*3,350*	*Public Works & Utilities*		
PS Parks & Recreation - West Office NPR	10,500	*Congress St*		
Utilities O&M Warehouse - West PR	7,050	*Crabtree Ln*		

Table 5-2 (continued)
Phased Option – Project Summary

Location/Project	DGSF 2034	Existing DGSF	Need DGSF	New BGSF
W-New Health Admin & Clinic	**52,800**	**0**	**52,800**	**63,360**
Health Administration & Clinic NPR	16,200	*Little Rd*		
Health Administration NPR	25,600	*Little Rd*		
Health Clinic NPR	11,000	*Main St*		
W- Maintain Records/Storage		**0**		**0**
Trouble Creek, NPR	9,100	*Trouble Creek*	*New Records Storage (Years 11-15)*	
E-34 EPGC Renovation	**82,050**	**57,253**	**24,797**	**NA**
Administration - Customer Service Lobby DC	250	*EPGC*		
Clerk & Comptroller Main Office DC	35,600	*EPGC*	*Move Majority to New South Central (Years 11-15)*	
DS Bldg Const - Bldg Inspections/Central Permitting DC	1,800	*EPGC*		
Property Appraiser Main Office DC	16,500	*EPGC*		
Supervisor of Elections Main Office DC	6,000	*EPGC*		
Tax Collector Office & Administrative DC	21,900	*EPGC*		
E-67 Hugh Embry Library Reuse	**3,600**	**6,422**	**-2,822**	**NA**
Public Services	3,600	*Move to EPGC (Years 11-15)*		
Community Services - Human Services DC	*2,600*	*15th St*		
Community Services - Veterans Services DC	*1,000*	*17th St*		
E-New Hugh Embry Library	**14,922**	**0**	**14,922**	**17,906**
E-New East Central Library	**8,500**	**0**	**8,500**	**10,200**
E-New Consolidated Field Operations	**53,520**	**0**	**53,520**	**61,548**
Development Services	15,100			
Engineering - Traffic Operations SAN	*450*	*Warder Rd*		
Public Works - Road & Bridge SAN	*14,650*	*Warder Rd*		
Internal Services	22,080			
Facilities Management DC	*3,940*	*Florida Ave*		
Fleet Management - East Mntce SAN	*18,140*	*Warder Rd*		
Public Services	9,390			
Community Services - Public Transportation SAN	*3,840*	*Warder Rd*		
Parks & Recreation - East Office DC	*5,550*	*Fairgrounds*		
Utilities O&M Warehouse - East WES	6,950	*Boyette Rd*		
E- Relocate Records/Storage		**0**	**0**	**0**
Move Mr. Cs to E-24 SOE Warehouse	9,700	*Mr Cs*	*New Records Storage (Years 11-15)*	
Maintain DS Warehouse at E-16 County East Storage	7,600	*East Storage*		
E-New Cooperative Ext Location	**2,600**	**0**	**2,600**	**3,120**
E-New Wesley Chapel Library	**20,400**	**0**	**20,400**	**24,480**
E-New Technology Center	**42,100**			**In Construction**
IS Information Technology - Office & Data Center DC & Office LOL	16,300	*Deal*		
Property Appraiser Information Services DC	600	*Deal*		
Supervisor of Elections Election Service Center DC	25,200	*SOE Warehouse*		
Fire Rescue Stations Replacement & Expansion	**138,700**	**0**	**138,700**	**166,440**
Replace 9 Stations in Poor/Fair Condition	65,700			
Plan for New Stations 10	73,000			

Source: CGL; August 2014 and updated October 2014 and January 2015.

Table 5-2 (continued)
Phased Option – Project Summary (Phase 2 Projects)

Location/Project	DGSF 2034	Existing DGSF	Need DGSF	New BGSF
C-New South Central (Phase 2)	**98,103**	**0**	**98,103**	**117,724**
Public Safety & Administration	7,050			
Administration - Customer Service Call Center NPR	*2,550*	*WPGC*		
Administration - Public Communications/Information NPR	*800*	*WPGC*		
Administration - Strategy & Performance Development NPR	*1,200*	*WPGC*		
Administration - Tourism Development NPR	*2,500*	*WPGC*		
Executive	20,103			
Board of County Commissioners - NPR	*6,078*	*WPGC*		
County Administrator NPR	*2,975*	*WPGC*		
County Attorney NPR	*11,050*	*WPGC*		
Internal Services	33,800			
Administration NPR	*2,000*	*Public Work Utilities*		
Fiscal Services NPR	*2,800*	*Public Work Utilities*		
Information Technology - Admin NPR	*7,100*	*Public Work Utilities*		
Office of Management & Budget NPR	*2,800*	*Public Work Utilities*		
Personnel & Risk Management NPR	*6,000*	*Public Work Utilities*		
Purchasing & Central Stores Office NPR	*3,300*	*Public Work Utilities*		
Purchasing & Central Stores Storage NPR	*9,800*	*Purchasing Central Stores*		
Public Services	8,550			
Community Services - Cooperative Extension Office LOL	*3,400*	*Hap Clark*		
Community Services - Human Services LOL	*800*	*Hap Clark*		
Community Services - Veterans Services LOL	*600*	*Hap Clark*		
Parks & Recreation - Administration LOL	*3,750*	*Hap Clark*		
Clerk & Comptroller	28,600			
Clerk & Comptroller BCC Support Main Office	*28,600*	*EPGC*		
C-New PS LOL Campus (Phase 2)	**57,650**	**0**	**57,650**	**69,180**
Administration & Public Safety	57,650			
Public Safety - Communications Primary NPR	*10,200*	*Emergency Communications/911*		
Public Safety - Emergency Management NPR	*13,100*	*IT/EOC*		
Public Safety - Fire Rescue Admin LOL	*8,850*	*Hap Clark*		
Public Safety - Fire Rescue Ambulance Billing LOL	*3,000*	*Hap Clark*		
Public Safety - Fire Rescue Combat/Rescue Admin LOL	*450*	*Hap Clark*		
Public Safety - Fire Rescue Supply ODE	*6,050*	*Fire Rescue Supply Storage Odessa*		
Public Safety - Fire Rescue Training SH	*16,000*	*Amador Gonzalez Training & Burn Bldg*		
C-New Central Records/Storage (Phase 2)	**25,600**	**0**	**25,600**	**30,720**
Trouble Creek, NPR	9,100	*Trouble Creek*		
Move Mr. Cs to E-24 SOE Warehouse	9,700	*Mr Cs*		
Maintain DS Warehouse at E-16 County East Storage	6,800	*East Storage*		

Source: CGL; August 2014 and updated October 2014 and January 2015.

The Phased Option results in the following:

- Surplus of space in Happ Clark until Public Safety functions are relocated to a new Headquarters;
- Surplus of space in the Sterling and Building Inspectors Building for swing space and/or expansion of Sheriff functions;
- Surplus of space in existing Hugh Embry Library once new Library constructed for general government expansion;
- Surplus of space in WPGC once Phase 2 of the New South Central Government Center is constructed for general government or judicial expansion; and
- Surplus of space in Public Works & Utilities once Phase 2 of the New South Central Government Center is constructed.

Project Cost Estimate

A project cost estimate in June 2015 dollars was prepared for the Phased Option based on average construction/direct costs in the region and a percentage for owners/indirect costs. For average construction/direct costs, sources included the Consultant's construction cost estimator (locally based Moss Construction) and the Consultant's experience on similar type facilities. For average owner's/indirect costs, a factor of 30% or 25% was applied to the average construction/direct costs based on industry standards and the Consultant's experience (i.e. construction cost of $165/sf results in a project cost of $215/sf). Project cost does account for average construction and owner costs (architectural/engineering fees, permit fees, project management fees, furniture/fixture/equipment, information technology/communications, general site development, and owner contingencies). Project cost does not account for land acquisition, site development (including extensive wetlands mitigation) or utility construction beyond normal circumstances, or financing cost.

Table 5-3 provides a summary of the cost analysis for office, fleet, storage, library, fire rescue station, and health clinic buildings.

Table 5-3
Government Project Cost Analysis

Type of Facility	Average Construction Cost/SF	Escalation to July 2015 @ 5%	Indirect/Soft Costs[1]	Project Cost/SF	Project Cost/SF Range +/- 5%
General Office	$160	$168	$51	$219	$208 - $230
Renovate General Office	$90	$95	$29	$124	$118 - $130
Storage Facility Conditioned/Secure	$145	$153	$39	$192	$182 - $202
Masonry/Concrete Fleet Building	$125	$132	$33	$165	$157 - $173
Fire Rescue Stations	$170	$179	$45	$224	$213 - 235
Library	$175	$184	$46	$230	$219 - $241
Health Clinics	$210	$221	$56	$277	$263 - $291

Source: Moss Construction and CGL; August 2014.

[1] Note: For Indirect/Soft Costs a factor of 30% applied for General Office and Renovated General Office and a factor of 25% applied for Storage and Fleet Buildings.

For each project, a low and high project cost range per square foot is applied to the building gross square feet. All expansion project cost estimates are based on the additional square feet needed to reach the 2034 or 20-year projected space need. For new construction, a building grossing factor is applied to the department gross square feet to determine the total building size.

A summary of the project cost estimate range for the Phased Option projects is provided in Table 5-4.

Table 5-4
Phased Option - Project Cost Estimate

Project	GSF 2034	Project Cost[1]			
		Low		High	
		Cost/ SF	Cost	Cost/ SF	Cost
C-New South Central (Phase 1)	105,482	*$208*	$21,940,339	*$230*	$24,260,952
C-356 Hap Clark Renovation	28,027	*$118*	$3,307,186	*$130*	$3,643,510
C-New Consolidated Field Operations	29,831	*$157*	$4,683,467	*$173*	$5,160,763
C-New South Central Health Clinic	25,800	*$263*	$6,785,400	*$291*	$7,507,800
C-New Central Connerton Library	10,200	*$219*	$2,233,800	*$241*	$2,458,200
C-297, 299, 301 Animal Services Replacement & Expansion	22,655	*$157*	$3,556,835	*$173*	$3,919,315
W-555 WPGC Renovation	65,499	*$118*	$7,728,882	*$130*	$8,514,870
W-525 Public Works & Utilities Renovation	27,434	*$118*	$3,237,212	*$130*	$3,566,420
W-586 Galen Wilson Public Transportation Renovation	14,682	*$118*	$1,732,476	*$130*	$1,908,660
W-New Consolidated Field Operations	150,961	*$157*	$23,700,799	*$173*	$26,116,167
W-New Health Admin & Clinic	63,360	*$236*	$14,952,960	*$261*	$16,536,960
E-34 EPGC Renovation	57,253	*$118*	$6,755,854	*$130*	$7,442,890
E-67 Hugh Embry Library Reuse	6,422	*$118*	$757,796	*$130*	$834,860
E-New Hugh Embry Library	17,906	*$219*	$3,921,502	*$241*	$4,315,442
E-New East Central Library	10,200	*$219*	$2,233,800	*$241*	$2,458,200
E-New Consolidated Field Operations	61,548	*$157*	$9,663,036	*$173*	$10,647,804
E-New Cooperative Ext Location	3,120	*$208*	$648,960	*$230*	$717,600
E-New Wesley Chapel Library	24,480	*$219*	$5,361,120	*$241*	$5,899,680
Fire Rescue Stations Replacement & Expansion	166,440	*$213*	$35,451,720	*$235*	$39,113,400
C-New South Central (Phase 2)	117,724	*$208*	$24,486,509	*$230*	$27,076,428
C-New PS LOL Campus (Phase 2)	69,180	*$208*	$14,389,440	*$230*	$15,911,400
C-New Central Records/Storage (Phase 2)	30,720	*$182*	$5,591,040	*$202*	$6,205,440
Grand Total	**891,300**	***n/a***	**$203,120,132**	***n/a***	**$224,216,761**

[1] Project Cost in July 2015 dollars and includes construction/hard and indirect/soft costs but does not include land acquisition.

Source: CGL and Moss Construction, August 2014 and updated October 2014 and January 2015.

The project cost range for the Phased Option for the 2034 projected need is between $203 and $224 million. Note the totals do not include the potential cost for land acquisition and site development. Based on data provided by Pasco County, the present value of properties of to be sold under the Phased Option is listed in Table 5-5. The potential revenue from the sale of properties listed in Table 5-5 is $7.375 million. The Phased Option also includes the demolition of 16 buildings totaling 174,266 GSF.

Table 5-5
Phased Option - Value of Property to Dispose

Facility	Present Value	Acres
W-306/306.01 Fire Rescue Warehouse	$109,143	1.4
W-507 Traffic Storage, New Port Richey	$67,926	0.49
W-508 Parks and Rec West, New Port Richey	$262,337	2.2
W-520 Missouri Building, New Port Richey	$195,833	0.35
W-573/574 Health Department Clinic/Administration	$300,947	2.42
W-595 Fire Rescue Station 29, New Port Richey	$40,580	0.25
W-599 Main Street Building	$1,253,549	0.19
W-711 Denton Warehouse, Hudson	$354,511	3.21
C-356 Hap Clark Building LOL	$3,531,188	8.6
E-2 Data/Deal Building DC	$538,877	1.44
E-199/E-201 Fleet, Road & Bridge C Barn, San Antonio	$720,129	28.61
E-205 Trailer O, Darby Park Civic Center	Unknown	Unknown
Total	**$7,375,020**	**49.16**

Source: Pasco County, compiled by CGL; August 2014.

SUMMARY

The next step is to prepare the Strategic Plan for Pasco County combining the Criminal Justice and General Government recommended projects. The plan will include: (1) prioritization of the selected projects; (2) identification of recommended sites/campuses for selected projects; and (3) a phased implementation schedule for all projects.

CHAPTER 6

Strategic Plan

INTRODUCTION

The purpose of this chapter is to combine the recommendations from the *Government Facilities Master Plan* and the *Criminal Justice Special Report* and outline a strategic plan for Pasco County to meet the 20-year projected needs. The purpose of the plan is to provide a combined list of recommended projects, a prioritization of the projects, a project cost estimate in June 2015 dollars, and a phased implementation plan for the County to correlate to the annual Capital Improvement Plan (CIP). Annual preventative maintenance cost estimates for the facilities recommended in the plan are also provided. To guide the County in implementation of the plan, recommendations are provided for strategic plan maintenance, property inventory management, and space management.

RECOMMENDATIONS

A list of the resulting recommendations for Pasco County to address the 20 year projected need for General Government and Criminal Justice functions in provided in this section. The recommendations are then prioritized into a phased implementation schedule.

- Expand Land O' Lakes (LOL) Campus for Detention, Criminal Courthouse, and Sheriff Administration to provide connection between existing Detention Center and Criminal Court, consolidate Sheriff administration/support functions, and locate in central geographic area on county-owned land
  - Expand Detention support and 1,000 beds minimum
    - Implement measures to reduce/control population
    - If no measures, add an additional 1,000 beds over 20 years
  - Construct new Criminal Courthouse for 12 courtrooms initially, plan for expansion of 4 additional courtrooms
    - If Dependency with Criminal, consolidate Guardian ad Litem, State Attorney and Public Defender
    - If Dependency with Civil, provide space for Guardian ad Litem with an office for State Attorney and Public Defender in New Port Richey (NPR) and Dade City (DC)
  - Move Sheriff Administration from NPR and construct new, expand Forensics, and replace vehicle maintenance

- Expand LOL Campus for Public Safety Headquarters (Fire Rescue / 911 / Emergency Management / Customer Service) to consolidate like functions in a central geographic area on county-owned land and to potentially share training functions with Sheriff
  - Consolidate locations of Administrative & Billing functions in Hap Clark, EOC & 911 in West Pasco Government Center (WPGC) Campus, Central Supply in Odessa, and Training in Shady Hills

- Reuse NPR and DC Courthouses for Civil Court functions to maximize existing facilities, minimize risks with in-custody movements, and move Civil Court support functions into existing courthouses
  - Cap DC Courthouse at 6 judges
  - Cap NPR Courthouse at 12 judges
  - Move leased Misdemeanor Probation to NPR Courthouse

- If Dependency with Civil, move Guardian ad Litem and provide offices for State Attorney and Public Defender in DC and NPR Courthouses

- Address Sheriff District Operations Centers and identify locations within geographic service zones and move non-district functions to new Sheriff Administration
  - Construct new District 1 operations center and identify 5 acre site in geographic center of district on arterial road
  - Construct new District 3 operations center and identify 5 acre site in geographic center of district on arterial road
  - Plan and construct new District 4 operations center once established and identify 5 acre site location in geographic center of district on arterial road

- Continue to provide and expand as necessary discreet leased locations for Sheriff Vice & Narcotics Section (not included in study).

- Establish a phased New South Central Campus as Board Headquarters to move operations in area central to projected county growth, improve customer services to all county residents, and establish a permanent government headquarter location
  - Phase first with Development Services One-Stop from WPGC, Property Appraiser from Hap Clark, Supervisor of Elections from Hap Clark and Tax Collector from Hap Clark
  - Phase second with BCC, Administration, & Internal Services from WPGC, Public Services from Hap Clark, and Clerk & Comptroller BCC support from East Pasco Government Center (EPGC)
  - Identify new 30 acre site along SR 54 between Suncoast Parkway and I-75

- Maintain existing government campuses in NPR and DC to maximize existing facilities during phased implementation and provide public services for east and west
  - Provide space for BCC as required, Constitutional Offices, and Public Services/Community Services/ Human & Veterans Services
  - Improve WPGC Campus by demolishing Sheriff's Administration, Jail, Fleet (maintain fuel island), and Purchasing Central Stores and developing green spaces /civic presence

- Consolidate field operations from 22 to 4 locations to separate field/storage functions from public services and maximize existing county sites
  - Consolidate/collocate BCC storage and field support spaces to include Utilities, Public Works, Fleet, Facilities Management, Public Transportation, and Parks & Recreation
  - Identify three locations for BCC functions
    - West 50 acres minimum, off Highway 54
    - Central 30 acres minimum, Shady Hills
    - East 40 acres minimum, McKendree Road
  - Maintain Sheriff vehicle maintenance at LOL campus

- Implement strategy for Fire Rescue Stations to replace outdated facilities with new design prototype, add facilities in projected growth areas, and continue to assess annually based on future development and service call volume
  - Replace 2 Very Poor facilities (in progress and funded) for #12 and #13

- Replace 1 Poor facility for #34
- Add up to 10 new facilities based on projected growth and call volume, next 7 identified to include #38, #42, #40, #45, #44, #43, and #41
- Replace up to 6 existing Fair facilities to include #17, #19, #20,#24, #18, and #22
- Continue to evaluate status of volunteer stations

❖ Implement strategy for Libraries to add facilities in projected growth areas and continue to assess annually based on service population and emerging trends
- Replace/expand Hugh Embry in DC and relocate to Jackson Building site near Public School, Health Center, and Senior Center
- Construct new East Central Library and identify 4 acres on 301 between Dade City and Zephyrhills
- Construct new Wesley Chapel Library and use Seven Oaks Library site

❖ Implement strategy for Health to consolidate 6 locations to 4 and locate clinics in population service areas
- Maintain clinics at Hurricane Shelter (Hudson) and in Dade City
- Consolidate two Clinics in New Port Richey and identify 10 acres in southwest area
- Locate Administration with Clinic or centrally
- Consolidate Clinics in Land O' Lakes and Zephyrhills in a new south central location and identify 10 acres in Wesley Chapel/southeast area

❖ Implement phased strategy for Records/Storage to maximize existing facilities for Clerk & Comptroller, include active storage at new Criminal Courthouse, maximize existing facilities for BCC storage for Phase 1, and consolidate centrally BCC records/storage in Phase 2
- Continue Clerk & Comptroller locations in NPR and DC
- Include active evidence/ records storage at new Criminal Courthouse
- Reuse existing locations and consolidate West and East BCC locations for Phase 1 by maintaining Trouble Creek for West and consolidating in Supervisor of Elections Warehouse and East County Storage for East
- Consolidate and construct new central BCC records/storage facility for Phase 2
- Conduct detailed study to evaluate conversion to digital records

❖ Address miscellaneous needs for Public Services to improve the quality of services or provide expansion
- Relocate Cooperative Extension from Fairgrounds to new site in North Central or North East closer to agricultural areas
- Improve Animal Services at Current Location and replace and merge Buildings B, C, and D
- Expand Public Transportation at Galen Wilson by reusing space vacated by Public Services once move to WPGC Campus

PHASED IMPLEMENTATION SCHEDULE

The *Pasco County Government Facilities Master Plan* and *Criminal Justice Special Report* address the county's 20 year future space needs through the year 2034. The Phased Implementation Schedule illustrated in Figure 6-1 divides the recommended capital projects into five year increments for years 1-5, years 6-10 and years 11-15. Each project is sized to meet the estimated 2034 need for space. Ideally, all of the County's capital projects would be completed as early as possible in the overall 20 year time period to allow each building to have reasonable internal expansion capability upon completion (if a project were completed for the 2034 year need at the end of the 20 year cycle it would theoretically be full on move in day with no room for expansion). However due to fiscal and budgetary considerations it is not realistic to assume that all of the capital projects could be completed in the initial years 1-5 cycle, so a phased recommendation has been developed working with staff input to gradually phase the projects over three - five year cycles. This ensures that most of the proposed projects will be completed without requiring expansion or renovation for 10 to 15 years. The projects built in years 11-15 will also theoretically have 5 to 7 years of internal expansion capability.

The Phased Implementation Schedule lists each capital project, its recommended priority order, the building number where applicable for renovations or expansions, a general schedule as well as its total estimated project cost in 2015 dollars using a low and high range for cost.

Priority Order. Within each five year cycle, the capital projects are listed in the generally recommended order by groups indicated by letter, for example "A", "B", etc. Although all of the projects within each five year cycle should be completed within that five year period, the order by letter groupings indicates the recommended priority within the overall cycle.

The general prioritization of projects between the five year cycles and within individual five year cycles took several factors into account. Current serious shortfalls were addressed first such as the immediate shortfall of bed space for detention center and courtrooms for the judiciary. A second primary consideration was an emphasis on public safety and essential facilities. Therefore criminal justice system components such as the detention center expansion and new criminal courthouse were given priority over other needs. Fire Rescue Stations were generally given priority over other needs within each budget cycle. Thirdly, Pasco County facilities such as most Constitutional offices, libraries or the Health Department that deal directly with the public were generally given priority over internal "back of house" functions such as the consolidated field operations yards or records storage facilities.

Building Number. Where existing buildings to remain are recommended for expansion or renovation, they are listed by their current Pasco County building number. New construction projects are listed by a letter designation for their general regional location (W - West, C - Central, and E - East) and identified as "To be determined" (TBD).

Schedule. Within each five year cycle, a general schedule is indicated in the columns for Years 1-5, Years 6-10, and Years 11-15. The schedule is broken down into six month or one year increments for convenience with procurement, design and permitting indicated in light blue and construction and move-in indicated in dark blue.

Project Cost. Project cost is listed in 2015 dollars for each capital project indicated by a low to high range. Project cost does account for average construction and owner costs (architectural/engineering fees, project management fees, furniture/fixture/equipment fees, site development, and contingencies). Project cost does not account for land acquisition, site development or utility construction beyond normal circumstances, or financing cost. Sub-totals for project costs are provide for each five year cycle to assist in developing countywide CIP plans.

It is important to note that two options have been presented for the detention center. Both options assume that a 1,000 bed expansion of the PCSO Detention facility must be completed in years 1-5. The 2034 projected bed space need for the detention center requires approximately an additional 1,000 beds phased in over years 6-10 and years 11-15 in two - 500 bed increments. Sub-totals and grand totals have been provided both with and without the two additional 500 bed expansions. These two expansions have a significant capital cost in 2015 dollars (approximately $75 million to $83 million) and represent one of the largest opportunities for potential reductions in the overall cost totals, if these two expansions can be delayed or possibly eliminated outright.

In order for the two - 500 bed expansions to be eliminated, Pasco County would need to develop and implement inmate population management programs that address criminal justice system efficiencies that have a positive effect on a jail's population. These programs would require the involvement of the Pasco County Sheriff's Office, Judiciary, State Attorney, Public Defender and other agencies. The cost of the programs themselves would also have to be evaluated in relation to the capital project savings. Pretrial release programs are one such mechanism. Others might include reducing the time to disposition such as jail cases take scheduling priority, reaching plea agreements more rapidly, and pretrial release programs for those who pose no threat to the community yet cannot post bail.

Figure 6-1
Phased Implementation Schedule
Years 1-5

	Priority	Bldg. #	Project	Years 1-5					Low Cost	High Cost
			Years	1	2	3	4	5		
Years 1-5	A	C-TBD	Detention Center -1000 beds						$106,562,500	$116,875,000
	A	C-TBD	Criminal Courthouse - 12 courtrooms						$99,677,825	$110,170,228
	B	TBD	Fire Rescue Stations (2 per year, 8 total)						$14,927,040	$16,468,800
	C	C-TBD	New South Central - *Phase 1*						$21,940,339	$24,260,952
	D	W-525	PW & Utilities Bldg Renovation						$3,237,212	$3,566,420
	E	W-555	WPGC Renovation						$7,728,882	$8,514,870
	E	C-356	Hap Clark Renovation						$3,307,186	$3,643,510
Sub-Total cost									**$257,380,984**	**$283,499,780**

Figure 6-1 (continued)
Phased Implementation Schedule
Years 6-10

	Priority	Bldg. #	Project	Years 6-10					Low Cost	High Cost
				6	7	8	9	10		
Years 6 - 10	A	C-TBD	Sheriff's Administration						$17,625,600	$22,325,760
	A	W-TBD	District 1 Substation						$2,781,000	$3,522,600
	A	W-TBD	District 3 Substation						$2,632,500	$3,334,500
	A	C-329	PCSO Support Services (Forensics) Expansion						$5,508,300	$6,609,960
	B	TBD	Fire Rescue Stations (2 per year, 8 total)						$14,927,040	$16,468,800
	C	C-TBD	Detention Center - 500 beds						$38,750,000	$42,500,000
	D	C-TBD	New SC Health Clinic						$6,785,400	$7,507,800
	D	W-TBD	New Health Admin & Clinic						$14,952,960	$16,536,960
	E	E-TBD	New Hugh Embry Library						$3,921,502	$4,315,442
	E	E-TBD	New Wesley Chapel Library						$5,361,120	$5,899,680
	E	E-TBD	New East Central Library						$2,233,800	$2,458,200
	F	W-TBD	New Consolidated Field Operations						$23,700,799	$26,116,167
	F	C-TBD	New Consolidated Field Operations						$4,683,467	$5,160,763
	F	E-TBD	New Consolidated Field Operations						$9,663,036	$10,647,804
	G	W-586	Galen Wilson Public Transportation Renovation						$1,732,476	$1,908,660
	G	E-TBD	New Cooperative Extension						$648,960	$717,600
	G	E-67	Hugh Embry Library Reuse						$757,796	$834,860
Sub-Total cost (not including 500 bed detention expansions)									**$117,915,756**	**$134,365,556**
Sub-Total cost (including 500 bed detention expansions)									**$156,665,756**	**$176,865,556**

Figure 6-1 (continued)
Phased Implementation Schedule
Years 11-15

	Priority	Bldg. #	Project	Years 11-15					Low Cost	High Cost
				11	12	13	14	15		
Years 11 - 15	A	C-TBD	New PS LOL Campus						$14,389,440	$15,911,400
	A	C-TBD	PCSO Vehicle Maintenance						$3,214,104	$3,541,656
	A	TBD	Fire Rescue Stations (3 stations)						$5,597,640	$6,175,800
	A	C-TBD	Criminal Courthouse - 4 courtrooms expansion						$8,045,968	$8,892,912
	B	C-TBD	New South Central - *Phase 2*						$24,486,509	$27,076,428
	C	C-TBD	Detention Center - 500 beds						$38,750,000	$42,500,000
	C	E-TBD	District 4 Substation						$2,781,000	$3,522,600
	D	C-TBD	Animal Services Replacement						$3,556,835	$3,919,315
	E	C-TBD	New Central Connerton Library						$2,233,800	$2,458,200
	E	C-TBD	New Consolidated Records Storage						$5,591,040	$6,205,440
	F	E-34	EPGC Renovation						$6,755,854	$7,442,890
Sub-Total cost (not including 500 bed detention expansions)									**$76,652,190**	**$85,146,641**
Sub-Total cost (including 500 bed detention expansions)									**$115,402,190**	**$127,646,641**
Total Cost (not including 500 bed detention expansions)									**$451,948,930**	**$503,011,977**
Total Cost (including 500 bed detention expansions)									**$529,448,930**	**$588,011,977**

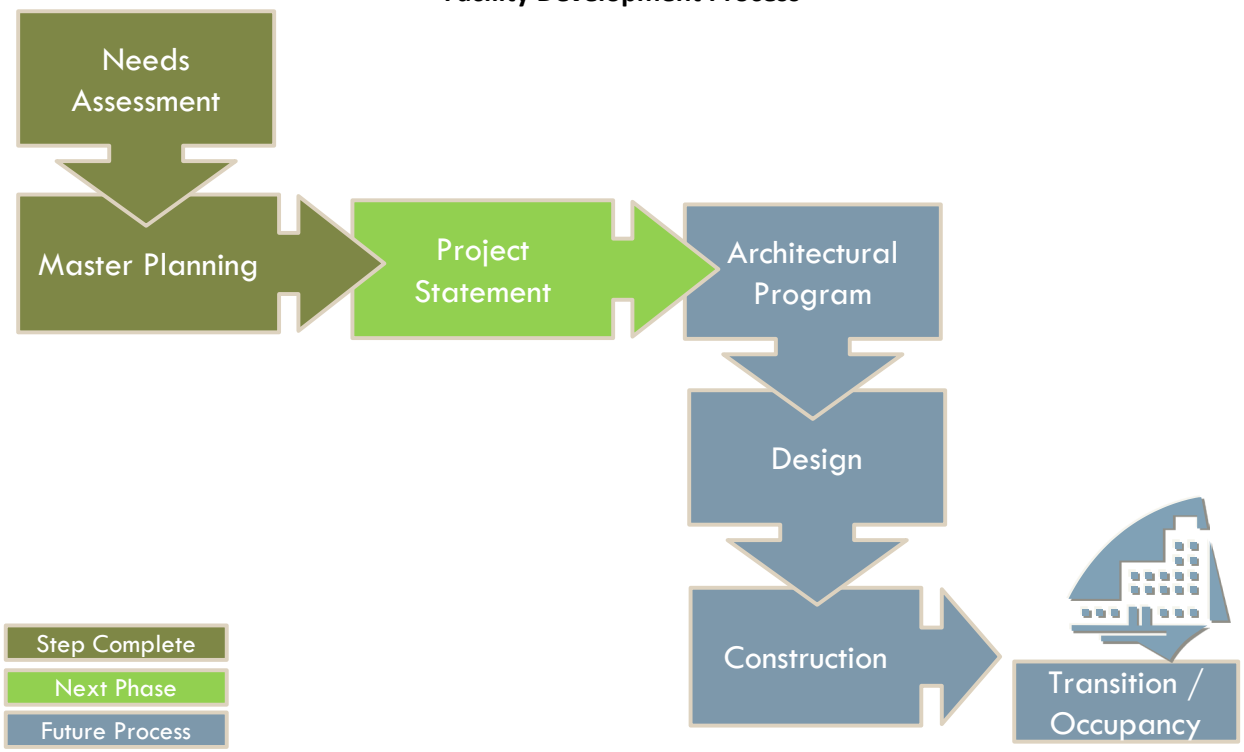
Source: CGL; September 2014 and updated October 2014 and January 2015.

The total phasing plan includes 35 projects with a total project cost range in June 2015 dollars of $452 to $588 million, depending on the need for the two additional 500 detention bed expansions.

The facility development process is based on the value management system that breaks a project down by function and by components of each function, and then identifies and compares alternative materials, spaces, equipment, and operations that will have a significant impact on the initial and long-term costs of a new facility. The facility development process begins when a government entity recognizes the need for additional space, and ends when the need has been met with new or renovated facilities. Between these two points, the activities illustrated in Figure 6-2 must occur. The County has

already completed the Needs Assessment and Master Planning steps. Following the figure is a description of the steps for developing a future project.

Figure 6-2
Facility Development Process



- Needs Assessment Study – defines the needs immediately and over the long term.
- Master Planning – develops alternative methods of meeting the needs identified.
- Project Approval – includes formal project approval by the owner.
- Operational Space Programming – translates and expands the project statement into technical information necessary for the architect to design the facility (ensures operations dictates design) by describing all spaces, the activities to take place in those spaces and the users, and the relationship between particular spaces.
- Schematic Design – involves taking the information and conceptual ideas into a drawing form.
- Design Development – involves further development of schematic design to include all materials and most finishes.
- Construction Documents – is the last phase in completing drawings and specifications and spells out the details.
- Construction – includes building according to plans and specifications, staying on schedule, and avoiding excessive change orders.
- Transition – involves staff training, establishing operating policies and procedures, and equipment commissioning.
- Occupancy – is when the owner finally occupies space in the facility!

ANNUAL PREVENTIVE MAINTENANCE ESTIMATE

Preventive and proactive maintenance is necessary to help save money for equipment repair/replacement, utility bills, and prolonging the life cycle of equipment and facility. Preventive maintenance plans allow the County to have the means necessary to repair and replace equipment at the appropriate time instead of deferring maintenance.

The current annual cost for preventive maintenance will range according the current condition of the facility as identified in Chapter 4 Facilities Evaluation, the size of the facility, and the facility type and/or use. The smaller the facility, the higher the cost per square foot for maintenance cost due to the economy of scale. The type of use is also important as some facilities have more infrastructure and equipment than others (i.e. warehouse versus forensics facility). The consultant provided a total annual square foot preventative maintenance cost for each current and proposed new facility. This cost was determined by multiplying the cost per square foot by the total facility size. Cost range from $0.50 to $5.00 per foot based on building condition and type. A summary of this analysis in 2015 dollars for existing and proposed new construction is provided in Table 6-1. The data can be used as a tool by the County to calculate annual preventive maintenance based on County's timing for implementing projects.

Table 6-1
Preventive Maintenance Cost Estimate

Region	Building Name	Location	Year Built	Condition	Size (SF)	Annual Maintenance Cost Per SF	Total Annual Maintenance Cost	Ownership
W-306	Fire / Rescue Administration Warehouse	ODE	Unknown	Poor	4,216	$1.10	$4,638	O
W-306.1	Fire / Rescue Administration Warehouse	ODE	2006	Very Good	1,800	$1.00	$1,800	O
W-328	Fire and Rescue Station 15, PCSO Substation	TRI	2005	Very Good	5,366	$4.00	$21,464	O
W-328.01	PCSO Sub-station (District 3), Fire& Rescue 15	TRI	2010	Very Good	3,309	$4.00	$13,236	O
W-359.01	Community Center, Odessa Community Park	ODE	Unknown	Poor	2,450	$3.00	$7,350	O
W-401	Fire & Rescue Station 12	HOL	1971	Very Poor	6,916	$4.50	$31,122	O
W-404	Centennial Library	HOL	1987/2001	Good	11,087	$2.50	$27,718	O
W-405	Elfers School	ELF	1914/2013	Very Good	11,087	$2.50	$27,718	O
W-410	South Holiday Library	HOL	1992	Good	8,808	$2.50	$22,020	O
W-412.01	Community Center, J. Ben Harrill	HOL	1992	Good	14,580	$2.50	$36,450	O
W-492	Emergency Communications / 911	NPR	2005	Very Good	11,800	$4.50	$53,100	O
W-493	Environmental Lab	NPR	Unknown	Good	3,655	$4.00	$14,620	O
W-495	Jack Albert Records Retention Center	NPR	1991	Good	15,010	$1.50	$22,515	O
W-496	Information Technology / EOC	NPR	1990	Fair	14,493	$4.00	$57,972	O
W-497	Road and Bridge Pole Barn	NPR	Unknown	Fair	6,125	$0.55	$3,369	O
W-501	Sunset Building / PCSO Evidence Shed	NPR	1961	Poor	16,055	$1.00	$16,055	O
W-502	West Pasco Judicial Center	NPR	1981 / 2006	Very Good	169,934	$2.25	$382,352	O
W-505	Regency Park Library	NPR	2006	Very Good	18,012	$2.50	$45,030	O
W-507	Storage Building - Traffic	NPR	Unknown	Very Poor	4,416	$1.25	$5,520	O
W-508	Parks and Recreation West	NPR	Unknown	Very Poor	14,541	$2.00	$29,082	O
W-511	Indiana Building	NPR	Unknown	Not Evaluated	6,616	n/a	n/a	O
W-517	Fleet Maintenance	NPR	Unknown	Fair	23,818	$1.00	$23,818	O
W-517.01	Fleet Vehicle Wash, Fleet Maintenance	NPR	Unknown	Good	3,250	$1.00	$3,250	O
W-518	Pasco Arts Council (Anderson House)	HOL	1938	Poor	4,981	$4.00	$19,924	O
W-519	Baker House	HOL	1882/1990	Very Good	1,051	$2.00	$2,102	O
W-520	Missouri Building	NPR	Unknown	Poor	1,979	$4.00	$7,916	O
W-524	PCSO Administration and Jail	NPR	1981 / 1984	Fair[2] VP[3]	49,760	$4.00	$199,040	O
W-525	Public Works and Utilities Building	NPR	±1981	Fair	31,902	$2.50	$79,755	O
W-529	Fire and Rescue Station 19	NPR	Unknown	Fair	4,216	$4.25	$17,918	O
W-530	Purchasing, Central Stores	NPR	Unknown	Very Poor	11,099	$3.00	$33,297	O
W-532	Misdemeanor Probation	NPR	Unknown	Poor	2,400	$4.00	$9,600	L
W-533	State Attorney (Word Processing)	NPR	Unknown	Poor	971	$4.00	$3,884	L

Table 6-1 (continued)
Preventive Maintenance Cost Estimate

Region	Building Name	Location	Year Built	Condition	Size (SF)	Annual Maintenance Cost Per SF	Total Annual Maintenance Cost	Ownership
W-549	Facilities Management Main Building	NPR	Unknown	Fair	26,236	$3.00	$78,708	O
W-555	West Pasco Government Center	NPR	±1995	Very Good	87,180	$1.85	$161,283	O
W-558	Fire and Rescue Station 21	HUD	2003	Very Good	5,466	$4.00	$21,864	O
W-559	South Gate Senior Center	NPR	Unknown	Fair	2,600	$3.00	$7,800	L
W-560	PCSO West Operations Building (District 1)	NPR	1989	Fair	19,600	$2.00	$39,200	O
W-562	Grove Park Community Center	ELF	Unknown	Not Evaluated	5,696	n/a	n/a	O
W-563	Senior Center DAV	NPR	Unknown	Not Evaluated	1,800	n/a	n/a	L
W-565	Building Inspectors Building	NPR	Unknown	Fair	4,313	$3.00	$12,939	O
W-571.01	Environmental Education Ctr., Jay B Starkey	NPR	2002	Very Good	6,815	$1.50	$10,223	O
W-573	Health Department A Clinic	NPR	±1991	Fair	10,655	$3.00	$31,965	O
W-574	Health Department B Administration	NPR	±1991	Good	15,710	$3.00	$47,130	O
W-579	Galen Wilson Bus Wash / Misc. Outbldgs.	NPR	Unknown	Very Good	6,115	$2.00	$12,230	O
W-584	Fire and Rescue Station 14	NPR	±1994	Good	4,791	$4.00	$19,164	O
W-586	Galen Wilson Transp. / Community Services	NPR	1996	Good	10,800	$2.00	$21,600	O
W-587	Galen Wilson Building	NPR	Unknown	Good	7,200	$2.00	$14,400	O
W-591	Galen Wilson Elderly Nutrition Center	NPR	Unknown	Poor	5,240	$5.00	$26,200	O
W-594	Tax Collector, Gulf Harbor	NPR	2003	Very Good	19,000	$1.85	$35,150	O
W-595	Fire and Rescue Station 29	NPR	Unknown	Very Poor	2,324	$5.00	$11,620	O
W-598	Trouble Creek Records Storage, Storm Water	NPR	Unknown	Fair	29,100	$2.00	$58,200	L
W-599	Main Street Building	NPR	±1995 Reno	Good	18,000	$2.00	$36,000	O
W-614	Fire and Rescue Station 17	NPR	1983	Fair	4,216	$4.25	$17,918	O
W-630	Fleet Maintenance Fox Hollow	PR	Unknown	Fair	18,684	$1.00	$18,684	O
W-640	Fire and Rescue Station 30	NPR	2014	Very Good	8,510	$4.00	$34,040	O
W-701	Fire and Rescue Station 10	HUD	2004	Very Good	5,724	$4.00	$22,896	O
W-711	Denton Warehouse	HUD	Unknown	Very Poor	27,000	$2.00	$54,000	O
W-714	Fire and Rescue Station 39	HUD	2008	Very Good	5,139	$4.00	$20,556	O
W-715	Hurricane Shelter	HUD	2009	Very Good	38,395	$4.00	$153,580	O
W-750	Fire and Rescue Station 11	PR	±2006	Very Good	7,074	$4.00	$28,296	O
W-752	Fire and Rescue Station 35 - Volunteer	PR	Unknown	Fair	3,308	$4.25	$14,059	O
W-762.05	Recreation Building, Veterans Mem. Park	HUD	1990	Good	14,580	$2.00	$29,160	O
W-763	Hudson Library	HUD	±1990	Very Good	32,640	$2.25	$73,440	O
W-YYY	Utilities Inspection Trailer	NPR	Unknown	Fair	600	$3.00	$1,800	L
	West Subtotal Estimate						**$2,337,737**	
C-296	Animal Services Adoption Center - Bldg. A	LOL	2012	Very Good	12,130	$3.00	$36,390	O
C-297	Animal Services Auxiliary Building D	LOL	Unknown	Poor	672	$4.00	$2,688	O
C-299	Animal Services Intake Reclaim - Building C	LOL	Unknown	Poor	7,200	$4.00	$28,800	O
C-301	Animal Services Administration - Building B	LOL	1991	Good	2,366	$3.50	$8,281	O
C-302.01	Land O' Lakes Community Center	LOL	1961	Poor	6,893	$4.00	$27,572	O
C-303	Fire / Rescue Storage (Old Station 23)	LUT	Unknown	Very Poor	3,082	$4.50	$13,869	O
C-303.01	Fire and Rescue Station 23	LUT	2009	Very Good	5,175	$4.00	$20,700	O
C-304	Fire and Rescue Station 22 / Facilities Mgmt.	LOL	Unknown	Good	7,980	$4.00	$31,920	O
C-317	PCSO Maintenance Garage	LOL	Unknown	Poor	13,251	$2.00	$26,502	O
C-329	PCSO Support Services (Forensics Building)	LOL	2006	Very good	23,664	$5.00	$118,320	O
C-350.02	Recreation Center, Land O' Lakes	LOL	1992	Good	14,580	$2.00	$29,160	O
C-352	Senior Center, Land O' Lakes	LOL	1992	Good	5,374	$2.00	$10,748	O
C-353	PCSO Detention Center	LOL	1991 / 2011	Good[4]	353,901	$2.00	$707,802	O
C-353.19	PCSO K-9 Kennel	LOL	±2011	Very good	1,176	$1.00	$1,176	O
C-354	Land O' Lakes Library	LOL	2007	Very Good	18,012	$2.50	$45,030	O
C-356	David "Hap" Clark Building	LOL	1973/1993	Fair	43,160	$2.25	$97,110	O
C-358	PCSO Aviation Unit Hangar	LOL	±2009	Very good	10,000	$1.00	$10,000	O
C-361	Health Department Land O' Lakes	LOL	1999	Very Good	9,677	$3.00	$29,031	O
C-371	Fire and Rescue Station 28 - LOL Volunteer	LOL	1969	Fair	4,020	$4.25	$17,085	O
C-372	Fire and Rescue Station 37	LUT	2009	Very Good	7,223	$4.00	$28,892	O
C-535	Trailer H - Road and Bridge	SH	Unknown	Very Poor	1,306	$3.00	$3,918	O
C-602	Fire and Rescue Station 20	SH	Unknown	Fair	3,335	$4.25	$14,174	O
C-602.01	Burn Building Station 20	SH	Unknown	Poor	1,334	$2.00	$2,668	O
C-603	Amador J. Gonzalo Training Center	SH	1992	Good	4,804	$2.00	$9,608	O
C-608.01	Elise Logan Community Center	SH	1970's	Fair	3,424	$3.00	$10,272	O
C-628	Elderly Nutrition Center Spring Hill	SH	Unknown	Good	3,710	$2.50	$9,275	L
C-XXX	PCSO Trustee Training Center[6]	LOL	2014	Very good	Unknown	$2.00	n/a	O
	Central Subtotal Estimate						**$1,340,991**	

Table 6-1 (continued)
Preventive Maintenance Cost Estimate

Region	Building Name	Location	Year Built	Condition	Size (SF)	Annual Maintenance Cost Per SF	Total Annual Maintenance Cost	Ownership
E-1	Historic Courthouse, Dade City	DC	1909.1998	Very Good	9,950	$3.00	$29,850	O
E-2	Data Center - Deal Building	DC	1950's	Poor	4,756	$4.00	$19,024	O
E-4	Veterans Services / Guardian ad Litem	DC	1967	Poor	4,000	$4.00	$16,000	O
E-6	Dade City Property/Evidence (Old Jail)	DC	Unknown	Not Evaluated[1]	12,017	n/a	n/a	O
E-7	Facilities Management, Dade City	DC	±1980's	Fair	1,176	$3.00	$3,528	O
E-14	Robert D. Sumner Judicial Building	DC	1980's/2001	Good	92,726	$1.50	$139,089	O
E-16	County East Storage	DC	Unknown	Poor	8,159	$3.00	$24,477	O
E-17	Jackson Building	DC	1950's	Very Poor	27,700	$3.00	$83,100	O
E-24	Supervisor of Elections Warehouse	DC	±1987	Fair	11,900	$1.00	$11,900	O
E-25	Fire and Rescue Station 25	LAC	Unknown	Poor	4,200	$4.25	$17,850	O
E-27	Stallings Community Center	DC	1991	Good	8,808	$3.00	$26,424	O
E-33	Community Services, Nutrition, Health	DC	1996	Good	7,200	$3.00	$21,600	O
E-34	East Pasco Government Center	DC	2000	Very Good	76,540	$1.85	$141,599	O
E-35	Health Department, Dade City	DC	1997	Good	16,910	$3.00	$50,730	O
E-36	Clerk Records Center	DC	2000	Good	14,558	$1.00	$14,558	O
E-38	PCSO Charles "Bo" Harrison Bldg. (District 2)	DC	2003	Very good	15,723	$2.00	$31,446	O
E-41	Pasco Technology Center	DC	2014	Very Good	n/a	$3.00	n/a	O
E-53	Fire and Rescue Station 24	DC	1957/1989	Fair	10,344	$4.25	$43,962	O
E-55	Old Data Center, Computer Center	DC	Unknown	Fair	5,828	$3.00	$17,484	O
E-58	Cooperative Extension Services / Parks & Rec.	DC	1940's	Very Poor	3,473	$4.00	$13,892	L
E-67	Hugh Embry Library	DC	1963/1991	Good	7,215	$2.50	$18,038	O
E-70	Records Storage Mr. C's	DC	Unknown	Not Evaluated	9,700	n/a	n/a	O
E-90	Fire and Rescue Station 32	DC	2013	Very Good	6,979	$3.75	$26,171	O
E-103	Fire and Rescue Station 25 (Old 16)	ZPH	Unknown	Very Poor	4,925	$4.50	$22,163	O
E-105	Fire and Rescue Station 18	CRYS	Unknown	Fair	5,203	$4.25	$22,113	O
E-107	Fire and Rescue Station 36	DC	2008	Very Good	7,074	$4.00	$28,296	O
E-109	Fire and Rescue Station 16	ZPH	±2008	Very Good	7,123	$4.00	$28,492	O
E-152	Senior Center, Zephyr Hills	ZPH	Unknown	Not Evaluated	3,936	n/a	n/a	L
E-153	Health Department, Zephyr Hills	ZPH	Unknown	Fair	3,584	$3.00	$10,752	L**
E-155	New River Branch Library	ZPH	1991	Good	11,061	$2.50	$27,653	O
E-163	Fire and Rescue Station 26	WES	2003	Very Good	4,946	$3.75	$18,548	O
E-199	Road and Bridge C barn	SAN	Unknown	Fair	3,960	$0.55	$2,178	O
E-201	Fleet Maintenance	SAN	Unknown	Poor	10,140	$1.50	$15,210	O
E-201.3	Public Works Pole Barn	SAN	±2009	Very Good	5,285	$0.50	$2,643	O
E-205	Trailer O, Darby Park Civic Center	DC	1980?	Very Poor	960	$4.00	$3,840	O
E-211	Fire and Rescue Station 27	SAN	2013	Very Good	6,930	$3.75	$25,988	O
E-305	Fire and Rescue Station 13	ZPH	Unknown	Very Poor	4,216	$4.50	$18,972	O
	East Subtotal Estimate						**$977,567**	
	Grand Total Existing Facilities Estimate						**$4,656,295**	

Source: CGL, October 2014.

Notes:

** Trailer owned by County, land leased

1-Demolition completed at the time of this report

2-Administration portion in Fair condition

3-Jail portion in Very Poor condition

4-Sprung structure in Very poor condition

5-PCSO component only includes evidence shed and storage

6-Under construction at the time of the report

Table 6-1 (continued)
Preventive Maintenance Cost Estimate

Region	Building Name	Location	Year Built	Condition	Size (SF)	Annual Maintenance Cost Per SF	Total Annual Maintenance Cost	Ownership
W-TBD	PCSO District 1 Substation	HUD/SH	n/a	**New Construction**	12,360	$2.10	$25,956	O
W-TBD	PCSO District 3 Substation	NPR	n/a	**New Construction**	11,700	$2.10	$24,570	O
W-TBD	New Health Admin and Clinic	TBD	n/a	**New Construction**	63,360	$2.25	$142,560	O
W-TBD	New Consolidated Field Operations	TBD	n/a	**New Construction**	150,961	$1.10	$166,057	O
	West Subtotal Estimate						**$359,143**	
C-TBD	Detention Center Expansion (1,000 Beds)	LOL	n/a	**New Construction**	343,750	$2.15	$739,063	O
C-TBD	Criminal Courthouse (12 Courtrooms)	LOL	n/a	**New Construction**	262,310	$2.00	$524,620	O
C-TBD	New South Central Government Center	TBD	n/a	**New Construction**	105,482	$1.75	$184,594	O
C-TBD	Sheriff's Administration	LOL	n/a	**New Construction**	78,336	$1.75	$137,088	O
C-TBD	SC Health Clinic	TBD	n/a	**New Construction**	25,800	$2.50	$64,500	O
C-TBD	New Consolidated Field Operations	TBD	n/a	**New Construction**	29,831	$1.25	$37,289	O
C-TBD	New Public Safety Campus	LOL	n/a	**New Construction**	69,180	$2.00	$138,360	O
C-TBD	PCSO Vehicle Maintenance	LOL	n/a	**New Construction**	20,472	$1.00	$20,472	O
C-TBD	Criminal Courthouse Phase 2	LOL	n/a	**New Construction**	21,174	$2.00	$42,348	O
C-TBD	New Central Connerton Library	TBD	n/a	**New Construction**	10,200	$2.00	$20,400	O
C-TBD	Animal Services Replacement Facility	LOL	n/a	**New Construction**	22,655	$1.75	$39,646	O
C-TBD	New Consolidated Records	TBD	n/a	**New Construction**	44,316	$1.25	$55,395	O
	Central Subtotal Estimate						**$2,003,774**	
E-TBD	New Hugh Embry Library	DC	n/a	**New Construction**	17,906	$2.00	$35,812	O
E-TBD	New Wesley Chapel Library	WC	n/a	**New Construction**	24,480	$2.00	$48,960	O
E-TBD	New East Central Library	TBD	n/a	**New Construction**	10,200	$2.00	$20,400	O
E-TBD	New Consolidated Field Operations	SAN	n/a	**New Construction**	61,548	$1.20	$73,858	O
E-TBD	New Cooperative Extension	TBD	n/a	**New Construction**	3,120	$2.25	$7,020	O
E-TBD	PCSO District 4 Substation	TBD	n/a	**New Construction**	12,360	$2.00	$24,720	O
	East Subtotal Estimate						**$210,770**	
TBD	New Fire Rescue Station	TBD	n/a	**New Construction**	8,510	$3.75	$31,913	O
	Fire Rescue Station Subtotal Estimate (19)						**$606,338**	
	Grand Total New Facilities Estimate						**$3,180,024**	

Source: CGL, October 2014 and updated January 2015.

Preventative maintenance ensures maximum reliability by taking precautionary and proactive steps to reduce unscheduled equipment downtime and failures. The purpose of preventive maintenance is to institute scheduled inspections so defects can be identified and corrected before an equipment failure. Successful preventive maintenance management includes the following:

- Schedule regular maintenance and inspections;
- Use standardized checklist;
- Enforce preventive maintenance compliance on timely schedule;
- Keep detailed preventive maintenance and work order records;
- Measure performance and time schedule compliance; and
- Utilize a Computerized Maintenance Management System (CMMS) to help track, measure and improve preventive maintenance.

STRATEGIC PLAN RECOMMENDATIONS

In support of the Master Plan, recommendations for the County on updating the plan, managing the property inventory, and managing and assigning space are provided in this section.

Master Plan Updates

The master plan is a living document and should be reviewed and updated as needed. CGL recommends that the County:

1) Review the strategic basis of plan annually to include:
   a) Overall goals,
   b) Population growth projections,
   c) Development patterns,
   d) Department/office functions, and
   e) Facility inventory;
2) Update master plan and base tables every 5 years;
3) Prepare specialty detailed plans for Fire Rescue Stations, Library, and Electronic Records and update every 5 years;
4) Create Pasco County Building Standards and specifications for future construction; and
5) Continue to provide preventive and corrective maintenance to each facility as required Review strategic basis of plan annually.

Property Inventory Management

Pasco County is in the process of reviewing and updating their property listing (currently over 8,000 parcels). Asset management includes making the best possible use of real estate assets through disposition, acquisition, investment and/or development to achieve operational goals and maximize economic performance. Property inventory management is a component of asset management that focuses on the daily management of real estate properties and includes the identification, location, and value of all properties. To manage the property inventory, CGL recommends the following for the County:

1) Assign a single office responsible for developing and maintaining a single real property inventory management information system;
2) Designate a single-point entry to accurately track real property information;
3) Develop a validation process to ensure accuracy of information;
4) Create policy for entering new properties as added and deleting properties as sold or disposed;
5) Standardize data on property type, location, size, utilization, value, condition, restrictions, and operating cost;
6) Identify various categories of property needs for County services/function and minimum site requirements based on facility type or services provided and cross-reference to inventory; and
7) Research property database software to identify potential tool to create searchable inventory.

Space Inventory Management

Facilities management is a process of evaluating, maintaining, and adjusting the County's existing inventory based on what is needed by County functions and what is needed to accomplish the County's goals. Facilities management must also ensure facilities have the right features, are available when needed, and support organizational goals and user needs. Space management is an important part of facilities management and includes the process of projecting space requirements, identifying deficiencies, allocating available spaces to users in an equitable way, monitoring use, assisting users with space usage problems, and resolving space problems. Space management must not only focus on the amounts of space but must also address the quality of space. The objectives of space management are to ensure:

- New facilities constructed only if needed;
- Unneeded facilities closed and disposed of/demolished to reduce maintenance costs;
- Occupancy consolidated to minimize energy, maintenance, and other operating costs;
- Use and occupancy of space validated and unauthorized use stopped;
- Available space distributed equitably among all users; and
- A safe and healthful workplace free of fire hazards provided.

Space management consists mainly of maintaining a space database (compiling, verifying, and maintaining space inventory data) and assigning space (receiving requests for space or changes to space, processing request, and recommending a solution). To manage the space inventory and space assignment process, CGL recommends the following for the County:

1) Assign an office to maintain space inventory and to receive and review each space request;
2) Develop a review and approval process to understand and respond to each space request;
3) Develop criteria for a "Space Request Form" to identify
    a) Description of service/function need,
    b) Listing of staff positions,
    c) Functional support space requirements,
    d) Security, telecommunication, and technology needs,
    e) Hours of operation,
    f) Volume and type of visitors, and
    g) Options to address space needs; and
4) Monitor owned and leased space inventory to ensure
    a) Application of County space standards,
    b) Efficient utilization of space,
    c) Suitability of function,
    d) Level of maintenance,
    e) Compliance with health and safety guidelines and applicable building, fire, and local codes,
    f) Review of lease contracts at time of renewal, and
    g) Opportunities to improve overall efficiency.

SUMMARY

A phased strategic facilities master plan to address the 20-year projected government and criminal justice need has been prepared for Pasco County. The plan includes a total of 35 projects that have been identified and prioritized. A project cost estimate range in June 2015 dollars has been prepared ranging from $452 to $588 million, depending on the need for two additional 500 detention bed expansions. Annual preventive maintenance cost in 2015 dollars has been prepared resulting in an estimate of $4.7 million for existing facilities and $3.2 million for new recommended facilities. The County can use the data as a tool to calculate annual preventive maintenance based on actual timing for implementing projects. In support of the Master Plan, recommendations are provided for the County on updating the plan, managing the property inventory, and managing and assigning space.