

File Attachments for Item:

3. Department Head Reports

Item:

By City Council request each of the department heads will provide an oral report to the Council of current and upcoming projects.

Action:

No action required by the City Council at this time.

Port Richey Police Department

6333 Ridge Road, Port Richey, Florida 34668

727-816-1919

www.cityofportrichey.com

[facebook.com/portricheypd](https://www.facebook.com/portricheypd)



Police Department Activity Report

March 2021

Generated Service Calls (1444)

Call Types:

Robbery _____ (0)

Sex Offence _____ (1)

Aggravated Battery ___ (0)

Aggravated Assault ___ (0)

Burglary:

Residential _____ (0)

Commercial _____ (2)

Conveyance _____ (1)

Theft:

Retail _____ (11)

Petit _____ (5)

Grand _____ (2)

Other:

Traffic Crashes _____ (42)

Traffic Stops _____ (265)

Impounds _____ (26)

Alarms _____ (15)

Drug Violations _____ (3)

Noise Complaints _____ (5)

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March 2021

Monthly Report

Monthly Report 3/21

- Ofc. McConnell successfully completed Drug Recognition Expert training and joins Ofc. Williams as agency DRE's. There are only (341) DRE's in the State of Florida. Pasco County has (3) total and PRPD has (2) of the (3)
- Communications Center renovations were completed and is back in full operation
- Sgt's promotional examination (Mar. 22) to fill the vacancy.
- Utilized PSO range on the 24th & 25th to qualify and issue rifles to those officers who were not equipped with one.
- Continuing Policy & Procedure revisions and additions.
- Preparing for full Property and Evidence inventory beginning on 4/12/2021
- CAD/RMS system is functioning – minor software, hardware and user error issues still exist.
- Continuing to monitor status of local COVID-19 situation & vaccine distribution issues to determine potential adjustments to first responder impact and response.
- Continuing to monitor Intelligence reports regarding any events of importance.
- Coordinating with NPRPD to schedule waterway coverage for both jurisdictions when CFS, manpower and weather allow.
- Scheduling additional officer training with SAO and continued scheduling in-house and off-site training classes starting in January and throughout the fiscal year.
- We have planned with PSO & HCSO to have (2) seats in each of their CIT classes. Between the two agencies there will be eight classes so theoretically we will have all officers and Sgt's CIT trained before the end of 2021.

- Continuing participation with FDOT/IPTM on a Traffic Safety initiative geared towards bicycle and pedestrian safety within our jurisdiction. We are the only agency in Pasco County participating.
- Continued work on some building revitalization projects for the agency.
- Awaiting results of bid process for new boat (March)
- Received and deployed 1st of 6 new vehicles (Still awaiting remaining 5 vehicles)



Fire Rescue Update -March-30

Agency Activity

Last 30 days

Approx. **74** Calls

3 Inspections - **2** plan reviews

Equipment

E41 – In Ocala for annual service and Pump Testing

Agency Update

Working on COVID Expense tracking

Processing COVID Reimbursement grant (FDLE)

Working on CPR for citizens (CPR at waterfront park idea)

Working on Brush Truck - 4x4 high Water response /Tow unit proposal

Re-Organizing agency roles and duties

Still balancing the critical load left by loss of Deputy Chief Position

Backfilling of positions with PT employees to help agency get caught up on critical issues

Inspections-Training- Computerization -Never Ending COVID-19 Issues-
policy review

Computerizing agency processes

Payroll – minor e-signature issue

COVID - Inventory

Working on large amount of Surplus – preparing list for agenda soon

Training

Preparing for boating season-Scallop season

Round One of in house Training completed Starting Round 2 – Advanced training as weather allows

UTV Training coming

Setting up EVOC training for ALL staff and Volunteers Starts Next month will go for six (6) consecutive Monday nights – Certificate of completion to all whom complete it.

POD Program

Program plan is completed with back-up plan for Medics should we need it. Medical director approved and ready to go – Waiting for CHD to request it and supply vaccines – Per CDOH Could be several months.



Development Services Monthly Report

March 1- 31, 2021

41 Permits issued

115 Inspections completed

Projects/potential projects in preliminary stage:

Meeting with applicant- possible 6 lot purchase for SFR homes on Queener

Meeting with Engineer- possible 26 apartments replacing mobile homes (Cloyd Ln/Tindell Ct) off of Limit

Meeting with Engineer & Realtor- possible Alzheimer/Nursing Home occupying up to 80 beds on Pine Hill (Unity Truth Center); possible rezone

Animal Rescue on Washington St scheduled to open in May

Code Enforcement

Both businesses and residents are pleased that Code Enforcement is back out within the City on a daily basis. Please contact the Building Dept for any concerns.

0- Notice of Violations written

0-Citations issued

16- Courtesy door hangers have been issued

Grants

3- Applications received

2- Approved applications (1 job complete and applicant paid)

1-Denied

Wanted to inform the public that there is sufficient funds available if you are thinking about an approved project. Don't hesitate to contact the Building Department and we can assist you in the process.

CRS (Community Rating System) - annual recertification has begun taking place and we are currently working on Elevation Certificates.



4/14/21 Operations Manager / City Clerk Department Report

Records Destruction: Paper shredding record destruction is scheduled for the first week of May.

Electronic Equipment Sorting: Sorting and cataloging of old electrical office equipment continues and a list of surplus items will be presented to Council at an upcoming City Council meeting.

Voting: Election Day will be on 4/13/21 from 7:00 AM – 7:00 PM. Early voting continues until 4/12/21. Any citizen interested in early voting may come to City Hall and meet with the City Clerk to place their vote.

Meetings for February: The City Council & CRA Board next meeting will be on 4/14/21. A Swear In Ceremony & Organizational Meeting will be on Monday 4/19/21 at 7:00 PM. The next CAC Park Clean-Up will be on Saturday 4/17/21 at 8:30 AM. The next Citizens Advisory Committee (CAC) meeting is 5/6/21,

Lien searches for 3/21: Fifty-Two (52) lien searches were completed for January.

Positions Posted & Interviews: Interviews have been underway to fill the open positions in City Hall. The Finance Clerk, HR Specialist, and Executive Assistant are the current open positions in City Hall.



Public Works & Utilities Monthly Report

Public Works:

- Painting inside Police Department at City Hall
- Replace, repair, reinstall street signs
- Visual inspections of City
- Installed, to be finished 04/05/21, storm box at 5432 Bay Blvd.
- Usual cleaning and repairs to City parks
- Replaced boards at Oelsner Park bench
- Working on damage to Oelsner Park men's room wall, will be completed 04/05/21

Utilities:

- Changed out a 4" water meter at Senate Manor due to high mileage on the meter and meter not reading properly.
- Dug up 6" water valve on Broadway St. to inspect valve and water main to replace valve in near future for Cottee River town homes.
- Weekly maintenance on 44 Lift stations, to include de-ragging multiple stations, Quist Dr., Green St., Harbor Pointe Dr., and the Sandpebble development.
- Covered up an exposed water line in Brasher Park with fill dirt.
- Worked on generator at Senate Manor lift station.
- Various work orders for utility billing, Turn offs, turn-ons, meter field tests, and check for possible leaks.
- Acid wash on the Vactor truck along with getting a cylinder replaced on the Backhoe.
- Worked on a plan with the water plant to fix an issue with the water loss in the City.