



MINUTES OF THE CITY COUNCIL WORK SESSION
CITY OF NEW PORT RICHEY

NEW PORT RICHEY CITY HALL COUNCIL CHAMBERS
5919 MAIN STREET, NEW PORT RICHEY, FLORIDA

July 18, 2023

4:00 PM

**ORDER OF
BUSINESS**

1 Call to Order - Roll Call

The meeting was called to order by Mayor Chopper Davis at 4:02 p.m. Those in attendance were Deputy Mayor Matt Murphy, Councilman Peter Altman, Councilman Mike Peters and Councilwoman Kelly Mothershead. Also in attendance were City Manager Debbie L. Manns, City Clerk Judy Meyers, Finance Director Crystal Dunn, Library Director Andi Figart and Economic Development Director Rod Kirk.

DISCUSSION ITEMS

2 Review of Proposed Departmental Budgets for FY23-24 - Page 2

City Manager Manns stated that we are experiencing technical issues. She then stated the purpose of this work session was to review the budgets for City Council, City Manager, City Clerk, Economic Development, Library and Recreation & Aquatics for the upcoming fiscal year. She stated budgets are key to municipal operation and help to establish organizational goals. City Manager Manns then highlighted the figures received so far. Municipal Revenue Sharing was \$913,832.00 which is \$78,924 over last fiscal year and Half Cent Sales Tax \$1,390,754.00 which is \$153,928 over last fiscal year.

Health insurance increases are budgeted for 10% but projections are 28%. She stated we will be changing carriers and platforms. She stated the largest factor that is 160% of loss in terms of medical ratio to premiums. The salaries that are presented in the budget do not reflect any adjustments. City Manager Manns stated the compensation philosophy is that we want to pay everyone at the city at least \$15/hr. Secondly we want to pay what is market appropriate. City Manager Manns stated a formal presentation will be made at either the second meeting in August or the first meeting in September.

City Manager Manns then began her presentation of the City Council's proposed budget. Professional services was increased due to cover funding in the event of Council's approval of hiring a lobbyist for the upcoming legislative session. Special events was increased due to events associated with the City's 100th anniversary. The rest of the expenditures remained fairly

consistent with last year's budget. Councilman Altman spoke regarding the budgeting of city staff for special events. He spoke regarding this year's Chasco costs and the return of \$20k. He also spoke regarding police presence during the parades and crowd control handled by the city. Councilman Altman stated that the free Saturday events in the park are a big draw. He would like to see the City extend an offer to larger events. He would like to monitor the monies collected by charities for events. Councilman Altman stated there is concern with rained out events. Councilman Peters asked what events are covered and City Manager Manns stated they are Cotee River Bike Fest, Chasco, 4th of July and Holiday Street Parade. Mayor Davis stated the revenue comes to the businesses downtown and helps to promote them. Councilman Altman stated it would be good to know what money is made off of events. Councilwoman Mothershead stated she did not want to start charging residents to attend all events. There should remain free events. Councilman Altman stated events should not be funded through the CRA.

City Manager Manns then moved to the City Manager's proposed budget. She stated there was a decrease in professional services. The other amounts were consistent with last year's budget.

City Clerk Meyers then presented the City Clerk's proposed budget. Professional Services increased due to upcoming scanning project for all minutes, ordinances and resolutions. Elections, Code Book updates, legal advertising and legal recordings all decreased.

City Manager Manns then introduced Economic Development Director Rod Kirk who then presented the Economic Development proposal budget to Council. Mr. Kirk stated personnel costs will increase when positions are filled. Professional services and travel and training were increased. Dues and memberships were decreased.

City Manager Manns then introduced Library Director Andi Figart who then presented the Library and Recreation & Aquatics proposed budgets to Council. Ms. Figart began with the Library budget. She stated attendance at Library events have increased by 30%. She stated they are requesting a new outreach full-time position. Ms. Figart stated that a full-time grant writer is also being proposed. Contractual services decreased due to less late fees and Google licensing fees. Travel and training was also decreased as staff has moved to online training. Data lines increased due to internet and hotspot activities. Freight express decreased due to delivery being done by USPS instead. Rental equipment decreased due to not renting equipment for outdoor events. Maintenance equipment also decreased. Printing and binding decreased as materials are produced in-house. Software licenses increased. Computer supplies decreased due to Room to Zoom Grant. Misc. Program Costs - Grant decreased as staff did not apply for certain grants. Misc. Program Costs increased due to increased programs being offered. Mayor Davis stated he was pleased with the addition of the grant writer position. Councilman Altman agreed as well. City Manager Manns stated there is an error in postage and it should be \$15k not \$8k. Councilman Peters asked about the bus passes and Ms. Figart stated this is a new service that we will offer. The PCPT passes will be offered at the same rates as other places. Mayor Davis asked about Library Supplies and Ms. Figart stated the decrease was due to upgrades to the ILS. The system now in place includes an app to be downloaded for free. City Manager Manns then introduced the new Asst. P&R Director Kevin Trapp.

Ms. Figart then moved to the Recreation proposed budget. She stated that the budget increased 8% due to fitness equipment replacement or repair as well as some special events. Under personnel costs there was the creation of a division head salary. Maintenance equipment increased. Maintenance copiers funds were moved to the last copier line item. City sponsored program expenses increased for large scale community events. City Manager Manns stated the increase would also cover the fireworks for next year. Apparel and computer supplies increased. Ads/marketing supplies decreased due to creating items in-house and digital promotions. Operating supplies - disaster increased and operating supplies - misc increased due to the replacement of folding chairs for city events. Ms. Figart stated capital expenditures included a request for the replacement of the wall pads in the gyms. There is also a request for fitness equipment.

Mayor Davis then spoke regarding city parks and Peace Hall. City Manager Manns stated she would need to assess to see if the additional positions Mayor Davis is suggesting would be feasible. He suggested organized activities in the park such as sand volleyball. Councilman Altman reiterated his comments about working with County. He also suggested a WPLL alumni event.

Ms. Figart then moved on to the Aquatics proposed budget. She stated there was a 2.3% reduction in the proposed budget. Personnel costs increase due to the addition of lifeguards. Contractual services decreased. Maintenance building & ground decreased. Maintenance equipment decreased. Replacement of pool pumps are proposed in capital expenditures. Swim/Rec accessories increased. Computer supplies and recreation supplies increased. Signs and materials decreased. Dues and memberships increased. Capital expenditures include a pool heater replacement and aquatic pump replacement.

3 Communications

None.

4 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 5:59 p.m.

Approved: _____ (date)

_____ (signed)

Initialed: _____

Judy Meyers, CMC, City Clerk