



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

August 8, 2023

5:00 PM

**ORDER OF
BUSINESS**

1 Call to Order - Roll Call

The meeting was called to order by Mayor Chopper Davis at 5:00 p.m. Those in attendance were Deputy Mayor Matt Murphy, and Councilman Mike Peters. Councilman Peter Altman and Councilwoman Kelly Mothershead were excused.

Also in attendance were City Manager Debbie L. Manns, City Clerk Judy Meyers, Finance Director Crystal Dunn, Public Works Director Robert Rivera, Police Chief Bob Kochen and Human Resources Manager Bernie Wharran.

DISCUSSION ITEMS

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

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to review the proposed budgets for Public Works, Finance, Human Resources and Police for the upcoming fiscal year.

City Manager Manns then introduced Public Works Director Robert Rivera who then presented the proposed budget for Public Works. Mr. Rivera stated that overtime was increased to for storm events. The education incentive pay was decreased. Due to the multiple divisions, the overall operating changes are as follows:

- Supervision - Professional Services was increased, Contractual Services and Printing and Binding decreased. Maintenance Buildings were decreased. Capital expenditures included camera upgrades for the PWOC.
- Street & ROW Maintenance - Engineering Services decreased, Professional Services increased, Travel and Training decreased, Trash Removal decreased, Trees increased, Automotive Parts decreased, Road Materials decreased. Capital expenditures included miscellaneous heavy equipment and special purpose equipment.
- Facilities Maintenance - Security Services increased, Contractual Services decreased, Rep & Maint decreased, Janitorial Supplies increased.

- Grounds Maintenance - Contractual Services decreased, Telephone increased, Water & Sewer increased, Other Charges Misc. increased, Fuel increased, Clothing & Apparel decreased, Janitorial Supplies increased, Automotive Parts decreased. Capital expenditures included miscellaneous heavy equipment and special purpose equipment.
- Parking Garage Maintenance - Parking Lot Maintenance decreased, Electric increased, Water & Sewer increased, Lease - Automobiles increased, Fuel increased, Software Licenses increased, Clothing & Apparel increased.
- Stormwater Utility - Professional Services decreased, Printing & Binding increased, Other Charges Misc. decreased, Office Supplies decreased, Small Tools decreased, Fuel increased, Computer Supplies decreased, Automotive Parts decreased, Signs & Materials increased. Capital expenditures include Misc. Flood Control, Beach Street Improvements, Carlton Rd/Dartmouth Rd/Berkley Ave. Resiliency and Downtown Resiliency. Also included is a Vacuum Line Cleaning Truck.
- W&S Water Production - Professional Services increased, Central Garage Maint. decreased, Chemicals increased, Laboratory Supplies increased. Capital expenditures included Clean/Inspect/Paint Ground Storage Tank, Capital Maintenance & Repairs, Chlorine Bulk Storage, Pump Room SCADA, and two Portable Multi Parameter Field Meters
- W&S Reclaimed Water Distribution - Data Lines decreased, Postage decreased, Printing & Binding increased, Operating Supplies Misc. increased. Capital expenditures include Capital Maintenance & Repairs, John Deere Payloader and CAT Backhoe.
- W&S Construction Services - Telephone increased, Software Licenses decreased.
- W&S Reclaimed Water Production - Lab Tests decreased, Contractual Services increased, Travel & Training decreased, Data Lines increased, Rent-Equipment increased, Maintenance Buildings increased, Chemicals increased, Laboratory Supplies increased, Computer/Operating Supply increase. Capital expenditures include Capital Maintenance & Repair, Sodium Hypochlorite Chemical Pump, Sand Filter Expansion, High Service Split Case Pump, Reuse Transfer Check Valves and Sand Filter Railings.
- W&S Water Pollution Control - Engineering Services decreased, Professional Services increased, Contractual Services increased, Travel & Training increased, Sludge Removal increased, Rent-Equipment increased, Liability Insurance increased, Building & Contents Insurance increased, Maintenance Buildings decreased, Chemicals increased, Automotive Parts decreased. Capital expenditures include Capital Maintenance & Repair, Sludge BFP Transfer Pump, Replace inside seals and coat inside of the Aeration Tank, Clarifier Rake and Plow Structure, M-4 Chemical Pump and D-001 Bayou Isolation Slide Gate.
- W&S Sewer Collection - Professional Services decreased, Contractual Services increased, Data Lines increased, Postage decreased, Trash Removal increased, Lease-Automobiles increased, Computer Supplies increased, Operating Supplies Misc. increased. Capital expenditures include Capital Maintenance & Repair and a Drone.
- Central Garage - Wrecker Services decreased, Auto Repair and Testing decreased, Fuel-Resale increased, Data Lines increased, Postage decreased, Water & Sewer increased, Lease-Automobiles increased.

City Manager Manns then introduced Finance Director Crystal Dunn who then presented the proposed Finance budget to Council. Mrs. Dunn began her presentation by highlighting the changes to the Accounting & Budgeting Division. Professional Services increased, Annual Audit Services decreased, Telephone increased, Maintenance Equipment decreased, Printing & Binding decreased, Software Licenses increased, Computer Supplies increased. Capital expenditures included budgeting and reporting software.

Mrs. Dunn then moved on to the Billing & Collections Division. Debt Recovery decreased, Contractual Services increased, Telephone increased, Lease-Copier increased, Maintenance-Equipment decreased, Printing & Binding increased, Office Supplies decreased, Fuel increased, Software Licenses decreased, Computer Supplies decreased.

City Manager Manns then introduced Human Resources Manager Bernie Wharran who then

presented the proposed Human Resources budget to Council. Health Insurance increased, Professional Services decreased, Travel & Training increased, Liability Insurance and Building Contents Insurance increased, Pollution Insurance increased, Auto Insurance increased, Employee Engagement decreased, Office Supplies increased, Computer Supplies increased, Dues and Memberships increased and Subscriptions increased.

City Manager Manns then introduced Police Chief Bob Kochen who then presented the proposed Police Department budget to Council. The overall operating changes are as follows:

- Police Supervision - Employee physicals increased, Professional Services increased, Contractual Services increased, Travel & Training increased, Telephone decreased, Lease Copier decreased, AD&D Insurance decreased, Maintenance Buildings increased, 351-Police Training decreased, Software Licenses increased, Janitorial Supplies increased, Operating Supplies Misc increased, Dues and Memberships increased. Capital expenditures include RMS and CAD Integration Projects, Building camera replacements, drone and computer for the drone.
- Police Support Services - Travel & Training increased, Lease- Automobiles decreased, Maintenance Equipment decreased, Fuel decreased, Software Licenses decreased, Licensing & ID Materials increased, Computer Supplies decreased.
- Police Criminal Investigation Division - Lease-Automobiles decreased, Office Supplies decreased, Fuel decreased, Software Licenses increased, Clothing & Apparel increased, Computer Supplies decreased.
- Police Patrol - Maintenance Marine Equipment increased, Central Garade Maintenance decreased, Printing & Binding increased, Other Current Charges Misc. increased, Office Supplies decreased, Computer Supplies decreased, Automotive Parts decreased. Capital expenditures include Rifle Plates, Ballistic Helmets, Intoxilizer, Tasers, In Car Cameras and Body Cameras.
- Police Code Enforcement - Animal Control Services decreased, Lot Mowing decreased, Travel & Training increased, Postage decreased, Lease-Automobiles decreased, Fuel increased, Clothing & Apparel decreased, Computer Supplies increased, Operating Supplies Misc. decreased.
- Police Special Traffic Enforcement - Computer Supplies increased.

3 Communications

None.

4 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 8:03 p.m.

Approved: _____ (date)

_____ (signed)

Initialed: _____

Judy Meyers, CMC, City Clerk