



**MINUTES OF THE CITY COUNCIL REGULAR MEETING
CITY OF NEW PORT RICHEY**

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

March 20, 2018

7:00 PM

**ORDER OF
BUSINESS**

1. Call to Order – Roll Call

The meeting was called to order by Mayor Rob Marlowe at 7:00 pm. Those in attendance were, Deputy Mayor Jeff Starkey, Councilman Bill Phillips, Councilwoman Judy DeBella Thomas and Councilman Chopper Davis.

Also in attendance were City Manager Debbie Manns, City Attorney Timothy Driscoll, City Clerk Judy Meyers, Chief of Police Kim Bogart, Development Director Lisa Fierce, Fire Chief Chris Fitch, Economic Development Director Mario Iezzone, Public Works Director Robert Rivera, Library Director Andi Figart, Parks and Recreation Director Elaine Smith, Technology Solutions Director Bryan Weed and Human Resources Manager Bernie Wharran.

2. Pledge of Allegiance

3. Moment of Silence

4. Approval of March 6, 2018 Work Session and Regular Meeting Minutes

Motion was made to approve the minutes as presented.

Motion made by Chopper Davis and seconded by Judy DeBella Thomas. The Motion Passed. 5-0.
Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

5. Proclamation - National Service Recognition Day (By Title Only)

Mayor Marlowe read the proclamation by title only.

6. Vox Pop for Items Not Listed on the Agenda or Listed on Consent Agenda

Mayor Marlowe opened the floor for public comment. John Kane came forward and stated that he initiated a conversation with Code Enforcement about picking up dog debris on private property. He

suggested perhaps it is an issue Council should look into enacting an ordinance about. With no one else coming forward for public comment, Mayor Marlowe closed Vox Pop.

7 Consent Agenda

Motion was made to accept the Consent Agenda.

Motion made by Chopper Davis and seconded by Bill Phillips. The Motion Passed. 5-0. Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

a Cultural Affairs Committee Minutes - January 2018

b Purchase/Payments for City Council Approval

8 Business Items

a 2016 Street Improvement Project – Change Order No. 1

City Manager Manns introduced Public Works Director Robert Rivera who then presented the item to Council. He stated that the purpose of this agenda item was to a change order in the amount of \$379,527.27 for D.A.B. Constructors, Inc. for the 2016 Street Improvement Project. The request for the change order was to add additional streets to the project. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Councilman Phillips stated it was refreshing to see new asphalt being added to Congress this afternoon. He just wanted to answer some citizen questions as to why did not start on part of Gulf Drive although he believes that is in the second phase. Mr. Rivera stated that the engineering firm called out the roads in each cycle. Councilman Phillips asked if staff and the city is going to get ahead and be ready to go October 1 and be ready to hit the ground running. Mr. Rivera stated the design for the next project had already started this past December. Advertise the project at least twelve weeks before October. Councilman Davis asked if we are not looking at D.A.B. for the whole five years. Mr. Rivera stated no each year it will be bid out. Councilman Davis asked about the resurfacing and Mr. Rivera stated that you have to take care of the sub-base before you put the top coat on. Councilwoman DeBella Thomas stated this is very timely and proactive approach. Motion was made to approve the item as presented.

Motion made by Bill Phillips and seconded by Judy DeBella Thomas. The Motion Passed. 5-0. Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

b RFP No. 16-009 One (1) Year Contract Extension Agreement - As-Needed Misc. Pipeline Contract Agreement

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to grant a one year extension to the contract with Schaer Development of Central Florida for miscellaneous as-needed pipeline construction. The original agreement provides for two one year extension if agreed upon by both parties. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Motion was made to approve the item as presented.

Motion made by Chopper Davis and seconded by Judy DeBella Thomas. The Motion Passed. 5-0. Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

c 2017 City Hall Renovations – Glass Block Bid Award – Consideration for Approval

City Manager Manns introduced Public Works Director Robert Rivera who then presented the item to Council. He stated that the purpose of this agenda item was to award the bid for the replacement of the glass block in City Hall to Hayes Construction Company in an amount not to exceed \$343,000. Hayes

Construction Company was the sole bidder on this project. The glass block will be replaced with impact resistant glass. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Mayor Marlowe asked if current glass blocks were anywhere near hurricane rating. Mr. Rivera stated no. Councilwoman DeBella Thomas asked about the tint on the glass. Mr. Rivera stated it will be similar to the Rec Center. Councilman Phillips stated he was disappointed there was only one bid. Did not reference in CIP where funds are at. He wanted to see the math if approving something above and beyond what is budgeted. His concern is one company did not bid because cost projection was under. There were some questions about the bid documents and comments stated some were concerned about constructing the temporary wall. Over and above he understands cost and construction but please give him something he can use to explain if something comes back to where the dollars are at. Want to make sure we are following protocols. City Manager Manns stated that the budget item identified in memo is not the correct funding source. It will come out of CIP fund. She stated we are planning to use CIP funds for tennis courts to make up the difference in the budget and bid amount. She also stated that we do not advertise our engineer estimate amount. Councilman Phillips stated that everyone can look at the city budget as it is a published document. Contractors are pretty astute. Mr. Rivera stated that CIP funds are allocated funds and are a pretty good estimate. Councilwoman DeBella Thomas stated she is not fan of the glass block but she is not a fan of the conceptual drawing either. She asked if there were any other design options. Disappointed that there is nothing else out there. Mr. Rivera stated first and foremost was that the code needs were met and then what could be accomplished with the budget. Motion was made to approve the item as presented.

Motion made by Jeff Starkey and seconded by Chopper Davis. The Motion Passed. 5-0. Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

d Wastewater Treatment Plant (WWTP) Influent Bar Screen-Change Order

City Manager Manns introduced Public Works Director Robert Rivera who then presented the item to Council. He stated that the purpose of this agenda item was to approve a change order for the WWTP Influent Bar Screen Project to Lakeside Equipment Corporation in an amount not to exceed \$40,293. Mr. Rivera stated there was discussion with manufacturer to provide another one at the same pricing. This screen is a smaller screen than the one that was previously approved. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Motion was made to approve the item as presented.

Motion made by Chopper Davis and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

e First Amendment to the Agreement for City Attorney Services

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve a first amendment to the agreement for City Attorney services. City Manager Manns stated that the original agreement was for one year with an option of two one year renewals. The agreement actually expired back in September 2017 and therefore staff was requesting the effective date be September 6, 2017. City Manager Manns stated that Mr. Driscoll has served the city well. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Councilman Phillips stated that we contracted with Mr. Driscoll when our previous city attorney was appointed as judge. City Manager Manns stated that yes it was back in 2015 when we contracted for outside attorney services. City Manager Manns stated we use BMO for special projects from time to time. Councilwoman DeBella Thomas asked we would be reviewing this again in September. Motion was made to extend the contract until September 6, 2019.

Motion made by Chopper Davis and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

f Resolution No. 2018-07 Supporting Habitat for Humanity's Town and Country Villas Project

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to adopt Resolution No. 2018-07 supporting Habitat for Humanity's Town & Country Villas Project. City Manager Manns stated that Habitat for Humanity's plan calls for building homes over the next five years. City Attorney Driscoll then read the resolution by title only. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Deputy Mayor Starkey thanked Councilman Phillips for suggesting this agenda item. He supports the project and hopes that Habitat for Humanity stays the course to see this project through to the end. Sidewalks and street lighting. Councilwoman DeBella Thomas stated there should be a pride of ownership as the houses are built. Stay on top of the County with this. Councilman Davis stated he hopes that Habitat can get the first thirty homes up. Councilman Phillips stated this project will impact our city. Continual interaction with the county in the future will have impacts on Mr. Gilliss' property and bridge back to Southgate. We need to do all we can to positively impact the city residents and show our support. The first Habitat home was built in New Port Richey. Councilwoman DeBella Thomas pleased to see we are in the position we are in now. Took collaborative effort. Mayor Marlowe stated he has been very vocal on Leisure Lane and Van Doren. County is finally active part in it. Mrs. Marlowe has already signed them up to help with the construction. Next Tuesday night is the annexation work session and this area will be discussed. The long term goal is to get the area cleaned up with good housing and then get that area into the city. Motion was made to approve the item as presented.

Motion made by Jeff Starkey and seconded by Judy DeBella Thomas. The Motion Passed. 5-0.
Ayes: Davis, DeBella Thomas, Marlowe, Phillips, Starkey

g City Manager Performance Evaluation

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was for Council to conduct an annual performance appraisal per the terms of her employment agreement. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Deputy Mayor Starkey stated that he is a fan of the City Manager. She runs a tight ship. She has done phenomenal things for this city and has done things to move this city forward.

Councilman Davis stated she always has an open door policy. Departments doing great job include the library, police department, public works, human resources. Only concern with Fire Department is shift A only has 5 people. IT should be a department head and be at department head meeting. Done a great job letting Mario do the work he is doing. More communication with the Recreation Department. Finance Department still has not come around. Been patient. Recently heard we are having a payout problem. Not a passing grade.

Councilman Phillips stated this is the hardest time of the year besides budget. First he has been disappointed in Council with how we have approached doing evaluation of City Manager. The only person under the Charter we are allowed to direct. He asked for quite a bit of information to see what she has done for department heads and employees. Positive side this year, the police contract, park master plan, second video screen, Hacienda grant money, RAC opening and items done downtown. Had a good year across the board. This year has had many challenges. He suggested revised job descriptions for department heads. They need to understand better what Council is looking for. Leadership skills improve effectiveness of work sessions. Key goals and objectives for meetings. Three work session on special events as example. Offer additional solutions by asking extended open ended questions. Closer attention to detail in agenda packets. We had major misses this year. The VA project is an example. The jobs that would have been generated was monumental. Hoped to have strategic plan done by budgeting. Audit to the State was late. Parking study with no post report objectives or goals. City video and business incubator tenant. Improving pre-meeting communications. Video, website and Cyclovia event. Need to be collectively better and that begins with Council and filters through to the employees.

Councilwoman DeBella Thomas stated she has served under several city managers during her time on Council. What she was thinking over the last few weeks is the effectiveness of where you are in the

city. They are all pulling boat in same direction. Created a collaborative team building environment. Says a lot about a leader when they can recognize successes of staff. Maintained a consistent availability. Kept abreast of happenings and weekly updates are appreciated. Maintained honest, truthful and professional relationship. Responds to complaints quickly. Mutual honesty and respect. Devotes time and energy to the job. Cannot recall seeing a more active City Manager. High ethical standards. She calls this city hers. Made effort to understand community issues. Worked effectively with other community agencies. In this business of people managing she really has exemplifies what she considers grace under fire. She will admit when she makes a mistake. Work on permitting instructions just because someone applies for something and writes a check does not make it done. Parklet is a good example. Leadership is moving in a positive direction.

Mayor Marlowe stated that the lowest remarks was planning and organization as the audit was late. Very popular with staff and public. Leadership Pasco takes dedication of personal time. Extraordinarily difficult job dealing with five council members. Like herding cats. Very different opinions. Managed to keep most happy. Best City Manager since the mid-2000's.

h Three Minute Report: Development Department

9 Communications

Mayor Marlowe stated Chasco was amazing. He had an opportunity for conversations with Chasco for what their plans are going forward. Lose parking spaces next year as Frank Starkey's project will be up and running. Suggested talking to County for shuttle service. Ordinance 1 is great to see that it is opened. Candidate forum at West Pasco Board of Realtors Monday night at 7PM. This weekend is the Loquat Festival at Frances Avenue Park. Sometime between now and Christmas we will need to have another discussion on garbage pickup. Work on Orange Lake is done so closing should take place soon. Parklets came up for discussion months ago. There is a lot to learn from their mistakes. Talk about Town this Thursday on parklets and tactical urbanism. Work session next Tuesday at 7PM on parklets to come up with guidelines.

Deputy Mayor Starkey read a lot of the mail pieces and what candidates have posted on Facebook. Thanked the candidates for keeping it positive. We have made tremendous progress and happy with direction city is going. City is headed in the right direction. Visit Ordinance 1 if you have not. Kazu sushi is going into the old Estella's. Property values are going to increase. There is a pencil drawing on the wall at Ordinance 1 which the Friends of the Hacienda and the business owner have come together to get the graffiti off and restore the drawing to its original form. New innovative business owners that we have attracted to our downtown. Same target market.

Councilman Phillips asked Chief Fitch for an update with the Fire Department. Chief replied that we just wrapped up Chasco and responded to 150 calls. Union contract ratified. Full staff with recent hires. Councilman Phillips asked about Tyler Technologies. Mr. Weed stated working with payroll module which will be live in April. KStill incorporating changes to website. Migrate servers to Microsoft Cloud. He asked for an economic update. Mr. Iezzoni stated he is working on opportunity zones. Close agreement for Hacienda working on restrictive covenant. Met with Ken McGurn and he is actively trying to seek commercial tenants. Councilman Phillips stated he was trying to get some understanding on CIP projects and the possibility of funds being used for other projects. Enjoyed Chasco this year. Thanked Deputy Mayor for the use of his boat. Appreciative the city showed well.

Councilwoman DeBella Thomas also thanked Deputy Mayor for the use of his boat. Attended the Suncoast League of Cities meeting in Largo. SLC consists of twenty-five cities. She stated that she hopes that the City will continue the relationship when she is no longer on Council. Pilot travel program this year for advocacy in Tallahassee during the legislative session.

City Manager Manns stated one of the most valuable elements for her of a performance evaluation is getting to assess your individualities and reflect on strengths and weaknesses. Humbled by kind words advanced. Privelege and honor to serve along management staff.

10 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 9:11 p.m.

(signed) _____
Judy Meyers, City Clerk

Approved: _____ (date)

Initialed: _____