



**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**

**November 7, 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 Chopper Davis, Councilman Peter Altman and Councilman Matt Murphy.

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

2. Pledge of Allegiance

3. Moment of Silence

4. Approval of September 25, 2018 Special Meeting Minutes

Motion was made to approve the minutes as presented.

Motion made by Chopper Davis and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

5. Approval of October 3, 2018 Work Session Minutes

Motion was made to approve the minutes as presented.

Motion made by Matt Murphy and seconded by Pete Altman. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

6 Approval of October 16, 2018 Work Session and Regular Meeting Minutes

Motion was made to approve the minutes as presented.

Motion made by Pete Altman and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

7 Proclamation - Home Care Month

8 Proclamation - World Pancreatic Cancer Day

9 Audit Report Presentation by Clifton Larson Allen

City Manager Manns stated the written audit document would be presented to Council by November 16, 2018. Crystal Feast then gave an overview of the timeline and conversion issues which have delayed the completion of the audit. She then introduced Andrew Laflin from Clifton Larson Allen who then presented a status update on the City's audit. Mr. Laflin began his presentation by giving an overview of the City's revenues and expenditures and the decreases in them from FY16 to FY17. He then highlighted the changes in the Fund Balance. The change in the water & sewer fund was due to a decrease in bulk water purchase by Port Richey. Mr. Laflin then discussed the internal control findings. Issues not cleared from prior year findings included timeliness of closing process, preparation and review of cash reconciliations, investment policy compliance, utility billing rates, analysis of uncollectible accounts and inventory procedures. Current recommendations included preparation and review of post-closing entries and Capital Asset Management. Mr. Laflin stated that other recommendations regarding processes in the Finance Department could be offered. Councilman Davis asked if it would be a conflict of interest if they did the audit next year. Mr. Laflin stated no that it was a more consultative service. Councilman Altman stated what he is looking for are regularly provided financial statements to plan for the future. It is critical to have this information to make decisions.

10 Vox Pop for Items Not Listed on the Agenda or Listed on Consent Agenda

Mayor Marlowe opened the floor for public comment. Don House came forward and stated that the residential rental application is not going to the right agency. It would be nice to have the rental inspection info sent to the local agent. City Manager Manns stated we could notice the local agent as well as the property owner. Deputy Mayor Starkey asked for the inspectors to be vigil and if they come across an owner-occupied property that needs to be addressed that they inform Code Enforcement. City Attorney Driscoll stated that to meet the legal requirements of the ordinance we use the property owner's address listed on the Property Appraiser's website.

Debra Grace came forward and stated that the area between Virginia and Massachusetts along the river is in need of maintenance as it is neglected. With no one else coming forward for public comment, Mayor Marlowe closed Vox Pop.

11 Consent Agenda

Motion was made to accept the Consent Agenda.

Motion made by Chopper Davis and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

a Parks and Recreation Advisory Board Minutes - September 2018

b Cultural Affairs Committee Minutes - September 2018

- c Purchases/Payments for City Council Approval

12 Public Reading of Ordinances

- a First Reading - Ordinance No. 2018-2147: Amendments to Police Pension Ordinance (Memorializing Contract Changes)(To be heard after Item 13E)

City Attorney Driscoll read the proposed ordinance by title only. City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to conduct a first reading of Ordinance No. 2018-2147 which memorializes the changes for the police union contract. 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 ordinance upon its first reading.

Motion made by Chopper Davis and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

13 Business Items

- a Annual Membership Drive - Recreation & Aquatic Center

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to authorize the annual membership sale for the Recreation & Aquatic Center. Staff is proposing a 20% reduction on Annual Memberships again this year. The Membership Drive will be offered from December 18, 2018 through January 14, 2019 to encourage new membership purchases and renewals. 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 Jeff Starkey and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

- b Consideration of Approval for Public Works Maintenance Truck Purchases

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 the purchase of four new vehicles for a total amount not to exceed \$180,641. The vehicles include an F150 pickup truck for the Facilities Maintenance Division, F250 diesel pickup truck for the Wastewater Treatment Plant, F250 service body pickup truck for the Grounds Maintenance Division and an F550 diesel utility service truck with crane for the Sewer Collections Division. The funding associated with this purchase is planned for in the respective divisions in the capital expenditures. 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 Pete Altman and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

- c Consideration of Approval for 18/19 Sewer System Improvements Engineering Task Order No. 34

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 Task Order No. 34 from Stroud Engineering Consultants, Inc. in the amount not to exceed \$108,500 for engineering services for the 2018/2019 Sewer System Improvements Project. Mr. Rivera stated these types of projects normally have two components - pipe replacement/repair and lift station rehabilitation. There is approximately 6,000 feet of force main upgrades for this project. Funding for this project is included in the Water & Sewer Construction Fund. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Councilman Altman stated he is interested in creating a Master Plan for sewer services. He would like to see the plan created before

budgeting process starts this summer. Mr. Rivera stated that all utility projects are under a Master Plan and the projects that are presented to Council that are utility related are based on the existing Master Plan. Councilman Altman stated if we were in an urban service area and had that agreement we would have extra territorial authority and wouldn't have this problem of having to get approval from the County and we could go out and do what we need to do. Motion was made to approve the item as presented.

Motion made by Pete Altman and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

d Notice of Intent – Orangewood Lakes Services, Inc. Purchase

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve the Notice of Intent for the Orangewood Lakes Services, Inc. utility purchase. City Council directed staff to proceed with the Notice of Intent after the work session on October 3, 2018.

Public Works Director Robert Rivera then made a presentation to Council. He began his presentation by giving an overview of the area where the utility is located. There are currently 482 water and 436 sewer customers. The potential for growth is a great viability. The purchase price agreement is for \$950,000 and includes 60 additional units. Total capital investment is \$1,197,000 to bring up to city standards. If Council approves the Notice of Intent there will be additional public meetings as outlined in Section 180.301, Florida Statutes. Estimated closing date is May 1, 2019. 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 Pete Altman. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

e Ratification of the Agreement between the West Central Florida Police Benevolent Association and the City of New Port Richey

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to ratify the Agreement between the West Central Florida Police Benevolent Association (PBA) for the period spanning from October 1, 2018 through September 30, 2021. Below is a summary of the financial impacts associated with the proposed collective bargaining agreement:

Wage Provisions:

- Establish a career ladder plan for Corporals and Sergeants at years one, three and five of credited service in rank
- Begin a shift differential premium payment for police officers working the midnight shift of .50 per hour

Pension Provisions:

- Allow members vested as of 11/07/17 to enter into DROP upon the completion of 20 years of credited service under the provisions of early retirement.

Miscellaneous:

- Institute a bi-annual physical examination program for all police officers

Upon opening the floor to public comment, Shafir Hanikeh came forward and stated that she was speaking as a student on behalf of her Policy Leadership class. She stated that she does agree with the changes and recommended City Council approve the contract. With no one else coming 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 Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

f Three Minute Report: Fire Department

14 Communications

Mayor Marlowe stated both gubernatorial candidates were here last week and thanked Chief Bogart's staff and the Sheriff's Office for their hard work and it reflected well on the City. He also spoke to the City Manager about some issues in Sims Park and perhaps an auxiliary group could be of help. He did receive the email about the petition for Mittye P. Locke. He stated Marlowe Elementary is a walking school as there is no bus service. The School Board needs to think this issue through more. He reiterated Councilman Murphy's comments about the sidewalks needing to be pressure washed in the downtown. The Downtown Business Group did a NPR After Dark event after the concert last weekend. The crowd from the concert filtered into the downtown after the event. He stated that over 2,100 flags were given out to the kids during the downtown trick-or-treat event. He stated that streets definitely need to be closed next year. He stated unfortunately NPRMS did not participate due to some uncertainty within the organization. He would like to conduct a work session with the remaining NPRMS Board members and downtown business owners and what we can do to get it back on track. He would like to conduct a work session about events in the park. The final work session he would like to conduct is on what happens with the renewal of the CRA and where are we setting our priorities. Councilman Altman suggested incorporating others into the work session who can provide insight on efforts for redevelopment.

Deputy Mayor Starkey thanked Rock the Boat Productions for the downtown trick-or-treat event. It was very well attended. He thanked the police department for their assistance with aiding in a burglary at his home and locating the suspect. He stated he drove through Leisure Lane and Van Doren this afternoon and asked where we were on annexation. City Manager Manns stated she has a meeting with the County Administrator in a couple of weeks and that will be a topic of discussion. He stated there are several maintenance issues that need to be addressed in Sims Park. We need to do a better job at taking care of our investment. More police presence in the park leads to a decrease in vagrancy. He received a voice mail from the School Board that Mittye P. Locke Elementary may close in 2020. It is one of two "B" rated schools in the area. He is going to have a meeting with the Superintendent and the City Manager on this matter. Schools are part of our neighborhood and our community. The School Board is having a workshop on the matter on December 4th. He urged everyone to reach out to their School Board members.

Councilman Davis stated he is sick over the audit situation and does not want to have any delays next year.

Councilman Altman stated he went to the Florida Redevelopment Association Conference in Ft. Myers and the keynote speaker identified key problems in cities experiencing economic growth and it goes back to the lack of success of folks who come from lower income families. One of the elements that affects our housing structure is the instability in affordable housing. He recommended that sometime within the next year he would like to invite the principals from the local schools to talk about how we can partner with them. Other topics from the FRA conference were the arts, the unique ways they got private investments and how they used tax increment. He would like to have some more detailed discussions over the next few months prior to authorizing the extension of the CRA. FRA took every CRA in the state and put it into a mapping file. We can compare ourselves to others in the state. He got comments about the trick-or-treat event including the need for possible road closures next year.

Councilman Murphy stated he would hate to see Mittye P. Locke shut down as it is important to that neighborhood. Great turnout for Pasco Kids First event. Dr. Unger's winter event is coming up. He asked Mr. Rivera who is responsible for the sidewalks in front of businesses as they are dingy. Mr. Rivera stated that is the City's responsibility and the street sweeper is out in that area each Friday. Mr. Rivera stated that the sidewalks have been pressure washed annually over the last few years but it does not take much for them to get dirty quick with all of the traffic in the downtown.

15 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 9:13 p.m.

(signed) _____
Judy Meyers, City Clerk

Approved: _____ (date)

Initialed: _____