



**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**

**May 19, 2020  
7:00 PM**

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**ORDER OF  
BUSINESS**

1. Call to Order – Roll Call

The meeting was called to order by Mayor Rob Marlowe at 7:00 p.m. 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, Finance Director Crystal Feast, Fire Chief Chris Fitch, Economic Development Director Charles Rudd, Public Works Director Robert Rivera, Library Director Andi Figart, Development Director Earl Hahn, Technology Solutions Director Bryan Weed, Human Resources Manager Bernie Wharran, Assistant Parks and Recreation Director Chris Bornfleth and Lt. Lauren Letona.

- a Due to the Novel Coronavirus, the City Council will be conducting its meetings through the use of Communications Media Technology (CMT) until further notice. The City Council chamber will NOT be open to the public for these meetings. During the meeting, comments may be emailed to [MeyersJ@cityofnewportrichey.org](mailto:MeyersJ@cityofnewportrichey.org) or you may call 1 (872) 240-3412, access code: 606-759-949. Please keep in mind that access to the meeting by phone may be limited and email access may be delayed. By waiting until the meeting to make a comment, you may not be able to participate in the meeting. The City Council reserves the right to proceed on any item whether public communications are delayed or otherwise obstructed.

2 Pledge of Allegiance

3 Moment of Silence

4 Approval of May 5, 2020 Regular 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 Vox Pop for Items Not Listed on the Agenda or Listed on Consent Agenda

No written comments were received for Vox Pop.

6 Consent Agenda

Motion was made to accept the Consent Agenda.

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

a Purchases/Payments for City Council Approval

7 Business Items

a Quarterly Cash & Investment Performance Report

City Manager Manns introduced Finance Director Crystal Feast who then presented the item to Council. She stated that the purpose of this agenda item was to review the Quarterly Cash & Investment Report. Total investments are \$30,669,843. Investment income for the quarter totaled \$114,151. The change from the previous quarter was \$864,870 with changes due to COVID-19 expenditures.

b 2016 Sewer Improvement Project – Change Order No. 1

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve a change order for Augustine Construction, Inc. in an amount not to exceed \$1,353,764.08 for the 2016 Sewer Improvement Project. She then introduced Public Works Director Robert Rivera who made a presentation to Council. He stated the Change Order includes the demolition of an existing substandard lift station, reconnection of the existing force main to the newly installed duplex sewer lift station and two manholes. In addition, approximately 7,750 feet of eight inch force main will be constructed and will tie into the new duplex sewer lift station located on Sunrunner Drive and run east to Osteen Road. It will then turn north and head to Massachusetts Avenue where it will turn west and tie into the City's existing system 12" force main located at Magnolia Valley Drive. Mayor Marlowe asked if any comments had been submitted for this item and City Clerk Meyers stated no. 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

c Task Order No. 1 WWTP Pipe Deficiency Analysis Phase 2 Engineering Services – Consideration for approval

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve a change order for Stroud Engineering Consultants, Inc. in an amount not to exceed \$90,500 for engineering services associated with the Wastewater Treatment Plant's Facility Pipe Deficiency Analysis Phase II. This Task Order is a result of the incident that happened in May of 2019. She stated the City is responsible for 60% of the cost and the County is responsible for 40%. She then introduced Public Works Director Robert Rivera who then made a presentation to Council. He stated the engineering firm suggested further ultrasonic testing to see the condition of the pipes. This Task Order will also cover all locations and conditions of the pipes and manifold areas. Mayor Marlowe asked if any comments had been submitted for this item and City Clerk Meyers stated no. 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: Altman, Davis, Marlowe, Murphy, Starkey

d 2019 Library HVAC System Replacement Project Closeout

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve a final pay request in an amount of \$25,522.80 from Air Mechanical and Service Corporation for the removal and replacement of the Library's HVAC system. Mayor Marlowe asked if any comments had been submitted for this item and City Clerk Meyers stated no. 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

e WWTP Pipe Lining Project Award

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve a proposal from Granite Inliner Technologies LLC. in an amount not to exceed \$135,000 for pipe lining associated with the Wastewater Treatment Plant's Water Reclamation Facility Gravity Main Condition Assessment. The pipes were installed in the 1990's and there is a lot of corrosion. She stated the City is responsible for 60% of the cost and the County 40%. Mayor Marlowe asked if any comments had been submitted for this item and City Clerk Meyers stated no. 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 City Manager Performance Evaluation

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to conduct the annual evaluation of her performance as City Manager. She stated that her employment contract calls for certain conditions. One of the conditions is that City Council perform an annual evaluation normally in March but was postponed until now due to the COVID-19 crisis. The purpose of the evaluation is for open and productive communication. She stated it is her responsibility to make sure the Charter and laws are followed. She stated she is asking for two considerations which are for a 3% raise and to remove the cap from her vacation day accrual. At the current time she has 400 hours of vacation time and will be granted 18 additional days upon her anniversary date. She stated there has been impediments over the last few years that have not allowed her to take the bulk of her vacation time. Mayor Marlowe stated that he has had the opportunity to interact with several other City Managers over the years and City Manager Manns is the pick of the litter. Deputy Mayor Starkey stated the one decision he has made that has impacted the city the most is hiring City Manager Manns. He stated the bottom line is we would not be anywhere near where we are without her steering the ship. Councilman Murphy stated City Manager Manns has always been there to help him in any way she can. He stated it is a tough job and she gets pulled in several directions. He appreciates her hard work. Councilman Davis stated where City Manager Manns excels is in leadership, communication, judgment, planning, organization and goals. He stated she has accepted the city as her own. He stated that sometimes when Council asks questions the department heads do not answer. He stated that City Manager Manns should direct them to answer. He stated the audit is supposed to be done in nine months and is due at the end of this month and it is not done again this year. He stated he would like to pay the excess vacation time each year instead of when she retires. Councilman Altman stated with Councilman Davis' comments regarding compensation pay for vacation buyback. He stated he would like to have the City Manager determine whether or not to put staff on the spot for questions raised during Council meetings. He stated his one criticism is that he wishes the City Manager had more support with higher administrative duties. Deputy Mayor Starkey stated our city is in a very good position versus the City of Port Richey who just lost their City Manager, Finance Director and Police Chief. He stated the vacation payout should be left up to City Manager Manns on when she wants to be paid. Councilman Davis commended her for stepping up and bringing Keiser University to town. City

Manager Manns stated as an offer instead of capping or removing the cap to place it at 600 hours. Councilman Davis stated he wanted to make sure she is paid. City Manager Manns thanked Council and stated without a great executive team the achievements would not be possible. Motion was made to approve a pay increase of 3%, raise vacation cap to 600 hours and to payout any hours over 600 at the end of each fiscal year.

Councilman Altman stepped out of the room for a phone call when Mayor Marlowe called the vote. City Attorney Driscoll asked for Councilman Altman's vote on this item when he returned.

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

## 8 Communications

Mayor Marlowe announced a walk-on proclamation for the Class of 2020 class at Gulf High School. He then read the proclamation in its entirety. Principal Jeff Morgenstein submitted the following comments:

Mayor Marlowe, Deputy Mayor Starkey, Councilmen Davis, Altman and Murphy, and City Manager Manns, as the principal of Gulf High School, I am honored by the City Council's recognition of the Class of 2020. Because education is the cornerstone of our great democracy, we at Gulf High School take seriously the services we provide to our students, families, and the entire community. On behalf of the teachers, staff, administration, and seniors of Gulf High School, I extend thanks for this evening's Proclamation. At this time in history, with so many longstanding events for graduates having been canceled or altered, tonight's announcement carries enormous meaning for us all. It is indeed a privilege to be part of the City of New Port Richey.

Council then moved on to the following Communications:

Deputy Mayor Starkey stated the proclamation was a great thing to have. His advice to the graduates is to keep up the hard work. He recognized his son, Dylan, that he is moving from elementary to middle school. He had a conversation with Mayor Tremblay yesterday and he stressed the confidence of finding a strong City Manager. Councilman Murphy thanked City Manager Manns for all of her hard work. He stated the seniors have missed out on a lot and he sends his best wishes. Councilman Davis asked about the summer program at the Rec Center. City Manager Manns said we have accepted registrations for 45 students. There is currently a wait list. She is hopeful we will be able to accept more into the program as long as social distancing is followed. Councilman Davis asked about an opening date for the Rec Center and City Manager Manns stated that some services will be available beginning tomorrow. He then asked about the Library. City Manager Manns stated plans to establish 50% occupancy by this Friday are currently being finalized. He then asked about the public attending the June meeting and she replied she is uncertain at this point. He suggested a registration process. Deputy Mayor Starkey stated the Feasibility Study for the Underpass Project was presented at the MPO this week. He stated the MPO members are all in favor of moving forward with the project. Councilman Altman stated the CRA may need to take up the issue of trails for FDOT. He stated he spoke to Mr. Rudd about applying for an award regarding Main Street Landings. It would be great to be highlighted on a state level. Councilman Murphy stated he was called today from Beef O'Brady's about the homeless out front of their restaurant and he deactivated the electric receptacles. He stated the FLC is looking for submissions for the E. Harris Drew Award. Mayor Marlowe stated he has received calls about the homeless as well. Councilman Altman suggested moving the traffic light from Bank Street to Adams Street. Mr. Rivera stated the contractor will have the sensors installed within the next couple of weeks. They were removed when the paving occurred. He stated the lights are manual right now. Mayor Marlowe stated his church is one that provides meals to the homeless. He has gotten complaints about them dropping needles in the park. He stated we may need to police the area more. Deputy Mayor Starkey stated there are outside groups who come in to our city to feed them. He stated his children should not have to see needles on the bridge. He stated these groups are hurting our city. Mayor Marlowe stated he has received several complaints from neighbors around Community Congregational.

9 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 8:09 p.m.

(signed) \_\_\_\_\_  
Judy Meyers, CMC, City Clerk

Approved: \_\_\_\_\_ (date)

Initialed: \_\_\_\_\_



Office of the Mayor  
City Of New Port Richey  
**Proclamation**

Presented as a  
walk-on item

**WHEREAS**, Gulf High School held its first graduation ceremony for seniors on April 29, 1924 with a graduating class of eleven students; and

**WHEREAS**, graduation ceremonies have been a rite of passage that dates back to the 12<sup>th</sup> century and culminates the thirteen year journey each student makes between kindergarten and high school; and

**WHEREAS**, due to the COVID-19 pandemic, the 2019-2020 school year transitioned to distance learning from home for students which caused the seniors to miss out on many important and fun events that are normally associated with senior year including their commencement ceremony; and

**WHEREAS**, the City Council for the City of New Port Richey deems it proper to recognize the 338 members of the class of 2020 at Gulf High School for all of their hard work and dedication which has got them to this historic moment.

**NOW THEREFORE**, I, Rob Marlowe, Mayor of the City of New Port Richey, do hereby congratulate the

*Gulf High School  
Class of 2020*

and wish them all well on their future endeavors.



In witness whereof I have hereunto set my hand and caused this seal to be affixed.

ATTEST: \_\_\_\_\_

DATE: \_\_\_\_\_

*Rob Marlowe*  
5/19/2020