



**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 21, 2020**

**5:00 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 5:00 p.m. Those in attendance were, Deputy Mayor Jeff Starkey, Councilman Chopper Davis. Councilman Peter Altman and Councilman Matt Murphy arrived just after roll call.

Also in attendance were City Manager Debbie Manns, City Clerk Judy Meyers, Police Chief Kim Bogart, Finance Director Crystal Feast, Fire Chief Chris Fitch, Economic Development Director Charles Rudd, Library Director Andi Figart, Development Director Earl Hahn, Technology Solutions Director Bryan Weed, Human Resources Manager Bernie Wharran, Assistant Public Works Director Barret Doe and Assistant Parks and Recreation Director Chris Bornfleth.

**DISCUSSION ITEMS**

**2 Review of Proposed Departmental Budgets for FY20-21 - Page 2**

City Manager Manns introduced the item to Council. She stated the purpose of this work session was to review the budgets for City Council/Manager/Clerk/Administrative Services, Economic Development, Human Resources and Finance. She stated that numbers have still not been received by the State. City Manager Manns then presented the budgets for City Council/Manager/Clerk/Administrative Services. In the City Council budget, there were incremental changes in some line items. The most significant expenditure that was removed was for lobbying services. There was a decrease in the Environmental Committee and Cultural Affairs Committee line items. A new line item was created for the Historical Society. There would be performance factors associated with that request. Councilman Altman stated that the Cultural Affairs Committee is an advisory committee and not city department. There is a decrease in special events for in-kind support due to events not hosted due to the pandemic. In the City Manager's budget, City Manager's salary and the Executive Assistant salary is split between two budgets. The largest increases are due to FRS and health insurance. Decreases were made in the office supplies. In the City Clerk's budget, there was an increase in elections. There was an increase in the advertising budget. The Administrative Services budget is a new

division for the Assistant City Manager. The salary is \$88k with no car allowance.

City Manager Manns then introduced Economic Development Director Charles Rudd who then presented his budget to Council. Mr. Rudd began his presentation by stating that personnel services included two positions and that the operating budget is remaining the same.

The next budget to be presented was Human Resources. Mrs. Wharran began her presentation by stating that the increases in personnel services were due to FRS and healthcare costs. There is also an increase in education reimbursement. The labor attorney services was increased due to upcoming negotiations. The EAP has been removed as it is provided through Cigna. There was a slight decrease in professional services. There were increases in general liability, building & contents, pollution and automobile insurances. There was an increase in advertisement.

The final budget to be presented was the Finance Department. Mrs. Feast began her presentation by highlighting the accounting and budgeting division. There was an increase in professional services due to the final conversion to Tyler. For the billing and collection budget, there was an increase in professional services due to required software upgrades for the new utility billing system. Postage was increased to cover estimated costs. Credit card charges were reduced as the charges will be passed along to the customers due to the new software program.

3            Communications

None.

4            Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 5:44 p.m.

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

\_\_\_\_\_ (signed)

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

Judy Meyers, City Clerk