



**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 28, 2020
5:00 PM**

**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.

Also in attendance were City Manager Debbie L. Manns, City Clerk Judy Meyers, Police Chief Kim Bogart, 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 Finance Director Crystal Dunn, 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 Public Works, Development and the Library. She stated we did receive revenue figures from the State today. All revenues are down about a total of \$120k. She then introduced Public Works Director Robert Rivera who then presented the Public Works budget to Council. Mr. Rivera began his presentation by stating that Public Works has 12 different divisions. He stated computer operating supply was increased due to the purchase of a new computer. Disaster supply line item is new. In Streets and ROW, fuel costs were reduced due to new vehicle efficiency. Auto parts were also reduced. Under Capital, there is a proposed purchase of a bucket truck and front end loader. Councilman Altman asked about road materials and Mr. Rivera stated that due to storm events and other items there was an increase. In Facilities Maintenance, janitorial services increased due to cleaning at police department. HVAC was increased due to installation at the Library. There was a slight increase in electric and trash removal as well as an increase in water and sewer. Fuel costs were increased due to a new vehicle. Computer supply increased due to a new computer. Janitorial supplies was also increased. Capital expenditures included a new concrete drill. In Grounds Maintenance,

there was an increase in contractual services due to pressure washing Sims Park playground on an annual basis. Electric slightly increased. Maintenance repairs and fuel were decreased. Computer supplies increased due to a purchase of a new computer. There was a slight increase in janitorial supplies. Automotive parts were decreased. Dues and memberships increased due to playground inspector certification. Capital expenditures included a commercial storage shed. In the Stormwater Utility, there were reductions in engineering services and professional services. Lawn maintenance increased due to the addition of retention ponds. Administrative fees decreased. Telephone increased due to installation of wifi cards. There was a reduction in fuel. Capital expenditures included drainage projects and a portable pump with accessories. In Water & Sewer Water Production, there was an increase in professional services due to required risk analysis that the City has to perform. Contractual services increased due to upgraded LED lighting. Raw water purchase increased due to the newly acquired utilities. Capital expenditures included a chlorine bulk storage tank, amperometric titraor and a pressure washer. In Water & Sewer Water & Reclaimed Water Distribution, there was an increase in professional services to identify underground locations. There was an increase in trash removal. Computer supplies increased due to purchase of new computer. Capital expenditures included a VacTon trailer and boring machine. In Water & Sewer Construction Services, there was some restructuring done due to recent vacancies. There was an increase in travel and training. Computer supply increased due to four new computers. In Water & Sewer Reclaimed Water Production, Capital expenditures were mostly R&R upgrades. There is also a request for transfer pump and three VFD's. In Water Pollution Control, pest control services increased. Contractual services for Orangewood will go away next year. The same goes for electric for Orangewood. Fuel was reduced. Capital expenditures included replacement of aerator gear boxes, a sludge pump, and diesel engine pump. In Sewer Collection, there was an increased in professional services due to creating a Master Plan. Capital expenditures included upgrades to two lift station panels, equipment maintenance and repairs, lease payment for vacuum sewer cleaner, and SCADA communications upgrades. In the Central Garage, software license support increased. Janitorial supplies also increased. Capital expenditures included a rolling jack, wheel balancer, tire changer machine, portable air compressor and a double wall diesel fuel tank.

The next budget to be presented was the Development Department. Mr. Hahn began his presentation by stating that city engineering services and contractual services were decreased. There was an increase in personnel for building official services. There will be a new Certificate of Use Program instead of Zoning Clearance. It will coordinate better with the BTR process. City Manager Manns stated the BTR position is funded for the entire year to aid in the collection of revenue. The Certificate of Use Program will take at least half a year to begin the program. Councilman Davis asked if this could be for rentals as well and City Manager Manns stated right now it will be at the time of title transfer. Councilman Altman asked about the CDBG money and if it had moved to Economic Development and City Manager Manns stated the grants are coming from the CRA. Mr. Hahn stated the City will be applying through the Small Cities Program instead of the County.

The final budget to be presented was the Library. Ms. Figart began her presentation by stating that personnel services increased due to COLA's and restructuring some positions. Postage was reduced but is anticipated to increase due to the newsletter. Maintenance and repairs were decreased. Printing and binding was decreased. Credit card charges were reduced. Office supplies were reduced. Computer supply was also reduced due to moving to a shared printer. Library supplies were reduced. Misc. program costs were also reduced. Library materials were also reduced.

4 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 6:01 p.m.

Approved: _____ (date)

_____ (signed)

Initialed: _____

Judy Meyers, City Clerk