



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

August 2, 2022
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 p.m. Those in attendance were Deputy Mayor Mike Peters, Councilman Matt Murphy and Councilwoman Kelly Mothershead. Councilman Peter Altman participated via electronically beginning at 7:03 p.m.

Also in attendance were City Manager Debbie L. Manns, City Attorney Timothy Driscoll, City Clerk Judy Meyers, Deputy Police Chief Lauren Letona, Finance Director Crystal Feast, Human Resources Manager Bernie Wharran, Fire Chief Chris Fitch, Public Works Director Robert Rivera, Community and Development Director Dale Hall, Economic Development Director Barbara Carr, Library Director Andi Figart, Technology and Innovations Director Robert Greene and Interim Parks and Recreation Director Terri Moore.

2. Pledge of Allegiance

3. Moment of Silence

4. Approval of July 13, 2022 Budget Work Session Minutes

Motion was made to approve the minutes as presented.

Motion made by Matt Murphy and seconded by Kelly Mothershead. The Motion Passed. 4-0. Ayes: Marlowe, Mothershead, Murphy, Peters Absent: Altman

5. Approval of July 19, 2022 Budget Work Session and Regular Meeting Minutes

Motion was made to approve the minutes as presented.

Motion made by Matt Murphy and seconded by Kelly Mothershead. The Motion Passed. 4-0. Ayes: Marlowe, Mothershead, Murphy, Peters Absent: Altman

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, 6041 Florida Ave., NPR came

forward to speak regarding home-based businesses and the City's zoning clearance form. He suggested amending the form to provide a provision for renters. Kimberly Cox, 7336 Ashmore Drive, NPR, Shinikki Whiting, 5755 Indiana Ave., NPR, and Marlowe Jones 6141 Pine Hill Rd., Port Richey came forward to speak regarding the police department. 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 Matt Murphy and seconded by Mike Peters. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

a Library Advisory Board Minutes May 2022

b Purchases/Payments for City Council Approval

8 Public Reading of Ordinances

a Second Reading, Ordinance No. 2022-2263: Rezoning 7920 Rutillio Court

City Attorney Driscoll read the proposed ordinance by title only. City Manager Manns introduced Development Director Dale Hall who then presented the item to Council. Mr. Hall stated the purpose of this agenda item was to rezone the property located at 7920 Rutilio Ct. from General Commercial (C-2) to Light Industrial (LI). 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 second and final reading.

Motion made by Mike Peters and seconded by Kelly Mothershead. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

b Second Reading, Ordinance No. 2022-2264: Rezoning 5845 Main Street

City Attorney Driscoll read the proposed ordinance by title only. City Manager Manns introduced the item to Council. She stated the purpose of this agenda item was to rezone the property located at 5845 Main Street from Medium Density Residential (MF-14) to Downtown. The property owner wishes to open a coffee house on the property. 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 second and final reading.

Motion made by Mike Peters and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

9 Business Items

a Board Appointment: Julia Grassin, Environmental Committee

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve the appointment of Julia Grassin to the Environmental Committee. If approved, Ms. Grassin's term will be for two years and will be up for renewal on August 2, 2024. 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 Matt Murphy and seconded by Kelly Mothershead. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

b Request to Rename the Joseph A. Maytum Water Treatment Plant the William C. Maytum Water Treatment Plant

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item

was to approve the name change for the City's Water Treatment Plant (WTP) from the Joseph A. Maytum WTP to the William C. Maytum WTP. She stated that Mrs. Maytum, Mrs. Zammetti and Mr. O'Neill were in attendance to support this agenda item. City Manager Manns stated William Maytum played an integral role in drafting the Maytum-Chambers Agreement. He was also instrumental in the development of the Starkey wellfield. She stated it would be an honor to rename the plant. The costs associated for new signage would be paid for by the City. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Tom O'Neill came forward to present a check for \$500 to go towards the costs associated with the new signage. Motion was made to approve the item as presented.

Motion made by Mike Peters and seconded by Kelly Mothershead. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

c 2022 Vulnerability Assessment and Action Plan – Task Order No. 15

City Manager Manns introduced the item to Council. She stated the purpose of this agenda item was to approve Task Order No. 15 from Stroud Engineering Consultants, Inc. for professional services in the amount not to exceed \$109,500.00 for the 2022 Vulnerability Assessment and Action Plan. She then introduced Dana Gaydos who then made a presentation to Council. Ms. Gaydos began her presentation by stating that the City applied for the grant last year and was awarded \$185k. Ms. Gaydos then highlighted the FDEP Resilient Florida Program requirements. The City must have the Vulnerability Assessment completed in order to apply for funding in future years for implementation projects. Ms. Gaydos then highlighted the Vulnerability Assessment Steps which included critical assets, exposure analysis, sensitivity analysis, adaptation planning and the peril of flood Comp Plan Amendments. She stated critical assets included evacuation route, MPNBH, WWTP, police and fire stations. Ms. Gaydos stated the analysis will help with the 40 & 70 year sea level rise predictions. Ms. Gaydos then highlighted the steps for the sensitivity analysis. She then highlighted the steps for the action plan. Ms. Gaydos then highlighted the steps for the peril of flood Comp Plan Amendments. She stated the timeline for this project is two years. Upon opening the floor to public comment, Marlowe Jones, 6141 Pine Hill Rd., Port Richey came forward to ask about public presentations. With no one else coming forward Mayor Marlowe returned the floor to Council. Motion was made to approve the item as presented.

Motion made by Matt Murphy and seconded by Kelly Mothershead. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

d Wastewater Treatment Plant (WWTP) Bulk Chemical Purchase ITB22-010 Award

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve the bulk purchase of liquid polymer used in the treatment process of wastewater and award the sole bid to SNF Polydyne at a cost of \$1.75/pound. Mr. Rivera stated that Pasco County would share in the cost for this item. He stated that the supply chain and production of materials is problematic which is the reason for the increase. 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 Matt Murphy and seconded by Mike Peters. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

e 2020 Orangewood Lakes (OWL) Water System Improvements – Project Close Out

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 deductive change order in the amount of \$7,305.30 and final pay request in the amount not to exceed \$142,915.00 to Harbor Contracting, LLC for the 2020 Orangewood Lakes Water System Improvements Project. Mr. Rivera then highlighted the scope of work for the project and the project area. He also highlighted the scope of work for the Hacienda project. Upon opening the floor to public comment, Marlowe Jones, 6141 Pine Hill Rd., Port Richey came forward to speak about homeless in the community. With no one else coming forward Mayor Marlowe returned the floor to Council. Motion was made to approve the item

as presented.

Motion made by Matt Murphy and seconded by Mike Peters. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

f 2022 West Main Street Sidewalk and Drainage Project - Engineering Services Task Order No. 22-2

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve Task Order No. 22-2 from Environmental Consulting & Technology, Inc., for engineering services in the amount not to exceed \$35,895.00 for the proposed 2022 West Main Street Sidewalk and Drainage Project. Mr. Rivera stated the proposed project includes the construction of approximately 1,200' of sidewalk along the north side of West Main Street. In addition to the sidewalk construction, drainage improvements and drainage swales. 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 Mike Peters and seconded by Kelly Mothershead. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

g 2021 Grand Blvd. Multi-Use Path (MUP) Project – Benefit Cost Analysis Task Order No. 22-112

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve Task Order No. 22-112 from Florida Design Consultants, Inc. in the amount not to exceed \$31,500 for the completion and submission to the City a benefit cost analysis for the 2021 Grand Blvd. (MUP) Project. Mr. Rivera stated to be eligible for grant funding a cost benefit analysis must be complete. 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 Mike Peters and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

h GIS Data Migration and Server Upgrade

City Manager Manns introduced the item to Council. She stated that the purpose of this agenda item was to approve a proposal from Jones Edmunds for vendor support to upgrade the City's Graphical Information Systems which includes both hardware and software. The proposal is estimated to be \$35,000.00. Mr. Greene stated the hardware we are currently using to maintain the data is not efficient. He stated this will create a centralized database for mapping and displaying of data. 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 Mike Peters and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

i Resolution No. 2022-11: Establish Tentative Millage for TRIM

City Attorney Driscoll read the proposed resolution by title only. City Manager Manns introduced the item to Council. She stated the purpose of this agenda item was to establish a tentative millage rate and the date, time, and place of the first public hearing on the levy of the proposed FY2022-2023 Operating Budget. She then introduced Finance Director Crystal Feast who then made a presentation to Council. Mrs. Feast began her presentation by highlighting the budget timeline. She then stated that property taxable values increased by 16.40% with a final taxable value of \$843,852,476. Health insurance costs are estimated to increase 4%. The rate of inflation is 9.1% nationally. There were also increased fuel costs and stagnant State revenues. Mrs. Feast stated other budget considerations were increases in insurance rates and retirement contributions. There were four new positions proposed through the previous department budget presentations. Mrs. Feast then highlighted the millage rate over the last nine years. She stated the tentative millage rate remain the same as last year at 8.5000 mills. Mrs. Feast then highlighted property tax revenue. She then highlighted the State revenues which have remained stagnant since 2021. She then highlighted license and permit revenue. Mrs. Feast then

highlighted the revenue for charges for services. She then highlighted the revenues for fines & forfeitures. Mrs. Feast then highlighted the Stormwater Utility Fund. The expected revenue is \$1,718,070. She then highlighted the Street Lighting Fund. The expected revenue is \$460,310. Mrs. Feast then highlighted Penny for Pasco revenue which is estimated at \$2,931,810. She then highlighted the Street Improvement Fund which is estimated at \$2,727,370. Mrs. Feast then highlighted the Water & Sewer Fund which is estimated at \$17,108,440. Upon opening the floor to public comment, no one came forward therefore Mayor Marlowe returned the floor to Council. Councilman Altman spoke regarding the charges for services and the use of the RAC. He also would like to see the TIF as a result of the reduced CRA boundary. He stated there is a lot of strategic effort that can be done with the CRA. He stated he would support an increase in the transfer from the CRA to the General Fund to help pay down debt. Councilman Murphy asked about setting the millage and City Manager Manns stated we could lower it before we adopt the final budget. Motion was made to approve the tentative millage rate of 8.5000 mills and to establish the first public hearing on September 15, 2022 at 6PM.

Motion made by Kelly Mothershead and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

10 Communications

Councilman Altman stated that the FLC Annual Conference is next week. He stated that he has asked the City Manager to suspend his weekly meeting with her but if there is a topic for discussion they can meet. He stated many of the items in the CIP last year have been replicated into this year's CIP. He would like to track progress and get reports throughout the upcoming year on projects. Councilman Murphy stated that most of Council will be attending the FLC Annual Conference. He stated the MPO meeting may be rescheduled. Deputy Mayor Peters asked if we provide water to all dwellings in the city. Mr. Rivera stated yes but in the unincorporated areas possibly not. He stated that he had a meeting yesterday with the Governor regarding the budget. He stated our economic conditions are changing and there is some concern about what is around the corner. He stated as we balance our budget we have to be prepared for times that may not be so good. Deputy Mayor Peters stated we could work hard and accomplish as much as we can while being conservative. Councilwoman Mothershead stated we do need to watch expenses because we don't know what may be coming. She stated she will be on vacation next week and not attending the FLC Annual Conference. Mayor Marlowe agreed we need to watch expenses where we can. He stated he was on Council during the great recession. There were difficult decisions that needed to be made during that time. He stated you have to be aware of that potential. He stated he was very pleased at the projects that were discussed that were investments in residential neighborhoods including the emphasis of east and west Grand. The improvements made there will improve the quality of life for those residents.

11 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 8:42 p.m.

(signed) _____
Judy Meyers, CMC, City Clerk

Approved: _____ (date)

Initialed: _____