



**City Council Regular Meeting**  
**Tuesday, October 10, 2017 - 07:30 PM**

TO THE MEMBERS OF THE CITY COUNCIL OF PORT RICHEY, FLORIDA

TO THE CITY MANAGER, CITY CLERK, DEPARTMENT HEADS, AND CITY ATTORNEY OF SAID CITY

Notice is hereby given that a Regular Meeting of the City Council of Port Richey, Florida will be held at 7:30 PM on Tuesday, October 10, 2017, at City Hall, 6333 Ridge Road, Port Richey, Florida.

**CALL TO ORDER** - Mayor Dale Massad

**INVOCATION** - Reverend Sandra Spaldi, Chapel of the Divine Spirit

**PLEDGE OF ALLEGIANCE** - Mayor Dale Massad

**ROLL CALL** - Jackie Hanville, City Clerk

**APPROVE COUNCIL MINUTES (Pages 2-7)**

Regular City Council Meeting Minutes of September 26, 2017 and City Council Budget Hearing of September 25, 2017.

**COMMENTS FROM THE GENERAL PUBLIC**

**COMMENTS FROM THE CITY MANAGER**

**COMMENTS FROM THE MAYOR & CITY COUNCIL**

**AGENDA**

**1. CONSENT AGENDA: (Pages 8-9)**

- A. \$ 30,442.38 Payroll Taxes for September 11, 2017 – September 24, 2017
- B. \$ 22,858.73 UHC – Employee Health Insurance for October 2017
- C. \$ 36,358.87 City of New Port Richey – Limit Dr. Sewer 7/31/17 – 8/31/17
- D. \$ 14,958.00 LaserFiche – Support for scanned files for the City thru 9/30/18
- E. \$ 10,302.00 Bennett Fire Products – 6 Sets Bunker Gear

**COUNCIL BUSINESS:**

2. Fiscal Year 2018 Annual Operating Budget (Page 10)

**OLD BUSINESS**

**ADJOURN**

If a person decides to appeal any decision made by a board or council with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-816-1900 Ext. 112 or fax a written request to 727-816-1916 with a twenty-four (24) hour notice.



**City Council Budget Hearing**  
**Monday, September 25, 2017 - 07:00 PM**

**MINUTES**

Mayor Dale Massad called the meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. The roll was called. Mayor Dale Massad, Vice Mayor Terrence Rowe, Councilwoman Nancy Britton, Councilwoman Jennie Sorrell, Councilman William Dittmer, City Attorney James Mathieu, and City Manager Vincent Lupo were present.

**ANNOUNCEMENTS**

There were no announcements.

**COMMENTS FROM THE GENERAL PUBLIC**

Sandra Spaldi: 8612 Green St. - Expressed that the Council has done a great job with the budget and to keep up the good work.

**COMMENTS FROM THE MAYOR & CITY COUNCIL**

Councilman William Dittmer stated that Council had received clarification from the City Attorney on a previous issue that settled a concern.

There were no other comments from Council.

**2. RESOLUTION NO. 17-10 - MILLAGE RATE**

City Attorney James Mathieu performed the second reading of Resolution 17-10.

**MOTION:**

Councilwoman Nancy Britton made a motion to approve. Councilman William Dittmer seconded the motion. All were in favor.

**3. RESOLUTION NO. 17-11 - CITY ADMINISTRATION 2017-2018 BUDGET**

City Attorney James Mathieu performed the second reading of Resolution 17-11.

**MOTION:**

Councilwoman Nancy Britton made a motion to approve. Vice Mayor Terrence Rowe seconded the motion. All were in favor.

**4. RESOLUTION NO. 17-12 - UTILITIES BUDGET**

City Attorney James Mathieu performed the second reading of Resolution 17-12.

**MOTION:**

Councilwoman Nancy Britton made a motion to approve. Vice Mayor Terrence Rowe seconded

the motion. All were in favor.

**5. RESOLUTION NO. 17-13 - STORM WATER BUDGET**

City Attorney James Mathieu performed the second reading of Resolution 17-13.

**MOTION:**

Councilman William Dittmer made a motion to approve. Councilwoman Nancy Britton seconded the motion. All were in favor.

**6. RESOLUTION NO. 17-14 - PENNY FOR PASCO BUDGET**

City Attorney James Mathieu performed the second reading of Resolution 17-14.

**MOTION:**

Councilman William Dittmer made a motion to approve. Councilwoman Nancy Britton seconded the motion. All were in favor.

**ADJOURN**

**MOTION:**

Vice Mayor Terrence Rowe made a motion to adjourn. Councilwoman Nancy Britton seconded the motion. All were in favor.

**MOTION:**

Councilwoman Nancy Britton made a motion to adjourn. Vice Mayor Terrence Rowe seconded the motion. All were in favor.

Submitted:

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Jackie Hanville, City Clerk

Approved:

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Dale Massad, Mayor



**City Council Regular Meeting**  
**Tuesday, September 26, 2017 - 07:30 PM**

**MINUTES**

Mayor Dale Massad called the meeting to order at 7:30 P.M. The invocation was given by Reverend Sandra Spaldi, Chapel of the Divine Spirit. The Pledge of Allegiance was recited. The roll was called. Mayor Dale Massad, Vice Mayor Terrence Rowe, Councilwoman Nancy Britton, Councilwoman Jennie Sorrell, Councilman William Dittmer, City Attorney James Mathieu, and City Manager Vincent Lupo were present.

**APPROVE COUNCIL MINUTES**

Regular City Council Meeting Minutes of August 22, 2017, Budget Workshop of August 21, 2017, City Council Special Meeting of September 7, 2017, and City Council Budget Hearing of September 14, 2017.

**MOTION:**

Councilwoman Nancy Britton made a motion to approve the minutes. Councilwoman Jennie Sorrell seconded the motion. All were in favor.

**COMMENTS FROM THE GENERAL PUBLIC**

Claudia Smith: 7335 Candlelight Ct. - Described her experience during the storm, specifically the flooding concerns within her neighborhood. She thanked the Public Works Staff for their quick response to begin cleanup following the storm.

A discussion occurred amongst Council and staff regarding the condition of the streets and flooding concerns within Mrs. Smith's neighborhood.

Sandra Spaldi: 8612 Green St. - Expressed that the City is strong because the citizens and staff care for each other and support each other during tough times like Hurricane Irma.

**COMMENTS FROM THE CITY MANAGER**

City Manager Vincent Lupo and Utilities/Public Works Director Chris Hughes briefly spoke about the cleanup progress following Hurricane Irma.

Mr. Lupo also updated council on the Nicks Park boat ramp project and the dedication of the Clark-Mallett fishing pier. He then asked HR/Finance Director Erin Applegate to provide a status update on FEMA funds.

Mrs. Applegate stated that the City has received funds from FEMA for Hurricane Hermine from last year and that she is in the process of filing for assistance for Hurricane Irma. She also offered to assist City residents if they choose to file for personal assistance from FEMA due to damage of Hurricane Irma.

Mr. Lupo asked Assistant City Manager Jocylin Martinez to speak about the City's research to

obtain a mass notification program.

Dr. Martinez explained that the City has looked into multiple notification systems. She stated that the City is in the process of entering an agreement with Nixle, a program that can notify registered citizens via text, email, or phone for updates regarding emergency situations as well as events, meetings and other things that the City may wish to notify citizens about.

Mr. Lupo requested Building Department Manager William Muse to explain the growth occurring within the City.

Mr. Muse listed several projects going on within the City to include the grand opening of Abigail Court, the ground-breaking of the Whiskey Joes project, the current status of the Walgreens being built near the Honda dealership, and the meetings he's had with builders to resume progress in Avila Bay. He also explained that his department is in the process of digitizing the building plans they have on file and requiring new construction plans to be provided in digital format to improve efficiency and keep up with the times.

Mr. Lupo asked City Clerk Jackie Hanville to give a brief description on a project the City has been working on.

Mrs. Hanville explained that all City departments participated in the annual destruction in accordance with state regulations. Also, all City departments are collectively working on archiving historical documents and digitizing records to catch up to the digital age.

In closing, Mr. Lupo requested Police Chief Gerard DeCanio to explain the impound vehicle auction process and how the City is looking to improve on the current process.

The mayor had a question about the auctions, which was answered by City Attorney James Mathieu.

## **COMMENTS FROM THE MAYOR & CITY COUNCIL**

Vice Mayor Terrence Rowe expressed his gratitude to our public safety departments for their dedication during Hurricane Irma. He spoke about some things that could be improved to better prepare for a future storm as well as some faults by the County that also could be improved. He spoke about the camaraderie amongst staff and the citizens to make it through the storm.

Captain Erik Barcelo expanded on this topic of thanking Sergeant Michael Koch for personally purchasing food for everyone who took shelter at City Hall and thanking the businesses and City residents and staff for making donations and working together during the Hurricane Irma.

Vice Mayor Rowe also thanked Public Works for not hesitating to begin cleanup following the storm. He explained that the crews were already working on clearing the roads and cleaning up debris early in the day to make the roads safe for citizens. In closing, Vice Mayor Rowe announced that Captain Barcelo was leaving his position, and expressed his gratitude for his work while he has been employed with the City.

## **1. CONSENT AGENDA**

- A. \$ 20,819.00 American Traffic Solutions - Redlight Ticket Camera Operations for the July 2017
- B. \$ 19,969.00 American Traffic Solutions – Redlight Ticket Camera Operations for August 2017
- C. \$ 25,818.61 United Healthcare – Employee Health Insurance for September 2017
- D. \$ 27,087.03 Payroll Taxes for August 14 – August 27, 2017
- E. \$ 33,864.44 FRS Contribution – August 2017

- F. \$ 25,524.02 Payroll Taxes for August 28 – September 10, 2017
- G. \$ 10,166.50 C.W.D.I. Inc Citrus Well Drilling – Emergency Repair Well # 1
- H. \$ 34,315.70 City of New Port Richey – Limit Sewer 6/30/17-7/31/17

**MOTION:**

Vice Mayor Terrence Rowe made a motion to approve. Councilwoman Nancy Britton seconded the motion. All were in favor.

**2. RESTORE ACT SUBAWARD AGREEMENT**

City Attorney James Mathieu provided an explanation on the item. He stated that in accordance with the RESTORE Act funds the City has been awarded, a subaward agreement must be entered with the County before funds can be obtained.

**MOTION:**

Vice Mayor Terrence Rowe made a motion to approve. Councilman William Dittmer seconded the motion. All were in favor.

**3. RESOLUTION 17-09 FOR HIGHWAY LANDSCAPE REIMBURSEMENT AND MAINTENANCE MOA**

City Attorney James Mathieu provided an explanation on the item and read the title of the resolution.

A discussion occurred amongst Council and staff regarding the topic.

**MOTION:**

Councilwoman Nancy Britton made a motion to approve Resolution No. 17-09. Vice Mayor Terrence Rowe seconded the motion. All were in favor.

**4. EMPLOYEE HEALTH INSURANCE**

City Attorney James Mathieu spoke about the topic as a representative of the staff's Insurance Committee. He then introduced two representatives from First Florida Insurance Brokers.

Kathleen and Rick explained the insurance proposal and answered Council's questions.

Mr. Mathieu explained that with the help of First Florida Insurance Brokers and the Insurance Committee, the staff recommends Council to approve the renewal with United Health Care.

**MOTION:**

Councilwoman Nancy Britton made a motion to approve the recommendation by staff. Vice Mayor Terrence Rowe seconded the motion. All were in favor.

**5. LOCAL MITIGATION STRATEGY**

City Manager Vincent Lupo explained that the 2017 Local Mitigation Strategy report that is submitted annually as a requirement to participate in the County Local Mitigation Strategy Committee.

**MOTION:**

Councilwoman Nancy Britton made a motion to approve. Vice Mayor Terrence Rowe seconded the motion. All were in favor.

**6. POLICE DEPARTMENT IMPOUND VEHICLES TO BE DECLARED AS SURPLUS FOR AUCTION**

City Manager Vincent Lupo provided an explanation on the item. The Police Department has requested the listed impound vehicles to be approved to be auctioned in accordance with City and state regulations.

**MOTION:**

Vice Mayor Terrence Rowe made a motion to approve the vehicles to be auctioned. Councilman William Dittmer seconded the motion. All were in favor.

**OLD BUSINESS**

There was no old business.

**ADJOURN**

**MOTION:**

Vice Mayor Terrence Rowe made a motion to adjourn. Councilman William Dittmer seconded the motion. All were in favor.

Submitted:

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Jackie Hanville, City Clerk

Approved:

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Dale Massad, Mayor

**City Council Regular Meeting  
October 10, 2017**

**AGENDA ITEM NO. 1: CONSENT AGENDA:**

INFORMATION ONLY  
X ACTION ITEM

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**ISSUE:**

**The Finance Department is making the following payments which are in excess of \$10,000.00**

- A. \$ 30,442.38 Payroll Taxes for September 11, 2017 – September 24, 2017
- B. \$ 22,858.73 UHC – Employee Health Insurance for October 2017
- C. \$ 36,358.87 City of New Port Richey – Limit Dr. Sewer 7/31/17 – 8/31/17
- D. \$ 14,958.00 LaserFiche – Support for scanned files for the City thru 9/30/18
- E. \$ 10,302.00 Bennett Fire Products – 6 Sets Bunker Gear

**ATTACHMENTS:**

October 10 2017 list of items for approval.pdf

**ACTION:**

Council to approve Consent Agenda.



**Consent Agenda for October 10, 2017 Council Meeting**

**General Fund, Utility Fund, Stormwater Utility Fund, and CRA**

\$ 30,442.38 Payroll Taxes for September 11, 2017 – September 24, 2017

\$ 22,858.73 UHC – Employee Health Insurance for October 2017

**Utility Fund**

\$ 36,358.87 City of New Port Richey – Limit Dr. Sewer 7/31/17 – 8/31/17

**General Fund, Utility Fund**

\$ 14,958.00 LaserFiche – Support for scanned files for the City thru 9/30/18

**Penny for Pasco**

\$ 10,302.00 Bennett Fire Products – 6 Sets Bunker Gear

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**AGENDA ITEM NO. 2: FISCAL YEAR 2018 ANNUAL OPERATING BUDGET:**

X INFORMATION ONLY  
ACTION ITEM

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**ISSUE:**

The City Manager to deliver Fiscal Year 2018 Annual Operating Budget.

**ATTACHMENTS:**

**ACTION:**

No Council action required.