

REGULAR COUNCIL MEETING

A Regular Council Meeting was held on February 11, 2019 at 6:00 p.m. in the Council Chambers of City Hall.

President Smith called the meeting to order. Roll call was taken. Present were members Ken Burgess, Jodi Wilkeson, Charlie Proctor, Lance Smith and Mayor Whitfield. Alan Knight was absent. City Manager Steve Spina, Deputy City Manager Billy Poe, and City Attorney Matthew Maggard were also present.

Staff present: Police Chief Derek Brewer, Fire Chief Brian Swartout, Utilities Director John Bostic, Public Works Director Shane Leblanc, Building Official Bill Burgess, HR Director Sandra Amerson, Director of Planning Todd Vande Berg, IT Director Mike Panak, Airport Manager Nathan Coleman, CRA Director Gail Hamilton, Assistant Planning Director Rodney Corriveau, Assistant City Clerk Jessica Carter and City Clerk Lori Hillman.

City employee Jacqueline Boges gave the Invocation. The Pledge of Allegiance followed. Ken Burgess moved the minutes of the January 28, 2019 Regular Council Meeting be approved. Seconded by Jodi Wilkeson. Motion passed unanimously.

CONSENT ITEM

1. Lease of 5031 Airport Road by Tony and Linda Starr Kerns
Jodi Wilkeson pulled Consent Item 1 for discussion.

Dr. Spina presented a 30 year lease agreement with Tony and Linda Starr Kerns of Kerns Family Construction for a 2,628 square foot industrial building located at 5031 Airport Road situated on two parcels. The Kerns have negotiated to lease the City parcel of 1.13 acres for \$369.17 per month and the FAA parcel of .60 acres for \$196.02 per month. There shall be no rent due and owing for the first six (6) months of this agreement for the FAA parcel and there shall be no rent due and owing for the first forty-eight (48) months of this agreement for the City parcel. The Kerns agree to provide capital improvements totaling at least \$180,000.00 to include a roof replacement (\$12,000) and resurfacing of the parking lot (\$60,000). Capital improvements shall begin within a reasonable time after execution of this lease, not to exceed ninety (90) days. The current value of the property is a little under \$30,000. In year four, the Kerns have the option to purchase the airport portion of the property at the appraised value and the City portion of the property at the current value plus 20%.

Council discussed whether or not it was in the best interest of the City and the FAA to sell the property. After discussion, it was agreed that it was due in large part to the unsure process involved with purchasing FAA property, value and desirability of property located near the railroad tracks, the sale of surplus property, collecting tax revenue, and property valued at a higher tax evaluation following improvements.

Spoke from the floor: Tony Kerns – Kerns Family Construction

Mr. Kerns said plans are to tear off the metal from the outside of the building and replace with Hardie siding and a stone façade. The building will house a real estate and construction office and will showcase the new homes built by Kerns Family Construction around the City.

Ken Burgess moved to approve Consent Agenda Item 1. Seconded by Ken Burgess. Motion passed unanimously.

BUSINESS ITEMS

CITY MANAGER'S REPORT

1. Update and Request for Approval of Auditing Services

Dr. Spina requested to revise his original recommendation to go out for RFP for auditing services and extend Baggett, Reutimann & Associates contract for one year. His decision is based on conversations with Lance Schmidt of Clifton, Larsen, and Allen and Jud Baggett of Baggett, Reutimann & Associates regarding the time frame associated with the June 30th audit.

City Attorney Matthew Maggard stated the current contract allows for renewals year by year as long as both parties agree.

Councilman Smith said it is a good idea for the City to go out to bid for auditing services when the time is appropriate to keep everyone sharp and competitive.

Jodi Wilkeson moved to approve Business Item 1. Seconded by Ken Burgess. Motion passed unanimously.

2. Budget Adjustment Correction – Utilities Department

Dr. Spina requested to amend an earlier budget adjustment for the Utilities Department in the amount of \$77,000 to cover the purchase of two trucks. Since one of the two trucks was paid, staff is requesting to amend the adjustment to fund an Agreement with Jones Edmunds for the Sewer Line Extension on Chancey Road/C.R. 54 (\$22,500). Two lift station panels (\$25,500 and \$19,500) will be covered in this year's budget. If approved, this will allow staff to move funds without requesting additional funding.

Jodi Wilkeson moved to approve Business Item 2 Budget Adjustment Correction for the Utilities Department. Seconded by Ken Burgess. Motion passed unanimously.

3. City Website Access and ADA Compliance

Dr. Spina advised Councilwoman Wilkeson requested an update of the City's website to include ADA Compliance, access to agenda items, and user friendliness. He explained an article in the Daytona paper about a lawsuit filed against Flagler County by a man who was awarded \$15,000 because Flagler County's website was not ADA compliant.

CRA Director Gail Hamilton navigated through the City's website explaining different paths to access key information and demonstrated an ADA compliant feature which read aloud the agenda and minutes for visually impaired citizens. Ms. Hamilton said staff is working with the IT Department and CivicPlus to address ADA compliant issues which is slow moving since the City does not have an employee dedicated to updating and monitoring the website.

Council discussed access to information using Android, Apple, smartphones, and tablet operating systems; the building industry ADA compliance standards; and the number of clicks to access information.

IT Director Mike Panak said 'Renovations are Underway' has been added to the City's website while working on ADA compliance.

Assistant City Clerk Jessica Carter addressed the size and visibility of images along with the Newsflash Section of the City's website that redirects users to a PDF for printing.

Councilman Smith said the City needs to consider adding a full-time social media position in the future.

4. ZFR Dispatch Proposal Update

Dr. Spina said at the last meeting, Council directed staff to negotiate costs and staffing to merge fire dispatch with Pasco County. City Manager Steve Spina, Fire Chief Swartout, and Deputy City Manager Billy Poe met with Pasco County Administrator Dan Biles, Fire Chief Scott Cassin, and Communications Director Dan Olds to discuss the cost (\$62,000 annually) of one additional dispatch position. In 2018, Pasco County dispatch received 650,000 calls; 81% from the Sheriff's Office, 14% from Fire Rescue, and 5% from the City of Dade City (the only municipality with police dispatch merger). Pasco County Fire Rescue responded with Zephyrhills Fire Rescue to 60% of their total 3,841 total calls.

Spoke from the floor: Fire Chief Brian Swartout – City of Zephyrhills

Fire Chief Swartout stated the initial \$82,000 quote for services and reoccurring dispatch and communications equipment costs were discussed. He explained Pasco staffs four dispatchers so the one dispatcher funded by the City is considered a quarter position. Staff requested Pasco look at the number of calls to prorate the cost since 80% of the calls originate in Pasco County's Dispatch System.

Dr. Spina said he reminded Pasco administration that there were cross services and dual taxation issues. Pasco County will put pen to paper and notify the City. He added Port Richey is currently speaking with Pasco County and New Port Richey is looking at the costs.

Councilman Smith said he doesn't understand how \$62,000 is a quarter of a full-time position and added the City is not a quarter of the calls.

5. Wisteria Drive Update

Police Chief Derek Brewer presented proactive steps the police department has taken to address issues on Wisteria Drive with assistance from code enforcement, public works, and utility billing. He said all street lights are functioning, 20 hours of surveillance generated 40 self-initiated calls for service with 30 directed patrols, an arrest was made for possession of marijuana, and efforts to establish a neighborhood watch have been initiated. Chief Brewer said the department's efforts are to show a presence to deter activity.

Spoke from the floor: Laurie Cutkomp – Wisteria Drive

Ms. Cutkomp thanked Police Chief Brewer for coming to her neighborhood. She said she is taking pictures and is in contact with several officers.

CITIZEN COMMENTS – N/A

MAYOR ANNOUNCEMENTS – Mayor Whitfield thanked the website committee for the improvements and ADA compliance. He recognized Tony and Linda Kerns for their work within the community and is looking forward to the improvements at the airport.

CITY MANAGER ANNOUNCEMENTS - Dr. Spina said public works began mobilization of the Z-Carts, reminded everyone of the Junior ROTC Project Patriotism event at Oakside Cemetery on Saturday, February 16th from 2 p.m. to 5 p.m., and commended Billy Poe for jumping in an hour after arriving at City Hall for his first day on the job to meet with Pasco County Administrators. Dr. Spina will introduce Billy throughout the City by visiting all departments and said he is excited with the progress being made for the future of the City.

CITY ATTORNEY ANNOUNCEMENTS – N/A

CITY COUNCIL COMMENTS – Councilman Proctor welcomed Billy Poe to the Zephyrhills team and is confident he will do an awesome job. He asked everyone to keep Councilman Knight in their prayers.

Councilman Burgess asked everyone to keep coach Knight in their prayers. He said Billy reminds him of his father.

Councilwoman Wilkeson said Council attended a Municipal Association of Pasco Counties dinner where Florida League of Cities President Leo Longworth spoke on the leagues Home Rule focus. She made a promise to the Florida League of Cities that she would speak at every Council meeting and community event she attended to citizens about Home Rule. She said for those that are not familiar with Home Rule, there were 148 instances last year where state legislators attempted to enact legislation which was unfunded and tied the hands and disabled the municipality's ability to make decisions that affect their communities. She encouraged everyone to visit the Florida League of Cities website to learn more about Home Rule. She reminded everyone of Founder's Day on March 9th and encouraged folks to tell a story on the Jeffries Porch about the origins of our City.

Councilman Smith said when you think about government everybody gets up in arms with Washington and Tallahassee. He said when a citizen comes before the Zephyrhills City Council to voice a concern, two weeks later action is taken which is what local government is all about. He said anything we can do to keep the power local, we need to do. He asked everyone to remember Alan and Karen Knight in their prayers.

Meeting adjourned 7:12 p.m.