

REGULAR COUNCIL MEETING

A Regular Council Meeting was held on January 9, 2012 at 6:00 p.m. in the Robert H. Johnson Council Chambers of the Municipal Building.

President Wilkeson called the meeting to order. Roll call was taken. Present were members Ken Burgess, Kenneth Compton, Charlie Proctor, Lance Smith, Jodi Wilkeson and Mayor Cliff McDuffie. City Manager James Drumm and City Attorney Joseph Poblack were also present.

Staff present: Utilities Director David Henderson, Finance Director Stacie Poppell, Director of Planning Todd Vande Berg, and City Clerk Linda Boan.

A Moment of Silence was observed. The Pledge of Allegiance followed. Lance Smith moved the minutes of the December 12, 2011 Regular Meeting be approved. Seconded by Kenneth Compton. Motion passed unanimously.

MAYOR

Proclamation, Recognitions, Presentation – NONE

CONSENT AGENDA ITEM

- 1. Consider Approving Land Lease with Pasco County for Health Clinic on Airport Road**
- 2. Consider Authorizing Work Order for the Wastewater Treatment Plant Operating Permit Renewal Phase 2 by Baskerville-Donovan, Inc.**

Kenneth Compton moved the consent agenda be approved. Seconded by Lance Smith. Motion passed unanimously.

BUSINESS ITEMS

- 1. Review Proposals for the Preparation of the Sustainability Plan for the Department of Energy Grant and Consider Selecting the Number One Ranked Firm to Begin Negotiations for a Contract to Perform the Work**

Mr. Drumm said the City went out for request for proposals and received seven replies. A staff committee reviewed the proposals and ranked them and the top three consulting firms would make a presentation to City Council. After the presentations Council will rank the firms and staff will begin negotiations for a contract to prepare a sustainability plan for the Department of Energy grant. The following firms each made a 10 minute presentation to Council: Vanassee Hagen Brustlin, Inc.; Vrana Consulting; and Littlejohn Engineering Associates.

Mr. Drumm asked that Council rank the firms as number 1 being the first choice, 2 the second, and 3 the third choice. He noted the ranking of the staff committee was: 1) Littlejohn Engineering; 2) VHB, Inc.; and 3) Vrana Consulting. He said this project is being funded through grant funding.

Following the presentations Council ranked the firms. There ranking was 1) Littlejohn Engineering and Vrana Consulting tied and 2) Vanassee Hagen Brustlin, Inc.

Council then ranked the two firms that tied for number one and Vrana Consulting was chosen number one and Littlejohn Engineering was second with a 3-2 vote.

Lance Smith moved the firms be ranked Vrana Consulting one and Littlejohn Engineering second for the sustainability grant. Seconded by Ken Burgess. Motion passed unanimously.

- 2. Consider Authorizing the Development of a Potable Water Master Plan by McKim and Creed**

Mr. Drumm noted currently the City has 9 production wells which includes wells 11 and 12 which have not been placed in service yet, and elevated storage tank and pumping station, and over 300 miles of water mains in the water service area of the potable water system. Thus making a need for a potable water master plan.

During the budget process \$75,000 was budget for this project. One of the City's

engineers of record, McKim and Creed will develop a hydraulic model of the City's potable water distribution system and they will identify areas needing improvement in the existing water system so that the City can meet the future growth potential.

Kenneth Compton moved the recommendation of staff be approved. Seconded by Lance Smith. Motion passed unanimously.

3. Consider Authorizing Work Order for Design of an 8 inch Water Transmission Main Extension, US301 from Alston Ave to Tucker Road Project by McKim & Creed, P.A.

Mr. Drumm said the Utility Department would like to install approximately 2,355 linear feet of 8" PVC water main along US 301. This would be in two segments from the existing 8 inch water mains near the intersection of Alston Avenue to Fir Avenue and Corey Street to Tucker Road. The Utility Department would like to branch east approximately 1,510 linear feet on Tucker Road from the proposed 8 inch water transmission main on US 301 and connect to an existing 8 inch terminus near the intersection of Pine Street. The project will provide future water connections to those homes and businesses along US 301 as well as looping the water transmission mains in the south of the City.

The work assignment for engineering of the project to provide design, surveying, permitting, and construction bidding would be done by one of the City's engineers of record, McKim and Creed for the budgeted amount of \$48,890.00

Councilman Smith asked if this project could wait until after the potable water master plan is completed to know if an 8", 10" or even a 12" line would be the best. David Henderson said it could, but he said there is a water quality issue and he would like to go forward with the project now. Matt Love from McKim and Creed was present to answer questions.

Charlie Proctor moved work order for the design of an 8", 10", or 12" transmission line from Alston Avenue to Tucker Road in the amount of \$48,890.00 be approved. Seconded by Kenneth Compton. Charlie Proctor withdrew his motion. Charlie Proctor moved to move forward with business item 3 for the amount of \$48,890.00. Seconded by Kenneth Compton. Motion passed 3-2 with Lance Smith and Ken Burgess voting against the motion.

4. Consider Authorizing Work Order for Design of an 8 inch Water Transmission Main Extension, Forbes Road to Otis Allen Road Project by McKim & Creed, P.A.

Mr. Drumm said this project is northeast of the City but in the County and will provide future water connections to those homes and businesses along Forbes Road and will loop the water transmission mains on the east side of the City. The City has a well north of the proposed extensions and one line will go down 23rd Street to serve the City. At a later date Phase 2 will take the line on Forbes Road and will connect to an 8" line on Richland Road and make a loop for that well that would allow two main lines to the City.

Mr. Henderson said the Utilities department would like to install approximately 5,610 linear feet of 8" PVC water main along Forbes Road beginning at the 8" water main that ends near Proud Mockingbird Road and terminating on Otis Allen Road. In addition lines extending west approximately 680 linear feet on Pretty Pond Road from the proposed 8" water transmission main on Forbes Road to connect to an existing 8" terminus near the intersection of Timber Crest Lane.

Lance Smith moved the recommendation of staff for work order for 8" design for Forbes Road to Otis Allen for McKim and Creed be approved. Seconded by Charlie Proctor. Motion passed unanimously.

At this point of the agenda, President Wilkeson called for public comment: Gilbert Henderson, 6249 Balmy Lane addressed Council regarding the City's future plans for walking, hiking and biking trails. He said every Friday his group has 25-45 that go out biking. He asked for anything in the future Council could do to encourage the public use of bicycles would be of help. President Wilkeson said that his information would be kept in mind when Council reviews the future biking and walking trails.

MAYOR ANNOUNCEMENTS – Mayor McDuffie said that his appointment to the Airport Authority has resigned due to his new employment may create a conflict of interest.

Mayor said his church; the First United Methodist Church will be celebrating its 100th anniversary on January 22, 2012. He said he will present a proclamation to the church on that day.

CITY MANAGER ANNOUNCEMENTS – Mr. Drumm reported that the research for the utility deposit refunds should be completed within the next 30 days and after that the checks will be issued.

Mr. Drumm said he had received a question regarding the online billing that would allow the payment of water, sewer, and garbage bills online with a credit card. He said the goal is to have this activated by July 1, 2012. There is not a charge for electronic checks but there will be a service charge for paying online with a credit card. The fee does not go to the City but to the credit card company for processing.

Mr. Drumm said he would like to propose standard hours for City Hall. Currently one department opens at 7:45 and closes at 4:30, one department opens at 8:00 and closes at 4:30 and one opens at 8:00 and closes at 5:00. The main doors for the building are open from 8:00 until 5:00. He requested Council consider the hours of 8:00 to 4:30 for City Hall. Council took no formal action but the building hours will remain 8:00 to 5:00. Mr. Drumm said he would do some research and bring it back at a later time.

Mr. Drumm also reminded Council of the Legislative Action Days in Tallahassee.

He made Council aware of the public meetings regarding the homeless shelter at the Chancey Road Christian Church.

Mr. Drumm advised Council of the response he received from FAA regarding the Acme land swap. Last spring Council made an agreement with Acme Inc. to purchase property south of the Zephyrhills Airport. The City would purchase one piece of the property south of runway 18-36 for future expansion and funds from FDOT were used to purchase the property. The City would further consider swapping a piece of the original airport land which has never been used for an additional piece of property south of runway 18-36. The City made a formal request to FAA to see if they would consider releasing the property. The response was they would not.

CITY ATTORNEY ANNOUNCEMENTS – None

CITY COUNCIL COMMENTS – Councilman Burgess commended Mr. Drumm on the Employee Appreciation Dinner and said he had a lot of positive feedback from City employees. Councilman Smith agreed.

Meeting adjourned 8:23 p.m.

CITY COUNCIL WORKSHOP

A City Council Workshop was held on January 9, 2012 at 5:00 p.m. in the Robert H. Johnson Council Chambers of the Municipal Building.

President Wilkeson called the meeting to order at 5:05 p.m. Roll call was taken. Present were members Ken Burgess, Charlie Proctor, Jodi Wilkeson and Mayor Cliff McDuffie. Lance Smith arrived at 5:07 p.m. and Kenneth Compton arrived at 5:30 p.m. City Manager James Drumm and City Attorney Joseph Poblick were also present.

Staff present: Utilities Director David Henderson, Director of Planning Todd Vande Berg, and City Clerk Linda Boan.

BUSINESS ITEMS

1. Presentation by Pasco County Staff on the Brownfields Incentive Program and Discussion on Whether to Establish a Brownfields Incentive Area

Mr. Drumm said Pasco County has been working with the City for the past several months to see if the City would designate a brownfield incentive area.

Todd Vande Berg provided a presentation giving the history and timeline of the activities, and the exact proposal. R.J. Keetch outlined eligible incentives and the proposed boundary incentive area.

Melanie Kendrick, Senior Planner with Pasco County Economic Development/Redevelopment provided a presentation on brownfields with specific sites and contaminated zones. She explained tax incentives and what is being done to encourage redevelopment in the County. She said brownfield sites are nationally marketed and companies are interested for the incentives.

President Wilkeson asked her to explain environmental insurance and property and hazard insurance and how the designation of Brownfield could impact property owners insurance. She said she did not know how it would affect a certain property unless a cleanup is being done and people were to get environmental insurance on the property.

Melanie Kendrick introduced John Sego from the Florida Department of Environmental Protection; Miles Ballogg from Cardno TBE; and Frank Hearne from Mechanik Hearne and Webster, PA. They were available to answer questions from Council.

The following persons spoke from the floor: John Bolender, 38461 CR 54 E; addressed Council with his concerns of the insurance issues and suggested a per property incentive instead of designated and complete area. He was also concerned about the perception of a brownfield designation when Zephyrhills is the "City of Pure Water". Zack Arnold, 4108 Leaf Lane, said he was glad to see that his property was taken out of the proposed brownfield area.

Meeting adjourned 5:57 p.m.