



MINUTES OF THE COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING
CITY OF NEW PORT RICHEY

NEW PORT RICHEY CITY HALL COUNCIL CHAMBERS
5919 MAIN STREET, NEW PORT RICHEY, FLORIDA

September 26, 2022

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MINUTES

ORDER OF
BUSINESS

1 Call to Order - Roll Call

The meeting was called to order by Chairman Rob Marlowe at 6:25 p.m. Those in attendance were Director Mike Peters, Director Peter Altman, Director Matt Murphy and Director Kelly Mothershead.

Also in attendance were Executive Director Debbie Manns, City Attorney Timothy Driscoll, City Clerk Judy Meyers, Police Chief Kim Bogart, Finance Director Crystal Feast, 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, Parks and Recreation Director Terri Moore and Human Resources Manager Bernie Wharran.

2 Approval of August 2, 2022 CRA Meeting Minutes - Page 2

Motion was made to approve the minutes as presented.

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

3 Resolution No. 2022-21: Approval of FY2022-2023 CRA Operating Budget & Capital Projects - Page 5

City Attorney Driscoll read the resolution by title only. Executive Director Manns introduced the item to the Board. She stated that the purpose of this agenda item was to approve the budget for the upcoming fiscal year. Crystal Feast then made a presentation to the Board. She began her presentation by providing an organizational chart of the CRA. Total revenues are \$8,569,980. She then highlighted the revenue sources. The total expenditures are \$161,150 for personnel costs and \$2,113,780 for operating costs. Mrs. Feast then highlighted the significant changes from the previous year's budget. Mrs. Feast then highlighted the CIP projects which totaled \$3,380,000. She then provided a summary of transfers which totaled \$2,915,050. Upon opening the floor to public comment, no one came forward therefore Chairman Marlowe returned the floor to the Board. Director Altman stated that when we look at services for this agency he would like to look back at the estimated Capital budget. He

stated we have collected all the ARPA funds from the last two years. Director Altman suggested being a more active board and staying on top of projects. He stated ARPA funds were for those impacted by Covid. Director Peters stated he is looking forward to looking at the plans put together. He said projects take time to materialize. He stated he is hopeful that these projects can get started and move along. Director Mothershead stated there have been many challenges in acquiring materials. Director Murphy stated that people do notice and look forward to what is coming. Chairman Marlowe stated that all of us would love to see some of these coming to completion. Motion was made to approve the item as presented. Motion passed 5-0 at 6:38 p.m.

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

4 Request for Extension on Performance Agreement for Central Orange Partners, LLC - Page 11

Executive Director Manns introduced the item to the Board. She stated the purpose of this agenda item was to grant an extension to the Performance Agreement between the CRA and Central Orange Partners, LLC. The requested change is that Phase II would begin commencement no later than December 31, 2022 with construction completed by December 31, 2024. Phase III would be extended until December 31, 2024. Upon opening the floor to public comment, no one came forward therefore Chairman Marlowe returned the floor to the Board. Motion was made to approve the item as presented.

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

5 Memorandum of Understanding with New Port Richey Main Street, Inc. - Page 33

Executive Director Manns introduced the item to the Board. She stated the purpose of this agenda item was to authorize the Executive Director to enter into a Memorandum of Understanding with New Port Richey Main Street, Inc. The Memorandum of Understanding will be for a term of one year effective as of October 1, 2022 and will expire on September 30, 2023. Executive Director Manns stated that it should be noted that New Port Richey Main Street, Inc. has requested an increase in funding of \$8,000 for the upcoming year in order to increase the salary of the current Executive Director from \$30,000 to \$38,000. After review of the request, it is staff's recommendation to decline the request at this time. Upon opening the floor to public comment, no one came forward therefore Chairman Marlowe returned the floor to the Board. Motion was made to approve the item as presented and to have NPRMS make a presentation to the Board.

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

6 Request to Authorize a Letter of Intent to Purchase Property Located at 6128 U.S. Highway 19- Page 46

Executive Director Manns introduced the item to the Board. She stated the purpose of this agenda item was to authorize the Executive Director authorize the Executive Director to issue a Letter of Intent to purchase the property located at 6128 U.S. Highway 19 in the amount of \$2,800,000. The property is 2.18 acres in size and contains a 21,172 sq. ft. building on the site. Executive Director Manns stated that in July of 2022 she requested authority to issue a Letter of Intent in relationship to the purchase of property located at 6128 U.S. Highway 19 for \$2.2M however the offer was declined by Madison Marquette. In that regard the property has been listed with Colliers Global Commercial Real Estate Services for just over thirty days and they have received several offers on the property. She stated that in order to remain competitive, she believes that the offer should be in the amount of \$2,800,000 and should be in accordance with the following terms:

1. A payment in the amount of \$280,000 upon the successful execution of a purchase agreement
2. A real estate closing scheduled to occur within (90) ninety days of a fully executed purchase agreement and
3. The remaining balance due will be paid at the time of the closing

The City would let a RFP within 90 days which would include this property and the Old River Rd.

Church property. Executive Director Manns then highlighted the two options associated with funding for this project.

Upon opening the floor to public comment, no one came forward therefore Chairman Marlowe returned the floor to the Board. Director Altman stated that this is a key intersection and an entrance to our downtown. He stated when the CIP was presented it included \$800k for the inundation park. He suggested looking into the matching portion of the grant for funding. He stated we can find partners who can help us develop that in an exciting way. Director Peters stated that the size of the total property will now be about four acres once added to the church property. He stated with that size comes leverage for a developer to really do something with it. He stated we have invested heavily in this area. He stated it is an opportunity to control what goes there. Motion was made to approve the item as presented.

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

7 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 7:12 p.m.

(signed) _____
Judy Meyers, CMC, City Clerk

Approved: _____ (date)

Initialed: _____