



**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  
May 2, 2017  
IMMEDIATELY FOLLOWING THE REGULAR CITY COUNCIL MEETING

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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 9:17 pm. Those in attendance were Director Judy DeBella Thomas, Director Jeff Starkey and Director Chopper Davis. Director Bill Phillips was excused.

Also in attendance were Executive Director Debbie Manns, City Attorney Timothy Driscoll, City Clerk Judy Meyers, Development Director Lisa Fierce, Economic Development Director Mario Iezzone, Public Works Director Robert Rivera, Technology Solutions Director Bryan Weed and Assistant Fire Chief/Fire Marshal Adam Darling.

2 Approval of the April 4, 2017 CRA Minutes - Page 2

Motion was made to approve the minutes as presented. Motion made by Chopper Davis and seconded by Jeff Starkey. The Motion Passed. 4-0. Ayes: Davis, DeBella Thomas, Marlowe, Starkey Absent: Phillips

3 Former Smart Start Business Incubator - Consideration of Bid Award 2017 Front Roof Replacement Project - Page 6

Executive Director Manns introduced Public Works Director, Robert Rivera, who then presented the item to the Board. He stated that the purpose of this item was to approve the attached proposal from SC Signature Construction, Inc. in an amount not to exceed \$49,249 for the removal and replacement of the existing front roof at the Business Incubator. In November 2015, a report called for removal and replacement of the front roof. The bid was awarded in 2016 to Professional Roofing Systems, Incorporated. On 9/6/16 Construction Services contacted the contractor with a list of items to be corrected. Contractor refused and invoiced for the work. Another report was done in December 2016 and concluded substantial deficiencies. The contractor and bond company has been notified of the City's intent to remove and replace. A new bid and construction documents were completed. To date there is still no response from the first contractor. Mr. Rivera stated the funding for this item can be found in the CRA's capital budget. If approved, the Notice to Proceed would be a date of May 15th.

Upon opening the floor to public comment, no one came forward therefore Chairman Marlowe returned the floor to the Board. Director Davis asked what portion of contract was left to be paid. Mr. Rivera estimated a third left. Director Starkey asked the City Attorney if we have notified that we will file lawsuit for the funds back and City Attorney Driscoll replied yes. Director DeBella Thomas why do we have to sue. City Attorney Driscoll stated that the City has made demand but the initial contractor has not stepped forward to complete contract.

Director DeBella Thomas asked about the City's policy to have to take the low bidder and City Attorney Driscoll stated that the policy is not to take the low bidder but the lowest responsible bidder. Mr. Rivera stated this contractor had roof done by many school districts.

Chairman Marlowe asked if we can recover for the emergency repairs done and City Attorney Driscoll stated the City will try to get back as much funds as we can.

Director Starkey asked about getting back the legal fees and City Attorney Driscoll replied yes.

Motion was made to approve the item as presented.

Motion made by Jeff Starkey and seconded by Judy DeBella Thomas. The Motion Passed. 4-0.

Ayes: Davis, DeBella Thomas, Marlowe, Starkey Absent: Phillips

4 Consideration of Amendment to the FY17 Adopted Budget - Page 69

Executive Director Manns introduced the item to the Board. She stated that the request was to transfer funds to pay for the previous roof replacement agenda item. 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 Chopper Davis and seconded by Judy DeBella Thomas. The Motion Passed. 4-0.

Ayes: Davis, DeBella Thomas, Marlowe, Starkey Absent: Phillips

5 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 9:28 pm.

(signed) \_\_\_\_\_  
Judy Meyers, City Clerk

Approved: \_\_\_\_\_ (date)

Initialed: \_\_\_\_\_