



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 12, 2020
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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 6:00 p.m. Those in attendance were, Director Jeff Starkey, Director Chopper Davis, Director Altman and Director Murphy. Also in attendance were Executive Director Debbie Manns, City Attorney Timothy Driscoll, City Clerk Judy Meyers, Finance Director Crystal Feast, Economic Development Director Charles Rudd, Public Works Director Robert Rivera, Development Director Earl Hahn and Technology Solutions Director Bryan Weed.

- a Due to the Novel Coronavirus, the CRA Board of Directors will be conducting its meetings through the use of Communications Media Technology (CMT) until further notice. The City Council chamber will NOT be open to the public for these meetings. During the meeting, comments may be emailed to MeyersJ@cityofnewportrichey.org or you may call 1 (872) 240-3412, access code: 606-759-949. Please keep in mind that access to the meeting by phone may be limited and email access may be delayed. By waiting until the meeting to make a comment, you may not be able to participate in the meeting. The CRA Board of Directors reserves the right to proceed on any item whether public communications are delayed or otherwise obstructed.

2 Approval of February 18, 2020 CRA Meeting Minutes - Page 3

Motion was made to approve the minutes as presented.

Motion made by Chopper Davis and seconded by Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

3 Discussion Related to the Proposed Establishment of a Parking Structure on Property Located East of U.S. Highway 19 and South of Main Street - Page 6

Executive Director Manns introduced the item to the Board. She stated that the purpose of this agenda item was to discuss a proposed parking structure at US Highway 19 and Main Street. She stated that the CRA and the City have a rare opportunity to play a part of the revitalization of the Rivergate

District. The full Rivergate property is 8.66 acres in size. Executive Director Manns stated one way to achieve density is to free up land. Going vertical is a solution. Parking lots are a large consumer of land and are essential to market success of a project. On average a parking space costs \$4/space and a parking deck is \$20k/space. She stated we are fortunate this property is within the CRA district. She stated the decision point tonight is do we want to do what is cheaper, what is easier or what is better for economic development.

Executive Director Manns then introduced Economic Development Director Charles Rudd who then made a presentation to the Board. Mr. Rudd began his presentation by stating that the site is comprised of three parcels. The development agreement will include Keiser University, parking structure and future development. He stated construction must commence by September 1, 2020. There will be 140 spaces designated for Keiser University and 60 spaces for the future development. There will be a total of 350 spaces. The budget would be \$6.5m dollars. Executive Director Manns stated a fifteen year amortization would be requested and achieved through a bond.

Mr. Rudd then introduced Will Reed from Ford & Associates who then made a presentation to the Board regarding ten year and fifteen year amortization schedules. Mr. Reed stated that part of the funding would be on a taxable basis and some part of the financing would be tax exempt. He stated the majority of the banks would lend on ten years. The balance between ten year and fifteen year financing is cost and interest. Mr. Reed stated the lending market is at a day to day basis now based on current market conditions. Executive Director Manns stated the reason the financing would be under the City is to use the full faith and credit. We are interested in reserving our tax exempt status for borrowing funds. She stated the developers are in agreement that the City would enter into an agreement with Keiser as Keiser is a non-profit university. Mr. Rudd then highlighted project revenues over the next ten years and fifteen years.

Chairman Marlowe asked if any questions or comments had been received for this item and City Clerk Meyers stated no. Director Davis asked what the structure would look like and Executive Director Manns stated the specifications would be released in the Request for Proposals. Director Altman stated that there are paybacks that have been factored in. The loan to the water and sewer will be repaid. Director Starkey stated he is in favor of the project. He agreed with Director Davis that the details are important. He would like to see some green implemented in the project. The negative feedback may be why are we building it here and not over the bridge. He stated we are creating a downtown district where people want to live. Director Starkey stated if staff says we can afford it he has no problems moving forward with the item. He asked what the probability was that a nice hotel would be built and Executive Director Manns that it is high but we have no commitment in writing. Director Murphy asked about using the garage for special events. Executive Director Manns stated the remainder of the spaces in the structure would be open for public use. The current commitment from Keiser would be 140 spaces. He stated he is in favor of the project and we have to move on this project now as the opportunity is there. Director Davis stated he would like to see retail on the first floor of the structure. He stated it will change the whole atmosphere. Chairman Marlowe stated this is a key part of spurring development in the Palm District. He stated he agrees we should move forward and wants the structure to be attractive. Chairman Marlowe stated there are lots of possibilities. It is a good step to get this done while we can. Director Altman stated the promise is a minimum standard we can make with the university. He would like to see some urban planning. He would like to see the whole block drawn out in a vision. Motion was made to authorize the Executive Director to enter into the Option Agreement with the developers.

Motion made by Pete Altman and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

4 Request Authority to Release a Request for Proposal in Respect to the Construction of a Parking Structure on a Design-Build Basis - Page 26

Executive Director Manns introduced the item to the Board. She stated that the purpose of this agenda item was to request authority to release a Request for Proposals in regards to constructing a parking structure using the Design-Build method. She stated that there are typically three types of variations when it comes to construction projects. Each of the delivery systems vary responsibilities.

The most common delivery is Design-Bid-Build. She stated the Design-Build is the best option for this project because there is a maximum price and guaranteed construction schedule. She stated that quality is important and this project will be approached in that regard. Chairman Marlowe asked if any questions or comments had been received for this item and City Clerk Meyers stated no. Director Davis stated the Design-Build eliminates the third party. Director Altman stated perhaps the answer to the Design-Build is that it will be less expensive to get a piece out to Main Street that will accommodate our desires. Director Starkey stated he is not opposed to retail but it is not a make or break for him. Director Murphy stated he would like to have the flexibility to tweak it if necessary. Motion was made to authorize the release of a Request for Proposals.

Motion made by Pete Altman and seconded by Jeff Starkey. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

5 Review of Budget vs. Actual Summary - Page 28

Executive Director Manns introduced the item to the Board. She stated that the purpose of this agenda item was to review of the Budget vs. Actual Report of the Community Redevelopment Agency, as of April 30, 2020. She then introduced Finance Director Crystal Feast who then presented the item to the Board. Ms. Feast stated that the total budgeted revenues totaled \$6,463,070. The major revenue drivers are tax increments from Pasco County, interest on investments, rent from the Business Incubator, sale of the Hacienda, sale of the Business Incubator, other miscellaneous revenue, transfer from the General Fund, transfer from Water & Sewer. Ms. Feast then highlighted personnel expenditures which total \$31,356.03. Ms. Feast then highlighted the different operating expenditures. The biggest of which was the removal of the debris regarding the Walgreens property. Ms. Feast then highlighted capital expenditures of which the highest amount was for property assemblage. Ms. Feast then highlighted redevelopment incentives, residential incentives and transfers to the General Fund and Debt Service Fund. Ms. Feast stated the budget amendment included in the packet will increase the reserves for future use. Chairman Marlowe asked if any questions or comments had been received for this item and City Clerk Meyers stated no. Director Altman stated that it is always been a goal to get money back and those are the items that the colleagues at the County level look at closely. Director Altman stated he would like assurances that these escrow dollars can gradually be deposited. Executive Director Manns stated we do feel comfortable that the percentage we are seeking reimbursement for are appropriate. She stated that in the past funds have been deposited all at once or on a monthly basis. Chairman Marlowe stated we haven't spent much on marketing but as city comes back to life we should use some funds. Motion was made to approve the requested budget amendment.

Motion made by Pete Altman and seconded by Chopper Davis. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

6 Trails Feasibility Study Task Order - Page 37

Executive Director Manns introduced Assistant Parks and Recreation Director Chris Bornfleth who then presented the item to the Board. He stated that the purpose of this agenda item was to approve a task order in an amount not to exceed \$20,800 for a Trails Feasibility Study to be conducted by S&ME, Inc. He stated that the study will identify gaps in the current and proposed trail infrastructure for the City, both within the City and as the trail system connects to adjacent portions of the community trails system. In addition to the identification of opportunities for connections, they will develop an order of magnitude opinion of probable construction costs. Chairman Marlowe asked if any questions or comments had been received for this item and City Clerk Meyers stated no. Motion was made to approve the item as presented.

Motion made by Pete Altman and seconded by Chopper Davis. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

7 Request to Pursue Property Acquisition RE: 6356 & 6348 River Road and 5432 Acorn Street - Page 43

Executive Director Manns introduced Economic Development Director Charles Rudd who then presented the item to the Board. He stated that the purpose of this agenda item was to seek the Board's

approval to pursue the acquisition of the properties located at 6356 & 6348 River Road and 5432 Acorn Street for the purposes of expanded facilities for public access to the Pithlachascotee River and/or "redesign for efficiency and mixed uses." He stated that the River Road properties were a total of 1.22 acres and the Acorn Street property is .27 acres. Executive Director Manns stated the two River Road properties are contemplated as an extension of the boat ramp property and the Acorn Street property would be suitable for kayak users. There is some discussion that a boat ramp could fit into that property.

Chairman Marlowe asked if any questions or comments had been received for this item and City Clerk Meyers read comments submitted by George Stacy as follows: We just moved downtown on the river at Main Street Landings from Gulf Harbors. We really love it. Walking to everything, even work. But one thing we are not able to do, is use our boat very easily. The ramp on Main Street is very much over crowded on weekends and limited parking and no place for the boat to be docked and easily used. If the City had more property to store and launch boats it would attract more and more residents that really want to live down town and be apart of this wonderful growth. I know the city is really trying to grow in the right way. Adding locations for boats and storing and launching is the next big thing and I believe a great step in attracting new residents for downtown.

Chairman Marlowe stated that over the weekend there was a large amount of truck-trailers from the boat ramp area that backed out to Main Street. He stated this enforces the need to add more trailer parking immediately adjacent to the boat ramp. Director Starkey stated he would like to see MSL put in boat slips and lifts out back. He stated he is in favor of all three properties especially the River Road properties. He stated this is a huge aspect as to what the County needs to be working on. This is a huge project if we do it right. He stated the City should not incur all the cost when the area is used by county residents. Director Altman stated he remembers when the Acorn property was discussed. He stated we failed to get money from the state because we did not have boat access. To get the folks we want to live here we need to have better access to the river. There is a lot of opportunity. If there is a time for us to buy anything it would be now. Director Davis stated he is in favor of purchasing the properties. Director Murphy stated we definitely need these parcels. He stated the County should definitely help out with the costs. Motion was made to authorize the City Manager/Executive Director to continue to negotiate for the three parcels.

Motion made by Pete Altman and seconded by Chopper Davis. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Starkey

8 Communications

Chairman Marlowe urged everyone to wear their mask.

9 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 7:22 p.m.

(signed) _____
Judy Meyers, CMC, City Clerk

Approved: _____ (date)

Initialed: _____