



**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 22, 2020**  
**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 6:44 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, Assistant City Manager Rodd Hale, Police Chief Kim Bogart, Finance Director Crystal Feast, Fire Chief Chris Fitch, Economic Development Director Charles Rudd, Public Works Director Robert Rivera, Library Director Andi Figart, Parks and Recreation Director Elaine Smith, Technology Solutions Director Bryan Weed and Human Resources Manager Bernie Wharran.

**2 Resolution No. 2020-49, Approval of FY2020-2021 CRA Operating Budget & Capital Projects -  
Page**

City Attorney Driscoll read the proposed resolution by title only. Executive Director Manns presented the item to the Board. Revenues for next year are \$12,565,740. The largest contributor is the City and comes from the General Fund. She then introduced Charles Rudd who then made a presentation to the Board. Mr. Rudd stated that the changes from the budget that was presented were that contractual services were increased due to the parking structure project. He stated there was a decrease in the tax rebate program. He stated that there was an increase in Neighborhood Revitalization. The Gateway Project was also increased. The Sims Park Perimeter Landscaping was reduced. The repayment to the General Fund was decreased due to the extension of the CRA. The debt service was reduced. Upon opening the floor to public comment, no one came forward therefore Chairman Marlowe returned the floor to the Board. Director Altman stated the Nebraska Parking Lot is listed in the CRA and he thought it was Penny for Pasco. Mrs. Feast stated the project was budgeted in the CRA but was moved to the CIP for Penny for Pasco Funds. Director Murphy asked if Grand Blvd. was in the budget or was it under Capital. Mrs. Feast stated it was in the CIP. Motion was made to approve the item as presented. Motion passed 5-0 at 6:51 p.m.

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

3     Communications

Director Altman stated that on October 24th we have been invited to take a tour of Hyde Park. He hopes that the Historical Society, NPRMS and Council members will attend. He stated there will be a program in the morning possibly followed by lunch. Director Starkey stated it looks as if he will be leaving Council by November 1st. Director Davis stated he would like to bring back the three minute reports. He would like to hear two minutes of things that we are looking forward to. Chairman Marlowe stated that this Saturday is the city-wide cleanup. He stated there will be paper shredding at the Old River Road Church property and dumpsters at Frances Avenue. Director Starkey asked to have the information put on the information on the boards in Sims Park.

4     Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 6:56 p.m.

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

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

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



# NEW PORT RICHEY

5919 MAIN STREET • NEW PORT RICHEY, FL 34652 • 727.853.1016

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**TO:** Members of the Community Redevelopment Agency

**FROM:** Charles Rudd, Economic Development Director

**DATE:** 9/22/2020

**RE:** Resolution No. 2020-49, Approval of FY2020-2021 CRA Operating Budget & Capital Projects - Page

**REQUEST:**

The Board is being asked to review and approve the Proposed FY2020-2021 Community Redevelopment Agency Operating Budget and Capital Projects, along with Resolution No. 2020-49.

**DISCUSSION:**

The Board should review and consider the attached Operating Budget and Capital Projects for the upcoming fiscal year.

**RECOMMENDATION:**

It is recommended that the Board approve Resolution No. 2020-49 and adopt the Proposed FY2020-2021 Operating Budget and Capital Projects. If adopted, it will be incorporated into the City's Adopted FY2020-2021 Operating Budget.

**BUDGET / FISCAL IMPACT:**

Subject to the Board and City Council approval, the budget and capital improvement program will become effective October 1, 2020.

**ATTACHMENTS:**

	Description	Type
▣	<a href="#">Resolution No. 2020-49, Adopting the FY2020-2021 CRA Operating Budget &amp; Capital Projects</a>	Resolution Letter
▣	<a href="#">FY2020-2021 Proposed Operating Budget &amp; Capital Projects</a>	Exhibit

**RESOLUTION NO. 2020-49**

**A RESOLUTION OF THE CITY OF NEW PORT RICHEY, FLORIDA, COMMUNITY REDEVELOPMENT AGENCY, A PUBLIC BODY CORPORATE AND POLITIC ADOPTING THE 2020-2021 OPERATING BUDGET; ADOPTING THE 2020-2021 FIVE YEAR WORK PROGRAM FOR THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF NEW PORT RICHEY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Community Redevelopment Agency of New Port Richey, Florida will receive approximately \$3,474,640 in tax increment funds during the upcoming fiscal year from the City Council of New Port Richey, Florida and the Board of County Commissioners of Pasco County, Florida; and

**WHEREAS**, the Community Redevelopment Agency of New Port Richey, Florida has established the goal of honoring its debt service obligations and these activities are consistent with Section 163, Part III of the Florida Statutes; and

**WHEREAS**, the Community Redevelopment Agency of New Port Richey, Florida wishes to establish a budget for the planning and control of public expenditure for redevelopment activities conducted by the Agency during the upcoming fiscal year in the amount of \$12,565,740.

**NOW, THEREFORE, BE IT RESOLVED** by the Board Members of the Community Redevelopment Agency of New Port Richey, Florida, as follows:

**SECTION 1.** That the budget of said Community Redevelopment Agency for the 2020-2021 fiscal year as attached hereto as Exhibit "A" and incorporated herein by reference be and the same is hereby adopted and recommended for inclusion into the budget of the City of New Port Richey, Florida.

**DONE AND RESOLVED** this 22<sup>nd</sup> day of September 2020.  
Time Adopted \_\_\_\_\_ PM

(ATTEST)

CITY OF NEW PORT RICHEY

\_\_\_\_\_  
Judy Myers, CMC  
City Clerk

\_\_\_\_\_  
Rob Marlowe  
Mayor-Councilman

(SEAL)

Approved as to legal form and content:

\_\_\_\_\_  
Timothy P. Driscoll, Esq.  
City Attorney

Exhibit A

**COMMUNITY REDEVELOPMENT AGENCY**

630 REV CODE	CLASSIFICATION	ACTUAL FY17-18	ACTUAL FY18-19	ESTIMATE FY19-20	AMENDED BUDGET FY19-20	BUDGET AMOUNT FY20-21
311100	Tax Increment - County	840,755	1,133,053	1,477,319	1,486,600	1,615,980
334700	Florida Historic Preservation Grant	125,000	275,000	-	-	-
334705	State Small Matching Grant	50,000	-	-	-	39,720
354100	Code Enforcement Fines	2,507	728	-	-	-
354-11	Lot Clearing/Mowing Fines	-	611	-	-	-
361200	Interest - SBA	47,971	67,951	-	-	-
361300	Net Inc. (Dec.) FV of Investment	(860,789)	(332,036)	-	-	-
362160	Rent - River Rd. Property Parking Lot	900	6,532	-	-	-
362190	Rent - Business Incubator	20,800	33,560	37,800	42,000	-
364220	Surplus Land Sales	300,000	-	669,368	669,370	85,000
364420	Insurance Proceeds	43,826	-	-	-	-
366900	Contributions & Donations	3,091	633	-	-	-
369900	Other Miscellaneous Revenue	30,828	-	-	25,000	10,000
381100	Transfer from Gen Fund - Tax Increment	994,084	1,338,110	1,710,070	1,710,070	1,858,660
381200	Transfer from Water & Sewer Fund	-	-	1,750,000	1,750,000	-
381600	Transfer from Capital Imprv. Fund	774,400	-	-	-	-
381700	Transfer from Street Imprv. Fund	-	-	-	-	40,000
382100	Bond Proceeds - Parking Garage	-	-	-	-	6,500,000
389900	Carryover - Unused Funding from PY	-	-	-	1,374,400	2,416,380
<b>TOTAL CRA REVENUE</b>		<b>\$ 2,373,373</b>	<b>\$ 2,524,142</b>	<b>\$ 5,644,557</b>	<b>\$ 7,057,440</b>	<b>\$ 12,565,740</b>

# COMMUNITY REDEVELOPMENT AGENCY

630080					AMENDED	BUDGET
EXP		ACTUAL	ACTUAL	ESTIMATE	BUDGET	AMOUNT
CODE	CLASSIFICATION	FY17-18	FY18-19	FY19-20	FY19-20	FY20-21
41111	Dept Head Salaries	-	-	38,000	38,000	39,130
41210	Regular Exempt Salaries	19,885	18,874	42,430	42,430	42,430
42111	Social Security Matching	1,279	532	5,860	5,860	6,240
42211	Florida Retirement System	1,430	595	11,500	11,500	13,540
42311	Health Insurance	2,613	970	10,800	10,800	11,320
42312	Life Insurance	10	2	70	70	80
42313	Accidental Death & Disab Insurance	1	1	30	30	40
42426	Workers Comp - Clerical (8810)	39	36	180	180	210
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$ 25,257</b>	<b>\$ 21,010</b>	<b>\$ 108,870</b>	<b>\$ 108,870</b>	<b>\$ 112,990</b>
43111	City Attorney Services	-	-	39,600	39,600	39,600
43181	Professional Servcies - Planning	48,951	51,136	45,000	45,000	80,000
43199	Professional Services - Misc	30,211	10,431	15,000	15,000	-
43422	Advertising & Marketing	4,118	8,428	83,000	83,000	50,000
43461	Main Street Activities	7,500	3,750	5,625	15,000	25,000
43499	Contractual Services - Misc	12,070	60,897	-	11,700	73,000
44011	Travel & Training	163	150	240	6,000	5,000
44121	Telephone - Local	25	26	-	-	-
44134	Data Lines	252	284	2,500	1,000	2,500
44211	Postage	96	488	250	5,000	2,000
44311	Electric - City Facilities	5,994	6,835	8,000	8,000	-
44331	Trash Removal	127	127	8,780	8,780	1,000
44351	Water & Sewer - City	7,154	5,632	5,500	5,500	2,000
44373	Street Light Fee	821	829	770	770	300
44381	Stormwater Assessment	3,643	2,536	3,260	3,260	1,500
44521	Building & Contents Insurance	14,657	16,974	21,000	21,000	10,000
44611	Maintenance & Repairs - Bldg & Grounds	7,005	12,112	6,500	6,500	5,000
44612	Maintenance & Repairs - Hacienda Hotel	1,257	-	-	2,000	-
44613	Maintenance & Repairs - Bus Incubator	-	3,228	3,000	3,000	-
44799	Printing & Binding - Misc.	307	-	5,000	5,000	5,000
44952	Redevelopment Incentives	268,056	160,508	200,000	200,000	300,000
44953	Residential Incentives	43,931	37,005	100,000	100,000	-
44999	Other Current Charges - Misc	9,189	6,165	5,000	10,000	5,000
45111	Office Supplies - General	-	-	1,000	1,000	1,000
45411	Dues & Memberships	-	159	1,000	1,300	1,000
<b>TOTAL OPERATING</b>		<b>\$ 465,527</b>	<b>\$ 387,700</b>	<b>\$ 560,025</b>	<b>\$ 597,410</b>	<b>\$ 608,900</b>
46233	Building Improvements - Hacienda Hotel	-	-	20,000	20,000	-
46343	Neighborhood Improvements	-	-	-	100,000	-
46352	Tax Rebate Program	-	-	-	-	1,904,000
46353	Main Street Landings Incentives Program	-	-	737,500	737,500	368,750
46399-1	Railroad Square Improvements	-	12,247	-	127,310	100,000
46399-2	Boat Ramp Improvements	-	-	3,850	75,000	-
46399-3	Neighborhood Alley Improvements	-	-	-	54,220	-
46399-4	Bicycle Trail Improvements	-	-	1,460	25,000	-
46399-5	Streetscape Improvements	-	-	-	-	50,000
46399-6	Property Assemblage	-	-	135,471	887,500	-
46399-7	Neighborhood Reviatlization	-	-	-	100,000	75,000
46399-8	Parking Lot Imprv. - Nebraska Ave.	-	-	-	600,000	-
46399-9	US Hwy 19/Main St. Gateway Project	-	-	17,000	17,000	200,000
46399-10	Sims Park Perimeter Landscaping	-	-	-	-	75,000
46399-11	Parking Garage Structure	-	-	-	-	6,500,000

# COMMUNITY REDEVELOPMENT AGENCY

630080 EXP CODE                      CLASSIFICATION		ACTUAL FY17-18	ACTUAL FY18-19	ESTIMATE FY19-20	AMENDED BUDGET FY19-20	BUDGET AMOUNT FY20-21
<b>TOTAL CAPITAL</b>		<b>\$ -</b>	<b>\$ 12,247</b>	<b>\$ 915,281</b>	<b>\$ 2,743,530</b>	<b>\$ 9,272,750</b>
49151	Transfer to General Fund - Administrative	250,000	315,870	375,620	375,620	376,110
49151	Transfer to General Fund - Repayment	-	-	-	-	619,310
49152	Transfer to General Debt Service Fund	887,760	886,890	887,640	887,640	1,575,680
49159	Transfer to W&S Revenue	-	389,880	1,750,000	1,750,000	-
<b>TOTAL TRANSFERS</b>		<b>\$ 1,137,760</b>	<b>\$ 1,592,640</b>	<b>\$ 3,013,260</b>	<b>\$ 3,013,260</b>	<b>\$ 2,571,100</b>
401584						
49421	Reserves - Contingency	-	-	-	594,370	-
<b>TOTAL RESERVES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 594,370</b>	<b>\$ -</b>
		<b>\$ 1,628,544</b>	<b>\$ 2,013,597</b>	<b>\$ 4,597,436</b>	<b>\$ 7,057,440</b>	<b>\$ 12,565,740</b>

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM COMMUNITY REDEVELOPMENT AGENCY

EXP CODE	CLASSIFICATION	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
46352	<i>Tax Rebates</i>					
	Tax Rebates on Development Projects	1,904,000	-	-	-	-
	<b>TOTAL</b>	<b>1,904,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
46353	<i>Incentive Programs</i>					
	Main Street Landings Incentive Program	368,750	368,750	-	-	-
	<b>TOTAL</b>	<b>368,750</b>	<b>368,750</b>	<b>-</b>	<b>-</b>	<b>-</b>
46399	<i>Improvement Other Than Buildings</i>					
4001	Railroad Square Improvements	100,000	560,000	510,000	-	-
4004	Bicycle Trail Improvements	-	-	100,000	100,000	100,000
4005	Streetscape Improvements	50,000	50,000	125,000	125,000	125,000
4006	Property Assemblage	-	-	100,000	100,000	100,000
4007	Neighborhood Revitalization	75,000	50,000	50,000	50,000	50,000
4009	U.S Hwy 19/Main St. Gateway Project	200,000	-	-	-	-
4010	Sims Park Perimeter Landscaping	75,000	-	-	-	-
4011	Parking Garage Structure	6,500,000	50,000	50,000	50,000	50,000
4012	Cotee River Connection Project	-	-	50,000	50,000	-
4013	Network Upgrades in Downtown Area	-	-	50,000	50,000	-
4014	Neighborhood Improvements	-	-	100,000	100,000	100,000
	<b>TOTAL</b>	<b>7,000,000</b>	<b>710,000</b>	<b>1,135,000</b>	<b>625,000</b>	<b>525,000</b>

**DIVISION TOTAL    \$ 9,272,750    \$ 1,078,750    \$ 1,135,000    \$ 625,000    \$ 525,000**





# NEW PORT RICHEY

5919 MAIN STREET . NEW PORT RICHEY, FL 34652 ■ 727.853.1016

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**TO:** Members of the Community Redevelopment Agency

**FROM:**

**DATE:** 9/22/2020

**RE:** Communications

**REQUEST:**

**DISCUSSION:**

**RECOMMENDATION:**

**BUDGET / FISCAL IMPACT:**

**ATTACHMENTS:**

Description

Type

No Attachments Available