



**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  
November 16, 2021  
IMMEDIATELY FOLLOWING THE REGULAR CITY COUNCIL MEETING

---

**MINUTES**

**ORDER OF BUSINESS**

1 Call to Order - Roll Call

The meeting was called to order by Chairman Rob Marlowe at p.m. Those in attendance were Director Chopper Davis, Director Altman, Director Murphy and Director Peters.

Also in attendance were Executive Director Debbie Manns, City Attorney Timothy Driscoll, City Clerk Judy Meyers, Finance Director Crystal Feast, Fire Chief Chris Fitch, Public Works Director Robert Rivera, Library Director Andi Figart, Parks and Recreation Director Kevin Adams, Technology Solutions Director Bryan Weed, Economic Development Director Chuck Valdez and Lt. Joe Pascalli.

2 Approval of October 19, 2021 CRA Meeting Minutes - Page 2

Motion was made to approve the minutes as presented.

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

3 Consent Agenda: a. Consideration of Year-End Amendment to the FY2021 Adopted Budget - Page 5

Finance Director Feast presented the item to Council. She stated that the CRA received more Tax Increment Funding than originally budgeted. The original budgeted amount was calculated based on the anticipation of the removal of two neighborhoods from the CRA's jurisdiction. However, the removal of these two neighborhoods were not completed before the TIF was officially calculated. She stated that this resulted in the CRA receiving more TIF than originally budgeted. The budget amendment also includes the recognition of interest revenue that was not originally budgeted for. Motion was made to accept the Consent Agenda.

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

4 Commercial Real Estate Redevelopment Grant Agmt. RE: Zen Kitchen & Bar - Page 7

Executive Director Manns introduced the item to the Board. She stated that the purpose of this

agenda item was to authorize the Executive Director to enter into a Commercial Real Estate Redevelopment Grant Agreement in the amount of \$280,400.00 related to the Zen Kitchen and Bar at 6229 Grand Boulevard. The total expenditure of project costs by the applicants will exceed \$1,000,000 qualifying them for participation in the Commercial Real Estate Redevelopment Grant Program which provides greater latitude for assistance based on the value of the project to the Community Redevelopment Agency (CRA).

There are two forms of assistance being recommended are as follows:

- Rehabilitation Grant - a \$200,000.00 grant to be administered on a project expenditure reimbursement basis and to be made payable in four equal installments of \$50,000.00.
- Lease Subsidy - a subsidy in the amount of \$3,350.00 to be applied to the lease payment on the property for a two-year period of time.

The economic development package as described above is financially consistent with the economic development incentive packages that have been offered on other large scale redevelopment projects in the city and it is in alignment with the broader economic development objectives of the CRA. Upon opening the floor to public comment, Dan Holbeck, 5614 Red Snapper Ct., NPR came forward to ask when the \$50k payments would be made. Executive Director Manns stated the payments would be made based on the expenditures. The payments would be made throughout the construction phase. With no one else coming forward Chairman Marlowe returned the floor to the Board. Director Davis stated that there have been many establishments in that location over the years. Mr. Patel said Chef Victor has been around for 18 years and has a loyal following. Motion was made to approve the item as presented.

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

5 2021 Bicycle/Pedestrian Bridge Feasibility Study - Page 34

Executive Director Manns introduced Public Works Director Robert Rivera who then presented the item to the Board. He stated that the purpose of this agenda item was to approve a proposal submitted by S&ME, Inc. in the amount not to exceed \$88,425 for the completion of the US Hwy 19/Marine Pkwy Bicycle/Pedestrian Bridge Feasibility Study. As the Board of Directors are aware, S&ME, Inc. was selected by staff during the RFQ process and approved by the Board as the number one ranked consultant for staff to enter into fee negotiations for the completion of the pedestrian bridge feasibility study. Over the course of the last month, negotiations have taken place and a final draft proposal has been completed. Deliverables included in the task order are meetings with City staff and CRA Board of Directors, site analysis and data collection, implementation strategy with approximate costs associated with two overhead crossing configurations and one at grade configuration and finally a draft and final feasibility study report. 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 Matt Murphy. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Peters

6 Parking Structure – Project Close Out - Page 42

Executive Director Manns introduced Public Works Director Robert Rivera who then presented the item to the Board. He stated that the purpose of this agenda item was to approve a final pay request in the amount not to exceed \$276,158.18 from Kokolakis Contracting for the completion of the parking structure project. The total cost for the project is \$6,500,000. Construction began on February 18, 2021. Subsequent to the project's completion, 350 vehicle parking spaces are available to the public. Of the 350 vehicle parking spaces, eight electric vehicle charging stations capable of expanding to 16 have been installed. 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 Pete Altman. The Motion Passed. 5-0. Ayes: Altman, Davis, Marlowe, Murphy, Peters

7 Communications

None.

8 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 9:35 p.m.

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

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

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