



**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  
August 2, 2022  
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 8:42 p.m. Those in attendance were Director Mike Peters, Director Matt Murphy and Director Kelly Mothershead. Director Peter Altman participated via electronically and joined at 8:45 p.m.

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

2 Approval of July 19, 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. 4-0. Ayes: Marlowe, Mothershead, Murphy, Peters Absent: Altman

3 Review of the FY2022-2023 Proposed Budget - Page 5

Executive Director Manns introduced the item to the Board. She stated that the purpose of this agenda item was to review the proposed budget for the upcoming fiscal year. She then introduced Finance Director Crystal Feast who then presented the proposed budget to the Board. Mrs. Feast began her presentation by highlighting the organizational chart. She then highlighted the revenue sources. The total estimated revenue is \$8,879,910. Personnel services included 25% of the City Manager's salary and a full-time marketing manager. There will be a transfer from the CRA to the General Fund to cover the DART driver salaries and parking structure operating expenses. Operating expenses totaled \$2,023,780. Changes included an increase in ads/marketing, a decrease in redevelopment incentives, and property assemblage increased. Capital projects included downtown area improvements, streetscape improvements and the Main Street entryway. The transfers out totaled \$3,353,350. Transfers were to the General Fund for administrative services and parking structure

expenses. The other transfers were for debt service and CRA loan from the General Fund. Upon opening the floor to public comment, no one came forward therefore Chairman Marlowe returned the floor to the Board. Executive Director Manns thanked Director Altman that by suspending regular meetings it will allow for her to devote more time to overseeing the implementation of certain Capital Projects. There were various reasons that projects did not move forward. She stated she could provide quarterly updates moving forward. Motion was made to approve the proposed budget as presented. Motion made by Matt Murphy and seconded by Mike Peters. The Motion Passed. 5-0. Ayes: Altman, Marlowe, Mothershead, Murphy, Peters

4 Communications

None.

5 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 9:01 p.m.

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

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

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