



**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  
March 18, 2025  
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 Chopper Davis at 7:15 p.m. Those in attendance were Director Matt Murphy, Director Peter Altman and Director Bertell Butler, IV. Director Kelly Mothershead was excused.

Also in attendance were Executive Director Debbie L. Manns, City Attorney Timothy Driscoll, City Clerk Judy Meyers, Fire Chief Chris Fitch, Assistant Public Works Director Colin Eichenmuller, Police Chief Bob Kochen, Library Director Andi Figart, Assistant Parks & Recreation Director Kevin Trapp, Community and Development Director Dale Hall, Assistant Finance Director Heather Saienni, Technology Solutions Director Leanne Mahadeo, and Human Resources Director Arnel Wetzel.

2 Approval of October 1, 2024 CRA Meeting Minutes - Page 2

Motion was made to approve the minutes as presented.

Motion made by Matt Murphy and seconded by Pete Altman. The Motion Passed. 4-0. Ayes: Altman, Butler, Davis, Murphy Absent: Mothershead

3 Memorandum of Understanding with New Port Richey Main Street, Inc. - Page 5

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 Memorandum of Understanding with New Port Richey Main Street, Inc. She stated in order to memorialize certain terms and responsibilities as it relates to the administration of the New Port Richey Main Street Program, a Memorandum of Understanding has been drafted for your review and consideration. The proposed agreement affirms the importance of a four point program approach and sets forth the performance requirements for both parties. If approved, the Memorandum of Understanding will be for a term of one year effective as of October 1, 2024 and will expire on September 30, 2025. As the Board of Directors will recall, the amount of funding for New Port Richey Main Street was increased from \$25,000 to \$50,000 and approved by the Board when the FY 24/25 CRA Annual Budget was approved on October 1, 2024. Upon opening the floor to public comment, no one came forward

therefore Chairman Davis returned the floor to the Board. Director Altman spoke regarding the changes in the CRA law in 2018. He stated the activities in the report should be under the CRA law. He stated the four points should be vetted. Chairman Davis stated he would like to see the representatives come and make a quarterly presentation to the Board. Motion was made to approve the item as presented.

Motion made by Bertell Butler and seconded by Matt Murphy. The Motion Passed. 4-0. Ayes: Altman, Butler, Davis, Murphy Absent: Mothershead

4 Approval of FY2024 Annual Report - Page 13

Executive Director Manns introduced the item to the Board. She stated that the purpose of this agenda item was to review and approve the CRA Annual Report. She stated that Florida Statute 163.371 requires that a Community Redevelopment Agency (CRA) shall file an annual report with the county that created the agency and publish the report on the agency's website. The report must include certain financial information and performance data for each plan authorized, administered, or overseen by the CRA. She stated the CRA's responsibility is to plan, coordinate, and facilitate efforts to attract, retain and grow businesses within its boundaries.

Executive Director Manns then presented the detailed report. She began her presentation by stating the purpose of the report. She then highlighted the major projects including the Aqua Harbor Project, Villa del Sol Project, Seafire Grill & Sunset Cove Grill & Bar, and the Estuary & Studio NPR. She then spoke regarding business and incentive grants. She then highlighted the Capital Projects which included the US 19/Main Street Gateway Project, Railroad Square Improvements, property assemblage and streetscape improvements. Executive Director Manns then spoke regarding redevelopment projects along the US 19 corridor including the Magnusson Hotel, Anchors at Gulf Harbors, Town & Country Subdivision, and the former SunTrust and River Road properties. She then highlighted downtown area improvements including Railroad Square, the corner of Main Street and Bank Street, Grand Blvd. Bump Out Program and Multi-Use Path Project. She then highlighted projects in the Palm District including mid-block pedestrian crossing and streetscape improvements. Executive Director Manns then spoke regarding the Marine District projects including Villa del Sol and the former Schwettman Education Center. Finally, Executive Director Manns highlighted the financial reporting which included Tax Increment Financing, revenues, expenditures, assets, liabilities and fund balance. She stated the SunTrust property is paid off and the City is due to close on the Riverside Inn property on April 17, 2025.

Director Altman stated that the SunTrust/Acorn property and the boat ramp property should be let at the same time. He spoke about the walk around through the Acorn property and along the waterfront to the park strategy. He stated the mid-block crossing may not be needed if a pathway under the bridge would be created. Director Altman stated the equity hole was due to the First Baptist property and one of the General Fund payoff note. Director Altman asked whether the senior housing project received CRA assistance Executive Director Manns stated they did receive CRA and tax assistance and it will be held in the developer's name so it will be on the tax rolls. Director Altman spoke about the Redevelopment Agreement with Royal Five Hospitality and stated he did not see it come back to the Board. Director Butler spoke regarding Missouri Avenue and the Red Cross building as well as the old Boulevard building. He also spoke regarding residential grants. Executive Director Manns stated it has to be in the plan to be an eligible activity. The updated plan includes more residential incentives. Director Murphy stated he is looking forward to the marina project as it will be a huge benefit for US Highway 19. He asked about dates for Railroad Square and Executive Director Manns stated we will receive a GMP that will allow us to make a recommendation to the Board at the April 15th meeting. She stated some meetings still need to occur with some of the property owners. Director Altman spoke briefly about Commissioner Mariano and the Town & Country Villas project.

Upon opening the floor to public comment, no one came forward therefore Chairman Davis returned the floor to the Board. Motion was made to approve the item as presented.

Motion made by Pete Altman and seconded by Bertell Butler. The Motion Passed. 4-0. Ayes: Altman, Butler, Davis, Murphy Absent: Mothershead

5 Adjournment

There being no further business to consider, upon proper motion, the meeting adjourned at 8:11 p.m.

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

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

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