



Community Redevelopment Agency Board Meeting
Tuesday, December 14th, 2021 at 7:00 PM
Immediately Following the 12.14.21 City Council Meeting

TO THE MEMBERS OF THE CRA BOARD OF PORT RICHEY, FLORIDA

TO THE CITY MANAGER, CITY CLERK, DEPARTMENT HEADS, AND CITY ATTORNEY OF SAID CITY

Notice is hereby given that a Regular Meeting of the Community Redevelopment Agency Board of Port Richey, Florida will be held at after the City Council Meeting on Tuesday, December 14th, 2021, at City Hall, 6333 Ridge Road, Port Richey, Florida.

CALL TO ORDER – Chairman Scott Tremblay

PLEDGE OF ALLEGIANCE - Chairman Scott Tremblay

ROLL CALL – Ashlee McDonough, City Clerk

APPROVE BOARD MINUTES

1. 08.10.21 CRA Meeting Minutes, 08.24.21 CRA Meeting Minutes, and 09.23.21 CRA Budget Hearing Minutes

COMMENTS FROM THE GENERAL PUBLIC

COMMENTS FROM THE CITY MANAGER

COMMENTS FROM THE BOARD

AGENDA

BOARD BUSINESS

2. Approval of Phase 1 Construction Cost Estimates

OLD BUSINESS

ADJOURN

If a person decides to appeal any decision made by a board or council with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-816-1900 Ext. 175 or fax a written request to 727-816-1916 with a twenty-four (24) hour notice.

File Attachments for Item:

1. 08.10.21 CRA Meeting Minutes, 08.24.21 CRA Meeting Minutes, and 09.23.21 CRA Budget Hearing Minutes



Community Redevelopment Agency Meeting
Tuesday, August 10th, 2021 at 7:00 PM

MINUTES

CALL TO ORDER - Chairman Scott Tremblay

PLEDGE OF ALLEGIANCE – Chairman Scott Tremblay

ROLL CALL – Ashlee McDonough, City Clerk

PRESENT

Chairman Scott Tremblay
Member William Dittmer
Member Jennie Sorrell

ABSENT

Member Todd Maklary
Member Tom Kinsella

APPROVE BOARD MINUTES

1. 06.08.21 CRA Minutes and 07.01.21 CRA Special Meeting minutes.

A motion was made to approve the 06.08.21 CRA minutes and the CRA Special Meeting minutes.

The motion was made by Member Dittmer and seconded by Member Sorrell.
Voting Yea: Chairman Tremblay, Member Dittmer, and Member Sorrell

ANNOUNCEMENTS

No announcements were made from the board at this time.

COMMENTS FROM THE GENERAL PUBLIC

No comments from the general public at this time.

COMMENTS FROM THE BOARD

No comments from the board were made at this time.

AGENDA

AGENCY BUSINESS

2. Discussion to schedule and advertise upcoming quarterly CRA dates.

The City Manager introduced to the Board four (4) required quarterly Community Redevelopment Agency (CRA) meeting dates for the next fiscal year. The proposed dates are December 14th, 2021, March 8th, 2022, June 14th, 2022, and September 13th, 2022.

A motion was made to approve the four (4) quarterly dates of December 14th, 2021, March 8th, 2022, June 14th, 2022, and September 13th, 2022.

The motion was made by Member Sorrell and seconded by Member Dittmer.
Voting Yea: Chairman Tremblay, Member Dittmer, and Member Sorrell

ADJOURN

A motion was made to adjourn the 08.10.21 Community Redevelopment Agency (CRA) meeting.

The motion was made by Member Sorrell and seconded by Member Dittmer.
Voting Yea: Chairman Tremblay, Member Dittmer, and Member Sorrell

Submitted By:

Approved By:



Community Redevelopment Agency Board Budget Hearing
Thursday, September 23, 2021, at 5:30 PM

MINUTES

CALL TO ORDER - Chairman Scott Tremblay

PLEDGE OF ALLEGIANCE – Chairman Scott Tremblay

ROLL CALL – Ashlee McDonough City Clerk

APPROVE BOARD MINUTES

1. 09.09.21 Community Redevelopment Agency Board Budget Hearing Minutes

A motion is made to approve the 09.09.21 Community Redevelopment Agency (CRA) Budget Hearing minutes.

The motion was made by Member Sorrell, and seconded by Member Kinsella.
Voting Yea: Chairman Tremblay, Member Dittmer, Member Sorrell, and Member Kinsella

COMMENTS FROM THE GENERAL PUBLIC

No comments from the general public at this time.

COMMENTS FROM THE BOARD

Vice Mayor Dittmer asked the City Manger if there has been any updates on the Community Redevelopment Agency (CRA) audit. The City Manager advised the Council that there has been no new updates at this time.

AGENDA

AGENCY BUSINESS

2. Resolution No. 21-06 - Community Redevelopment Agency (CRA) Budget Item:

City Attorney James Mathieu read the title of Resolution No. 21-06.

A motion is made to approve Resolution No. 21-06 - Community Redevelopment Agency (CRA) FY 21-22 Budget.

The motion was made by Member Dittmer, and seconded by Member Kinsella.
Voting Yea: Chairman Tremblay, Member Dittmer, Member Sorrell, and Member Kinsella

ADJOURN

A motion is made to adjourn the 09.23.21 Community Redevelopment Agency (CRA) Board Budget Hearing.

The motion was made by Member Kinsella, and seconded by Member Dittmer.
Voting Yea: Chairman Tremblay, Member Dittmer, Member Sorrell, and Member Kinsella

Submitted By:

Approved By:



Community Redevelopment Agency Meeting
Tuesday, August 24th, 2021 at 6:30 PM

MINUTES

CALL TO ORDER - Chairman Scott Tremblay

PLEDGE OF ALLEGIANCE – Chairman Scott Tremblay

ROLL CALL – Ashlee McDonough, City Clerk

City Clerk Ashlee McDonough is absent. Operations Manager Sal Licari documented the roll call for the 08.24.21 City Council meeting.

PRESENT

Chairman Scott Tremblay

Member William Dittmer

Member Jennie Sorrell

Member Todd Maklary

Member Tom Kinsella - Communications Media Technology

APPROVE BOARD MINUTES

No Board minutes to approve at this time.

ANNOUNCEMENTS

No announcements were made at this time.

COMMENTS FROM THE GENERAL PUBLIC

No comments from the general public at this time.

COMMENTS FROM THE BOARD

Mayor Tremblay asked if the update that will be given by Ayres Associates would be given at the Community Redevelopment Agency (CRA) or the City Council Regular Meeting. The City Manager advised that this is an update presentation only to be given at the City Council Meeting.

AGENDA

AGENCY BUSINESS

City Attorney James Mathieu presented and read Resolution 21-04 to the City Council. He discussed timelines moving forward if the resolution is passed.

A motion is made to approve Resolution 21-04 a Community Redevelopment Agency (CRA) the boundary change of the Harbor Pointe subdivision.

The motion was made by Member Maklary, Seconded by Member Dittmer.

Voting Yea: Chairman Tremblay, Member Dittmer, Member Sorrell, Member Maklary, Member Kinsella

OLD BUSINESS

The Board had no old business for discussion.

ADJOURN

A motion is made to adjourn the 08.24.21 Community Redevelopment Agency Board meeting.

The motion was made by Member Maklary and seconded by Member Dittmer.

Voting Yea: Chairman Tremblay, Member Dittmer, Member Sorrell, Member Maklary, and Member Kinsella

Submitted By:

Approved By:

File Attachments for Item:

**2. Port Richey
Community Redevelopment Agency Regular Meeting**

ITEM NO: 2

DATE: 12.14.2021

SUBJECT: Approval of Phase 1 Construction Cost Estimates

AGENDA SECTION: CRA Board Business

RECOMMENDED BOARD ACTION:

Motion to approve Ayres Associates Engineering to develop bids for construction of Phase I **BACKGROUND SUMMARY:**

The Community Redevelopment Agency (CRA) Board engaged Ayres Associates Engineering to create a conceptual plan for the Cotee River Landing area which has been completed and presented to the board. Subsequent to that conceptual plan the board directed Ayres Associates Engineering to develop cost estimates for Phase 1 which is now complete (see attached). The next steps would include approval for Ayres Associates Engineering to proceed with the development of bid packages to begin construction of Phase I elements.

FISCAL IMPACT/COST/REVENUE STATEMENT:

Ayres Associates Engineering Preliminary Estimate of Probable Construction Cost - \$997,500. Construction costs would be funded from CRA funds currently available.

ATTACHMENT(S):

1. Financial Management Plan, City of Port Richey CRA, Phase 1, Preliminary Estimate of Probable Construction Cost

Financial Management Plan

City of Port Richey - Keys at Cotee River - Phase I

Preliminary Estimate of Probable Construction Cost



	Pay Item Description	Conversion Values			Total (\$)
		Units	Quantity	Unit Cost	
1	Division 01 - General Requirements (Mobilization, Demobilization, Bonds, & Construction Permits)	LS	1	\$75,000.00	\$75,000.00
2	Division 02 - Existing Conditions (Demolition, Erosion & Sedimentation Controls)	LS	1	\$25,000.00	\$25,000.00
3	Division 10 - Specialties (Traffic Signage)	LS	1	\$42,000.00	\$42,000.00
4	Division 26 - Electrical (Lighting Poles)	LS	1	\$330,000.00	\$330,000.00
5	Division 31 - Earthwork (Site Clearing, Earth Moving)	LS	1	\$56,000.00	\$56,000.00
6	Division 32 - Exterior Improvements (Curbs, Gutters, Sidewalks, & Driveways, Topsoil, Tree & Shrub Preservation, Pavement Marking)	LS	1	\$220,000.00	\$220,000.00
7	Division 33 - Utilities (Utility Relocation)	LS	1	\$50,000.00	\$50,000.00
SUB-TOTAL					\$798,000.00
8	Miscellaneous Work & Clean Up		10%		\$79,800.00
9	Contract Contingency (15% of Construction Cost)		15%		\$119,700.00
TOTAL					\$997,500.00