

**DRAFT**  
**COMMUNITY REDEVELOPMENT AGENCY**  
**PALMETTO, FLORIDA**  
**ADVISORY BOARD MEETING**


516 - 8<sup>th</sup> AVENUE WEST  
CITY HALL – COMMISSION CHAMBERS 5:30 PM

**Board Members Present:**

**Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith**

**Staff and Others Present:**


Jeff Burton, CRA Interim Administrator  
Mark Barnebey, City Attorney (arrived at 5:40 PM)  
Beverly Minnix, Executive Assistant  
Chief Garry Lowe, Palmetto Police Department)  
Lt. Scott Tyler, Palmetto Police Department

 Chairman Smith called the meeting to order at 5:32 PM. A moment of silence was observed; followed by the Pledge of Allegiance.

 **Approval of Minutes** – November 10, 2009 (Attachment A)


**MOTION: Approve Minutes of November 10, 2009 CRA Advisory Board Meeting.**

**Moved by Betty Ann Price, Seconded by Nick Costides.**

 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).  
**Yes:** Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

**OLD BUSINESS**

**Special Policing District** – (Attachment B)


 **Discussion:** Mr. Burton advised the Advisory Board that the Map of attachment B reflects the boundary on 7<sup>th</sup> Street West and the boundary should be moved further north to 10<sup>th</sup> Street West. Mr. Burton introduced Chief of Police Garry Lowe and Lt. Scott Tyler who will be available for any questions that the

Advisory Board may have. Chief Lowe also stated that he and Lt. Tyler were there to answer any questions or concerns. Lt. Tyler is the Administrative Bureau Commander for the Police Department. Chief Lowe stated that the Palmetto Police Department has the philosophy of community policing and supports the establishment of a Special Policing District. Chairman Smith then opened the floor for discussion. Ms. Price inquired as to how the Police Department came to determine the stated location as the first. Chief Lowe stated that they looked at several areas within the City. There had been a homicide in the area in 2008.November. Chief indicated that the Department wanted to start in an area that is a little slower paced zone than the others. In reviewing with Police Staff, they felt the location on 9<sup>th</sup> Street was a good place to start. Mr. Mollanazar posed questions to Chief Lowe and Lt. Tyler relative to homicides and their relevancy to selecting the pilot area or zones. Lt. Tyler further described the location of the various zones. The area of the CRA does not completely coincide with the City's zones but comes very close. Lt. Tyler further expounded on homicides. Since January of 2000, there have been 5 homicides in the City. Mr. Mollanazar apologized to the Chief and Lt. Tyler and opined that he influenced their attendance due to crime that Mr. Mollanazar has experienced with his business in the City but stands firm that there are high crime areas that should be targeted first. Lt. Tyler confirmed that Zone 2 is the highest crime area in the City. Chairman Smith spoke to the issue of building trust within the community. Mr. Smith additionally stated that there needed to be a location that could be used by the Police Department to maintain confidentiality and intelligence and the proposed location will work well with that and is a willing participant. Others in the community would like to participate but are not willing to go on record for fear of retaliation. Mr. Mollanazar responded with an inquiry as to the difference of the proposed location and a crime location taking place and the location of the Police Department. Chief Lowe clarified with the Advisory Board that regardless of the location of a Police Substation, there are only 36 officers in the Department and there is not sufficient personnel to staff a substation. The Substation would be a community out reach facility to conduct targeted organized events. Mr. Costides inquired as to what start up costs would be. Lt. Tyler indicated that start up costs would be minimal. Discussion ensued about the facility and its amenities. Lt. Tyler supported the type of facility proposed. Churches are typically perceived by the community as a neutral location. Mr. Costides also requested quarterly report of activities at the location. Ms. Price inquired as to the permanency of the facility, versus mobility, versus rotational locations. Chief Lowe stated that after having this facility set up and running, it is very probable that other entities will want to participate. Lt. Tyler also apprised the Advisory Board of a couple of crime statistics. Almost 90% of the time the victims of crime are migrants. We need a way to reach this population to minimize this victimization. Chief reiterated the need to build trust in the community. Mr. Mollanazar requested that, if possible, that the next substation be located north of 10<sup>th</sup> Street. He agreed to support this pilot substation. Mr. Burton apprised the Advisory Board that there were sufficient funds allocated in the budget to accommodate a second substation. Mr. Burton indicated the GIS Specialist would be coordinating with Lt. Tyler to obtain data. Mr. Costides opined that perhaps we got the "cart before

the horse" versus the Police Department requesting what they would like to do and then going from there. Ms. Price inquired as to whether or not the proposed


location complied with building code. Chief Lowe opined the need for the Department to get closer to the community to lower crime and keep citizens safe and he was extremely supportive of the Police Substation Initiative. Discussion ensued regarding citizens not being comfortable going to the Police Station. Ms. Price stated that she shared Mr. Costides' opinion that the introduction of the project to the CRA Advisory Board was not handled in the most efficient manner. Ms. Price stated that she was trying to understand what criteria was used to select the church as the proposed location. Mr. Smith proceeded to explain his knowledge of the location and the respective pastor. Mr. Smith apprised everyone of his education and experience in law enforcement. Discussion ensued about the process by which the location was selected and the Advisory Board being informed. Chief Lowe assured the Advisory Board that if no benefit is derived from the proposed location, they will recommend an alternative location. Ms. Price queried about the feasibility of a truly mobile substation. Lt. Tyler opined based upon the size of our City and resources, we do not have the need for a "mobile unit". Lt. Tyler described several measures of success. Mr. Burton introduced Bill Strollo, Code Enforcement for the City. Mr. Burton informed the Advisory Board that the Police Department & Code Enforcement will be coordinating with each other as we implement our Maintenance Storefront Program which is to be discussed later in the meeting. Mr. Burton further outlined that program. Mr. Burton also stated that a residential program should be forthcoming in the next couple of months. Mr. Mollanazar opined how we were to go thru the process of setting up the agreement for the substation and supporting documentation for the approval of same. Discussion ensued regarding required recommendations and/or approvals for the expenditures. Mr. Burton went on record to say that authorization thru the state statute #163 and the safe neighborhood program had been previously provided and offered to re-circulate that information. Mr. Costides opined his understanding of the statute but felt that we should have a specific plan to implement. Mr. Burton indicated that he would not be pursuing this initiative any further. Mr. Costides stated that the Advisory needs to be good stewards of the taxpayers' money and that the Police Department should bring forth a plan for the proposed substation. Mr. Burton stated he would ask the Police Department to do so. Mr. Smith opined that we had no authority to dictate to the Police Department for such action. Mr. Costides opined that if the Police Department is requesting money for the substation, they should have a plan. Mr. Burton and Mr. Smith stated that the Police Department already receives over 1 million dollars of TIF money. Mr. Costides questioned why this was even being brought to the Advisory Board for action. Mr. Costides further stated that if items are brought to the Advisory Board for action, then the Chair needed to respect the Advisory Board's ability to comment on the item. Mr. Smith stated that he respected comments to a certain point they start not to make any sense. Mr. Smith opined that Mr. Costides questioned the leadership of the Police Department. Mr. Costides stated that was not the case. Mr. Smith stated that Mr. Costides questioned the integrity of the Police Department and questioned Mr. Costides as

to why the Police Department should report to Mr. Costides. Mr. Costides again stated that was not the expectation. Mr. Smith stated that the Police Department only need report to the Mayor. Mr. Smith further stated that the Police Department did not have to submit any proposal to the Advisory. Mr. Costides inquired that if

that were the case then why has the Advisory Board spent so much time on the item. Mr. Smith then stated that Mr. Costides said that the lease was "not Straight". Mr. Costides indicated that he never said the lease was not straight and that everyone on the Board knew it was a draft to be worked on. Mr. Smith asked for assistance from the City Attorney outside of the meeting. Mr. Smith stated that he was beginning to feel like the make up of the Advisory Board was not in the best interest of the City. Discussion then ensued regarding the process by which the CRA Advisory Board Agenda is set up. Mr. Smith and Mr. Mollanazar opined their differences on how the agenda is handled. CRA staff informed the Advisory Board that agendas are delivered to all members on the same day. After continued discussion between Mr. Smith and Mr. Mollanazar, Mr. Smith asked for assistance from the Attorney to move the action along.  Mr. Barnebey stated his understanding of what the CRA Interim Administrator is asking for as follows: Approval of special policing district in the map area shown in the diagram in the agenda package and conceptually placing a substation at the designated location. A lease for the substation will need to come back to the Advisory Board for action when finalized. The CRA's authority is that in the statute. Some of what will come back to the CRA Advisory Board will be coordinated with the CRA Interim Administrator along with a more detailed plan as the plan is developed. Mr. Barnebey indicated that from the last meeting, the CRA Advisory Board had issue with the location of the placing a special policing district in this location. Mr. Barnebey opined that the CRA Advisory Board could give a recommendation on this as well as the location of the substation within the special policing district assuming that we can enter into a lease and it meets legal requirements. Mr. Burton had closing comments on this item by stating that the CRA is charged with removing slum and blight and that he is pursuing alternatives to do so with the Police Department and Code Enforcement in the commercial and residential sector. Mr. Burton recommended that the CRA move forward with these alternatives. Mr. Mollanazar stated the motion but had to modify stating the correct police zone for the pilot program. Ms. Price asked for clarification on the zone identifier as Mr. Mollanazar initially stated Zone 2. The correct zone is zone 1. Mr. Mollanazar also wanted to limit the lease term to 6 months with quarterly reporting of outreach activities. Mr. Costides interjected that shorting the lease was not necessary as there was a 60 day opt out clause in the lease. Mr. Barnebey asked for clarification on the boundaries of the targeted area in Zone 1. CRA staff stated that the diagram was marked up to 7<sup>th</sup> Street West and should reflect the boundary up to 10<sup>th</sup> Street West. Ms. Price inquired as to the 10<sup>th</sup> Street boundary as it relates to the Police Headquarters.

 **Motion: MOTION: Motion: Recommend to the CRA board the approval of establishing a Special Policing District within the geographic designation as**

to why the Police Department should report to Mr. Costides. Mr. Costides again stated that was not the expectation. Mr. Smith stated that the Police Department only need report to the Mayor. Mr. Smith further stated that the Police Department did not have to submit any proposal to the Advisory. Mr. Costides inquired that if

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 **Motion: MOTION: Motion: Recommend to the CRA board the approval of establishing a Special Policing District within the geographic designation as**

outlined in Attachment B, with the Northern boundary being extended to 10th Street West and to authorize the establishment of a police substation within the outlined area. This area is referred to as Zone #1 with quarterly reporting of the activity within the zone and activities conducted at the substation. Moved by Sia Mollanazar, Seconded by Nick Costides.,

 **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).  
**Yes:** Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

 **Storefront Grant Revision – Maintenance Program** (Attachment C)


**Discussion:** At the Advisory Board's request, Mr. Burton stated that we did not create a second program. we incorporated provisions for a temporary maintenance program into our existing program. Mr. Burton noted that there were a couple of items in the draft that appeared to be from a previous revision. Mr. Costides indicated that he only added to a document that he had on hand.. Mr. Burton advised the Advisory Board that the CRA Board approved funds to create a catalog that will include color palettes, fencing, lighting, signage, parking lots, and landscaping. Signage will be added later due to the fact that a new City wide sign ordinance is in the works. Code Enforcement and Police Department will work hand in hand to get properties back into compliance as well as utilize the CPTED (Crime Prevention thru Environmental Design). Mr. Burton stated that if the CRA was going to pay for the improvements, then the CRA has the right to have compliance with the guidelines. Mr. Burton wanted to increase the amount to \$10,000.00 of what the CRA will fund. The split will be 75% or \$10,000, whichever is less, funded by the CRA and 25% funded by the applicant. Discussion ensued regarding what the program should entail. Mr. Burton indicated that he was aware of several businesses that are awaiting this program. Discussion ensued as to other businesses that should be candidates for this program. Ms. Price stated that she attended the CRA Board meeting the evening before and the item approved by the CRA Board was the first that she had heard of the \$5,000 for the consultant. Ms. Price queried as to how the figure of \$5,000 was reached. Mr. Burton stated that he had contacted 2 architects for a general idea of what such a task would cost. Mr. Burton then added additional funds to accommodate additions/changes, printing, etc. Discussion ensued regarding the \$10,000 matching amount. Ms. Price inquired as to the whereabouts of the check list for the Storefront Façade Enhancement Program. CRA Staff advised Ms. Price that check list would remain as a part of the application as well as the need for a separate checklist for the proposed maintenance provision. Ms. Price also wanted to make sure that the upkeep of improvements be stated in the application. Mr. Barnebey interjected that the provision for upkeep should be modified to read, "failure of the owner. ." Additional discussion ensued.


 **Motion:** To recommend approval of the changes shown in red to the Facade Enhancement and to modify the agreement to reflect that failure of the owner to upkeep and/or maintain the improvements, the owner will be required to repay the funds to the CRA. Moved by Sia Mollanazar, Seconded by Nick Costides.


 **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).  
Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

## **NEW BUSINESS**


### **Bryant Miller & Olive** – (Attachment D)

 **Discussion:** Mr. Burton indicated that the City Attorney would address this issue. Mr. Barnebey gave a brief discussion of the invoice and that this is just a continuation of follow up items relative to the compliance audit. Discussion ensued regarding the difference between budget transfers and budget adjustments. Ms. Price opined her confusion relative to the consistency of what monetary items should require action by the Advisory Board versus the Administrator versus the CRA Board. This item was brought to the Advisory Board because it was not budgeted. Mr. Burton reviewed the budget procedure for funds allocated and funds not allocated. Both Mr. Burton and Attorney Barnebey opined that an invoice of this amount of \$89.59 probably did not need to come the Advisory Board for action.

 **Motion:** Moved by Sia Mollanazar, Seconded by Betty Ann Price to recommend to the CRA Board, approval of \$89.59 expenditure to Bryant Miller and Olive for payment of items relative to the CRA compliance audit.

 **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).  
Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

### **Mt. Carmel Community Resource Center** (Attachment E)

 **Mr. Burton** presented information on the activities of the Mt. Carmel Community Resource Center. Maps were provided reflecting areas for the various activities. The Center is located in the CRA. Some of the services provided by the Center are ESOL, GED, feeding the hungry. The Center currently rents the Emmet McCrae house for \$750.00. Shirley Pearson, Executive Director, came to the CRA to see if there was anything we could do to help them.

According to the statute, some services that they perform could help eliminate slum and blight economically by improving the workforce. Additionally, the plan allows for this type of assistance. We requested the Center to compile data of the services that they offer and to whom (no names). They maintain very accurate records. We geo coded the services provided and mapped for the Advisory Board review. Food is also distributed to the homeless. Inquiry was made to the Florida Redevelopment Association as to other municipalities with CRA's that are funding this type of program. Services provided matches with mission of the CRA. As a condition of this funding we would require the Center to market and provide the services inside the CRA. 7.8% of the GED program service was provided inside the CRA, 10.9% of the ESOL was in the CRA and 81% of the food distribution was in the CRA. Ms. Pearson provided overview of her

services. Mr. Burton requested the Advisory Board to consider recommending to the CRA Board approving funding a portion of the Center's rent with the requirement that more services are provided within the CRA. Mr. Burton introduced Ms. Shirley Pearson, Executive Director, Mt. Carmel Resource Center to the Advisory Board. Ms. Pearson described the daily programs such as daily, meals, Medicaid, food stamps, calling of other services, referrals to Manatee Glens, Salvation Army etc.; monthly programs such as the Jobs etc van 2 times per month, Meals on Wheels, Mayor's feed the hungry program; weekly programs involve ESOL thru MTI, GED adult basic education. They are looking to expand to include a computer class to help get to self sufficiency. Work with Seniors (MCAA) with light bills, weatherization issues working with FPL.

Mr. Costides inquired as to how much Mr. Burton was requesting. Mr. Burton stated his figure of \$500.00 per month \$100.00 for ESOL, \$100.00 for GED and \$400.00 for food. Mr. Burton did not request the full amount because he wanted to make sure that the Center is providing service for residents within the CRA. Mr. Costides applauded the efforts. Opined setting a precedent on providing funding for charitable organizations was a concern to him. Mr. Burton agreed with the concern.

Mr. Smith stated his support of the efforts and the work being done and we need to help the citizens and we do not need to penalize the center because her recipients are not in the CRA.

Ms. Pearson spoke to the diversity of the clients served. Approximately 40% are Hispanic, 40% are Black and 20% caucasian.

Mr. Smith opined relative to the fact that service to low income clients prevents crime.

Ms. Pearson also indicated that give the limited resources of the Center's clients, they are not able to travel outside of the area to get to MTI, etc. They are on foot, bicycles, etc.

Mr. Barnebey & Mr. Burton are to confer as to where in the statue and Palmetto's




CRA plan that allows us to fund this. Mr. Barnebey indicated action could be taken by the Advisory board subject to the validation of these 2 items. Mr. Mollanazar queried Mr. Barnebey of the feasibility of this being a contract. Mr. Barnebey said that was possible.


Ms. Price stated that she was “awe inspired and humbled” by the efforts of this organization. Ms. Price said that she had seen the operation personally. Ms. Price had difficulty in discerning the data and found discrepancies. Ms. Pearson clarified that some people in rooming houses, homeless and use the center address and use family member addresses. Ms. Pearson said a good number of clients are in rooming houses and have the same address. Ms. Price wanted to know where in the Florida State Statute #163 and how does funding this program fit in the statute?


Mr. Mollanazar suggested providing a copy of CEDC contract so that the Mt. Carmel could draft a simple contract for services to be provided to residents of the CRA and to provide reports accordingly. This contract would require legal review.

Mr. Costides inquired as to the precedent being set for other charitable organizations inclusive of churches.

Discussion ensued by all members of the Advisory Board relative to the nature of the services provided.

 **Motion:** Recommend approval by the CRA Board to fund \$6,000.00, payable monthly in \$500.00 increments. Contractual services are GED, ESOL & computer services to citizens of the CRA District Action: Approve, Moved by Sia Mollanazar, Seconded by Betty Ann Price.

 **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).  
Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

Attorney Barnebey's comments:  Mr. Barnebey informed the Advisory Board that the selection of the Advisory Board Chairman is to be done at the next meeting.

Interim CRA Administrator Comments: None

Advisory Board Comments:


Chairman Smith: No comment

Sia Mollanazar: No comment

Betty Ann Price: No comment

Nick Costides: No comment

ADJOURNMENT:

Meeting Adjourned at PM  8:-04

**NEXT REGULAR SCHEDULED MEETING – JANUARY 12, 2010 5:30 PM**

Minutes Approved:

Jeff Burton, Interim CRA Administrator

**NOTICE**

Anyone wishing to speak before the CRA Advisory Board must sign in prior to the meeting, stating name, address, and topic to be addressed. All comments will be limited to two minutes. If any person desires to appeal any decision of the City Commission or of any other board or commission of the City, that person will 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 in accordance with Florida Statutes, Section 286.0105. The City of Palmetto does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status or handicapped status in employment or in the provision of services. Handicapped individuals may receive special accommodations in services on 48 hours' notice in accordance with Florida Statutes, Section 286.26.