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PALMETTO COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD
JANUARY 12, 2010 – 5:30 PM


PLEDGE OF PUBLIC CONDUCT

*We may disagree, but we will be respectful to one another.
We will direct all comments to issues.
We will avoid personal attacks.*

516 8th Avenue West
Palmetto, Florida 34221
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(941) 723-4988

Anyone wishing to speak before the Community Redevelopment Agency Advisory Board must sign in and be sworn-in prior to the meeting, stating name, address and topic to be addressed. All comments will be limited to two minutes.

 *Call to order at 5:31*

Roll Call.

Advisory Board Present:


Charles Smith, Chair
Sia Mollanazar, Vice Chair
Betty Ann Price
Nick Costides

Staff Present

Jeff Burton, Interim CRA Administrator
Scott Rudacille, Attorney (left at 5:45)
Mark Barnebey, Attorney (arrived at 5:45)
Beverly Minnix, Executive Assistant
Frank Woodard, Public Works
Allen Tusing, Director of Public Works

 Moment of Silence, followed by the Pledge of Allegiance.

1. CRA ADVISORY BOARD AGENDA APPROVAL

 **Motion: Moved by Betty Ann Price, Seconded by Nick Costides.**
Motion to approve the January 12, 2010 7:00 PM Agenda. Vote: Motion carried by unanimous vote (summary: Yes = 4).
Yes: Nick Costides, Sia Roll Call.
Present: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.
Mollanazar, Betty Ann Price, Charles Smith.



Motion: Moved by Nick Costides, Seconded by Betty Ann Price.

Motion to approve the December 8, 2009 minutes.

Motion carried by unanimous vote (summary: Yes = 4).

Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.



3. EXTENSION OF INTERIM CRA ADMINISTRATOR'S CONTRACT

Mr. Burton provided explanation for the need to act upon this request. Chairman Smith requested assistance from the Attorney Scott Rudacille regarding the appropriate action to take. Mr. Rudacille suggested tabling the item until Attorney Barnebey arrived at the meeting. Mr. Barnebey advised the CRA Advisory Board that a recommendation of their pleasure can be made to the CRA Board. Discussion ensued as to the CRA Board's direction for the Advisory Board to come back with a recommendation that includes a 45 day overlap for a new hire. Motions were made and withdrawn.



Motion: Moved by Betty Ann Price, Seconded by Nick Costides. Motion to recommend approval for the extension of CRA Interim Administrator's contract to continue for a period of six months with a provision of a 45 day overlap with the hiring of a permanent Administrator to facilitate smooth transition to the new position holder. Motion carried by unanimous vote (summary: Yes = 4). Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.



4. SELECTION OF CRA ADVISORY BOARD CHAIR AND VICE CHAIR.

Mr. Barnebey indicated that the term is for one year and the term will end in March, 2010. There is a conflict between rules and the ordinance for the selection process.. Selection will occur in March. The ordinance prevails over the rules resulting in the selection process being conducted by the CRA Advisory Board. The selection process will occur in March, 2010

Action: No action taken. Deferred to March, 2010 Agenda



5. PUBLIC WORKS PROJECT UPDATE (Frank Woodard)


(TAB B)

Mr. Woodard updated the Advisory Board on the status of various projects under the Public Works including the Edenfield Property Site Assessment. Discussion ensued regarding the results and what could be constructed on the site. A request was made to provide the Advisory Board with previous project reports so that progress can be tracked on the various projects. Discussion ensued regarding the process by which the Advisory Board recommends, the CRA Board Approves and the projects appear to stagnate. Mr. Woodard invited all Advisory Board members to viisit the Public Works Department to review the process. Mr. Tusing provided an update on the 7th Street extension. Ms. Price opined dissatisfaction with the height of the delineators used at the west bound turn onto 7th Street. Chairman Smith inquired as to the status of 17th Street. Mr. Tusing provided a brief explanation. Mr. Costides inquired about the Haben Blvd. roundabout. Mr. Tusing advised that FDOT asked the City to hold off. Ms. Price asked for clarification on the various budget line items related to Haben.

Mr. Woodard advised the Advisory Board Ward one phase II, Riverside & 8th Ave, and Riverside Projects are progressing quite rapidly.


6.  BUDGET INCREASE FOR HABEN GATEWAY PROJECT (Frank Woodard) (TAB C)

Additional information was presented by Frank Woodard of Public Works to support a request for \$9,900 budget increase. \$90,000 was approved in April 2009. Mr. Woodard provided explanation of the need for increase. Mr. Costides wanted to know if there was an automatic override. Mr. Woodard indicated that while dollars are budgeted for various phases of a project at the beginning of the project, once the vendor reviewed and agreed to the scope of services, the budgeted amount need to be increased.saud budget

 **Motion:** Moved by Nick Costides, Seconded by Betty Ann Price to recommend approval of the budget amendment to increase Haben Gateway Project Engineering services by \$9,900. This increases the amount from \$90,000 to \$99,900. Motion carried by unanimous vote (summary: Yes = 4). Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

7.  JUPITER MARINE (TAB D)

Review of storefront grant to Jupiter Marine, 1103 12th Street East, Palmetto, Florida which is located outside of the CRA District. Mr. Burton reviewed the process of our compliance audit progress which revealed a Storefront Grant was awarded to Jupiter Marine.The property is not in the CRA District and the result was expending monies outside of the CRA District. Discussion ensued about the location of the property.

 **Motion:** Moved by Sia Mollanazar, Seconded by Nick Costides to recommend approval for the CRA Attorney to determine potential financial remedy and the matter be reported to the CRA Board along with the Attorney's findings. Motion carried by unanimous vote (summary: Yes = 4). Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

 8.PALMETTO CRA PLAN REVIEW & Power Point Presentation--Jeff Burton (TAB E)

Mr. Burton provided brief overview of our plan and its history and extracting areas of our plan that are in compliance with the Florida State Staute #163 and addressed various areas of the plan including Code Enforcement, Image, Parks, Streetscapes, Business Development, Finance/Grantsmanship, and Government/Zoning.

Code Enforcement – Discussion ensued regarding Code Enforcement and the need for software to more accurately track violations, actions etc. Advisory Board members inquired as to why CRA should fund the software, the use of part time personnel versus full time and clarification on what we currently have in place. Mr. Mollanazar opned relative to the intent of the CRA to help but then we turn around and fine for code enforcement. Mr. Smith agreed with Mr. Mollanazar and added that there are some citizens that do not want help nor do they want to comply with code. Ms. Price asked for clarification of why CRA should fund software. Streamlines process and reporting to determine where violations are occurring. Code enforcement chose the software. Mr. Costides opined about spending money and no accountability. Discussion ensued. Mr. Barnebey responded to the question of accountability and the legal process of code enforcement. The Advisory Board requested more information and a better understanding before making a recommendation to the CRA Board.

Image- Mr. Burton provided overview of the statute specifics as it relates to our CRA Plan. Discussion ensued with Mr. Barnebey providing guidance with the actions of the Advisory Board. Discussion ensued as to whether or not to delay action on the Image items for a special meeting.



Motion: Moved by Betty Ann Price, Seconded by Nick Costides.

Recommend approval by the CRA Board for the following budget movement to accommodate a Image Consultant and Billboard as a sub-Item.

Create IMAGE Budget 6905598214, transfer \$10,000 from 6905598214 CRA Fitness to IMAGE, transfer 20,000 from 6905598221 Residential Improvements to IMAGE, create Image Consultant sub item of \$25,000 and move forward to approve the hiring of a Image Consultant, create Billboard sub item of \$5,000 and transfer \$10,000 from 6905594111 Website to IMAGE. Motion carried by unanimous roll call vote (summary: Yes = 4). Yes: Nick Costides, Sia Mollanazar, Betty Ann Price, Charles Smith.

Discussion ensued regarding the short term/long term solution for the billboard. Mr. Burton indicated that the Palmetto Art Center would be bringing ideas for the build board short term and then when the Image Initiative is complete, the buildboard will be updated periodically to reflect the City's Image.

Remaining items in the presentation are to be brought back on future agendas to be addressed and appropriate recommendations made by the Advisory Board. Mr. Burton requested that the Finance/Grantsmanship portion. Mr. Burton reviewed this item with the Advisory Board. Ms. Price requested clarification on the amount of the \$10,000 for a grants analysis. This analysis takes the priorities of the City and what we want to do and relates it to grant opportunities under certain programs that we are qualified to get and the probability of being awarded the grants and the requirements of the grants.



Motion: Moved by Nick Costides, Seconded by Charles Smith.

Recommend approval by the CRA Board to approve and expenditure not to exceed \$10,000 to complete a Grants analysis, Motion carried by 3-1 vote: (summary: Yes = 3, No = 1, Abstain = 0). Yes: Nick Costides, Sial Mollanazar, Charles Smith. No: Betty Ann Price.

Chairman Smith departed at 7:58 PM and a 5 minute recess was taken. Upon reconvening, Vice Chair Mollanazar presided over the meeting.

Mr. Barnebey queried the Advisory Board as to what other items were to be addressed for the remainder of the meeting. Code enforcement is to provide more information regarding their program and the need for software. Streetscapes, Government/Zoning will return on a future agenda.

Parks – This presentation of parks does not have anything to do with Image. Mr. Burton reviewed the status of existing parks and enhancements that need to be addressed. This is primarily for permitting and due diligence. Discussion ensued regarding where the most benefit would be realized. The Advisory Board requested information on existing parks and potential locations for future parks. Discussion ensued regarding the plotter, the need for the plotter, the cost of the plotter, supplies and maintenance of the plotter.





Motion: Moved by Nick Costides, Seconded by Sia Mollanazar.

Develop GIS map reflecting potential park locations, vacant land and existing parks and develop long term potential CRA Park Plan. Vote: Motion carried by unanimous vote (summary: Yes = 3). Yes: Nick Costides, Sia Mollanazar, Betty Ann Price.


Absent: Charles Smith.


Streetscapes – Discussion ensued about the residential program from which we are requesting a transfer. The residential funds referenced in this topic are funds that we anticipated using in conjunction with the County's SHIP program. There are no SHIP funds available. Discussion ensued regarding how we determine the areas to streetscape. Mr. Barnebey acknowledged comments by the Advisory Board and opined that perhaps we need not make financial recommendations at this point. Examples of viable streetscapes were cited in the discussion. Discussion ensued regarding visit to FDOT. Mr. Burton opined that an engineer should meet with FDOT and Mr. Burton would be happy to attend also. Mr. Barnebey indicated that our Public Works Engineer could go with Mr. Burton for the initial meeting and perhaps after that, a contract engineer could possibly be engaged.

 **Motion: Moved by Betty Ann Price, Seconded by Nick Costides. Visit and review other completed streetscape locations and review the following: amenities chosen, budget, expenses and perceived benefits and recommend meeting with FDOT to determine what might be allowed with their portion of the streetscape and look at potential grants all related to 8th Ave. Motion carried by unanimous vote (summary: Yes = 3). Yes: Nick Costides, Sia Mollanazar, Betty Ann Price. Absent: Charles Smith.**

9. CRA ATTORNEY'S COMMENTS  2 demolitions relative to Code Enforcement violations are in process with one being demolished by the owner and the other being worked thru the legal time lines, etc. that City Commission approved. Mr. Barnebey updated the Advisory Board on the CBI contract with Dr. Alkire

10. CRA INTERIM ADMINISTRATOR'S COMMENTS

 Mr. Burton informed the Advisory Board of an Energy Efficiency Grant available. The due date for the grant is in February. This would afford us the opportunity to brighten up parks and other public areas in the CRA and decrease utility bills with LED lighting. The grant amount is \$250,000 utilizing \$20,000 for a study. Discussion ensued regarding the amount of the grant and why the CRA was desirous of taking on the venture. With such a tight time constraint, Mr. Burton requested engaging a Grants writer for an amount less than \$10,000.

 **Motion: Moved by Betty Ann Price, Seconded by Nick Costides to recommend approval of engaging a grants writer to apply for the energy efficiency grant. Said expense for grants writer is not to exceed \$10,000. Motion carried by unanimous vote (summary: Yes = 3). Yes: Nick Costides, Sia Mollanazar, Betty Ann Price. Absent: Charles Smith.**


11. CRA ADVISORY BOARD COMMENTS –


Nick Costides – No comments

Betty Ann Price – Question on logistics of volunteering for the Fair.

Sia Mollanazar – Comments on Image and the impact on everything – Updated plan is needed.

12. CITIZENS COMMENTS - Anyone wishing to speak before the City Commission must complete the Speakers Card, stating name, address, and topic to be addressed and be sworn in prior to the meeting. All comments will be limited to two minutes.

 Olympia Theater – Eric Johnson with Expense Financial Involved with Jarvis and their financing on the Olympia Theater that is up for renewal. Mr. Johnson distributed Development Plan

 Brendan Murphy spoke to Advisory Board relative to programs for Youth held at the Olympia Theater. Mr. Murphy cited several youth theaters and relating to those venues back to the Olympia Theater.

Discussion ensued regarding the history of the purchase of the Property by the Jarvis family and subsequent activities. Mr. Burton indicated that he would take the information to the CRA Board/City Commission to determine if there is any interest in the property.

The consensus of the Advisory Board was that before any action could be recommended, there must be more detail provided, a business plan presented and a site visit should be arranged.

13.ADJOURNMENT at 9:20 PM

NEXT REGULAR SCHEDULED MEETING – FEBRUARY 9, 2010

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 accommodation in services on one working day's notice (Fla. Stat. §286.26) Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act should contact the Community Redevelopment Agency by telephone at 941-723-4988, fax 941-723-4704 or e-mail jburton@palmettofl.org or bminnix@palmettofl.org.

Jeff Burton, Interim CRA Administrator

Date