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PALMETTO COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD
February 9, 2010

Board Members Present:

Charles Smith, Chairman
Sia Mollanazar - arrived late
Betty Ann Price
Nick Costides
Mickey Presha (New Board Member to be sworn in)

Staff Present:

Jeff Burton, Interim CRA Administrator
Mark Barnebey, City Attorney
Beverly Minnix, Executive Assltant
Zachary Schwartz, GIS Specialist
Kent Dodd, Strategic Planning Specialist
William Strollo, City Code Enforcement

Chairman Smith called the meeting to order at 5:30 pm.

A moment of silence was observed followed by the Pledge of allegiance.



1. CRA ADVISORY BOARD AGENDA APPROVAL

Chairman Smith requested that the Board delete Item #4 from the agenda. The selection of a new Chair and Vice Chair will be done at the March 2010 meeting.

MOTION: Betty Ann Price moved, Nick Costides seconded and motion carried 3-0 (Mr. Mollanazar had not yet arrived & Mr. Presha had not yet been sworn in) to approve the February 9, 2010 5:30 PM Agenda with the deletion of Item #4.



2. APPROVAL OF MINUTES - January 12, 2010


MOTION: Nick Costides moved, Betty Ann Price seconded and the motion carried 3-0 (Mr. Mollanazar had not yet arrived and Mr. Presha had not yet been sworn in) to approve the minutes of the January 12, 2010 CRA Advisory Board Meeting.




3. OATH OF OFFICE FOR WALTER L. (MICKEY) PRESHA (Mark Barnebey)



Attorney Barnebey administered the Oath of Office to Mr. Walter L. (Mickey) Presha





4. PUBLIC ART MURALS - Gretchen LeClezio of The PALMETTO ART CENTER conducted a Power Point presentation of various new pieces of art to be used for future murals. Mr. Burton updated the Advisory Board on the budget for the initial phase of this project and due to City Staff schedules, we found it necessary to use a private contractor to correct the dock mural at Popi's and install the next round of murals.  Ms.


LeClezio also provided an update on the updating of the CRA billboard. Mr. Burton interjected that the CRA Board went ahead and approved a short term update to the billboard. The Agricultural Museum at the Historical Park has agreed with much enthusiasm to use their venue as the background promoting our heritage. This billboard could be in place in about three weeks. For the longer term use of the billboard, a creative brief will be distributed to the area schools to submit entries for a more long term plan. They will treat us like a business client. Entries will be brought back to the Advisory Board for review and recommendation to the CRA Board.


 **5. GIS PARK STUDY –** Mr. Zachary Schwartz introduced himself and his charge within the CRA. R. Mr. Schwartz presented information regarding possible park sites within the CRA District. Mr. Burton will be having a consultant present a proposal for a scope of services to determine if it is even feasible or possible to have parks located on certain properties. Mr. Burton said that the fee for this service would be less than \$10,000. Mr. Burton would like to have consultant at next meeting for direction from the Advisory Board.


 Mr. Schwartz also asked the Advisory Board Members to review the map (too large to be scanned) of the City & the CRA District to have points of interest updated.  Mr. Burton stated that Mr. Schwartz is coordinating with the county to have a meeting to utilize their equipment. Information on the expense of the equipment was also provided.

 **6. PRESENTATION OF CODE ENFORCEMENT SOFTWARE** Mr. Burton informed the Advisory Board that the CRA Board approved the purchase of the Code Enforcement software that was previously declined by the Advisory Board. Presentation by Bill Strollo Director of Code Enforcement to inform the Advisory Board of what the department does and the process from Nov to condemnation and demolition.. Copies of the presentation were distributed to the CRA Advisory Board. Bill Strollo, Director of Code Enforcement provided a brief summary of the department's structure and the various activities also presented various photos of code violations that were cited on CRA properties.  Mr. Smith queried as to what funds would be available for residential repairs for code enforcement violations. Mr. Burton informed the Advisory Board that we will be bringing a program to the agenda in March for a rehabilitation program. Mr. Burton circulated a map that highlighted code enforcement activity for a period of time. Mr. Burton indicated that there was approximately 38% of the recorded code enforcement violations were within the CRA District. Mr. Burton was looking for more data to be mapped and requested to have the violations color coded by Code Enforcement Officer. The CRA Board did not approve the request for the additional part time Code Enforcement Officer. In lieu of this, Mr. Burton indicated that CRA Staff will be recording and reporting violations that are in the District. Mr. Strollo indicated that the compliance reports that are submitted to the CRA are cases that have been resolved and other work is being handled in the department as well. Both Code Enforcement Officers work cases so that at any given time, either Officer can step in and work the case. Mr. Costides questioned as to how much of fines were actually collected. Mr. Strollo was not aware of the exact figure. There are several cases pending with the City Attorney's Office. Mr. Presha requested that better communication be fostered between departments and staff members to positively resolve issues before bringing them before the Advisory Board. Mr. Barnebey also provided information regarding process and that the goal is to get properties into compliance and the owners have multiple opportunities to cure the violation and come into compliance. Ms. Price questioned as to an average amount of time and an average number of contacts for violations. Mr. Strollo indicated that the result for either of these questions was dependent upon the violation and the seriousness. Mr. Presha asked Mr. Strollo if an absentee property owner had the same rights as a homesteading property owner. The answer was yes. Chairman Smith stated


his concern that for the Code Enforcement Department to do the job properly, they needed a residential program to back them up as in materials that can be provided to the offender informing of available help. Mr. Barnebey referenced that the CRA Plan is not very strong relative to a program as Mr. Smith mentioned.

 7. CRA PLAN – STATUTE 163 TIMELINE FOR REVISED PLAN Mr. Burton informed the Advisory Board that the CRA Board was very direct in asking when we would have a plan a timeline put together to modify/amend our CRA Plan. Mr. Burton distributed a proposed time line. Mr. Burton stated that the Consultant that conducted the CRA Training indicated that to rewrite our plan would cost between \$50,000-\$80,000. Mr. Burton has obtained a CRA plan that has been very recently updated that he will begin working with. A “worksheet map” was given to each Advisory Board Member to review over the next 30 days, identify sub areas and bring back for input into the plan. Analysis will be done utilizing GIS. Mr. Burton continued to explain the planning process. Discussion ensued about the defining of the sub areas. Mr. Burton gave some examples of how the sub areas could be defined.

 8. REQUEST FOR SPECIAL MEETING TO REVIEW LARGE STOREFRONT GRANT APPLICATION FOR HUNGRY HOWIE'S Beverly Minnix informed the Advisory Board of a large Storefront Grant Application in progress and asked to have a special meeting to review same. Discussion ensued as to what time frame was needed to complete the application and the need by the applicant to have a decision before the work begins. The consensus of the Board was to hold a single item Special Meeting at 5:30 pm, February 25, 2010 with a time certain ending of 6:30 pm.


 9. OLYMPIA THEATER BUSINESS PLAN Eric Johnson with Expanse Financial and Mr. Matthew Mayo a volunteer with the Olympia Theater represented the Olympia Theater. Mr. Costides interrupted and requested that Mr. Johnson go to the business plan portion of the presentation. Chairman Smith also questioned where the owners of the business were and expressed concern regarding their absence. Mr. Costides wanted to know if a recent appraisal had been conducted. Mr. Costides opined that the CRA is not in a position to venture into real estate. Chairman Smith requested that this item be placed on the agenda of the Special Meeting scheduled for February 25, 2010. Discussion ensued regarding the legality of this project with the statute and compliance with our plan. Chairman Smith reiterated the need to have the owners present at the next meeting. Mr. Mayo indicated that he had been advised by a Board member not to have the owners attend the meeting. Mr. Burton & Mr. Mayo will have another meeting prior to the 25th's meeting. Mr. Burton indicated that he needed more time to research the plan to ensure compliance. Discussion ensued regarding the loan balances on the property versus appraised/assessed values. Mr. Presha inquired as to who would be responsible for the appraisal. Mr. Barnebey indicated that if we have concerns about the market value, then the CRA should choose and employ the appraiser. Inquiries came from the Advisory Board as to what the assessed value of the property. Mr. Burton recalled an estimated amount of \$276,000.00. Mr. Costides opined concerns over leveraging the property and not having sufficient operating capital. Mr. Mollanazar opined concerns regarding being a note holder and the associated expenses and risks of going into foreclosure, attorney's fees etc. If there were to be a transaction, Mr. Mollanazar recommended that the property revert directly back to the note holder with no legal proceedings required. Mr. Smith again asked that the owners be present at the next meeting.


 9. CRA ATTORNEY'S COMMENTS No comments

 10. CRA INTERIM ADMINISTRATOR'S COMMENTS – Mr. Burton indicated that he passed around photos of the CRA Building reflecting the new paint job.

 11. CRA ADVISORY BOARD COMMENTS

Ms. Price commented on the appearance of the CRA Building after having been painted.

 Ms. Price later added that once Mr. Burton came on board, Ms. Price was advised that she was no longer needed to review and prioritize agendas and asked that this statement be placed in the record

 Mr. Mollanazar requested that we establish a time certain for the end of meetings. Mr. Costides had no comments

Mr. Presha expressed his desire to find a meeting structure maximizing everyone's valuable time schedules. Mr. Presha provided a brief description of his background and activities and the efficiency under which he is accustomed to operating.

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.

 13. ADJOURNMENT – Chairman Smith adjourned the meeting at 7:36 PM

NEXT REGULAR SCHEDULED MEETING – March 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.

Minutes approved: _____
Jeff Burton, Interim CRA Administrator

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COMMUNITY REDEVELOPMENT AGENCY
PALMETTO, FLORIDA
ADVISORY BOARD MEETING AGENDA

SPECIAL MEETING

516 - 8th AVENUE WEST
CITY HALL – COMMISSION CHAMBERS

February 25, 2010

5:30 P.M.

Advisory Board Members Present

Charles Smith, Chairman
Sia Mollanazar, Absent
Betty Ann Price
Nick Costides
Mickey Presha


STAFF PRESENT

Jeff Burton, Interim CRA Administrator
Beverly Minnix, Executive Assistant
Scott Rudacille, City Attorney

Chairman Smith called the meeting to order at 5:30 PM


 1. APPROVAL OF AGENDA


Mr. Presha moved and Ms. Price seconded and the motion carried 4-0 to approved the February 25, 2010 5:30 PM Special Meeting Agenda.

 2. Storefront Grant Application SF10-04 Muff D's Enterprises, Inc. DBA Hungry Howies


Mr. Mark Hager, Secretary Treasurer of both Muff D's & Hungry Howies was available for questions. Mr. Rick Hager, President of Goodwood and Stone Builders, the general contractor, reviewed the application package and the project with the Advisory Board. Clarification was provided relative to the amount of the grant being \$50,000.00 and that this organization has had no other grants and is eligible for the full amount. Additionally no funds are to be used for slab work due to the fact that the slab is not visible. Mr. Hager indicated that the total cost of the project for inside and outside improvements is

double. Mr. Hager further explained the need for relocating the transformer

 **Motion:** Mr. Costides moved and Ms. Price seconded and the motion carried unanimously to recommend approval of awarding \$50,000.00 Storefront Grant #10-04 Muff' D's doing business as Hungry Howies.

 **Review of Olympia Theater**

Mr. & Mrs. Jarvis owners of the Olympia Theater were in attendance at the request of the Advisory Board. Mr. Matt Mayo, a volunteer with the Olympia Theater was in attendance to present the business plan. Mr. Burton indicated that he had met with Mr. Mayo earlier in the week. Mr. Mayo was running a little late but arrived in time to make the presentation. Mr. Mayo reviewed all of the various options for the business plan. Discussion ensued between Mr. Mayo and various members of the Advisory Board. Mr. Smith provided several options for the Olympia Theater to partner with other organizations in the community to gain additional support. Attorney Rudacille indicated that the Advisory Board should make some kind of recommendation on this item. Discussion ensued regarding what action could be taken. Mr. Jarvis indicated that he wanted the Advisory Board to take action on a recommendation.

 **MOTION:** Mr. Presha moved and Mr. Costides seconded and motion carried 4-0 not to recommend approval by the CRA Board .

 Meeting was adjourned at 6:25 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.