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**PALMETTO COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD
July 13, 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.*

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Palmetto, Florida 34221
<http://www.palmettofl.org>

(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.


Members Present:

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


Members Absent:

Mickey Presha


 Chairman Mollanazar called the meeting to order with a moment of silence, followed by the Pledge of Allegiance.




1.  CRA ADVISORY BOARD AGENDA APPROVAL – Chairman Mollanazar called for a motion to approve the minutes of the meeting rather than the agenda of the meeting. It was approved and noted a few minutes later that they were reversed in order of the agenda.

MOTION: Nick Costides moved and Betty Ann Price seconded and the motion carried unanimously to approve the “Minutes”.



2.  APPROVAL OF MINUTES – June 8, 2010 – Ms. Price inquired as to an item in the minutes that the CRA Board approved the residential plan and the CRA Advisory Board had not seen the plan. Explanation was given that we are still working with the entities involved to iron out details and that the approval referenced was a conceptual approval. Mr. Burton stated his intent to have the program to the Advisory Board at the next meeting.


MOTION: Betty Ann Price moved and Nick Costides seconded and the motion carried unanimously to approve the minutes of the June 8, 2010 meeting.




3.  MLK PARK (Matt Femal, Kimley-Horn) – Mr. Femal provided follow up information regarding the feasibility of having a park in the location cited. Mr. Femal presented his findings

via a Power Point presentation. Mr. Femal informed the board that as a part of the due diligence, photos were taken, a meeting was held with SWFWMD, and permits pulled to see if the property would support a park. A conceptual site plan was created. Discussion ensued about the ownership of the property, the location of retention ponds, SWFWMD's interest. Mr. Femal provided an explanation of how storm water flows to the drainage ditch and the stormwater ponds. Mr. Femal said it might be feasible to combine the ditch and the 2 ponds to make a larger retention facility. The intent is to alleviate some of the flooding to the west. There appears to be some type of discrepancy of the delineation of wetlands on the property. They were either mapped incorrectly or the site has over time gone to partial wetland partial upland. Mr. Femal is of the opinion that if the property were to be remapped, it would not be total wetlands. Another facet of the project would be parking that could be addressed on the south end of the property with a possible donation of land from the current owner and on the north end of the property which is owned by the county. Mr. Femal has had some discussions with the Executive Director of the Palmetto Youth Center. Mr. Femal stated that the Executive Director is agreeable to working with the City on this project. Mr. Femal stated that he understood there to be concern about crime and that our desire is to eliminate crime. Mr. Femal provided several ideas to help deter crime such as clearing underbrush and removing exotic species of plants. Mr. Femal also highlighted several grant opportunities that could help fund the project.  Mr. Smith opined his satisfaction with the presentation and his desire to see this project go forward.  Chairman Mollanazar inquired as to the flooding around the Oak Ridge Apartments and the importance of thorough drainage investigation and research to avoid flooding. Discussion ensued regarding drainage and SWFWMD requiring certain enhancements that could possible negate recent drainage enhancements in the Oak Ridge area. Discussion continued to ensue about drainage issues in general. Chairman Mollanazar emphasized his concerns regarding and how it all inter relates to drainage throughout the community.  Mr. Burton informed the Chair that there was a motion on the agenda to recommend approval for a survey. Since surveys need to be done utilizing the CCNA process, Mr. Burton stated that the motion was to be postponed until the CRA completes its own RFQ for the CCNA so the action could be done properly and according to the law. Discussion ensued regarding the process of obtaining surveys, remapping and wetland locations.


Action Request: Motion to recommend approval of a \$5,000.00 expenditure for remapping and wetlands survey. Not to exceed \$5,000.00, 1905593120. Motion postponed/deferred.

4. RIVERSIDE PARK -  Mr. Burton again informed the Advisory Board that we are not able to act on this particular motion due to the fact that we do not have Architects on board under the City's CCNA. Mr. Burton opined his desire for the CRA to go out via RFQ to establish a CRA CCNA. Mr. Burton indicated that he had conversations with the attorney and it should be a 30-45 day process to complete the RFQ. Discussion ensued regarding the process. Chairman Mollanazar opined his desire that in the process of selecting firms, the CRA should give preference to local firms and this should be stated in the RFQ. Discussion then ensued as to what the next steps should be. Mr. Burton asked the Advisory Board to recommend to the CRA Board that the CRA go forward with an RFQ process to have their own CCNA. 


 **Motion:** Mr. Costides moved and Ms. Price seconded and the motion carried unanimously to recommend approval by the CRA Board that due to the unnecessary cost and delay in projects in going thru the City of Palmetto's engineering department, the CRA Advisory Board recommends approval by the CRA Board that we secure the disciplines of engineering, architects, surveyors, landscape architects and mappers by generating the RFQ process under the CCNA which will be advertised with local preferences to qualified firms will be considered.


5.  5th Street West Streetscape - Charlie Ugarte and Tom Levin presented updated information. The intent of the project is to take a 2 block area and make it as green as possible and keeping the theme of the project consistent with the Downtown Design Guidelines while incorporating items such as pervious pavement where possible, enhanced sidewalks, street lighting to provide a positive pedestrian environment combining people space along with environmentally sensitive space and parking space for stormwater and landscaping. Mr. Ugarte outlined the proposed design. Mr. Ugarte & Mr. Levin opined the opportunities for obtaining grant funds for this project. Discussion ensued regarding examples of where trees were used instead of curbing. Chairman Mollanazar opined his desire to extend the project to include offering store front grants to the businesses included in the streetscape project.  Ms. Price inquired as to why we did not select 10th as the pilot. Mr. Burton provided explanation that since the CRA has not done a project such as this, a two block area was a great opportunity for a pilot. In the 5 year budget, the next section to be done would be 10th Street which would incorporate the 2 parks. Discussion ensued about the long term plan for streetscape enhancement & traffic studies. An additional advantage to this pilot location is that the CRA owns some of the property involved in the project. Often times with projects of this nature, the CRA or the City does not own the property and the cost of the project increases due to purchasing property. Discussion ensued regarding the parking and the use of the CBI property. Mr. Burton opined his desire for the Advisory Board to recommend approval for a \$2,500 expenditure to determine the cost of construction for this project. Mr. Costides  opined his preference to deal with the streetscape independently of the CBI building in this project.

MOTION: Mr. Smith moved and Mr. Costides seconded and the motion carried unanimously to recommend approval of the conceptual 5th St W, StreetScape plan and an expense of \$2,500.00 from 1905593120 for professional estimate of construction costs for project.


6. CRA BUDGET ESTUARY PARK PLANNING –  Mr. Burton informed the Advisory Board that this item will come back once the CRA has established its own CCNA as previously reference.


Action Request: Motion to recommend approval of the CRA long term Estuary invasive exotic plant removal. Motion deferred/postponed.


 7. HABEN BLVD LANDSCAPE CONTRACT Mr. Burton updated the Advisory Board on the research that had been conducted to locate a contract for the landscaping of Haben Boulevard. The result of the research is that the CRA paid for installation of landscaping and irrigation system. A contract could not be located. Mr. Burton & Mr. Dodd met with the person that purchased the company that originally did the work. Mr. Costides opined that this potential project was in keeping with the streetscape concept on a smaller scale. This project would entail repairing the sprinkler system and landscaping the center islands and maintenance. The round - about is scheduled be constructed by year. Mr. Costides opined his desire to get this project mapped, approved and ready for implementation once the round-about is completed. Discussion ensued regarding what is out there now, how that got there and how it could be handled in the future. Chairman Mollanazar opined his concern about the irrigation system being damaged in construction of the round-about and to make sure we worked with AllenTusing to make sure irrigations lines are found and and source of water identified. Mr. Burton agreed to conduct due diligence of the existing system, source of water and to contact the Master Home Owners Association to see what the feasibility of utilizing their landscaper. Mr. Burton agreed to bring information back to the Advisory Board for recommendation to the Board.

 8. CRA BUDGET Mr. Burton updated the Advisory Board on our budget process. A CRA CIP budget has been established and is being worked through with the Finance Department. Mr. Burton briefly highlighted the monthly operational report for month ending June 2010. Mr. Costides opined his concern regarding "under spending" and inquired relative to accounts with large balances. Mr. Burton informed the Advisory Board that large fund balances were placed in accounts to comply with law requirements of accounting for all monies. Discussion ensued about other account that have funds allocated to projects but the projects have not progressed as expected. Mr. Burton assured the Advisory Board that with the new CRA CIP budget process, this should not happen again in the future. Mr. Burton then reviewed the budget and related it back to the the upcoming projects and that while it was not necessarily a positive thing to have the cash that we do, it is also a positive for the funding of the upcoming projects.

 9. CRA ACTION STATUS SPREADSHEET Provided as information only.

 10. CRA PROJECTS MANAGED BY PUBLIC WORKS UPDATED INFORMATION
Provided as information only.


 11. ESTUARY PRESERVE LANDSCAPE - CRA staff updated the Advisory Board on the current status and appearance of the newly completed Estuary Preserve Phase III. Mr. Costides opined that the Estuary project was not done properly. Mr. Burton interjected his definition of City maintenance and then to take the CRA parks to another level where county wide visitors would come. That would be worth the spending. Mr. Costides asked how we could regain the funds from the City to utilize with our funds to enhance and maintain CRA parks. Mr. Burton stated that it could be possible to take the budgeted funds for Parks personnel and outsource the work.


 12. BILLBOARD UPDATE - Mr. Burton informed the Board that the selections recommended by the Advisory Board are going before the CRA Board for approval.


13. CRA ATTORNEY'S COMMENTS -  No comment


14. CRA INTERIM ADMINISTRATOR'S -  No comment


15. CRA ADVISORY BOARD COMMENTS

Nick Costides -  Mr. Costides inquired as to whether or not anything was happening relative to the Olympia Theater.

Betty Ann Price -  No comment

Charles Smith -  Mr. Smith informed the Advisory Board that he would not be in attendance for the August 10, 2010 meeting

Chairman Mollanazar -  Chairman Mollanazar asked that the attorney advise Mr. Mollanazar if there is any kind of conflict of interest with Mr. Mollanazar's position of Director of the Engineering Department for Manatee County. Mr. Rudacille opined he did not think it was conflict but will bring it back at the next meeting. Chairman Mollanazar opined his dissatisfaction regarding the condition of the roads North of 10th Street and East of 8th Avenue and that the area

looked like a third world country. Mr. Burton interjected that area is Ward 1, Phase two and will be take care of with CRA Funds and the CDBG grant. Discussion ensued on the topic of CRA paying for maintenance and concerns that improvements won't get made. CRA staff agreed to request Allen Tusing to attend the August meeting to update the Advisory Board on Ward 1, Phase II.  Mr. Smith opined his concern about the assurance of the funds being sent. Chairman Mollanazar then opined his concern about potential businesses touring our district and seeing the roads in such disrepair.

16 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.



17.ADJOURNMENT

NEXT REGULAR SCHEDULED MEETING –AUGUST 10, 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.