

TAB 1

Community Redevelopment Board
October 26, 2009

CRA Board Members Present

Shirley Bryant (Presiding Officer, Non-Member)
Tamara Cornwell
Mary Lancaster
Tambra Varnadore
Alan Zirkelbach

CRA Board Members Absent

Brian Williams

Staff Present:

Jeff Burton, Interim CRA Administrator
James R. Freeman, City Clerk
Scott Rudacille, Kirk Pinkerton
Allen Tusing, Public Works Director
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the CRA Board meeting to order at 8:00 pm.

1. CRA BOARD AGENDA APPROVAL

MOTION: Mrs. Lancaster moved, Mr. Zirkelbach seconded and motion carried 4-0 to approve the October 26, 2009 CRA Board agenda.

2. RIVERSIDE DRIVE IMPROVEMENTS

Engineering for improvements at Riverside Drive and Business 41 (8th Avenue).

MOTION: Mrs. Lancaster moved, Mr. Zirkelbach seconded and motion carried 4-0 to approve expenditure of funds from CRA for Work Assignment #4, engineering on Riverside Drive and US 41 (8th Avenue), in an amount not to exceed \$56,000, COP Job #06-535.

3. PUBLIC COMMENT

None

Mr. Zirkelbach requested a copulation of money spent on the sidewalks in Ward 1 and the infrastructure projects during the past program. He stated that in response to the comments in the *Bradenton Times*, he would like to put the correct information on record.

Mr. Burton stated the letters of appreciation to former CRA Board members will be addressed at the next CRA Board meeting.

Meeting adjourned at 8:05 pm.

Minutes approved:

James R. Freeman
City Clerk

Community Redevelopment Board
November 2, 2009 7:40 pm

CRA Board Members Present

Shirley Bryant (Presiding Officer, Non-Member)
Tamara Cornwell
Mary Lancaster
Tambra Varnadore
Brian Williams

CRA Board Members Absent

Alan Zirkelbach

Staff Present:

Mark Barnebey, City Attorney
Jeff Burton, Interim CRA Administrator
James R. Freeman, City Clerk
Allen Tusing, Public Works Director
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the CRA Board meeting to order at 7:40 pm.

PUBLIC COMMENT: None

1. CRA BOARD AGENDA APPROVAL

MOTION: Mr. Williams moved, Mrs. Lancaster seconded and motion carried 4-0 to approve the November 2, 2009 CRA Board agenda.

2. CRA CONSENT AGENDA

- A) Minutes: October 5, 2009
- B) Special Litigation: Sensenig Law Firm

Ms. Varnadore pulled item A from the Consent Agenda.

Attorney Barnebey informed the Board the Sensenig Law Firm special litigation billing had been reduced to a balance of \$5,160, and requested the corrected amount be approved.

MOTION: Ms. Cornwell moved, Mrs. Lancaster seconded and motion carried 4-0 to approve item 2B of the November 2, 2009 CRA Consent Agenda, with the change in the amount to \$5,160.

Ms. Varnadore corrected the October 5, 2009 minutes, item #3, to reflect she stated that she would not vote on an item without CRA Advisory Board approval.

MOTION: Ms. Varnadore moved, Mr. Williams seconded and motion carried 4-0 to approve item 2A as corrected.

3. INTERIM CRA ADMINISTRATOR CONTRACT EXTENSION

(TAB 3)

Extension of contract to February 9, 2010.

MOTION: Ms. Varnadore moved, Mr. Williams seconded and motion carried 4-0 to approve a 90-day extension of the contract for Interim CRA Administrator Jeff Burton to a period ending February 9, 2010.

Mr. Burton discussed the \$3.6 million in projects that have been approved by the CRA Advisory Board and CRA Board, all of which are in some form of engineering. He stated that in the future, projects coming before the CRA Board for approval will be accompanied by a timeline, responsibility and cost estimation. He also suggested that if necessary, he is in favor of retaining additional engineers to assist in completing the projects.

4. STOREFRONT GRANT APPLICATION #SF10-01

Storefront Grant application of Mark Hildebrandt, 417 9th Ave. W.

MOTION: Ms. Varnadore moved, Ms. Cornwell seconded and motion carried 4-0 to approve Storefront Grant #SF10-01 in an amount not to exceed \$750.34.

5. STOREFRONT GRANT APPLICATION #SF10-02

Storefront Grant application of DP Earth Holdings, Pet's Life Naturally, 523 8th Ave. W. A typographical error in the requested grant amount was corrected.

MOTION: Ms. Cornwell moved, Mr. Williams seconded and motion carried 4-0 to approve Storefront Grant #SF10-02 in an amount not to exceed \$5,552.65.

6. PUBLIC ART MURAL PROJECT

(TAB 6)

Approval of public mural project to be coordinated by the Palmetto Art Center, to display artist's visions of Palmetto. Gretchen Leclezio, Palmetto Art Center, displayed art that will be displayed on buildings that have been identified to date. Mr. Burton also stated CRA will be working with the Palmetto Historical Commission to depict historical figures and their biographies, as well as agricultural packing labels that will also be utilized in the program. Ms. Leclezio will also work with Manatee School of the Arts to develop an image for the City's billboard, which Commission directed must be "welcoming".

The CRA Advisory Board will select the artwork that will be displayed in the City, which will be installed by the Parks Department. The entire cost of each image will be \$700. The artwork will be rotated on the selected buildings. Attorney Barnebey stated he will develop a license agreement for the program.

MOTION: Ms. Cornwell moved, Mr. Williams seconded and motion carried 4-0 to approve the Public Mural Project, in an amount not to exceed \$7,000.

7. RFP RESPONSE FOR 924 5TH STREET WEST (CBI BUILDING)

(TAB 7)

Discussion of awarding the RFP for the CBI Building, 924 5th St. W. to the sole respondent, Doctors Alkire and Raimer. Mr. Burton stated the CRA Advisory Board approved the item, with stipulations.

Max Lassiter, architect for the respondent, reviewed the conceptual site plan. She stated the applicant will give the City ten feet on 9th Avenue, which will allow for perpendicular parking. The building will house professional space in the front, with private tenants in the rear of the building.

She also stated the applicant will install a new façade to the entire building, as requested by the Advisory Board.

Attorney Barnebey informed the Board that because the purchase price will be less than market value, a public hearing will be required.

MOTION: Ms. Cornwell moved, Mrs. Lancaster seconded and motion carried 4-0 to award the RFP for the development of property at 924 5th St. W. to Karen Raimer and Mark Alkire, and authorize negotiation of a contract including, but not limited, to the following stipulations:

1. In the event the development is not completed (no CO issued) within two years of the date of contract approval; the CRA will be entitled to reacquire the property at no cost to the CRA;

2. The site will not be eligible for a Façade Enhancement Program Grant for a period of ten years;

3. The owners will allow parking for public events which do not conflict with their own parking needs;

4. The design is to be substantially consistent with that presented to the CRA Advisory Board/CRA Board, and the two sides not shown shall be similar in design to the front side, and renderings should be brought back with the contract;

5. Environmental testing shall be paid for by the purchasers;

6. Any reasonable request for extension to complete the project shall not be unjustly withheld by the CRA; and

Authorize a public hearing to allow the sale of the property at less than fair market value.

8. INTERIM CRA ADMINISTRATOR'S COMMENTS

The GIS Specialist position has been filled by Zach Swartz, a USF graduate. Chronological maps should be completed by the end of the week.

The Strategic Planning Specialist position has been filled by Kent Dodd, a retired City of Palmetto employee.

CRA law training classes will be scheduled.

Reported he will be sitting on the USF Public Administration Board for the Masters Program on Monday.

The Administrative Assistant's position will be adjusted to better utilize Ms. Minnix' skills, which may require the hiring of a person for typing and answering the phone. Local qualified individuals will be considered for any position openings.

He will hold the letters of recognition for former CRA Board members until all the CRA Board is present.

A marketing plan for the CRA will be presented at a future meeting.

9. PRESIDING OFFICER'S COMMENTS

Meetings with Manatee County are being scheduled for the 7th Street and hotel project.

Discussed the Park and Ride project at the bus terminal. CRA is interested in seeing the project fully operational.

Stated she is looking forward to the CRA audit being completed.

10. CRA BOARD MEMBERS' COMMENTS

Discussion ensued on why it is taking so long for engineering projects. Mr. Woodard explained that the change order adding streets to the Ward I Phase II also contributed to the delay. A construction meeting is scheduled next week to expedite the 90% plans. A schedule for all projects will be provided to the CRA Board.

11. PUBLIC COMMENTS FOR CRA BOARD

None

Meeting adjourned at 8:50 pm.

Minutes approved:

James R. Freeman
City clerk