
TAB 1

**DRAFT
CRA BOARD MEETING
May 3, 2010
8:30 PM**

CRA Board Members Present:

Shirley Groover Bryant, CRA Board Presiding Officer
Tambra Varnadore, Chair
Alan Zirkelbach, Vice Chair
Tamara Cornwell
Mary Lancaster
Brian Williams

Staff Present:

Jeff Burton, Interim CRA Administrator
Jim Freeman, City Clerk
Jerilyn Hattendorf, Attorney
Garry Lowe, Chief of Police
Allen Tusing, Public Works Director
Diane Ponder, Deputy Clerk-Administration

CRA Presiding Officer Shirley Groover Bryant called the meeting to order at 8:30 pm.

PUBLIC COMMENT: None

1. CRA BOARD AGENDA APPROVAL

MOTION: Ms. Cornwell moved, Ms. Varnadore seconded and motion carried 4-0 to approve the revised May 3, 2010 CRA Board agenda. Mr. Zirkelbach was absent for the vote.

2. CRA CONSENT AGENDA

- A) Minutes: April 5, 2010
- B) Special Legal: Kirk Pinkerton
- C) Storefront Grant 10-05 600 Palmetto LLC

MOTION: Ms. Varnadore moved, Ms. Cornwell seconded and motion carried 4-0 to approve the May 3, 2010 CRA Board Consent Agenda. Mr. Zirkelbach was absent for the vote.

3. CONTRACT APPROVAL: KIMLEY HORN AND ASSOCIATES

Mr. Burton discussed a 4-acre parcel owned by the City the CRA Advisory Board has approved as a potential park. The property is identified as jurisdictional wetlands by Southwest Florida Water Management District (SWFWMD); therefore the park will be considered partially for enhanced wetlands. The property is located south of Palmetto Youth Center; therefore, the City can install a playground at the northern end of the property. Mr. Burton discussed potential access points, which will be pursued. He also commented on any increase in wetland capacity possibly allowing the City to mitigate in other areas. The request is to approve Kimley Horn and Associates to perform a due diligence study to determine if the City can construct the park, and what SWFWMD would allow in the enhancement of existing wetlands. Mayor Bryant stressed that she will tolerate no additional costs.

MOTION: Ms. Varnadore moved, Mr. Zirkelbach seconded and motion carried 5-0 to approve and authorize the Mayor to execute an agreement with Kimley Horn and Associates for professional engineering and planning services related to the development of a new Martin Luther King Place Park, in an amount not to exceed \$4,000.

Chief Lowe introduced Officer Leister and the department's new K-9 Arek, a Dutch Shepherd, whose purchase was made possible by the citizens of the City who provided funding of \$8,500. Chief Lowe confirmed that Officer Leister is now a K9 instructor.

Mr. Burton distributed the new map books. Books will be available for purchase for distribution to other City boards. Data will be added as collected from other City departments. He also reported that CRA will be working with City departments to install software that will allow viewing access to property records.

4. DEMOLITION OF CBI BUILDING

Mr. Burton reported the building has been secured and the code enforcement violations will be corrected. He also reported fire dept will accept the installation of a standpipe with a water gong, at a cost of \$1,300, which will provide the time necessary to decide what to do with the building. Concurrence to install the fire department basic requirements to the building was granted by the CRA Board. Mr. Tusing confirmed the property will be placed on a maintenance schedule.

He reported the RFP is being rewritten and will contain language regarding the fact that once repairs goes over 50 percent of the building's appraised value, the building will have to be brought up to code. He stated he would like the CRA Board to consider selling just the building and let the CRA develop the remaining property to develop public parking. Discussion ensued on how parking in the commercial core can be addressed by the City assigning parking for businesses and/or providing public parking, as well as issues surrounding existing business that have no parking.

The item will be brought back to a future meeting.

5. INTERIM CRA ADMINISTRATOR'S COMMENTS

A joint meeting with the CRA Advisory Board is scheduled for next Tuesday at 5:30 pm.

6. PRESIDING OFFICER'S COMMENTS

None

7. CRA BOARD MEMBERS' COMMENTS

None

8. PUBLIC COMMENTS FOR CRA BOARD

None

Meeting adjourned at 9:20 pm.

Minutes approved:

James R. Freeman
City Clerk

**CRA BOARD AND CRA ADVISORY
JOINT WORKSHOP MEETING
MAY 11, 2010 - 5:30 PM**

CRA Board Members Present

Shirley Groover Bryant, CRA Board Presiding Officer
Tambra Varnadore, Chair
Alan Zirkelbach, Vice Chair
Tamara Cornwell
Mary Lancaster
Brian Williams

CRA Advisory Board Members

Sia Mollanazar, Chair (Absent)
Betty Ann Price, Vice Chair
Nick C. Costides
Walter "Mickey" Presha (Absent)
Charles Smith

Staff Present

Jeff Burton, CRA Interim Administrator
Jim Freeman, City Clerk
Allen Tusing, Public Works Director
Diane Ponder, Deputy Clerk-Administration



Presiding Officer Bryant called the meeting to order at 5:30 pm, followed by a Moment of Silence and the Pledge of Allegiance.

Mr. Burton played the DVD prepared by the CRA Board.



1. CRA ADVISORY BOARD ACTION STATUS DISCUSSION

Mr. Burton explained that the CRA Advisory Board had questions regarding procedures, so he prepared a spreadsheet of past actions showing the decision of the CRA Advisory Board and then the CRA Board. Mr. Burton updated the CRA Board on each item listed on the action spreadsheet. He opined the form will assist in determining the effectiveness of the CRA Advisory Board.

Mr. Burton stated that it is his understanding from reading the ordinance that all items are presented to the CRA Advisory Board for review and recommendation before being presented to the CRA Board. The CRA Board confirmed that they are receiving the necessary information from the CRA to make informed decisions, and if they have questions regarding a certain topic, the audio from the CRA Advisory Board meeting is available for their use.



2. CRA PROJECTS MANAGED BY PUBLIC WORKS

Allen Tusing, Director of Public Works, reviewed each project CRA is funding that is being managed by the Public Works.

During the discussion, he informed the CRA Board that the Estuary Park exceeded budget by \$80,000 because of inadequacies in the plans and unforeseen areas that required additional attention. He stated he will look to the CRA to fund the shortfall, and will submit the funding request for approval at a future CRA Advisory Board and then CRA Board meeting.

The CRA Board thanked the CRA Advisory Board members that participated in the joint meeting.

Meeting adjourned at 6:55

Minutes approved:

James R. Freeman, City Clerk