

**DRAFT MINUTES  
PALMETTO COMMUNITY REDEVELOPMENT AGENCY  
ADVISORY BOARD MEETING  
FEBRUARY 10, 2011 - 5:30 PM**

Board Members Present:

Sia Mollanazar, Chair  
Nick Costides  
McArthur Sellars  
Charles Smith

Absent Member

Betty Ann Price

Staff and Others Present:

Jeff Burton, CRA Director  
Scott Rudacille, City Attorney  
Antoinette Kilgore, Administrative Assistant

Mr. Mollanazar called the meeting to order at 5:30 p.m., followed by a Moment of Silence and the Pledge of Allegiance.

1. CRA ADVISORY BOARD AGENDA APPROVAL.

**Action Request:** Motion to approve the February 10, 2011 agenda.

**Motion:** Action: Approve, Moved by Nick Costides, Seconded by McArthur Sellars.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).  
Yes: Nick Costides, Sia Mollanazar, Charles Smith, McArthur Sellars.  
Absent: Betty Ann Price.

2. APPROVAL of MINUTES - JANUARY 14, 2011. (TAB A)

**Action Request:** Motion to approve the January 14, 2011 minutes from the CRA Advisory Board Meeting.

**Motion:** Action: Adjourn, Moved by McArthur Sellars, Seconded by Charles Smith.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).  
Yes: Charles Smith, McArthur Sellars, Nick Costides, Sia Mollanazar.  
Absent: Betty Ann Price.

3. MEETING DOCUMENTS

Documents that may be of use during meeting.

**NEW BUSINESS**

4. Recommendation of Community Redevelopment Agency Powers – City Clerk Plan. (Public Works is scheduled for March 3, 2011 and Police Department for April 14, 2001) (TAB B)

The CRA Advisory Board, as a function of its responsibility shall review current function, funded by the CRA Trust in order to recommend them as a “power” of the Community Redevelopment Agency. (See [Sec. 11-84](#). - Powers and duties.)

The Agency shall not spend the Fund on general fund services unrelated to planning and carrying out the Plan. (See City Ordinance Number 526, § 1, 11-21-94; Ord. No. 07-917, § 2, 2-26-07; Ord. No. 09-985, § 1, 2-23-09.

Florida Statute 163.370 Powers; counties and municipalities; community redevelopment agencies (3) (c); Florida Redevelopment Association Website: (<http://www.redevelopment.net/crafaq.aspx>)

This exercise will be used to detail a referenced sub plan of the draft CRA Plan for funding of this department. It will also be used to detail next year’s budget to align with the CRA Plan. Since the Advisory Board is a recommending body, final authority lies with the CRA Board (City Commission).

Current (2010-2011) CRA Trust funding to the City Clerk is as follows:

<b><u>Account</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
1905598212	Allocation – City Clerk	\$47,811.00
1905598212	Allocation – Code Enforcement	\$27,838.00
1905599101	Transfer Out – Admin Service	<u>\$43,812.00</u>
<b>TOTAL</b>		<b>\$119,461.00</b>

**\*Account 190559101, transfers Out – Admin Services is detailed as follows:**

Finance	\$16,288.03
Human Resources	\$3,205.76
Information Technology	\$10,936.80
Fleet Department	<u>\$1,234.43 *</u>
Total accounted for:	\$31,665.02
Total paid:	\$43,812.00
Overage (unbudgeted):	\$12,146.98

\*The CRA currently pays \$48,061 in 1905598212 Allocations – Fleet.

**History of CRA Total Allocations:**

YEAR:	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>		
AMOUNT:	\$14,000	\$8,250	\$103,710	\$285,700	\$305,839	
\$9,000	\$64,713	\$43,808	\$43,812	\$43,812	\$43,812	

From 2001-2005 amounts for CRA include the allocations and costs assumed by the CRA for General Fund. Starting in 2006, these amounts were separated and only the allocations are shown.

2011 -planned allocations not included in Administrative

**#1. Possible Action: Motion to recommend plan submitted by City Clerk as a reference to CRA Plan and recommend allocations presented to the upcoming CRA Budget.**

**#2. Possible Action: Motion to continue discussion of City Clerk allocations to February Advisory Board meeting.**

Mr. Jim Freeman presented a summary of the funds provided by the CRA to the City Clerk's Office for administrative and logistical support of the agency and services, such as Code Enforcement that supports the CRA mission within the district.

5. Competitive Contract Negotiation Act (CCNA) for Public Art Creation and Installation Management Consultant Selection – (Jeff Burton) (TAB C)

Applications will be provided to Advisory board members – evaluation of responses for Competitive Contract Negotiation Act (CCNA) for Public Art Creation and Installation Management Consultant Selection. The Advisory Board will review and rank responses as a recommendation to the CRA Board.

6. Competitive Contract Negotiation Act (CCNA) for Professional Services (architectural, engineering, landscape architectural, or surveying and mapping services) Selection. (TAB D)

Applications will be provided to Advisory board members - evaluation of responses for Competitive Contract Negotiation Act (CCNA) for Professional Services (architectural, engineering, landscape architectural or surveying and mapping services) Selection. The Advisory Board will review and rank responses as a recommendation to the CRA Board.

Florida Statute 287.005 - Consultants' Competitive Negotiation Act.

[http://www.leg.state.fl.us/statutes/index.cfm?App\\_mode=Display\\_Statute&Search\\_String=&URL=0200-0299/0287/Sections/0287.055.html](http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0200-0299/0287/Sections/0287.055.html)

Copies of proposals provided by applicants competing for continuing contracts through the Competitive Contract Negotiation Act (CCNA) for services in Public Art Creation and Installation Management Consultation, and for Professional Services, were presented to the advisory board for review. Board members agreed to provide recommendations to the CRA in two weeks.

7. Discussion regarding adding and subtracting properties to the Palmetto Community Redevelopment Agency Area. - (Bob Marble) (TAB E)

As a function of the updated CRA Plan, Properties may be added to and subtracted from the CRA Area.

**163.361 Modification of community redevelopment plans.--**

(1) If at any time after the approval of a community redevelopment plan by the governing body it becomes necessary or desirable to amend or modify such plan, the governing body may amend such plan upon the recommendation of the agency. The agency recommendation to amend or modify a redevelopment plan may include a change in the boundaries of the redevelopment area to add land to or exclude land from the redevelopment area, or may include the development and implementation of community policing innovations.

**Action Request:               None at this time, but a formal recommendation will be asked for at March Meeting.**

A presentation on proposals for future changes to the CRA district boundaries was provided by CRA staff members Bob Marble and Zachary Schwartz, for informational purposes only. Further research leading to a “Finding of Necessity” by the City Commission will be necessary, in order for the changes to be made.

8. Crime Stoppers CRA partnership. (Devin Bloome) (TAB F)

Any tip that leads to an arrest within the current CRA district shall constitute matching of funds. The palmetto Police department will determine if in fact the Arrest was made within the CRA district, and upon confirmation, the CRA will issue a check to Manatee County Crime Stoppers for the amount that will be determined by the Manatee County Crime Stoppers. The Palmetto Police Dept and/or CRA will have no say or involvement of any kind on determining the Tip amount.

**Action Request:               Recommendation for approval of Crime Stoppers Incentive.**

**Motion:                         Action: Approve, Moved by McArthur Sellars, Seconded by Charles Smith.**

**Vote:                             Motion carried by unanimous roll call vote (summary: Yes = 4).  
Yes: Nick Costides, Sia Mollanazar, Charles Smith, McArthur Sellars.  
Absent: Betty Ann Price.**

CRA intern, Devin Bloome, presented a proposed community policing innovation plan, in which the CRA will work with Crime Stoppers to provide matching funds to reward tips on crimes committed in the CRA district. It was noted that funds for Community Policing Innovations are already in the CRA budget.

9. 4<sup>th</sup> of July –Event to attract public to CRA Area. (Jeff Burton)

The staff proposes that a free concert be performed at the landing of the Green Bridge Fishing Pier just prior to the fireworks. Before and after the event, videos produced in-house by the Agency shall be broadcast to the audience disseminating information via video about the CRA

and its production (Residential Rehabilitation, Commercial Redevelopment Incentives, Storefront Grants, Community Policing and more).

Funds are budgeted. Staff has not negotiated to this point and no artist is yet guaranteed.

Eddie Money \$25K

[http://www.youtube.com/watch?v=NbhXmSBIS\\_U](http://www.youtube.com/watch?v=NbhXmSBIS_U)

.38 Special \$37.5K

<http://www.youtube.com/watch?v=0XmUhpXUonk&feature=related>

Grand Funk Railroad \$35K

<http://www.youtube.com/watch?v=JabzQOD8NUw&feature=related>

America \$40K

<http://www.youtube.com/watch?v=LzUQZw3wfro>

Survivor \$22.5K

<http://www.youtube.com/watch?v=2WrEmJpV2ic>

Three Dog Night \$35K

<http://www.youtube.com/watch?v=hwWO12aqAoM&feature=related>

Staff recommends negotiating with

1. Eddie Money
2. Three Dog Night
3. .38 Special

**Motion:**            **Action: Approve, Moved by McArthur Sellars, Seconded by Charles Smith.**

**Vote:**            **Motion carried by unanimous roll call vote (summary: Yes = 4).**  
**Yes: Nick Costides, Sia Mollanazar, Charles Smith, McArthur Sellars.**  
**Absent: Betty Ann Price.**

Mr. Burton presented a proposal for attracting visitors to the CRA waterfront area on the 4<sup>th</sup> of July, as a way of disseminating information and potentially attracting more business interest in Palmetto. The idea is to book a relatively “big name” act to perform a concert before the annual fireworks show, with brief video spots prior to and after the concert showing information about the CRA and available opportunities. After discussion about artists, logistics and potential snags when producing such an event, the board voted unanimously.

#### 10. CRA Logo

In redeveloping the CRA, a new logo will be used to “brand” the Agency. Staff chose 4 image designations for the graphic. The sun, heron, palmetto frond and building. Murals, signs, business cards, website and more will be designated by this logo.

Existing logo



Proposed logos



**Action Request:**            **None at this time.**

Mr. Burton provided information on the effort to adopt a new logo for the CRA and provided samples of proposals recommended by the staff for consideration. Mr. Burton stated that he would like to retain someone with professional expertise to help identify and develop the most appropriate new CRA logo and that the current logo will continue to be used for the time being.

**OLD BUSINESS**

11. Lone Oak Mobile Home Park Storefront Grant

(TAB G)

**Motion:**            **Action: Approve, Moved by McArthur Sellars, Seconded by Charles Smith**

**and motion carried unanimously to recommend approval for Store Front Grant SF11-02, Lone Oak Mobile Home Park in an amount not-to-exceed \$13,569.40.**

**Vote: Motion carried by unanimous roll call vote (summary: Yes = 4).  
Yes: Nick Costides, Sia Mollanazar, Charles Smith, McArthur Sellars.  
Absent: Betty Ann Price.**

At the invitation of the advisory board, Mr. Chuck Meyer, one of the new owners of the Lone Oak RV and Trailer Park, provided information in support of their store front grant application, to include an update on efforts being made to comply with city codes and improve the park's appearance, while Lt. Scott Tyler, of the Palmetto Police Department, complimented the owners on the efforts that they have made to improve security for the residents.

12. CRA Action Status Sheet

No comments.

13. CRA Projects managed by Public Works

No comments.

14. CRA Director Comments

(TAB H)

1. Website update.

a. [www.PalmettoCRA.org](http://www.PalmettoCRA.org)

b. <http://www.facebook.com/palmettocra>

The website is up and moving forward. The commercial guidelines will be added to the website as well as download them.

2. Billboard update.

The billboard will be up soon. Consent of release must be obtained by the student's parents before proceeding with the billboard.

3. Code Enforcement update.

a. 8<sup>th</sup> Avenue – Demolition of Sawdust Joe's slab.

b. 8<sup>th</sup> Avenue – Demolition of motel.

According to Code Enforcement and the City Clerk and it's in writing the demolition of the motel is going to happen.

4. Residential Rehab Program update.

15. CRA Attorney Comments

They expect the motel to come down within the next sixty (60) days.

16. CRA Advisory Board comments

Mr. Sellars – No comments.

Mr. Costides – One of the hand outs we did get we didn't talk about was the Habitat for Humanity and moving forward on the one project. One thing Mr. Costides would like to see is street view pictures. Mr. Costides mentioned again just to repair the inside by no means would meet the criteria of this program or how we developed the program. If there is not significant outside improvement than we really haven't done what we started out to do. Because all we're seeing here is pretty much inside problems.

Mr. Smith – No comments.

Mr. Mollanazar – No comments.

17. Citizens Comments

18. Adjournment

Mr. Sia Mollanazar adjourned the meeting at 7:40 p.m.

Minutes approved:

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Jeff Burton, CRA Director