

DRAFT MINUTES
PALMETTO COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD MEETING
December 13, 2011 - 5:30 PM

Board Members Present:

Betty Ann Price , Chair
Sia Mollanazar
Nick Costides
McArthur Sellars
Jose Estigarribia

Staff and Others Present:

Jeff Burton, CRA Director
Mark Barnebey, City Attorney
Antoinette Kilgore, Administrative Assistant
Robert Marble, CRA Staff

The meeting was called to order at 5:30 p.m. by Betty Ann Price. A moment of silence was observed and followed by the Pledge of Allegiance.
New board member Mr. Jose Estigarribia was sworn in by City Attorney Mark Barnebey.

1. CRA ADVISORY BOARD AGENDA APPROVAL.

Action: **Nick Costides moved to approve the December 13, 2011 agenda.**
 Seconded by McArthur Sellars.

Vote: **Motion carried by unanimous vote.**

2. APPROVAL OF NOVEMBER 8, 2011 MINUTES.

Discussion: Mr. Barnebey noted that items #7 and #10 were actually motions to recommend to the CRA Board for approval, rather than approval by the CRAAB.

Action: **Nick Costides moved to approve the November 8, 2011 minutes with the corrections to items #7 and #10.**
 Seconded by McArthur Sellars.

Vote: **Motion carried by unanimous vote.**

NEW BUSINESS

3. INTRODUCTION TO CRA ADVISORY BOARD MEMBER JOB DESCRIPTION

Discussion: Mr. Burton discussed the Community Redevelopment Agency Advisory Board (CRAAB) job description that had been developed by staff, working with the City Attorney and the Mayor, in response to a request by the CRAAB. Discussion ensued regarding the document and understanding of the advisory board's role in the CRA mission.

4. **INTRODUCTION TO CRA PLAN AND OTHER DOCUMENTS**

Discussion: Mr. Burton discussed the new CRA Plan and the Sub-Plans.

5. **CRA PROJECTS**

Discussion: **Gateway Sign** - Mr. Burton stated that the CRA Board requested that the CRA Advisory Board consider the possibility of building a pedestrian walkover spanning US 41 (8th Avenue) at the base of the Green Bridge, in lieu of a Gateway Sign on the east side right-of-way. This will be on a future agenda. **10th Avenue Roundabout** – Mr. Burton informed the advisory board that there is a potential availability of grant funds for roundabouts being considered for 10th Avenue and that preliminary conceptual and administrative work is being done. More details will be available later and this will be on the agenda for the meeting in January.

6. **CRA POLICIES “CRA PLAN”**

Discussion: Mr. Burton discussed some policy change recommendations from city officials and board members regarding incentives programs that will be presented at a future meeting for consideration by the advisory board. The information was provided ahead of time to give advisory board members time to consider the recommendations.

7. **BUDGET INFORMATION**

Discussion: The budget process used during the past year will continue in 2012, on the following schedule:
March – Code Enforcement
April – Public Works
May – Police
June - Projects Budget
July - Programs Budget
August - Final Budget

OLD BUSINESS

8. **CRA Action Status**

Discussion: Mr. Burton discussed the action status report given to the advisory board members and answered members’ questions.

9. **Public Works Project Status**

No comments.

10. **CRA Attorney Comments**

No comments.

11. **CRA Director Comments**

Discussion: Mr. Burton provided information on a potential project in with the boat ramp south of Riverside Drive and the property to the north.

Mr. Burton provided information and the advisory board discussed how CRA funds can be used to support activities done by non-profit organizations, along with the regulatory requirements that must be met when that is done.

12. **CRA Advisory Board comments**

Mr. Sellars – Stated that a gun buyback program will be conducted at New Life church on December 17 and it is co-sponsored by the church and the Palmetto Police Department.

Mr. Costides – No comments.

Mr. Mollanazar – Stated that SWFWMD multi-year grant money requires an annual application.

Mr. Estigarribia – Stated that he looks forward to working with everyone.

Ms. Price – No comment.

13. **Citizens Comments**

No comments.

14. **Adjournment**

Meeting adjourned at 6:57 p.m.