

**MINUTES
CITY OF PALMETTO
COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD MEETING
December 8, 2021
11:00 AM**

BOARD MEMBERS PRESENT:

Barbara Gaulien, Chair
David Washington

BOARD MEMBERS ABSENT:

Maria Sosa, Vice-Chair

STAFF PRESENT:

Jeff Burton, CRA Director
Xavier Colon, Assistant CRA Director
Marisa Powers, Assistant City Attorney
Penny Johnston, Executive Administrative Assistant

Chair Barb Gaulien called the meeting to order at 11:03 a.m. followed by a moment of silence and the Pledge of Allegiance. All people intending to speak before the board were duly sworn. There were no visitors online or in the Chambers.

1. **CRA ADVISORY BOARD AGENDA APPROVAL**

MOTION: Mr. Washington moved, Mrs. Gaulien seconded, and the motion carried 2-0 to approve the December 8, 2021 CRA Advisory Board Agenda.

2. **PUBLIC COMMENT**

None

3. **CONSENT AGENDA APPROVAL**

a. Minutes

MOTION: Mr. Washington moved, Mrs. Gaulien seconded, and the motion carried 2-0 to approve the November 9, 2021 CRA Advisory Board Minutes as written.

4. **RESIDENTIAL REHABILITATION PROGRAM UPDATES**

Mr. Burton stated the Residential Rehabilitation Program has been in place for approximately 10 years, working with Habitat for Humanity and Code Enforcement but the CRA needs to update some of the criteria. Sixteen (16) rehabilitation projects have been completed. The rules are stringent and some homes are so dilapidated that the CRA may need to develop a

different program to avoid pouring good money into an unrepairable structure.

Mr. Colon explained there are changes in the program format to make the format ADA accessible. The fees, fee scheduling, and eligibility have also changed. The applicant (homeowner) will need a 5-year history free of crime or police activity on the property to be eligible. The fee schedule to be paid by the CRA includes \$200 fee for Manatee Habitat for Humanity, a \$500 fee for due diligence, and 15% Administrative fee up to \$3000 to help Manatee Habitat for Humanity submit the documentation for financial analysis, permitting, planning, and the expense to have volunteers on the property. CRA benefits by the removal of blight, plus Habitat labor is less expensive and several items are donated.

Mr. Burton suggested a contract with the homeowner explaining the 5-year lien on the property, a template letter to Code Enforcement and a CRA check list to make sure all the correct steps are taken. Homeowner would be agreeing to the 5-year lien to record at the County Courthouse. This is a grant, not a loan. The improvements belong to the homeowner. There is no additional cost to the homeowner, and the lien would just be removed after 5-years.

Mr. Washington opined the property owner would not be able to control crime activity *near* the property. Staff agreed to correct the verbiage because the homeowner should only be responsible for what they can control.

Mr. Colon talked about Palmetto residents having access to other rehabilitation programs with the County's SHIP rehab program if the home is condemned.

MOTION: Mr. Washington moved, Mrs. Gaulien seconded, and the motion carried 2-0 to accept the updates on the Residential Rehabilitation Program as amended.

Mr. Burton stated there are some homes in the CRA that need more than \$35,000 in repairs. Mr. Burton discussed a program in conjunction with Habitat for Humanity to build a new home and allow the homeowner to stay in the home until they no longer need the home. The homeowner would have the equity in the land. If CRA built a home, the homeowner would have the right of first refusal for the family to pay off the CRA amount on the property. If they chose not to, the CRA would have the appraised amount of the land and then pay that to the homeowner. The CRA would then own the house and sell it. Additional information will come back to the Advisory Board.

Mr. Burton said new incentives for business rentals will also be coming to the Advisory Board in the future. It will be a 5-year program that will be regressive, to inspire new businesses to come into town.

Mrs. Gaulien suggested maybe a prototype would help the CRA Board make informed decisions about the program. Mrs. Gaulien appreciated the Zoom meeting with Riviera Dunes to discuss the 5-year plan.

Chair Gaulien adjourned the meeting at 11:30 a.m.

MINUTES APPROVED: May 4, 2022

Xavier Colon

XAVIER COLON
CRA INTERIM DIRECTOR