

**BOARD OF DIRECTORS MEETING
PALMETTO COMMUNITY REDEVELOPMENT AGENCY
BOARD MEETING**

September 9, 2008

Board Members Present:

Scott Maloney
Allen Langford
Alan Zirkelbach
Sia Mollanazar

Board Members Absent:

Rose Tory

Also Present:

Tanya Lukowiak, CRA Executive Director
Michele Hall, City Attorney
Bob Schmitt, City Planner
Beverly Minnix, CRA Asst

I. CALL TO ORDER

Chairman Alan Zirkelbach called the meeting to order at 5:15 PM

II. APPROVAL OF AGENDA

MOTION: Mr. Maloney moved, Mr. Langford seconded, and motion carried unanimously to approve the Meeting agenda for September 9, 2008.

III. OLD BUSINESS

A. Approval of Minutes

MOTION: Mr. Maloney moved, Mr. Langford seconded, and motion carried unanimously to approve the minutes for the August 13, 2008 meeting.

B. Update on Foreclosure Prevention Initiatives

Executive Director reported on the lack of existing programs that would assist in foreclosure prevention, by way of utilizing CRA funding. Discussion ensued and the Board agreed to discontinue efforts to design such a program.

C. Signage for 8th Ave. & Riverside Drive

Discussion ensued regarding intersection improvements to Riverside Drive, with the possible installation of a center median, to accommodate a monument sign to highlight the historic downtown and downtown businesses. Staff will continue to work on the design for appropriate signage.

D. Discussion for Old Main Street Parking

City Planner Bob Schmitt presented the Board with graphics regarding angled parking on Old Main Street, as prepared with the help and

technology of Zirkelbach staff members. He pointed out the areas where angled parking can be accommodated without the expansion of publicly owned property, and identified areas where angled, on-street parking will not fit.

The Board opined that a long term plan should be created so that, as new plans for development are submitted to the City, appropriate right-of-way will be dedicated for public parking. The plan also should call for a change from 30 degree to 45 degree diagonal parking, improving visibility and increasing the number of spaces. Staff should seek engineering quotes for the development of such a plan, and should include the analysis of surface parking at the CBI location.

The Executive Director should issue a request for proposals for the demolition of CBI and grading of the property, in that there is a company offering to do it at no cost, in exchange for the metal.

IV. NEW BUSINESS

A. Storefront Grants

The Executive Director advised the board that the following Storefront Grant Applicants have not submitted applications for consideration:

08-SF-12 - 900 17th St. W.

Applicant spoke regarding the plan to split the building into a business/commerce center. Mr. Langford abstained from the vote, as being the lender for the applicant.

MOTION: Mr. Maloney moved, Mr. Mollanazar seconded, and a motion carried unanimously with Mr. Langford abstaining, to approve 08-SF-12 in an amount not to exceed \$30,141.00 for exterior improvements to 900 17th Street West.

08-SF-13 - Advanced Downtown Quickprint

MOTION: Mr. Maloney moved, Mr. Langford seconded, and a motion carried unanimously, to approve 08-SF-13 in an amount not to exceed \$600.00 for exterior improvements to 408 7th Street West.

06-SF-14 - Amerson Retail Plaza – 551 17th Street W.

Discussion ensued regarding two of the presented quotes being from the same company, and the third quote being from a construction company that does not do asphalt work themselves. Additionally, the types of asphalt quoted are not consistent.

MOTION: Mr. Langford moved, Mr. Maloney seconded, and a motion carried unanimously deny the grant application, allowing the applicant to resubmit the application with better quotes at the October meeting.

The Board discussed the benefit of allowing for re-paving of parking lots, and the issue of maintenance vs. aesthetic improvements. The Board would like to revisit the eligibility criteria at the October meeting, and would like to receive the application electronically in advance of the meeting, so as to be able to submit feedback to staff.

The Executive Director should advertise that the application cycle for FY 08-09 will begin in November, and should note that there may be changes to the eligibility criteria.

MOTION: Mr. Langford moved, Mr. Maloney seconded, and a motion carried unanimously to delay the new FY application cycle to begin in November and to publicize the same.

B. Amendment to change CRA Board Meeting Day & Time

Discussion ensued regarding changing the established meetings to the third Tuesday of the month, at 5:30 pm.

MOTION: Mr. Maloney moved, Mr. Mollanazar seconded, and a motion carried unanimously to adopt Amendment No. 2 to the Bylaws of the Community Redevelopment Agency of the City of Palmetto.

C. RFP for 305 7th Ave. West

Discussion ensued regarding the issuance of a new, mixed-use RFP for the property located at 305 7th Ave. West, seeking a development that will increase in value as the neighborhood continues to improve.

MOTION: Mr. Langford moved, Mr. Maloney seconded, and a motion carried unanimously to authorize the Executive Director to issue the RFP as presented.

D. Manatee Habitat for Humanity Village of the Palms Celebration

The Executive Director advised the Board that the project is now complete, and that the Celebration is scheduled for October 4, 2008. The press release and estimated budget was included in the agenda, and the Board suggested that the CRA sponsor the entire event at a cost of \$500, in that this is a model CRA project. The Executive Director also advised the Board that she had submitted this project to the FRA for consideration of recognition and award.

E. Executive Director Update

- Executive Director advised the Board regarding C & D Fruit and Vegetable's application to the City for the improvement of the Sunrise Motel. Discussion included the CRA's desire for improvement of housing, as well as the inconsistency in the City's codes and the State and County definitions.

- Executive Director advised the Board that Project Smile is interested in utilizing the CRA-owned property on 5th Street as an outreach center. Discussion ensued, and it was confirmed that if the property were offered to one not-for-profit group, it would have to be offered to all. No tenants will be sought at this time.
- The Executive Director advised the Board of the Arts Center Kick-Off Arts Show that was held in downtown Palmetto and was a great success.
- Discussion ensued regarding Commissioner Brian Williams' cuts to the CRA Budget at the City Commission meeting. Cuts included a reduction in the Engineering Line from \$5,000 to \$3,000, and a reduction in the Promotions Line from \$20,000 to \$15,000, without any justification for the suggested revisions. The Board asked whether he had a recommendation on where to budget the money, and opined that the CRA should be promoting even more in the current economy. The Executive Director was directed to send Mr. Williams a letter asking him to discuss the issue of reducing promotional with the Board at the next meeting.
- The FRA conference is in the end of October, but because it is in Tampa, the Executive Director will commute each day, and not stay in a hotel. The Conference will include a tour of the Palmetto and Bradenton CRA's. The Board had no objection to the contribution of \$600 from each of the CRA's for refreshments and expenses during the tour.
- The Movie in the Park in October will be Grease, with the potential showing of an additional Halloween movie, along with "safe-place" trick-or-treating in the downtown. The Board liked the idea.
- Executive Director advised the Board regarding the Public Records Requests that have been submitted. Discussion ensued about the plan for the new elementary school site, and the School District's intent to reimburse the CRA for the property purchased in downtown.
- Only one resume has been submitted to the Mayor for consideration for the vacancy on the CRA Board.
- Mr. Zirkelbach advised that the CRA has embarked on a downtown parking plan, for which we do not have engineering dollars budgeted, and are looking toward promotional activities that will spawn business in the downtown. This information should be relayed to Commissioner Williams, as these are two budget items that the CRA finds to be extremely important and the Board would like to know the particular reasoning for his cutting these items that the Board deems critical. The Board agreed to add this information to the letter to be submitted to Commissioner Williams, and to request a joint meeting with Commissioners for late in November or early in December to discuss these matters.

F. Commissioner Eric Ball's Comments
Absent

V. NEXT REGULAR SCHEDULED MEETING- Oct. 21, 2008 at 5:30 P.M.

VI. BOARD COMMENTS

Sia Mollanazar
No Comments

Scott Maloney
No Comments

Allen Langford
No Comments

Chairman Zirkelbach
No Comments

VII. ADJOURNMENT
The meeting was adjourned at 6:17 P.M.