

**CRA BOARD MEETING
BEGINS IMMEDIATELY FOLLOWING THE
CITY COMMISSION AGENDA ITEMS**

March 18, 2013

7:00 PM

Board Members Present:

Shirley Groover Bryant, CRA Board Presiding Officer
Tamara Cornwell
Jonathan Davis
Charles Smith
Tambra Varnadore
Brian Williams

Staff Present:

Mark Barnebey, City Attorney
Jeff Burton, CRA Director
Jim Freeman, City Clerk
Allen Tusing, Public Works Director
Rick Wells, Chief of Police
Amber Foley, Assistant City Clerk

Mayor Bryant opened the CRA Board meeting at 8:40 p.m.

1. CRA BOARD AGENDA APPROVAL

Motion: Mrs. Varnadore moved, Mrs. Cornwell seconded, and the motion carried 5-0 to approve the March 18, 2013 CRA Board Agenda.

2. CRA CONSENT AGENDA

- A. Minutes: February 18 and March 4, 2013
- B. Oil Masters Quik Lube Store Front Grant
- C. Kojak's Rib House Store Front Grant
- D. Manatee R.V. Store Front Grant
- E. Blalock Walters Legal Bills
- F. Ward 1 Phase II Budget Proposal
- G. Resolution 2013-03 Budget Amendment

CRA Consent Agenda items B through G were pulled for discussion.

Motion: Mr. Smith moved, Mr. Williams seconded, and the motion carried 5-0 to approve item 2.A.

2.B. Oil Masters Quik Lube Store Front Grant:

Mr. Burton stated that the applicant is requesting a Store Front Grant for painting of the entire structure with colors chosen from the approved color palette. The entire structure will be painted, along with two racing stripes around the building in red and yellow.

Motion: Mr. Williams moved, Mr. Davis seconded, and the motion carried 4-1 to approve the Store Front Grant for Oil Masters Quik Lube. Mrs. Cornwell voted no.

2.C. Kojak's Rib House Store Front Grant:

Mr. Burton explained that Kojak's will be leaving the current building, and a new family restaurant will be in its place. The owner of the building is applying for a Store Front Grant to pave the entire parking lot. The black top of the parking lot has been sealed in the last five years, but not repaved.

Mrs. Cornwell suggested this Store Front Grant be brought to the CRA Advisory Board with a recommendation given to the CRA Board.

Mr. Smith opined that it would be in the best interest to approve the Store Front Grant before the new restaurant opens. Mrs. Varnadore agreed and stated that she would like the CRA Advisory Board to discuss whether sealing pavement should be an allowable option with a Store Front Grant.

Mrs. Cornwell departed the meeting at 8:55 p.m.

Motion: Mrs. Varnadore moved, Mr. Williams seconded, and the motion carried 4-0 to approve the Commercial Façade Enhancement Grant for Kojak's Rib House in an amount not-to-exceed \$10,000. Mrs. Cornwell was absent for the vote.

Mrs. Cornwell returned to the meeting at 8:56 p.m.

2.D. Manatee R.V. Store Front Grant:

Attorney Barnebey stated that he reviewed the document and noticed that not all owners had signed it. He stated that if approved, he would like it to be subject to obtaining documentation from all owners that they are applying for this application.

Motion: Mrs. Cornwell moved, Mr. Davis seconded, and the motion carried 5-0 to approve the Manatee R.V. Store Front Grant subject to receiving verification of all owners' signatures.

2.E. Blalock Walters Legal Bills:

Motion: Mrs. Varnadore moved, Mr. Smith seconded, and the motion carried 5-0 to approve the Blalock Walters Legal Bills.

2.F. Ward 1 Phase II Budget Proposal:

Mr. Williams departed the meeting at 8:59 p.m.

Motion: Mrs. Cornwell moved, Mr. Smith seconded the motion to approve the Ward 1 Phase II Budget Proposal.

Mr. Williams returned to the meeting at 9:00 p.m.

Mrs. Cornwell amended the motion to include "not-to-exceed the amount of \$47,217.34", Mr. Smith seconded, and the motion carried 4-1. Mr. Williams voted no.

2.G. Resolution 2013-03 Budget Amendment:

Mr. Burton explained that the budget for the Sutton Park Project is \$455,178. The approved contract for the construction of the pavilion is \$538,258. This budget amendment is to transfer the difference, as well as a 10 percent contingency, from the Riverside Project and General Property Upgrades. This will result in a total budget for the project of \$592,084. Mr. Burton will use leftover funds to pave the section of the road along 10th Avenue.

Mr. Williams departed the meeting at 9:02 p.m.

Mrs. Varnadore requested, in writing, that the section on 10th Avenue [in front of Sutton Park] will be paved. Mr. Burton suggested a motion be made to state that requirement.

Motion: Mrs. Varnadore moved, Mr. Smith seconded the motion to approve Resolution 2013-03, Budget Amendment, with the caveat that we [CRA] will pave the areas surrounding Sutton Park as part of the funding within this even if we [CRA] have to remove other items to make sure the paving is completed.

Mr. Tusing estimated the paving should cost approximately \$11,000 including the addition of striping for parking.

Mrs. Varnadore questioned when the bathrooms were going to be installed at Sutton Park. Mr. Burton said this can be the next priority and included in next fiscal year's budget. Mrs. Varnadore stated she would like to see bathrooms installed this year.

Mr. Burton stated that if there is any overage to pricing he will be bringing it back to Commission.

Ms. Hunter, Slicks Garage, stated that CRA funds should not be used for maintenance and opined that the repair of that section of the road should come from City dollars not CRA dollars, as it has nothing to do with the pavilion project at Sutton Park.

The motion on the floor carried 4-0. Mr. Williams was absent for the vote.

Mr. Williams returned to the meeting at 9:14 p.m.

3. DISCUSSION: CRA BOARD CHAIR APPOINTMENT

Attorney Barnebey explained that there were questions on who chairs the CRA Board meeting in the event the Mayor is absent and who the Chair of the CRA Board is. After reviewing the Board's Operating Rules and Procedures, it states the Vice Mayor will run the meeting in the absence of the Mayor. Statute requires Commission appoint a Chair and a Vice Chair to the Board. Staff has suggested the Vice Mayor also be appointed as CRA Board Chair. Mr. Barnebey stated if it is the consensus of the Board, then this will be placed on the next Commission agenda for appointment.

The consensus of the Board was to have the appointment for Chair and Vice Chair of the CRA Board be placed on the next City Commission agenda.

4. CRA DIRECTOR'S COMMENTS

Mr. Burton discussed an article in the Bradenton Herald today about how Palmetto offers employers a business savvy hometown.

5. PRESIDING OFFICER'S COMMENTS

Commented that she is pleased with the on going projects in the CRA.

6. CRA BOARD MEMBERS' COMMENTS

Mrs. Varnadore—Requested a memo be provided designating when CRA funds can and cannot be used for paving. She would like more discussion regarding this issue and to look at amending the CRA Plan. Mr. Burton stated that within the CRA Plan there is a reference document that should be written called the Infrastructure Plan. He will discuss it with Attorney Barnebey.

7. PUBLIC COMMENTS FOR THE CRA BOARD

None.

Mayor Bryant adjourned the meeting at 9:22 p.m.

Minutes approved: April 1, 2013

James R. Freeman

James R. Freeman
City Clerk