

CRA BOARD MEETING

July 16, 2018

7:00 PM

CRA Board Members Present:

Shirley Groover Bryant, Presiding Officer

Tambra Varnadore, Chair

Jonathan Davis, Vice Chair

Tamara Cornwell

Harold Smith

Brian Williams

Staff Present:

Mark Barnebey, City Attorney

Jeff Burton, CRA Director

Jim Freeman, City Clerk

Allen Tusing, Public Works Director

Scott Tyler, Chief of Police

Amber LaRowe, Assistant City Clerk

Mayor Bryant opened the CRA Board meeting at 7:50 p.m.

1. CRA BOARD AGENDA APPROVAL

Motion: Mr. Davis moved, Mr. Williams seconded, and the motion carried 5-0 to approve the July 16, 2018 CRA Board Agenda with the addition of the discussion of the letter from Manatee County regarding the BUILD grant.

2. PUBLIC COMMENT

No comment.

3. CRA BOARD CONSENT AGENDA:

A. June 18, 2018 Minutes

B. VFW Roof Contract

Motion: Mr. Williams moved, Mrs. Cornwell seconded, and the motion carried 5-0 to approve the July 16, 2018 CRA Board Consent Agenda with the removal of item 3.B for discussion.

3.B. VFW Roof Contract Discussion:

Mr. Williams requested a breakdown of the costs for this project (\$263,770), noting that he did not recall this amount being the amount that was originally anticipated. Mr. Burton will provide the Board with a copy of the breakdown of the costs.

Attorney Barnebey requested approval of the contract with some modification. Due to the amount of the project, there is now a requirement for the contractor to be bonded. This was not a requirement in the original request for proposal; and there is an additional cost of approximately \$10,000.

Mrs. Varnadore requested information on the other contractor that submitted a proposal for this project; she wanted to compare them now that the cost is increasing. Mr. Burton will provide the Board with a copy of the other bid.

Motion: Mr. Davis moved, Mr. Smith seconded, and the motion carried 5-0 to approve the contract for the VFW roof to allow 150 days for completion of the project (Section 3) and the contract amount is to not exceed \$273,770.

4. INCREMENT REVENUE REBATE INCENTIVE

Mr. Burton presented a proposed incentive program that is designed for larger projects that are valued at \$10 million or more and has to be one of the specific uses as identified and approved. This program allows for no money upfront from the CRA, the money comes from the tax increments received. The policy may offer up to 80 percent of the increment revenue that is derived from the redevelopment.

Mr. Williams asked several questions regarding the program and expressed his opinions. A few definitions need to be modified, in his opinion. Attorney Barnebey will review Mr. Williams' concerns and modify any definitions that he can, though some definitions are per Florida State Statute. Mr. Williams would prefer to allow for one of these incentives open at one time.

The Crime Prevention through Environmental Design (CPTED) was discussed. The Board would like stronger wording for this requirement. Attorney Barnebey will provide language to make it known that some parts of the CPTED will be required.

Mrs. Cornwell exited the meeting at 8:51 p.m. and returned at 8:53 p.m.

Mr. Burton will take the Board's comments and make some changes with the help of the City Attorney and a redline copy will be distributed at the next CRA Board meeting.

5. CONVENTION CENTER HOTEL PROPERTY

In regards to a commitment letter from the developer confirming that Sheraton is the brand of hotel, Mr. Burton stated he should be receiving that within the next couple of weeks.

5.B. BUILD Grant Letter from Manatee County (Added to Agenda)

Manatee County, the Florida Department of Transportation (FDOT), and the City of Palmetto are all working together to submit an application for a federal DOT BUILD grant for recreational trail improvements for community connectivity. Manatee County wrote a letter to the City Commission/CRA Board to ensure that everyone is on the same page with what will be required for the grant. The grant does require up front funding for the entire project, which includes the cost for design, permitting and construction. The grant will then reimburse the partners for the associated and eligible expenses over the build out of all project elements. The grant reimbursement process will go to the funding partners following completion of individual project phases of the overall grant agreement. The detailed project budget identifies a total capital commitment of approximately \$7 million to perform program elements attributable to the City of Palmetto with a total grant award subject to a 20 percent City/CRA match. Manatee County has similar but lesser dollar obligations to complete program elements attributed to Manatee County funded commitments and improvements.

Manatee County is asking that the City/CRA respond and indicate the understanding of the grant commitments of the City of Palmetto and the CRA for the City's capability to fund the estimated \$7,053,000 over the course of the project, subject to final budget estimates in the completed grant application and subject to budget approvals by the City Commission and the CRA Board.

Mr. Burton explained the project is the linear park trail that will run through the east side of Palmetto. This will include the Lincoln Park Tunnel improvements, a bus terminal, a walkover from Riverside Park East to Riverside Park West, allowing for connectivity and walkability throughout the City of Palmetto. The project will span over approximately 6 years. The County, FDOT, and the CRA will know sometime in December if the grant has been awarded.

Mrs. Cornwell believes that the Metropolitan Planning Organization (MPO) was interested in helping to fund a walkover, near the Convention Center, several years ago. Obviously this never happened, but she was curious if MPO still stood with helping to fund a walkover and perhaps they would put those funds toward the one anticipated to connect Riverside Park East to Riverside Park West. Mike Maholtz, Strategic Planner CRA, was asked to reach out to his contacts at the MPO to gather information about this.

Motion: Mrs. Varnadore moved, Mrs. Cornwell seconded, and the motion carried 4-1 to authorize the Mayor to sign the letter to Manatee County regarding the funding and participation in the DOT BUILD grant. Mr. Williams voted no.

6. CRA DIRECTOR'S COMMENTS

Mr. Burton stated that he is working with John Foley, Engineer, to fix the 5th Street issues as the Board has directed him to do so.

He plans to get the updated CRA incentives back to the Board as soon as possible.

In regards to the State Revolving Loan Fund (SRF), Mr. Burton questioned if the Board would like to have a Workshop to have an SRF Loan specialist come and discuss what the loans can be used for. He indicated that a Workshop could occur in August; the Board concurred.

In regards to the Riverside property, it has been surplused but there are still three things that need to be done; one is a Workshop as asked by the CRA Board, two is the completion of the draft that Mr. Burton is writing regarding selling property in the CRA for redevelopment, and the third thing is to finish working with Cardno for groundwater testing (there was a "hit" in one of the wells that was above the exceeding level).

Mr. Burton is working on identifying an alternative parking location for those accessing the boat ramp, this will come back to the Board.

The Palmetto Library may be coming forward to the Board for a new sign.

Mr. Burton discussed an idea for an urban reef in the Manatee River from the Green Bridge east to the railroad tracks. He stated that staff may be applying for a permit to create this natural habitat in that area and it will not allow for harborage. More information will be brought forward to the Board as this comes along.

Mr. Burton informed the Board of an upcoming training for help with the use of the Surface/Microsoft programs. He explained that it will be work on your own pace, no set time, and can be done from home or whatever location the Board member wants to take their training from.

7. PRESIDING OFFICER'S COMMENTS

8. CRA BOARD MEMBERS' COMMENTS

Mrs. Cornwell—commented on the Fourth of July event, saying that she enjoyed her time.

Mayor Bryant announced that on Wednesday morning at 8:00 a.m. Detwiler's will be opening and she will be participating in the "watermelon cutting" ceremony.

Mr. Davis—commented on the Fourth of July event and suggested that an event cup could be added to the event. He stated that patrons could purchase the cup and it can be refilled for free or low cost throughout the duration of the event, monies could then be donated to a charitable organization.

Mayor Bryant adjourned the meeting at 9:25 p.m.

MINUTES APPROVED: AUGUST 6, 2018

James R. Freeman

JAMES R. FREEMAN
CITY CLERK