

CRA BOARD MEETING

September 9, 2019

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

Mohammed Rayan, Public Works Deputy Director

Scott Tyler, Chief of Police

Amber LaRowe, Assistant City Clerk

1. CRA BOARD AGENDA APPROVAL

Motion: Mr. Davis moved, Mrs. Cornwell seconded, and the motion carried 5-0 to approve the September 9, 2019 CRA Board Agenda.

2. PUBLIC COMMENT

3. CONSENT AGENDA APPROVAL

A. Minutes: August 5, August 12, and August 21, 2019

B. Blalock Walters Legal Invoices

Motion: Mr. Davis moved, Mr. Williams seconded, and the motion carried 5-0 to approve the September 9, 2019 CRA Board Consent Agenda as recommended by staff.

7. ASSISTANT CRA DIRECTOR JOB DESCRIPTION

Mr. Burton discussed the attached job description for an Assistant CRA Director. He stated this is an important role for the CRA to allow for succession planning.

Mrs. Cornwell discussed changes to be made to the job description:

- Formulate the numbering throughout the document to be cohesive
- Semi-colon after 4.1.1, 4.1.2, and 4.1.3 and the word “and” should be all caps

Motion: Mr. Davis moved, Mr. Smith seconded, and the motion carried 5-0 to create an Assistant CRA Director job description with changes recommended.

4. RESOLUTION 2019-03 FISCAL YEAR 2020 CRA BUDGET APPROVAL

This item was discussed after the discussion of item 7, Assistant CRA Director Job Description. The Board adopted the Resolution after discussion and approval of the Assistant CRA Director.

Mr. Burton stated that the budget went before the CRA Advisory Board and was recommended for approval by the CRA Board. Also, the budget was discussed on August 12, 2019. He mentioned that the interns were removed from the CRA budget and the new Assistant CRA Director was added.

Mr. Williams asked that a copy of the sole source for reef habitat be given to him.

Motion: Mrs. Varnadore moved, Mr. Davis seconded, and the motion carried 5-0 to adopt Resolution 2019-03.

5. PALMETTO BAY CONCEPTUAL APPROVAL

Motion: Mrs. Varnadore moved, Mr. Davis seconded, and the motion carried 5-0 to approve the Palmetto Bay Conceptual Plan.

6. DR. MARTIN LUTHER KING JR. PARK RESTROOMS

The Board discussed temporary styles of bathrooms for MLK Park as permanent ones are conceptualized and built.

Mr. Burton will remove port-o-lets at MLK Park as soon as possible and replace them with a structure similar to that which was presented in tonight's Agenda.

Motion: Mrs. Varnadore moved, Mr. Smith seconded, and the motion carried 5-0 to approve CRA conceptual plan to place restrooms and landscape in MLK Park.

8. SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT (SWFWMD) GRANT APPLICATION AND STATE REVOLVING LOAN FUND APPLICATION

Mr. Burton discussed the possibility of using a State Revolving Loan to fund the downtown parking on 10th Avenue West. The concept right now is to add new parking where there is no parking now and to replace all impervious in the parking area with pervious material. He will be working with SWFWMD to apply for a grant to assist with the funding.

9. SURPLUS 1009 8TH STREET WEST PROPERTY

Mr. Burton discussed the location of this property and the CRA's desire to surplus it. There is no specific designation for this parcel in the Waterfront Plan.

Motion: Mr. Williams moved, Mr. Davis seconded, and the motion carried 5-0 to surplus 1009 8th Street West for redevelopment purposes.

COMMENTS

10. CRA DIRECTOR'S COMMENTS

Mr. Burton discussed next steps on the surplus of the 1009 8th Street parcel. He stated that the selling of this property can be done by either the City or the CRA because the City owns the parcel to the west. The first step should be for the parcels to be combined and owned under either the City or the CRA. Mrs. Varnadore would like to further discuss this to decide if the City or the CRA should take the ownership.

11. PRESIDING OFFICER'S COMMENTS

Mayor Bryant is glad to see the projects moving forward.

Mayor Bryant stated that on September 23rd members of the community will speak to the Commission regarding bricks at MLK Park.

12. CRA BOARD MEMBER'S COMMENTS

Mayor Bryant adjourned the meeting at 9:05 p.m.

MINUTES APPROVED: November 4, 2019

James R. Freeman

JAMES R. FREEMAN
CITY CLERK