

**DRAFT**  
**SPECIAL CRA BOARD MEETING**  
**AUGUST 16, 2021**  
**7:00 PM**

This CRA Board Meeting was conducted utilizing Communications Media Technology. Some Staff members were present in the Commission Chambers while others were present via the Zoom application to respect the social distancing guidelines.

**CRA BOARD MEMBERS PRESENT IN CHAMBERS:**

Shirley Groover Bryant, Presiding Officer  
Harold Smith, Chair  
Tambra Varnadore, Vice Chair  
Tamara Cornwell (Via telephone into Zoom Meeting)  
Sheldon Jones  
Brian Williams

**STAFF PRESENT IN CHAMBERS:**

Mark Barnebey, City Attorney  
Jim Freeman, City Clerk  
Jeff Burton, CRA Director  
Xavier Colon, Assistant CRA Director  
Mohammed Rayan, Public Works Director  
Scott Tyler, Chief of Police  
Penny Johnston, Executive Assistant  
Vanessa Cochran, Assistant City Clerk

**STAFF PRESENT ELECTRONICALLY:**

Todd Williams, Information Technology (IT) Consultant

1. Presiding Officer Bryant called the meeting to order at 7:00 p.m.
  
2. SPECIAL CRA BOARD AGENDA APPROVAL  
Presiding Officer Bryant removed one item and added one item. Item 4C 2021-2022 Community Policing Innovation Plan will continue at the August 23, 2021 Special CRA Meeting, and added item 4F Approval For Consultant To Provide A Conceptual For Additional Parking On 9th Avenue.

**Motion: Mrs. Varnadore moved, Mr. Jones seconded, and the motion carried 5-0 to approve the August 16, 2021 Special CRA Board Agenda with the removal of Item 4C, 2021-2022 Community Policing Innovation Plan and added Item, 4F Approval For Consultant To Provide A Conceptual For Additional Parking On 9th Avenue.**

3. PUBLIC COMMENT  
None
  
4. CONSENT AGENDA
  - a. Minutes; June 7, 2021
  - b. Legal Bills

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- c. ~~2021-2022 Community Policing Innovation Plan~~
- d. Piggyback State Tax Credit Contract
- e. 4th Street Public Parking
- f. Approve Consultant To Provide A Conceptual For Additional Parking on 9th Avenue

**Motion: Mrs. Varnadore moved, Mr. Smith seconded, and the motion carried 5-0 to approve the Consent Agenda as presented by staff with the removal of Item 4C, 2021-2022 Community Policing Innovation Plan and added Item 4F, Approval for Consultant To Provide A Conceptual For Additional Parking on 9th Avenue.**

### 5. MLK PARK RING OF HONOR (X. COLON)

Mr. Burton, CRA Director, gave a brief description of the MLK Park Ring of Honor location. Next, he introduced Xavier Colon, Assistant CRA Director, who gave the presentation.

Mr. Colon provided the Board with a brief summary of his background and gave the below highlighted details regarding the Ring of Honor project:

- A committee, which consists of the community leaders from various organizations, will select the 5 finalists and the honoree.
- Plaques will be arranged as a ring around the proposed location and will provide information on the selected individuals as well as a link to a video series on YouTube.

After the presentation, Mr. Colon welcomed comments and suggestions from the Board.

### CRA BOARD MEMEBERS' MLK PARK RING OF HONOR COMMENTS AND SUGGESTIONS

After substantial discussion on the design and the members' selection for the Honor Committee, Mr. Burton, CRA Director, tabled the item for a later date, and no motion was taken.

~~**Motion: to allow CRA staff to form selection committee and have signs/sign placements drafted up for board approval.**~~

### 6. DOWNTOWN PAID PARKING (X. COLON)

Mr. Colon, Assistant CRA Director, discussed the downtown paid parking proposal. The aim of this project is to help resolve the congestion of downtown parking. Users will be allowed to make a reservation by cellphone or computer. And, the City's only cost will be to provide signage that conveys the payment instructions. Next, Mr. Colon distributed a hand-out sheet that gave instructions on how to make parking payments by phone, and the sheet is a part of the minutes.

Mr. Jones emphasized that the downtown area needs to be developed first and mentioned several parking projects that were brought to the Board for consideration.

Mrs. Varnadore suggested a pilot program in a small area and mentioned that there were no parking fee schedules provided to review. She communicated that she is not willing to approve the item tonight without more information.

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Mr. Williams inquired if more companies were contacted besides ParkMobile, and Mr. Colon replied yes and added that ParkMobile has easier access and lower cost.

Attorney Barnebey addressed the piggy back agreement and communicated that the item can be put out for bid.

Mr. Burton, CRA Director, answered Mr. Smith's question on the possible locations for the paid downtown parking. Mr. Smith commented that he doesn't favor the downtown paid parking plan as is.

Mrs. Cornwell communicated that she agreed with the Boards' statements.

Following the discussion, the Board agreed that the item be brought back with the information requested for a decision.

**~~Motion: to allow CRA Staff to create a piggyback agreement for Paid Downtown Parking.~~**

### 7. PROPOSED FIRST BAPTIST CHURCH PALMETTO P3 PUBLIC PARKING (J.BURTON)

Mr. Burton, CRA Director, informed the Board that the survey and conceptual drawings on the 45 parking spaces were received. The project will be over \$100,000 and will go out for bids as a Request For Quote (RFQ) or a Request For Proposal (RFP). Mr. Burton expressed that he needs a motion from the Board to move forward with the construction drawings.

Discussion ensued: Presiding Officer Bryant inquired about the timeframe, and Mr. Burton discussed the processing practices and replied that it will be brought to the Board at the October 4, 2021 meeting. Mr. Smith questioned the reason for the project, and Mr. Burton reiterated that this will provide parking in the downtown area that will benefit potential businesses. Presiding Officer Bryant commented on the parking arrangements within the downtown area.

**Motion: Mrs. Varnadore moved, Mrs. Cornwell seconded, and the motion carried 5-0 to allow staff to develop appropriate plan documents for the construction of approximately 45 downtown street parking spaces and pedestrian amenities, and prepare a Request for Qualifications, with the results returned to the CRA Board for final approval and signature.**

### CONTINUED PROPOSED FIRST BAPTIST CHURCH PALMETTO P3 PUBLIC PARKING DISCUSSION

Mr. Williams and Mr. Jones voiced their opinions on the proposal price for the project.

Mr. Smith asked about the 10th Avenue Complete Street Project, and Mr. Burton answered that the project was held up by COVID and planning is going on now. Attorney Barnebey declared that the only way to get the confirmed amount is to approve the motion, so the RFQ or RFP can go out. Also, Attorney Barnebey recommended to amend the motion to include Request For Proposal.

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**Motion: Mrs. Varnadore moved, Mrs. Cornwell seconded, and the motion carried 3-2 to allow staff to develop appropriate plan documents for the construction of approximately 45 downtown street parking spaces and pedestrian amenities, and prepare a Request for Qualifications or Request for Proposals, with the results returned to the CRA Board for final approval and signature. Mr. Jones and Mr. Smith voted nay.**

8. CRA DIRECTOR'S COMMENTS

Mr. Burton requested that the Sutton and Lamb Parks Project be added to the next available Workshop Meeting. The Board agreed to have it scheduled for the September 13th Workshop Meeting.

Next, Mr. Burton asked the Board's approval for \$6,700 for appraisals of parking for the boat ramp, projects in the downtown area, and general commercial on 8th Avenue north of Bank of America.

**Motion: Mrs. Varnadore moved, Mr. Williams seconded, and the motion carried 5-0 to approve \$6,700 to appraise 5 properties for parking.**

9. PRESIDING OFFICER'S COMMENTS

None

10. CRA BOARD MEMBERS' COMMENTS

Mrs. Varnadore gave her views on the timeframe of projects being brought to the Board.

Mr. Williams inquired about the old school property.

Mrs. Cornwell commented great meeting with good ideas.

Mr. Jones asked about a police officer position that was not refilled and reported a resident's issue. Mr. Smith asked why the position was not refilled.

Presiding Officer Bryant adjourned the meeting at 8:54 p.m.