

**CITY OF PALMETTO  
CITIZENS ADVISORY TASK FORCE  
September 11, 2012  
5:00 PM**

Citizens Advisory Task Force Members Present:

Bill Belle  
Joyce Kotecki  
Jeff Burton

Staff and Others Present:

James R. Freeman, City Clerk  
Deanna Roberts, Administrative Assistant  
Antonio Jenkins, Project Manager, Guardian Community Resource Management, Inc.

Jeff Burton called the September 11, 2012 meeting of the Citizens Advisory Task Force (CATF) meeting to order at 5:00 p.m.

All persons intending to address the Citizens Advisory Task Force were duly sworn.

1. CITIZENS ADVISORY TASK FORCE AGENDA APPROVAL

**MOTION: Mr. Belle moved, Mrs. Kotecki seconded, and motion carried 3-0 to approve the September 11, 2012 Agenda.**

2. APPOINTMENT OF CHAIR

**MOTION: Mr. Burton moved, Mr. Belle seconded, and motion carried 3-0 to approve Joyce Kotecki as Chair of the Citizens Advisory Task Force.**

Mr. Freeman explained the reason for the meeting is that the City is interested in applying for a Community Development Block Grant (CDBG) for the funding application cycle ending October 1 of this year. City staff is presenting a project that the City would like to recommend for the CDBG funds. If the Task Force finds the project would be in the best interests of the citizens in the area being considered, the recommendation for the project would go to the City Commission in the form of a motion at the September 24 second public hearing.

The category of the grant is Neighborhood Revitalization, and the project would be for infrastructure improvements for water and sewer line repairs and improvements to streets and gutters for storm water drainage. The project area boundaries are: 24<sup>th</sup> Avenue West on the east, 28<sup>th</sup> Avenue West on the west, 10<sup>th</sup> Street on the south, and 13<sup>th</sup> Street on the north. In addition to improving storm water drainage, sidewalks will be redone, streets resurfaced and curbing widened to help with drainage. This area will be the primary focus of the grant.

If funding allows, Jet Park has been identified as an alternate area or secondary location for lift station upgrades and sewer improvements.

The grant application is for \$750,000. The City will contribute \$125,000 to maximize the grant score so the total budget will be in excess of \$800,000.

Jeff Burton suggested hiding the lift station at Jet Park. He stated the CRA may have funds to help. The new linear park trails will run next to that area, and the CRA could help buffer that lift station.

Mr. Belle inquired as to the time frame for the project. Mr. Freeman said the application is due October 1, and a decision should come by the end of the year. Construction could begin by summer of 2013 with completion in approximately twelve months. The City would be eager to finish the project so that it could apply for funding in the next grant cycle.

Mrs. Kotecki asked if any formal notice will be sent to the residents in the project area. Mr. Freeman said a letter was sent yesterday to the residents informing them that consultants helping with the application will be doing door-to-door surveys.

Residents will have an opportunity for more information during the public hearing process, and if the grant is awarded even more information will go out to the residents.

Mrs. Kotecki opened the public hearing.

Leon Kotecki of 1204 26<sup>th</sup> Street West, Palmetto, which is in the primary area, asked if sufficient engineering has been done to see if the grant will cover the improvements being considered. Mr. Freeman said the City of Palmetto has already designated some funds for the 13<sup>th</sup> Street Drainage Project. The grant will help leverage those funds to be able to do more within the scope of the project.

There being no further comment, Mrs. Kotecki closed the public hearing.

### 3. CITIZENS TASK FORCE RECOMMENDATION

**MOTION: Mr. Burton moved, Mr. Belle seconded, and motion carried 3-0 to make a recommendation regarding the application for the Community Development Block Grant for the 28<sup>th</sup> Avenue Revitalization and 13<sup>th</sup> Street Drainage [Project] to the City Commission.**

Mrs. Kotecki adjourned and then reopened the meeting for the Fair Housing Workshop.

Mr. Antonio Jenkins, Project Manager, Guardian Community Resource Management, Inc. opened the Real Estate Professional's Fair Housing Workshop which was a part of the Task Force meeting. He explained it was for the purpose of providing real estate professionals with Fair Housing requirements. It is a legal requirement for applying for the grant. There was no one present in the audience. He asked for questions from the Task Force. There were none.

Mrs. Kotecki adjourned the meeting at 5:18 p.m.

Minutes approved: September 20, 2012

*James R. Freeman*

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James R. Freeman, City Clerk