

**CITY OF PALMETTO
COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD MEETING
March 22, 2018
2:00 PM**

*PLEDGE OF PUBLIC CONDUCT
We may disagree, but we will be respectful to one another.
We will direct all comments to issues.
We will avoid personal attacks.*

715 4th Street West
Palmetto, Florida 34221

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<http://www.palmettofl.org>

**Roberto Gonzalez, Chair
Barbara Gaulien, Vice Chair
David Washington**

Call the meeting to order, followed by a moment of silence and the Pledge of Allegiance.

1. CRA ADVISORY BOARD AGENDA APPROVAL

Action Request: Motion to approve the March 22, 2018 CRA Advisory Board agenda.

2. PUBLIC COMMENT

Comments shall be limited to two minutes.

3. ELECTION OF CHAIR AND VICE-CHAIR

Action Request: Motion to nominate and elect a Chair.

Action Request: Motion to nominate and elect a Vice Chair.

4. APPROVAL OF MINUTES

(TAB 1)

Action Request: Motion to approve the August 8, 2017 CRA Advisory Board minutes.

5. RECOMMENDATION ON HEARTLAND FERTILIZER DOWNZONE (J. Burton)

If any person desires to appeal any decision of the City Commission, CRA Board, or of any other Board of the City, that person will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (FS §286.0105).

The City of Palmetto does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status or handicapped status in employment or in the provision of services. Handicapped individuals may receive special accommodation in services on forty-eight hours notice (FS §286.26). Anyone requiring reasonable accommodation for this meeting as provided for in the American with Disabilities Act should contact the City Clerk by telephone at 941-723-4570, fax 941-723-4576 or e-mail jfreeman@palmettofl.org or alarowe@palmettofl.org.

POSTED: March 15, 2018

TAB 1

**DRAFT MINUTES
CITY OF PALMETTO
COMMUNITY REDEVELOPMENT AGENCY
ADVISORY BOARD MEETING
August 8, 2017
2:00 PM**

Board Members Present:

Barbara Gaulien, Vice Chair
David Washington

Board Members Absent:

Roberto Gonzalez, Chair

Staff Present:

Jeff Burton, CRA Director
Scott Rudacille, Chief Assistant City Attorney
Scott Tyler, Chief of Police
Penny Johnston, Executive Assistant

Vice Chair Barbara Gaulien called the meeting to order at 2:04, followed by a moment of silence and the Pledge of Allegiance.

1. CRA ADVISORY BOARD AGENDA APPROVAL

MOTION: David Washington moved, Vice Chair Barbara Gaulien seconded, and the motion carried 2-0 to approve the August 8, 2017 CRA Advisory Board agenda.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

MOTION: David Washington moved, Mrs. Gaulien seconded, and the motion carried 2-0 to approve the July 11, 2017 CRA Advisory Board minutes.

4. FY2017-2018 CRA BUDGET (J. Burton)

CRA Director Burton presented the CRA budget for FY18 and stated the City revenue is up slightly. Because of a higher growth percentage than most of the rest of the county, revenue is up more for the CRA than the City as a whole, and the City revenue is up more than unincorporated Manatee County. Tax base is currently able to absorb the cost of blighted areas for police and emergency services. This fiscal year, the estimated increment tax revenue is \$3.6 million. Mr. Burton talked about the need to create other revenue streams and not relying strictly on tax revenue. Fixed expenditures remain steady, staffing includes three full time employees and a number of part-time graduate students doing internships. One intern did an audit of the CRA incentive project, revealing a 25% internal rate of return. Another intern finished a Park Study. The remaining two (2) interns are currently paid \$10/hour but City intends to keep the pay rate competitive if they remain on staff when the internship is complete. The next CRA intern in the fall will be selected from the USF Library Science School to research and organize the records system. Also included in FY18 Budget, the CRA is planning to fund another Code Enforcement officer to assist with the commercial area and Ward I. Fairs and Festivals are used to promote the CRA and disseminate information about the CRA. Concerts are used to draw people to our social media and then the City can reach people with new articles or events.

Mr. Burton explained the operating expenses went up 47% because the CRA is operating on a different software system than the City, and therefore paying approximately \$17 per month per person for Microsoft Office 365 Business.

Mr. Burton expanded on the different line items of the budget. \$250,000 set aside for land for the purpose of recreational use at Riverside Park West, to resurrect the old Seahorse property. The CRA is planning for a restaurant and updated signage. City will find similar sized property designated specifically for recreation. \$100,000 is set aside for improvements to the Armory, and the City is waiting for additional grant funding. The City is tasked with providing \$8.5 M for debt service for the hotel and convention center. City also has about \$850,000 debt service for new pool in Lincoln Park. CRA is also putting together formal proposal for Mixed Use projects on 10th Avenue West.

CRA Director stressed the importance of following the CRA rules and policies, for consistency and to avoid investigation. The lowest bid is awarded the project, and depending on the dollar amount, it is not necessary to bring it back to the board. It is important to be as transparent as possible.

MOTION: Mr. Washington moved, Mrs. Gaulien seconded and the motion carried 2-0 to recommend approval of the Community Policing Plan.

MOTION: Mrs. Gaulien moved, Mr. Washington seconded and the motion carried 2-0 to recommend approval of the CRA Budget.

CRA Director Burton summarized the projects that were approved at Commission Meeting held August 7, 2017. The old Shell gas station property is just about a "clean" property due to the removal of asphalt and the system being flushed by all the recent rainfall. CRA is seeking an EPA grant for 505 5th Street West, the railroad property (also called the Edenfield Property) to pretreat the water before it goes into the river and asking assistance from SWFWMD for a water feature at the location. Mr. Burton also mentioned attainable housing for the entire city; convention parking; Riverside bus stops; turning the Armory back into a community center; plans to renovate the Palmetto Police Department; the Lincoln Park pool project; and Mr. Burton finished by stating just about all the CRA records have been digitized.

Vice Chair Gaulien adjourned the meeting at 2:55 p.m.

Minutes approved:

Jeff Burton, CRA Director