

**CRA BOARD MEETING
BEGINS IMMEDIATELY FOLLOWING THE
CITY COMMISSION AGENDA ITEMS
November 2, 2015
7:00 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.*

516 8th Avenue West
Palmetto, Florida 34221

(941) 723-4570
<http://www.palmettofl.org>

Shirley Groover Bryant, CRA Board Presiding Officer

**CRA Board Members
Brian Williams, Chair
Tambra Varnadore, Vice Chair
Tamara Cornwell
Jonathan Davis
Harold Smith**

Anyone wishing to speak before the CRA Board must complete the Speakers Card prior to the meeting, stating name, address and topic to be addressed. Speakers making public comment will be sworn-in. All comments will be limited to two minutes.

Open the CRA Board meeting.

1. CRA BOARD AGENDA APPROVAL

Action Request: Motion to approve the November 2, 2015 CRA Board Agenda.

2. PUBLIC COMMENT

Comments shall be limited to two minutes. CRA Board does not generally take action on any matter raised during these public comments, but may direct the matter to be placed on the agenda of a future meeting, if appropriate.

3. CRA CONSENT AGENDA

A. Minutes: September 14, 2015 and October 8, 2015

(TAB 1)

Action Request: Motion to approve the November 2, 2015 CRA Consent Agenda.

4. CRA DIRECTOR'S COMMENTS

5. PRESIDING OFFICER'S COMMENTS

6. CRA BOARD MEMBERS' COMMENTS

7. ADJOURNMENT

Reconvene the November 2, 2015 City Commission meeting.

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 afoley@palmettofl.org.

POSTED: October 29, 2015

TAB 1

**DRAFT
CRA BOARD MEETING
September 14, 2015
7:00 PM**

Board Members Present:

Shirley Groover Bryant, Presiding Officer
Brian Williams, Chair
Tambra Varnadore, Vice Chair
Tamara Cornwell
Jonathan Davis
Harold Smith

Staff Present:

Mark Barnebey, City Attorney
Jim Freeman, City Clerk
Allen Tusing, Public Works Director
Scott Tyler, Chief of Police
Amber Foley, Assistant City Clerk

Mayor Bryant opened the CRA Board meeting at 8:55 p.m.

1. CRA BOARD AGENDA APPROVAL

Motion: Mr. Davis moved, Mr. Smith seconded, and the motion carried 5-0 to approve the September 14, 2015 CRA Board Agenda.

2. PUBLIC COMMENT

None.

3. CRA CONSENT AGENDA

- A. O'Reilly's Auto Store Incentive Agreement
- B. Sandoff Incentive Agreement
- C. Ruby's Incentive Agreement
- D. Purchase of Duplex Property

Mrs. Varnadore asked for the removal of item D from the Consent Agenda for further discussion. She also requested that, in the future, a map be included in the agenda showing the specific locations of the new businesses coming to the City.

Attorney Barnebey informed the Board that he has not had the opportunity to review the Incentive Agreements that are on the Agenda tonight. Mr. Burton noted that these Agreements are estimates, once finalized, those Agreements will be brought forward to the Board for final approval. It was suggested that in the future, the title for these items on the Agenda should read "Incentive Estimates" not "Agreements".

Mr. Burton clarified that O'Reilly's Auto Store will be located off of US 301 near Colonial Mobile Home Park, Sandoff is a construction company that will be located across from the Dollar General on 10th Street Drive, and Ruby's will be located north of the City parking lot next to ItWorks! building on Riverside Drive.

Motion: Mrs. Varnadore moved, Mr. Williams seconded, and the motion carried 5-0 to approve the September 14, 2015 CRA Consent Agenda items A. B. and C. with the incentives being "estimates" not "agreements".

3.D. Purchase of Duplex Property Discussion:

It was clarified that the co-owner is not receiving any real estate commissions, [she has a real estate license], from the sale of the duplex to the CRA. The location of the property is 301-303 7 Avenue West, Palmetto, FL 34221

Motion: Mrs. Cornwell moved, Mr. Davis seconded, and the motion carried 5-0 to approve item 3.D. Purchase of Duplex Property.

4. CRA DIRECTOR'S COMMENTS

Mr. Burton informed the Board of the upcoming Florida Redevelopment Association meeting in Tampa next month.

5. PRESIDING OFFICER'S COMMENTS

Mayor Bryant stated that there are permits being pulled for the seawall project.

6. CRA BOARD MEMBERS' COMMENTS

Mrs. Cornwell—asked that more medical offices be encouraged to come to the City.

In regards to the Lamb Park project, she would like the basketball courts to stay where they currently are while new ones are built if that is the direction the City chooses to go.

Mrs. Varnadore—questioned the development of a community garden. Mr. Burton explained that money has been budgeted to hire an experienced person to plan the development of a community garden before one is built.

Mayor Bryant adjourned the meeting at 9:23 p.m.

Minutes approved:

James R. Freeman
City Clerk

**DRAFT
SPECIAL CRA BOARD MEETING
October 8, 2015
5:30 p.m.**

Board Members Present:

Shirley Groover Bryant, Presiding Officer
Brian Williams, Chair
Tambra Varnadore, Vice Chair
Jonathan Davis
Harold Smith

CRA Board Members Absent:

Tamara Cornwell

Staff Present:

Mark Barnebey, City Attorney
Jeff Burton, CRA Director
Jim Freeman, City Clerk
Deanna Roberts, Administrative Assistant

Mayor Bryant opened the October 8, 2015 CRA Board meeting at 5:30 p.m.

1. CRA BOARD AGENDA APPROVAL

MOTION: Commissioner Williams moved, Commissioner Davis seconded, and the motion carried unanimously to approve the October 8, 2015 CRA Board Agenda.

All persons intending to address the City Commission were duly sworn.

2. PUBLIC COMMENT

None

3. CRA PURCHASE OF 810 6th STREET WEST (J. Burton)

Mr. Burton informed the Board that the CRA has been in discussion over the past four years with the VFW over the eventual purchase of their property. They have fewer members, and they are concerned about the maintenance of the building. They are looking for a way to stay there and make sure the building is maintained.

Mr. Burton stated the building is a historic resource for the City. It is on the National Register of Historic Places, and this is the only Works Project Administration (WPA) building in the City of Palmetto.

The CRA has an opportunity to purchase the building for \$100,000. The VFW could use the first floor with a minimal lease for up to ten years. The building has 4,000 sq. ft. upstairs and 4,000 sq. ft. downstairs. The upstairs is currently not usable; it will have to be brought up to code. The CRA would pursue grants to make the space usable. Mr. Burton said when the CRA sunsets, the building would go to the City.

A new roof is an immediate need for the building, as well as termite treatment. A structural engineer has looked at the building, and he came back with a good report. An asbestos inspection was done; no report received back yet.

Mr. Burton said today he is looking for approval from the Board to move forward.

Mr. Barnebey reported that he has been working on a draft contract, and it should be ready to bring back to the Board for final approval on October 19.

Mr. Burton informed the Board that there is money in the budget for this project. He suggested it might be better to do a payout in full to the VFW, instead of over ten years.

Mayor Bryant said she did a search specifically for grants for armories and found a book dedicated to locations that have been successful in preserving their armories. This particular VFW has been very utilized by the community throughout the years.

Commissioner Williams asked about plans for the downstairs once the VFW leaves. Mr. Burton replied that there is a commercial kitchen and a bar, and it could be leased out to a restaurant. Ultimately, the CRA Board would determine use. He asked if the VFW could extend its lease. Mr. Burton said we could certainly think about that. He suggested that the VFW should come in and talk to the Board.

Commissioner Varnadore asked the total cost of renovation, barring complications. Mr. Burton said to make the upstairs useful would run about \$200,000. It would include an elevator, a tower on the outside, a new entrance and sprinklers for the upstairs. Since this is a historic building, we would have certain exemptions under the codes. He projected another \$100,000 for the windows and to make the building look the way it needs to look. The CRA will use 1500 sq. ft. and save \$24,000 per year in rent. That would leave space to lease upstairs. Mrs. Varnadore asked if the CRA could become a landlord, and Mr. Barnebey answered yes.

Mrs. Varnadore asked about entering the building. Mr. Burton said the VFW will still use the front door, and the City would use the elevator entrance on the east side of the building. Eventually, he would like to put stairs at the front entrance leading up to the second floor.

Mayor Bryant commented that there are federal historic preservation dollars, as well as Florida Historic Preservation matching grants up to \$500,000 in the Special Category. The Florida grant has the most potential. She said she will share the links she found in her research today with the Board.

Mrs. Varnadore expressed concern that the project at the Carnegie Library and the VFW would be competing for grant dollars. Mayor Bryant assured her that would not be the case. Mrs. Varnadore said she would like to see Carnegie finished and then move to the other project. Mayor Bryant said the Carnegie is a priority.

Mrs. Varnadore requested a tour of the building. Mr. Burton will arrange one. She asked if serving alcohol downstairs from a government office would be a problem. Mr. Barnebey said he will check.

Commissioner Smith asked if the building is all fire brick. Bob Marble of the CRA passed out an article from the 1937 Palmetto News that gives a structural description of the building. The article is attached to and made a part of these minutes.

Commissioner Williams informed the Commission that he has a voting conflict, as he is a lifetime member of the VFW. He submitted the required voting conflict form, a copy of which is attached to and made a part of these minutes.

MOTION: Commissioner Davis moved, Commissioner Smith seconded, and the motion carried unanimously to conceptually approve moving forward with preparing a contract for the purchase of the Old Armory/VFW Building under the general terms set forth in the point paper.

A copy of the point paper is attached to and made a part of these minutes.

The meeting was adjourned at 6:03 p.m.

Minutes approved:

James R. Freeman, City Clerk