

**CRA BOARD MEETING
BEGINS IMMEDIATELY FOLLOWING THE
CITY COMMISSION AGENDA ITEMS**

January 8, 2018

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
<http://www.palmettofl.org>

(941) 723-4570

Shirley Groover Bryant, CRA Board Presiding Officer

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

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 January 8, 2018 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 BOARD CONSENT AGENDA

A. December 4, 2017 Minutes

(TAB 1)

Action Request: Motion to approve the December 4, 2017 CRA Board Minutes.

4. ELECT CHAIR AND VICE CHAIR FOR THE CRA BOARD

Action Request: Motion to elect a Chair for the CRA Board.

Action Request: Motion to elect a Vice Chair for the CRA Board.

5. CRA DIRECTOR'S COMMENTS

6. PRESIDING OFFICER'S COMMENTS

7. CRA BOARD MEMBERS' COMMENTS

8. ADJOURNMENT

Reconvene the January 8, 2018 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 alarowe@palmettofl.org.

POSTED: December 29, 2017

TAB 1

**DRAFT
CRA BOARD MEETING
December 4, 2017
7:00 PM**

CRA Board Members Present:

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

CRA Board Members Absent:

Tambra Varnadore

Staff Present:

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

Mayor Bryant opened the CRA Board meeting at 7:53 p.m.

1. CRA BOARD AGENDA APPROVAL

Motion: Mrs. Cornwell moved, Mr. Williams seconded, and the motion carried 4-0 to approve the December 4, 2017 CRA Board Agenda.

2. PUBLIC COMMENT

None.

3. CRA BOARD CONSENT AGENDA

- A. November 6, 2017 CRA Board Minutes
- B. Resolution 2017-09 Edenfield Grant
- C. Blalock Walters Legal Bills
- D. Store Front Grant 2018-02 Seychelles Spa
- E. Store Front Grant 2018-03 Palmetto Dental Center

Attorney Barnebey removed items D and E for discussion.

Motion: Mr. Williams moved, Mr. Davis seconded, and the motion carried 4-0 to approve the December 4, 2017 CRA Board consent agenda with the removal of items D and E.

Store Front Grant 2018-02 Seychelle's Spa and Store Front Grant 2018-03 Palmetto Dental Center Discussion:

Attorney Barnebey mentioned that the Store Front Grant program discusses routine maintenance and repairs to the structure are not funded through the process. Mr. Burton clarified that both projects do not have routine maintenance and repairs in their application for request of funding.

Motion: Mr. Williams moved, Mr. Davis seconded, and the motion carried 4-0 to approve items D and E of the Consent Agenda.

4. CRA DIRECTOR'S COMMENTS

Mr. Burton stated that he has been consistently emailing updates to staff and the Board weekly.

He informed the Board that the contract with Esterline Landscape has been signed and the work along Haben Boulevard will begin as soon as possible. Attorney Barnebey stated that there is still discussion with the County to transfer the rights for their small portion of Haben Boulevard to the City; the County has given permission for their parcel to be landscaped along with the rest of Haben.

The project at 715 10th Avenue West is on hold awaiting a report from Iaboni. Once the report is obtained, Mr. Burton will schedule individual meetings with the Board to address any thoughts and concerns they might have.

Mr. Burton informed the Board of the free Housing Workshop in Tampa on December 12th and December 13th. This Workshop is being held by the Florida Housing Coalition. If any staff or Board members are wishing to attend, please contact the CRA as soon as possible so reservations and hotel accommodations can be made.

In regards to the ADA dock at Riverside, Mr. Burton is waiting on final plans from the City's contracted engineer.

There will be a meeting with the Environmental Protection Agency to discuss funding for additional cleanup on 505 5th Street West. Mr. Burton has been in discussions with Southwest Florida Water Management District to apply for a grant to begin doing the work for pretreatment of stormwater that comes onto this property.

Due to the bids for the Palmetto Armory roof coming in over \$100,000, the CRA has to go through the Request for Proposal (RFP) process. Mr. Burton is looking to receive a historical grant for the roof on this property.

Mr. Burton has a meeting scheduled on December 18th with Manatee County to discuss the pool at Lincoln Park.

The incentives were approved at the last meeting for Detweiler's Farmers Market and they are scheduled to open in May 2018.

Mr. Burton would like to schedule individual meetings with Board members to discuss their ideas for projects in the downtown area. Once information has been gathered, he would like to bring this discussion to a Board meeting for voting and the potential purchasing and selling of various properties.

Mayor Bryant signed voluntary tax credit cleanup applications which should allow the City/CRA to receive half the money that has been spent on brownfields through the state, as tax credits.

Mr. Burton is looking to potentially fill the part-time vacancy at the CRA. Mike Maholtz, who was with the Metropolitan Planning Organization, has retired and is looking for a possible part-time job. Mr. Burton would like to advertise this part time CRA position as it pertains to traffic analyzation and information and will be asking Mr. Maholtz to apply once the advertisement and job description are online.

5. PRESIDING OFFICER'S COMMENTS

6. CRA BOARD MEMBERS' COMMENTS

Mayor Bryant adjourned the meeting at 8:09 p.m.

Minutes approved:

James R. Freeman
City Clerk