



Meeting Minutes August 24, 2006

Call to Order

Mr. Thompson called the meeting to order at 5:07 PM on August 24, 2006 in the City Council Chambers at 101 Old Main Street, Bradenton FL 34205. There is a quorum.

Roll Call

The following persons were present:

Stephen Thompson, Chairman
Irene Ingram, Vice Chairman
Ed Leonard, Treasurer
Steve Lezman
Lynette Edwards
Mike Rosario
William Lisch, City Attorney
Sherod Halliburton, Exec. Director
Rebekah Brightbill, Admin. Ass't

CCRA and City Staff:

Approval of Minutes from June 29, 2006

Mr. Thompson opens discussion for approval of June 29, 2006 minutes, and announces that there are no minutes from scheduled July 27, 2006 meeting, because the board did not meet due to lack of quorum. Ms. Ingram moves approval of meeting minutes. Ms. Edwards seconds. Minutes approved unanimously.

New Business

Historical Marker

Ms. Dunwoody, in connection with the Family Heritage House Museum, would like to establish an historical marker to commemorate Lincoln High School at 623 11th Avenue East. Mr. Thompson calls for discussion. Some discussion. Mrs. Dunwoody concurs with the changes in verbiage. The board thanks Mrs. Dunwoody for bringing the marker to the attention of the CCRA. Mr. Thompson calls for a motion. Ms. Edwards moves for approval. Mr. Lezman seconds. Motion to approve historical marker approved unanimously with the changes discussed.

Old Business

Norma Lloyd Project—Resolution for Distribution of Funds

Mr. Halliburton states that the county recommended that a resolution be drafted that states specifically what all of the \$2,000,000 million dollars committed by the CCRA to the Norma Lloyd Park Project are going to be spent for. Mr. Halliburton would like to have Mr. Lisch draft

a resolution that states that the funds are not all going to be going to the construction of a community center--\$500,000 will be going to the actual community center, \$1.5 million will be going to land acquisition, land engineering, and other soft costs relative to the park itself. The county needs to know precisely what dollars are available in which areas before beginning work on the park, specifically as it relates to the community center. Mr. Thompson calls for the motion to draw up a resolution to clarify the allocation of funds. Mr. Lezman so moves. Ms. Edwards seconds. Mr. Halliburton clarifies that he wants the board's affirmation that the funds have been so allocated, to bring to the next park planning meeting, and clarifies that the final wording that will be brought to the next board meeting. The motion to draft a resolution stating that the CCRA has allocated \$500,000 out of the \$2,000,000 of Norma Lloyd Park funds specifically to the vertical construction of a community center passes unanimously.

Mr. Thompson asks Mr. Lisch for clarification of agreement of city and county cooperation agreements, as it pertains to 13th Avenue Community Center sublease, and Mr. Lisch informs the board that he is waiting for the latest draft of the contract—we have our contract lease with the county, and county subs out to 13th Avenue.

Lee Property Acquisition

Mr. Halliburton informs the board that the Lees rejected the offer that the CCRA had made on their property, and counter-offered \$400,000. The low appraisal was \$286,000. The high appraisal was \$368,000. Certain City Council members are not supportive of purchasing the property at an amount higher than the high appraisal. Mr. Halliburton would like to approach the Lees one more time to offer them the high appraisal as the maximum amount, and would like the board to authorize him to offer the Lees up to \$368,000, plus additional provisions to allow them to stay at the property until they find adequate housing. Mr. Halliburton informed the board that the county has redrawn the plans, in the event that the Lees do not reconsider, with the only change being the removal of tennis courts, and park frontage on MLK. Without the Lee property, the park can still move forward, but with said changes. Mr. Thompson steps down as Chair to make the motion to increase the amount of the offer on the Lee property to the amount of the high appraisal. Motion seconded by Mr. Lezman. Mr. Thompson, Mr. Lezman, Ms. Ingram vote aye. Mr. Leonard, Mr. Rosario, and Ms. Edwards voted nay. The motion to increase the offer amount on the Lee Property was \$368,000 did not carry. *The board authorizes Mr. Halliburton to go back to the Lees and tell them that the board has not authorized them to purchase the property for \$400,000, and that we will be proceeding with a different set of park plans, but that we will renegotiate with them at a different price point if they so desire, and that the board will revisit the issue at that time.*

Economic Development Committee Report

CCRA/CEDC Boot Camp Update

Mr. Halliburton informs the board that the ten week Entrepreneurial Boot Camp is at maximum enrollment, and there has been low attrition. Several shadow classes are in process and in the works, as intensive follow-ups to topics in the ten week course. This is the first Entrepreneurial Boot Camp taught at the CCRA, which is helping people to discover the CEDC. The youth entrepreneurship program of the Bradenton Front Porch, as well as a construction class, has been taught at the facility. Gaston D. Meredith Consulting, Manatee Coalition for Affordable

Housing, and the Whole Child Project have all used the facility for trainings and meetings. Mr. Thompson commends the CCRA on increased exposure to the CCRA's CEDC facility.

Copier Purchase/Lease

The CCRA has currently using Bradenton Front Porch's copier, but they are relocating in the future, and the Bradenton Front Porch copier had not been serving all the copying needs of the CCRA. Three different quotes were obtained. This copier can be used as the CCRA moves forward on the virtual office, and will have account codes, so that businesses using the center can be charged for using it, and it will be a color copier so that the CCRA can reproduce brochures in-house, and possibly do a city newsletter. Mr. Halliburton will be requesting that the county share in the cost of the copier as part of the CDBG grant (they are picking up 50% of the cost of the computers). He is recommending the used copier from Akita for \$6,500. Some discussion ensues. Mr. Rosario makes the motion to purchase the used Akita color copier with service agreement. Mr. Leonard seconds. No further discussion. Motion carries unanimously.

Computer Purchase

The CEDC is going to begin offering computer classes, so Mr. Halliburton informs the board that he is receiving quotes for the purchase of additional computers. The manager of county CDBG program has agreed to share 50% of the cost of the purchase. We have three computers and four desks already, and we need to purchase seven additional computers and six additional desks. The county CDBG program will take into consideration the number of computers and desks we already own: therefore, we will be purchasing two computers and one desk, and the county will be purchasing five computers and five desks, to make a total of ten available computers in the CEDC. There is a waiting list for Quickbooks, there is interest in Excel, and in basic computing. Mr. Halliburton would like the board to authorize him to move forward. Ms. Edwards motions to give Mr. Halliburton authorization to spend up to \$7,000 on the purchase of computers for the CEDC (which will be paid for from the economic development budget) (which will be reimbursed up to 80% by the CDBG grant). Ms. Ingram seconds. Motion approved unanimously.

Strategic Planning Committee Report

Budget Meeting Update

To be handled by Mr. Leonard in the Finance Report.

Martin Luther King Beautification Project Update

The project has begun. Some residents are concerned with the elevated medians because they have disrupted their normal cut-across points on MLK, but for the most part satisfactory alternatives have been settled upon. Construction should be completed in 60 to 90 days, and the entire project will be completed in 3 ½ months. Mr. Thompson proposes that a dedication be scheduled for early November.

Love Apartments Rezone

The city has approved the rezoning of the Love I parcel. The developers interested in that parcel decided that it is too expensive to renovate those apartments. Therefore, the CCRA will hold off on issuing an RFP for that section of Love, and then at some point we will issue an RFP for all of

Love. There is a parcel of vacant land adjacent to Church of Christ (a little less than an acre) that the development team is interested in starting from scratch on. Carl Callahan will approach the city about designating that as surplus property, and turning it over to the Central CRA, and then the CCRA could designate that as an RFP and allow development teams to bid on that as a mixed use development project.

Neighborhood Plan Update

WilsonMiller is in the latter stages of gathering survey data and other data from community meetings, which they are compiling into a plan to be used in the planning for the development of the Washington Park neighborhood. The follow-up community meeting will be held on September 6th at 5:30 PM, at Rogers Memorial United Methodist Church (pending facility approval). There will be a presentation, and a time for community feedback. Mr. Halliburton tells the board that the plan revealed at this community meeting will be the final plan. WilsonMiller can come back to the September board meeting to brief the board on the plan. The board will then, at the next meetings, consider adopting WilsonMiller's recommendations, and look into how those recommendations will be implemented.

Business Incubator/Job Skills Training/CCRA Office Building Update

The CCRA has had several meetings with WilsonMiller and Tropicana about the concept of a business incubator/job skills training center. WilsonMiller will include details about a training center in the plan they are writing. The Knight Foundation recently met with Mr. Halliburton for two hours to discuss his vision for the center—the Knight Foundation is looking to fund a “transformational project” that can transform a community. The center could house different job training programs for individuals in the community, the development of a business district to support that facility, affordable housing organizations, city and county community development agencies, even potentially other CRA's, businesses, etc, so it's a comprehensive place. This project blends in with the CCRA's other goals of providing affordable housing, and the like, to those to who jobs are being created for in the district, which makes it highly transformational. Mr. Thompson requests that the CCRA formalize the county's commitment to giving the CCRA use of the land that the center would be placed on, and that the time frames for the project be formalized. Mr. Halliburton will bring a draft of the WilsonMiller training center/business incubator plan to the next board meeting.

Finance Report

Amended 2005/2006 Budget

Proposed 2006/2007 Budget

The 2005/2006 budget was amended for several reasons: 1) 13th Avenue was completed this year and not last year, as was budgeted for, so the carryover from 2004/2005 is higher than was planned on, and 2) the original budget did not include all of the property acquisitions and the loans used to fund the acquisitions for this year. The revenue part of the proposed amended budget increases the total income for the year for the district to \$6,263,012, with \$4,830,471 in carryovers. 3) Less TIF revenue was received than was budgeted for, so that is reduced in the amended budget. The total expected expenditures for 2005/2006 were \$5,441,431, and the expenditures were \$821,581 less than the anticipated revenue. Moving onto the 2006/2007 budget, despite the projected increase in TIF revenue, we need this excess to go towards the

Norma Lloyd Park Project commitments, and the full year of debt service. The budgeted \$1,577,532 plus the carryover of \$821,581 brings the budgeted total revenue to \$2,399,113 for the 2006/2007 fiscal year. The 2005/2006 budget and 2006/2007 budgets will look different because categories are different. Property acquisitions should be completed this year. Mr. Leonard anticipates the budget being balanced into 2007/2008, even with large expenditures looming in the future. Some discussion ensues about various budget items. Mr. Leonard moves that the amendment to the 2005/2006 be approved. Ms. Ingram seconds. Approved unanimously. Mr. Thompson asks about the shortfall for the 2007/2008 Norma Lloyd commitment (it is about \$700,000, at present). Some additional discussion. Mr. Leonard moves that the proposed 2006/2007 budget be approved. Mr. Thompson seconds. Approved unanimously.

Director's Report

1) Mr. Halliburton reports that the Manatee Chamber of Commerce has extended an invitation to him to serve another term on their Board of Directors, and he has accepted. 2) The Annual Florida Redevelopment Association Conference is in Miami, and he will be attending. 3) The Manatee Chamber of Commerce is having their planning retreat in September, and Mr. Halliburton is required to attend, as a member of the board of directors. 4) The CCRA is hiring a new program director / project coordinator. Frances Reese-Small left the agency, and Rebekah Brightbill was upgraded from part time to full time. Mr. Halliburton took one month to evaluate the needs of the agency, and he placed Ms. Brightbill into the role of administrative assistant. He is looking for someone to put in the role of Program Coordinator to move grants and programs forward—this individual will be responsible for the EDC and everything related to that, as well as the prosperity program and associated grants. He is looking for someone that can manage projects and programs, but would like to take the administrative piece out of the hybrid nature that was in the role before. 5) The NAACP recognized Mr. Halliburton for his community service, at their Freedom Fund Banquet, and he feels this is an award for the CCRA, not just him, and that this is a recognition of the CCRA's work in the community. 6) The CCRA is getting a payroll company (PayChex) to make the payroll process smoother, with additional staff coming on board. The CCRA has elected to use the health insurance offered by PayChex, instead of the City of Bradenton, because it is much more affordable within the amount the agency has allotted to health insurance.

Board Comments

None

Citizen Comments

Ms. Clovia Russell of 1309 14th Street East, Bradenton FL 34208. Question #1 – Ms. Byrd-Russell enquired about the status of the 10th Avenue drainage project. The board updates Ms. Russell that the property initially intended for the retention pond may not be used because the grant money used on that property specified that it can only be used for certain purposes. Both Rogers Memorial United Methodist Church and Mr. Enos Davis are open to selling portions of their respective properties for the construction of the retention pond. This poses a six month

delay on the project, pushing the completion date towards the end of next year. **Question #2** – Enquires as to whether or not participants in the economic development training are encouraged/restricted/guided/or required to locate in the CCRA. Mr. Halliburton informed her that the plan of the CCRA has always been to encourage businesses to locate within the area, but that this has been a challenge, because we don't have the office spaces for these businesses to locate to, so this is one goal that we are moving towards. Ms. Russell reiterated her concern that people and businesses are encouraged to stay within the district itself, since so much money and time is being spent on developing individuals and businesses. Mr. Halliburton agreed that we are working to put incentives in place.

Raphael Allen of 1016 7th Street East, Bradenton FL 34208. Mr. Allen expressed concern that he would like for the September 6th community meeting to allow for citizen comment to be incorporated back into the plan, if community input comes back desiring changes to the plan. Mr. Halliburton indicated that the CCRA will require WilsonMiller to incorporate any community feedback into the plan that they bring before the board at the September board meeting. Mr. Allen also commented that something must be done to the neighborhood surrounding these development projects (sidewalks, lighting, etc.), because if the community cannot walk to these businesses and feel safe, the community won't patronize these businesses, and they won't survive. The success of the businesses will be dependent upon community support. Mr. Allen commended the CCRA for their work on MLK, and asked if any work will be done on MLK between 9th and 15th because the condition of the street is so deplorable that cars that use it regularly, are damaged. Mr. Halliburton informed Mr. Allen that he was recently approached about the repaving of that section, and we may come on as a 50% partner on that, and it may be done before the year is out. Right now, it would just repair the potholes and repave it. Rev. Golden is pursuing state NPO dollars to redo the intersection of 15th St. E., and in the 2007/2008, we will be bringing in the beautification component of 9th to 15th.

Adjournment

Mr. Thompson calls for a motion to adjourn. Ms. Ingram makes the motion. Mr. Rosario seconds. Motion carries unanimously. Meeting adjourned at 7:05.

Meeting Dates

- September 6th, 2006 5:30-7:00 – Washington Park Community Meeting
- September 21 9:00-10:30 – **CCRA Joint Committee Meeting**
- Sept. 28th – **CCRA Board Meeting**, 101 Old Main Street
City Council Chambers

Minutes Submitted By: _____

Minutes Approved By: _____

