



*The City of Bradenton*

*Meeting Minutes*

May 25, 2006

**Call to order**

Mr. Thompson called to order the regular meeting of the Central Community Redevelopment Agency (CCRA) at 5:13 P.M on May 25, 2006 in the City Hall Chambers located at 101 Old Main Street, Bradenton FL 34205.

**Roll call**

The following persons were present:

Stephen Thompson, Chairman  
Irene Ingram, Vice Chair  
Lynnette Edwards  
Romonia Calpin

CCRA and City Staff present:

Sherod Halliburton, Exec. Director  
Frances A Reese-Small, Project Manager  
Rebekah Brightbill, CCRA Staff Receptionist

**Approval of minutes from April 27, 2006**

Mr. Thompson opened the floor for a motion to approve the April 27, 2006 minutes Ms. Edwards, motions to approve the meeting minutes from April 27, 2006; Ms. Ingram seconds motion; motion carries unanimously with the following revision: Ms. Calpin requests a revision to the meeting minutes under "Director's report" to reflect her absence during the approval process for the Executive Director's salary increase. The minutes should state, "Salary increase seconded by Ms. Ingram." Quorum present at 5:43pm.

**New Business**

***Wilson Miller (Washington Park Update)*** - Mr. Halliburton introduces Michael English and Chris Johansen of Wilson Miller consulting firm provides an update regarding project schedule and task deadlines. Mr. Halliburton states that there has been some interest with regards to the Love Apartments and has requested Wilson Miller to conduct additional research on the viability of the Love Apartments in concert with the Washington Park Neighborhood Plan.

Mr. English of Wilson-Miller provides scheduling deadlines: Tentative market analysis completion in late June 2006; Community meeting scheduled for late June 2006. Additional questions and comments followed.

**Old Business**

***10<sup>th</sup> Avenue Drainage Update (Seth Cohen, Engineer, City of Bradenton)***- Mr. Cohen addresses the board stating Southwest Florida Water Management District (SWFWMD) permit has been obtained; Department of Transportation permit is still pending. Interlocal agreement

final draft with the County should be received this week to include perpetual easements for the city to maintain the pond at 13<sup>th</sup> Street East Park. This agreement is subject to review by City of Attorney, Bill Lisch and City staff. According to Mr. Cohen, this project has presented some challenges to include a DEP grant administered through the federal government.

Project schedule to include: Bid process once DOT permit has been obtained 30-90 days; Contractor mobilization estimated to begin early next fiscal year at earliest November 2006; tentative construction completion. Questions and comments followed.

### ***Norma Lloyd Project Update (Board Action)***

- ***13<sup>th</sup> Avenue Community Center***-Patrick Carnegie addresses the board regarding (1) Concession stand build-out (2) Property located at 2503 13<sup>th</sup> Avenue East property to be used as field house for 13<sup>th</sup> Avenue sports activity.

***Board Action:*** Mr. Halliburton recommends a CCRA commitment of \$100,000 as of October 1, 2006 next fiscal year toward the build-out of the Concession stand. Ms. Edward motions to approve a commitment of \$100,000; motion seconded by Ms. Ingram; motion passes unanimously.

***2503 13<sup>th</sup> Avenue Reimbursement-*** Mr. Halliburton recommends the board approves a resolution to adopt the attached resolution for reimbursement in the amount of \$121,628.50 and transfer title of property to CCRA. Ms. Ingram motions to approve and adopt the resolution for reimbursement to the City of Bradenton; Ms. Calpin, motion passes unanimously.

***2304 9<sup>th</sup> Avenue Purchase (final property purchase).*** Mr. Halliburton states that an offer was made and contingent upon board approval to the owners. Mr. Halliburton recommends the purchase 2304 9<sup>th</sup> Avenue in the amount not to exceed \$310,000; Ms. Calpin motions to approve purchase not to exceed \$310,000; Ms. Edwards's seconds, motion approved unanimously.

***East Bradenton Library Update-*** Mr. Halliburton provides an update. According to Mr. Halliburton, there is a "Friends of the Library group" spearheaded by Commissioner Gwen Brown. Mr. Halliburton states there were scheduled trips to visit a Fort Lauderdale library and cultural center; however, this tour was cancelled. At present, the "Friends of the Library group" is restructuring. Per Mr. Halliburton, he has spoken with County Administrator Ernie Padgett regarding the East Bradenton Library project unfortunately nothing substantial can be reported at this time.

### **Economic Development Committee Report**

***CCRA/CEDC Boot Camp Update-*** Veatrice Farrell, CCRA financial consultant, addresses the board to introduce the CCRA/SBA first recipient of a small business loan. Mr. Halliburton states he has planned various meeting with the City and County to discuss additional funding opportunities. Per Mr. Halliburton, the next Chamber of Commerce Boot-Camp will be held at

the CCRA; the boot camp is tentatively scheduled for July 2006. Additional discussion followed.

- ***Distance Learning Component-*** Mr. Halliburton states that he has discussed with Fox Advertising an online curriculum to increase the scope and depth of classes in concert to the on-site campus classes. To include: Video component with log in to access various classes. Mr. Halliburton states that the County CDBG grant was approved and could be allocated to cover the cost associated with the Distance Learning Component.

### **Strategic Planning Committee Report**

***13th Avenue Beautification Project Update-*** Mr. Halliburton states that the Groundbreaking is scheduled for Monday, June 5, 2006 at 9:00am. The project is 99% completed with the exception of the completion list to be completed this month. Mr. Halliburton acknowledges Gordon Everett, Public Works, for his outstanding participation with regards to the completion of this project

***Martin Luther King Jr. Beautification Project Update-*** Mr. Halliburton directs the board's attention to the MLK, Jr. project schedule provided by John Moody of John Moody & Associates. Additional discussion followed.

***Love Phase I-Commercial Rehabilitation-*** Mr. Halliburton states that after several conversations with Mr. Thompson and Mr. Leonard regarding the exterior condition of the Love properties, the CCRA has begun exterior rehabilitation to include: painting, landscaping, etc. All labor is provided by the Department of Corrections work crews. Mr. Halliburton acknowledges Cecelia Love Hopkins, CCRA Property manager.

***Property Accumulation Strategy Update-*** Mr. Halliburton states that after several meetings with Mr. Leonard, CCRA Treasurer, the acquisition of property should conclude. According to Mr. Halliburton, the CCRA has acquired a significant footprint with the present inventory of properties to date.

### **Finance Report**

***April 2006 Financial Report-*** Mr. Halliburton directs the board's attention to the April financial statement. Several meetings were/are being conducted with Mr. Leonard and Mr. Halliburton in an effort to amend the present year's budget and prepare a tentative 2006-2007 fiscal year budget.

Mr. Halliburton states the CCRA under the direction of Mr. Leonard opened a new bank with Bank of America specifically for Rental property management as of May 2006.

Additional discussion regarding the April financial report followed.

### **Director's Report**

Mr. Halliburton updates the board regarding his attendance to the Business Incubator workshop held in St. Louis, MO. Additional discussion followed regarding potential Business Incubator collaborations with Tropicana Products, Inc. In addition to attending an Individual Development Account (IDA) program workshop in Ithaca, NY.

Additional discussion regarding an Earned Income Tax Credit (EITC) program and Tax Free preparation sites.

**City of Bradenton Staff Retreat-** Mr. Halliburton briefs the board regarding his participation at the City of Bradenton Staff Retreat. Additional discussion followed.

**Board Action:** Mr. Halliburton recommends a motion to subscribe to the Tempo News to include a monthly article outlining the CCRA events and programs on a monthly basis. This is an annual contract in the amount of \$5100; running one ad per month for (12) twelve months. Ms. Ingram motions to approve the annual contract of \$5100 to run one ad for twelve months; Ms. Calpin seconds; motion passes unanimously.

**Business Incubator Visits** - Mr. Halliburton has identified two incubator models in Fort Lauderdale to visit over the next two months.

**Board Comments**

**CCRA District Tour:** Ms. Ingram questioned tentative plans for a CCRA District Tour and in response Mr. Halliburton states that he will poll the board of directors regarding tentative dates and be prepared to discuss moving forward with coordinating a tour of the CCRA district at the next board meeting.

**Citizen Comments**

None

**Adjournment**

Mr. Thompson recommends a motion to adjourn. Motion passes unanimously. Meeting adjourned at 7:00 pm.

**Meeting Dates:**

**CCRA Joint Committee Meeting:** N/A

**CCRA Board Meeting:** Thursday, June 29, 2006 at 5:00pm-7:00pm  
City Council Chambers-101 Old Main Street.

Minutes submitted by: \_\_\_\_\_

Minutes approved by: \_\_\_\_\_