



**CCRA Board Meeting Minutes  
February 22, 2007**

**Call to Order**

Mr. Thompson calls the meeting to order at 5:03 PM, welcomes those in attendance, and leads the Pledge of Allegiance. There is no quorum at the call to order, but a call to order has been reached by the end of the pledge of allegiance.

**Roll Call**

*The following persons were present:*

*Stephen Thompson, Chairman  
Irene Ingram, Vice Chairman  
Ed Leonard, Treasurer  
Mike Rosario  
Lynette Edwards  
Steven Lezman  
William Lisch, City Attorney*

*CCRA and City Staff:*

*Sherod Halliburton, Executive Director  
Rebekah Brightbill, Cmty Dev Spec*

**Approval of Minutes**

The January 4, 2007 and January 25, 2007 minutes are subject to review. Mr. Leonard makes a motion to accept the minutes, and Mr. Rosario seconds the motion. Mr. Thompson makes correction on a typo on the January 25<sup>th</sup> minutes on the last page—the word “Board” is spelled incorrectly on the listing of next meeting dates. The minutes are approved with no further changes.

**MLK Mixed Use Development**

Mike Bryant from Fawley Bryant Architects is in attendance to present the preliminary renderings for the proposed mixed use development project on the corner of MLK and 3<sup>rd</sup> Street East. The services of Fawley Bryant were secured to see what type of project would be feasible for this parcel of land. The parcel is 110 feet x 300 feet. The units were designed with New Urbanism in mind—the buildings were brought close to the street to engage the sidewalk. The bottom floor has retail, and the upper level has affordable residential units. Due to limitations on this site from the size of this space, this design makes the site useable to its fullest. Mr. Bryant describes the site plan. The initial feedback from city officials on this design has been very positive. Mr. Rosario asks if the owners of the commercial and residential are going to be one in the same. Mr. Halliburton responds that the intent is to have the residential and commercial be

treated separately—the homes will be sold separately to individual homeowners, and the commercial portion will be sold as a package to a single entity, and that entity would finish the build-out. Ms. Ingram asks a question regarding the degree of build-out in the plan, and Mr. Halliburton tells her that several of the developers that he has spoken with have expressed a desire a less-developed shell that they could then fill in depending on the client that fills the space. And, the CCRA can control which clients come into the space as well. Mr. Thompson thanks Mr. Bryant and Fawley Bryant for their work on the plans, and how they have worked with the CCRA on the project. He expresses how well the renderings have put a face on the project.

Mr. Halliburton has prepared some financial and pricing information on the project. The 1,020 square foot, 2 bedroom/1 ½ bath units would have an asking price of \$137,700, and would cost \$135 square feet to build. The 1,260 square foot 3 bedroom/2 bath units would have an asking price of 170,100, and cost the same price per square foot to build. The 1,500 square foot, 3 bedroom 2 ½ bath units would retail for 202,500 to build, and will also cost \$135/square foot to build. The total cost for the residential portion will be \$1.2 million dollars. The total sellout would be \$607,500. Depending on impact fees, or additional costs and fees associated with the project, the CCRA could either break even, or end up with an income of a little over \$100,000. The CCRA would partner with Manatee Coalition for Affordable Housing and Goodwill, two entities that do down payment assistance education for the City. Through them, the CCRA would hope to try to pre-sell as many as possible to the individuals that have vouchers through that program. Mr. Halliburton suggests that the CCRA possibly even consider covering closing costs, which (coupled with the down payment assistance program) could get individuals into the homes with no money down. Mr. Halliburton is looking for approval from the board to take action and move forward. He has sent a letter to the city clerk to request that the property be deemed surplus—with board approval, he will take that to the City Council and have the property deemed surplus and formally turned over to the CCRA so that the next series of steps can start (likely, a 12 month process from start to finish). More discussion. There is a board consensus that if a Level 1 environmental study has not already been done by the City, it would be wise to have one done. Mr. Lezman asks how the CCRA would prevent the units from being flipped, and Mr. Halliburton tells the board that there are several ways to prevent that. Habitat for Humanity uses an equity sharing agreement, where the equity would be shared with the agency if they sell before a certain date. Or, an agreement could be made that would return a certain percentage of the difference between the appraised value and the sales price (which would allow the CCRA to recoup any funds they have subsidized, and the homeowner to keep the equity). The units will become taxable properties as soon as they are purchased from the CCRA. Mr. Lezman asks who the developer will be. Mr. Halliburton tells him that the CCRA will be considered the developer, and an RFP will be sent out for a builder who will be willing to take on a role in development. Mr. Thompson stresses the importance of securing the site. Mr. Leonard makes the motion to authorize Mr. Halliburton to go to the City Council to request that the parcel of land on the corner of 3<sup>rd</sup> Street East and Martin Luther King Avenue East be deemed surplus and turned over to the CCRA to be used for this mixed use development project. Ms. Ingram seconds. The motion is approved unanimously with no further discussion.

## **MLK Banners**

Mr. Halliburton presents renderings for banners to be placed on Martin Luther King Avenue East. These banners would be hung with the intent of building pride in the MLK corridor. The board is favorable to the idea, but they would prefer to see a price before making a decision, so they are postponing a decision until price data is available. Mr. Thompson states that he is in favor of promoting a neighborhood identity on the banners, but he wants to make certain that the proper neighborhood name is identified. Ms. Ingram also expresses concern over referring to the neighborhood as Washington Park, and suggests a new name be tied into the identity. Mr. Halliburton states that he is tentatively planning a community block party in conjunction with the Great American Clean-Up, so possibly the naming could be tied in with the event to create a buzz and a buy-in along with the new name.

### **Norma Lloyd Park**

The project is moving forward. The county is putting its budget for engineering together. The CCRA currently has \$1.4 million committed to engineering on the park—(\$500,000 is committed to 13<sup>th</sup> Avenue, Just for Girls, and incidentals). The Lee Property was closed on last month, and the finalized surveys are in place, and have been passed on to the 13<sup>th</sup> Avenue Community Center. The surveys of the property that the CCRA owns have been passed on to the City of Bradenton, and Mr. Lisch is in the process of transitioning the title to the city. The CCRA has not yet received the financials or plans from 13<sup>th</sup> Avenue—they initially stated that they were unable to provide them because they did not have the surveys for the park, but since that conversation, Mr. Halliburton has not heard anything as to the status of the requested information. Mr. Halliburton has expressed to Mr. Carnegie that it is important that the CCRA receives the information, because the CCRA cannot properly budget until they know what 13<sup>th</sup> Avenue needs. Board discussion ensues. Mr. Halliburton recommends that a second letter be sent out requesting the information, along with the survey and a copy of the first letter. Ms. Edwards asks if the CCRA has ever been to the 13<sup>th</sup> Avenue Board Meeting, per the discussion at the previous CCRA Board Meeting, and Mr. Halliburton states that the CCRA Board has not attended their board meeting yet. Mr. Thompson requests that the second letter be sent to the 13<sup>th</sup> Avenue board chair and representatives within the city and county as well. Ms. Edwards makes a motion that a letter be sent to Mr. Carnegie at the 13<sup>th</sup> Avenue Community Center with a copy of the first letter and the survey included, requesting the information again, with a time deadline, with copies of the packet sent to the 13<sup>th</sup> Avenue Board, the City of Bradenton, and Manatee County. Ms. Ingram seconds the motion. Mr. Thompson requests that the board have the opportunity to review the letter before it goes out. The motion carries unanimously.

### **East Bradenton Library**

Mr. Halliburton presented the idea of the East Bradenton Library as part of the Norma Lloyd complex, and the Library Board was very supportive of the idea, particularly since the CCRA is offering land and up to \$1 million dollars over the period of the project. The Library Board indicated that this is the best proposal they have seen to date. However, Manatee County Commissioner Stein is proposing that the Central Library be relocated eastward and expanded in size and scope, and she would like it to be part of one of the redevelopment districts. If the library was to be moved very close to the district, with easy access to residents of the district, it would not make sense to move forward with the East Bradenton Library (despite the willingness

of the Library Board to consider the East Bradenton Library site). Ms. Ingram expresses concern that the CCRA would put the project on hold, and East Bradenton would remain in stasis without a library while the Central Library issue remains in negotiation. Commissioner Stein is looking for a decision on the viability of this move within the next 12 months. Mr. Halliburton states that the resolution at the end of the last Library Board meeting was that they would be pushing for a decision so that if Commissioner Stein's proposal is not viable, the East Bradenton Library issue can be revisited as quickly as possible. In the meantime, the CCRA will not dispose of any of its potential library sites, because of the uncertainty of the library situation. The board will be inviting Commissioner Stein to the next board meeting to discuss the library relocation, and Mr. Halliburton and Mike Kennedy, Executive Director of the DDA, will be meeting with her to discuss potential sites.

### **MLK Streetscape**

The project is complete. The most recently planted shrubs did not weather the cold snap very well and may need to be replanted.

### **Land Acquisition / Land Disposition Strategy**

Mr. Halliburton has identified a 9 ½ acre footprint that he would like to acquire. The CCRA has been establishing relationships with individuals in the area of interest. The CCRA already owns 3 ½ to 4 acres within the focus area. However, the state is considering radical changes to the property tax system, and if these changes are passed, they could severely jeopardize the ability of the CCRA to complete anticipated projects. Until it becomes certain what, if any version of the property tax bills will pass, Mr. Halliburton is recommending that the CCRA does not make any aggressive property acquisition moves. Rev. Danny Harris, pastor of Grace Progressive Missionary Baptist Church (the current owner of the land at 15<sup>th</sup> Street East and Martin Luther King Avenue East) is present by the invitation of Mr. Halliburton, and the board invites him to the podium to discuss his property. Mr. Halliburton thanks Rev. Harris for his patience and graciousness throughout the negotiation process. Mr. Thompson queries Rev. Harris on particulars of the property. Rev. Harris states that Mr. Halliburton said the CCRA would reimburse the church for the \$1,600 spent on the Phase II environmental study, and Mr. Halliburton and Mr. Thompson promise Rev. Harris that the CCRA will honor that. Mr. Leonard states that currently, the CCRA will have to pick and choose which projects it wants to do, and dispose of some surplus property, because the CCRA does not have enough money to do everything it would like to do. Mr. Halliburton presented his wish list of properties, and will bring a list to the next meeting that ranks them in order of priority. Within the next 2-3 years, Mr. Halliburton feels it is possible to assemble 10 acres on MLK—provided the TIF revenues are not seriously reduced.

There are several properties that the CCRA can consider selling—the Library Property is temporarily off the list now because of Central Library relocation discussion, but two other properties are still on the list. Per guidelines described by Mr. Lisch, the properties must be publicly disposed of, and they must be sold to buyers whose ideals match the guidelines set out in the community development plan. The 2210 9<sup>th</sup> Avenue East daycare property is outside the desired footprint and would be sold commercial. The second property is at 413 10<sup>th</sup> Avenue

East, and is a HUD rental. Mr. Halliburton is looking for a motion to move forward on the disposition of these two properties. Mr. Thompson inquires as to the value of the properties. Mr. Halliburton estimates that the low value of the daycare property is \$120,000-125,000, and the value of the other property as \$145,000-150,000. Those values are close to the purchase prices, but with the market conditions the way they are, they may only sell for \$115,000 and \$140,000. Mr. Rosario makes the motion to authorize Mr. Halliburton to move forward on disposing of the properties at 2210 Martin Luther King Avenue East and 413 10<sup>th</sup> Avenue East. Mr. Lezman seconds. The motion passes unanimously with no further discussion.

### **Neighborhood Plan**

The CCRA has reached the implementation portion of the Neighborhood Plan, as prepared by WilsonMiller. Per the discussion at the joint committee meeting, the CCRA would be contracting with WilsonMiller to develop a business plan for the development of the professional training center. Also, the recommendation is to contract with them to work with the CCRA on the development of a professional office/residential/retail plan (under section 1.1.2 of the proposal), and the US 301 retail site, but not for the development of the mixed use modular housing project on MLK/3<sup>rd</sup> Street East, because Fawley Bryant's services have been obtained for this. This leaves a commitment of \$45,000 to WilsonMiller for the adoption of section 1.0 of the proposal, minus sub-section 1.1.4, leaving sections 2.0 and 3.0 for consideration in subsequent fiscal years. \$35,000 was budgeted for this plan, and the additional \$10,000 can be paid for out of carryover dollars. Mr. Leonard makes the motion to approve adoption of section 1, minus section 1.1.4 of the proposal, for a total commitment of \$45,000. Ms. Ingram seconds, and the motion carries unanimously with no further discussion.

### **Professional Training Center**

There is a brief synopsis of the plans for the professional training center project in the board packets. Mr. Halliburton has a meeting on February 23, 2007 with a development group regarding the training center. Mr. Halliburton has had ongoing discussions with Mr. Lezman regarding Tropicana's role, and he has also had discussion with the School Board, MTI, and the City. He also has an upcoming meeting with the County to discuss potential lessees. The development group is looking to get commitments to long-term leases—the CCRA would not have to figure out how to fund it if the CCRA could get commitments to long-term leases. The CCRA itself would lease 7000 square feet (5000 square feet for the business incubator, 2000 square feet for the office space). The City is looking at leasing 2,000-5,000 square feet. There is an additional parcel of land that would need to be secured, and it will cost \$60-70,000 to secure. There is also a large entity that will be looking for 25,000 square feet of space within 3-4 years, and they are looking to relocate within the CCRA—Mr. Halliburton will be meeting with them next week. Mr. Thompson expresses concern that there will just be office space at this facility, where all previous discussions had included some type of restaurant or commercial space. Mr. Halliburton states that the CCRA does have leverage because the CCRA will be providing the land at little or no cost to the developer.

### **Financial Reports**

Mr. Leonard is reviewing the audit report. Upon his approval, the CCRA will make it official and submit it. The auditors had several comments regarding the handling funds on the rental properties, so those changes will be implemented and a management report prepared.

The November, December, and January financial reports have been postponed until the next meeting because Mr. Leonard had to leave.

### **Directors Report**

Mr. Halliburton will be going to the National Business Incubator Association Annual Conference in Seattle, WA. This provides an opportunity to network, and get information on running a business development center, and creating and starting a business incubator. It is in the budget (not as a specific line item for this particular conference, but it has been budgeted for).

### **Board Comments**

Mr. Lezman suggests a brief quarterly update meeting for the community, since there has been difficulty with community involvement. He suggests shuttling people from Rogers to the City Council Chambers. Other members suggest having it at Rogers. Mr. Thompson proposes a meeting in April at Rogers. Ms. Edwards asks how notice is sent out about meetings. Mr. Halliburton tells Ms. Edwards of the various means used, and various board members suggest additional means.

### **Citizen Comments**

None

### **Next Meeting Dates**

- *Joint Committee Meeting:* Thursday March 15, 2007 (8:00 AM-9:30 AM)
- *Board Meeting: Thursday,* March 22, 2006 (5:00 PM-7:00PM)

### **Adjournment**

Ms. Edwards makes the motion to adjourn. Mr. Rosario seconds. The motion carries unanimously, and the meeting is adjourned at 6:40 PM with no further discussion.

**Minutes Submitted By:** \_\_\_\_\_

**Minutes Approved By:** \_\_\_\_\_