



**CCRA Board Minutes
No Quorum
January 24, 2008**

Roll Call

CCRA Board:

*Stephen Thompson, Chairman
Irene Ingram, Vice Chair
Ed Leonard, Treasurer*

City & CCRA Staff:

*Sherod Halliburton, Executive Director
Rebekah Brightbill, Community Dev Specialist
Alison Hewitt, Special Projects Manager*

Call to Order

Mr. Thompson calls the meeting to order at 5:05 PM without a quorum, and leads the Pledge of allegiance. Additional board members are expected, so the items that do not require a quorum will be addressed first in the meeting.

Enterprise Center

The CCRA has continued to move the concept of an Enterprise Center in the district forward, after the location at the DCF building fell through. The location under consideration is the corner of 13th Avenue E and 9th Street E. This building would be new construction (not a rehab of an existing facility), and would allow the agency to create a project that is the best use for the site, and the district. A developer has offered to put 20 residential units on top of office and training space. Another option would be for the agency to build the center through private and public funds (which would probably provide greater design control), and this could consist of retail, with training space on the next floor, and office space on the third floor. Mr. Thompson asks that the CCRA move forward on requesting that Manatee County donate their land to the west of the right of way adjacent to the Tropicana-owned land. Mr. Thompson states that since Tropicana has expressed that they would not be interested in placing a residential development at this location, he would like to move discussions away from residential projects. Ms. Ingram commends the exploration of alternate funding streams, should the CCRA serve as the developer. Discussion of funding possibilities. Mr. Halliburton states that the CCRA would like to continue exploring possibilities for the building. Mr. Thompson states that the board is supportive of those exploratory efforts.

Annual Report

Under the guidance of Ms. Brightbill and Ms. Hewitt, the CCRA is compiling an annual report to provide partners and community members an update on the completed projects of the agency. Mr. Halliburton requests that the board review the report for any changes or suggestions. Mr. Thompson asks how the annual report will be delivered to the public. Mr. Halliburton states that the report will be delivered in print form and via the website. Mr. Thompson requests that Mr. Thompson consider a date to deliver the annual report to the City Council.

Tax Preparation

The Prosperity Campaign Partners (the CEDC, CCRA, the Whole Child Project, the AARP, the IRS, and the VISTA Volunteer), along with Tropicana Federal Credit Union, have worked together to get the word out for income tax preparation. Tropicana Federal Credit Union will be providing low cost Refund Anticipation Loans this year with the cost of the loans between \$7-\$14. They will be establishing deposit accounts for individuals that do not have bank accounts, and the loans will be in the amount of \$2,000. The loans can serve to reestablish or create non-existent credit with individuals who choose to do so. This will provide individuals with an opportunity to build a relationship with a quality banking institution that can provide financial education. Mr. Thompson asks how the tax preparation notice was distributed. Mr. Halliburton states that the VISTA volunteer worked with Whole Child to distribute 4000 flyers, 1000 door hangers were created by Tropicana, and the Vista volunteer will be distributing those in Bradenton Village. A show was taped to run three times a week on METV about the tax preparation, and signs were strategically placed throughout the district. Flyers were distributed to churches through the district, and the Rapid Refunds will hopefully attract people. There is a young urban group that meets at the CCRA, and they have also said they will help with distributing the information. An ad has been placed in "The Tempo," and an article will be in the paper as well. Email notifications were sent out to partners as well. The preparers with the AARP program are instructed to look for the Earned Income Tax Credit, and the people targeted in our district are generally eligible to receive the EITC. The EITC provides a mechanism through which people can be connected to financial education products. The CCRA has been given a target of 100 returns at this site.

Financing for Redevelopment Agencies

There is little new activity. The lead attorney for the FRA is cautiously optimistic about the possibility of a positive outcome on the cases dealing with bonding requirements associated with redevelopment agencies. Because there are so many different cases that could damage the ability of CRA's to fund themselves, the FRA representatives at the regional meeting in Bradenton were very impressed with the creation of the non-profit as a way to creatively fund development. Mr. Thompson states that he was very impressed with the FRA representatives, and was happy with the level of optimism from David Cardwell, lead legal council for the FRA. Mr. Thompson states that the meeting was very profitable, and encourages other board members to attend when possible.

Washington Park Redevelopment Strategy

A quorum has not been reached, and without a quorum, only agenda items that do not require a vote will be reviewed at this meeting. The board has authorized Mr. Halliburton to move

forward with the identification of potential properties to be assembled in a large-scale development project. The carryover is larger than anticipated, and the MLK Mixed Use project will be done differently than anticipated. Mr. Halliburton has met with Mr. Leonard to reassess the budget, which will be brought forward at the regular February meeting, along with a budget amendment. There are tentative verbal agreements on several properties, and the agreements will need to be negotiated to accommodate the budget situation.

Property Disposition

The board did not want to dispose of the Library Property at 519 18th Street East without an alternate site to replace it. Discussions took place with the Library Board regarding a library within Norma Lloyd Park, and it was warmly received as an East Bradenton Library site. Even though formal approval was not given to that site, and other sites are under consideration, the library board has said they will approve this site, so this was a good time to dispose of this property. Mr. Halliburton introduces Ms. Hewitt to guide this discussion. Ms. Hewitt states that two proposals were received after 30 days of public noticing the sale of the property. Habitat for Humanity and ATI Wellness Centers both responded. Mr. Halliburton, Mr. Thompson, and Ms. Hewitt met with both Habitat for Humanity and ATI Wellness. Habitat for Humanity proposed mixed income housing and market rate housing on the land, to be built in conjunction with DeMorgan Homes. ATI Wellness withdrew their bid in written form after their meeting with the CCRA. The CCRA will begin discussions with Habitat on the price of the property. Mr. Thompson asks if DeMorgan and Habitat will be presenting their proposal to the board. Ms. Hewitt says that if the board would like them to, she can request if of them. Mr. Thompson states that he would like them to. Ms. Hewitt states that Mr. Tim Polk, Planning Director of the City of Bradenton, has made it a priority to monitor this project, and has given them a menu for the types of homes they may build, because he made it a goal from a development perspective that Habitat Homes look like market rate homes. Mr. Halliburton states that disposing of this property is key in moving forward in other property acquisitions, because the most recent budget was put together with \$500,000 from the sale of this budget included in it. Mr. Thompson and Mr. Leonard state that they both have had professional dealings with DeMorgan Homes, and will need to make declaration of it for the record. Ms. Hewitt has requested the appropriate form. Mr. Thompson requests that Ms. Ingram chair the portion of the meeting in which DeMorgan presents. Mr. Halliburton states that while making a profit on the land is a consideration, the final product on the site is also an important consideration as well. In considering all of the projects under consideration, Mr. Halliburton states that it may be valuable to the number of housing products entering the market. Mr. Thompson asks the number of units being discussed. Mr. Halliburton states that if all potential housing products move forward, 20 units will be added at the Library Property, 9 at the MLK Mixed Use Project, 20 at 9th Street E and 13th Avenue E, 40-50 at 7th Street East and MLK Avenue East. Ms. Hewitt states that per Florida statute 163.380, after the two responses were entertained after the 30 day public notice, the CCRA may now entertain other proposals for the sale of the land. No other parties have come forth at this time. The CCRA will now be entering into discussions about the price of the sale of the land. Mr. Thompson requests that Ms. Ingram take place in the next phase of the discussion with Habitat for Humanity.

CEDC, Inc. Update

Ms. Veatrice Farrell presents the CEDC, Inc update. The CEDC Board had their first full board meeting on January 16, 2007. The CEDC, Inc has 7 board members, and they will be requesting that the Palmetto CRA, their newest board member, present the board with 3 names for an additional member for the board to vote on. The CEDC, Inc is currently ahead of their projected schedule on the certifications they hope to obtain. They have just received an additional letter from the IRS this week in reference to the 501(c)3 designation. Ms. Farrell thanks the CCRA for being the CEDC, Inc's first partner, and says that this partnership has enabled them to establish their partnership with the Palmetto CRA, and begin discussions with Manatee County and the Downtown Development Authority regarding partnerships. Mr. Thompson commends the CEDC, Inc on the speed that they have accomplished their goals. Mr. Halliburton states that Sarasota's EDC has had a great deal of interest in partnership with the CEDC, Inc, and the CEDC, Inc will be pursuing that after they develop the partnership in Manatee County. Ms. Farrell states that in the formation stages, the idea of a non-profit entity was represented as ahead of the curve, and the FRA meeting has shown that it has been such. Mr. Thompson thanks the CEDC, Inc for their report to the board.

Finance Report

The October, November and December 2007 financials are in the packet for review. Mr. Leonard presents a report on the December financials, which have not been adjusted for the audit findings. The agency received 97% of the anticipated TIF dollars, with tax value adjustments making it less. The carryover was more than anticipated (approximately \$800,000, as opposed to \$650,000). However, a loan of \$1.5 million was budgeted before the Strand Decision, so now as previously mentioned, it is important to dispose of auxiliary properties.

MLK Mixed Use

Mr. Ed Jennings of JDG Development Group speaks on the progress of the MLK Mixed Use Development Project. He formally thanks the board on the record for the opportunity to work with the CCRA on the project. For the board's review, he has given them three documents: 1) a update on his progress, 2) an update to the update, and 3) a draft of a contract with King Engineering for site engineering services. He discusses the following items: 1) The transition from development consultant to developer. 2) Land use and zoning concerns, and his recommendation that King Engineering be used on the project, per discussions with City officials. 4) King Engineering will also assist in the water retention issues on the site. 5) Mr. Jennings met with the Center for Financial Independence to partner with them to create a pool of potential homebuyers over the period of a year. Certain pools of funding have different requirements for the income mix. 6) Mr. Jennings proposes the idea of having the CCRA or CEDC, Inc be the master lease for the commercial space on the project. 7) Mr. Jennings says that the project could cost anywhere from \$100 to \$150/square foot, but until certain questions are answered, he cannot give a definite answer. 8) There are a variety of financing incentives available (land grants, tax rebates, development incentives, impact fees, SHIP funding, etc). 9) To ensure that minority contractors are able to participate in the project, the CCRA can bring in Turner Construction to have a 6-12 week program for all parties who are interested in participating on the project (and other government projects in Manatee County). The training program will prepare the contractors, and any contractor chosen must be prepared to work with

minority businesses. 10) Mr. Jennings believes that there is a potential to use the MLK Mixed Use Project as an initial focus to Knight Foundation funding. Mr. Jennings introduces Mr. George Whalen from King Engineering. After the land has been purchased, and the Phase I environmental study has been done, the next person to talk to is the engineer. In addition to the site engineering, coordination of community input will be necessary. It is possible that a traffic survey will be required, but not likely. At this point, the request is that parts 1 and 2 of the contract will be funded to move the project forward. Mr. Halliburton states that Mr. Whalen extended his firm's services on a no cost basis to the CCRA before this project was introduced—Mr. Halliburton thanks him for his services in the revitalization of the community. In the October 2007 meeting, certain engineering services were approved in the contract Fawley Bryant Architects. There were certain portions of the engineering services that they planned to outsource to another firm, and on those the CCRA would like to have King do, but on the engineering services that Fawley Bryant intends to do in-house, the CCRA will continue with the contract's specifications and defer to Fawley Bryant. Mr. Thompson asks that the formal agreement brought before the board to be restructured. Mr. Whalen, Operations Manager for the Sarasota office of King Engineering, greets the board. The firm provides engineering, planning, survey, and environmental services. The contract under review this evening will bring the CCRA through the PDP, preliminary site plan, and construction related services (detailed designs, Swift Mud, and permitting). The City of Bradenton moves projects quickly, so 3 months is a realistic time frame to work within. King Engineering will be discounting their fees 20% and all public meetings after 5 PM will not be billed for. Mr. Whalen thanks the board for their consideration. Mr. Thompson says that he would like Mr. Lisch to review the contract before the board approves it. Mr. Thompson thanks Mr. Whalen for coming, and states that the CCRA looks forward to looking forward to working with King on the CCRA's signature project. Mr. Thompson asks Mr. Jennings for his input on the number of homes potentially entering the market (referring to Mr. Halliburton's previous question). Mr. Jennings states that despite the tightening lending standards in the mortgage market, having a year-long program in place that prepares homeowners for the CCRA's units will help to set these potential homeowners apart from other borrowers. Additionally, the smaller number of units will be much easier to sell than a larger number. Mr. Jennings does not recommend connecting adding housing as a component of the professional training center, due to the closeness of the difficulty of the condo conversion of the Treesdale units. Selling the MLK Mixed Units through the mechanism planned, with the incentives built in, distinguishes it from the other housing products on the market. Ms. Hewitt brings the board's attention to the affordable housing workshops that are planned in the spring. One of the products of the workshops will be a report on the housing products and potential in the CCRA area, and the report can analyze the impact of additional housing units in the market. Mr. Jennings states that the housing units will also be entering the market at staggered time periods, so it would impact the market differently than if they all came forward at the same time. Mr. Thompson thanks Mr. Jennings. Mr. Halliburton states that within the next few months he will be developing a policy for the administration of the subsidy. The subsidy would not impact Mr. Jennings's bottom line—it would impact the end cost of the purchaser. The subsidy would also be given with certain clauses that would prevent the purchaser from flipping the unit.

Director's Report

No comments.

Board Comments

Ms. Ingram thanks the staff for providing the board information to the board beforehand and would appreciate it if they can continue to do so. Mr. Thompson suggests that “health benefits” be added to the goals of the MLK Day Run, before it is addressed on the agenda at the next meeting.

Citizen Comments

Mrs. Susie Copeland says that she is excited to see the project unfold. She is concerned about the 3-story height of the buildings. Ms. Copeland expresses concern about the separation of the CCRA and CEDC. Ms. Copeland asks if the master plan for Washington Park created by WilsonMiller was presented to the community, and if it is available. Mr. Halliburton says that they recently completed it, and that the CCRA was not comfortable with all of the language in it, so the CCRA is requesting that WilsonMiller revisit it. The plan has not been approved by the CCRA board. Mr. Thompson asks if Ms. Copeland would like to have an additional community meeting before the revised plan is approved. Ms. Copeland says that she would like to do that, since the community provided input on the plan. Finally, Ms. Copeland says that she likes that King Engineering will be having community meetings, as part of their contract, because it will include the community in the project.

Adjournment

The meeting adjourns at 6:31 PM.

Next Meeting Dates

- *Special Board Meeting*: January 31st, 2007 (5:00-7:00 PM)
OR
February 7, 2008 (5:00-7:00 PM)

Minutes Submitted By: _____

Minutes Approved By: _____